

MACMILLAN LAW LIBRARY.

MacMillan Law Library records, 1941-2017

Emory University
Emory Law Archives
Hugh F. MacMillan Law Library
1301 Clifton Road
Atlanta, GA 30322
404-727-0059

Descriptive Summary

Creator: MacMillan Law Library.
Title: MacMillan Law Library records, 1941-2017
Call Number: L-025
Extent: 5.5 linear ft. (11 boxes)
Abstract: Administrative records of the Emory University MacMillan Law Library including library construction documents, self-study records, mission statement and other information; library guides and other printed materials; student surveys and usability tests; and a small collection of photographs and audio visual materials.
Language: Materials entirely in English.

Administrative Information

Restrictions on Access

Access to gift records files restricted; no other restrictions.

Terms Governing Use and Reproduction

All requests subject to limitations noted in departmental policies on reproduction.

Related Materials in This Repository

L-003 - Emory Law School annual report; L-005 - Emory Law School self-study records; all collections of Emory Law School dean's office files.

Source

Transfer.

Citation

[after identification of item(s)], MacMillan Law Library records, Emory Law Archives, Hugh F. MacMillan Law Library, Emory University.

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Processing

Processed Nancy Hall Watkins, 2009. Additions processed by Clayton McGahee, 2013-2017, and Emily Corbin, 2018.

Collection Description**Administrative History**

The Hugh F. MacMillan Law Library was established in September of 1916 with the opening of the Lamar School of Law of Emory University. Due to limited funding, donations of "most any kind of law book" were requested. The first professional librarian was hired in 1940. Enrollment declined drastically due to World War II, but rose again after the war when many veterans returned to complete their degree work. Space became a crucial issue for the next two decades and finally in 1972 a new building for the Law School and Library was constructed. The current library building was constructed in 1994 as an addition to the Law School.

Scope and Content Note

The collection consists of administrative files containing library construction documents, self-study records, mission statement and other information; library guides and other printed materials such as brochures, newsletters and directories; memorabilia; student surveys and usability tests; and a small collection of photographs and audio visual materials.

Arrangement Note

Arranged by type of material.

Container List

Administrative files

Box	Folder	Content
1	1	All-staff meeting minutes, 1988-1992, 1999
1	2	Building condition report, 1941
1	3	Building construction memorandum, 1987
1	4	Cataloging files, 2000, undated
1	5	Collection development policy, 1989-2009
1	6	Collection development policy, 2010
1	7	Construction documents, 1991-Gambrell Hall expansion; Program requirements
1	8	Construction documents, 1992-Gambrell Hall expansion; Agreement form
1	9	Construction documents, 1992-Gambrell Hall expansion; Schematic design report
1	10	Construction documents, 1992-Gambrell Hall expansion; Amendment to schematic design report
1	11	Construction documents, 1992-Gambrell Hall expansion; Space requirements
2	BV	Construction documents, 1994-Gambrell Hall expansion; Hugh F. Macmillan Law Library
2	1	Groundbreaking ceremony, 1994-Invocation
2	2	Law library organization chart, 1994, undated
2	3	Law library history files, 1986-2004
2	4	Law library operations budget, 1997-2000 [Restricted until 2075]
2	5	Law library access statistics, 2000
2	6	Memorandums, 1999
2	7	Mission statement, 1989-1991, undated
2	8	Orientation tour scripts, 1995-1999
2	9	Reference schedule, 2007
2	10	Self-study, 1962
2	11	Self-study, 1986, 1993
2	12	Self-study, 1999
2	13	Hein online, 2000
3	1	Floor plans, 1993, 1999
3	2	Initial purchases and donations of books, 1914
4	1	Gift records, 1949-1961 [Restricted until 2036]
4	2	Gift records, 1962-1965 [Restricted until 2040]
4	3	Gift records, 1966-1969 [Restricted until 2044]
4	4	Gift records, 1970-1974 [Restricted until 2049]
4	5	Gift records, 1975-1980 [Restricted until 2055]
4	6	Gift records, 1981-1984 [Restricted until 2059]

- 5 1 Gift records, 1985-1987 [Restricted until 2062]
- 5 2 Gift records, 1988-1989 [Restricted until 2064]
- 5 3 Gift records, 1962-1980, no date-Named gifts [Restricted until 2055]
- 5 4 Gift records, 1964-1965-Hilkey, C. J. [Restricted until 2040]
- 5 5 Gift records, 1985-Berman, Harold. [Restricted until 2060]
- 5 6 Gift records, 1992-1993-O'Kelley, William C. [Restricted until 2068]
- 5 7 Gift records, 1994-1997-Robitscher, Jonas [Restricted until 2072]

