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Academic Year: 2019-2020

New York Law School

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Mendik Library: By the Numbers

Academic Year 2019-2020

An annual report prepared by
Associate Dean Camille Broussard
and the Staff of the Mendik Library



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Message from the Library Director



I am pleased to present the 2019-2020 Mendik Library's Annual Report. As in past years, the entire Library team worked together to participate in and contribute to the intellectual and community life of New York Law School and to provide an extraordinary level of service and support to the law school community and beyond. In these pages, readers will discover the breadth of our core services and the depth of support we provide to our students who are learning law; to our faculty who are teaching law; and to our alumni who are practicing law.

The Mendik Library is not merely a place to study or access legal information. It is a vibrant and always-evolving information and research center where users come to learn about legal information and also to discover the breadth and complexity of the world of law. Our librarians work hard to create an environment where our researchers can engage with us and learn to find the right resources for their particular tasks. The pandemic did have an impact on our services and teaching, but we were able to quickly pivot to make sure we continued to provide the services our students needed to stay focused to successfully complete their spring and summer studies.

As legal research continues to be an increasingly complex mix of print and electronic resources, the expertise of our dedicated staff becomes ever more relevant. We continued to manage our print collection as we integrated more digital resources, like the LexisNexis Digital Library, into the library's offerings. The reference and circulation teams provided a wide range of research assistance to students, faculty and alums answering over 15,000 questions. We also offered 140 research courses and workshops to the NYLS community. Many of these classes were part of our faculty instructional outreach program and we taught six for-credit research classes, including our always popular Saturday Legal Research Practical Skills class. Our collaboration with the Legal Practice faculty became stronger as we continued to develop and teach a series of research skills workshops required within the LP curriculum for all 1L students.

The Mendik Library is not just about "the Library." It is about the teamwork we engage in, the relationships we develop and the many services we provide to the community. It will not take readers long to see how far our contributions extend beyond the physical space we call the Mendik Library. This report is a confirmation of the sustained efforts from the entire staff to meet the needs of all of our users.



Library Community, Facilities, and Operations



During Academic Year 2019-2020, the Library was open on **346** days; the reference desk was staffed on **299** of those days.

Reference Services Overall

Access to the collection and to information services often begins at the Reference or Circulation Desks, but it continues in the stacks, in Librarian offices, in the elevators, and even in the coffee bar and cafeteria. And since late March of 2020, access has continued through Zoom and Microsoft Teams. The Reference Librarians, along with the Associate Librarians, the Director and our Assistant Director for Acquisitions and Collection Control, provide professional research assistance and instruction to faculty, students, staff, alumni, and attorney patrons. They provide research instruction both in the Library and in the classroom, whether it be physical or virtual. They work with the Legal Practice program to develop, coordinate, and teach legal research classes to 1L students. The Librarians serve as liaisons for NYLS faculty and deans, our academic centers, clinics, and the Law Review, as well as the Moot Court Association, Dispute Resolution Team, and other student organizations. They coordinate interlibrary loan services, participate in collection management, and contribute content to the Library web pages, the *Mendik Matters* blog and the *Elevator Ed* series of *Learn While You Ride TripTips*. This year the Librarians offered students yet another knowledge-enhancing communication in the form of our *Legal Lexicon Word of the Week* elevator posts. The circulation staff also provide significant assistance (to students, faculty and alumni) beyond merely checking out and renewing borrowed items. They are essential information providers, helping students locate course and research materials, assisting with printing and scanning, and supplying answers to an enormous variety of other library (or law school) related questions. In short, they are an indispensable adjunct to the reference librarians.

2019-2020 Requests for Reference and Circulation Desk Assistance

Total: 9,439

By Location		Reference Requests By Patron Type			
Reference Desk	3,497	NYLS Students (FTE 994)	6,593	Non-NYLS Students	31
Librarian's Office	877	Faculty	1,449	Referred Patrons	17
Elsewhere in Library	123	Alumni	292	Attorneys (non-alumni)	22
Beyond Library (public spaces, Commons, home, etc.)	438	NYLS Staff	642	Bar Review	15
Class or presentation	38	Non-Mendik Librarian	125	2020 Venable Students:	17
Remote COVID-19	879	General Public	79	Other	157
Circulation Desk Assistance	3,587				

Services to Students

The law library quickly becomes a prominent feature in most law students' educational lives and the librarians are committed to making that experience a rewarding one. A main goal is to provide support and instruction to help students make meaningful and contextual connections between classroom learning, research skills and the practice of law.

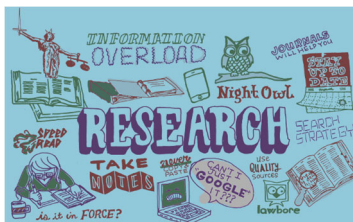
Reference Services to Students

The Reference Librarians serve as a crucial resource for students in search of answers on a daily basis. Whether questions relate to legal research, Bluebooking, exam preparation, or law school information, the Reference Librarians are resourceful and reliable.

