

# *Annual Report*

Judge Kathryn J. DuFour Law Library

The Catholic University of America

*Academic Year*  
2006 — 2007



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## I. INTRODUCTORY SUMMARY

The **Reference Department** worked closely with faculty throughout the year, affirming that the liaison program is thriving and functioning quite well. The staff estimates that they responded to 1,200 student and faculty questions of a substantial nature during a 14-month period. A major event in the Reference Department was the retirement of 34-year veteran Librarian and Associate Director Pat Petit, who left the library in October 2007. Interviews for Petit's replacement took place over the summer and fall. Steve Young stepped in temporarily to lead the staff during the fall and winter. Successful candidate Elizabeth Edinger, legal reference librarian from the University of California at Berkeley, joined the staff in February. Two speaking engagement highlights of the reference staff's year were: a panel organized by Reference Librarian Yvette Brown on the creation and maintenance of the *Catholic Dimensions of Legal Studies: The Catholic University Law School Bibliography* presented to the Catholic Library Association's annual meeting in April; and Steve Young's participation as a panelist in an ABA Conference on legal ethics in June.

The **Circulation Department** responded to 615 faculty and student requests for interlibrary loan, and lent more than 880 items to outside libraries. In-house circulation statistics indicate that some 8,443 items were charged out to faculty and students. The Department also expanded interlibrary loan service to law students through the OCLC online loan system. Head of Access Services, Frances Brillantine, spearheaded the adoption of *MyColumbo*, software which permits students and faculty to manage their library accounts.

During the 2006 academic year, the **Technical Services Department** supervised a major review of serial publications with the goal to reduce redundant or little-used titles. Law journal subscriptions were also reviewed for the same purpose. Substantial headway was made on claiming missing items and completing longstanding binding problems. The staff recommended moving to *Hein* electronic green slips to speed along book selection, as well as purchasing *TDNet*, an electronic journal locator system. The unit also filled three technician positions, the result of normal turnover.

Len Davidson, **Systems Librarian**, worked diligently on several initiatives including designing a software program for reserving student study rooms, downloading first year law student identification information into the library's online system, and upgrading much of the library's computer equipment.

**Media Services Director**, Greg Stack, vigorously promoted using classroom *Symposium* technology and offered frequent training sessions to faculty on how to use the new system. During fall 2006 much staff time was spent on preparing for the installation of technology systems in four seminar rooms, permitting more faculty to use technology with small classes. This project was completed during the Christmas break. Overall technology has continued to play a much larger role in classroom pedagogy. The staff also provided technology support for 89 law school special events.

## II. MILESTONES 2006 – 2007

- Added 4,723 new titles to the online catalog, which now includes some 135,802 unique items;
- Purchased the *CIS digital Congressional Hearings Set* (1980-2003);
- Added 7,127 volumes resulting in hard copy count at 210,878 volumes;
- Added 3,330 microfiche volume equivalents to the collection, which now includes a total of 210,235 microfiche volume equivalents;
- Reported that combined hard copy and microfiche volume equivalent count in the law library is now 421,113 volumes;
- Received approximately 15% of all materials published through the Federal Depository System;
- Completed some 1,200 faculty and student requests of a substantial nature for reference and research assistance;
- Circulated more than 8,443 books and reserve items to students and faculty;
- Borrowed 615 volumes and copies of journal articles for faculty and students between July 1, 2006 and August 31, 2007;
- Lent 884 volumes and copies of articles to other institutions between July 1, 2006 and August 31, 2007;
- Filled 760 requests for classroom media equipment and media staff assistance;
- Provided Media Department support for 89 major special events ranging from an afternoon lecture to a conference of several days;
- Hired a new Cataloger;
- Hired a new Associate Director and Head of Public Services;
- Revised library's web pages;
- Implemented an online student study room reservation system.

### III. SERVICES

#### A. Public Services – Reference Department

##### 1. Reference Staffing

The retirement of Pat Petit in October 2006 was the only change in reference staffing for academic 2006-2007, albeit a major change. All evening librarians continued in their part-time positions. In the fall Steve Young stepped in as acting Head of Public Services during the search for a candidate to replace Petit. In order to provide more temporary coverage, retired law librarian Leonard Klein, formerly of George Washington University Law School, joined the staff for four months. In February 2007, Beth Edinger, legal reference librarian from the University of California at Berkeley, joined the staff, replacing Petit.

##### 2. Reference, Research and Teaching

During academic year 2006-2007 faculty liaison teams were reshuffled a bit in preparation for the departure of Pat Petit, and because of the need to spread work more evenly. The limited re-pairing of several faculty with different reference librarians appeared to be successful based on the comments received. The reference librarians estimate that they received approximately 1,200 faculty and student requests for reference assistance of a “substantial nature.” As in the past, some were quick projects; others more complicated and time consuming.

Among the topics researched were the following:

- Which states have adopted the *Model Rules of Professional Responsibility*?
- Locate instances of collaborations between law school disciplinary programs and offices of disciplinary counsel.
- Locate the travaux préparatoires for the *Vienna Convention on Diplomatic Relations*.
- Find medical and sociological research on maternal fetal bonding during pregnancy.
- What federal laws apply to the interception of VOIP transmissions?
- What are the rules governing the applicability of the hearsay rule and the confrontation clause in traffic cases in Maryland?
- Locate the recent amendments to the (UK) *Mutiny Act*.
- Find information on the frequency of pre-implantation genetic diagnosis used by married couples utilizing IVF procedures.

### 3. Addition of New Electronic Titles to Library Catalog

During 2006-2007 the LexisNexis Digital Hearings Collection Retrospective B (1980-2003) was added to the growing number of digitized Congressional research materials available from the library.

### 4. Implemented New Electronic Tools

*TDNet*, an electronic journal finder, was introduced in fall 2006. *TDNet* identifies journals that are already available to the students and faculty through existing library subscriptions. By entering a journal title into a search field, one can quickly ascertain which of our various library electronic services (or other University databases) contain the item in full-text electronic format. Frequently searches indicate that *Hein Online*, *Lexis* and *Westlaw* have the sources needed.

