Welcome Back!

Beth Shapiro
University Librarian
shapiro@ricevm1.rice.edu

I would like to take this opportunity to welcome you back to campus. As we begin the Fall semester, many changes will be apparent in the Fondren Library. We have made significant progress towards completing our planning process, and a number of the recommendations proposed have already been or are in the process of being implemented.

We had hoped to have many of the changes in place by August, but due to significant scheduling conflicts, implementation will occur throughout the academic year. What follows is a brief summary of the work we have been doing all summer in preparation for your return.

LIBRIS

Our LIBRIS database (the online catalog of our holdings) has moved to the campus mainframe computer at the Mudd Building. This move should be transparent to you but will provide our system with greater functionality. New books will be easier to find, as updating database indexes will take hours instead of days as in the past.

For those of you who dial into LIBRIS from home or office, some minor changes may be required. Please see the article on page seven for specific instructions.

All of the public LIBRIS terminals in the Fondren Library will be replaced by computer workstations during the Fall semester. Once this has been accomplished, the uniform computer layout keyboards will make searching LIBRIS easier. In addition, the workstations will position us to take advantage of new electronic products that may be accessed directly from LIBRIS workstations.

RESERVE READING

Last spring, I asked several library staff to review our reserve room policies and procedures. After meeting with a number of faculty and students and after visiting the reserve room operations of several other area libraries, many recommendations were proposed to address the concerns that were raised. The biggest change, which will dramatically improve the security of reserve materials, is creation of a closed reserve collection. An article on page two of this issue describes the Reserve Room changes in more detail.

LIBRARY FACILITIES

One of the most frequent complaints we receive from all types of library users concerns the old, uncomfortable seating...
Reserve Readings Policies Updated

Many changes will be evident in Fondren Library’s Reserve Room beginning with the Fall 1992 semester. A Reserve Review Group was appointed by Dr. Beth Shapiro in March 1992 and charged with making a review of reserve policies and procedures for possible improvements to the system. That group’s suggestions have already started taking form.

The Review Process

Study breaks and focus group sessions were held with students and faculty to gain their insights into current practice. The reports of Fondren Library’s planning process task forces and comments from the library survey provided additional information to the Review Group.

Security for the materials placed on reserve was identified as the most critical concern for all groups of library users. Faculty also felt improvements were needed to speed the processing of reserve material. In response to these concerns, Dr. Shapiro accepted the recommendations of the committee for implementation this fall.

Physical Renovations

Improved security for reserve readings will be provided by a simple rearrangement of the reserve/current periodicals room. All reserve material now will be housed in a closed area behind a new desk located to the right (near the circulation desk) as you enter the current periodical room.

Listings of reserves arranged by course name and number and by professor’s last name will be available. Users can look under the course or professor’s name and request a reading by its assigned call number. Library books on reserve can also be requested at the new reserve desk by the call number (as found in LIBRIS or on the reserve listing).

Students must bring their Rice ID every time they want to use reserve materials.

Processing of Reserve Readings

The Reserve Review Group closely examined the processing of reserve reading lists. Our findings have led to a streamlined ordering process for reserve books not currently owned by Fondren Library and to an exception to the “first come, first served” processing rule for new professors.

In addition, after the stated “priority” deadline for reserve processing, faculty who submit the reading material (photocopies, personal and library books) along with their reserve list will receive priority processing over those who submit the reserve list only.

All reserve lists will be logged for date and time upon receipt at the Reserve Desk and the requesting faculty member provided with an estimated time at which the material will be available for student use. In addition, computer-generated notifications of completed reading lists will be sent to faculty during the first week of classes.

All revisions in reserves policy will be incorporated into a letter to be sent to faculty with their Spring 1993 semester reserve packets.

The Reserve Room in Fondren Library has been in a state of change for the past few years. Online circulation of reserves with the LIBRIS system was introduced shortly after renovation of the building was completed in November 1989. Disruptions caused by the staging at Rice University of the Economic Summit included moving Reserve operations to a remote location for several months in 1990.

