

Creighton University School of Law
Klutznick Law Library / McGrath North Mullen & Kratz Legal Research Center

Collection Development Policy
(Revised February 15, 2012)

I. LAW LIBRARY MISSION STATEMENT

The primary mission of the Law Library is to evaluate, select, organize and provide meaningful access to information resources that support the instruction, research and service activities of Creighton University School of Law. Secondly, the Law Library supports the legal information needs of the University community, the local judiciary and practicing bar and the general public of the Omaha metropolitan area. Finally, the Law Library strives to achieve its mission in a safe and comfortable work environment for all library users.

II. PURPOSE

This collection development policy is designed as a guide to collection development procedures and principles employed by the Law Library in furthering its mission. It serves as a guide for librarians and others involved in collection decisions to select consistently library materials under established guidelines. This policy serves to inform the Law School and University communities of the character and scope of the Law Library collection and assists in establishing a basis for the allocation of acquisitions funds.

This document is intended to be fluid and flexible, recognizing that curricular changes as well as the availability and formats of legal materials may require regular review to serve better the information needs of the Law School. The collection development policy is reviewed on an annual basis.

III. SELECTION PROCESS

A. Responsibility

The Library Director is responsible for developing and maintaining the collection. This responsibility is shared with the Associate Law Library Director and Serials/Acquisitions Librarian. This group meets at least monthly to review selection processes and the acquisitions budget.

B. Sources of Information

Purchases are based on the following sources:

1. Requests and suggestions from the Law Faculty. All faculty requests will be honored unless the requested item closely duplicates existing material, or the cost or subject matter of the item is significantly beyond the scope of regular library purchases. In these cases, the Library Director will discuss the purchase

with the Faculty member and make the final decision. In unusual circumstances, with the approval of the Library Director, library materials may be permanently housed in faculty offices.

2. Requests and suggestions from Librarians, staff members, law students and other library users.
3. Vendor brochures, lists and catalogs, Hein Green Slips, Gaunt Letters and Yankee Book Slips are reviewed by the Serials/Acquisitions librarian and screened utilizing the collection criteria outlined in this policy. Titles are searched in the Library catalog to avoid duplication. Brochures and slips are routed to the Associate Director. Recommendations from the Associate Director are passed on to the Library Director for final decision. Typically, major purchase decisions are made as a group at the monthly acquisitions meeting, especially for high-priced or specialized materials.

C. Approval and Package Plans

1. Yankee Book Peddler Approval Plan: The Library receives, on approval, monographs that fit an established profile. That profile requires the monographs to be (a) classified in the KF (U.S. law) Library of Congress classification range, (b) published by an academic press, (c) at a professional or graduate reading level and (d) \$150.00 or less. The Serials/Acquisitions Librarian will review these items when they arrive and decide whether or not to retain them. Most items are retained.
2. ABA Package Plan: The Library receives the full package plan that includes over 50 periodicals and most ABA single title monographs.
3. Practicing Law Institute (PLI): The library subscribes to six Course Handbook Series subject areas: Corporate Law and Practice, Tax Law and Estate Planning, Real Estate, Litigation and Administrative Practice, Intellectual Property and Commercial Law and Practice.
4. NBI: The Library receives all Nebraska Seminar materials. The Serials/Acquisitions Librarian reviews the materials and decides whether or not to retain them.

D. Gifts

Gifts are considered using the following criteria:

1. The Library Director and Associate Director are authorized to accept library gifts.
2. The library reserves the right to decline all or any part of an offered donation.
3. If the library accepts a gift, it is clearly understood that the library reserves the right to catalog, display, or discard any portion of the gift.
4. Materials will not be accepted on indefinite loan.

5. The library will not place a monetary value on the items received, but will prepare an inventory of donated items and may direct the donor to entities that render such appraisals.
6. If the library declines a gift offer, a polite effort will be made to suggest alternative recipients or law book dealers who deal in used books.

E. Duplication

The Law Library avoids acquiring multiple copies of items unless high usage is shown or anticipated. Examples include: works authored or edited by faculty, hornbooks, nutshells, other study aids, Nebraska and federal primary materials, and a few highly used treatises.

IV. COOPERATIVE ACQUISITIONS

The Law Library participates in several cooperative resource sharing programs. The law library is affiliated with the *Mid-America Association of Law Libraries* and the *Law Library Conference of the Association of Jesuit Libraries* and collaborates with these groups on resource sharing programs, including interlibrary loan and group purchases. The Law Library also participates in interlibrary loan activities nationally using the OCLC interlibrary loan system.

The Law Library is one of three libraries on the Creighton University campus. The Law Library, Reinert Alumni Memorial Library and the Health Sciences Library share a common library catalog and participate in other cooperative activities such as allowing access to other library's subscription databases on and off campus. Unless demand requires otherwise, the Law Library avoids purchasing titles or other resources that are available at either of the other Creighton libraries. Law students and faculty have borrowing privileges at all Creighton libraries.

The Law Library makes use of the services of the Nebraska Library Commission. The Law Library's online subscriptions to *Books In Print* and *First Search* are made available to the Law Library without charge through the Library Commission.

The Law Library offers significant support to the local bench and bar through a partnership with the Douglas County Law Library. Attorneys and other local users who are paying members of the Douglas County Law Library may take advantage of an interlibrary loan and book shuttle service between the two libraries. All Creighton Law Library items, including items that normally do not circulate outside of the library, may be requested through the Douglas County Law Library. Items are delivered to the Douglas County Law Library through a shuttle service. Items may be checked out for three days with an option to renew.

