



Dear SAU Family,

I hope you and your families are well and staying safe! The library staff and I have been working over the summer to prepare for reopening the library building to the public. The social distancing and other protective guidelines recommended by governmental agencies and library professional organizations have led to many changes with the way libraries function. We have implemented many of these changes at Magale Library to help protect our SAU Community.

The library staff have rearranged the Magale's furnishings, and visitors will see a very different layout of our spaces. We have moved our Checkout Desk and installed barriers to protect both our patrons and staff. Our student computers and study spaces have been rearranged to meet six feet distancing requirements. We hope these changes will help keep everyone safe while providing friendly study experiences.

The library staff are following governmental and professional guidelines for safely handling library materials and public spaces. We have implemented new quarantining and disinfecting protocols. These changes affect how library items are circulated and physical spaces are used.

Magale Library will reopen using the following guidelines:

- **Library Visits:** Visitors are required to wear face coverings in the library and follow campus social distancing guidelines. Patrons are encouraged to use cleaning wipes to sanitize the computers and study spaces once they decide on the study area they plan to use. Hand sanitizer is provided on each floor of the library near the elevator entrances. Cleaning wipes are located at the library's entrance doors near the library's Checkout Desk.

Due to new cleaning requirements and budget limitations, Magale Library has reduced the number of hours open to the public. These changes will allow library staff to sanitize its computers and study spaces while continuing to provide access to the library during peak visit times.

Fall 2020 Regular Library Hours (subject to change due to university closing and holidays):

Sunday	5:00 p.m. to 8:00 p.m.
Monday-Thursday	7:30 a.m. to 9:00 p.m.
Friday	7:30 a.m. to 3:00 p.m.
Saturday	Closed

- **Library Resource Usage:** Library print and audio-visual items will be quarantined for a minimum of 72 hours following each use since disinfectants cannot be applied to these items. Textbook and other print reserve items will no longer be provided due to the required 72 hour quarantine procedures. We recommend that students and faculty locate items in the library's online collections. Faculty and students may share links (persistent or permalinks) to specific online library resources. If you are unfamiliar with using persistent or permalinks linked directly to specific Magale's online resources, you may want to review the following tutorial that explains the process and the use of the library's proxy prefix with persistent and permalinks: [Linking to Magale Library's Electronic Resources](#)

- **New Library Resource Requests:** While the library staff welcome your requests for new library materials, the funding available for these requests for the 2020-21 school year has been reduced due to budget limitations. Faculty may request new resources through their [College's Librarian Liaisons](#). Students may request new resources via the [Ask A Librarian](#) services or by emailing library staff at library@saumag.edu.
- **Item Checkout, Research, and Instruction Services:** In following social distancing guidelines, the library staff have expanded and encourage the use of our online services. The library staff are ready to support research and instruction via email, telephone, and video conferencing. For assistance, please contact us using the following directory:

Librarian Services

- Del Duke, Library Director
 - Email: dgduke@saumag.edu
 - Phone: 870-235-4171
 - Library Instruction
 - College of Liberal and Performing Arts Librarian Liaison
- Donna McCloy, Assistant Librarian
 - Email: dmmccloy@saumag.edu
 - Phone: 870-235-4178
 - Reference and Research Services Librarian
 - College of Education Librarian Liaison
- Margo Pierson, Associate Librarian
 - Email: mmpierson@saumag.edu
 - Phone: 870-235-4177
 - Assistant Library Director, Technical Services Librarian
 - College of Science and Engineering Librarian Liaison
- Kayla Rasberry, Assistant Librarian
 - Email: kaylarasberry@saumag.edu
 - Phone: 870-235-4175
 - Public Services Librarian (Checkout and Patron Services)
 - Rankin College of Business Librarian Liaison

Library Technician Services

- Tanya Dean, Library Technical Assistant
 - Email: tanyadean@saumag.edu
 - Phone: 870-235-4172
 - Acquisitions Technician (Purchasing Supervisor)
- Anne Lee, Library Technical Assistant
 - Email: annelee@saumag.edu
 - Phone: 870-235-4176
 - Electronic Resources Technician (Library Computer Services)