



The Southern Reporter

Library Hours and Policies

HOURS

During regular law school hours the library is open during the following times:

Monday—Thursday: 6 AM—midnight

Friday: 6 AM—5 PM

Saturday: 9 AM—5 PM

Sunday: 2 PM—10 PM

Prior to and during the final exam period, the library is open longer. Always check the schedule for changes during the semester breaks and holidays. Exam hours will be posted later in the semester. You can also call the library's information line at 225-771-2315.

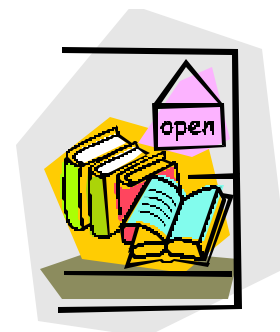
FOOD AND DRINK

Food and drinks are prohibited in

the library. Soda machines, snack machines, and CC's Coffee are located in the atrium and student lounge for the convenience of students studying in the library.

CARRELS AND STUDY GROUP ROOMS

Carrels are available on each level of the library stacks on first-come, first-serve basis. Additional carrels are located in the Reserve and Federal Reading Rooms. Two larger study rooms are available in the Federal Reading Room area also. These rooms can be used to view videotapes from the media collection. The Civil Rights Reading Room can also be utilized unless it has been reserved for classes.



The library opens at 6 AM Monday—Friday. It is also open on the weekends.

CIRCULATION AND RESERVE

SULC students, professors, staff, undergraduate professors and students must present a valid ID card at the circulation desk to borrow materials

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Where Can I Find...

- Regional Reporters can be found in the West Stacks on the first floor.
- State Statutes can be found in the West Stacks on the second floor.
- Materials for classes (text books, nutshells, horn-books) can be found in the East Stacks on the first and second floors, the Reserve Room and at the Circulation Desk.
- Law Reviews can be found in the East Stacks on the third (A-M) and fourth (N-Z) floors.

Library Staff

The Southern University Law Center Library staff can help you find materials in the library. They can also assist you with the computers and copiers. They are:

- Alvin A. Roche', Jr., Director of Library Services
- Jean Allen, Acquisitions Librarian
- Albert Anderson, Guard
- Sylvia Betts, Information Technical Equipment Operator
- Felton Derouen, Facilities
- Angela Gaines, Technical Support Specialist
- Rose Herbert, Library Specialist III, Government Documents
- Harold W. Isadore, Associate Librarian, Reference
- Valanda Ledoux, Library Specialist III, Cataloging
- Wanda Lee, Library Specialist II, Loose-leaf
- Ollie Lewis, Library Specialist Supervisor, Circulation and Reserve
- William Lockhart, Library Specialist II, Circulation and Reserve
- Marie Louis, Chief Cataloger
- Kimala Pooler, Stack Maintenance Coordinator
- Adrienne Shields, Reference Librarian
- Claudette Smith-Brown, Administrative Assistant III, Director's Office
- Mattie Weston, Guard
- Janice Williams, Library Specialist II, Acquisitions

Alvin A. Roche', Jr. Book Scholarship



The deadline for applying for the Alvin A. Roche', Jr. Book Scholarship is Friday, August 25, 2006.

The Alvin A. Roche', Jr. Book Scholarship provides assistance to students who are in financial need and unable to purchase their own textbooks.

Students interested in applying for the scholarship can pick up an application at the Director's office, the reserve desk or the Financial Aid office on the first or second day of classes. Students must demonstrate financial need when applying. Applications must be turned into the office of the Director of Library Services by Friday, August

25, 2006, at 5 PM. The scholarship committee will meet on Monday, August 28, 2006, to review applications. Scholarship recipients will be announced on Tuesday, August 29, 2006. Scholarship recipients will receive their books on Wednesday, August 30, 2006.

The Alvin A. Roche', Jr. Book Scholarship began in 1996. To date, it has provided books for approximately 87 students.

Students needing more information on the scholarship may contact

scholarship committee members Alvin A. Roche', Jr., Director of Library Services, Ollie Lewis, Library Specialist Supervisor at the Circulation and Reserve Desk, or Adrienne Shields, Reference Librarian, in the Federal Reading Room.

Persons interested in making donations to the Alvin A. Roche', Jr. Book Scholarship should make checks payable to the Southern University Law Center and indicate that the funds are for the Alvin A. Roche', Jr. Book Scholarship.

Quick Reference—Louisiana Reading Room

Louisiana cases, statutes and law reviews can be found in the Louisiana Reading Room.

The Louisiana Reading Room is your source for everything Louisiana.

Located to the right just past the entrance to the Federal Reading Room, the Louisiana Reading Room contains West's Louisiana Statutes Annotated (commonly called the "Greenbooks"), LexisNexis' Louisiana Statutes Annotated (commonly called the

"Redbooks"), the Southern Reporter, Louisiana Digests, Shepard's citators for Louisiana and the Southern Reporter, Acts of the Louisiana Legislature, Louisiana Attorney General Opinions, and the Law Reviews of most Louisiana law schools. The room also contains a wealth of historical information for the state.

These sources and additional Lou-

isiana information can also be found in other areas throughout the library. If you need any assistance finding the sources and other materials, please see a Reference Librarian or other staff person.

The Louisiana Reading Room can also be used as a group study room and, as such, is available on a first-come, first-serve basis.

Lexis-Nexis and Westlaw Student Representatives



The Lexis-Nexis/Westlaw lab is located in Room 136.

Lexis-Nexis and Westlaw services are available to all law students, although 1Ls have limited access to these sites during their first semester. Students can check these sites for class materials that professors may place on these sites.

Company and student representatives are available to assist you if you have any questions regarding these online resources.