2019-2020 Student Requests for Reference and Circulation Desk Assistance (FTE 994)

Questions by Location		Questions by Method	
Reference Desk	2,275	In Person	3,881
Librarian's Office	240	By Phone	2,150
Library (Other)	28	By Email	529
Class or Presentation	31	By IM	18
Outside Library (public spaces, Commons, home, etc.)	78	Zoom/Teams	15
Remote COVID-19	354		
Circulation Desk Assistance	3,587		
Total	6,593	Total	6,593

Legal Research Classes



Reference Librarians provide research training throughout the year. They teach for-credit courses as well as Research Skills Workshops required as part of the Legal Practice curriculum. They also present research sessions in doctrinal courses, and regularly offer a variety of skills workshops.

I. Foundations for the Study of Law

Research instruction begins during First Week (now called Orientation), when 1L students attend the Library's hands-on introduction to basic research resources and techniques. Last year, 379 first year students explored the Library virtually, discovering the legal research landscape and some important navigational aids and approaches.

II. Essentials for Effective Legal Research

Research instruction for 1L students continues throughout the first year. Our most intensive teaching efforts for 1L students, Essentials for Effective Legal Research (EELR I and II), take place in the Fall and Spring. These 75-minute sessions, developed in conjunction with the Legal Practice program, primarily cover Lexis and Westlaw, but also try to focus on vendor-neutral approaches. During the 2019–2020 academic year we offered 32 EELR classes that reached 625 students.

We distribute evaluation forms at the end of each class in order to gauge our own performance and improve future classes. In last year's Fall semester **83%** “strongly agreed” or “agreed” that the class made them better researchers.

	Strongly Agree	Agree	No Opinion / Undecided	Disagree
	Fall 2019	Fall 2019	Fall 2019	Fall 2019
The class has given me confidence in using electronic legal research databases more effectively	46%	51%	4%	0%
The instructors were clear in presenting and explaining the material	71%	27%	2%	0%
The instructors were enthusiastic	69%	22%	7%	2%
I would take another research class with the instructor	58%	27%	15%	0%
The class made me a better researcher	36%	47%	15%	0%

III. Research Workshops

Working with Legal Practice Faculty, we have developed a program of research instruction to complement the Legal Practice course. In addition to the EELR classes, all 1Ls were required to complete the four workshops below. These classes are also open to upper division students.

Research Workshops	Number of RSW Classes	Number of Attendees
Understanding Jurisdiction & Authority	11	226
Introduction to Administrative and Regulatory Research	15	336
Is All Your Research Up to Date?	9	211
Secondary Sources	7	124
Power Googling	1	3
Citation: The Language of Law	4	7
Total:	47	897

IV. Classes in the JD Curriculum

Each semester, we offer three credit-bearing research classes within the curriculum for upper division students.

Legal Research: Skills for the Digital World

A three-credit course focused on advanced techniques using the latest resources.

Legal Research Practical Skills

A one-credit intermediate level class that builds on the skills introduced in the Legal Practice course. Two sessions are offered each semester: a general research class and a class focusing on an area of law of one of our academic centers or curricular concentrations:

Corporate & Business Law || Family Law || Intellectual Property Law
Real Estate Law || Criminal Law

Enrollment in these more intensive research skills classes is typically capped at eighteen students. This year's offerings and enrollments were:

Semester	Course	Number of Students
2019 Fall	Legal Research: Practical Skills: Skills for the Digital World	6
2019 Fall	Legal Research: Practical Skills	17
2019 Fall	Legal Research: Practical Skills: Family Law	19
2020 Spring	Legal Research: Practical Skills: Skills for the Digital World	19
2020 Spring	Legal Research: Practical Skills: Real Estate	14
2020 Spring	Legal Research: Practical Skills	18
Total:		93

Instructional Outreach

We work with faculty to incorporate subject specific research instruction into classroom teaching. Many of the sessions are team-taught with the faculty member, affording students the benefit of both the librarian's and the professor's perspectives. This year, we worked with **19** different faculty members in **42** classes to provide instruction to **976** students. We also conducted sessions for Law Review and Moot Court and we provided instruction to **all 1L students** as part of the First Week Introduction to the American Legal System course. Because of COVID-19, we were unable this spring to join with the Office of Academic Planning and Career Development in teaching the annual Professional Development 101 Workshop, *Putting Professional Skills Into Practice*, designed to help prepare students for their summer experiences with enhanced research abilities.