Continuing innovations and improvements in the LIBRIS computer system dictate that change will be a constant challenge for this area of library services.

Future Plans

Future innovations to reserve readings utilizing the campus computer network are being planned. E-mail or PC templates will be available so faculty lists can be sent to Fondren Library electronically. Also being developed is an electronic archive of reserve readings that will allow additional remote access to readings through the campus network.

If we can answer any questions regarding reserve readings, please contact the Circulation Desk at ext. 4021.

Sarah Bentley
Circulation Assistant
Faculty Comment on Library Collections and Services

Two hundred seventy faculty members accepted Fondren Library’s invitation to participate in a survey of opinions of library services and collections on the Rice University campus.

The answers and comments of these faculty and administrators, gathered midway through the Spring semester, have been carefully studied by different library departments seeking to understand how best to assist faculty in their teaching and research.

New services and programs have already resulted from survey findings, and others will be investigated during the coming year.

Participants

Two hundred sixty-five of the 270 participating faculty, or 98%, have used the Fondren Library in the eighteen months from August 1990 to January, 1992.

When asked to list their sources of information in the order of usefulness, 40.4% of responding faculty listed Fondren Library first as the most useful source of information. Another 38.5% listed Fondren as either second or third in importance as a source of information. Therefore, 78.9% of the faculty view Fondren as a critical source for information needed in research and teaching.

Overall Collection Satisfaction

Given this high dependence on Fondren resources, satisfaction with the collection is vital. Although most faculty were satisfied or very satisfied by the collections in the Fondren Library, differences in ratings can be traced to rank and number of years at Rice University.

An example of the conflicting demands facing us are comments such as "[t]he library needs to make a transition from a reading library on the undergradu-

ate level to a research library” and "the undergraduate...collection is largely nonexistent.”

Professors, and those who have been here over ten years, tended to have higher ratings of the Fondren Library collections than those who are assistant professors or who have been here less time. Since rank is highly correlated with number of years service, this finding is not surprising.

It is easy to postulate reasons for the tie between satisfaction and seniority. Faculty who have been at Rice longer have had more influence on the building of the collection. Therefore, the collection will be more likely to reflect their research interests, and they will be more likely to be satisfied with what Fondren Library can provide.

The library staff is examining the areas used by those faculty who were dissatisfied or very dissatisfied with the collections.

Use of Other Resources

Faculty members are also frequent users of other libraries, both in Houston and abroad. Libraries listed included the British Library, libraries in the Netherlands, and the Bibliotheque Nationale, as well as the Houston Academy of Medicine library in the Medical Center and the University of Houston. The reasons mentioned for using these libraries were that they had materials Fondren Library lacks, or that the faculty member happened to be in the area.

Periodical Arrangement

One of the topics that has generated a lot of discussion in the past ten years is the arrangement of periodicals in Fondren Library. The faculty were asked, therefore, whether current periodicals should be arranged by title or call number.

The vote for periodical arrangement was predominantly in favor of retaining our current arrangement: 67.8% for call number while 34.2% preferred a title arrangement. This preference held true even in some departments which have appeared to be most vocal in seeking a title arrangement.

In terms of bound periodicals, we asked whether periodicals should be interfiled with books or housed separately. The responses were split almost evenly, with preference for a separate arrangement of books and journals showing a slight predominance among faculty responding.

(cont’d p.4)
Services Provided:

- Photocopies from journals and microfilms
- Table of Contents service
- Free book check-out and delivery
- Daily delivery to Campus Departments
- 48 hours turnaround time (excluding weekends and holidays)

- RUSH and Fax services available
- Requests received by campus mail, drop-off in the library or e-mail
- Monthly billing to University or deposit accounts

Packets describing services and fees have been sent to all faculty and administrators.

FONDREN EXPRESS
Community Services Department/Fondren Library Room B38
Ext. 2869

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(cont'd p.4)
(Survey cont'd)

Why We Arrange This Way

Periodicals in the centralized Fondren Library are currently arranged by call number. This ordering system means that subjects are classed together, and most journals are in alphabetical order by title within the subject arrangement.

