

Annual Report

Judge Kathryn J. DuFour Law Library
The Catholic University of America

Academic Year
1994 – 1995



TABLE OF CONTENTS

I.	INTRODUCTION.	1
II.	STATISTICS IN BRIEF	1
III.	SERVICES.	2
	A. Library Publications.	2
	B. Public Services	3
	1. Staffing	
	2. Reference and Research	
	3. Public Services Automation	
	4. Computer Lab	
	5. Teaching	
	C. Technical Services.	4
	1. Staffing	
	2. COLUMBO	
	3. Serials	
	4. Microforms	
	5. Collection Development	
IV.	AUTOMATION.	6
V.	MEDIA	7
VI.	GIFTS AND DONATIONS	7
VII.	EQUIPMENT ADDED	8
VIII.	STAFF MEMBERS	9
	A. Education	9
	B. Staff Changes During 1994/95.	12
	1. Additions	
	2. Departures	
	3. Promotions	
	C. Teaching by Librarians.	13

D.	Professional Activity and Publications.	15
1.	Appointments	
2.	Programs Attended	
3.	Publishing	
IX.	Goals for 1996.	20

I. INTRODUCTION

It has been a most profitable year in the life of the law library. Students, faculty and staff now enjoy a fine new facility with plenty of room to work and study. The library staff, who in large part are responsible for the transformation and transition from Leahy to the new building, will never forget how they spent last summer "moving in." Not only did the staff have to learn the heartbeat of a new building, but also new book locations, policies, systems and keys. By mid August, however, the library appeared to be in good shape and students marveled as they began a new semester in exciting new surroundings.

Early fall witnessed a four-day gala dedication ceremony. More than 100 librarians attended ceremonies on Friday, September 30, 1994 as Kathryn DuFour cut the ribbon to officially open the library named in her honor.

But the move and dedication ceremonies were only two of several important events occurring during the year. A Dean search was also underway, as were preparations for an American Bar Association/Association of American Law Schools accreditation inspection. The library staff was extremely pleased to be included in Dean search activities, and also participated in the ABA inspection as well. As part of their ABA preparation, the library reviewed and honed its collection development procedures and crafted a day-to-day acquisition plan. This plan serves as the centerpiece for collection development.

The goals for 1994/95 included collection cleanup, computer purchases and hiring a Media Manager. Of these goals only hiring a Media Manager has not been carried out, but it is on the front burner and should be resolved shortly. Over all, 1994/95 has been a rich academic year, a proud year and a productive year. The library staff looks forward to much of the same during 1995/96.

II. STATISTICS IN BRIEF

- Hired four new staff members to replace departing employees: a Reference Librarian, an Acquisitions Assistant and two Graduate Librarian Pre-Professionals.
- Cataloged 1,000 new monographs, serials, audio visuals, microforms and software titles.
- Received 90,078 pieces of microfiche, adding approximately 15,013 volume equivalents to the collection.

- Increased the collection from 228,000 to approximately 252,500 hard bound volumes and volume equivalents.
- Received 2,537 gift volumes for the library collection.
- Bar coded some 40,000 volumes as the next step toward implementing the online Circulation subsystem.
- Increased serials holdings to 4,572. This figure includes government document serials.
- Increased the serials and book budget to 650,000, up from \$590,000 the preceding year.
- Raised library operating budget to \$1,679,595.
- Borrowed some 714 books and journals during the year for the faculty and students and lent more than 670 items (out of 1,000 requests) to firms and academic libraries.
- Filmed 366 practice trial arguments and other classroom sessions and arranged for 271 VCR presentations.

III. SERVICES

A. Library Publications

The library staff has prepared the following publications for library patron and staff use during the preceding year:

Law Library Guide, Seventeenth Edition 1995-96

Finding Federal Legislative History in the Judge Kathryn J. DuFour Law Library (1995)

Quick Reference: Using Netscape (1995)

Quick Reference: Using Hein's Treaty Index on CD-ROM (1995)

Researching District of Columbia Law (1995)

Technical Services Staff Manual (in progress)