Instructional Outreach			
Faculty Member	Class	Fall 2019 Students	Spring 2020 Students
Appleton	International Business Transactions (1 session)		10
Barnhart	Legal Practice (2 sessions)	22	
Becherer	OCEL Session		11
Caracciolo	Legal Practice (1 session)	25	
Cominsky	Criminal Law Clinic (1 session)	16	
Crowell	NY State & Local Law (2 sessions)	18	
Crowell	Pipeline Capstone Project (2 session)	27	
First Week	Foundations for the Study of Law: - Legal Process Lecture (3 sessions) - Statutes & Legislative Process (3 sessions)	375	
Goldstein	Legal Practice (1 session)	23	
Gowri	Non-Profit Clinic (1 session)	8	
Grumet	Family Law Quarterly (1 session)		1
Grumet	Legal Practice (1 session)	20	
Hochberger	Legal Practice (3 sessions)	26	
Juliano	Legal Practice (1 session)		24
Manning	Legal Practice (1 session)	25	
McQuillan	Legal Practice (1 session)	25	
Venable / Crowell/Myers	Summer Associate Simulation (5 sessions)		96
Venable / Myers	Venable Corporate Boot Camp (2 sessions)		65
Venable / Myers	Venable Summer Associate Course Open House (3 sessions)		22
Pownall	Legal Practice (1 session)	21	
Su	Legal Practice (1 session)	23	
Teitel	International Law (1 sessions)		29
Thomas	LLM Orientation	4	
Total		658	258

The Venable/NYLS Summer Associate Simulation Program

From May 22, 2020 through July 15, 2020, the reference librarians partnered with faculty and Venable partners and associates in providing an intensive simulated “Big Law” summer associate experience. We delivered virtual classroom instruction and conducted individualized help sessions for nearly 180 students who were divided into three practice groups (Corporate Law, Government Affairs and Policy, and Litigation).

Computer-Assisted Legal Instruction (CALI)

CALI offers more than 1,000 interactive online tutorials in over 50 legal subjects. Reference Librarians actively promote these tutorials and provide students with access and assistance.

CALI Lessons Taken By General Topic		CALI Lessons Taken Each Month	
		Month	Lessons Taken
Administrative Law	17	2019 July	37
Civil Procedure	82	2019 August	35
Constitution Law	63	2019 September	166
Contracts	255	2019 October	245
Corporate, Financial, and Commercial	77	2019 November	100
Criminal Law and Procedure	162	2019 December	378
Evidence	139	2020 January	75
Legal Research and Writing	136	2020 February	68
Family Law	8	2020 March	54
Professional Responsibility	49	2020 April	72
Property Law	253	2020 May	363
Tax Law	77	2020 June	71
Torts	95		
Wills and Trusts	23		
Other	228		
Total:	1,664	Total:	1,664

Info Hunts



Our three annual Info Hunts, each organized around a particular theme: *Legally Clueless* during First Week, *Haunted Halloween* for Halloween, and *Find Love in the Library* for Valentine's Day, enable students to hone their research skills while simultaneously having fun and winning prizes.

	<i>Legally Clueless</i> ENTRANTS	<i>Haunted Halloween</i> ENTRANTS	<i>Find Love in the Library</i> ENTRANTS
Fall 2019	379	78	
Spring 2020			26

Upper Division Training

Many upper division students request help at their point of need rather than take optional classes not linked to courses or assignments. The Reference Librarians work with these students one-on-one. Special classes are also offered for journal students, moot court competitors, research fellows, and students with judicial clerkships or other externships, and we reach many upper division students through our instructional outreach program discussed on page 5.

Student Publications Support

Meetings with Law Review Executive Board



The Library's liaison to the Law Review offers the Executive Board (E-Board) an overview of Library services and administrative procedures and provides suggested research strategies and other information to help in their editorial endeavors. The working relationship between the Law Review and Library Staff is a cordial and productive one, evidenced in part by the many librarians regularly attending the Law Review's annual awards reception. This year, with the Library's continued work with Law Review developing its presence on the Law School's Digital Commons repository, the uploading of content has begun. As of June 2020, there had already been **5,286** views of NYLS Law Review articles. There have also been more than **1,846** views of articles appearing in former NYLS journals, the *Journal of Human Rights* (1,254) and the *Journal of International and Comparative Law* (592).

Supplemental Training

The Library liaison also provides comprehensive orientation for new Law Review members and coordinates specialized Lexis, Westlaw and Bloomberg Law training sessions over the course of the semester. He also conducts workshops on Bluebook citation skills.

Research Guides (LibGuides)

Using the LibGuides web-publishing platform, we curate and offer a wide array of subject matter resources. Overall usage of these tools is detailed below.

