

## Library Liaisons

A faculty librarian serves as liaison to your department. Your liaison is ready to provide library instruction for your classes, to offer individualized research assistance to you or your students and to hear your concerns about library services and resources. He or she will also work with your department's library representative in selecting books and other materials that best reflect the department's teaching and research needs.

### Fulton School

Art	Stephen Ford . . . . . Ext. 85972
English	Kathryn Kalmanson . . . . . Ext. 36190
Music	
Philosophy	
Communication Arts	Krista Knapp . . . . . Ext. 70188
Conflict Analysis & Dispute Resolution	
Dance	
Political Science	
Sociology	
Theatre	
Environmental Issues	Susan Brazer. . . . . Ext. 64370
History	
Modern Languages	Gaylord Robb. . . . . Ext. 36234
Psychology	Stephanie Fridie . . . . . Ext. 36206

### Henson School

Biological Sciences	Susan Brazer . . . . . Ext. 64370
Chemistry	
Geography & Geosciences	
Mathematics & Computer Science	
Physics	
Health Sciences	Stephanie Fridie . . . . . Ext. 36206
Nursing	

### Perdue School

Accounting & Legal Studies	Gaylord Robb . . . . . Ext. 36234
Economics & Finance	
Information & Decision Sciences	
Management & Marketing	

### Seidel School

Education Specialties	Stephen Ford . . . . . Ext. 85972
Teacher Education	
Military Science	Gaylord Robb . . . . . Ext. 36234
Health & Sports Science (HSS)	
Social Work	Mou Chakraborty . . . . . Ext. 36131
	Krista Knapp. . . . . Ext. 70188

BLACKWELL LIBRARY

# Guide for Faculty

## Library Hours

### Fall/Spring Sessions

Monday-Thursday	8 a.m.-midnight
Friday	8 a.m.-10 p.m.
Saturday	10 a.m.-8 p.m.
Sunday	11 a.m.-midnight

### Summer Sessions

Monday-Thursday	8 a.m.-9 p.m.
Friday	8 a.m.-4 p.m.
Saturday	9 a.m.-1 p.m.

### Winter Session

Monday-Thursday	8 a.m.-10 p.m.
Friday	8 a.m.-4 p.m.
Saturday	10 a.m.-4 p.m.
Sunday	1 p.m.-4 p.m.

### Intersession

Monday-Thursday	8 a.m.-4 p.m.
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*Special hours for holidays and exam week are posted on the library website and at the front entrance to the library.*

*Use outside book drop (at entrance) to return items when library is closed*

## Library Telephone Numbers

Dean of Libraries and Instructional Resources	410-543-6133
Director of Public Services	410-543-6131
Circulation (General Information)	410-543-6130
Course Reserves	410-677-0131
Interlibrary Loan	410-543-6077
Research Help	410-548-5988

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Salisbury  
UNIVERSITY

Blackwell Library  
www.salisbury.edu/library

## Library Website

Blackwell Library provides a Web portal for information, services, resources and assistance for SU students, faculty and staff. We encourage faculty to explore the site with an eye toward how the library may benefit you and your students. A few gems available through the website include: a Faculty Collection of publications and works; a Faculty Scholarship and Creative Works Database; and an access point for government information containing federal, state and international materials. These and more can be found from the library home page at [www.salisbury.edu/library/](http://www.salisbury.edu/library/).

## Library Card

The 14-digit number on the back of your Gull Card (SU identification card) serves as your library card ID/barcode. With this card you will be able to borrow materials from our library, use the USMAI (University System of Maryland and Affiliated Institutions) intercampus automated borrowing system, make Interlibrary Loan (ILLiad) requests and access library databases from off campus. NOTE: You may also find your 14-digit ID/barcode by logging into your campus GullNet account.

## Lending Periods and Renewals

As a member of the SU faculty, you will be given a full semester's loan on any item borrowed from Blackwell Library, and renewals are usually granted. Items can be renewed through the "My Account" feature of the SU online catalog. Books are subject to recall if requested by another library user.

## Online Catalog

Catalog USMAI, the library's online catalog, provides access to the collections at SU and the other USMAI libraries. In addition to searching for books and other materials, the catalog points to federal documents kept in the library or available online in full-text format. The library catalog is available from the library home page and can be searched 24/7 from any Internet-connected computer.

## Intercampus Borrowing

Through the library catalog, you may borrow books from other campuses in the system. Most books arrive within three to five business days; loan period and overdue fines are determined by the lending institution. You may also use your SU Gull Card for borrowing when you visit other USMAI libraries. Questions? Circulation Desk, 410-548-2386.

## Interlibrary Loan (ILL) & ILLiad

Books and articles not available through the library catalog or Blackwell Library collections may be requested using our automated ILLiad request system at [www.salisbury.edu/library/ill/](http://www.salisbury.edu/library/ill/). Questions? ILL Office, 410-543-6077.



## Online Databases

Through ResearchPort on the library home page, you may access online databases containing magazine/journal/newspaper articles and the contents of books. These materials can appear on your computer screen as full-text and/or citations/abstracts. Using ResearchPort from off-campus requires that you log on using your SU Gull Card. Questions? Research Help Desk, 410-548-5988.

## Course Reserves

To guarantee student access to certain course materials, faculty may submit items to be placed on course reserve for the current or upcoming semester. Materials may be submitted online or in person at the Circulation Desk. Reserve requests should be made at least 3 weeks prior to the start of the semester. Questions? Access Services Librarian, 410-677-0131.

## Copyright Information

For information regarding U.S. copyright law at Salisbury University, including guidelines for protecting and sharing created works, protecting works of others, departmental policies, general information and best practices for interpreting the law's provisions, please visit the Blackwell Library Copyright Information website at [www.salisbury.edu/library/copyright/](http://www.salisbury.edu/library/copyright/) or contact the Copyright Liaison at 410-543-6131.

## Copying Services

Photocopiers are located near the Circulation Desk. Most departments have a key-card for photocopying in the library. You may obtain the keycard at the Circulation Desk.

Document scanners, located near the Circulation Desk, are also available for use, at no cost. The ScanPro microfilm scanner is available for viewing, manipulating, saving and printing images from the various types of library microforms.

## Research Assistance

Research assistance is available during most library hours in person or by phone at the Research Help Desk (410-548-5988) or online via e-mail or chat from the 'Research Help' link on the library home .

## Library Instruction for Your Courses

Research Services offers a full range of library instructional services tailored for your classes, including online and hybrid courses. To find out more about this program or to book a session for your class, please visit [www.salisbury.edu/library/instruction/](http://www.salisbury.edu/library/instruction/) or contact the instruction coordinator (410-548-5972) or your librarian liaison (see back page).