Guides

- 6 1 Bankruptcy materials, 1986, 1998, 2001
- 6 2 Directories, undated
- 6 3 Dispute Resolution, 1986
- 6 4 Documents, undated
- 6 5 Emergency procedures handbook, 1998-2002
- 6 6 Georgia materials, 1986, 1998
- 6 7 Government documents and microforms, 1995
- 6 8 International and foreign materials, 1994, 1997
- 6 9 Internet, 1996
- 6 10 Labor materials, 1988, 1998, 2000
- 6 11 Lexis/Westlaw
- 6 12 Library services, 1990-1991
- 6 13 Library services, 1993
- 6 14 Library services, 1994
- 6 15 Library services, 1995
- 6 16 Library services, 1996
- 6 17 Library services, 1998-1999
- 6 18 Library services, 1999-2000
- 6 19 Library services, 2001-2002
- 6 20 Library services, 2002-2003
- 7 1 Loose-leaf services, 1997
- 7 2 New employee, [1995]
- 7 3 Periodicals, 1994
- 7 4 Periodicals, 1995
- 7 5 Periodicals, 1996
- 7 6 Periodicals, 1998-1999
- 7 7 Periodicals, 1999-2000
- 7 8 Periodicals, 2000-2001
- 7 9 Periodicals, 2001-2002
- 8 1 Periodicals, 2002-2003
- 8 2 Research guides, 2000-2001

- 8 3 Professional conduct code, 2000
- 8 4 Subject guide to forms, 1997
- 8 5 Tax materials, 1998
- 8 6 U. S. and European Union documents, undated
- 8 7 Video guide, 1990

Printed materials

- 8 8 Brochures, various dates
- 8 9 Clippings, [1990s]
- 8 10 Courageous Inquiry - A Report to the Community, Emory University Libraries, 2010-2011
- 8 11 *Emory Lawyer*, 1991-1992 annual report issue; "The new Law Library at Emory"
- 8 12 Groundbreaking and dedication, 1994-1996-Programs and bookmark
- 8 13 Kessler/Eidson room dedication, 1999- Program
- 8 14 Library services for faculty, 1997, 2001
- 8 15 "Meet the Authors" reception and faculty book lists, 2007, 2010, undated
- 8 16 Newsletter, 1992-Brief!
- 8 17 Newsletter, 1953-*Law Library Bulletin*
- 8 18 Reflections from the Blackmun archives, 2004-Program
- 8 19 *Sesquicentennial chronicle of the Emory University Library*, 1987
- 8 20 Staff directory, 1989-1990
- 8 21 Staff directory, 1992-1993
- 8 22 Therapy dog program, 2012
- 8 23 Visitor's guide, 1999-2006
- 8 24 Display case information, 1990-2003
- 8 25 Legacy finding aids, 2006 (1 of 2)
- 9 1 Legacy finding aids, 2006 (2 of 2)
- 9 2 Handout for Tina Stark manuscript deeds exhibit, created by Terry Gordon, Summer 2017
- 9 3 Quick notes, 2012-2017
- 9 4 FCIL-SIS: IALL DipLawMatic dialogues round up, 2017
- 9 5 International association of law libraries, conference program, October 2017
- 9 6 International journal of legal information, Spring, Summer, 2018
- 9 7 Terry Gordon's Retirement, 2017

Memorabilia

- 10 1 Guest book, 10th anniversary celebration, 2005
- 10 2 "Just Ask" program, [1989]
- 10 3 Pins, no date
- 10 4 *The Standard*, Argentine newspaper edition, 1953 April 22

Surveys

10	5	Depository library status: Biennial Report of Depository Libraries, 1971-2001
10	6	Depository library status: correspondence, 1972-2001
10	7	Satisfaction surveys, 2000
10	8	Student, 1993-Key
10	9	Student, 1993-Total numbers
10	10	Student, 1993-1L results
10	11	Student, 1993-2L & 2LJ results
10	12	Student, 1993-3L & 3LJ results
10	13	Summary report, 2000
10	14	Usability tests, 2009-discoverE
10	15	Usability tests, 2008-Faculty
10	16	Usability tests, 2008-Library website
10	17	Usability tests, undated-Library website

Photographs and audio visual materials

10	18	DVD tour of Macmillan Law Library and Emory School of Law, undated
10	19	CD, posters, and slideshows, undated
11	1	Floppy discs, library guides and reference statistics, undated
11	2	CD, Robin Mills Schreiber retirement celebration, undated
11	3	CD, "Meet the Authors" event, documents and background music, undated
11	4	Overview of the history of the law library from 1916-present, photos, clippings, undated
11	5	Law Library photographs, 1st-3rd floors, 1985
11	6	Law Library photographs, technical services, 1985-1986
11	7	Law Library staff name key, created 2017
11	8	Law Library staff photographs, staff directory, 1992-1993
11	9	Law Library staff photographs, 1994-2000
11	10	Law Library staff photographs, headshots, 2000
11	11	Law Library photographs, building photos, 1995
11	12	Law Library photographs, catalogue, 1995
11	13	Law Library photographs, students, 1995-1997
11	14	Law Library photographs, Exhibits, undated
11	15	Photographs on CD, 2006-2011
11	16	"Meet the Authors" event, photographs on CD, 2007-2010
12	1	Law Library photographs, staff, undated
12	2	CD, MacMillan 10th Anniversary Celebration, 2005
12	3	CD, Archives Dedication, 2006
12	4	CD, Law Archives, 2009-2010

13 Law Library photographs, construction photos, 1994-1995
