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Law Library Guide 2012–2013 Rev.

Kresge Law Library, Research Services Department

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ABOUT NOTRE DAME'S LAW LIBRARY

The Notre Dame Law Department was established in 1869. The first published mention of a law school library was not until 20 years later when the *Columbia Law Times* described the small library of 2,500 volumes as “spacious, well-lighted,” and “well-ventilated.”

In these early years development of the law library's collection and staff was slow. The Law School did not appoint the first law librarian, John Whitman, until 1925. His selection coincided with the Law School's accreditation by the Association of American Law Schools. By 1930, after more than 60 years of existence, the library had only grown to 10,000 volumes. This modest collection did not require a large staff. In fact, in 1942, a single librarian, Lora Lashbrook, oversaw the entire operation, while serving concurrently as teacher of research methodology, law school registrar, and secretary to both the dean and the faculty. Marie Lawrence succeeded to the post of librarian in 1945. She guided the collection for almost 25 years. At her retirement the library stood at 69,000 volumes — still quite small by American Bar Association standards.

The enlargement of the library's physical space in 1973 came under the leadership of the next librarian, Kathleen C. Farmann. Expansion and increased funding of the library, made possible in part by a gift from the Kresge Foundation, were welcomed but were nevertheless insufficient for the library's continued growth. In 1985 the University committed itself to building a library that would support scholarship of the highest order, and it needed a librarian to spearhead that campaign. Roger F. Jacobs, then the librarian of the U.S. Supreme Court, became the fifth Notre Dame law librarian. During his 25 years of leadership, library staff, seating, and shelf space more than doubled. The total physical area of the library increased by a third, and the collection grew to more than 640,000 volumes.

The progress of the past continues into the future under Ed Edmonds, who was appointed the sixth librarian in summer 2006. He is proud to welcome you to the newly renovated Kresge Law Library in Biolchini Hall of Law. Here a talented staff, quality collection, and superb physical facility unite to create a leading national research institution.



UNIVERSITY OF NOTRE DAME

The Law School

Kresge Law Library

Law Library Guide 2012-13

Welcome to Notre Dame Law School's Kresge Library. This library guide will inform you about the library's services, policies, and physical layout. If you have other questions, please ask the staff for assistance. The staff is here to help you.

The primary mission of the law library is to provide services and to acquire and organize legal information in support of the research and curricular goals of the Law School. It also supports the legal research requirements of the University community and provides legal information to appropriate members of the local community.

The library occupies four floors. Enter through the main entrance adjacent to the north end of Eck Commons. (Eck Commons is the bridge connecting Biolchini Hall of Law and Eck Hall of Law.)

The collection contains 350,000 print volumes, 2,000 print serial titles, 311,000 microform volume equivalents, and over 40,000 electronic resource titles. The library seats 550 people, 150 at individual study carrels. Ten professional librarians, 16 support staff, and numerous student assistants comprise the library staff.

Web Site

<http://law.nd.edu/library>

Hours

Circulation Desk

Monday – Thursday	8:00 a.m. - 10:00 p.m.
Friday	8:00 a.m. - 8:00 p.m.
Saturday	Noon - 8:00 p.m.
Sunday	Noon - 10:00 p.m.

Research/Reference Assistance

Monday – Friday	9:00 a.m. - 5:00 p.m.
Saturday and Sunday	Closed

Non-Law School Users

Monday – Friday	8:00 a.m. - 5:00 p.m.
Saturday and Sunday	Closed

Special hours will be posted for holiday and break periods.



BORROWING PRIVILEGES: Law students and other members of the Notre Dame and South Bend communities may, with proper identification, borrow library materials for a specified time. To determine if an item circulates, check with a Circulation Desk attendant. All items checked out are subject to recall if needed by another user or for course reserve.

CARREL RESERVATIONS: The following students are eligible for a carrel: LLM/JSD students, law journal students, research assistants, International Moot Court team, Appellate Moot Court team, and the AAJ/Barristers trial teams. First-year students are not eligible for carrels. For details, stop by the Research Services Assistant's office, Room 2301.

CATALOG: Encore is the online catalog for the law library. Workstations for access to Encore are located on Level 2, 1, and the Lower Level. The KF collection (American law) begins on Level 3 and continues down to Level 1. Books on subjects other than American law have call numbers from A — Z (excluding KF) and are located on the Lower Level. To search other campus libraries, see “Hesburgh Libraries.”

