

Law Library & IT Staff Directory

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General Information about the Sol Blatt Jr. Law Library

The Sol Blatt Jr. Law Library is open the following hours:

Monday - Thursday 7:30 a.m. to Midnight
 Friday 7:30 a.m. to 10:00 p.m.
 Saturday 10:00 a.m. to 10:00 p.m.
 Sunday Noon to Midnight

Reference service is available:

Monday - Thursday 7:30 a.m. to 7:00 p.m.
 Friday 7:30 a.m. to 6:00 p.m.
 Saturday 1:00 p.m. to 5:00 p.m.
 Sunday 2:00 p.m. to 8:00 p.m.

Hours may vary during holidays, summer, and exams.

During exams and the reading period for the Fall and Spring semesters, the library will be open for extended hours.

You may access the library via the north doors on either the east or west side of the building with your Charleston School of Law SONITROL (ID) card.

Policies :

Smoking is prohibited within the library. If you use chewing tobacco products, please dispose of finished items in the trashcan. Food and Beverages are permitted in the library. There is a small kitchenette at the rear of the Library (2nd floor) which allows students to microwave lunches. Please be respectful and wipe up any spills.

Cellular phones must be placed in vibrate mode when entering the Library. If you need to place or receive a call, please have your conversation in the Barrister area. Conversations in the stairwell will be heard by the entire library.

Collection:

The Sol Blatt Jr. Law Library collects materials in electronic, print, and audio visual formats. We provide access to titles in print and electronic formats for students, faculty, staff, Alumni, and Members of the Bar.

Print Materials and Core Collection of Primary Sources of American Law:

The library uses the LC (Library of Congress) classification system for its materials. The core collection of American primary sources (i.e. cases, statutes and regulations) of law at both the state and federal levels is located on the first floor.

Current federal codes, the U.S.C., the U.S.C.A., and the U.S.C.S., are available in Rows 4A-5B along with federal session laws published in the STATUTES AT LARGE and UNITED STATES CODE CONGRESSIONAL AND ADMINISTRATIVE NEWS. U.S. treaties are available in electronic format via the HeinOnline Treaty databases while U.N. treaties are available via the electronic U.N. Treaty Series.

Final federal regulations are available in the CODE OF FEDERAL REGULATIONS which is shelved immediately following the federal session laws on row 5B.

Pending federal regulations are published in the FEDERAL REGISTER which is available electronically via Bloomberg Law, FDsys, HeinOnline, Lexis Advance, and WestlawNext.

Immediately following these materials on the shelves are publications of federal court cases from the U.S. Supreme Court (SUPREME COURT REPORTER and U.S. REPORTS), the federal circuit courts of appeal (FEDERAL REPORTER Series), and the federal district, i.e. trial, courts (FEDERAL SUPPLEMENT Series.) The SUPREME COURT DIGEST indexes and provides topics and key numbers to materials in the SUPREME COURT REPORTER while the MODERN FEDERAL PRACTICE DIGEST (6 non-cumulating sets) performs the same functions for decisions in the FEDERAL SUPPLEMENT and FEDERAL REPORTER. Earlier federal decisions, published in the series known as FEDERAL CASES, are available in print and electronically via the LLMC resource. These materials are located in aisles 6A to 15A. The DECENNIAL DIGESTS are available in aisles 15B through 16B.

Immediately following the federal materials are all state appellate court decisions. These decisions are collected in the NATIONAL REPORTER SYSTEM which consists of the: ATLANTIC REPORTER, NORTH EASTERN REPORTER, NORTH WESTERN REPORTER, PACIFIC REPORTER, SOUTH EASTERN REPORTER, SOUTH WESTERN REPORTER, and SOUTHERN REPORTER. The DECENNIAL and GENERAL DIGESTS provide subject access to decisions in these reporters. These materials are located in aisles 17A to 28B.

Finding aids, such as national legal encyclopedias, Am. Jur. and C.J.S., and American Law Reports are shelved after the federal materials. They can be found in aisles 29A to 31B.

State codes and reporters are next. Decisions from the state appellate courts are located in aisles 33A to 36B. Other state statutory materials are available electronically via Bloomberg, Lexis and Westlaw services.