Since many journals are interdisciplinary, some journals are not in areas normally expected. Hence, the desire by some for a title arrangement. A title arrangement is often used in small, specialized libraries such as medical or departmental libraries. Title arrangements in a multi-subject library, however, separate the journals of a discipline from other journals of that discipline.

The Need for Communication

One surprise for the library staff was the large number of faculty interested in additional information on using the library. At present, librarians are working on developing additional instructional materials that assist faculty but that do not require a significant investment of time by the faculty member. Watch these pages for future developments.

Staff also are examining the responses to survey questions for ideas for service improvements. For example, the reserve system has been revised in response to survey comments, independent comments from faculty, as well as remarks made in separate focus group discussions with faculty and students.

Data for specific library areas are being forwarded to the staff members in charge of those services and collections. Using the data as well as the comments, staff are hoping to answer some of the questions and problems mentioned by faculty members having trouble using those facilities.

The full analysis of the survey, comments, data, and a description of the methodology will be available on reserve for anyone interested. Staff members who conducted the survey will be happy to answer any questions or discuss any findings.

Many faculty expressed encouragement and appreciation for the survey process and for the efforts of library staff. We thank you for your support and for your participation in the Fondren Library Survey. The survey committee would also like to thank Steven Klineberg for his valuable help in developing the survey and reviewing the methodology.

Kay A. Flowers
Asst. University Librarian for Automated Services
flowers@ricevm1.rice.edu

<table>
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<tr>
<th>Preference for Current Periodical Arrangement (By Department)</th>
<th>By Title (%)</th>
<th>By Call Number (%)</th>
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<tbody>
<tr>
<td>Architecture</td>
<td>100.0</td>
<td>0.0</td>
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<tr>
<td>Art/Art History</td>
<td>66.6</td>
<td>33.4</td>
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<td>Anthropology</td>
<td>50.0</td>
<td>50.0</td>
</tr>
<tr>
<td>Biochemistry</td>
<td>50.0</td>
<td>50.0</td>
</tr>
<tr>
<td>Biology</td>
<td>20.0</td>
<td>80.0</td>
</tr>
<tr>
<td>Business Administration</td>
<td>58.3</td>
<td>41.7</td>
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<tr>
<td>Chemical Engineering</td>
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<td>Chemistry</td>
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<td>Civil Engineering</td>
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<tr>
<td>Computer Science</td>
<td>0.0</td>
<td>100.0</td>
</tr>
<tr>
<td>Economics</td>
<td>38.5</td>
<td>61.5</td>
</tr>
<tr>
<td>Education</td>
<td>0.0</td>
<td>100.0</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>23.1</td>
<td>76.9</td>
</tr>
<tr>
<td>English</td>
<td>25.0</td>
<td>75.0</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>50.0</td>
<td>50.0</td>
</tr>
<tr>
<td>French/Italian</td>
<td>25.0</td>
<td>75.0</td>
</tr>
<tr>
<td>Geology</td>
<td>30.0</td>
<td>70.0</td>
</tr>
<tr>
<td>German</td>
<td>20.0</td>
<td>80.0</td>
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<tr>
<td>Health</td>
<td>100.0</td>
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</tr>
<tr>
<td>History</td>
<td>27.3</td>
<td>72.7</td>
</tr>
<tr>
<td>Linguistics</td>
<td>33.3</td>
<td>66.7</td>
</tr>
<tr>
<td>Math Science</td>
<td>66.7</td>
<td>33.3</td>
</tr>
<tr>
<td>Mathematics</td>
<td>33.3</td>
<td>66.7</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>20.0</td>
<td>80.0</td>
</tr>
<tr>
<td>Music</td>
<td>33.3</td>
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<tr>
<td>Philosophy</td>
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<td>66.7</td>
</tr>
<tr>
<td>Space Physics</td>
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<td>50.0</td>
</tr>
<tr>
<td>Spanish</td>
<td>44.4</td>
<td>55.6</td>
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<tr>
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<tr>
<td><strong>Total</strong></td>
<td><strong>34.24%</strong></td>
<td><strong>65.76%</strong></td>
</tr>
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</table>

N=88
N=169
Welcome cont'd

located throughout Fondren Library stack areas. In early June, 450 new chairs were ordered. They are due to be delivered in early September.

