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UNM School of Law Library Annual Report 1989-1990

School of Law Library Directors, Heads, and Librarians

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UNIVERSITY OF NEW MEXICO LAW LIBRARY
ANNUAL REPORT FOR 1988-90

REPORT OF THE LAW LIBRARY DIRECTOR
Anita L. Morse

The University of New Mexico School of Law Library is undergoing a period of transition and change. Three years ago, we began a program of staff reorganization, collection development and implementation of major new automation programs. Our primary goal was to ensure that law library programs focused on achieving the library's mission: serving the instructional, research, and public service missions of the School of Law and the University. We have made great progress in our movement towards that goal: I define progress as development, willingness to change, and steady improvement. The Annual Report relates our progress to date in achieving our ongoing goals.

As members of the University of New Mexico School of Law Library staff, we are all integral parts of the mission and goals of the School of Law and the University. As a law library, we are part of a network of value-adding libraries which provides information resources to people involved in instruction, scholarship, practice and self-help. In today's information-rich environment, without libraries to organize and mediate information for the users, there would be little progress, scholarship or learning.

I stated that libraries were value-adders in the information resource process. This is a library planning model that asks the question, what is the library doing to enhance the ability of its users to access information? All libraries perform basic value-adding activities, such as providing physical access to an organized collection of materials. These are called ordering activities. Today, this no longer means amassing a

collection of books at a single location. Rather, it means the ability to supply access through interlibrary loan, online computer access or institutional consortia cooperation. In addition, the physical integrity of the collection achieved by circulation systems, reshelving and shelf-reading, security devices and copying facilities are equally a part of physical accessibility that must be provided in tandem with supplying new services.

The next step of value-adding in libraries includes formatting activities which make it easier for our users to access and make choices from the vast body of information available. Perhaps signage, the catalog and shelving arrangements are the most basic of our formatting activities. But now we are adding the online catalog and bibliographic services to further enhance user choices. The law library is moving beyond the basic value enhancing services to add value through intellectual access. In doing so, we are serving the needs of a special user group composed of legal scholars, law students and the legal community in New Mexico.

Another level of value-adding involves the mediation by the library staff between the user and the information resources. Our mediation services range from technical and circulation services and basic reference assistance to intensive question negotiation and instructional services. Our goal is working towards a library where all the law library staff work in a client-centered, interactive environment and:

Know the subject matter with which they work;
Know the users and the different levels of understanding each user brings
to the law library;

Are sensitive to the problems each user faces and to the criteria different users apply in making choices.

Client-centered mediation stresses not only subject knowledge but also communication skills. Both qualities are important in each library staff member's work as a provider of legal information resources.

Perhaps the most important goal in our law library is to be adaptable, to cultivate the ability to change according to the needs of different users. Adaptability means trade-offs among different law library goals of research, instructional and community services. It also means the ability to alter plans according to changes in the missions of the School of Law and University of New Mexico and according to the levels of financial support we receive. During the past three years, we have made a number of trade-offs in order to maintain basic services and provide new services.

LIBRARY SERVICES

The library is functionally divided into a number of service units, each of which focuses upon an array of client-centered activities. Library service units include Acquisitions, Administration, Cataloging, Circulation/Collection Maintenance, Circulation/Revenue Center/ILL, Processing, Reference, and Serials. They are coordinated by the Law Library Director, the Deputy Director, and Associate Law Librarians. Automation of the library's activities brings together traditional library divisions of "public" and "technical" into broad service units, all participating in direct, client-centered activities and all involved in directly supplying users of the library with information resources.

Some major accomplishments of our library service units in the past two years include:

Continuing the operation of the UNM Law Library Prison Project for copying of information resources requested by inmates of New Mexico penal institutions.

Placing the library's serials onto an online system, INNOVACQ, which is used for public access, acquisitions, check-in and payment.

Preparing Law Library Guides and a new edition of UNM Law Library Self-Guided Tour to assist patrons in use of the library.

Creating an Acquisitions List of new library resources for public distribution.

Participating in the online computer assisted legal research training of School of Law students.

Weeding, arranging and indexing the New Mexico records and briefs collection for public access.

