

## Summer Library Services

As we head towards summer, it is important to remember that here on campus the academic pace changes. At Minnesota State Mankato, summer course schedules can range from workshops lasting only a few days to five-week sessions with daily classes. Graduate students and community members take advantage of vacation schedules to enroll in degree or enrichment programs. Faculty members may have more time to work on their own research or focus on course development.

Although the Library tries to maintain as many services as possible year round, fewer Library faculty and staff members are available in summer sessions and interims. As you make plans for this summer and next academic year, the following information may be useful:

**Instruction services.** During the 10-week summer session librarians can introduce students to resources that will help them complete assignments and research projects. Whether your class is an introductory course or a graduate seminar, librarians will work with you to develop a session tailored to your students' need for articles, books, maps, government documents, or other resources.

To ensure a prompt response to your request for an instruction session, please use the online form that can be retrieved from the Library's *Services for MSU Faculty* web page <[lib.mnsu.edu/services/faculty](http://lib.mnsu.edu/services/faculty)>. As you develop syllabi for fall semester courses, you may also submit requests well in advance to ensure that space and librarians will be available when you need to incorporate a library session into your class schedule.

**Reference services.** Reference Librarians will be available most hours the Library is open during summer sessions. They help users who contact the Library in person or by phone with information requests. Minnesota State Mankato students, faculty, and staff can also send email questions via the *Ask a Librarian* link from the Library's home page.

Online-chat reference service will be available for several hours each weekday. During the August interim, one librarian will be on call each day to help users who have reference questions. For more information about summer reference services, contact Mark McCullough, Reference Coordinator, at (507) 389-5154 or [mark.mccullough@mnsu.edu](mailto:mark.mccullough@mnsu.edu).

**Reserve services.** Many summer and academic year courses include reserve material, whether in print or electronic. Remember to plan ahead and allow at least a week from the time of your request until the article or book is to be available for student use. We must secure copyright permission each time material is made available, whether for the same course or a different one. Because the permission process can take weeks, we need to begin this work well before an article is needed for class. We can begin preparing reserve materials for fall semester any time. It's not necessary to submit all the items at once. For additional information or to receive Reserve Request forms, contact Steve Johnson, Reserve Technician, at (507) 389-5065 or [steven.johnson-2@mnsu.edu](mailto:steven.johnson-2@mnsu.edu).

**Video order / reserves / booking.** Remember that you can place videos (ours or yours) on reserve for in-library viewing by your students. It is a good idea to place bookings on films that you plan to screen in the classroom. If there is a video or DVD that you would like the Library to consider acquiring for use in the fall, now is the time to place that request.



# Serials Review Project to Begin Fall Semester

During the 2007-2008 academic year, Library faculty, in consultation with other campus faculty, will begin a systematic review of print and electronic journal holdings currently available to Minnesota State users. In the past decade, the number of resources, especially online, has increased dramatically. At the same time, courses and programs offered by departments and programs have gone through significant changes. Consequently, we need a systematic analysis of the current mix of databases and journals to determine if they continue to support the curriculum.

The librarians who work together on instruction and collection development related to each college will consult with faculty in that college as the serials review process progresses. Among the factors to be considered is what kind of access to journal information works best in each case. For example, programs with a strong online component may prefer electronic access for as many resources as possible.

However, for journals with art reproductions, photographs or charts, paper might be a better alternative. In some instances, paying for document delivery might be a better choice than subscribing to a high-cost, specialized journal that receives little use on campus. Other issues include the availability of and need for archival access to the information and a program's requirements for resources to meet accreditation standards.

Because reviewing all the factors related to journals and databases is complex and time-consuming, the serials review process will extend over three academic years, involving two colleges per year. More details will be available fall semester. Our goal is to make sure that we spend university funds most effectively to provide print and online resources that support Minnesota State's academic programs. For more information, contact Becky Schwartzkopf, Serials Librarian, at [becky.schwartzkopf@mnsu.edu](mailto:becky.schwartzkopf@mnsu.edu) or (507) 389-5956.

## LIBRARY SUMMER HOURS

### INTERIM HOURS

May 14-20, 2007

#### MEMORIAL LIBRARY

Monday 7:30am-4:30pm  
Tuesday-Friday 7:15am-4:30pm  
Saturday-Sunday CLOSED

#### MUSIC LIBRARY

Monday 7:45am-4:30pm  
Tuesday-Sunday CLOSED

July 28-August 19, 2007

#### MEMORIAL LIBRARY

Monday-Friday 7:15am-4:30pm  
Saturday-Sunday CLOSED

#### MUSIC LIBRARY

July 28-August 12 CLOSED  
August 13-17 10:00am -1:00pm  
August 18-19 CLOSED

### SUMMER SESSIONS

May 21 – July 27, 2007

#### MEMORIAL LIBRARY

Monday-Thursday 7:15am-7:00pm  
Friday 7:15am-4:30pm  
Saturday CLOSED  
Sunday 1:00pm-9:00pm

#### MUSIC LIBRARY

(203 Performing Arts Center)  
Monday-Friday 9:00am-2:00pm  
Saturday-Sunday CLOSED

### HOLIDAY CLOSINGS

May 27 Sunday CLOSED  
May 28 Monday CLOSED  
July 4 Wednesday CLOSED