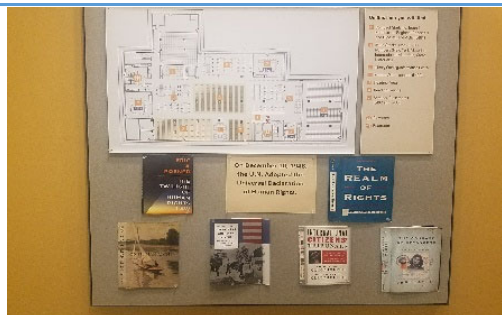
Guide Name	Views
Electronic Resources A-Z	4,830
Bar Exam Preparation Resources	3,155
Call Numbers & Library of Congress Classification System	2,942
Tax Research	1,753
Cataloging Unit Procedures and Policy	1,749
Research Skills Workshops (RSW): Registration Instructions	1,176
Free & Low Cost Legal Research	692
Law School 411: Books & Films on Law & Law School	684
Study Aids	649
Exam Preparation Resources	569
Legal Forms	516
Current Awareness Sources	462
International & Foreign Law Legal Research	400
New York Legal Research	361
Total:	19,938

Facebook



Our Facebook page enables students to access most of the Library's digital offerings without leaving the Facebook environment. Our page has received a total of **648** Facebook likes.

Book Jacket Displays



The Library regularly displays book jackets from our collection on the information boards near the elevators on L2, L3, and L4. These rotating displays center around important legal and historical events as well as current legal issues and new acquisitions. Some topics covered this year included Martin Luther King Jr., gun control, Thomas Jefferson, books about law school, and the labor movement.





Go Green for Earth Day

In celebration of Earth Day, the Library traditionally pledged to contribute to the Earth Day Network \$2.00 for each NYLS mug students purchased from April 22, 2020 through the end of exams. Because of the COVID-19 pandemic, we were unable to promote this cause this year. Nonetheless, we again made a \$50 donation to the Earth Day Network.

Food for Fines

Each year, the Library conducts a *Food for Fines Drive*, allowing graduating students to pay their library fines at a discounted amount with canned or other packaged foods. All proceeds are then donated to the Salvation Army's Chinatown Corps. Unfortunately, the closing of the law school due to the COVID-19 pandemic, we were unable to offer students this option.

Miscellany

769		We charged 769 phones for students.
208		We charged 208 laptops for students.
121		We provided students with 121 pairs of earplugs.
352		We notarized documents for students 352 times.

Connecting with Students



The Library staff is dedicated to supporting students in all aspects of their educational experience. Connecting with students and helping them achieve their goals is an integral part of our culture. Many of our activities extend far beyond the Library and our ability to check all of the boxes below is very important to us!

Advising Students in Externships	<input checked="" type="checkbox"/>
Attending Admissions Open Houses	<input checked="" type="checkbox"/>
Attending Alumni Weekend Reception Events	<input checked="" type="checkbox"/>
Helping with Commencement	<input checked="" type="checkbox"/>
Attending Student Association Events and Celebrations	<input checked="" type="checkbox"/>
Donating to the PIC Auction	<input checked="" type="checkbox"/>
Judging Moot Court Arguments	<input checked="" type="checkbox"/>
Judging Legal Practice First Year Oral Arguments	<input checked="" type="checkbox"/>
Mentoring Bar Studiers	<input checked="" type="checkbox"/>
Participating in Experiential Learning Open Houses	<input checked="" type="checkbox"/>
Presenting Programs for Prospective Students	<input checked="" type="checkbox"/>
Proctoring Final Exams	<input checked="" type="checkbox"/>
Serving Breakfast for Dinner during Exams	<input checked="" type="checkbox"/>
Serving Lunch to Bar Takers	<input checked="" type="checkbox"/>
Participating in Diversity Day Events	<input checked="" type="checkbox"/>

Services to Faculty

Library Liaison Program

The cornerstone of our faculty services is the Library Liaison program, which links each faculty member with a librarian who serves as a principal Library contact. Liaisons meet periodically with faculty members to stay apprised of their research and teaching needs. They also assist in research and citation tracking, help prepare materials for classroom use, train research fellows, and locate Library materials. Each librarian works with five to seven faculty members.

Faculty Reference Services

In addition to general reference assistance, our faculty services include:

- *Library Links*, a mostly monthly email newsletter for faculty
- Current awareness routing and monitoring
- Instructional outreach
 - As detailed on pages 5-6, we work closely with many faculty members to incorporate subject-specific research instruction into classroom teaching
- Citation tracking
- Faculty committee support
- Classroom teaching support
- Scholarship support through research assistance
- Support for service to the Law School and the legal community

2019-2020 Faculty Requests for Reference Assistance

Questions by Location			Questions by Method	
Reference Desk	573		In Person	26
Librarian's Office	163		By Phone	63
Elsewhere in library	12		By Email	1,344
beyond Library (public spaces, Commons, home, etc.)	18		Other (Zoom, Teams)	16
Remote (Covid-19)	683			
Total	1,449		Total	1,449

As part of these services, Reference Librarians provided faculty members with 709 journal articles and 62 books from our own collections and 9 e-books. These numbers do not include direct borrowing by faculty either in person or through research fellows or faculty assistants. Nor do they include the nearly **174** books and articles supplied to faculty through the Interlibrary Loan process discussed on page 14.