V. LOCATIONS/COLLECTIONS:

NEBRASKA COLLECTION

This collection is a comprehensive collection of Nebraska legal material. Materials included in this collection are legislative, administrative, and judicial sources as well as KFN treatises and Nebraska Continuing Legal Education materials. (See Section X., on page 12, for the definition of Comprehensive Collection Level).

REFERENCE COLLECTION

The Reference Collection contains material readily available for answering reference questions. Included in this collection are some Nebraska treatises, directories and statistical material.

INDEX-REF

There are two distinct collections located in the Index Reference Area. One collection contains various indexes to legal materials and dictionaries. Another collection is the library's legal and law-related video collection. Many of the videos in this collection pertain to trial practice.

RESERVE COLLECTION

Included in this collection are items put on reserve by faculty, some of the more current Nebraska Continuing Legal Education materials and highly used Nebraska formbooks and treatises.

READING ROOM COLLECTION

Current state statutes are housed in the library's Upper Level Reading Room. Statutes are arranged alphabetically. Also located in the Reading Room are current newspapers and selected popular magazines.

RARE BOOK COLLECTION

The Rare Book Collection, located in the Venteicher Reading Room, is comprised of approximately 750 books and a variety of special documents. The collection is primarily British legal texts and treatises from the 16th to the 19th centuries. Access to the collection is by appointment only. Few new items are added to this collection. Those recently added have been gifts.

MICROFORM COLLECTION

Various materials have been published on microfiche or microfilm. Included in this collection are Nebraska legislative history (1937 – present), the complete CIS legislative history microfiche collection (1970 - present), United States Supreme Court Records & Briefs, state session laws, 19th Century Legal Treatises, and state bar journals.

HISTORICAL COLLECTION

The historical collection includes historical state and federal statutes & material. The law library will retain all true prior editions. Prior editions will be shelved by year.

- A. For Nebraska Revised Statutes and Nebraska Revised Statutes Annotated: the law library retains two copies of all volumes.
- B. For Iowa Code Annotated: the law library retains 3 issues of replaced volumes.
- C. For current compilations: the law library retains those volumes not in Hein's Superseded State Statutes microfiche. As Hein's Superseded State Statutes microfiche is received historical volumes will be withdrawn.
- D. For Nebraska court rules: the law library retains 2 copies of all court rules.

- E. For Court Rules other than Nebraska: the law library retains the current year in Reading Room, previous year in Historical, to be shelved at the end of the statutes.
- F. For the United States Code: the law library retains one copy in Historical.
- G. For the Uniform Laws Annotated: the law library retains all superseded volumes.

STUDY AIDS COLLECTION

This Collection contains study aids from the following series: Nutshells, Hornbooks, Concise Hornbooks, Concepts & Insights, Examples & Explanations, the Understanding Series, the Glannon Guide, the Inside Series, Mastering Series, Guide to..., Siegel's and Questions & Answers.

Study Aids are purchased according to the courses offered and by series. Five copies are ordered for required courses for the *Understanding, Nutshells and Examples & Explanations* series. Three copies are ordered for elective courses for the *Understanding, Nutshells and Examples & Explanations* series. Three copies are ordered for required courses for the other series. Two copies are ordered for elective courses for the other series. One copy of all Hornbooks and Nutshells is ordered for subject areas beyond the scope of the curriculum. When a new edition of a study aid is received the Acquisitions Assistant should consult with the Serials/Acquisitions Librarian as to how many copies should be purchased for the new edition. If the new edition is a first edition or the subject contents of the new edition differs significantly from the prior edition, the Acquisitions Assistant should consult with the Serials/Acquisitions Librarian as to how many copies to purchase.

VI. CRITERIA FOR THE SELECTION OF MATERIAL

Materials supporting the Law School curriculum and law faculty research interests have the highest priority in selection decisions. Other factors that affect selection decisions include, collection depth, quality, currency, format, price, language, and space considerations. Specific criteria for various types of material are listed below.

A. Monographs

Criteria used to evaluate all new monographs:

- Scholarly treatment of a subject is preferred over a practice orientation. Practice-oriented items are selected primarily through the PLI and ABA package plans and for Nebraska, Iowa and federal jurisdictions.
- Preference is given to university press titles.
- Whether the author is well known for previously published works or is an established expert in the field.
- The extent of coverage of the subject matter as described in the Subject Analysis (see section X.) or the degree to which the title complements related titles in the area.
- The availability of the title in other Creighton libraries or in other local sources.

– Casebooks or textbooks are generally not selected unless acquired as gifts. The library will typically add one copy of non-duplicative casebooks or textbooks received as gifts.

B. Periodicals

Criteria used to evaluate new periodical titles:

– Level of indexing: Whether the title is included in the *Index to Legal Periodicals and Books* and/or *Current Law Index (LegalTrac)*

– Academic Journals: The Library will subscribe to the primary journal from American Law Schools. For journals that are published in specific subject areas or jurisdictions the library will not subscribe to the journal if it is in HeinOnline unless the subject or jurisdiction is in research level areas of the law.

– Non-Academic Journals: The library will subscribe to selective well-known, high quality non-academic or practice-oriented journals that are in research level areas of the law.

– The Library subscribes to the complete Hein Bar Journal Service on microfiche.

