Faculty Library Guide

Spring 2021 Library Hours*

Mondays & Tuesdays: 10 am to 2 pm
Wednesdays – Fridays: CLOSED
Weekends: CLOSED

Information

Web site:  http://losalamos.unm.edu/library/index.html
E-mail:  ula@unm.edu
Phone:  662-0343

Library Staff

<table>
<thead>
<tr>
<th>Library Director</th>
<th>Library Info Specialist III</th>
<th>Library Info Specialist I</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dennis Davies-Wilson</td>
<td>Joe Matthews</td>
<td>Alyssa Stubbs</td>
</tr>
<tr>
<td>Information Literacy Instruction</td>
<td>Acquisitions</td>
<td>Public Services</td>
</tr>
<tr>
<td>Collection Development</td>
<td>Reference</td>
<td>662-0343</td>
</tr>
<tr>
<td>Computer Systems Support</td>
<td>Cataloging</td>
<td>E-mail: <a href="mailto:aestubbs@unm.edu">aestubbs@unm.edu</a></td>
</tr>
<tr>
<td>661-4685 or 662-5919 ext. 685</td>
<td>Public Services</td>
<td></td>
</tr>
<tr>
<td>E-mail: <a href="mailto:davies@unm.edu">davies@unm.edu</a></td>
<td>662-0343</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-mail: <a href="mailto:imatt01@unm.edu">imatt01@unm.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

*Subject to Change
LIBRARY RENOVATION

The Library will be undergoing a significant renovation during Spring Semester 2021. The Library will be temporarily located downstairs in Building 7 during the renovation.

Services during the renovation:
- Open hours: Mondays & Tuesdays, 10 am to 2 pm
- Zoom help sessions: Tuesdays and Thursdays: 11 am to 1 pm
- Email assistance: ulalib@unm.edu
- Access to computers and printers
- Access to copy machine
- Access to study spaces
- Interlibrary Loan*
- Course reserves
- Information Literacy Instruction

*Please note: the library collection will not be accessible during the renovation. For materials that are not available online, please make requests through interlibrary loan.

INFORMATION LITERACY INSTRUCTION PROGRAM

We appreciate you encouraging students to use the library for their information and study needs.

Tours
- Interactive virtual tour: Upon request, we will design an interactive tour in the form of a “scavenger hunt” for your classes. This is a very engaging and effective way for students to become familiar with the library’s online resources. Please contact us at least one week in advance to request this activity.

Assignments with a library component
- We are happy to assist you in designing course-related assignments that would require the use of online library resources.
- Please contact Dennis at least two weeks before the assignment/project is to begin.

Online and Live Information Literacy Instruction
Some courses automatically receive information literacy instruction. Instruction is available online, both synchronously and asynchronously, or a combination of in-person and online asynchronously. If you would like instruction of this kind for your courses, please contact Dennis.

COURSE RESERVES

- You may place up to 10 items per course on reserve.
- During the renovation, reserve items will be limited to personal resources or titles that we are able to retrieve prior to construction beginning.
- Access to items will be limited to library open hours for the Spring Semester.
- Please fill out a Reserve Request Form online.
You may specify desired loan periods for reserve materials as Library Use Only, two days, or one week.
Please allow 24 hours for Library staff to prepare materials for circulation before sending students to the Library to use them.
Please place items on reserve before telling students they are on reserve.
For more information contact Joe at 662-0343.

RECOMMENDATIONS FOR NEW ACQUISITIONS

- You are invited and encouraged to recommend titles (including periodicals) to be added to the library’s collection at any time.
- Please note: we will not be ordering any new resources for the collection until we are back in the renovated space.
- We will make every attempt to accommodate your requests depending on availability and cost.
- Please see the library’s Collection Development Policy for more information.
- You may fill out and submit the Recommend a Resource form online.

ONLINE RESOURCES

Online Resources at UNM Los Alamos
- Many online databases are available through the library’s web site, including the online catalog, article databases, general reference sources, and subject-specific online resources.
  - NOTE: Students enrolled in your courses whose home campus is UNM-Albuquerque or another branch campus must access the online databases through the respective location’s website. Please see the list of library websites for specific web addresses.
- You may browse a complete listing of what is available at: http://losalamos.unm.edu/library/online-resources/a-z-list-of-databases.html
- UNM-Los Alamos also has access to over 600,000 e-Book titles through the online catalog. E-Books from Springer Publishing can be legally downloaded as pdfs.

Online Resource at UNM Albuquerque
- As faculty, you also have access to ALL of the databases that are available at main campus, https://libguides.unm.edu/az.php.
- Students DO NOT have access to all of these, so please do not refer students to databases that you accessed through the main campus page.
- You may legally download pdf articles that you find in these databases to share with your students through email or Blackboard Learn.