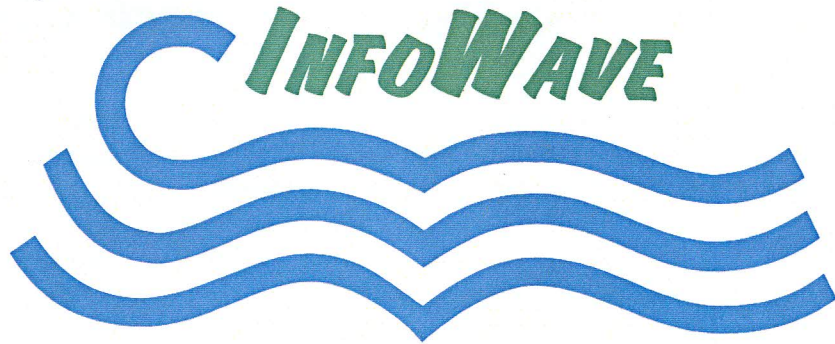


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Mary & Jeff Bell Library
Texas A&M University-Corpus Christi
Spring 2002

Volume 7

Issue 1

Fall Semester Library Hours

Mon. - Thurs.
7:30a.m. - 12:00a.m.
Friday
7:30a.m. - 5:00p.m.
Saturday
10:00a.m. - 6:00p.m.
Sunday
2:00p.m. - 12:00a.m.

Periodicals Department & Reference Services

Mon. - Thurs.
8:00a.m. - 10:00p.m.
Friday
8:00a.m. - 5:00p.m.
Saturday
10:00a.m. - 6:00p.m.
Sunday
2:00p.m. - 10:00p.m.

Library Media Center

Mon. - Thurs.
7:30a.m. - 12:00a.m.
Friday
7:30a.m. - 5:00p.m.
Saturday
10:00a.m. - 6:00p.m.
Sunday
2:00p.m. - 12:00a.m.

Special Collections & Archives

Mon. - Fri.
8:00a.m. - 5:00p.m.
and by appointment

New Online Scheduling for Library Instruction Available

By Clint Chamberlain

Faculty members wishing to schedule library instruction sessions for their classes will now have the option of using a convenient, web-based instruction request form. The form allows instructors to specify the number of students in the class, the type of instruction requested, and whether the instruction is intended to assist students with a particular class assignment. They may then request their preferred dates and times for the instruction session. An online calendar displaying currently-reserved dates and times for the Library Instruction Center is available to assist faculty members with the scheduling process.

When a faculty member submits an online request for instruction, the Information Literacy Librarian will receive an e-mail summary of the request. The librarian will then contact the appropriate instruction liaison librarian and add the instruction session to the schedule, or contact the faculty member if necessary. Should the Library Instruction Center be required for the class, the LIC will be reserved and the online LIC reservation calendar will be updated automatically. Once the class is scheduled, the faculty member will receive a confirmation by email with the date and time reserved for the instruction session.

The online request form can be accessed through the Department of Information Literacy page (<http://rattler.tamucc.edu/dept/infoliteracy.html>) or via the Bell Library "Quick Links" located at the bottom of most Bell Library pages. Instruction sessions may also be scheduled by contacting Clint Chamberlain at 825-5702, in person in Bell Library Room 113, or via email at Clint.Chamberlain@mail.tamucc.edu.

Reminder: Library Fines Begin in January

The Bell Library will begin implementing its fines policy on Monday, January 28, 2002. The fines will apply to all library users, and the fines for each type of material include:

- **Books and Government Documents:** 25 cents per book or government document, per day.
- **Media materials (faculty & staff checkouts):** 50 cents per item, per day.
- **Media materials (3-hour student checkouts):** 50 cents per item, per hour.
- **Reserve materials (2-day check out):** 50 cents per reserve item, per day.
- **Reserve materials (3-hour check out):** 3 dollars per reserve item, per hour.

Please contact the Circulation Desk at ext. 2340 for more information.

Note: Please refer to the article on page 2 about renewing checkouts online.

