

8-2011

## Museletter: August 2011

Suzanne Corriell  
*University of Richmond*

Follow this and additional works at: <http://scholarship.richmond.edu/museletter>

 Part of the [Other Law Commons](#)

---

### Recommended Citation

Corriell, Suzanne, "Museletter: August 2011" (2011). *Museletter*. Book 113.  
<http://scholarship.richmond.edu/museletter/113>

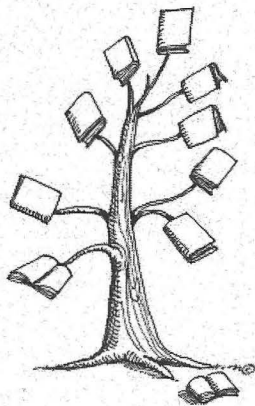
This Book is brought to you for free and open access by the Muse Law Library at UR Scholarship Repository. It has been accepted for inclusion in Museletter by an authorized administrator of UR Scholarship Repository. For more information, please contact [scholarshiprepository@richmond.edu](mailto:scholarshiprepository@richmond.edu).

# Museletter

**THIS ISSUE:**

<i>Renovations &amp; Updates</i>	1
<i>Welcome</i>	2
<i>Law Library Policies</i>	3
<i>LibGuides</i>	3
<i>Course Books Available</i>	4
<i>Football Season Parking</i>	4

**Fall 2011  
Regular  
Library Hours**



**Sunday**  
10:00 a.m. - Midnight

**Monday - Thursday**  
7:30 a.m. - Midnight

**Friday**  
7:30 a.m. - 9:00 p.m.

**Saturday**  
9:00 a.m. - 9:00 p.m.

**LAW LIBRARY RENOVATIONS AND UPDATES**

By  
**Suzanne B. Corriell**

Welcome – or welcome back – to school! The Law Library has made some changes in recent months that we are excited to share with you.

Some of you may now have a class meeting in the Law Library – there is now a beautiful new classroom (L30) on the first floor of the library, located where many of the Virginia/state materials were previously shelved.

Print materials were shifted over the summer. Most notable is the move of the KF7000s and KF8000s to the first floor, shelved immediately to the right of the open stairway. State materials (including Virginia materials) remain on the first floor. The library no longer offers print codes for all states; please use LexisNexis or Westlaw for state codes that are not available in print in the Law Library.

If you travel to the basement, you will see that there is now compact shelving throughout. (Lock the shelves before you venture down an aisle.) In the large portion of the basement, there are now American Law Reports (A.L.R.) in print, print reporters, digests, and alphabetically-arranged journals. Some of the materials in the Reference Hallway have also been shifted to accommodate a new Emergency Exit door from the renovated classroom 114. This door is only to be used in emergencies – you cannot enter room 114 from the library.

Speaking of doors, there are new doors, separating the services areas in the front portion of the Law Library from the study tables and the carrel/stack areas of the library. The study areas of the library should be quieter.

Travelling again to the basement, check out the study rooms there; they are larger, renovated, and have new furniture, including monitors on the wall to which you can attach your laptop and work on projects collaboratively. One of the study rooms is now “super-sized” and can accommodate larger groups. Four other study rooms can accommodate four students each. Obtain a key for a study room at the Circulation Desk.

We realize that there may be noise complications with many of these changes. As always, please take care to respect the quiet areas.

We are also thrilled to have a new staff member! **Alison M. Hancock** is the new Public Services Assistant. Ms. Hancock is a graduate of the College of William and Mary and earned her B.A. in English and Art History. She is currently enrolled in the Catholic University of America Graduate School of Library and Information Science and expects to receive her library science degree in May 2013. She worked as a volunteer at the Richmond Public Library for almost three years and spent much of her time working in the law library portion of the RPL.



## WELCOME NEW AND RETURNING STUDENTS

By  
**Timothy L. Coggins**

Welcome to the Law Library. The library and technology staff is excited to help you with your information, research, and technology needs and questions. We also are happy to provide you with a pleasing and comfortable place to research and study. Do not hesitate to contact us if you have any questions and suggestions.

It is my pleasure to introduce you to a talented group of individuals in the Law Library who are available to assist you.

**Suzanne Corriell** is the Head of Reference and Research Services, and **Heather Casey** is the Reference and Research Services Librarian. They can assist you with legal research and reference questions. Other librarians, **Paul Birch**, **Timothy Coggins**, **Joyce Manna Janto**, **Amy O'Connor**, **Sally Wambold**, and **Gail Zwirner**, also are available to help with your reference and research questions. A reference librarian is available at the library's Reference Desk from 9:00 a.m.–7:00 p.m., Monday–Thursday; 9:00 a.m. –5:00 p.m. Friday; and 1:00 p.m.–5:00 p.m. on Saturday and Sunday. Law librarians also teach in the first year Lawyering Skills program.

**Gail Zwirner** is Head of Access Services, and **Lori Mears** is Access Services Library Associate. Access Services staff assists you with reserve materials, checking out library materials, photocopier questions, location of materials, and many other related issues. Assisting Ms. Zwirner and Ms. Mears at the Circulation Desk are many student associates, most of whom are law students.

There are four computer and technology staff members available to help you. **Paul Birch**, Computer Services Librarian, provides technology assistance to faculty who are integrating technology into the classroom and handles many Law School's web site duties. **Kimberly Wiseman**, Computer Services Coordinator, troubleshoots hardware and software problems, trains users about various software programs used at the Law School, and oversees the operations of the Computer Help Desk and Law Library Computer Lab. **Alison Harvey**, Network Administrator, manages the Law School's servers and network, including the wireless network. **Carl Hamm**, Multimedia Technician, handles audio-visual operations, including classroom and Moot Court Room equipment. Student associates help with both computer and multimedia duties.