– Preference is given to journals with long-term research value rather than those with mainly “current awareness” value. Current awareness newsletters are usually retained only for a specified time. (e.g., ABA Section Newsletters are retained for one year).

– A very limited selection of regional and national newspapers (e.g., *Des Moines Register*, *Chicago Tribune*, *New York Times*, *Washington Post*) and popular magazines (e.g., *Newsweek*, *New Yorker*, *Time*) are acquired for general and recreational reading but are not permanently retained.

C. Updated Material

Criteria used to evaluate materials that are regularly updated:

– Frequency, manner, and cost of updating.

– Scholarly treatment of a subject preferred over primarily practice-oriented or current awareness materials.

– Whether the area of law is collected at the instructional level or higher (see section X.).

– Whether the library subscribes to other updated materials in a subject area.

D. Government Documents

The Law Library is a designated selective depository for United States government publications. The librarian assigned responsibility for meeting the library's responsibility as a government depository will not less than annually review the library's selections, with emphasis on evaluating the increasing number of items available in electronic

format. Only those items that are relevant to the collection will be selected. The Library selects approximately 6% of government documents available through the depository program. Depository items are integrated into the main collection but are designated as government documents. As a designated depository the Law Library is required to meet the standards of the Federal Depository Library Program. The Law Library has depository-housing agreements with both the Reinert Alumni Library and the Health Sciences Library.

E. Electronic Resources

1. Selection Criteria: Electronic resources are evaluated using the same selection criteria previously outlined in this section. Although to a large extent the same criteria for selection can be used for content, electronic resources present unique issues that require additional selection criteria:

- Whether the resource offers a value-added enhancement to make it preferable over, or a significant addition to, the print equivalent.
- Whether the content is available in full-text.
- The flexibility and variety in the methods for accessing the content such as full-text, citation, and field searching.
- Whether the electronic content is more extensive than the print equivalent.
- Whether the content is available in other formats.
- Whether the resource offers more timely availability and is updated more frequently than the equivalent print resource.
- Whether the resource can be readily accessed through the library's catalog and/or web site.
- Ease of use.
- Whether the resource can be licensed to allow campus-wide access and/or home access, which is preferred over licenses limited to the Law School only.
- Whether the resource is web-based, which is preferred over CD-ROM or other locally installed formats.
- Whether the resource can be accessed through an Internet protocol (IP) address rather than through individual passwords.

2. Licensed Products: the Library has access to the following licensed electronic products:

- *American Lawyer*
- *Association for Conflict Resolution*
- *Barron's*
- *BNA Premier: Topical Databases*
- *CALI*
- *Casemaker*
- *CCH Intelliconnect*
- *Ch13online.com*
- *Chronicle of Higher Education*
- *Chronicle of Philanthropy*
- *Comprehensive Disability Law Service*
- *Courtroom View Connect (AudioCaseFiles)*
- *CU Libraries E-Journal Portal*
- *Current Index to Legal Periodicals*
- *Economist*
- *Eighteenth Century Collections Online - Law*
- *Environmental Law Reporter*
- *Fastcase*
- *Foreign Law Guide*
- *HeinOnline*
- *Index to Legal Periodicals*
- *Index to Legal Periodicals Retrospective*
- *International Encyclopaedia of Laws Online*
- *Law Journal Press Online*
- *Lawyers USA*
- *Law360*
- *LegalTrac*
- *Legal Scholarship Network*
- *Lexis*
- *LexisNexis Academic*
- *LLMC Digital*
- *Loislaw Treatise Library*
- *Making of Modern Law*
- *Making of Modern Law: World Trials 1600-1926*
- *Making of Modern Law: Primary Sources*
- *Making of Modern Law: Supreme Court Records & Briefs 1832-1978*
- *Matthew Bender Online*
- *Merriam Webster Unabridged Dictionary Online*
- *National Consumer Law Center Legal Practice Series*
- *National Law Journal*
- *Nebraska Child Support Calculator*
- *Nebraska Employ. Law Letter*
- *Nebraska Legal Forms*
- *New York Times*
- *PACER*
- *Proquest Congressional (including CRS reports & hearings from 2004 to present)*
- *Proquest Legislative Intent*
- *Religion Case Reporter*
- *RIA Checkpoint*
- *Rocky Mountain Mineral Law Foundation Digital Library*
- *Summon (Creighton Libraries Discovery Tool)*
- *Trusts & Estates*
- *Wall Street Journal*
- *Westlaw*
- *Westlaw for Patrons*

VII. FORMATS

A. Print

The library collects primarily single copies of books. The library usually will select soft cover version unless availability and accessibility dictate otherwise. The library will maintain multiple copies of high use titles. Such duplication may be reconsidered at any time based on declining use, better space allocation, and the availability of electronic resources.

B. Microform

Microfiche is preferred over microfilm. Microforms are selected when it is the only format available, when long-term preservation of the material is an issue or when space is an issue. Microfiche is selected also for archiving large collections of material (*i.e.*, legislative history material).

C. Audiovisual Material

Audiovisual material is collected in support of research and the curriculum. DVD is the preferred format. Very limited numbers of popular works are selected and only if they are law-related and thought to have enduring value.

D. CD-ROM

These materials are not actively collected unless it is the only format available for the material. Usually, a CD will accompany a print product.