Another new electronic tool added during the year was *Westlaw's KeyCite*, which was installed on Patron terminals. With the elimination of many standard *Shepard* citators, the staff believed that library walk-in patrons would have no way of updating their research. *Westlaw's KeyCite* was installed to facilitate citation updating. Law students and faculty already have the service through the law school *Westlaw* subscription.

The reference and circulation librarian book selectors migrated to reviewing electronic book slips during the spring 2007 in an attempt to streamline the selection of new materials. The first experiment was undertaken with *William S. Hein's* electronic green slips. The change reduces paper shuffling, but it remains uncertain whether electronic book selection is more efficient than old fashion paper slips.

### 5. Intern and Reference Redesign

The library staff welcomed University of Washington law library student intern Cindy Dabney to the staff for four weeks in August 2007. The University of Washington program places students in law library internships in order to better train them for real-life library work, as well as to fulfill academic credits.

The staff began planning for the redesign of the Reference Reading area to accommodate more student and staff interaction.

## **B. Public Services – Circulation Department**

### 1. Circulation Department Staffing

Library Student Christine McMahon replaced Christine Stanley as Circulation library assistant.

## 2. Circulation Activity

During academic year 2006-2007 the Circulation staff circulated some 8,443 items within the law school community. Interlibrary loan activity with other institutions included the borrowing of 615 items for faculty and students, and the lending of 884 items to other law schools and law firms in Washington, D.C. and across the United States.

## 3. Online Library Request Form

The Circulation Department implemented a new feature of Columbo that permits students to request materials on interlibrary loan electronically. The library initiated this feature when the staff began to offer expanded interlibrary loan services to students in fall 2006.

## 4. Courtesy Overdue Notice Alerts

During the academic school year a new courtesy e-mail notice to students was implemented that alerts students when charged-out library books are soon to be due or renewed.

## 5. MyColumbo

The staff implemented a new feature of the online card catalog called *MyColumbo*, which permits students to customize the software to help them manage their library account. For example, *MyColumbo* allows students and faculty to review their library account, renew materials online, track their own reading history, save favorite searches, and the like.

## 6. Online Study Room Reservation System

Through the work of Systems Librarian Len Davidson the Circulation Department implemented an online reservation system which can be used to reserve study rooms over the internet. This new library service was greatly appreciated by all law students.

## 7. Security

The Circulation Department worked with Systems Librarian Len Davidson to install carrel locking docks to secure laptops with a security cable. Circulation also purchased 40 security cables for students to borrow. During the academic year the cables were lent to students some 600 times. Security guard service was extended into the summer months during the bar study period.

## 8. Equipment Upgrades

During the year circulation desk attendant computers were replaced and the Director of Access Services received a new printer. New bar scanning equipment also was added.

### **C. Public Services – Teaching**

Helping to support the library's instructional mission, Pat Petit became an adjunct faculty member after retirement and taught *Advanced Legal Research and Writing* with adjunct Judge Timony during the spring semester. Library Director Steve Margeton taught *Advanced Legal Research* in fall 2006, and the reference staff taught many individualized classes on special areas of legal research. Margeton also taught in the *American Law Program* in Poland during fall 2006.

### **D. Public Services/Technical Services – Publications**

#### *1. The Catholic Dimensions of Legal Studies: The Catholic University Law School Bibliography*

Pat Petit continued editorial work on the third edition of *The Catholic Dimensions of Legal Studies: The Catholic University Law School Bibliography*. The bibliography is a multiyear work with considerable time spent on collecting books and journal articles that are summarized in annotations. The work is planned for publication during spring 2008.

#### *2. Other Publications*

The Public Services Department continues to prepare library guides for using online web services and researching legal subjects. The guides can be found in display units throughout the library, reproduced in library publications, and posted on the library's web page.

Librarians also prepare articles, bibliographies, books and book chapters for professional publication. These items are included near the end of the *Annual Report* under their individual librarian names.

## E. Technical Services

### 1. Technical Services Staffing

- Emily Evans joined the staff as Cataloging Librarian in October 2006, replacing Rachel Hewett-Beah who resigned in May 2006.
- Kelli Garvey joined the staff as Serials/Binding Assistant (GLP) in August 2006, replacing Shyamalika Ghoshal who graduated the same month.

### 2. Acquisitions

- Implemented electronic processing of annual EBSCO renewal invoice, reducing staff time needed for the task from approximately 20 hours to a half an hour (November 2006).
- Implemented *Hein's* electronic greenslips (selection slips) service to replace routing of physical slips (September 2006).
- Implemented a procedure to reimburse direct purchases of faculty office materials from the library budget (Spring 2007).
- Made final payment on 2004 purchase of US Congressional Serial Set Digital Collection (June 2006).

### 3. Serials

- Implemented email claiming of journal issues from *Hein* (August 2006) and *EBSCO* (October 2006).
- Participated in AALL exchange of duplicates program in 2006 and 2007. Received 65 missing journal issues and dispatched 54 duplicate issues to 18 other law libraries (July 2006). Received 20 missing journal issues and dispatched 53 duplicate journal issues to 13 other law libraries (July 2007).

### 4. Government Documents and Microforms

- Shifted Federal Depository Library Program CD-ROMS from reserve to Government Documents & Microforms Reading Room for better access and reference support (September 2006).
- Made 18 additional item selections in the summer 2006 update cycle, and 73 item selections in the summer 2007 update cycle.
- Shifted cabinets in Government Documents & Microforms Reading Room to accommodate future growth; added two additional cabinets (Fall 2006).

- Updated the Microform finding aid to include holdings for cancelled periodicals (Spring 2007).
- Interfiled subject sets of the 19<sup>th</sup> and 20<sup>th</sup> Century Legal Treatises microfiche collections into strict numerical order to conform to the numerical designations in catalog records (Summer 2007).