Designing and participating in bibliographic instruction sessions in School of Law programs, including first-year Legal Reasoning, Research and Writing, CLEO, American Indian Law Center Pre-Law Program, Legislative and Administrative Process, and for other University and community groups.

Preparing materials for the American Indian Law Center to distribute to tribal courts.

Publishing the UNM Law Library Newsletter for general distribution and the Formal Grapevine for library distribution.

Creating a Library Security and Problem Patron Policy for the library and implementing a major new building security program that includes the addition of onsite student security aides.

Implementing a copycard system for the photocopy operation which permits library users to use one vending machine card in all University of New Mexico Libraries.

Adding telefacsimile transmission capability to our Interlibrary Loan services.

Providing online access to the legislative status of bills during the New Mexico legislative session.

Binding and indexing all School of Law examinations for student access.

Completing a Library Disaster and Preservation Manual.

Replacing the old and unreliable photocopy machines.

THE COLLECTIONCOLLECTION DEVELOPMENT

The library is in the process of developing written collection development guidelines and determining collection development needs. We are moving towards a program that emphasizes a client-centered approach to combining library functions. Associate Law Librarian, Eileen Cohen, Collection Development Officer, prepared a written collection development document which incorporates existing policy and procedures of the library. During the past two years, Eileen Cohen has involved both faculty librarians and professional staff in selecting materials and determining needed policy changes. Each selector is assigned individual law faculty members as well as special units of the School of Law, such as the Clinic, the law reviews, Natural Resources Center, American Indian Law Center, and Institute for Public Law. Selectors are responsible for working with their faculty members on bibliographic needs and for making acquisitions recommendations in specific subject areas.

In this first phase of collection development, the purchase of law and law-related treatises and monographs as well as general reference materials was identified as a priority issue. Additional priorities were placed on the acquisition of bibliographic materials to use for both measuring the needs of our collection and finding alternative sources for obtaining materials, such as interlibrary loan. In the coming years, the library's goals include enhancing our collection through both retrospective additions in selected areas of the collection, such as International and Public Law, Natural Resources Law, Legal History and Indian Law and increasing the use of regional and national shared collection resources.

MAJOR ADDITIONS AND NEW FORMATS

Demands on the collection will continue to grow. A major new format is CD-ROM, an electronic information format. In 1989-90, for example, the library added the GPO-Monthly Catalog and New Mexico Statutes and Reports on CD-ROM. The New

Mexico Statutes and Reports CD-ROM includes all New Mexico Statutes as amended through the 1990 legislative session plus all decisions of the New Mexico Supreme Court since 1964 and the Court of Appeals since 1965. It permits legal research by word or combination of words in the text of the statutes or cases and includes electronic links to related references. The CD-ROM disc is compatible with word processing and printing systems which permits users to produce customized legal documents.

AUTOMATED COLLECTION CONTROL

Information on the library book/serials order budget as well as access to the collections has been enhanced by the completion of the serials entry project on INNOVACQ, the online serials subsystem. Innovacq provides the library with fiscal accounting information upon which future budgetary decisions can then be based. Innovacq also provides complete information on our serials holdings in the library, including full information on the receipt of current issues. This alerts the library staff members to missing issues and to special handling instructions, such as faculty routing.

LIBRARY INFORMATION RESOURCES BUDGET

Money spent for acquisitions of all information resource formats has seen little growth over the past years, and there has been some decline in comparison to the University of New Mexico's Comparison Group Institutions. Actual acquisitions funds spent exceeds funds allocated by the University because the library has diverted staff and supply funds and other discretionary funds to maintain essential legal serials and services as well as purchase new information resources. The library continues to make hard choices concerning the priorities of information access in determining to allocate resources to staffing and facility needs or collection resources.

The law library's client-centered activities reach far beyond the boundaries of the School of Law and the UNM campus. We are a major supplier of legal information resources to the State of New Mexico, and the legal community recognized the importance of our library by establishing the Friends of the UNM Law Library in 1988 to raise funds for our collections and services. The library faculty and staff take part in continuing education and a variety of professional and community service activities which enhance the reputation of the School of Law Library and increase our professional competencies for better provision of information services to our library patrons. Our Friends, library faculty and staff have been very active in the past two years.