E. Free Internet Resources

Web sites with relevant legal content that meet the library's criteria for selecting resources, make significant additions to the collection or assist researchers in locating and identifying legal materials are added to the library catalog and/or linked on the Electronic Resources page. In addition to the general criteria for selecting resources, the following guidelines are used to evaluate websites as candidates for inclusion in the library catalog:

1. Authorship/Sponsorship: Governmental agencies (federal and state), academic institutions, reputable advocacy groups, institutions or companies who are well established and are credible providers of content in their specialized areas.
2. Reputation and Quality: Sites that are known for accurate, comprehensive, focused material that are authoritatively authored, well edited and concisely presented over time.
3. Objectivity and Commerciality: Sites free from political bias or advocating a political position; sites that are not trying to sell a product.
4. Currency: The site is revised regularly, the links on the page work, are up-to-date and reliable.

5. Primary Legal Materials: Sites that contain significant access or links to primary legal instruments.

VIII. COLLECTION MAINTENANCE

A. Superseded Material

Maintenance of the collection is of equal importance to the building of the collection. Law collections are characterized by material supplemented by annual pocket parts, pamphlets, recompiled volumes, new editions, and looseleaf filings. The library has a responsibility to preserve a stable collection suitable for research, which may include the need for superseded material. Decisions are made on an item-by-item basis and depend on the judgment of whether the item is still of value to the collection and space requirements for retaining the material.

B. Withdrawal of Items

Material is routinely withdrawn from the collection if replacement volumes are published and received. Statutes, finding tools, encyclopedias, and multi-volume treatises are examples of the types of material that are typically updated by replacement volumes. However, when a new edition of a title is published, all volumes included in the prior editions will be retained. When a new edition of a study aid is published, prior editions are retained but the number of copies of the prior edition are reduced to one copy. Retention periods may be established for material that does not have lasting research value, such as current awareness newsletters, annuals and directories. Items may also be withdrawn on an item-by-item basis if they no longer serve a curricular or research purpose because of age, condition, or the existence of preferred alternatives. The required space is one factor to consider, but the research value of the item is the primary criterion used when deciding whether to withdraw or retain.

C. Replacement of missing items

The library will not automatically replace a missing item. Availability, the age and current value of the item, and whether newer similar materials on the same subject are in the collection are typical factors considered in replacement decisions.

IX. COLLECTION LEVELS BY JURISDICTION

1. FEDERAL

A. Legislative

1. Bills:

Fiche: 96th, 1st Sess. (1979) – 102nd, 2nd Sess. (1992)

Electronic Resources: LN Congressional: 101st, 1st Sess. (1989) – present

Free Internet Resources:

a. Thomas: 101st, 1st Sess. (1989) – present

- b. Library of Congress (American Memory):
 - (1) House bills: 6th Cong., 1st Sess. (1799) – 42nd Cong. (1873)
 - (2) Senate bills: 16th Cong., 1st Sess. (1819) – 42nd Cong. (1873)
- c. GPO Access: 103rd Cong. (1993) – present

2. Session Laws:

a. *United States Statutes at Large* (Stat.)

Print: v. 1 - present

Electronic Resources:

- (1) HeinOnline: v. 1 -120 (1789-2006)
- (2) LN Congressional: v. 1 – present
- (3) LLMC Digital: v. 1-120 (1789 – 2006)

Free Internet Resources:

- (1) Library of Congress (American Memory): v. 1-18 (1789-1875)
- (2) GPO Access: v. 117-120 (2003-2006)

b. *Statutes at Large of the Provisional Government of the Confederate States of America:*

Electronic Resources:

HeinOnline, Feb. 8, 1861 – Feb. 18, 1862.

3. Statutory Compilations:

a. *United States Code* (U.S.C.)

Print: 1934 – present

Electronic Resources:

- (1) HeinOnline: 1925-26 - 2006
- (2) LN Congressional: current edition

Free Internet Resources:

- (1) Cornell University Law School: current edition
- (2) US House of Representative: current edition
- (3) GPO Access: 1994, 2000, 2006

b. *United States Code Annotated* (U.S.C.A.)

print: (2 copies): current subscription

fiche: superceded volumes

c. *United States Code Service* (U.S.C.S.)

Print (2 copies): current subscription

d. *Earlier codification of federal law.*

Revised Statutes of the United States.

Print: 1873-1874, supplement vol. 1 (1874-1881), supplement v. 2, number 9 (1899-1904)

Fiche: 1873-1874 (1st ed. and 2nd ed.), supplement (1891-1900) in early federal laws, supplement (1881-1893). Hein Early American Laws

Electronic Resources:

- (1) HeinOnline:
 - (a) Revised Statutes of the United States 1st Edition (1875)

(b) Revised Statutes of the United States 2nd Edition (1878)

4. Legislative History:

a. CIS Legislative History service:

Fiche: 1970 - present

Paper indexes: 1970-present

Electronic Resources:

LN Congressional: 1999 – present

LN Digital Hearings Collection: 2004 - present

b. Serial Set:

Print: 92nd Cong. 1st Sess. (1971) - 95th Cong. 2nd Sess. (1978)

Free Internet Resources:

(1) Library of Congress (American Memory), 23rd Cong. (1833) – 64th Cong. (1917)

(2) GPO Access:

(a) Selected documents, 104th Cong. (1994-1995) – present

(b) Numerical lists of documents and reports, 85th Cong., 1st Sess. (1957-1958) – 109th Cong., 2nd Sess. (2005-2006)

(c) Schedule of serial set volumes, 100th Cong., 1st Sess. (1987-1988) – 109th Cong., 2nd Sess. (2005-2006)

c. House and Senate Reports

Fiche: 96th Cong. 1st Sess. (1979) – 107th Cong. (2001)