COPYING AND SCANNING: The photocopier on Level 2 can also scan to e-mail. Students may pay for photocopies with Domer Dollars added to their ID. (Go to food.nd.edu to add more Domer Dollars.) Scanning is free. An overhead scanner for books and other documents is located in Room 2317. Files from the scanner can be e-mailed or saved to a flash drive. Visitors should see a Circulation Desk attendant for photocopying/scanning assistance.

DVD/VIDEO: The law library has an assortment of DVDs related to legal education, as well as a collection of popular movies with legal themes. Use Encore to find these holdings, then ask a Circulation Desk attendant to obtain specific titles.

ELEVATORS: There are three elevators for those using the library. Press “2” on Elevator B adjacent to the Biolchini Hall of Law Chapel to arrive at the library entrance. Use Elevator C next to the Circulation Desk or Elevator D at the north end of each library floor (near the Men's Restroom) to move from floor to floor.

FOOD AND DRINK: Generally, food is not allowed in the library; however, light, pre-packaged snacks that are not damaging to the collection or distracting to others are permitted. Beverages in bottles that can be re-closed (screw-top) or other containers with lids are permitted.

GOVERNMENT DOCUMENTS: Since 1986 the law library has been a selective depository for United States government documents. These items, found through Encore, are available to the public.

INTERLIBRARY LOAN: Law faculty and students may request, through interlibrary loan, materials not available in the law library or at the Hesburgh Library. An electronic form is available on the library's Web page.

LIBRARY ETIQUETTE: The law library is for serious research and study. Please refrain from loud conversation and other inappropriate behavior. Non-law students may not use the library as a study hall. Anyone violating library policies may be ejected.

LOST and FOUND: See the Circulation Desk for lost and found materials.

MICROFORMS: The microfiche/microfilm materials and reader/printers are located east of the main reading room on Level 2 and at the south corner of the Lower Level.

PARKING: All-day visitor parking is available at the corner of North Eddy Street and Holy Cross Drive for \$2.

PHONES: Help maintain a quiet atmosphere by silencing your cell phone when entering the library. Please do not talk on your phone in the library. You may not receive or place personal phone calls on library phones.

REST ROOMS: Rest rooms are located at the north end of each floor.

RESERVED MATERIAL: Materials on reserve may be requested at the Circulation Desk and checked out for two hours, overnight, or seven days. ND law students may find selected prior exams at both the Circulation Desk and on the law library Web site.