If you have questions regarding Lexis-Nexis you can contact Susan Cedotal, LexisNexis company representative. She can be reached by using the contact information on the LexisNexis website.

If you have questions regarding Westlaw, you can contact Anna Guerra, Academic Account Manager, using the contact information on the Westlaw website, or Stu-

dent Representatives Lashaunte Humphrey or Afi Patterson. Their hours will be posted at a later date.

Trainings will also be held throughout the year to enable students to become more proficient in using these sites. You can contact the company and student representatives to get more information on the trainings or visit the respective websites.

Library Hours and Policies, *continued from p. 1*

from the regular and reserve collections.

- Monday through Thursday, books from the reserve collection can be checked out after 6 PM and returned to the library before 10 AM the next day.
- Friday checkout from the reserve collection begins at 3 PM and materials are due back Monday at 10 AM.
- Materials can be checked out from the reserve collection at any time on Saturday and Sunday and must be returned by 10 AM on Monday.
- There must be at least one copy of any title remaining in the library at all times.
- Books and materials from the regular collection can be checked out at any time during regularly scheduled library hours.
- Monday—Wednesday, audiocassettes, flash cards, and interactive videos can be checked out from the library and must be returned in two days by 10 AM.
- Items checked out on Thursday are due back Friday at 10 AM.
- Materials checked out on Friday, Saturday or Sunday are due back on Monday at 10 AM.
- Law Reviews, reporters, multi-volume sets, loose-leaf, reference materials, final exams, bar review books, and old bar exams are restricted to in-house use only.

FINES

Circulating Reserve: All reserve material checked out for overnight use (books audio tapes, codes and flash cards) will be fined at a rate of \$1 per hour, with a maximum fine not to exceed the cost of the material plus a replacement fee of \$15.

In-House Reserve: All materials checked out for a two-hour loan period will be fined at the rate of \$1 per hour, with a maximum fine not to exceed the cost of the materials plus a replacement fee of \$15.

Circulation: All materials checked out for a 14-day loan period will be fined at a rate of \$0.35 per day, with a maximum fine not to exceed the cost of the materials plus a replacement fee of \$15.

COPIES

The library has six copiers available to the SULC students and the public. If you are using a copier and it needs paper or jams, ask for help at the circulation desk or from one of the reference librarians in the Federal Reading Room.

Copies are six cents per page. Use your identification card for copying. You can add money to your card by using the Value-added machine located across from the Reserve and Circulation Desk. If you have problems with your card, report them to the Director's office or the Reserve and Circulation Desk.

COMPUTER LABS

There are two computer labs in the library which are open during library hours. They may be used only by registered law students, faculty and staff with a valid log in. Computer log-in IDs are issued during registration at the beginning of each semester. Food and drink are not allowed in the labs.

The large lab is manned by a staff member during the day. Mrs. Gaines, the Technical Support Specialist, can be found in Room 135, across from the LexisNexis/Westlaw Lab. Student assistants are available during the evening and weekend hours to assist with both labs. The labs close 15 min-

utes earlier than the library. All printing should be done before the labs close.

PRINTING

Each computer is attached to networked laser printers. Each account comes with a printing capacity of 250 copies per semester. Additional printing can be purchased with a valid ID in the computer lab located in Room 168. If you print Lexis-Nexis or Westlaw materials on the attached printers, you will be charged for those copies. Print jobs for these services should be sent to the stand-alone printers in the Lexis-Nexis/Westlaw lab, Room 136.

REFERENCE

Reference Librarians are available to assist you with conducting legal research. Reference hours are Monday—Thursday 7:30 AM—10 PM, Friday 7:30 AM—4:30 PM, and Sunday 2 PM—10 PM. You can also call 225-771-2316 for assistance during these hours.

ONLINE CATALOG

You can use the online catalog to see if the library has a book that you need. The address for the site is <http://sulaw.louislibraries.org>.

ATMOSPHERE

The law library is a place for quiet individual or group studying. Socializing should be limited or done in the atrium or student lounge. Anyone causing a disturbance will be asked to be quiet, or, if the disturbance persists, asked to leave the library.

DIRECTORIES AND MAPS

Directories outlining the sources available in the library and their locations can be found at the circulation desk. Maps of the library can also be found at the circulation desk. Patrons may also request tours of the library.



Copiers are available in the library. Copies are 6 cents per page.

The address for the online catalog is:

<http://sulaw.louislibraries.org>



Discussions should be maintained at a volume that will not disturb others.



A PUBLICATION OF THE
SOUTHERN UNIVERSITY LAW
CENTER LIBRARY

Southern University Law Library
P.O. Box 9294
Baton Rouge, LA 70813

Phone: 225-771-2315
Fax: 225-771-6254

***The Southern Reporter
Library Newsletter***
Editorial Board and Advisory
Committee

Adrienne Shields, Editor
Jean Allen
Angela Gaines
Harold Isadore
Alvin A. Roche', Jr.

***Visit us on the web at
www.sulc.edu!***

Part-Time Research Assistants

Part-time Research Assistants are law students who work in the library and assist library patrons. The Research Assistants work in the library in the evening and on the weekend.

The Part-time Research Assistants for the Fall 2006 Semester are:

Todd Johnson, Reference, Weekdays

Angela Brown, Reference, Weekdays

Shontell Terrance, Computer Lab, Weekdays

Orenthal Jasmine, Computer Lab, Weekdays

Stephanie LeGros, Computer Lab, Weekends

Harry Daniels, III, Reference, Weekends

Marc Batte, Reference, Weekends

Labor Day Holiday

The Library will be closed on Monday, September 4, 2006, for the Labor Day Holiday. We will reopen on Tuesday, September 5, 2006, at 6 AM.

Have a safe and happy holiday.

