



MADN-LIB

31 August 2015

Library Policy Operating Memorandum No. 3.6.8

**USMA Library Support Statement
Department of History**

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1. PURPOSE:

To assist Department of History in its goals, the USMA Library will seek to advance the intellectual development of all cadets enrolled in the core courses and the department's disciplinary stems. The Library will enhance the intellectual foundation for the continued development of faculty and the lifelong learning of graduates.

2. INFORMATION LITERACY OBJECTIVES AND OUTCOMES FOR MAJORS:

We recognize the importance of educating cadets and faculty to be competent and astute users of information.

As coursework for Department of History majors culminates in a senior thesis or capstone course that synthesizes the skills and knowledge gained through their studies, the library seeks to ensure that cadets completing their major within Department of History exhibit strong information literacy and research skills in support of their academic work. To that end, the library liaison to Department of History will design and manage a program to offer both generalized and targeted information literacy instruction to cadets enrolled in both its core and advanced courses. This program should include direct instruction by library staff and indirect instruction through regular classroom faculty who are equipped to teach these skills.

SKILL

Navigate the USMA Library website and gain basic information about library policies and services.

Conduct focus searches using Scout.

Understand the difference between ConnectNY and Interlibrary Loan





Gain a familiarity with the with the USMA databases.

Cadets in all Department of History courses use Chicago as the style format for citing their sources and for arranging their bibliographies. The Chicago manual of style (16th ed.) is available at <http://0-www.chicomanualofstyle.org.usmalibrary.usma.edu/16/contents.html>. Cadets should be fully literate in this citation style. Cadets should also be aware of citation management programs.

3. **RESOURCES FOR HISTORY:**

Textual media is the primary conveyance for historical thought. The Library emphasizes the provision of:

- Primary and other contemporary source material
- Scholarly and other professionally-prepared monographs and articles
- Other forms and formats can be acquired if needed.

Acquisitions involving substantial budget impact (through gross dollar value or continuing subscription or maintenance expense) require clear justification. The Library needs an understanding of how the material would be incorporated in Cadet instruction in order to prioritize acquisition. We'd be especially interested in which course or courses would use the material, the extent and frequency of required or recommended use, and the likelihood that the material would continue to be used into the future.

Scout is the primary resource for description and access to the Library's collections. Material not covered in Scout is described by the Library's catalog and research guides.

The Library's collections are primarily Internet-based. Major components include:

- HathiTrust open-access material
- JSTOR journals and books
- Ebrary Academic Complete.

The Library's Special Collections and Archives Division houses original source material, chiefly involving the Academy and its graduates. Parts of these are available online.

4. **EXISTING OR PROPECTIVE GIFT SUPPORT:**





Cold War fund for related library resources

5. **LIAISON ENGAGEMENT:**

The liaison's primary role is to support the Department of History through library instruction and the development of bibliographic and information literacy aids.

The liaison will meet with the Department of History library officer monthly and as necessary. The liaison will assist the Library officer with integrating library materials into the curricula.

6. **DUTIES OF THE LIBRARY LIAISON:**

- a. Meet with Department's Library Officer at the beginning of the academic year to review the academic support statement and make changes if necessary.
- b. Update the Department of History library officer with current library events.
- c. Receive syllabus for core courses so the liaison librarian can keep abreast of course content.
- d. Receive deadlines for major assignments so the library can staff accordingly and prepare for classes.
- e. Prior to the beginning of each semester, meet with Library Officer to discuss library skills classes to be taught to History students. The library welcomes all suggestions for classes.
 - A night class on how to use ILL and Connect NY
 - Two night classes focusing on library resources relevant to students enrolled in History courses.
 - Schedule new instructor orientation with the Library Officer

7. **POTENTIAL PROJECTS FOR THE LIBRARY LIAISON:**

Create or acquire materials for personnel attending staff rides.

Create a display of articles/books published by the staff and faculty of the Department of History. The intent is to showcase scholarship of the Department of History.





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Collaborate with faculty to create LibGuides focusing on areas of instruction.

8. **EXPIRATION:** This policy is effective until superseded or rescinded.

CHRISTOPHER D. BARTH
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