Faculty Scholarship on [Digital Commons](#)

Since 2015, showcasing faculty writing in our Digital Commons has increased faculty exposure worldwide, due to both the open access nature of the repository and the platform's optimization for search engine discovery. It also serves as a permanent archive.

During the 2019-2020 academic year, the Library uploaded **206** faculty works. As of June 30, 2020, a total of **2,037** work have been posted. For the 2019-2020 academic year, these works were viewed approximately **61,000** times.

Faculty Publication Display Cases

The Library also maintains public display cases of newly published faculty books and earlier books that have won awards, as well as law review reprints and other publications.

Supporting Faculty Workshops, Conferences, and Special Events

Librarians attended book events celebrating new books by Tamara Belinfanti, Richard Sherwin, Art Leonard and Kris Franklin. They also attended the Investiture of Prof. Lenni Benson as the Distinguished Chair in Immigration and Human Rights Law.

Services to Alumni

Alumni are always welcome in the Mendik Library where they can access almost the majority of our research resources, including a dedicated Westlaw subscription that includes a generous selection of primary and secondary authorities. Alumni conducted **4,119** Westlaw searches last year, a 15% drop from 2018–2019.

Database	Searches
Primary Sources: Cases, Statutes & Regulations	2,621
NY Secondary Sources	634
NJ Secondary Sources	38
Secondary Sources (non-NY)	375
KeyCite	462
Forms	27
Total:	4,119

Alumni also took advantage of their access to the Library's reference librarians, who provided help with **292** alumni requests for reference assistance.

Use of Library Resources



The Library was open **98** hours per week during the fall and spring semesters. During the Study Hall period for final exams, the library extends hours until 12:00 a.m. to provide an additional two hours of daily study time access. During intersession periods, the library hours were reduced to 63 hours per week. As a result of the COVID-19 closing of the law school, the Library remained closed from March 22, 2020 through June 30, 2020, although we continued to provide virtual reference hours six days per week.

2019-2020 Average Monthly Users			
Month	Weekday Mornings	Weekday & Weekend Afternoons	Weekday & Weekend Evenings
July	83	782	722
August	816	1,691	1,229
September	1,591	2,854	1,806
October	1,754	3,373	2,161
November	1,474	2,596	1,789
December	1,745	2,485	2,120
January	841	1,642	1,500
February	1,187	3,038	1,613
March	112	318	312
April*	0	0	0
May*	0	0	0
June*	0	0	0

*Library closed due to Governor's March 22 Executive Order relating to COVID-19.

Circulation Transactions

As reflected below, print resources still play a large role for faculty and students. The Reserve Collection accounts for 72% of total transactions. This past year's course reserves comprised **524** items for **414** classes.

2019-2020

Circulation Transactions by Patron Type (Check-outs and Renewals)	
Student	13,195
Faculty	320
Law School Staff	12
Academic Libraries	192
Law Firms	7
In-House use (by all patrons)*	3,761
TOTAL	17,487

* Materials used within the Library and reshelfed but not checked out.

Total transactions were down 25% from the previous year.

Interlibrary Loan		
Interlibrary Loan requests filled on behalf of faculty, students and staff	174	
	-	120 books
	-	54 articles
Interlibrary Loans made to other libraries	179	
	-	115 books
	-	64 articles

Access to and from Other Libraries

To ensure student and faculty access to materials beyond our collection, we participate in consortial relationships with many law school, university and other libraries. Through our issuance of what are known as *Green Letters*, our students and faculty have access to other metropolitan area law school libraries. We provide access to additional libraries via METRO Passes through our membership in the Metropolitan New York Library Council. Through agreements with all but two local law school libraries (Columbia and NYU), we can provide our students who reside closer to another law school with a *Letter of Introduction* entitling them to semester-long access for convenience study. We extend a reciprocal privilege to students of the other participating law schools. On request, we also admit students from out-of-town law schools as a reciprocal courtesy to our sister institutions.

Finally, we also provide complimentary Reader's Passes to faculty guests and visiting scholars.

	Issued to NYLS Students	Received from other law school students
Green Letters	0	5
METRO Passes	0	2
Letters of Introduction	7	0
Reader's Passes	2	N/A
Bar Study's Passes	9	N/A

Letters of Introduction issued to our students dropped from 37 issued during the 2018-2019 year. We received 43 Letters of Introduction from other law schools during the 2018-2019 year.

Legal Research Database Usage

The three major legal publishers, Lexis Advance, Westlaw, and Bloomberg Law/Bloomberg BNA, provide only limited and non-uniform usage statistics.