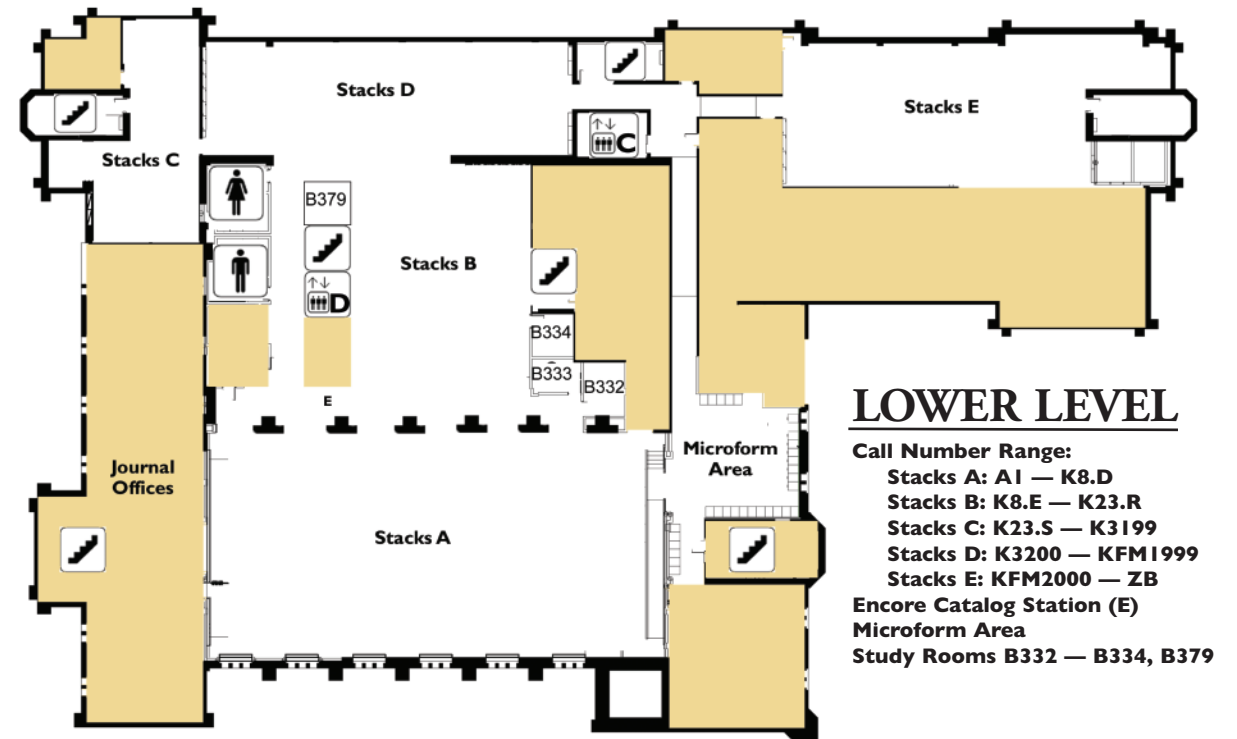
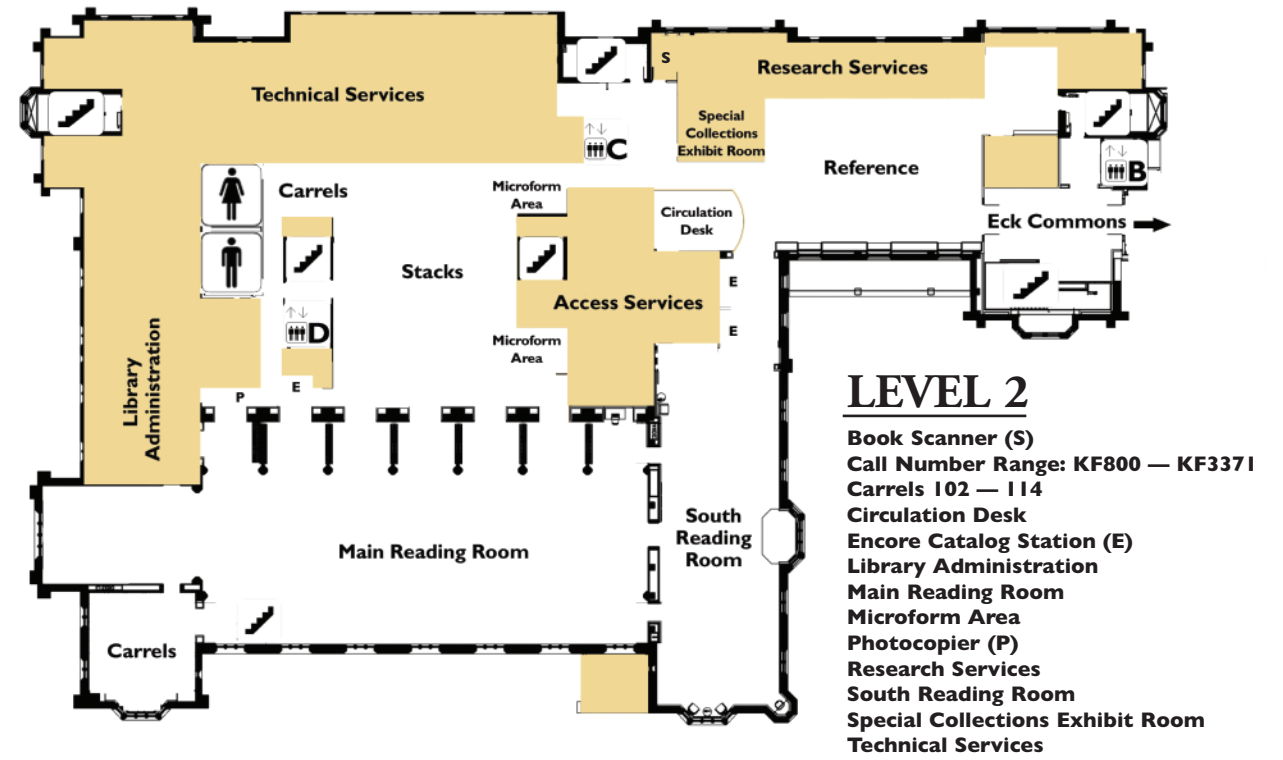
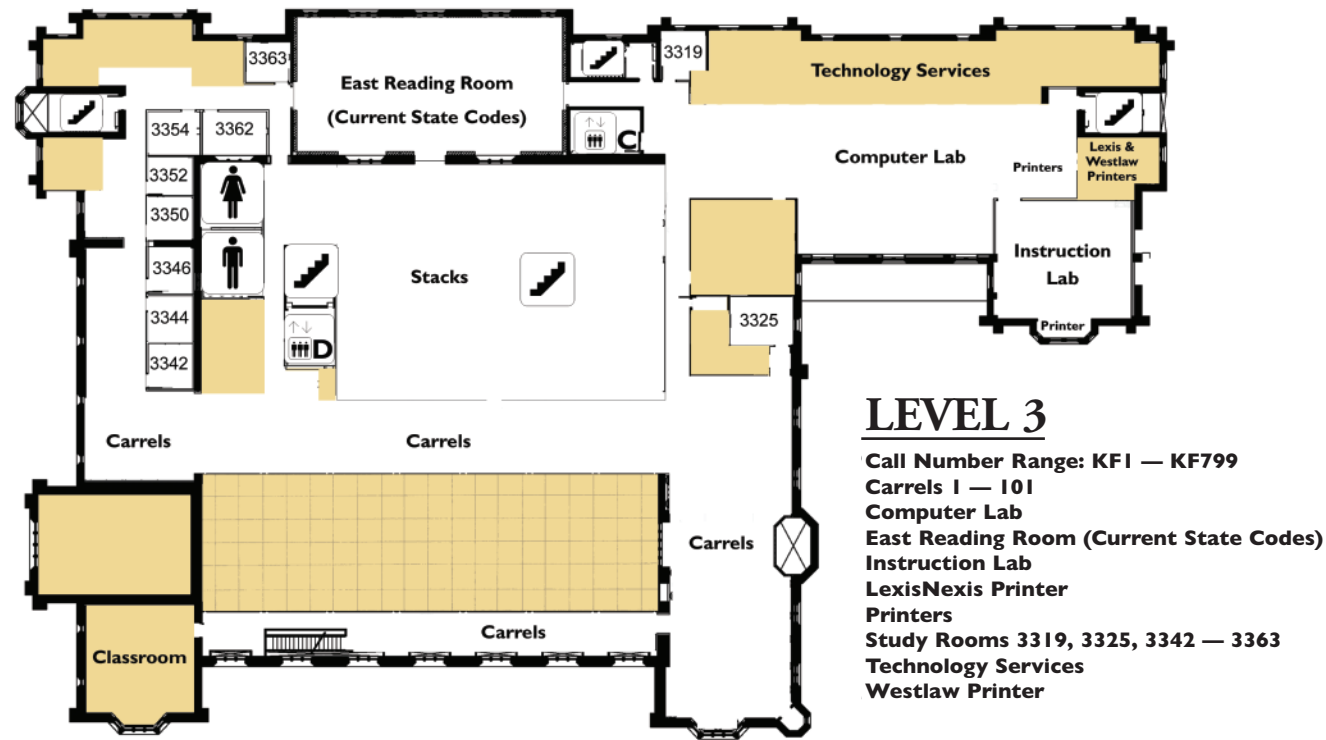
STUDENT COMPUTING: The Law School computing areas, available only to ND law students, include the Computer Lab and the Instruction Lab located on Level 3. They are equipped with 30 PCs and three Macs sharing three laser printers. The LexisNexis and Westlaw printers are also in this area. A wireless network is available throughout the library.

STUDY ROOMS: ND law students or faculty may reserve one of these 26 rooms for four-hour blocks of time. Sign up at the law library Web site or at the Circulation Desk.

SUGGESTIONS and COMMENTS: We welcome your views about the library. Please address your comments or concerns to any staff member.

THEFT: You are strongly cautioned against leaving valuables unattended. Immediately report theft to University Security/Police (631-5555) or the Circulation Desk (631-7024).

WEB SITE: The Kresge Law Library Web site at <http://law.nd.edu/library> describes the library's services and collections.



D I R E C T O R Y (a r e a c o d e 5 7 4)

Assoc. Dean for Library & Information Technology ...631-5916
 Access Services631-7024

Director of Law School Technology631-3939
 Research Services631-5993

Technical Services631-5992
 Acquisitions631-8447
 Cataloging631-0983

Notre Dame Security/Police631-5555

Web Site<http://law.nd.edu/library>