B. Public Services

1. Staffing. In February, a new Reference Librarian, Yvette Brown, joined the Public Services staff, coming to CUA from George Washington University Law Library. Graduate Library Pre-Professional student (a graduate Library student working in the library full time), Maggie Snow, also joined the staff in Circulation.
2. Reference and Research. Interesting questions and projects continue to come to the Reference Department. Among topics researched during academic year 1994/95 were church property law, the constitutions of the Estonia and Albania, Russian religious marriages, illegal aliens, compulsory education, New Era Foundation, Dairy Queen franchising, Polish contract law, Doctor Kevorkian, maritime law online, NAFTA, attorney's fees, clergy malpractice, Clinton's curtailment of pornography, and the fishing rights dispute in Iceland.
3. Public Services Automation. Following upon the successful introduction of ALADIN during the summer and fall of 1994, the Reference staff next introduced CIS Masterfile II to patrons. CIS Masterfile II is a CD ROM index and abstract of all Congressional hearings, prints and reports from 1970 through 1995. The database may be searched by keywords, individual Congressional witnesses, various descriptors and other such features. Masterfile II became an immediate favorite of students and faculty who must work with Congressional documents. In addition to Masterfile II, a new Bible CD-ROM and a Communications law CD-ROM were also mounted for research purposes.
4. Computer Lab. The Computer Lab expanded its help desk coverage during the academic year through utilization of Computer Services staff during the day and computer savvy students during evening hours. Three more PC's were also added to the lab to bring it up to the full complement of 25 terminals and four laserjet printers. New software was also procured to permit the Mackintosh PC's to print to the laser printers. For the most part, menus on all 25 lab terminals were unified and contain in addition to word processing, COLUMBO, ALADIN, CD ROM research databases, Computer Assisted Legal Instruction (CALI), campus E-mail and access to the Internet.

5. Teaching. The reference librarians again taught in the Lawyering Skills program during 1994/95. They offered sessions on Westlaw and Lexis, returning to computer lab for training this year after last year's experiment of sending students downtown. Reference librarians also offered classes on using the Internet and various specialized research lectures.

C. Technical Services

1. Staffing. There were some minor changes to staffing during the year, the most notable of which was the creation of a Graduate Library Pre-Professional position to assist with book processing. This staff member, Elizabeth Fogarty, works full time and attends library school part time. Numerous student workers were also hired during the summer to barcode the library and process materials. A Technical Services Staff Manual is also in the works.
2. COLUMBO. This year the acquisitions staff used COLUMBO software to develop a series of acquisition reports on purchases of tax, health law, communications law, serials and bound volumes. Christine Dulaney, Associate Director, again represented CUA at the annual INNOPAC (our COLUMBO library automated system) Users Meeting held in California in April.
3. Serials. Cleaning up serials continues. By the end of the academic year there were approximately 3,276 regular legal serials in COLUMBO and 1,014 government serials in our Paradox system. Justin Murray and the cataloging staff have initiated a project of transferring records from Paradox to COLUMBO in order to make all government titles available on COLUMBO.
4. Microforms. The library staff reorganized much of the microform collection during the academic year to make it more accessible. The library staff also reviewed its list of recommended microform purchases (developed in 1992) with an eye towards revising it and making purchases as the budget permits.
5. Collection Development. In conjunction with the year long ABA self-study, the law library reviewed its collection development plan. Having drafted a long term plan for collection development several years ago, the library staff thought it advantageous to develop a plan which would address the day-to-day book purchasing operation.

The backbone of the plan is an approval plan through

vendor Blackwell North America (BNA). The approval plan was prepared after a careful study of collection needs by the Reference and Technical Services staffs. Under the plan, BNA sends books to our library which fit specific law subject profiles. These books come only from university presses, and should, in most instances, be hard bound. This plan serves as the nucleus of new materials coming to the collection for cataloging. The staff estimates that the CUA profile will include about 250 titles per year.

To supplement collection development, BNA will also send book announcement slips for the staff to review under a much wider category of law (and some non-law), including foreign materials. These slips may or may not be university press. All librarians review the slips and make recommendations. Lastly, book flyers, primarily from trade publishers, are divided among the librarians for review to further flesh out the collection.

Microform titles are also regularly reviewed for collection development purposes. During 1995, the library added a large quantity of microfiche which completes the library's collection of hearings, prints and reports from 1970 through 1995. It also dovetails with the popular access tool, CIS Masterfile II, a CD ROM database available to staff, faculty and students on the law school local area network.

The chart below helps to visualize the amount budgeted for library collection purchases from year to year.

IV. AUTOMATION

With two computer labs, sixteen Lexis/Westlaw carrels, 232 other carrels which are technologically up to date, three special rooms for computer assisted research, and more than 300 data outlets throughout the library, the possibilities for automated research and writing seem endless.