Lexis Advance Usage 2019-2020

	Searches	Docs Accessed	Shepard's Reports	Public Records Searches
Students	55,271	161,548	8,425	662
Faculty	4,049	7,815	3,296	22
Librarians & Law School Staff	1,853	3,233	470	71
Adjunct Faculty	3,154	9,010	963	89
Total:	59,320	169,363	11,721	684

Bloomberg BNA Usage 2019-2020

	Bloomberg Law.com Site Views	Alerts Sent ¹	Law Report Email Opens	Law Report Email Subscriptions
Totals:	61,539	10,196	52,703	5,761

¹User-established alerts, Bloomberg Law only.

Westlaw Usage 2019-2020

	Student Transactions	Faculty (includes Librarians) Transactions
Totals:	498,872	74,406

American Lawyer Media (ALM) supplied data for four of its products to which we subscribe:

American Lawyer Media Usage 2019-2020

Title	Page Views	Visits
New York Law Journal	11,682	6,270
Law.com	5,449	2,805
National Law Journal	828	728
The American Lawyer	1,542	924
New Jersey Law Journal	518	304

HeinOnline Usage 2019-2020

Articles viewed	Pages viewed	Searches
18,293	16,918	7,847

Government Documents

The Library remains a Federal Depository Library within the Federal Depository Library Program overseen by the Government Publishing Office. We collect approximately 22% of government-published materials, a total of 2,319 items. Of those, we receive approximately 80% in online format, and the balance in microform or print.

Collection Management Services

Staff

The Technical Services staff focus on the acquisition of new digital and print materials and the maintenance and organization of the Library's entire collection. The latter efforts entail the design and regular revision of the systems and services, including the Library's online catalog and a variety of Library web pages, necessary for our patrons to access and use all our resources effectively. Among other things, the Technical Services staff works closely with the Reference Librarians to monitor and update the Library's *Treatises by Topic* guides and maintain the *A to Z* list of electronic journal titles, ensuring seamless access to critical resources whose links and access points and protocols frequently change. They also work continually to maintain the Library's descriptive list of more than 140 electronic subscription resources available to users from any location.

The NYLS Online Catalog

During the 2019-2020 academic year, the Technical Services staff added **1,039** records to the online catalog. They also updated and revised **1,604** records and withdrew **34** records for items withdrawn from the collection.

Collection Statistics

Format	Titles Owned		Volumes and Volume Equivalents Owned	
	2019-2020	2018-2019	2019-2020	2018-2019
Print	90,708	90,319	275,233	274,045
Microform	197,387	196,638	304,160	303,460
Electronic	246,881	246,875	n/a	n/a
A/V	242	242	n/a	n/a
CDs	552	552	n/a	n/a
Total	547,885	534,626	574,159	577,505

In addition to owned titles, the Library provides direct access to more than 2,000 online journals through either direct subscriptions or through various databases and aggregators (e.g., Lexis Advance, Westlaw, HeinOnline, JSTOR, etc.).

The Law School's Archive

In addition to our physical archive of historic law school materials, we continue to grow our Digital Commons collection to highlight the law school's rich history. More than **1,918** items were uploaded this year, bringing the year-end total since inception to over **6,099** items as of June 30, 2020.

Collections within the law school's overall Digital Commons saw nearly **61,000** downloads. The table on the next page details the top 10 most downloaded collections over the year.

Over the course of the academic year, the Library receives numerous requests from inside and outside the law school about the school's history and alumni. The inquiries come from alumni; relatives of alumni; scholarly researchers; the media; the Dean's office; and the Office of Institutional Advancement. Over the past year, we fielded **22** requests, relating to individual alumni and historical aspects of the school and faculty.

Whenever possible we provide copies or scans of the materials held in the archive. Whether we provide images of student register pages (which contain basic biographical information for each student between 1891 and 1959 written by the student him or herself) or images of commencement programs, those who requested the information express enormous gratitude for the historical connection we are able to provide.

The Library maintains two public display cases on the first floor of the W building by the main elevators. The archive provides a rich source of photos and historical artifacts that we use to create informative and attractive exhibits for the public display.

Top 10 Viewed Collections (Excluding Faculty Scholarship) (2019-2020)

Collection	Number of Views
Archives: 125th Anniversary Materials	7,461
NYLS Law Review	4,695
Archives: Student Ledgers	4,507
Archives: The Honorable Judge Roger Miner Papers	3,517
NYLS Journal of Human Rights	2,956
Archives: Commencement Programs	2,256
Academic Centers and Programs: Center for Business and Financial Law	1,872
NYLS Journal of International and Comparative Law	1,675
Archives: Student Newspapers	1,597
Academic Centers and Programs: Rooftops Project	1,345

Library Publications

In addition to our Research Guides, discussed on page 9, the Library publishes a number of other digital works each year, primarily in the nature of current awareness alerts. Our goal is to provide faculty and students a continual flow of information about recent articles, new acquisitions, and developments in legal publishing and research platforms of interest.