Electronic Resources: LN Congressional, 91st Cong. 2nd Sess. (1970) - present

Free Internet Resources:

(1) Thomas: 104th Cong. 1st Sess. (1995) – present

(2) GPO Access: 104th Cong. (1995) – present

d. Journals of the Continental Congress (1774-1789)

Print: v. 1-34 (1774-1789)

DVD: v. 1-34 (1774-1789)

Electronic Resources: HeinOnline: v. 1-34 (1774-1789)

Free Internet Resources:

(1) Library of Congress (American Memory): v. 1-34 (1774-1789)

(2) Yale Law School (The Avalon Project): v. 1-34 (1774-1789)

e. Debates and Proceedings in the Congress of the United States (Annals of Congress), 1st Cong. 1789 - 18th Cong. 1st Sess. 1824

Print: v. 1-42 (1789-1824)

Fiche: v. 1-42 (1789-1824)

Electronic Resources: HeinOnline: v. 1-42 1st Cong. (1789) – 18th Cong. 1st Sess. (1824)

Free Internet Resources:

Library of Congress (American Memory): v. 1-42 (1789-1824)

f. Register of Debates in Congress, 18th Cong. 2nd Sess. 1824 - 25th Cong. 1837

Print: v. 1-14 (1824-1837)

Fiche: v. 1-14 (1824-1837)

Electronic Resources: HeinOnline: v. 1-14 (1824-1837)

Free Internet Resources:

Library of Congress (American Memory): v. 1-14 (1824-1837)

g. Congressional Globe, 1833 - 1873

Print: 1833-1873

Electronic Resources: HeinOnline: 1833-1873

Free Internet Resources:

Library of Congress (American Memory): 1833-1873

h. Congressional Record

Print: 89th Cong. 1st Sess. (1965) – present

Fiche: 43rd Cong. (1873) - 88th Cong. (1964)

Electronic Resources:

(1) HeinOnline: 43rd Cong. Special Sess. (1873) – 108th Cong. 2nd Sess. (2004)

(2) LLMC Digital: 1873 – 2004

Free Internet Resources:

(1) Library of Congress (American Memory): 1873-1875

(2) GPO Access: The History of Bills lists legislative actions on bills that are reported in the Congressional Record. It is part of the print Congressional Record Index, v. 129 (1983) – 154 (2008)

i. Congressional Record, Daily edition

Print: v. 128 (1982) - present

Fiche: v. 135 (1989) - present

Electronic Resources:

(1) HeinOnline: v. 140 (1994) – present

(2) LN Congressional: v. 131 (1985) – present

Free Internet Resources:

(1) Thomas: v. 135 (1989) – present

(2) GPO Access:

(a) v. 140-155 (1994-2009)

(b) Index: 1983-2009

j. Congressional Record, Permanent edition

Print: v. 111 – 124 (1965 – 1978)

Fiche: v. 1-110 (1873-1964), v. 123-149 (1977 – 2003)

Electronic Resources:

(1) LN Congressional: v. 1 (1873) - present

(2) LLMC: v. 1- (1873) - present

Free Internet Resources:

(1) GPO Access: v. 145-147 (1999 - 2001)

(2) Library of Congress (American Memory): v. 1-3 (1873-1875)

k. United States Code Congressional and Administrative News (U.S.C.C.A.N.)

Print: 1941 – present

B. Administrative

1. Code of Federal Regulations:

Print: Current and one prior year

Fiche: 1931 - present

Electronic Resources:

a. HeinOnline:

(1) CFR: 1938-2008

(2) CFR – LSA: 1960-1980

(3) CFR – Compilation of Sections Affected: 1949-2000

b. LN Congressional: 1981 – present

Free Internet Resources:

a. Cornell University Law School: Coverage includes the most recent version of the CFR published online by the GP

b. GPO Access: 1996 – present

2. Federal Register:

Print: v. 54 (1989) – present

Microfilm: v. 1 (1936) – v. 47 (1982)

Fiche: v. 47 (1982) – present

Electronic Resources:

a. HeinOnline: FR and Indexes, v. 1 (1936) – present

b. LN Congressional: v. 45 (1980) – present

Free Internet Resources:

GPO Access: v. 59 (1994) – v. 74 (2009)

C. Judicial

1. United States Reports

Print: 1754 – present

Electronic Resources:

a. HeinOnline: 1754-present

b. LLMC Digital: 1754-2006

Free Internet Resources:

a. Supreme Court of the United States web site: 1991-present

b. Cornell University Law School: 1990 – present.

c. GPO Access: 1) 1937-1975

2) 1992-2000

2. Supreme Court Reporter

Print: 1754-present

Electronic Resources: LLMC Digital: 1882 – 1921.

3. United States Reports, Lawyers Ed.

Print: First series 1790-1955; second series, 1956 –present

4. Supreme Court Records & Briefs

Microfilm: 1832-1880

Fiche: 1940 – present

Electronic Resources: Making of Modern Law: US Supreme Court Records and Briefs, 1832-1978

Free Internet Resources:

1. ABA Preview: 2003 – present

2. NEBRASKA

The Law Library collects Nebraska materials at a comprehensive level.