The Technical Services Department includes five staff members: **Sally Wambold**, Technical Services Librarian; **Amy O'Connor**, Technical Services/Digital Resources Librarian; **Janette Morgan**, Serials & Acquisitions Manager; **Timothy Edwards**, Collection Management Library Associate; and **Kathy Salandro**, Serials/Acquisitions Library Associate. Technical Services maintains the collection in an orderly manner, orders library materials, catalogs and classifies new materials, files new materials and other supplementation, and handles many other related duties, including the distribution of newspapers and magazines, shelving library materials, binding, and loose-leaf filing. Undergraduate students assist with some technical services functions.

The Law Library Administration consists of **Timothy L. Coggins**, Associate Dean for Library and Information Services & Professor of Law, **Joyce Manna Janto**, Deputy Director, and **Deborah Barlett**, Law Library Operations Manager. The administrative office staff is responsible for library operations such as budgets, facilities, and personnel. In addition to teaching in the first year Lawyering Skills program and their administrative responsibilities, Professor Coggins and Professor Janto teach upper level courses – Advanced Legal Research and Professional Responsibility.

Enjoy the coming year. Welcome again!

Timothy L. Coggins  
Associate Dean for Library and Information Services and Professor of Law



### Law Library Policies

To keep the Law Library in the best condition possible, the Law Library staff asks you to adhere to the following guidelines.

**Beverages are preferred in spill-proof containers.** These containers include the Law Library mug that you received during orientation (or a similar type mug), bottles with caps, and commercial paper, plastic or Styrofoam containers with lids. Open cups and cans are permitted, but please use care to prevent spills.

- Snack-type foods are permitted. Snack-type foods include crackers, chips, pretzels, candy, or sandwiches that have no odor. Foods such as pizza, chicken and hamburgers, Subway sandwiches, and hot foods are not permitted.
- Proper disposal of food and drink litter is essential. Please place these items in appropriate trash cans or recycling bins. If an accident such as a spill does occur, notify a staff member immediately so that we can get the liquid or stain cleaned.

**Cell phones and pagers may not be used in the Law Library**, including stairwells and common areas. All students and other users should turn off the ring feature on their cell phones and pagers when entering the library so the noise does not disturb other users. If a call is received, it must be taken outside the library.

Please be courteous to your fellow students and library users and follow these policies. Thank you for your cooperation.

### Do You Know About ... LibGuides

LibGuides are the Law Library’s content management system for online research guides. LibGuides are created and maintained by librarians, providing research sources, strategies, and support to the University community.

Individual guides are, essentially, a customized “research kit” covering broad subject areas, specific topics, and general research techniques. We plan to continue to provide print guides for selected topics; however, LibGuides are more user-friendly for those on mobile devices because most guides include embedded URLs.

Current LibGuides are available at <http://libguides.richmond.edu/cat.php?cid=10500>

- |   |   |
|---|---|
| Admiralty and Maritime Law                  | International Intellectual Property Law         |
| Advanced Family Law                         | Labor and Employment Law                        |
| Basic Federal Tax Law                       | Labor Law in a Global Economy                   |
| Basic Legal Research for the Federal System | Legal Research, Drafting, and Editing Resources |
| Bioethics                                   | Reading List for Prospective Law Students       |
| Intellectual Property Resources             | Treaties and Agreements                         |
| International Business Transactions         | Virginia Materials                              |
|   | Wrongful Conviction                             |

Over the next year, we plan to increase the number of LibGuides available. If you have ideas for a LibGuide, please let us know!



## Copies of Course Books Available on Reserve

If you forget to bring your course book or just cannot fit one more thing in your backpack, you can check out copies of required texts on reserve for your convenience at the Circulation Desk. These items circulate for four hours to allow enough time for you to get through your class.

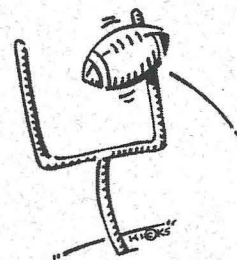
The student associates at the Circulation Desk can pull the book for you with a call number. To find that information:

- Go to the computer at the side of the Circulation Desk or to <http://librarycat.richmond.edu> and open up the library catalog;
- Click on the "Course Reserve" tab;
- Select the professor from the drop-down list and click on the "search" button;
- You will see a list of books available for the professor for the current semester;
- Give the call number of the book to the student assistant for retrieval.

## Are You Ready for Some Football!?!?

Ready! Set! Hike! Six home football games will affect Law School parking. The schedule (subject to change) is as follows:

- September 10 (vs. Wagner): 6:00 p.m.
- September 17 (vs. VMI): 6:00 p.m.
- September 24 (vs. New Hampshire): 3:30 p.m.
- October 22 (vs. Maine): 3:30 p.m.
- October 29 (vs. Massachusetts): 1:00 p.m.
- November 19 (vs. William & Mary): 12:00 p.m.



We recommend that you arrive early on game days to get a parking space. Tailgating begins four hours prior to kick-off time. Consult the stadium website at <http://www.robinsstadium.com> for more information about schedules and parking.

Suzanne Corriell, Editor  
Heather Casey, Co-Editor  
Museletter  
Law Library, School of Law  
University of Richmond  
Richmond, VA 23173

The **Museletter** is the official newsletter of the William Taylor Muse Law Library at the School of Law of the University of Richmond, Richmond, VA 23173.