LIBRARY COLLECTIONS

Library collections that are as intensively used as ours are difficult to maintain and to keep shelved in order. This summer, over three Sundays when the library was closed, fifty-six library staff volunteered 358 hours of their time to shelf-read problem areas. The following collection areas were read as part of the project: PR, PS, Q, QA-QK, QL-Z. All remaining areas were shelf read by regular shelving staff.

In addition to finding misshelved material previously considered lost, we found hundreds of books needing repair and/or remarking. Also, we identified additional material to be considered for relocation to the stadium storage facility.

Through shifting the stack areas to make better use of the space and moving additional material to storage, we should have enough growth room within the Fondren Library to add another 70,000 volumes. We will then be full! Options to provide additional space for library collections and services are being explored presently.

PROJECTS IN PROCESS

Books and Beyond. The final report of our planning process is nearly complete and will be published and distributed in early fall. Many of the recommendations are in the process of being implemented, while others will require special funding and will be phased in over several years as funds permit.

First Annual
Friends of Fondren Booksale

Proceeds to benefit the Fondren Library

Contact the Friends of Fondren Office at 285-5157 for details or to donate books

Date and Time to be announced

Library Security. In order to improve security in the Fondren Library by better controlling who enters, plans are being developed to redesign the front lobby and to install a card reader system. Originally, we had hoped to have the new system in place by the start of Fall semester. We are now looking at implementing the changes sometime during this academic year. Once the card reader is installed, all Rice faculty, staff, and students will need an ID card to enter the building. Visitor entry will be stringently monitored.

Directional Signs. Last year, we began developing prototype signs within the Fondren Library to provide better directional assistance. The prototype signs are still up, and once the University has completed its own sign project on campus, we will be able to proceed with our project.

Electronic Reserve Room. In cooperation with other units on campus, we are in the process of developing the capability of digitizing journal articles and other types of materials traditionally placed on reserve in the library. This electronic, full-text database would be accessible across the campus network, making it possible for students to access course reserve material from numerous locations outside of Fondren Library. This project will be a significant component of electronic studios to be developed at Rice University. We hope to have a prototype up and running by Spring semester.

CONCLUSION

In addition to the special projects described above, the staff of the Fondren Library continue to provide access to collections and services as we have in the past. More than 450,000 people enter and use our Library annually. We circulate 150,000 items per year, shelve 850,000 items, answer tens of thousands of questions, order more than 25,000 books, receive more than 12,000 current journals, and catalog more than 70,000 books, serials, sound recordings, videos, microforms, and other special format materials.
Did You Know...

Fondren Library has been selected to participate in the Association of Research Libraries' Geographic Literacy Program. Fondren Library will be receiving geographic information system (GIS) software, which will provide greater access to census data, later this fall.

Fondren Library has begun receiving *Philosopher's Index* on CD-ROM. This electronic index, covering books and over 300 journals from 1940 to date, is available at the Reference Desk.

Another microfilm reader-printer is available. Fondren Library now has 2 self-service copiers for popular journals (Reference Desk area), 2 self-service copiers for research microfilms (Government Publications), and 1 self-service copier for microfiche (Government Publications).

The Business Information Center has expanded their information on foreign companies by acquiring *Global Disclosure*, which includes corporate reports and financial data. The CD-ROM is available for academic research and for students preparing for job interviews.

Free online searching from your office is available. *FirstSearch* includes books and journals and may be searched via modem or internet. Contact the Reference Desk for a password and details.

Electronic Texts

Fondren Library is part of a developing trend in publishing: the distribution of published works exclusively in electronic format. Books and journals traditionally distributed in paper are now being published on compact disc and as files distributed via the networks or on diskette.

