Law Library Spring Semester 2021

We are pleased to welcome back all our returning students. Read this document carefully and thoroughly for library policies and procedures in compliance with the Show Me Renewal Plan https://renewal.missouri.edu/ and Law School health and safety protocols.

Contact Professor Randy Diamond, Law Library Director diamondrj@missouri.edu or Associate Dean Ben Trachtenberg trachtenbergb@missouri.edu with questions or concerns.

Safety – Commitment to Each Other
https://renewal.missouri.edu/safety-expectations/

Face Coverings Required
https://renewal.missouri.edu/plan/face-coverings/

Students must wear face coverings unless they are the sole occupant of a single occupancy study room with the door closed or eating in the subplaza.

If a student refuses to wear a face covering the student will be asked to leave and reported to the MU Student Accountability Process and the Associate Dean for Academic Affairs as a Law School Honor Code violation.

Non-law student access to the law library will be by appointment only with a librarian.

Courtesy and Respect

Please show care and consideration for classmates and library staff by observing the additional safety protocols below. We recognize some of these changes may be more restrictive than what you are accustomed to. They are necessary for community well-being in occupying common space. We appreciate your cooperation.

Entering, Exiting, and Navigating the Library

During business hours the east library doors and the subplaza door will be unlocked for entry. After hours swipe your student ID at the library door with the card reader.

Exit the library through the library doors marked Exit (all hours) or through the library basement door exit (business hours only). Observe pathway markers and directional signage when walking through the library, especially during peak periods when large numbers of students are heading to or returning from class.

Seating

Seating has been reduced and arranged for safe social distancing. Do not move or rearrange library
chairs or furniture.

**Seat Reservations Required**

Students will need to reserve a seat to study in the library. You may use your smartphone (or laptop) to view and reserve an available seat, to check-in to your seat at the reserved time, and to check out when done. Bookmark this link for your reservations: [https://missouri-law.libcal.com/r](https://missouri-law.libcal.com/r)

The seat reservation system is designed to maximize availability and use of limited seating for the type of seating desired at the time of need.

The seat reservation system allows us to be able to alert custodial staff to areas that may have more use than others, as well.

Carrels will not be assigned to individual students for the semester as in the past. Carrels may be reserved at available times using the LibCal seat reservation system.

Study rooms have been reserved M-F for 1L Advocacy and Research synchronous classes. Schedule [here](#) Course grid [here](#).

Most study room capacities are limited to 1 or 2 occupants. The exception is study room 224F which is designed for study groups of 3 or 4 and is available from 9am to 3:30pm Monday, Wednesday and Friday this semester.

**Study Area Cleaning**

Each individual has a responsibility to contribute to maintaining the cleanliness of spaces. Please clean your work surface area upon check in. Cleaning supplies are located at the Circ Desk and throughout the library.

While custodial staff will try to get to as many touch points as possible daily, it is a logistical challenge with limited staff. Thus, it is important to use disinfectant wipes, sanitizer spray, and other cleaning supplies located at the Circulation Desk and other locations throughout the library.

**Conditions of Use**

- Observance of social distancing rules at all times and when reminded.
- Students must use the [seat reservation system](#) to study in the library including checking in and out of the reserved seat.
- Students must wear [face coverings](#) in the library [https://renewal.missouri.edu/plan/face-coverings/](https://renewal.missouri.edu/plan/face-coverings/) unless they are the sole occupant of a single occupancy study room with the door closed or eating in the subplaza.
- If a student refuses to wear a face covering the student will be asked to leave and reported
to the **MU Student Accountability Process** and the Associate Dean for Academic Affairs as a **Law School Honor Code** violation.

- **Personal belongings** may not be stored in the library. (This is to allow early morning weekday cleaning by the custodial staff.)
- **Food is allowed only in the sub-plaza (basement) level of the Library.** Students eating in this space must use the seat reservation system, wipe down the space after eating, and dispose of all food remains/containers in the trash can.
- Food is not allowed on the other floors of the Library.
- The designation of the **library basement as a place to eat** is an accommodation to provide additional eating space proximate to the student kitchen. It is a **privilege subject to revocation** if the rules are not observed.
- Cell phone conversations are not allowed in the library.
- Do not move or rearrange library chairs or furniture.

**Remote Services**

Please see [https://libraryguides.missouri.edu/RemoteAccessArrangements](https://libraryguides.missouri.edu/RemoteAccessArrangements) for information supporting study off campus.

**Appointments with Staff:** Please refrain from visiting staff offices **UNLESS** absolutely necessary. Please utilize email and other non-in-person contact to conduct business.

**Library Contacts:**

- **Cindy Shearrer,** Associate Law Librarian for Patron Services, 122A Hulston
  See Cindy for questions about library access and seating, circulation, and reference services.
  Circulation Desk Hours: Monday – Thursday 8-7:30, Friday 8-4:30, Sat 10-4, Sun Noon-6
  Reference Desk Hours Monday – Friday 10-4 and by appointment shearrerc@missouri.edu
  573-882-1125

- **Hilary Frymire,** Event/Building Coordinator, Circ Desk Supervisor (Spring 2021), 123 Hulston
  See Hilary for access services and building issues (heating, cooling, safety, card access, keys, etc.)
  haffd9@missouri.edu 573-882-9679

- **Randy Diamond,** Law Library Director, 121A Hulston diamondrj@missouri.edu

- **Darrell Jaeger,** IT Manager, 224K Hulston
  Contact Darrell for IT assistance JaegerD@missouri.edu

- **Cindy Bassett,** Collection Management and Electronic Services Librarian, 224I Hulston
  Contact Cindy bassettcw@missouri.edu for assistance with access to study aids, research databases
  [https://libraryguides.missouri.edu/LawEResources](https://libraryguides.missouri.edu/LawEResources) and purchase requests for the collection.