Mendik Matters Blog

Our *Mendik Matters* blog, which debuted in 2004, publishes items of interest about current legal topics, new legal developments and legal history. It also serves as a vehicle for library-related announcements and information. It alerts faculty and students to new resources, providing an important form of continuing legal research education. During 2019-2020, we posted **38** items to *Mendik Matters* and reached an audience of close to **3,600** subscribers. Three of our *Mendik Matter* blog posts were picked up by AALL's *KnowItAALL* daily newsletter, which is circulated via email to the more than 2,000 AALL members nationwide.

Elevator Ed



Elevator Ed, the winner of AALL's 2013 *Excellence in Marketing, Best Campaign* award, continues to offer frequent *TripTips* about legal research or library resources to help students "learn while they ride." This year, Ed posted **23** *TripTips* "elevating" the legal research skills of scores of students. See more of Ed on the next page.



Legal Lexicon: Word of the Week

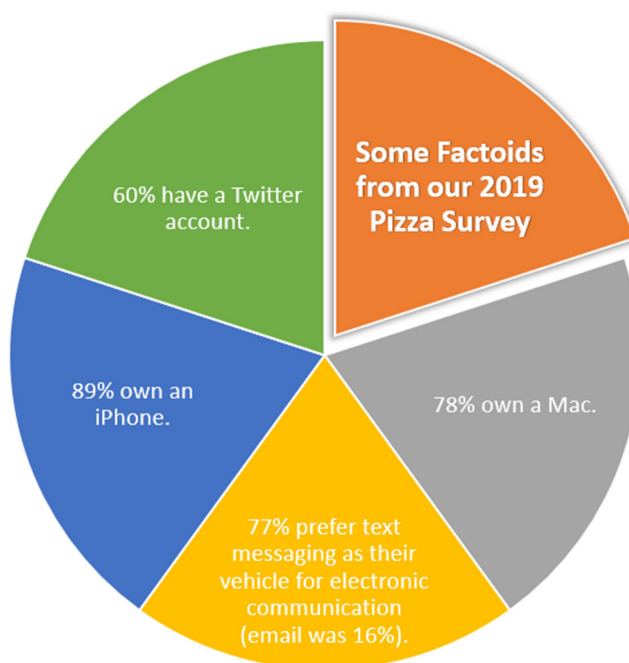
Beginning in the fall of 2019, we launched a new weekly elevator post designed to remind students of the importance of legal dictionaries and to offer them a new word of legal vocabulary each week.

Library Links

This short newsletter is sent to faculty on a “mostly monthly” basis. It highlights new digital research technologies and resources available through the library.

First Week Pizza Survey

For the thirteenth consecutive year, the Library conducted its *First Week Pizza Survey*, designed to gauge the changing digital inclinations of each entering class (as well as their pizza topping preferences). The results from each year’s survey are maintained in the [For Students](#) section of the Library’s web pages.



Faculty Library Services Manual

The *Faculty Library Services Manual* details the services offered to faculty members, including support for research and teaching, electronic resources, and interlibrary loan and document delivery services. This manual is provided to all faculty members and is available in the *Faculty Services* section of the Library website.

Law School 411: Books and Films on Law and Law School

[Law School 411](#) is a multimedia bibliography of sources for prospective and current law students. It is updated regularly to include books, websites, and movies on law, lawyers, legal careers and a large section on excelling in law school.

Professional Activities and Continuing Education

Continuing Education

The librarians are active in professional organizations and take advantage of continuing education opportunities and professional networking. Among the programs and webinars attended this past year were the following:

- Lexis Digital Library Relaunch
- ProQuest Product Demonstration
- LLAGNY Winter Meeting
- Brooklyn Law Librarians' Brunch
- What's New with Lexis & Westlaw
- Tips for Using Your Expanded LexisNexis Digital Library Casebook and Study Guide Collection
- The Basic SQL for Koha Users
- Tips and Tricks for Koha Reports
- Linked Data for the Real World: Leveraging Metadata for Cataloging
- How to Become an E-book Sleuth
- What's New for Koha 19.11 Upgrade Webinar
- Teaching in the Virtual Classroom
- CALI Preparing for the Future of Legal Education
- Docketbird
- LexisNexis Digital with Anders Brooks
- Lexis—Key Differentiators (essential tasks/class prep)
- Lexis—Exclusive content and features
- Lexis LR&W Teaching Tools
- Lexis—Skill Expectations for the 21st Century Lawyer
- LexisNexis Digital Upgrade Demo
- 20 Cool Things to Do with Digital Commons
- LexisNexis Tips for Using Your Expanded Digital Library Casebook and Study Guide Collection
- AALL SIS Chapter Training on Advocacy
- AALL Webinar on Webinars
- AALL SIS Chapter Training—Education Program Resources

Library and Related Professional Organizations

The librarians participated in a variety of organizations as officers, board members, or speakers. They also attended a number of professional programs that will further enhance their contributions and value to the NYLS community.