A. Legislative

1. Bills:

Print: 84th Legislature, 1st Session, 1975 – present

Fiche: 1971-2002 unpassed (1 copy)

CD-ROM: 2003-04, 2005-06, 2007-08 unpassed bills (3 copies)

Free Internet Resources: Nebraska Legislature: 96th Legislature (1999-2000) – present.

2. Session Laws:

Print: 1861 - present

Fiche: Hein's Session Law Service - 1855 - present

Electronic Resources: HeinOnline: 1995 - present

3. Statutory Compilations:

a. Revised Statutes of Nebraska:

Print: 4 copies of current volumes, 2 copies of previous volumes in Historical

Fiche: Hein's Superseded State Statutes

Free Internet Resources: Nebraska Legislature

b. Revised Statutes of Nebraska Annotated

Print: 4 copies of current volumes, 2 copies of previous volumes in Historical

c. West's Revised Statutes of Nebraska Annotated

Print: 3 copies of current volumes, 2 copies of previous volumes in Historical.

4. Legislative History:

Committee hearings and floor debates: Microfilm: 1937 - present

B. Administrative

1. Regulations:

Nebraska Administrative Code

Print: one copy of the current code

Free Internet Resources: Nebraska Secretary of State web site

2. Attorneys General Opinions

Print: 1877-1980

Microfilm: 1877-1978

Fiche: 1977-1998

Free Internet Resources:

a. Official Nebraska Government Website (1981 – present)

b. LLMC Digital (1891 – 1976)

C. Judicial

1. Reports:

a. Nebraska Supreme Court

Nebraska Reports

Print: v. 1-270 (1871 – 2006). 2 copies

Electronic Resources: LLMC Digital: v. 1 – 108 (1871 – 1922)

Free Internet Resources: Nebraska Judicial Branch web site: Advance sheets, most recent 90 days

b. Nebraska Court of Appeals

Nebraska Appellate Reports

Print: v. 1 – 13 (1992 – 2005) 2 copies.

Free Internet Resources: Nebraska Judicial Branch web site: Advance sheets, most recent 90 days

2. Briefs: Nebraska Supreme Court and Court of Appeals: The Library maintains an extensive collection of briefs submitted to the Nebraska Supreme Court and Court of Appeals. They are received directly from the Court. The Library receives most briefs, but gaps do exist when the Court does not have sufficient copies.

D. Practice Material and Continuing Legal Education

The Library will collect one or more copies of publications related to the law and legal systems of Nebraska

3. OTHER STATES

A. Iowa: The Library's close proximity to the State of Iowa warrants a higher level of collection emphasis than with other states. In addition to the primary materials for the State of Iowa, the Library collects selected secondary materials published relating to Iowa law and practice.

B. Legislative

1. *Statutory compilations for all 50 states*

Print: Except for Nebraska, 1 copy of current volumes

Fiche: Hein's Superseded State Statutes

2. *Session laws for all 50 states*

Fiche: Hein's Session Law Service

Electronic Resources: HeinOnline - all 50 states, plus D.C., Puerto Rico, and the Virgin Islands. Coverage varies

C. Judicial

1. *Case law is available for all 50*

Print: National Reporter System

Electronic Resources: LLMC Digital

Free Internet Resources: State courts by jurisdiction link – Cornell University Law School

2. *The Library maintains state official reporters for pre-National Reporter System case law.*

D. Digests

The Library subscribes to the following digests: Decennial digests, All federal digests, all regional digests currently published, state digests for Nebraska and Iowa.

E. Jury Instructions

The Library subscribes to jury instructions for Nebraska.

X. COLLECTION LEVELS BY SUBJECT

Comprehensive level: A subject area in which the Library attempts to collect all academically-oriented English language works. This includes serial publications, major looseleaf services, as well as monographic literature. Collection activities at this level will include some practice-oriented and popular literature but not all titles published with this orientation.

Research level: A subject area that includes the major published source materials required for faculty and independent research. It is intended to include all important reference works and a wide selection of monographs, specialized journals, and access to specialized electronic resources. Older material is retained for historical research. A research-level legal collection collects enough materials to allow for extensive research. However, not all looseleaf services need to be collected if they are duplicative.

Instructional level: A subject area that supports the law school curriculum, or sustained independent study, at a level that is adequate to maintain the knowledge required for limited or generalized purposes, of less than research level intensity. An instructional legal collection includes primary sources, important monographs, selected looseleaf treatises, a selection of specialized journals, electronic resources, and one or two looseleaf services in the field. It includes practitioners' material essential to the area.

Basic level: A collection of general materials that introduces and defines a subject. It may include selected editions of important works, electronic resources, selected practice materials, and major periodicals in the minimum number that will serve the purpose.

SUBJECT ANALYSIS

Administrative Law

Level: Research

Scope note: Covers the form and organization of administrative agencies. Also, covers the body of law created by administrative agencies in the form of rules, regulations, orders and decisions to carry out regulatory obligations. The topic of regulated industries involves the study of government economic regulation and deregulation in areas such as transportation, telecommunications, and utilities.

Admiralty

Level: Basic

Scope note: Covers the transport of persons and goods by sea or waterway and the private law rights and obligations connected with ships and other vessels.

Alternative Dispute Resolution

Level: Research

Scope note: Covers arbitration, mediation, negotiation, and other alternatives to litigation.

Antitrust & Trade Regulation

Level: Instructional

Scope note: Covers the study of both federal and state statutes that proscribe unlawful restraint on trade and commerce and the actions taken by the Federal Trade Commission.