During academic year 1994/95 experiments in using the Internet to access Lexis and Westlaw have proved successful. Lexis and Westlaw training, as well as normal Lexis and Westlaw use throughout the building, are now accessed via the Internet.

All carrels are wired for power and data. Necessary software and hardware will be available at the Circulation Desk for students to tap into the law school network. This will begin in September 1995. Several faculty members currently offer class discussion groups via campus E-Mail. Thus, getting access to the network by students from the labs and carrels becomes more important.

Many staff computers were also upgraded during the year, some receiving CD-ROM drives for testing out government databases. Likewise, Netscape, a system to access the World Wide Web has been added to staff and some lab computers to introduce patrons to this popular network.

Barcoding of library books, necessary for automated circulation, continues. Ninety-five thousand volumes, out of approximately 145,000 bound volumes, have been barcoded thus far for circulation purposes.

V. MEDIA

The library still remains the center for all law school media requests. During the academic year new equipment was purchased to establish three video viewing rooms, for classroom use and for interactive video operations.

The library's 1995 budget included the new position of Media Manager. Throughout the fall and winter candidates were interviewed for the position without a final decision being made. A second round of interviews took place in May with an offer of employment scheduled for early July.

With the establishment of the new media position, the law school can now embark on serious equipment purchases. This will include outfitting the media center, two courtrooms, several conference rooms, all classrooms and, later, a teleconferencing center.

VI. GIFTS AND DONATIONS

During the academic year 1994/95 the library received several monetary gifts and book donations. These include:

A gift of \$500 from the Washington law firm of Arnold & Porter.

A gift of \$500.00 from Peter and Katherine Chepucavage.

A large donation of West Supreme Court Reporters from Anthony Saridakis of D'Orsy & Thomson.

A donation of Atlantic Reporter 2nd Series from Arnold & Porter. (In addition to the above, a large donation of 613 various tax and trade materials was also made by Arnold & Porter.)

A large donation of intellectual property materials and sets of audio tapes from the law firm of Wegner, Cantor, Mueller & Player.

A large run of the Preservation Law Reporter and The District of Columbia Register (1972-1995) from the law firm of Linowes & Blocher.

A significant donation of Corpus Juris Secundum, the U.S. Code, and assorted casebooks from Harry Dematatis of Washington, D.C.

A large donation of the D.C. Register from the law firm of Altmann & Vitt.

VII. EQUIPMENT ADDED

1. A bibliographic Utility Interface for use in cataloging on COLUMBO.
2. HP LaserJet Series IV Printer for the Computer Lab.
3. A Minolta Reader Printer (RP605Z) with accessories.
4. Six book trucks for law library & Technical Services.
5. Two Pioneer CLDV 2600 Laser Disk Players.
6. Five Wedge-One Barcode Readers.
7. Increased disk space, item records, order records & file transfer protocol (all software) for COLUMBO.
8. Three Eiki Cassette Recorders.
9. Three Magnavox VCR's.
10. Four Magnavox Color TV's.
11. A Bretford Wide Body TV Cart.
12. A Technology Console for housing the COLUMBO file server.
13. Three Micofiche 9-Drawer Cabinets.

VIII. STAFF MEMBERS

A. Education

	<u>Degree</u>	
<u>Stephen Margeton - Director</u>		
The Catholic University of America, Washington, D.C.	M.S.L.S.	1973
National Law Center George Washington University Washington, D.C.	J.D.	1970
Mount St. Mary's College Emmitsburg, MD	A.B.	1967
<u>Bernice Olszowka - Secretary to Director</u>		
Erie Business College Erie, PA	Exec. Sec.	1955
<u>Patrick Petit - Associate Director & Head of Public Services</u>		
The Catholic University of America Washington, D.C.	J.D.	1978
University of Maryland College Park, MD	M.L.S.	1973
Illinois Benedictine College Lisle, Illinois	B.A.	1966
<u>Christine Korytnyk Dulaney - Associate Director & Head of Technical Services</u>		
University of Virginia Charlottesville, VA	M.A. Eng.	1987
University of Chicago Chicago, IL	M.A. Lib.	1985
University of New York at Buffalo Buffalo, NY	B.A.	1983
<u>Diana Botluk - Reference Librarian</u>		
The Catholic University of America Washington, D.C.	J.D.	1984
University of Delaware Newark, DE	B.A.	1981
<u>Yvette Brown - Reference Librarian</u>		
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 Austin, TX	B.A.	1985