Newest Trend in Publishing

Commercial and academic publishers are exploring the potential of electronic publishing. Publication may take place in both electronic and traditional formats (such as the *Kirk-Othmer Encyclopedia of Chemical Technology*). Alternatively, works are being published exclusively in the electronic format (such as the new journals *Current Clinical Trials* and *Psychology*).

Publication of research material in electronic formats provides a number of benefits. The electronic format often speeds publication of research. A recent study of humanities journals found the average time from manuscript submission to publication to be 13 months. In contrast, one electronic humanities journal recently estimated this sequence to take no more than 4 months.

As we know, most research builds upon existing publications. Having these publications—primary literature and the secondary, critical literature—in electronic form empowers use of the material. The researcher can search and analyze material quickly and in powerful ways. Segments of the existing publication can be imported easily into newly developing documents (properly cited, of course!).

Fondren Library's Participation

Fondren Library received its first full-text electronic publication (the U.S. government's *Congressional Record* cumulative for 1985) on CD-ROM in 1986. Unlike pre-existing electronic library resources referring to a book or magazine elsewhere in the library, this compact disc contains the actual publication. Other early electronic texts also came to us through the federal depository program, as we received country marketing surveys, industry outlooks, and regulatory documents on compact disc.

Commercial publications followed, and students and faculty are now able, for example, to access full text of recent *New York Times* issues in electronic format. The recently acquired *Patrologia Latina Database (PLD)* further expands Fondren Library's electronic text collection.

The PLD is an electronic conversion of the *Patrologia Latina (Series Latina)* by Jacques-Paul Migne. This massive set, first published in the 19th century, compiled the works of the Latin Fathers from Tertullian in 200 A.D. through Pope Innocent III (d.1216). The new PLD's compact disc format will allow greater power and flexibility to theologians, philosophers, classicists, historians, and linguists working with the literature of this time period.

Electronic Journals

Fondren Library is examining the exciting, yet challenging, opportunities afforded by electronic journals. Some of the benefits of this non-traditional publication format have been mentioned. Enthusiasm, however, is balanced by concerns.

Concerns include questions such as: when will these publications be indexed? How will we archive them? How will the tenure process and copyright extend to cover this new media? How can the disparity across campus of technical standards be overcome?

Resolving these questions will involve the larger academic and publishing communities. But we are examining options for making electronic texts (journals and books) more widely available.

(cont'd p.7)
Exhibits
Fondren Library

**Summer 1992** Political Conventions
(the Republicans are in town!)

**September 1-15, 1992** Rice Student Volunteer Program
(from a small group of concerned students to a thriving program of community activism)

**September 16-October 8 1992** Pablo Neruda
(open by a reception sponsored by the Chilean Consulate on September 22; the Cherry Lecture/Poetry Reading of Neruda's works will be presented on October 1 by Professor Jaime Concha of UC-San Diego)

**October 1992** George Williams
(honoring Professor Emeritus, English)

**November 1992** Homecoming

**December 1992** Book of Hours
(devotional books from the late Middle Ages that contributed to the development of Gothic illumination)

**January 1993** Rice Authors

**February 1993** Black History

**March-April 1993** Houston's International Festival

**May 1993** Commencement

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**Library Tours**

A regular schedule of library orientation tours is planned for Fall and Spring semesters. These tours, which are scheduled at approximately a half-hour in length, are available on a walk-in basis. The tours will start at the Reference Desk on the following schedule:

- Tuesdays 11:00am
- Thursdays 2:00pm

Students, faculty, staff, and the general public are encouraged to join us as we describe the resources available through this research library.

Fondren Library also is planning a series of exhibits and lectures celebrating events and individuals associated with Rice University and Houston (see box).

Barbara Kile
Assistant to the University Librarian
kilebar@ricevm1.rice.edu

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**Using LIBRIS From Outside Fondren Library**

Dialing into LIBRIS has changed, due to the migration of the system to the Mudd computer. We hope you will find accessing the system to be easier.

### Dialing in

If you access LIBRIS through a modem or DTI, please continue to call the same telephone number, 527-6070.