Friends of the University of New Mexico School of Law

The first major event hosted by the Friends of the UNM Law Library, under the able leadership of Attorney James Gilman, and with the assistance of Deputy Director, Lorraine Lester, was a commemorative reception, May 20, 1988, honoring the first UNM Law Library Director, Arie Poldervaart, 1947 to 1963. Members of the first graduating class 1950, The Honorable Joe W. Wood and Attorney Richard C. Civerolo, and Professor John Bauman, member of the first School of Law faculty, gave their recollections of the creation of the School of Law and the Law Library and made a special presentation to Professor Poldervaart's widow, Mrs. Edna Beryl Poldervaart. An Arie Poldervaart Fund campaign was launched in memory of the role he played in the founding of the School of Law and in the creation of a legal information resource for New Mexico.

Since that time, the Friends have continued to encourage attorneys and other UNM law library users to become Friends and to help support the law library financially. The organization sponsored booths at the State Bar Conventions and took part in the University-wide Centennial campaign at Winrock Center. In conjunction with the UNM Centennial campaign, the Friends participated in the Law School's Donor Recognition

Ceremony in which significant contributors to the School of Law and Law Library were awarded memorial plaques which are mounted on a Donors' Board in the law library.

Recent events included a reception where Congressman Steve Schiff honored the School of Law Library with a presentation of a silver Bicentennial Commemorative Congressional coin and the 1989-90 Annual Meeting, which included the program, "A Humorous History of the New Mexico Bench and Bar," related by the Honorable Gene Franchini, the Honorable Frank H. Allen, and attorneys LeRoy Hansen, Russ Moore, James Toulouse.

The Friends issued their first Annual Report in May of 1990 showing a solid beginning of an organization that we hope will continue to grow in support of the UNM Law Library.

Law Library Faculty Profiles

Professor Anita Morse, Law Library Director, published "Pandora's Box: An Essay Review of American Law and Literature on Prostitution", 4 Wisconsin Women's Law Journal 21 (1988) and "Book Review: M. Ethan Katsh, The Electronic Media and the Transformation of Law", 13 Legal Studies Forum 435 (1990). She served as a consultant for the New Mexico Library Association and assisted in drafting and lobbying for library privacy legislation in New Mexico. She prepared a study on the legal and health needs of Indian elders vis-a-vis the non-Indian elder population for the American Indian Law Center to be published as a part of the AILC publication series. Professor Morse served as Chair of the American Association of Law School Libraries Committee, 1989-90, and member, 1987-1991, as well as serving on the New Mexico Compilation Committee, the State Bar Library Committee, and the Albuquerque Bar Association Red Mass Committee. She co-taught a CLE on Advanced Legal Research at the 1988 State Bar Association Convention. In 1989-90, Professor Morse received a Eugene Powers Doctoral Fellowship from the University of Michigan, where she completed a study for the University of its online faculty research profile system (SCRIPT) and archived the

personal papers of Judge William W. Kent of the Sixth Circuit Court of Appeals.

Assistant Professor Lorraine Lester, Deputy Director, was a contributor to Reader's Guide to Twentieth Century Science Fiction (American Library Association, 1989). She was a program speaker on "Link to State Legislatures: Compiling Legislative Histories" at the 1990 Annual Conference of the Southwestern Association of Law Libraries. She continued to serve the Rio Grande Chapter of The Special Libraries Association as Archivist. As primary law library contact for fund raising, she has worked closely with the Friends of the UNM Law Library organization, submitted a grant proposal to the New Mexico Bar Foundation, attended the Grant Proposal Workshop sponsored by the American Association of Law Libraries and a two day presentation by the National Endowment for the Humanities at UNM. She completed a 3 day AALL Institute on Financial Management of Law Libraries and attended numerous personnel development and training sessions at the Management Development and Training Department at UNM. She serves on the UNM Faculty Senate Computer-Use Committee and on its subcommittee to review the status of the CIRT budget.

Assistant Professor Eileen Cohen, Associate Law Librarian, published "An Annotated Bibliography: Protection of Archeological Sources", SWALL Bulletin (21 no.3) (1990): 11 (with Goldsmith) and "Public Access to Legal Information--Committee Efforts Survey," in Public Services Procedural Guide: Start-Up Project Guide for AALL Chapters, 3d ed. (AALL Legal Information Services to the Public SIS) (with Studwell). She serves as Treasurer of Special Libraries Association, Rio Grande Chapter, 1989-91; chaired the Nominations Committee for the American Association of Law Libraries Legal Information Services to the Public Committee, 1990; and serves as a member of the AALL Duplicates Exchange Committee and of the Southwestern Association of Law Libraries Continuing Education Committee. Professor Cohen was a program speaker on "Improving Legal Research Through the Cooperative Efforts of Academic and Firm

Librarians" at the 1990 Annual Conference of the Southwest Association of Law Librarians. In 1989-90, Professor Cohen completed two courses in the Certificate Program in Management of the American Management Association.

Assistant Professor Jami Hotsinpillar, Associate Law Librarian, designed and co-taught a one-day Continuing Legal Education program and a program for teaching the Albuquerque District Attorney's support staff basic legal research. She co-taught CLEs on Advanced Legal Research in 1988 and 1989 for the State Bar Association. She served as a member of the American Association of Law Libraries' Special Committee on National Information Policy, 1989-90, and as SWALL Bulletin liaison for New Mexico. She was Chair of the New Mexico Library Association 1990 Conference Local Arrangements Committee. Professor Hotsinpillar serves on the TV-I Legal Assistants Associate Degree Program Advisory Board, the TV-I Curriculum Development Subcommittee, and the Martha Liebert Library Board. In 1990, Jami Hotsinpillar was accepted into the New Mexico School of Law as a first-year student and resigned her position in the Law Library. We all wish her the best of success in her new career and extend our thanks for her contributions to the School of Law and the Law Library.

Law Library Staff Activities

Crystal Anson, Library Information Specialist, Reference Services, published "A Five Year Cumulative Index to Questions & Answers", Law Library Journal 82 (1990): 187. She served as co-chair of the Meals and Entertainment Committee for the 1990 New Mexico Library Association annual conference.

David Anstine, Programmer III, Administrative Services, served on the School of Law Computer Support Committee and is working to coordinate the campus wide network with the School of Law and the Law Library as well as other networks such as Technet.

Dana Dorman, Library Information Specialist, Cataloging Services, attended the OCLC's new online database EPIC training workshop and is now the lead searcher and trainer in the library on the service.

David Epstein, Library Information Specialist, Circulation Revenue Center Services, was a member of the UNM Interlibrary Committee to implement the Copicard System.

Peg Heinemann, Library Information Specialist, Serials Services, serves on the UNM Interlibrary Committee for INNOVACQ.

Tom Huesemann, Library Information Specialist, Acquisitions Services, is a member of the UNM Interlibrary Committee for INNOVACQ.

Bill Jacoby, Library Information Specialist, Circulation Collection Maintenance Services, works closely with the Dean's office to implement security procedures throughout the Law School.

Susan Magee, Library Information Specialist, Reference Services, co-taught in legal research training of District Attorney Office support staff, participated in Summer Law Clerk program, presented law library tours to University, TV-I, and community groups, and served as law library contributor to the Bratton Hall Bulletin.

Mary Woodward, Library Information Specialist, Reference Services, co-taught in legal research training of District Attorney Office support staff, and participated in Summer Law Clerk program. She served as co-chair of the New Mexico Library Association Meal and Entertainment Committee for the annual conference.

STAFF CHANGESTerminated

8/16/88	Dan Dabney
8/18/88	Patrick Armijo
8/10/89	Jonathon Lord
1/03/90	Martina Austin
1/29/90	Marie Lakits
3/23/90	Susan Thompson

New Appointments

10/01/88	Mary Woodward
2/27/89	Crystal Anson
9/18/89	Trisilla Ward
8/07/89	Heather O'Daniel
4/31/90	Debbie Kozerski