Lynn Monkres - Government Documents/Acquisitions Librarian

The Catholic University of America Washington, D.C.	M.S.L.S.	1994
The Catholic University of America Washington, D.C.	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

Frances Brillantine - Circulation Librarian

The Catholic University of America Washington, D.C.	M.S.L.S.	1992
George Mason University Fairfax, VA	B.A.	1990

Penny Zhao - Cataloger

Kent State University Kent, Ohio	M.L.S.	1991
Kent State University Kent, Ohio	M.A.	1989
Institute of International Relations Beijing, China	B.A.	1987

Debra Middleton - Serials Assistant

University of the District of Columbia Washington, D.C.	B.S. (in progress)	
	A.A.	1995
Bell Business (Word Processing Course) Washington, D.C.	Lib.Media Tech. Certif.	1986
Reference Collections Library of Congress	Certif.	1985
Howard University Washington, D.C.	Phys. Therapy	1976/78

Matthew Mahaffie - Circulation Manager

The Catholic University of America Washington, D.C.	M.S.L.S. (in progress)	
--	---------------------------	--

The Catholic University of America Washington, D.C.	J.D.	1991
George Washington University Washington, D.C.	B.A.	1986
<u>Sima Mirkin - Acquisitions Assistant</u>		
The Catholic University of America Washington, D.C.	M.S.L.S.	(in progress)
Minsk Polytechnic Institute Minsk, USSR	B.S. in	1974 Eng. Econ.
<u>Justin Murray - Processing Assistant</u>		
The Catholic University of America Washington, D.C.	M.S.L.S.	(in progress)
University of New Hampshire Durham, New Hampshire	B.A.	1988
<u>Elizabeth Fogarty - Cataloging Assistant (GLP)</u>		
The Catholic University of America Washington, D.C.	M.S.L.S.	(in progress)
Boston College Chestnut Hill, MA	M.A.	1992
	B.A.	1987
<u>Margaret Snow - Circulation Assistant (GLP)</u>		
The Catholic University of America Washington, D.C.	M.S.L.S.	(in progress)
Briar Cliff College Sioux City, Iowa	B. A.	1994
<u>Alan Fulton - Part-Time Evening Reference Librarian</u>		
University of Maryland College Park, MD	M.L.S.	1973
Lehigh University Bethlehem, PA	B.A.	1971
<u>Barbara Sullivan - Part-Time Evening Reference Librarian</u>		
Catholic University of America Washington, D.C.	M.S.L.S.	1993
Catholic University of America Washington, D.C.	J.D.	1992
University of California at Santa Barbara	B.A.	1985

Karen Hinson - Part-Time Evening Reference Librarian
- Part-time Archivist/Exhibits Coordinator

Rutgers-The State University New Brunswick, NJ	M.L.S.	1985
University of Delaware Newark, DE	B.A.	1981

Jim Roscher - Part-Time Evening Reference Librarian

The Catholic University of America Washington, D.C. 20064	J.D.	1993
Columbia University New York, NY	M.S.L.S.	1986
St. John's University New York, NY	B.A.	1982

Silke Sahl - Part-Time Evening Reference Librarian

The Catholic University of America Washington, D.C. 20064	M.S.L.S. (in progress)	
University of Texas Austin, Texas	J.D.	1992
Southwestern University Georgetown, Texas	B.A.	1988

Susan Sallaway - Part-Time Evening Reference Librarian

The Catholic University of America Washington, D.C. 20064	M.S.L.S.	1994
University of Albany Albany, NY	B.A.	1979

B. Staff Changes During 1994/95

1. Additions

Catherine Agresta, Cataloging Assistant (GLP) (9/94)
Susan Sallaway, Evening Reference Librarian (11/94)
Margaret Snow, Circulation Assistant (GLP) (1/95)
Yvette Brown, Reference Librarian (2/95)
Elizabeth Fogarty, Cataloging Assistant (GLP) (5/95)

2. Departures

Sima Mirkin, Acquisitions Assistant (left 4/95)

3. Promotions

Catherine Agresta to Acquisitions Assistant (5/95)

C. Teaching by Librarians

Patrick Petit

Taught class on specialized research to Professor Noone's Products Liability Seminar (September 1994).

Presented three lectures to Columbus Community Legal Services students on "Doing Research in the District of Columbia" (September 1994, February and June 1995).

Taught class on specialized research to Professor Destro's Professional Responsibility class (October 1994).

Presented six lectures (with Diana Botluk) to the Lawyering Skills first year sections on legislative history research (November 1994).