#### 5. Cataloging

- Added 344 additional tables of contents to catalog records.
- Assisted *Columbus Community Legal Services (CCLS)* to reorganize their library collection. Law library staff cataloged and labeled the *CCLS* library collection, and shifted the material from subject collections into call number order (August-December 2006).
- Continued cataloging support for the *National Archive of Clinical Legal Education (NACLE)*: original cataloging of individual oral histories, as well as the Seeds of Change documentary (ongoing).
- Batch-loaded records for initial 7,000 *Hein* Legal Theses and Dissertations microfiche collection into Columbo; began quarterly updates.
- Batch-loaded records 2,972 Lexis and *Westlaw* treatises into Columbo; began monthly loads of 30 to 50 new and changed records.
- Batch-loaded records for initial 775 *LLMC* digital titles into Columbo; began quarterly updates.
- Completed retrospective cataloging of approximately 300 pre-2000 microfiche titles received under the Federal Depository Library program (May-October 2006).
- Cataloging staff participated in FAST Thesaurus cleanup project for Classification and Subject Analysis Committee of AALL Technical Services SIS (Summer 2007).

#### 6. Columbo Online Catalog

- Purchased and implemented the *TDNET* online journal finder – an A-Z list of journal titles available online from various vendors (Fall 2006).
- Revised catalog banner to incorporate links to online journal finder and research databases pages (Fall 2006).
- Implemented *MyColumbo* feature of the Columbo online library catalog, permitting patrons to 1) view their checkouts and ILL requests online, 2) save favorite searches

and receive email updates of new titles and 3) update their own patron records online (Fall 2006). Added reading history function in summer 2007.

- Implemented “permanent link” function in individual records in the OPAC to allow easy access to a stable URL link to an individual record.
- Upgraded Millennium software to Release 2006 (the current release) in September 2006.
- Created additional indexes for 1) publication type and 2) patron addresses and telephone numbers.
- Upgraded random access memory from 1 GB to 2 GB to support 2007 software release (June 2007).
- Improved the security of the Millennium system by switching from telnet to SSH access to the character-based interface for all staff.

7. Processing Statistics (Sept. 2006-August 2007 unless otherwise noted)

- a. Cataloged new titles (includes batch-loaded records)
  1. Print, AV and microform: 4,829
  2. Internet/online (not counted by ABA): 5,022
- b. Added new volumes: 7,127
- c. New orders placed: 2,313 (July 2006 –August 2007)
- d. Orders received: 1,853 (July 2006 –August 2007)
- e. Invoices processed: 4,302 (July 2006-August 2007, decrease from previous year attributable to simplified invoicing under West LMA).
- f. Physical items checked in: 17,486 (Sept. 2006-August 2007)
  - 31 CD-ROMs
  - 1,863 advance sheets
  - 2,473 looseleaf updates
  - 1,444 sets of pocket parts
  - 1,899 replacement volumes
  - 6,729 journal issues
  - 3,047 miscellaneous serials
- g. Microform pieces received (Sept. 2006-August 2007)
  - 18,691 pieces of fiche,
  - 27 rolls of microfilm

8. Title and volume Count (taken from Sept. 2007 ABA stats.)

- a. Active serial subscriptions (question eliminated 2007)
- b. FDLP depository selection rate: 15%
- c. Titles: 135,802 (exclusive of internet/online)

i. Print:	50,921
ii. Microform:	83,931
iii. Electronic (owned):	2
iv. Non-book (Audio-visual, DVD, etc.):	948
v. Internet/online titles cataloged (not counted by ABA):	9,403

- d. Total volume count: 421,113

1. Print:	210,878
2. Microform vol. equivalent:	210,235

9. Collection Development

- Cancelled 9 Matthew Bender titles for a savings of ~\$8,500 per year (Summer 2006).
- Cancelled 18 EBSCO journals for a savings of ~\$3,600 per year (Fall 2006).
- Cancelled 13 Shepard's titles for savings of ~\$19,000 per year (April 2007).
- Implemented two KeyCite only terminals to replace print citators (August 2007).
- Negotiated access to LexisNexis Academic Universe to replace print citators (September 2007).
- Added several additional modules to HeinOnline:
  - State Session Laws
  - Foreign and International Law Resources Database
  - US Congressional Documents Library (Congressional Record)
  - American Law Institute Library
  - These paid subscriptions include unpaid access to additional libraries:
    - English reports, 1220-1865
    - Foreign relations of the United States
    - World trials
- Added two international arbitration databases to CCH Research network:
  - Kluwer Arbitration
  - Kluwer Litigation
- Added additional Berkeley Electronic Press titles: Review of law and economics and International commentary on evidence.
- Using one-time savings from conversion to West's Library Maintenance Agreement, the library purchased one portion of the LexisNexis Digital Hearings Collection in spring 2007. "Hearings Retro B" covers published and unpublished hearings, 1980-2003. Digitization is ongoing, with completion expected by the end of 2008. Catalog records will be available in 2009.

## F. Automation Services

### 1. Staffing

Systems Librarian Len Davidson has been with the library staff for almost two years. During this time he has mastered the library's many automation routines, computer systems, procedures for equipment installation and replacement, and necessary in-house repairs. Davidson is a full-time staff of one – with part-time assistance from student helpers and the law school's Office of Computer Services. During First Year Student Orientation he helped new students set up laptop configurations which was valuable experience for him and provided an extra set of hands at the week-long equipment configuration exercise.

### 2. Hardware and Software

During the academic year Len focused on the day-to-day activities of maintaining all computer systems in the library, and also accomplished the following tasks:

- Installed 17 new PCs and LCD monitors in large lab;
- Replaced 20 oldest PCs in library with the PCs that were recycled from the large lab as a result of the equipment upgrade. The 20 machines were sent to: public access computer locations; Technical Services; faculty study rooms, and the carrels on the 4<sup>th</sup> floor that serve as an extension of the computer lab;
- Upgraded memory in Innovative Interfaces server, and helped mount the server in the new computer room rack; moving the rather noisy server to the new location reduced the decibel level in Len's office where the server previously resided;
- Provided six library staff members with new Dell PC's and 19 inch LCD monitors;
- Rotated Laptop printers and worked with the Computer Services Department to study the use of Ikon copiers for student printing;
- Both introduced and upgraded the *Student Study Room Reservation System*. Designed in spring 2006, the system went live in fall 2006; additional features were added in spring 2007. It has turned out to be one of the library's most popular features;
- Loaded patron student names and addresses into Innovative Interfaces Library system from the registrar's digital file; this was the first time that a digital load had been undertaken in many years;
- Helped plan for necessary new computer equipment in the redesigned reference area;
- Continued adding and replacing power strips on tables throughout the library to provide more options to students for using laptops;

- Continued monitoring printing statistics during the semester to if the library is meeting student needs.

### 3. Web Access

New content was added to several secondary pages and the home page was tweaked a bit. Len also provided statistics on how many Internet users come to various pages of the library website (**Appendix I**).

## **G. Media Services**

### 1. Staffing

Greg Stack, Director of Media Services, and David Luce, audiovisual coordinator, logged in more than 900 requests for classroom media equipment assistance, as well as 35 reservations for major special events technology support. With only two full-time staff members and two part-time students, the department is kept quite busy throughout the year. A statistical summary for the academic year can be found in the **Appendix II**.

### 2. Major Equipment Installations

Four seminar rooms were equipped with electronic *podium* presentation systems that include a simple push button interface, PCs, LCD projectors, a plasma screen, and Smart Technology (220, 311, 313). The technology in classroom 307 was updated to match other classrooms with the removal of suspended monitors and the upgrade to the podium touch screen interface. Practically all classrooms and seminar rooms are supported with integrated presentation systems.

### 3. Bar Preparation and Academic Excellence Initiative

A major undertaking to support Bar Preparation and Academic Excellence programs was developed and initiated successfully. Many learning sessions have been encoded and made web accessible. This methodology has been embraced for distributing many more programs as indicated by ongoing demand well into spring 2007. Students may view these programs anywhere they have access to The West Educational Network (TWEN).

### 4. Webcast and Archiving

The staff also provided support for several webcasted special events, as well as retrieved numerous archived videotapes of past law school conferences for The Center for Law, Philosophy, and Culture. The Center is planning to make this collection web accessible.

5. Videoconferencing

The staff supported videoconferencing requests from the law school Office of Career and Professional Development (remote student/employer interview) and the University's School of Canon Law (Vatican teleconference).

6. Extra-curricular support

Greg Stack continued with consultation and production of external recording sessions for the history of clinical legal education project.

7. Tutorials

During fall and spring 2006-2007 Stack continued offering tutorials to many faculty which covered PowerPoint, Smart Technology, Acrobat, and the use of presentation tools and technology.

**IV. GIFTS AND DONATIONS**

During the academic year 2005-2006 the library received several donations for the collection:

<b>Donor</b>	<b>Gift (books)</b>
Murray L. Howder	Financial Gift to the William J. Howder Memorial Fund
Professor George P. Smith II	A selection of current treatises on bioethics and other health related topics
The law firm of <i>Arnold and Porter</i>	Several large donations of no longer required treatises removed from the firm's library collection

## V. EQUIPMENT ADDED

- 24 new Dell Optiplex 745 computers with 2 gig of RAM, and 24 LCD Monitors (installed in the large computer lab and at several staff locations)
- *AVID* Non-linear digital editing system for support of audiovisual productions that require more than simple dubbing
- *Smart Technology*<sup>TM</sup> stand alone rear-projection interactive *Sympodium* touch screen system (room 311)
- *Smart Technology*<sup>TM</sup> tethered *Sympodium* equipment with overhead LCD projector (room 220)
- *Smart Technology*<sup>TM</sup> *Sympodium* system with overhead LCD projector with sound (room 208)
- *Smart Technology*<sup>TM</sup> 60" plasma display with *Sympodium* interactive touch panel overlay (room 313).
- New LCD projector and control systems (room 312D)
- Wireless keyboard/projection system with sound (room 303)
- New LCD projector and upgrade to touch panel control system (room 307)
- Portable streaming and encoding computer system for use in webcasting

## VI. STAFF MEMBERS

### A. Degrees

Name	Administration	Degree	
<b>Stephen Margeton - Director</b>			
The Catholic University of America, Washington, DC		M.S.L.S.	1973
National Law Center George Washington University Washington, DC		J.D.	1970
Mount St. Mary's College Emmitsburg, MD		A.B.	1967
<b>Judy Ann Blower - Secretary to Director</b>			
The Catholic University of America Washington, DC		B.A.	In progress
Notre Dame Secretarial School Montreal, QC		Exec. Sec.	1959

Name	Public Services	Degree	
<b>Elizabeth A. Edinger - Associate Director &amp; Head of Public Services</b>			
University of Washington Seattle, WA		M.Lib	1995
State University of New York Buffalo, NY		J.D.	1994
State University of New York Buffalo, NY		B.A.	1994
<b>Yvette Brown – Reference Librarian</b>			
University of Maryland College Park, MD		M.L.S.	1991
University of Texas School of Law Austin, TX		J.D.	1988
University of Texas Austin, TX		B.A.	1985
<b>Steve Young – Reference Librarian</b>			
Indiana University Bloomington, IN		M.L.S.	1986
University of Kent at Canterbury Canterbury, England		B.A.	1985
<b>Frances Brillantine – Head Access Services</b>			
The Catholic University of America Washington, DC		M.S.L.S.	1992
George Mason University Fairfax, VA		B.A.	1990
<b>Dawn Sobol – Interlibrary Loan/Circulation Librarian</b>			
The Catholic University of America Washington, DC		M.S.L.S.	2000
George Mason University Fairfax, VA		B.A.	1982

<b>Name</b>	<b>Degree</b>	
<b>Christina M. McMahon – Circulation Assistant (GLP)</b> The Catholic University of America Washington, DC	M.S.L.S	In Progress
Boston University Boston, MA	B.A.	2006

### **Media Services**

#### **Greg Stack – Director Media Services**

The Catholic University of America Washington, DC	M.S.L.S.	Course work completed 1995
New York University New York, NY	M.P.S.	1992
Syracuse University Syracuse, NY	B.S.	1983

#### **David Luce – Audiovisual Coordinator**

Defense Language Institute Monterey, CA	Basic Arabic	1980
Florida State University Tallahassee, FL	B.S.	Course work 1978
Brevard Community College Cocoa, FL	A.A.	1977

### **Systems Librarian**

#### **Len Davidson – Systems Librarian**

Rutgers University New Brunswick, NJ	M.L.S.	1986
Rensselaer Polytechnic Institute Troy, NY	B.S.	1984

Name	Technical Services	Degree	
<b>Mary Strouse – Associate Director &amp; Head of Technical Services</b>			
University of Illinois at Urbana-Champaign Urbana, IL		M.S.L.I.S.	1997
University of Washington Seattle, WA		B.A.	1993
J. Sargeant Reynolds Comm. Coll. Richmond, VA		A.S.	1982
<b>Emily Evans – Cataloging Librarian</b>			
University of Oregon Eugene, OR		M.A.	1979
The Catholic University of America Washington, DC		M.S.L.S.	1976
American University Washington, DC		B.S.	1970
<b>Tiffany Showman — Cataloging Assistant (GLP)</b>			
The Catholic University of America Washington, DC		M.S.L.S.	In progress
Indiana University Bloomington, IN		B.A.	2005
<b>Sarah Anderson – Serials Assistant</b>			
American University Washington, DC		Bachelor of Law & Society	2003
<b>Kelli A. Garvey - Serials/Binding Assistant (GLP)</b>			
The Catholic University of America Washington, DC		M.S.L.S.	In progress
Gordon College Wenham, MA		B.A. English Language and Literature	2003

Name	Degree
<b>Lynn Monkres – Government Documents/Acquisitions Librarian</b>	
The Catholic University of America Washington, DC	M.S.L.S. 1994
The Catholic University of America Washington, DC	D.M.A. 1991
Central State University Edmond, OK	Teacher Certif. 1977/79
University of Oklahoma Norman, OK	M. Mus. 1976
Vanderbilt University Nashville, TN	B.S. 1973
<b>Benjamin Almoite – Acquisitions Assistant</b>	
The Catholic University of America Washington, DC	M.S.L.S. In progress
University of California, San Diego La Jolla, CA	B.A. 1995
<b>Dominick Lombardo – Government Documents Assistant</b>	
The Catholic University of America Washington, DC	Ph.D. (Politics) In progress
The Catholic University of America Washington, DC	M.A. 1999
Brooklyn College, City University of New York Brooklyn, NY	M.F.A. 1995
Brooklyn College, City University of New York Brooklyn, NY	B.A. 1992

Name	Part-Time Evening Reference Librarians	Degree	
<b>William T. Amatruda – Part-Time Evening Reference Librarian</b>			
Georgetown University Law Center Washington, DC		Master of Laws in Taxation	1992
The Catholic University of America Washington, DC		M.S.L.S.	1986
The Catholic University of America Washington, DC		J.D.	1985
Yale University New Haven, CT		B.A. Sociology	1968
<b>Linda Baltrusch – Part-Time Evening Reference Librarian</b>			
The Catholic University of America Washington, DC		M.S.L.S.	1993
George Mason University Arlington, VA		B.S.	1986
<b>Emily Black – Part-Time Evening Reference Librarian</b>			
The Catholic University of America Washington, D.C.		M.S.L.S.	2004
University of Virginia School of Law Charlottesville, VA		J.D.	1981
Indiana University Bloomington, IN		B.A.	1978
<b>Erin Haggerty – Part-Time Evening Reference Librarian</b>			
The Catholic University of America Washington, DC		M.S.L.S.	2004
UCLA School of Law Los Angeles, CA		J.D.	2000
Ohio University Athens, OH		B.S.	1993

<b>Name</b>	<b>Degree</b>	
<b>Cassandra Harper – Part-Time Evening Reference Librarian</b>		
The Catholic University of America Washington, DC	M.S.L.S.	2002
University of Maryland College Park, MD	B.S.	1997
University of Maryland College Park, MD	B.A.	1995
<b>Susan Sallaway – Part-Time Evening Reference Librarian</b>		
The Catholic University of America Washington, DC	M.S.L.S.	1994
University of Albany Albany, NY	B.A.	1979
<b>Patrick Petit - Part-Time Reference Librarian</b>		
The Catholic University of America Washington, DC	J.D	1978
University of Maryland College Park, MD	M.L.S.	1973
Illinois Benedictine College Lisle, IL	B.A.	1966
<b>Patricia A. Tobin - Part-Time Summer Reference Librarian</b>		
The Catholic University of America Washington, DC	M.S.L.S.	1983
The University of Maryland College Park, MD	B.S.	1981

Name	Part-Time Cataloger	Degree
<b>Dorothy Taybron – Part-Time Cataloger</b>		
The Catholic University of America Washington, DC		M.S.L.S. Course work completed 1982
University of the District of Columbia Washington, DC		B.A. 1976
U.S. Library of Congress Washington, DC		Certificate Intermediate Cataloging 1974

**B. Staff Changes During 2006-2007**

*1. Additions*

Edinger, Elizabeth A.	Associate Director & Head of Public Services	2/26/07
Evans, Emily	Cataloging Librarian	10/16/06
Garvey, Kelli A.	Serials/Binding Assistant (GLP)	8/21/06
Klein, Leonard	Part-time Reference Librarian	9/25/06
McMahon, Christina M.	Circulation Assistant (GLP)	7/31/06
Petit, Patrick	Part-time Reference Librarian	10/1/06

*2. Departures*

Ghoshal, Shyamalika	Serials/Binding Assistant (GLP)	8/18/06
Klein, Leonard	Part-time Reference Librarian	2/23/07
Petit, Patrick	Associate Director & Head of Public Services	9/30/06
Sallaway, Susan	Part-time Evening Reference Librarian	6/1/07
Stanley, Christine R.	Circulation Assistant (GLP)	7/31/06

**C. Teaching and Presentations by Librarians**

**Steve Margeton**

Taught *Advanced Legal Research* (Fall 2006).

Taught American Legal Research in the American Law Program at the Jagiellonian University, Cracow, Poland (October 11-16, 2006).

### **Elizabeth A. Edinger**

Presented a class on case finding at the LLSDC Legal Research Institute (June 5-6, 2007).

Presented a class on finding documents and people to Innocence Project Clinic (September 25, 2007).

Presented a class on researching conflicts issues to Professor Destro's Conflicts of Law class (October 10, 2007).

### **Patrick Petit**

Taught *Advanced Legal Research and Writing* with Judge Timony (spring 2007).

Co-Presenter of "*Bibliography with a Mission*", *Catholic Library Association* Annual Meeting, Baltimore (April 2007) (with Yvette Brown and Len Davidson).

### **Yvette Brown**

Presented a class on Researching DC Law to the Elder Law Clinic students (fall 2006, spring 2007, and summer 2007).

Coordinated a panel entitled "Bibliography With a Mission" at the 2007 Catholic Library Association Annual Meeting, Baltimore (April 2007) (with Len Davidson and Pat Petit).

Co-taught *Advanced Legal Research and Writing* with Clinical Instructor Faith Mullen (fall 2006).

### **Mary Strouse**

Presented *What's wrong with search results (and what do we do about it)*, Innovative Law Users Group Annual Meeting, New Orleans (July 14, 2007).

Co-presented *Post-Soviet Law: Sources and Access* (FCIL-SIS Forum), American Association of Law Libraries Annual Meeting, St. Louis (July 11, 2006).

Co-presented *Statistics in Millennium with ABA Annual Stats Examples* at the Innovative Law Users Group Annual Meeting, St. Louis (July 8, 2006) (with Patricia Callahan and James Mumm).

## **Steve Young**

Co-Presented *Researching Legal Ethics* at the ABA's 33<sup>rd</sup> *National Conference on Professional Responsibility* in Chicago (May/June 2007) (with Lee Peoples).

Presented *Secondary Sources* at the *LLSDC Legal Research Institute* (June 2007).

Presented *Introduction to Legal Research* to CUA Political Science class (spring 2007).

Presented *Researching International Business Transactions* to International Business Transaction class (spring 2007).

Presented *Researching the Supreme Court of the United States* to a class from Columbia Union College (spring 2007).

Co-Presented *Library Orientation to the Day 1L student body* (fall 2007) (with Dawn Sobol).

Co-Presented *Library Orientation to the Day & Evening 1L student body* (fall 2007) (with Pat Petit).

Presented *Internet Resources* to Advanced Legal Research class (fall 2006 and spring 2007).

Presented *Library Resources* to the staff of the various CUA law journals (fall 2006).

Presented *Researching Peacekeeping Law* to Peacekeeping seminar (fall 2006).

Presented *Researching Professional Responsibility* to Professional Responsibility class (fall 2006).

Presented *Researching Foreign & International Law* to Advanced Legal Research class (fall 2006).

Presented *Library Resources* to the staff of the law journals (fall 2006).

## **Dawn Sobol**

Co-Presented *Library Orientation to the Day 1L student body* (fall 2007) (with Steve Young).

## **Greg Stack**

Presented instructional lectures and consulted with faculty on how to use new presentation technology that is installed in classrooms 204, 205, 208, 220, 311, and 313. Instruction included tutorials on how to operate the *Sympodium*<sup>TM</sup> software and hardware (fall 2006 and spring 2007).

Presented instructional lectures on how to use *PowerPoint*<sup>™</sup> in the classroom (fall 2006 and spring 2007).

Provided location videography of Justice Ruth Bader Ginsburg at the United States Supreme Court in support of Professor Sandy Ogilvy's *History of Clinical Legal Education* project (August 2007).

Produced and created presentations to support Professor Leah Wortham's class review of the *District of Columbia Bar: Rules of Professional Conduct* (March 2007).

Produced and created a presentation to support Professor Louis Barracato's *Inns of Court Dinner* (fall 2007).

### **Len Davidson**

Co-Presenter of "*Bibliography with a Mission*", *Catholic Library Association* Annual Meeting, Baltimore MD, April 2007 (with Yvette Brown and Patrick Petit).

## **D. Professional Activity and Publications**

### *1. Appointments*

#### **Steve Margeton**

Member Faculty Budget Committee

Member Faculty Committee of Appointments and Promotions (2005-2008)

Member American Bar Association, Law School Facilities Committee

Member of the American Association of Law Libraries Joint Study Institute; Institute to be held on June 25-28, 2008.

#### **Mary Strouse**

Secretary-Treasurer, Online Bibliographic Systems SIS (OBS-SIS), American Association of Law Libraries, 2007-2009.

Member TS-SIS Classification and Subject Cataloging Policy Advisory Working Group, American Association of Law Libraries, 2007-2008.

Member OBS-SIS Local Systems Committee, American Association of Law Libraries, 2006-2007

Member FCIL-SIS Ad Hoc Schaffer Grant Funding Committee, American Association of Law Libraries, 2006-2007.

**Frances Brillantine**

Vice President/President Elect, Law Librarians' Society of Washington, DC, 2007-2008.

Member, Academic Law Librarians' Special Interest Section Awards Committee, American Association of Law Libraries, 2007-2008.

Member, Legal Research Institute Planning Committee, Law Librarians' Society of Washington, DC, 2007.

Member, Planning Committee, Joint Southeastern Association of Law Libraries / Law Librarians' Society of Washington, DC Annual Meeting, 2007-2008.

Chair, Registration Committee, Joint Southeastern Association of Law Libraries / Law Librarians' Society of Washington, DC Annual Meeting, 2007-2008.

**Yvette Brown**

Member, CUA Law School Conference Management Team (2005 - Present).

Notary Public District of Columbia, Commission Expires May 14, 2012.

**Dawn Sobol**

Member, Research Instruction & Patron Services SIS of the American Association of Law Libraries, 2005-2006.

**Sarah Anderson**

Secretary of the Mid-Atlantic Innovative Users Group 2005-2007.

## 2. Programs Attended

### **Steve Margeton**

Attended the Association of American Law Schools Annual Meeting in Washington, DC (January 2007).

Attended the American Association of Law Libraries Annual Meeting in Saint Louis (July 2006).

### **Elizabeth A. Edinger**

Attended the American Association of Law Libraries Annual Meeting in New Orleans (July 2007).

### **Mary Strouse**

Attended Innovative Law Users Group Annual Meeting, New Orleans (July 2007).

Attended American Association of Law Libraries Annual Meeting, New Orleans (July 2007).

Attended Innovative Law Users Group Annual Meeting, St. Louis (July 2006).

Attended American Association of Law Libraries Annual Meeting, St. Louis (July 2006).

### **Frances Brillantine**

Attended the Innovative Users' Group Annual Meeting in San Jose (May 2007).

Attended the American Association of Law Libraries Annual Conference in New Orleans (July 2007).

### **Yvette Brown**

Attended the American Association of Law Libraries Annual Meeting, New Orleans (July 2007).

Attended the 2007 Catholic Library Association Annual Meeting, Baltimore (April 2007).

Attended the American Association of Law Libraries Annual Meeting St. Louis (July 2006).

### **Steve Young**

Attended ABA's 33<sup>rd</sup> *National Conference on Professional Responsibility* in Chicago, IL (May/June 2007).

Attended the American Association of Law Libraries Annual Conference in St. Louis (July 2006).

### **Dawn Sobol**

Attended the American Library Association pre-conference for advanced practitioners of resource sharing: *Yin & Yang: Bringing Balance to Resource Sharing* in Washington, DC (June 2007).

Attended the Law Librarians Society of Washington, DC, Academic SIS Reference Roundtable: *Teaching Legal Research* hosted in Washington, DC, at The Catholic University, Columbus School of Law (April 2007).

Attended the Law Librarians Society of Washington, DC, Joint Meeting of ILL SIS & Academic SIS hosted in Washington, DC at The Catholic University, Columbus School of Law (Feb. 2007).

Attended the American Association of Law Libraries Annual Conference in St. Louis (July 2006).

### **Christina McMahan**

Attended the Law Librarians' Society of Washington D.C. Legal Research Institute (June 2007).

Attended the Law Librarians' Society of Washington D.C. Joint Spring Workshop, Washington, D.C. (April 2007).

Attended *Computers In Libraries 2007*, Washington, DC (April 16-18, 2007).

### **Emily H. Evans**

Attended the Law Librarians' Society of Washington D.C. Legal Research Institutes (June 2007).

Attended a workshop entitled *Integrating Resources* at OCLC CAPCON, Washington, D.C. (May 2007).

Attended the Law Librarians' Society of Washington D.C. Joint Spring Workshop, Washington, D.C. (April 2007).

Attended a workshop entitled *Original Cataloging* held at OCLC CAPCON, Washington, D.C. (March 2007).

Attended the Law Librarians' Society of Washington D.C. Cataloging Roundtable (March 2007).

Attended a workshop entitled *Electronic Serials* held at OCLC CAPCON, Washington, D.C. (November 2006).

Attended the Federal Depository Library Conference (October 2006).

### **Lynn Monkres**

Attended the American Association of Law Libraries conference and the Acquisitions Pre-Conference Workshop in New Orleans (July, 2007).

Attended the Regional Federal Depository Libraries meeting, University of Maryland, College Park, Maryland (November 2006).

Attended the Federal Depository Libraries Conference, Washington, DC (October 2006).

### **Kelly Garvey**

Attended the Computers in Libraries conference, Washington, D.C. (April, 2007).

Attended the Joint Spring Workshop, Washington, D.C. (April 2007).

### **Tiffany Showman**

Attended the Law Librarians' Society of Washington D.C. Legal Research Institute (June 2007).

Attended the Law Librarians' Society of Washington D.C. Joint Spring Workshop, Washington, D.C. (April 2007).

Attended the *Computers In Libraries* conference, Washington, DC (April 2007).

Attended a workshop entitled *Original Cataloging* at OCLC CAPCON, Washington, D.C. (February 2007).

## **Sarah Anderson**

Attended the Mid-Atlantic Innovative Users Group Annual Meeting, Philadelphia (October 2006).

## **Len Davidson**

Attended the Innovative Users Group (IUG) Annual Meeting in San Jose (May 2007).

Attended the *Computers In Libraries* conference, Washington, DC (April 2007).

Attended Catholic Library Association Annual Meeting, Baltimore (April 2007).

### 3. Research and Writing

## **Steve Margeton**

*Introduction to Design for Law and Other Academic Libraries: Reflection and Change*. 2<sup>nd</sup>  
Buffalo: William S. Hein & Co., Inc., 2007.

## **Elizabeth A. Edinger**

Joined editorial board of *Perspectives: Teaching Legal Research and Writing*  
(<http://west.thomson.com/newsletters/perspectives/>)

## **Patrick Petit**

“Bibliography of Recent Books in Communications Law,” *CommLaw Conspectus* 14, no. 2 (2006): 609-618 (with Erin M. Haggerty).

“Must Reading” (bibliography of current books and articles in communications law) *ABA Communications Lawyer: The Journal of Media, Information and Communications Law* 24 (Summer 2006): 16-17.

“Must Reading” (bibliography of current books and articles in communications law) *ABA Communications Lawyer: The Journal of Media, Information and Communications Law* 24 (Fall 2006): 25-27.

Continued editorial work on third edition of *The Catholic Dimension of Legal Studies: The Catholic University Law School Bibliography*. Washington, D.C.: The Columbus School of Law.

### **Yvette Brown**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Law School Annotated Bibliography*.

### **Steve Young**

“*Separating State from Church: Researching the Legal System of the Vatican City State*,” 99 *Law Library Journal* 589 (2007) (with Alison Shea).

*Library Research & Policy Guide for Law Journal Staff* (2007) (with Frances Brillantine).

### **Frances Brillantine**

“Student Services in the 21st Century: Evolution and Innovation in Discovering Student Needs, Teaching Information Literacy, and Designing Library 2.0-Based Student Services.” In *Public Services in Law Libraries: Evolution and Innovation in the 21st Century*, Binghamton, NY: Haworth Press, 2008.

*Library Research & Policy Guide for Law Journal Staff* (2007) (with Steve Young).

### **Lynn Monkres**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Annotated Bibliography*.

### **Mary Strouse**

Substantially revised and updated Library Web Homepage: <http://law.cua.edu/library/> (with Len Davidson and Frances Brillantine).

### **Len Davidson**

Substantially revised and updated Library Web Homepage: <http://law.cua.edu/library/> (with Frances Brillantine and Mary Strouse).

### **Ben Almoite**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Annotated Bibliography*.

**Erin M Haggerty**

“Bibliography of Recent Books in Communications Law,” *CommLaw Conspectus* 14, no. 2 (2006): 609-618 (with Patrick Petit).

**Linda Baltrusch**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Annotated Bibliography*.

**Will Amatruda**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Annotated Bibliography*.

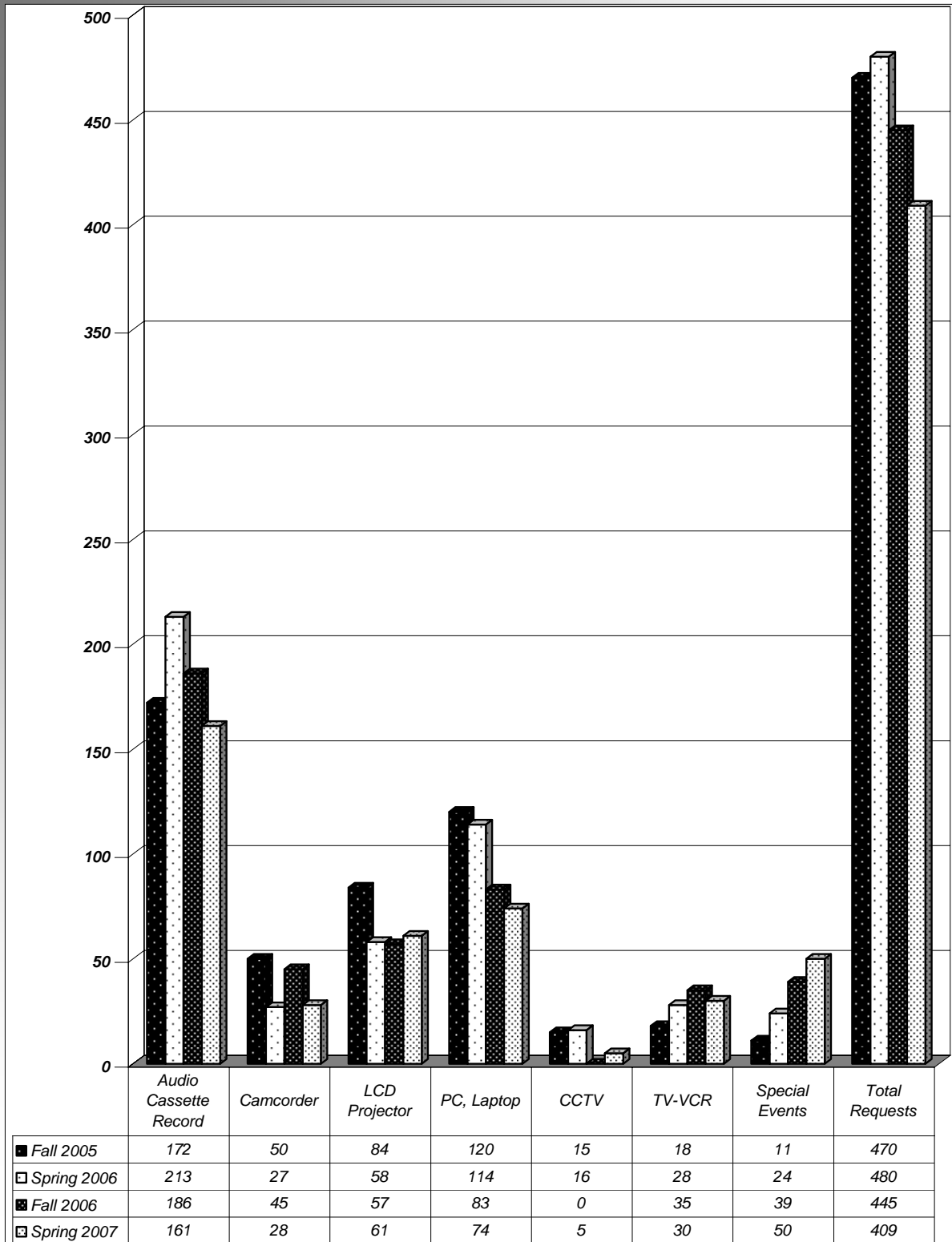
**Patricia Tobin**

Abstracted books and articles for *The Catholic Dimensions of Legal Study: The Catholic University Annotated Bibliography*.

## *Goals for 2007 – 2008*

- Begin the library strategic planning process
- Undertake the library self-study in advance of ABA site visit in 2009
- Investigate requirements for library furniture cleaning and waxing
- Publish the third edition of *The Catholic Dimension of Legal Study* bibliography
- Continue focus on foreign jurisdiction collection development
- Redesign the Reference Area to better accommodate students seeking assistance
- Plan for upgrades to the two Courtrooms
- Continue training faculty on *Smart* technology and *Symposium*
- Continue downloading catalog records for microform collections
- Prepare more law library research guides on foreign law jurisdictions
- Replace worn carpeting in library heavy traffic areas

APPENDIX 1 — AUDIOVISUAL SUPPORT 2005-2007



## APPENDIX 2 — LIBRARY WEBSITE USAGE STATISTICS

