

## Faculty Liaison Programs

50. What services do the Faculty Liaisons offer to faculty? Please check all that apply.	
<u>1.</u>	Unlike many other schools, we do not have a faculty liaison program. All reference librarians do all of the above except for ILL. All reference librarians train on technology, provide current awareness services, support the curriculum, assist with online publishing and handle research requests for all faculty, including adjuncts and visiting professors. We have an ILL specialist who handles ILL requests. Sometimes reference forwards requests
<u>2.</u>	Coordinate contact information - direct to appropriate person in the library for the request
<u>3.</u>	We have a library-faculty research program in place in lieu of a liaison librarian. One librarian supervises the program. All librarians provide support for the list above except for training personal research assistants. We have a separate ILL/Document Delivery department.
<u>4.</u>	Still in development
<u>5.</u>	Teaching specialized research classes upon request from faculty
<u>6.</u>	We have no formal program. All library staff provide services as requested and needed to do the job
<u>7.</u>	We don't have a formal faculty liaison or assigned librarians for faculty. The services checked above are provided to all of the faculty by various librarians.
<u>8.</u>	Will help do research for writing or professional projects and will prepare lectures/presentations on research for seminars
<u>9.</u>	Serve as liaison between faculty and computer services.
<u>10.</u>	We do not structure our services to faculty on a faculty liaison model. All reference librarians and staff offer services to all faculty. There are no assignments to specific faculty. However, we provide several thousand hours of direct research service to law faculty. Six librarians spend a majority of their time on faculty research.
<u>11.</u>	We don't have faculty liaisons. All reference librarians provide all the above services to faculty with the exception of ILL which is handled by our ILL department.
<u>12.</u>	We do not have a faculty liaison program. I find these programs often lead to the librarian becoming the unpaid research assistant for the faculty member.
<u>13.</u>	We don't have faculty liaisons.
<u>14.</u>	research but no writing support
<u>15.</u>	Collection development
<u>16.</u>	Tailored research lectures in their classes.
<u>17.</u>	Anything they need assistance with.
<u>18.</u>	N/A
<u>19.</u>	Depends a lot on the individual faculty member.
<u>20.</u>	We don't have a faculty liaison program. All of the librarians pitch in to serve all of our faculty.
<u>21.</u>	We don't have a liaison program per se.
<u>22.</u>	We support their research but do not have anything to do with their writing; We would train their RAs but are very rarely (once every other year or so) asked.

<u>23.</u>	All of these services are provided by our reference staff, but we have no staff specifically assigned for the purpose. If a faculty member appears with a request, it is handled by the reference librarian who was approached.
<u>24.</u>	Mediate faculty's relationship with the library in all areas.
<u>25.</u>	Updating bibliographies, making sure law faculty are aware of all services offered by library.
<u>26.</u>	Officially, our Faculty Liaisons are of the type that offer and arrange library services for specific members of the faculty. In many, if not most, cases, a liaison who is a reference librarian or a bibliographer for specific jurisdictions will be the person who provides the services checked above. No liaison provides services outside the scope of his or her job duties.

51. Which members of the library staff participate in your Faculty Liaison program? Please check all that apply.

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| <u>1.</u>  | Assistant Director for Faculty Services.  |
| <u>2.</u>  | Head of Pub. Services, Coll. Development Librarian  |
| <u>3.</u>  | Still in development  |
| <u>4.</u>  | We do not have a formal liaison program.  |
| <u>5.</u>  | see above   |
| <u>6.</u>  | Research Attorneys, Associate Law Librarian   |
| <u>7.</u>  | All librarians.   |
| <u>8.</u>  | N/A   |
| <u>9.</u>  | Assoc. Dir. for Faculty, Research and Instructional Services (main focus) and Assoc. Dir. for Collection Development  |
| <u>10.</u> | We don't have a faculty liaison program.  |
| <u>11.</u> | We have one person whose sole responsibility is faculty liaison work. Reference librarians assist on an as-needed basis. The international law librarian works with some of the faculty teaching international law classes. |

56. How frequently are Faculty Liaisons expected to communicate with each faculty member?

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| <u>1.</u>  | As needed, but at least annually.   |
| <u>2.</u>  | Not formalized  |
| <u>3.</u>  | as needed, but communication is frequent  |
| <u>4.</u>  | Faculty contact reference librarians with research assignments, curriculum support or requests for training as needed.  |
| <u>5.</u>  | as needed   |
| <u>6.</u>  | as needed   |
| <u>7.</u>  | No formal assignment or contact requirement   |
| <u>8.</u>  | As needed   |
| <u>9.</u>  | Requests are received and acted upon as requests are received.  |
| <u>10.</u> | Depends - they are expected to either e-mail faculty when new resources are available if their area of practice   |
| <u>11.</u> | As needed   |
| <u>12.</u> | We don't have a formal liaison program.   |
| <u>13.</u> | Annual liaison assignment letters are sent in the fall. Ongoing contact may be initiated by either the faculty member for a specific project or need or as part of an ongoing current awareness service |
| <u>14.</u> | Depends upon the individual faculty member  |
| <u>15.</u> | As requested  |

<u>16.</u>	Communications by Reference Librarians as new products come and as needed.
<u>17.</u>	It depends on the faculty members' research project.
<u>18.</u>	a couple of times a semester minimum
<u>19.</u>	On an as needed basis.
<u>20.</u>	Liaisons communicate less with faculty than we would desire, which would be at least monthly
<u>21.</u>	When appropriate
<u>22.</u>	N/A
<u>23.</u>	Usually, fairly frequent contact. Always, one annual meeting.
<u>24.</u>	as needed
<u>25.</u>	bi-weekly
<u>26.</u>	twice a month
<u>27.</u>	As often as they wish
<u>28.</u>	at least once a semester but liaisons are encouraged to have more contact if faculty member is receptive.
<u>29.</u>	according to needs of individual faculty members
<u>30.</u>	At least once a semester and for specific library initiatives.
<u>31.</u>	We don't have a liaison program.
<u>32.</u>	As Needed
<u>33.</u>	as needed
<u>34.</u>	as appropriate
<u>35.</u>	As needed.
<u>36.</u>	Determined on a case by case basis
<u>37.</u>	not structured
<u>38.</u>	As needed
<u>39.</u>	Once a year

58. Do you hold any special events for the purpose of interaction between the Faculty Liaisons and the faculty?

1. We hold technology training sessions where faculty and reference staff have a chance to interact. We also help to arrange an adjunct faculty reception at the beginning of the year to interact with adjuncts and communicate library and research information.
2. We offer training programs and a new faculty orientation for the newcomers.
3. group presentations for new electronic databases or other sources
4. International Law training and updates, and any other requests made by faculty members
5. Annual introductory meeting with refreshments
6. We do hold various instructional sessions for the faculty during the year.
7. library hosted receptions
8. When new faculty are hired we set up a meet and greet with the faculty member and all of the librarians.
9. We hold technology training sessions for faculty. As well as information sessions on CALR and library services generally.
10. questions 57 and 58 as needed and will expand in the permanent building
11. New faculty tea
12. Periodic food events in faculty library to demonstrate new databases
13. Annual meeting
14. tea
15. We often have party once or twice a year. We offer new handouts, may give a little demo but we always provide food.
16. A session is held as a part of law school orientation for new fulltime and parttime faculty.
17. Fall faculty reception, and a faculty scholarship recognition reception.
18. Faculty colloquium
19. Orientation for new faculty
20. Each librarian holds informal meeting with assigned faculty members and serves tea or punch and cookies