Presented lecture/demonstration of Internet resources to the Little Sisters of the Poor (February 1995).

Presented lecture/demonstration of online legal resources in international politics to the undergraduate politics classes of Professors Foley and Cusimano (February and April 1995).

Presented lecture/demonstration (with Diana Botluk) on computer-assisted legislative research in Professor Mintz's Legislation class (April 1995).

Presented lecture entitled "Legislative History in the Courts" in the program "Statutes and Legislative Histories: Research Refresher for Attorneys" at the Legal Education Institute of the U.S. Department of Justice (June 1995).

Presented lecture on legal research to the Preface Program participants (August 1995).

Diana Botluk

Presented six lectures (with Patrick Petit) to the Lawyering Skills first year sections on legislative history research (November 1994)

Presented lecture/demonstration (with Patrick Petit) of Internet resources to the Little Sisters of the Poor (February 1995)

Presented lecture/demonstration (with Patrick Petit) of online legal resources in international politics to the undergraduate politics classes of Professors Foley and Cusimano (February and April 1995)

Teacher and coordinator for National Library Week Workshops: Legal Resources on the Internet (Spring 1995)

Trained first year students on Lexis (Spring 1995)

Presented lecture/demonstration (with Patrick Petit) of Online Legislative Resources for Professor Mintz's Legislation class (April 1995)

Presented workshop in online Maritime Law for Professor Malia's Maritime Law class (April 1995)

Offered training on Netscape/World Wide Web to Columbus Legal Services faculty (June 1995)

Presented workshop in Internet Legal Resources to Professor Silecchia's Advanced Legal Research class (June 1995)

Taught "Lexis for Windows" to Columbus Community Legal Services faculty (June 1995)

Presented hands-on Netscape demonstration to law school faculty and staff (July 1995)

Adjunct Assistant Professor of Paralegal Studies at the University of Maryland, taught "Techniques of Legal Research," Fall 1994, Spring 1995, Summer 1995

Yvette Brown

Presented demonstration (with Patrick Petit and Diana Botluk) on the Internet for the faculty (May 1995)

Presented lecture (with Patrick Petit) to Columbus Community Legal Services students on "Doing Research in the District of Columbia" (June 1995)

Instructor, "Substantive Law", George Washington University Legal Assistant Program (Summer 1995)

D. Professional Activity and Publications

1. Appointments

Stephen Margeton

Elected Vice-President/President Elect of the Law Librarian's Society of Washington, D.C. (May 1995)

Christine Korytnyk Dulaney

President, Academic Law Libraries SIS of Law Librarian's Society of Washington, D.C. 1994/95

Columnist for "Calendar of Events," Law Library Lights, 1994/95

Yvette Brown

Editor, Law Library Lights (1994-95)

Columnist for "Items to Note," Law Library Lights (1995)

Elected to the Executive Board of the Law Librarians Society of Washington, D.C. (May 1995)

2. Programs Attended

Steve Margeton

Attended Association of American Law Schools Annual Conference in New Orleans (Jan. 1995)

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Patrick Petit

Attended the American Association of Law Libraries Mid-Winter Workshop on Teaching Legal Research (February 1995).

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Christine Korytnyk Dulaney

Attended CAPCON workshop on Using Passport Software, Washington, D.C. (Aug. 1994)

Attended Innovative User Group Meeting in Oakland, CA (April 1995) - discussion leader with Pat Callaghan, University of Pennsylvania, on the subject of using INNOPAC to collect ABA statistics

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Diana Botluk

Attended International Organizations Research Workshop sponsored by Readex, Chester, Vermont (Fall 1994)

Attended Law Librarians' Society of D.C. library tour of the Folger Shakespeare Library (Spring 1995)

Attended CD-ROM Expo, Maryland State Law Library, Annapolis, MD (Spring 1995)

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Yvette Brown

Attended West Publishing's Editors Exchange Conference held in Washington, D.C. (Feb. 1995)

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Frances Brillantine

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Lynn Monkres

Hosted Government Document Librarians Luncheon Meeting at the Columbus School of Law (February 1995)

Attended Federal Depository Conference held in Arlington, VA (April 1995)

Attended Interagency Seminar presented by the Government Printing Office, Washington, D.C. (May 1995)

Attended Government Resources on the INTERNET Workshop at CAPCON (May 1995)

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Penny Zhao

Attended the CAPCON workshop on Internet Information Session (September 1994)

Attended the CAPCON workshop on OCLC Authority Files (October 1994)