American Association of Law Libraries (AALL)

All members of the Library's professional staff are members of AALL.

Camille, Bill Mills and Michael Roffer attended the AALL Conference in DC. All librarians have memberships in many of AALL's Special Interest Sections: Academic Law Libraries (Michael R., Elina); Online Bibliographic Services (Victoria); Research Instruction & Patron Services (Ping, Michael R., Elina); Technical Services (Ping, Victoria); Government Documents (Michael R). Michael R. is also a member of AALL's Law Repositories Caucus.

Legal Information Preservation Alliance (LIPA)

The Legal Information Preservation Alliance is a non-profit consortium of academic, federal, state and public law libraries working to preserve print and electronic legal information. It enables libraries to work collaboratively on preservation projects at lower cost and to take advantage of the partnerships created by the organization. Camille Broussard completed service as Treasurer and as a member of the Board of Directors in 2015. She remains the NYLS Voting Representative.

Law Library Association of Greater New York (LLAGNY)

Camille Broussard, Bill Mills, Michael Roffer, Ping Tian, Elina Oyola, Victoria Sukhol, Julianne Eum and Carolyn Hasselmann are members of LLAGNY, the local chapter of AALL. Ping Tian served on the Education Committee. Julianne Eum served on the Volunteer Committee. In June 2020, Michael Roffer was elected to a two-year position as a member of LLAGNY's Executive Board, with a term commencing July 1, 2020.

Perma.cc

Perma.cc, developed and maintained by the Harvard Library Innovation Lab at the Harvard Law School Library, helps scholars, journals, courts, and others create permanent records of the web sources they cite. We are a Perma.cc partner library and Michael Roffer is the registrar for members of the NYLS community. We currently have **10** registered users who have created a total of **774** permalinks.

Society of Academic Law Library Directors (SALLD)

Services to the Law School Community

New York Law School Activities

Our Librarians have been actively engaged in a wide-range of NYLS community programs and activities, including Admissions Office Open Houses and Scholar Days, and the Office of Student Engagement's First Week Programs. Michael Roffer '83 has been active in Alumni events, including the Law School Gala, the Scholarship Benefit Dinner and various Reunion Events. All librarians participated in First Week activities.

Committee Memberships

Several librarians held appointments to law school committees:

- Academic Responsibility Committee (Michael Roffer, Michael McCarthy)
- Admissions Committee (Michael Roffer)
- Hall of Judges Committee (Michael Roffer)
- Title IX Committee (Michael McCarthy, Bill Mills)
- Teaching Electronic Research (Camille Broussard, Michael Roffer, Michael McCarthy)
- BePress Institutional Repository Implementation Task Force (Camille Broussard, chair; Michael Roffer, Farrah Nagrampa)
- Curriculum Committee (Camille Broussard)
- Faculty Coordinating Committee (Camille Broussard)
- Professional Success Committee (Camille Broussard, chair)
- Academic Status Committee (Camille Broussard, chair)
- Academic Success and Support Committee (Camille Broussard, co-chair)
- NYCBA Diversity Fellowship Selection Committee (Camille Broussard)
- Student Commencement Speaker Selection Committee (Camille Broussard)
- Bar Support Task Force (Camille Broussard)
- Evening Division Review Taskforce
- Administrative Technology Committee (Grace Lee)
- Institutional Review Board (Bill Mills)
- Faculty Technology Advisory Panel (Bill Mills)
- Printer/Copier/Scanner Review Group (Bill Mills)
- Paper Cutters (PC) Committee (Julianne Eum)
- Collection Development Committee (Victoria Sukhol)
- ILR Committee (Victoria Sukhol)
- Technical Services Management Committee (Victoria Sukhol)
- OIT/Mendik Library Joint Committee (Victoria Sukhol)

Finding Information in the Digital Age

Every summer, Camille, together with the Office of Admissions and Financial Aid, hosts a *Finding Information in the Digital Age* class for admitted law students.

Better World Books

This year, we donated **8** boxes containing **98** volumes to Better World Books, a non-profit organization that helps fund high-impact literacy projects in the U.S.

Bookends



With the 2020-2021 academic year well underway, the librarians continue to use the information we have gathered to inform our ongoing efforts to tailor, refine and enhance our services and deploy our resources to best serve the law school community amid the changing landscape of legal education and the evolution of law practice.

Kind Words We've Received

Some of the expressions of appreciation from faculty, students, alumni, and other library users our librarians have received during the past year:

