

Your Library Liaison



Jodie Borgerding, MLS

Instruction & Liaison
Services Librarian

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Fax: 314-963-6082

Emerson Library - Office: #221

**Contact Jodie to arrange a
library instruction session for
your classes.**

Helpful Phone Numbers

Circulation Desk: 314-968-6952
Reference Desk: 314-968-6950
Toll Free: 1-800-985-4279
Faculty Development Center x.8683

Mailing Address

Emerson Library
Webster University
470 East Lockwood Ave.
St. Louis, MO 63119



Emerson Library Regular Fall/Spring Hours

Monday-Thursday: 8 am - 12 am
Friday: 8 am - 8 pm
Saturday: 8 am - 8 pm
Sunday: 12 noon - 12 midnight

Reference Desk Hours

Monday-Thursday: 9 am - 10 pm
Friday: 9 am - 5 pm
Saturday: 10 am - 5 pm
Sunday: Noon - 10 pm

Hours change for holidays and breaks. Call
the Circulation Desk at (314) 968-6952.

<http://library.webster.edu>

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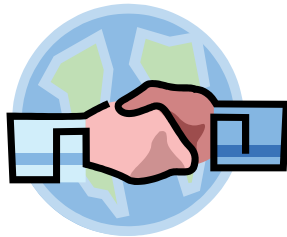
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Liaison Services

Each professional librarian is assigned to one or more academic departments. I work with the faculty in my department to:

- Build a quality library collection to meet departmental needs.
- Promote information literacy
- Provide general assistance with finding information for research or teaching projects
- Serve as a resource for questions or concerns about the library



Ordering New Materials

Each year, the library allocates a percentage of the library's budget to be used by your department to purchase books, electronic books (e-books), DVDs, and other media to support your teaching and learning. Previews of media materials may be appropriate and available under certain circumstances.

Contact me to request items for purchase for the library's collection.

Spending Deadlines

The following deadlines help to ensure that orders are placed in time to expend all funds by the end of the fiscal year:

- ☞ By **Nov. 15**, 50% of your library budget should be encumbered or spent
- ☞ By **Jan. 31**, 75% of the budget
- ☞ By **Mar. 1**, 100% of the budget

Faculty are encouraged to select items for the collection **year-round**. The date the order is submitted to the library determines which FY budget is charged.

Professional & Trade Periodicals

The library subscribes to about 25,000 periodical titles in print and/or electronically through our databases. You may browse or search the [*Journal Magazine Newspaper A-Z List*](#) to see if a journal is available in the library or online.

New periodical subscriptions are considered in the spring. Please let me know if there are any titles you would like the library to consider. Subscriptions are purchased from a central fund rather than by the department.



Updated August 2009

Online D

Some of the support res include:

- ATLA
- ATLAS
- Encycl
- Religio
- Routle

View an A listings at [h databases/d](#)

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The library your teachin

- Interlib
- E-reser
- Turnitin

Learn more [http://library](#)