

**ALL-SIS Faculty Services Committee
AALL 2006 Roundtable
St. Louis, MO
July 11, 2006**

The Roundtable was coordinated by Michele Kristakis and Sara Sampson, the 2005/2006 Co-Chairs.

Short presentations were given on three areas of interest to librarians engaged in providing faculty services. Margaret Schilt reported on current awareness, James Wirrell on research assistance and research assistant programs and Leslie Pardo and Liz Goldberg on new faculty orientation.

Then the audience broke up into three groups to brainstorm on best practices and new ideas in each of the three categories. The brainstorming sessions were facilitated by the three speakers and a record kept of the ideas discussed on flip charts. The Roundtable concluded with reporting by each of the facilitators on the ideas generated by their group.

The brainstorming sessions were so fruitful that the Committee decided a record should be made of the ideas and placed on the Committee website.

Current Awareness

From the flip charts:

- copied TOCs routed as PDF files
- RSS feeds: Bloglines; Google Reader
- Washington & Lee law journal TOC RSS feeds
- How to find relevant blogs? Lawprof Blogs; 3L Epiphany
- put a bloglist on faculty services webpage
- TDNet
- How to filter information for faculty?
 - o communicate with the research assistant and let the research assistant be the filter for the professor
- let faculty know about law librarian listservs
- let faculty know that you have the expertise to do things like help them get a blog started
- How do you persuade faculty to switch from print routing to electronic?
 - o do both print and electronic for awhile so they find out how much faster the electronic is
- new acquisitions list: one library supplies their new acquisitions list with an RSS feed that permits the faculty to select subject headings
- use a blog for getting current awareness information to adjunct faculty (this is a end run around the fact that adjunct faculty frequently do not have full access to library subscription resources)

- involve faculty in collection development decisions

Research Assistants

From the flip charts:

- Hire for a two-year commitment after the first year of law school
- Act as a legal research “teacher”
- You have to meet with them often
- Librarian does filtering and gets the final product to the professor
- Online request form for faculty requests – database
- Research assistant receives academic credit (sometimes problematic though, because there is only a total of 52 hours – it’s not enough time to adequately train and the get full use out of them)
- Dean promotes the RA program (because it’s cheaper than each faculty member having their own RA)
- Warnings/advice
 - o Law review students are too busy to also be RAs
 - o RA’s working at home is debatable: some say it doesn’t get the work done; others permit flexibility, using check-in controls and review of work done for quality control

New Faculty Orientation

These are Leslie Pardo’s notes from her brainstorming session:

These are the ideas my group came up with during the brainstorming portion of the roundtable. Their libraries already provide these types of programs and services.

1) A Mini Conference is put on by the law school and law library which is mandatory for the faculty to attend. Dinner is provided for the faculty and three classrooms are set up where different workshops take place. New services and databases are highlighted at the workshops. Faculty can pick which workshop they would like to attend.

2) Many libraries reintroduce services to the whole faculty at the beginning of the Fall semester.

3) Personalized letters are sent to faculty highlighting particular databases that would be of interest to them and their specific areas of research. The letter also requests information about any new areas of research the faculty member may have.

4) Many libraries have luncheons for new faculty

members.

5) One library sends Lexis and Westlaw passwords to new faculty to get them interested in the library early on in the game. Like a carrot on a stick enticing them to more services.

6) Some libraries have individual orientation sessions with the new faculty member which include the law library director and the head of reference.

7) Some librarians are on the faculty development committee.

8) Research assistant guides are given to faculty members' administrative assistants.

Before I left for the conference I looked briefly for new faculty orientation web pages. I found a couple but they are not from law libraries. I talked to the group about the web sites. A couple examples of web sites are below. I also found one site that had suggested reading for new faculty which I thought was a great idea and plan to do at my library.

<https://apps.carleton.edu/campus/doc/newfaculty/articles/>

New Faculty Orientation Sites

UMKC Library FAQ for New Faculty

<http://www.umkc.edu/LIB/gen-info/new-faculty.htm>

Capital University New Faculty/Staff Orientation

<http://oldsite.capital.edu/cc/library/newfactest.htm>

I also brought this article with me and showed it to the group:

Surviving and thriving in academia: a selective bibliography for new faculty members

Author: Deborah Lee

Reference Services Review, Volume 31, Number 1,
February 2003, pp. 96-104(9)

Emerald Group Publishing Limited

<http://www.ingentaconnect.com/content/mcb/240/2003/00000031/00000001/art00015>

Great ideas and contributions from all. Thanks to our attendees.