Attended the CAPCON workshop on LC Classification of Legal Materials-A Primer (November 1994)

Attended a Law Librarians' Society of Washington, D.C. seminar on Tax Law Research held at Georgetown Law Center (February 1995)

Initiated and hosted the first meeting among Catalog Librarians from the Washington, D.C. area law school libraries at CUA Law School (February 1995)

Attended Law Librarians' Society of Washington, D.C. Legal Research Institute I & II at American University (March 1995)

Attended CAPCON workshop on Cataloging Technical Reports (May 1995)

Attended CAPCON workshop on Supervisory Techniques (June 1995)

Attended American Library Association Annual Conference in Chicago (June 1995)

Attended American Association of Law Libraries Annual Conference in Pittsburgh, PA (July 1995)

Bernice Olszowka

Attended a "Windows" Seminar sponsored by Fred Pryor Seminars (June 1995)

Matthew Mahaffie

Attended Law Librarians' Society of D.C. Vendor Fair entitled "INEX '94", Washington, D.C. (Sept. 1994)

Attended CAPCON workshop on "Finding the Needle in the Prism Haystack" (Nov. 1994)

Attended Westlaw training course entitled "Intermediate Westlaw" (March 1995)

Justin Murray

Attended CAPCON workshop entitled "Government Resources on the Internet" (Sept. 1994)

Attended a GPO Training Session on using Online GPO Access (Oct. 1994)

Attended CAPCON workshop entitled "Basic Prism Editing Techniques for Copy Catalogers" (April 1995)

Attended the Federal Depository Library Conference (April 10-11, 1995)

Attended the Federal Interagency Seminar sponsored by GPO (May 1995)

Margaret Snow

Attended CAPCON workshop entitled "Interpreting the MARC Record" (Jan. 1995)

Attended CAPCON workshop entitled "The ILL Subsystem" (Feb. 1995)

Attended Westlaw workshop entitled "Intermediate Westlaw" (March 1995)

Catherine Agresta

Attended Law Librarians' Society of Washington, D.C. Vendor Fair entitled "INEX '94", Washington, D.C. (Sept. 1994)

Attended CAPCON workshop entitled "Searching OCLC and Interpreting the MARC Record" (Nov. 1994)

Attended CAPCON workshop entitled "Copy Cataloging for Library Technicians: Books Format" (Dec. 1994)

3. Publishing

Stephen Margeton

"Catholic University's Law Library Emphasizes Space, Style and Technology," 96 No. 1119 New Library World (1995): 4-11.

- with Pamela Dragovich

"Alma Mater Mentoring: Library Science Alumni Promote School and Profession" forthcoming in "Visible College" column of The Journal of Education for Library and Information Science.

Patrick Petit

Compiled "Current Bibliography", a quarterly bibliography of new books and articles in the field of communications law, and published as a regular feature of the ABA Forum on Communications Law publication, Communications Lawyer.

- a. "Current Bibliography" 12 Communications Lawyer, No. 1 (Fall 1994): 22-24.
- b. "Current Bibliography" 12 Communications Lawyer, No. 2 (Summer 1994): 18-20.
- c. "Current Bibliography" 12 Communications Lawyer, No. 3 (Fall 1994): 22-24.
- d. "Current Bibliography" 12 Communications Lawyer, No. 4 (Winter 1995): 20-21.
- e. "Current Bibliography" 13 Communications Lawyer, No. 1 (Spring 1995): 21-23.

Compiled "Bibliography of Recent Books in Communications Law", 3 Comm/Law Conspectus (Winter 1995): 85-88.

Christine Korytnyk Dulaney

"Staff Development on a Shoe-string," 38 Law Library Lights 4 March/April, 1995

Technical Services Staff Manual (in progress)

Diana Botluk

Law Library Guide (1995)

Finding Federal Legislative History in the Judge Kathryn J. DuFour Law Library, Catholic University of America, Washington, D.C. (1995)

Quick Reference: Using Netscape (1995)

Quick Reference: Using Hein's Treaty Index on CD-ROM (1995)

Yvette Brown

Researching District of Columbia Law (1995)

IX. GOALS FOR 1996

The goals for 1996 are several:

1. Implement the Circulation subsystem in January 1996.
2. Implement the bookbinding subsystem.
3. Continue work on the collection.
4. Fine tune the acquisitions policy.
5. Offer "in service" lectures and reference opportunities to the library staff.
6. Work towards the creation of a library policy committee.