All South Carolina materials are collected in print format. Electronic formats, when available, are also collected. Pending South Carolina bills, session laws, statutes (CODE OF LAWS OF SOUTH CAROLINA,) and regulations are collected as

are South Carolina appellate and supreme court decisions which are published in the SOUTH CAROLINA REPORTS and the SOUTH EASTERN REPORTER. A SOUTH CAROLINA DIGEST and a SOUTH EASTERN DIGEST provide access to the court opinions. All treatises published on South Carolina law are collected and shelved on the first floor with the South Carolina statutes and cases. These materials can be found in aisles 38B to 41B. Duplicate South Carolina materials are located on the second floor of the library.

General collection materials immediately follow the South Carolina materials. They are located in aisles 42A to 51A.

Audiovisual, Bar Review materials, Study aids and Class Reserve materials are located at the front of the library near the circulation desk. Those books are found in aisles 1 to 3. A Major Title Locator is available online to assist you in locating print materials in the library.

Electronic Subscriptions and Access:

Charleston School of Law students can access a great deal of information electronically. Students are trained on and receive individual passwords to use Bloomberg Law, FastCase, Lexis Advance and Westlaw. These resources provide access to the full text of federal and state cases, statutes, and regulations. Coverage in these areas is comprehensive. Westlaw and Lexis Advance also provide the full text of selected law reviews, treatises and company information. Bloomberg Law provides access to PACER dockets. For information about these passwords, contact our Access Service Specialist at x2421.

The Sol Blatt Jr. Law Library has many electronic sources including:

18th Century Collections Online, Bloomberg Law, CALI, CCH, CILP (Current Index Legal Periodicals), HeinOnline, Index to Legal Periodicals Retrospective, JSTOR, Legal Trac, Lexis Advance, LLMC Digital, Making of Modern Law: Legal Treatises, Making of Modern Law: Primary Sources, 1620-1926, Making of Modern Law: Trials 1620 – 1926, Making of the Modern World, Max Planck Encyclopedia of Public International Law, Oxford English Dictionary, ProQuest Congressional, ProQuest Legislative Insight, U.S. Supreme Court Records & Briefs, and Westlaw.

These sources provide access to various documents such as public laws, bills, committee reports, U.S. Supreme Court decisions, and treatises.

Research Resources/Databases:

These electronic resources may be accessed while on or off campus. To access these electronic resources while on or off campus, select research resources and then select databases. Next select and click on the desired title. If you are off campus, a green screen will then appear, asking you to authenticate that you are a faculty, staff, or student at the Law School. Use your work computer's User Name and Password to log in.

Gavel:

Gavel is the library's web based catalog, providing access to library materials via author searching; title searching; keyword searching; call number searching; publisher searching; or LC subject heading searching. The catalog will retrieve a record, providing the call number, and location within the library. It also indicates whether the material is available.

The screenshot displays the Gavel catalog interface for the Charleston School of Law Sol Blatt Jr. Law Library. The header features the library's name and logo. A navigation bar includes links for Start, Search, Lists, My Account, Help, Sign In, and Home. A sidebar on the left lists various services like Library email, info, and databases. The main content area includes a welcome message, an advanced search form with fields for Words(s), Title, and Author, and options for matching (Exact Phrase) and finding linked media or faceted search. It also shows a year range selector and a section for limiting search results by format, media, collections, and libraries.

Services Provided to Law Students

Research Services Reference Assistance:

There are three librarians on staff to assist with your research requests. All are dual degreed, holding both an M.L.I.S. and J.D. (Juris Doctor) degrees. They can help you devise research strategies, formulate search terms and/or queries, and help you find both print and electronic legal and non-legal materials. Stop by the Reference Desk, call the desk at 843.377.4020 or send an email to reference@charlestonlaw.edu. We are delighted to help you locate the appropriate resource in the appropriate format.

Interlibrary Loans:

If the Law Library does not have an item that you would like, we can attempt to obtain the material from another library via the interlibrary loan process. Time to obtain such materials varies but on average the process takes two weeks. To handle your ILL request, contact Cassandra Patterson at cpatterson@charlestonlaw.edu.

