

# ASL LIBRARY NEWS

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## Welcome!

Welcome – or welcome back – to the ASL Library. The Library was designed to complement the Law School's educational program. We offer 24 hour access to virtually our entire collection for our students, faculty, and staff. We provide a clean and secure area to study and to do research. We have very dedicated staff members who will try to help all of our patrons in every way possible.

Take the time to walk around and look at what the Library has to offer. We have a small but growing collection of regional legal materials, as well as general reference materials. We are purchasing books that cover the topics that you will learn in school. Our print collection is enhanced by our microfiche holdings, as well as some electronic databases that you have access to (see our web site, at <http://www.asl.edu/library/>).

Please feel free to ask questions or make suggestions as to how we can make your stay at our Law School more comfortable. Our suggestion box is upstairs, tucked away in the copy area (for those who want to leave anonymous suggestions).

## Who's New in the Library?

The Library has two new employees for the upcoming school year.

Michelle Lawson is our new Acquisitions Assistant. She is responsible for entering invoices into our computer system and for creating purchase orders for library acquisitions. She is also responsible for balancing the library acquisitions accounts each month. Michelle was born in Wise, Virginia, but has lived in the Haysi, Virginia, area until recently. She received a B.S. degree in Accounting with a minor in Business Administration in 1993 from Clinch Valley College. Presently, she resides in Grundy with her husband Charles.

Jason McMurray is our new Circulation Assistant. He is responsible for checking books in and out to all of our users, keeping our materials current by looseleafing and pocket-parting, and assisting people with basic photocopier and printer problems. Jason was born in Kingsport, Tennessee, and now lives in Grundy. He loves golf, basketball, and lifting weights. His future plans include returning to school to get a degree in Criminal Justice.

# What's Happening in the Library?

by Glenna Owens, Technical Services Librarian

Over the summer, the Library staff and student workers have been busy with the following projects:

- Placing “dummy blocks” in the periodicals to indicate title changes
- Barcoding and labeling the periodicals
- Shifting and filing the microfiche collection
- Barcoding our New York materials
- Putting up new range signs on the shelves to indicate what is there
- Shifting our archive collection to make room for growth
- Sorting and processing the donations that we had stored in the Artley Building
- Moving other donations from off-site locations to the Library

A big “thank you” goes out to each and every person involved. Without the hard work and persistence of these individuals, we would never have accomplished as much as we have.

## Other News

- As of this publication date, our student network is not working. If you need to print, you must save your materials on a 3.5” IBM-formatted diskette. The two computers by the laser printers are set up to print, and should read your diskettes. If you have problems, ask the person at the Circulation Desk.
- After many student and staff requests, we are now receiving the *Roanoke Times*. Look for the most recent issue upstairs in our Current Awareness area. Within a few weeks, we will also be receiving the Sunday edition of the *New York Times*.
- Don't forget about some of the “secret stuff” that we have in Reserve. Hiding behind that door (which is behind the Circulation Desk) is our collection of hornbooks and nutshells, the “Cliffs’ Notes” for law school. Ask for them by subject or by name. You will need your ASL ID to check out this material for the two hour lending time.
- The Library is now able to charge fines for overdue or lost or damaged materials. Please be careful to return items on time! The Library will also begin charging for replacement ID cards. Refer to the updated Student User Guide for more information.
- Special tip to our new 1Ls, from Chris King, Reference Librarian: The worst part about the first few weeks of law school is learning the new “language of the law.” If you want to check the proper usage of the words that your professor is using, we have legal dictionaries and encyclopedias in our Reference Area. Take a look around (especially around KF 150), or come into my “fish bowl” office and ask for help. (That's why I work here!)