

8-28-2001

UNM School of Law Library Annual Report 2000-2001

School of Law Library Director

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Director, School of Law Library. "UNM School of Law Library Annual Report 2000-2001." (2001).
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UNIVERSITY OF NEW MEXICO LAW LIBRARY ANNUAL REPORT 2000/2001

During 2000/2001, the Law Library continued to support the curricular and research functions of the Law School community. Library staff provided training on legal research for various law school classes and outside groups, provided reference and research support for the various constituencies that rely on the Law Library, and maintained and modestly expanded the materials available to legal researchers.

LIBRARY STAFF

The Law Library staff size fluctuated again during 2000/2001. Three librarians resigned from the Law Library to take other positions out of state (Robert Mead, Visiting Reference Librarian; Lisa Peters, Associate Librarian for Access Services; and, Faye Hadley, Reference Librarian). The Library adjusted to these vacancies by temporarily eliminating evening reference coverage Monday through Thursday and by reassigning Eileen Cohen from management of technical services operations to management of access services functions. The resignation of an evening and weekend staff member in Access Services in May required rearrangement of staff schedules but the reduction of hours for the summer alleviated potential staffing problems.

The Law Library continued the employment of the temporary staff person in collection development to provide support in handling a large collection of gift materials and the large number of monographic orders placed by the Law Library during the past year. Instead of replacing the LIS II Bindery Assistant position left vacant by a staff resignation in January 2000, the temporary staff person in Collection Development was given responsibility for binding functions in 2000/2001. Bindery work continued at a slower rate with existing staff as the transfer of the function from the Serials unit to the Collection Development department was implemented.

The Law Library staff participated widely in training and professional/career development activities. Staff members attended various workshops and conferences including computer training classes and the annual SWALL and AALL meetings.

In November 2000, the Law Library staff began a series of staff meetings and discussions about the results of a staff survey completed in preparation for the ABA site inspection that was held in April 2001. The staff discussions provide an opportunity for staff to identify and define issues of concern related to library operations and structure and to offer concrete and productive solutions and suggestions for addressing common concerns.

The Law Library director obtained tenure and was promoted to full professor on the Law School Faculty. She taught Information Technology and the Law during the Spring 2001 semester.

UNIVERSITY ACTIVITIES

The Law Library continued to collaborate with the UNM General Library and other libraries in the INNOPAC consortium. Law Library staff members participated on various University and Law School committees. The Law Library director was included as an observer for the Faculty Senate Library Committee to help facilitate communication among libraries. Lorraine Lester served the University as a member of the Faculty Senate Library Committee.

SERVICES AND TRAINING ACTIVITIES

The Law Library continued the increased level of reference service, providing service until 9 pm Mondays through Thursdays as well as weekends, until the resignation of the reference librarian in March 2001. Service points continued to be staffed only with permanent library staff, eliminating the reliance on student workers for desk coverage.

The Law Library staff offered a range of training opportunities for Law School faculty and staff and for other groups. The Law Library director presented a program on Internet research and ethics at the NM Bar Association annual meeting in Durango in June 2001. Staff continued to provide training tours and informal classes for paralegal students from TVI and for graduate students from other programs at the University.

Direct offerings for law students included training on bill tracking for the Legislative and Administrative Process course. The Law Library provided research instruction on New Mexico practice and primary materials to all law students in the clinic as part of clinic orientation and is now included as a component of the clinic orientation instruction. In addition, the Advanced Legal Research seminar was offered each semester during 2000/2001; Eileen Cohen taught the Law School's Advanced Legal Research course during the Fall 2000 semester, Faye Hadley taught the course during the Spring 2001 semester, and Marsha Baum taught the course during the summer of 2001.

COLLECTION & FACILITIES

The Law Library continued to maintain the current collection and to concentrate on adding monographic titles during 2000/2001. The expenditures for monographic titles and one-time purchases exceeded the amount spent in 1999/2000 by 13%. These expenditures included payments for sets of microfiche such as the petitions for cases in which certiorari was denied by the U.S. Supreme Court and complete set of the official U.S. Reports to serve as a backup copy for the Law Library print collection.