Free Internet Legal Resources Portal:

We have created a legal information portal to reputable legal research Internet sites. These sites provide access to the full text of cases, statutes, and regulations as well as newspaper articles, law reviews, and statistics. Directories, dictionaries, and other search engines are listed. Check out our portal @ <http://www.charlestonlaw.edu/Library/Library-Resources/Free-InternetLegal-Resources-Portal.aspx> .

Major Title Locator:

We have created a Major Title locator, which includes federal, state, and regional reporters as well as encyclopedias and digests located in the library.

Publications:

A blog, called THE BARRISTER, are published for students. The blog is updated with breaking cases and trends in the legal world several times a week. Research

Guides, listing resources within a particular legal subject area, are also published. They are available online at <http://charlestonlaw.libguides.com/index.php> .

Reserve Materials: Class reserve materials are textbooks and other items selected by professors for classes. These materials can be found in the shelves adjacent to the Circulation Desk on the first floor of the library. These materials circulate for three hours. You can use the library's catalog, the Gavel, to locate materials placed on class reserve by your professor. Under the pull-down Search tab, select Course Search. You can then search by course name, professor name, or course number.

Borrowing Privileges for the Circulating Collection:

Charleston School of Law students have borrowing privileges each semester that they are enrolled in law school. Materials that routinely circulate can be checked out by law students for a period of three weeks. Materials can be renewed once if another patron has not placed a hold on the item. To renew, contact the Circulation Desk at 843.377.1119. Codes, reporters, looseleafs, periodicals, multi-volume series, and books with pocket parts do not circulate at any time. Your Charleston School of Law SONITROL (ID) card has been bar-coded. Use this card to check out materials from the Circulation Desk.

Briefings:

Briefings are a lunch and learn series, conducted by the law librarians and technology staff to answer student questions about resources and the use of technology. Topics vary, and suggestions are welcome. Sessions will be held at noon in Room 101 of the library.

Barrister Breaks:

Are an informal speaker series hosted by the library throughout the year. The Library invites Faculty, Departments Heads, Alumni, and other Members of the Bar to speak on areas of their interest in a coffeehouse Q&A type setting. This series occurs in the afternoon in the Barrister. Free coffee is provided by the library.

Printing, Copying and Scanning:

Copier and printer rooms are located on each floor of the library. You receive 1,000 free prints at the beginning of the Fall semester for the entire school year. Additional copies can be purchased at the rate of 8 cents per page. You may add value to your account by contacting any Reference Librarian in the Reference office.

The first floor copier/printer room is located at the rear of the library in Room 112. The student and Lexis printer is also located here. A second floor copier/printer is located in Suite 212-220, across from the offices of the Reference librarians. Additional student printers are also available in the 385 Meeting Street building and the 394 Meeting St. building. Students may print from anywhere within a Charleston School of Law building. Print jobs can be picked up at any printer.

Study Rooms

Study Rooms:

There are fourteen study rooms available for students to use. Study rooms may be booked in advance using our online system or in real time at the circulation desk. Study rooms range in size and amenities. Descriptions are available by hovering over the (i) icon located next to the room number on the booking page. A complete list of directions and policies can be found here:

http://charlestonlaw.libcal.com/booking/study_rooms.

Technology Services

Email:

Charleston School of Law students will receive a law school email account during their Orientation. Official communications to and from the Law School will always be sent to this account. Check it daily.

Help Desk:

A Help Desk is staffed from 9:00 a.m. to 8:00 p.m., Monday through Friday, and from noon to 3 on Sundays, in Room 113 at the rear of the law library at 81 Mary St. Staff can assist you with a number of issues such as email, printers, software, and wireless. If you have questions, stop by the Help Desk, call them at 843.377.4050 or send them an email at STS@charlestonlaw.edu.

TWEN:

Student forums, faculty syllabi and other important information are posted on the electronic resource, TWEN. To access TWEN, go to www.lawschool.westlaw.com and use your Westlaw account password.

Conclusion

Both the Library and the IT Staff hope you enjoy your time here in the Sol Blatt Jr. Law Library. We are here to assist you. If you have any questions or comments about our services, Library contact Katie Brown at kbrown@charlestonlaw.edu. IT contact Jamie Hiers jhiers@charlestonlaw.edu. We are all excited about working with you during your time at the Charleston School of Law.