Arts, Entertainment & Sports

Level: Basic

Scope note: Covers various legal aspects of Arts, Entertainment and Sports, including contracts, negotiations, intellectual property and preservation.

Aviation

Level: Basic

Scope note: Covers the governance of airspace, litigation of aviation cases, and aviation tort law.

Banking, Financial, and Investment Law

Level: Research

Scope note: Covers federal and state regulations that govern financial institutions and their related businesses. Regulations exist at both the federal and state level and cover traditional notions of commercial and investment banking as well as savings and loan associations and thrift institutions.

Bankruptcy

Level: Research

Scope note: Study of the rights and obligations between debtors and creditors and the resolution of conflicts between them, including discharge or exemptions of those obligations. Covers all forms of bankruptcy, including Chapters 7, 11, and 13.

Biography

Level: Instructional

Scope note: Covers works about the lives and professional experiences of judges and lawyers.

Business Associations

Level: Research

Scope note: Covers state and federal laws pertinent to corporations, partnerships and other business entities. Covers the organization, financial structure, governance and dissolution of business entities, as well as relevant portions of Federal Securities law impacting the entity. Includes Limited Liability Companies, Nonprofit Organizations and Professional Corporations.

Civil Procedure

Level: Research

Scope note: Covers methods, procedures, and practices used in civil litigation. This is a procedural area of law that provides rules regarding motion practice, discovery, venue and jurisdiction, as well as other procedures necessary to maintain the smooth operation of civil litigation.

Civil Rights

Level: Instructional

Scope note: Covers rights guaranteed by the U.S. Constitution including freedom of the press, speech and religion. Also, includes Federal Civil Rights legislation that addresses principles of equality in areas of race, gender, and disability.

Commercial Law

Level: Research

Scope note: Commercial law is a broadly defined area that includes consumer law, UCC, sales, leases, negotiable instruments, secured transactions, licensing, franchising, and any other area dealing with the regulation of trade and commerce.

Comparative Law

Level: Instructional

Scope note: Study and comparisons of legal traditions and systems of the nations of the world.

Computer Law

Level: Instructional

Scope note: Covers software applications and licensing, technology development, law of the Internet, and privacy. The Library is actively collecting in this area as the subject area develops.

Conflict of Laws

Level: Research

Scope note: Covers the rules that determine the applicable law in civil actions with multistate elements. Also, covers constitutional limitations on state choice-of-law rules and systems.

Constitutional Law

Level: Research

Scope note: Covers all aspects of constitutional study including separation of powers, the judicial function in constitutional cases, powers of state government, rights, privileges and immunities, due process, and equal protection.

Construction Law

Level: Basic

Scope note: Covers legal aspects of construction and architecture, including issues of liability, contract specifications, subcontractors, and liens.

Contracts

Level: Research

Scope note: Covers fundamental principles governing the formation, interpretation, performance, and enforcement of contracts.

Courts

Level: Instructional

Scope note: Covers the administration, history, and function of federal and state courts.

Criminal Law & Procedure

Level: Research

Scope note: Covers substantive criminal law and criminal procedure. Includes criminal justice, capital punishment, juvenile delinquency law, fraud, habeas corpus and law enforcement.

Disability Law

Level: Basic

Scope note: Covers all legal aspects of disability law, including mental health law.

E-Commerce

Level: Instructional

Scope note: Covers all aspects of doing business electronically, including business planning, intellectual property, and taxation. The Library is actively collecting in this area to achieve a research level.

Economics and the Law

Level: Basic

Scope note: Covers the interdisciplinary aspects of law and economics.

Education Law

Level: Instructional

Scope note: Covers school law issues including rights of students and educators, constitutional law issues and other issues related to public and private education.

Elder Law

Level: Instructional

Scope note: Covers the social aspects, ethics and medical treatment of the elderly. Includes estate planning, living wills, arrangements for long term care, and social security.

Environmental Law

Level: Research

Scope note: Covers legal principles and Federal and State programs that govern the allocation, use and protection of natural resources. This area includes the law of minerals and oil & gas. Also includes laws and agreements to protect the environment at the international level. This level for international environmental law is at a basic level but will develop to instructional level as more sources are acquired.

Estate Planning

Level: Instructional

Scope note: Covers the planning for lifetime and testamentary wealth and the transmission in the context of common estate planning models. Includes planning and drafting techniques related to Federal estate and gift and generation skipping transfer taxes.

European Union

Level: Instructional

Scope note: Covers the law and policies of the European Union.

Evidence

Level: Research

Scope note: Covers the Federal rules that relate to the admissibility and presentation of evidence during trial. This area also covers the theory underlying the existence and development of evidence rules in the American legal system.

Family law

Level: Research

Scope note: Generally speaking, family law covers all aspects of the marital relationship: marriage requirements, property rights in marriage, antenuptial agreements, unmarried cohabitation, divorce procedures, and settlement. It also covers the relationship between parents and children. This includes adoption procedures and requirements, rights to in vitro fertilization, fetal and child custody rights, respect by the courts of parental authority, child abuse, child support from parents and the state, and the legal interactions between the family and the state as they affect children. Discrimination issues related to domestic property, marriage, divorce, custody, and support are within the scope of this subject area. International aspects of family law are also included.

Foreign Law

Level: Basic

Scope note: Emphasis is placed on English speaking common law nations. For all other countries only a few introductory texts are collected.

Active subscriptions for British legal materials include: *All England Law Reports and Selden Society Publications*..