The Law Library completed the shift of the collection necessitated by the installation of the compact shelving and the set up of additional shelving units on both the upper and lower floors. Materials removed during the compact shelving installation were returned from off-site storage and were shelved in the compact shelving. Materials were shifted throughout the collection to adjust the flow of the collection and to take advantage of the new space created by the additional shelving. The Law Library

continued the project of binding the New Mexico Supreme Court and Court of Appeals records and briefs. The Law Library also began to review the gift book backlog.

The Law Library facilities were enhanced during 2000/2001. The carpeting from the entrance, the circulation desk area, and the stairwells and landings to the upper and lower floors and the carpeting in the photocopy room were replaced in the Spring 2001 semester. As part of the renovation of the Law School, the Law Library restrooms renovation began in April 2001. The bathroom renovation was not yet completed as of June 30, 2001. The Faculty Library renovation was also begun in 2000/2001. The Law Library removed the shelving, library materials and furniture in preparation for the renovation and will return them to the Faculty Library after the renovation is completed.

TECHNOLOGY AND ELECTRONIC RESOURCES

The Law Library continued to make progress in increasing access to electronic information. The Law Library has increased the number of web subscriptions to titles; these titles, including Legaltrac and a tax service, can be accessed from all PCs in the building. The Law Library has also worked with CaTS to provide access to PDF and text files of documents using the Law School server for storage and a link from the Law Library web page for easy access. One example of this new access approach is the availability of the NMTLA Litigation Series on all PCs at the Law School. The Law Library's research PCs continue to be heavily used by law students, bar members, and the public to search the Internet and the Law Library CD-ROM and web subscription titles.

In 2000/2001, the Law Library offered loan of a laptop computer for law students to use on group projects in Law Library study rooms. This experiment proved very successful and of great demand by the students despite limited advertising and limited availability.

The Law Library continued to work on development of a research-oriented web site aimed at New Mexico practitioners, as well as development of web site for water law and related issues. The Law Library continued support for the Tribal Law Journal by assigning up to twenty hours per month of a reference librarian's time to locating or publishing Internet versions of primary documents cited in articles in the journal and to developing an Indian Law research web site to which the journal provides links.

FUTURE PLANS

The Law Library is continuing to develop new training and support services. The Law Library is working with the New Mexico Bar on annual CLE offerings on legal research and will prepare and present an update of the satellite CLE program on Internet research in February 2002. The Law Library is planning to implement a faculty liaison program and is exploring expansion of the current document delivery services.

The Law Library is continuing its efforts at cross-training staff to perform multiple functions and at increasing offerings of training opportunities for staff. Adjustments to the staff organizational structure also continue as positions become vacant or as service and functional needs change. To enhance the level and quality of the service provided, the Law Library is continuing a training program for library staff on legal materials.

The Law Library will continue to explore applications of technology to research and library services. The Law Library continues to explore web-based resources as alternatives to print and CD-ROM and is experimenting with various methods for providing access to resources. The Law Library purchased a printer station with network software in 2000/2001 that should finally be fully operational in Fall 2001. The printer station will allow the Law Library to charge for printing from the Law Library's research PCs using the same cards as are used in the Law Library's copiers. The Law Library is exploring the possibility of purchases of equipment for check-out to students, including additional laptop computers and headphones for use in the computer lab.

The Law Library will continue its development of a research-oriented web page, including Indian law and water law resources. The Law Library is working with the Utton Transboundary Resources Center on collecting, archiving and providing access to the papers of Al Utton. As part of the Water Resources web page, the Law Library is also offering links to sites which are related to international and transboundary water issues.

The Law Library looks forward to continued progress in enhancing services and information access to support the mission of the Law School. Filling all vacant positions in 2001/2002 will allow the Law Library to not only maintain current services and collections but to advance in new directions.