

# CHAPTER 6

## Library and Information Resources

### Standard 601. GENERAL PROVISIONS

- (a) A law school shall maintain a law library that:
- (1) provides support through expertise, resources, and services adequate to enable the law school to carry out its program of legal education, accomplish its mission, and support scholarship and research;
  - (2) develops and maintains a direct, informed, and responsive relationship with the faculty, students, and administration of the law school;
  - (3) working with the dean and faculty, engages in a regular planning and assessment process, including written assessment of the effectiveness of the library in achieving its mission and realizing its established goals; and
  - (4) remains informed on and implements, as appropriate, technological and other developments affecting the library's support for the law school's program of legal education.
- (b) A law school shall provide on a consistent basis sufficient financial resources to the law library to enable it to fulfill its responsibilities of support to the law school and realize its established goals.

**Standard 602. ADMINISTRATION**

- (a) **A law school shall have sufficient administrative autonomy to direct the growth and development of the law library and to control the use of its resources.**
- (b) **The director of the law library and the dean, in consultation with the faculty, shall determine library policy.**
- (c) **The director of the law library and the dean are responsible for the selection and retention of personnel, the provision of library services, and collection development and maintenance.**
- (d) **The budget for the law library shall be determined as part of, and administered in the same manner as, the law school budget.**

***Interpretation 602-1***

*This Standard envisions law library participation in university library decisions that may affect the law library. While it is preferred that the law school administer the law library, a law library may be administered as part of a university library system if the dean, the director of the law library, and the faculty of the law school are responsible for the determination of basic law library policies, priorities, and funding requests.*

**Standard 603. DIRECTOR OF THE LAW LIBRARY**

- (a) **A law school shall have a full-time director of the law library whose principal responsibilities are managing the law library and providing information resources in appropriate formats to faculty and students.**
- (b) **The selection and retention of the director of the law library shall be determined by the law school.**
- (c) **A director of a law library shall have appropriate academic qualifications and shall have knowledge of and experience in law library administration sufficient to support the program of legal education and to enable the law school to operate in compliance with the Standards.**
- (d) **Except in extraordinary circumstances, a law library director shall hold a law faculty appointment with security of faculty position.**

***Interpretation 603-1***

*Having a director of a law library with a law degree and a degree in library or information science is an effective method of assuring that the individual has appropriate qualifications and knowledge of and experience in library administration sufficient to support the program of legal education and to enable the law school to operate in compliance with the Standards. A law school not having a director with these credentials bears the burden of demonstrating that it is in compliance with Standard 603(c).*

**Standard 604. PERSONNEL**

**The law library shall have a staff sufficient in expertise and number to provide the appropriate library and information resources services to the school.**

**Interpretation 604-1**

*Factors relevant to the number and expertise of librarians and information resource staff needed to meet this Standard include the number of faculty and students, research programs of faculty and students, whether there is a dual division program in the school, any graduate programs of the school, size and growth rate of the collection, range of services offered by the staff, formal teaching assignments of staff members, and responsibilities for providing information resource services.*

**Standard 605. SERVICES**

**A law library shall provide the appropriate range and depth of reference, instructional, bibliographic, and other services to meet the needs of the law school's teaching, scholarship, research, and service programs.**

**Interpretation 605-1**

*Factors relevant to determining whether services are appropriate under Standard 605 include the extent to which services enhance the research and bibliographic and information literacy skills of students, provide access (such as indexing, cataloging, and development of search terms and methodologies) to the library's collection and other information resources, offer interlibrary loan and other forms of document delivery, produce library publications and manage the library's web site, and create other services to enable the law school to carry out its program of legal education and accomplish its mission.*

**Standard 606. COLLECTION**

- (a) **The law library shall provide a core collection of essential materials through ownership or reliable access. The choice of format and of ownership in the library or a particular means of reliable access for any type of material in the collection, including the core collection, shall effectively support the law school's curricular, scholarly, and service programs and objectives, and the role of the library in preparing students for effective, ethical, and responsible participation in the legal profession.**
- (b) **A law library core collection shall include the following:**
- (1) **all reported federal court decisions and reported decisions of the highest appellate court of each state and U.S. territory;**
  - (2) **all federal codes and session laws, and at least one current annotated code for each state and U.S. territory;**
  - (3) **all current published treaties and international agreements of the United States;**
  - (4) **all current published regulations (codified and uncodified) of the federal government and the codified regulations of the state or U.S. territory in which the law school is located;**
  - (5) **those federal and state administrative decisions appropriate to the programs of the law school;**
  - (6) **U.S. Congressional materials appropriate to the programs of the law school;**
  - (7) **significant secondary works necessary to support the programs of the law school; and**
  - (8) **those tools necessary to identify primary and secondary legal information and update primary legal information.**

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- (c) **In addition to the core collection of essential materials, a law library shall also provide a collection that, through ownership or reliable access,**
- (1) **meets the research needs of the law school's students, satisfies the demands of the law school curriculum, and facilitates the education of its students;**
  - (2) **supports the teaching, scholarship, research, and service interests of the faculty;**
  - (3) **serves the law school's special teaching, scholarship, research, and service objectives; and**
  - (4) **is complete, current, and in sufficient quantity or with sufficient continuing access to meet faculty and student needs.**
- (d) **The law library shall formulate and periodically update a written plan for development of the collection.**
- (e) **The law library shall provide suitable space and adequate equipment to access and use all information in whatever formats are represented in the collection.**

#### ***Interpretation 606-1***

*The appropriate mixture of collection formats depends on the needs of the library and the law school. A collection that consists of a single format may violate Standard 606.*

#### ***Interpretation 606-2***

*Reliable access to information resources may be provided through:*

- (a) *databases to which the library or the parent institution subscribe or own and are likely to continue to subscribe and provide access;*
- (b) *authenticated and credible databases that are available to the public at no charge and are likely to continue to be available to the public at no charge; or*
- (c) *participation in a formal resource-sharing arrangement through which materials are made available, via electronic or physical delivery, to users within a reasonable time.*

#### ***Interpretation 606-3***

*Off-site storage for non-essential material does not violate the Standards so long as the material is organized and readily accessible in a timely manner.*

#### ***Interpretation 606-4***

*Cooperative agreements may be considered when determining whether faculty and students have efficient and effective access to the resources necessary to enable the law school to carry out its program of legal education and accomplish its mission. Standard 606 is not satisfied solely by arranging for students and faculty to have access to other law libraries within the region.*