



School of Law
UNIVERSITY OF GEORGIA

Digital Commons @ University of
Georgia School of Law

COVID-19 Pandemic Archive

Archives

7-28-2020

Law Library Reopening Video, Fall 2020

Rachel S. Evans

University of Georgia School of Law, rsevans@uga.edu

Geraldine R. Kalim

University of Georgia School of Law, gkalim@uga.edu

Recommended Citation

Evans, Rachel S. and Kalim, Geraldine R., "Law Library Reopening Video, Fall 2020" (2020). *COVID-19 Pandemic Archive*. 3.

<https://digitalcommons.law.uga.edu/covid/3>

This Article is brought to you for free and open access by the Archives at Digital Commons @ University of Georgia School of Law. It has been accepted for inclusion in COVID-19 Pandemic Archive by an authorized administrator of Digital Commons @ University of Georgia School of Law. [Please share how you have benefited from this access](#)
For more information, please contact tstriepe@uga.edu.

2020 Reopening Video Script

For returning students, faculty & staff

We're excited to welcome students, faculty and staff back into the library for Fall 2020. A lot has changed since our closure in March. This video will share the new policies and procedures in place at UGA Law Library to keep everyone safe and healthy when visiting the facility, accessing our resources, or using our services. Here we go!

The library is now accepting items for return. Before entering the building, all items you plan to return should be placed in the book drop just outside the library entrance. Two hour course reserves will not be used. Instead items on course reserve will be due one hour before closing on the day of check out. Reserve items will be quarantined for 72 hours before re-circulating, and all other returned items will be unavailable for 96 hours to allow time for quarantining and reshelving.

Library facility hours this fall will be Monday through Thursday from 7 am to 9 pm. Fridays from 7 am to 7 pm, Saturdays from 9 am to 5 pm and Sundays from 1 pm to 9 pm.

When you first enter the building remember to wear a mask at all times, and to socially distance yourself by at least 6 feet from those around you - and we will do the same. Be mindful of signage including new floor signs with reminders and directional cues for traffic flow.

To ensure social distancing is possible, a counting device is being utilized to monitor the number of people in the library at all times. This will keep our total library capacity around 170 individuals.

In the reading room, unavailable chairs will be marked with twine to limit the number of people at tables. Please be mindful of this when you select a seat.

Lexis printers, the WEPA print stations, and the green photocopier will be available. However, in smaller spaces like the print room, we are limiting the number of individuals. Commonly shared office supplies such as staplers have been removed.

Some services have changed, including reference and circulation. For reference, we will not be staffing the reference desk physically, however virtual reference services are available Monday through Friday from 9 AM to 6 PM throughout the semester. You can contact reference by email, chat, or make a video consultation by appointment in Zoom.

For access to the ½ a million items in our library collection, we will continue to circulate items - but strongly encourage all faculty, staff and students to request items online rather than browsing the book stacks to retrieve items yourself.

Visit GAVEL.LAW.UGA.EDU to search for and locate an item. Once you do, use the "request item" button located at the top of item pages, and enter your UGA my ID and password. This will notify our access services team who will retrieve items for you from the stacks.

When items are available, you can pick them up from the table located near the front of the library. Items will be in bags and marked with your name.

Food is not allowed in the library. Restrooms will remain open in the library, and most are single occupancy. Multi-stall restrooms located on the annex 2nd floor will now include hands free door pulls.

Seven stations with sanitizing wipes will be available throughout the library, and vinyl placemats will be placed on the reading room wood tables to make cleaning these surfaces more efficient. Each evening UGA's facility management division will perform a thorough cleaning of the library's public spaces.

Should you need to speak with a librarian or staff member in person, the circulation desk now features plexi-glass screens as a precautionary barrier. If you have any questions or concerns about any of our policies, procedures, services or resources please get in touch with us! Contact someone in circulation at lawcirc-l@listserv.uga.edu or reference at lawref@uga.edu.

Thank you for watching our video. As the semester progresses we recommend checking our website regularly for the most up to date hours and services by visiting law.uga.edu/library. We look forward to seeing and hearing from you soon!