Government Contracts

Level: Basic

Scope note: Covers the contracting and procurement procedures used by and through the United States Government.

Health Care, Medicine & the Law

Level: Instructional

Scope note: Covers legal and financial structure of health care institutions. Also includes bioethics, and the keeping of health care costs within affordable limits while ensuring reasonable patient access to care of acceptable quality. Covers the law governing AIDS and other infectious diseases, biotechnology, right to life issues, cloning, medical ethics and euthanasia.

Human Rights

Level: Basic

Scope note: Covers the protection of individuals and groups against violations by governments of their internationally guaranteed rights, and with the promotion of those rights.

Immigration Law

Level: Instructional

Scope note: Covers all aspects of immigration law and the history of United States immigration legislation and policy.

Insurance Law

Level: Research

Scope note: Covers the interpretation and application of various kinds of insurance such as life, accident, liability and property insurance. Also, covers the rights of various persons who have an interest in the policy such as beneficiaries or assignees.

Intellectual Property

Level: Research

Scope note: Covers all aspects of copyright, patent and trademark law and the procedures for complying with each. Includes statutory regulations and case law, as well as agency decisions. Also, includes the rights of others to use the material and the rights of owners.

International Business Transactions

Level: Instructional

Scope note: Covers international aspects of business organizations and corporations, as well as doing business in foreign countries.

International Law

Level: Instructional

Scope note: Covers the establishment of mutually agreed upon rules, respecting the nature of sovereign states and their fundamental rights and obligations. Includes the legal relations of states and the law governing foreign transactions of individuals and corporations. Covers the establishment and function of international institutions such as the International Court of Justice and the United Nations. Basic instructional materials on foreign jurisdictions are included.

Jurisprudence

Level: Instructional

Scope note: Covers all aspects of legal philosophy and legal theory.

Labor & Employment Law

Level: Research

Scope note: Covers the study of labor and management relations, obligations owed to each other under federal law, protection of individual rights, and the settlement process for dispute resolution. Also, includes the enforcement of individual rights, labor arbitration, discrimination, and disability in the workplace.

Land Use Law

Level: Research

Scope note: Covers all aspects of land use planning and zoning.

Legal Education

Level: Research

Scope note: Covers trends in legal education and the training of lawyers.

Legal History

Level: Instructional

Scope note: Covers the history and development of legal systems. Emphasis is placed on the history of common law but also includes civil law.

Legal Profession

Level: Research

Scope note: Covers materials on law firms and the development of the profession in the United States and current trends in law office management.

Legal Research & Writing

Level: Instructional

Scope note: Covers material on both general and specialized legal research and all aspects of legal writing and analysis, including brief writing and oral advocacy.

Legislation

Level: Instructional

Scope note: Covers the system of principles that govern the political process that must be undertaken to accomplish legislative activities. Includes material on drafting statutes and their interpretation by the judiciary.

Media law

Level: Instructional

Scope note: Covers the law of mass media including First Amendment and privacy issues.

Medical Malpractice

Level: Instructional

Scope note: Covers all aspects of the tort law of medical malpractice.

Military law

Level: Basic

Scope note: Covers the law of military personnel and facilities. Includes material on national defense and security.

Municipal law

Level: Instructional

Scope note: Covers the creation and constitutional control of states and localities, including acquisition of property by annexation, purchase and condemnation, financial affairs, and zoning.

Native American Law

Level: Instructional

Scope note: Covers tribal court structures, federalism questions, gaming, and hunting rights. Also, includes major federal legislation on the rights of Native American tribes and individuals.

Professional Responsibility

Level: Research

Scope note: Covers the nature of the legal profession and topics such as conflicts of interest, confidentiality and secrets, advertising, and the solicitation of clients. Includes material on the Code of Professional Responsibility and the Model Rules of Professional Conduct.

Property

Level: Research

Scope note: Covers the basic concepts of the law of personal and real property. Includes common law and statutory land interests, future interests, conveyances of real property, landlord tenant relationships, easements, leases, and real estate finance.

Religion & the Law

Level: Research

Scope note: Covers aspects of the relationship between law and religion. Also covers aspects of freedom of religion as well as Canon law, Jewish law, and Islamic law.

Remedies

Level: Instructional

Scope note: Covers the nature and scope of relief to be given to a plaintiff after appropriate procedures have been conducted in court. Major categories of remedies include restitution, damages, equitable remedies, and injunctive relief.

Securities

Level: Research

Scope note: Covers securities legislation and rules regarding disclosure requirements, and the regulation of securities and those who sell securities.

Social Security Law

Level: Instructional

Scope note: Covers all aspects of social security law including Medicare, Medicaid, social security disability, and pensions.

Taxation

Level: Research

Scope note: Covers the underlying principles of the federal tax code and its application to specific transactions. This area includes individual taxation, corporate taxation, taxation of exempt organizations, international taxation, gift and estate taxation, and state taxation.

Torts

Level: Research

Scope note: Covers the civil liability for intentional, negligent or faultless conduct, which causes harm to persons or property. Includes products liability, personal injury, and business torts.

Trial Practice

Level: Research

Scope note: Covers the preparation of civil litigation in courts of general jurisdiction from the pleading stage through jury verdict, including practice in *voir dire*, opening statements, direct and cross examination of witnesses, and summation.

Trusts & Estates

Level: Research

Scope note: Covers wealth transfers, primarily those arising at death from a property perspective. Includes the law of intestacy, wills, trusts, and probate.