At the connect message, type your terminal type (VT-100 continues to be the best emulation). Press "Enter" twice - and you're in the database!

### From the Computer Labs

**IBM** users should select "Communications" from the menu. Then select "Remote 3270 Emulation: Login Elsewhere." At the "Please enter host name" message, type "library" and press "Enter."

**MacIntosh** users should select the "Communications" folder. Then select "tn3270-MacTCP" and, finally, select "to Library." Press "Enter" and begin searching.

### Through the Network

**Ricevm1** account holders should access their ricevm1 accounts. At the ready prompt, type "telnet library" and then press "Enter" twice - and you're there.

**Unix** account holders should issue the command "tn3270 library" Again, press "Enter" twice, and you may begin searching for what you need.

### Leaving LIBRIS

Type "stop" and then "bye."
"What Does It Mean When LIBRIS Says...?"

Fondren Library users are sometimes puzzled by the messages they find in LIBRIS records. When searching the online catalog, you may find that, instead of being listed as "not checked out" or "charged", the status of a book is given as "on order", "in process", "in pre-order process", or "in storage". What do these mysterious notations mean?

Books that are on order have been requested by Fondren Library staff from publishers or vendors. Books that are listed as pre-order or in process have arrived in the Library but have not yet been cataloged and placed on the shelves.

Ask at the Reference Desk if you want to be notified when a book is cataloged, or, for in-process or pre-order books, if you would like to have a book "rush cataloged" (this will usually take one or two work days).

Materials listed as in storage have been sent to the temperature- and humidity-controlled storage area located beneath the stadium bleachers. Items selected for storage include periodicals that Fondren Library no longer receives, materials that have been duplicated in microform, some pre-1960 journals, and publications that are considered too valuable or delicate to remain in a public area.

You may request that stored materials be retrieved by completing a request form at the Reference Desk. If a request is made by 11:00 a.m. weekdays, the volume(s) will be available at the Circulation Desk after 2:00 that afternoon.

In addition to the LIBRIS messages discussed above, you may occasionally find that the status of books and periodicals is listed as in repair or at bindery. Materials are repaired in the library, and you may ask Reference staff to have an item made available for you.

Although messages in the LIBRIS catalog are intended to be user friendly, they may occasionally seem cryptic. When you need help interpreting them - whether you're searching in the library or at a remote terminal - stop by the Reference Desk, send an e-mail message to library@ricevm1.rice.edu, or call ext.5113.

Jane Segal
Bibliographic Instruction Librarian
segal@ricevm1.rice.edu
Library and Department Liaisons

<table>
<thead>
<tr>
<th>Library Specialist</th>
<th>Academic Department Liaison</th>
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</thead>
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<td>Kathryn Milan</td>
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Library Contacts for Special Materials

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Government Publications
Manuscripts

Chesson Olawaiye (olawaiye@ricevml.rice.edu)
Barbara Kile (kilebar@ricevml.rice.edu)
Nancy Boothe (boothe@ricevml.rice.edu)

9/2/92
REGULAR HOURS

Monday - Thursday 7:45 AM - 1:00 AM
Friday 7:45 AM - 10:00 PM
Saturday 9:00 AM - 10:00 PM
Sunday 12:00 N - 1:00 AM

Library hours are modified during the following periods.

FRESHMAN WEEK
Monday, August 17 - Sunday, August 23

LABOR DAY WEEKEND
Friday, September 4 - Monday, September 7

FALL MIDTERM RECESS
Friday, October 9 - Monday, October 12

THANKSGIVING RECESS
Wednesday, November 25 - Friday, November 27

CHRISTMAS AND NEW YEAR’S HOLIDAYS
Wednesday, December 16 - Sunday, January 9

SPRING MIDTERM RECESS
Friday, February 26 - Saturday, March 6

SPRING RECESS
Thursday, April 8 - Sunday, April 11

FINAL EXAMS SCHEDULE
Friday, April 23 - Wednesday, May 5

Please call 527-4800 for information.
Library hours are subject to change.