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THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES' NEWSLETTER

9/17/76

NO. 146

CALENDAR

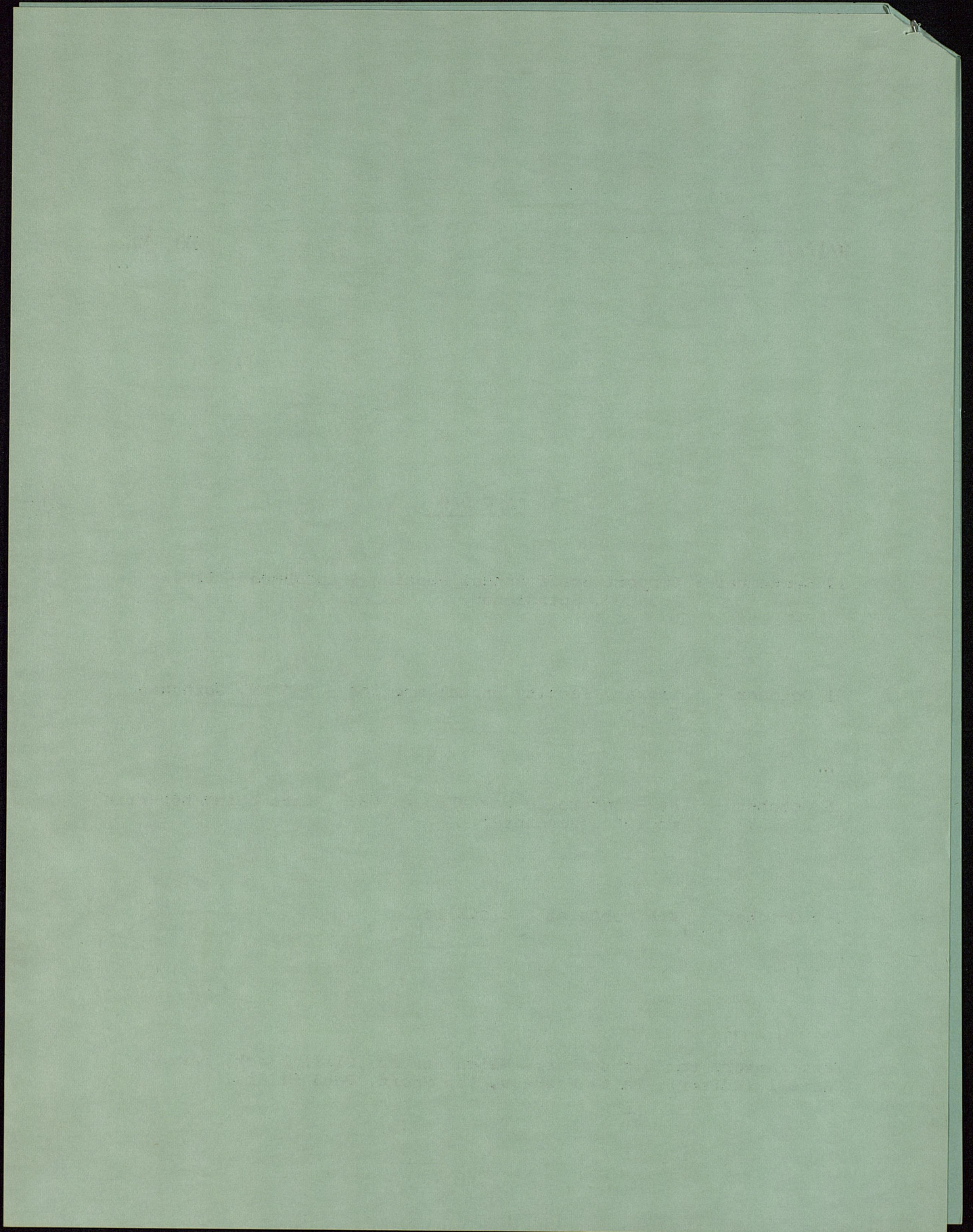
17 September - Support Staff Annual Meeting & Luncheon - 11:45-2:30 PM, Spindletop.

1 October - Library Faculty annual meeting - 9-4 PM, Carnahan House.

6 October - Pre-conference Workshop at UK: "Cataloging non-print media" (see note).

7-9 October - KLA meets at Louisville.

Contributors to this number: Ellen Baxter, Cliff Black, David Farrell (Editor), Faith Harders, Ann Short, Paul Willis.



ABOUT THE LIBRARIES

Report from the Director:

I met this week with Tag Frye, who is chairing the Library Faculty Professional Activities and Staff Development Committee. I have reviewed the charge to this committee below. Ms. Frye will call the first meeting of the Committee. The following description is from the Organizational Procedures document:

The Professional Activities and Staff Development Committee shall develop programs or make recommendations to enable the Library system to most effectively use its personnel and resources to fulfill Library functions in University academic programs and to assist in the development of enrichment programs for faculty and staff. It may identify, study, and recommend policies for continuing education for Library personnel.

This Committee will need to develop an overall plan of activities for 1976-77. These plans may need to be coordinated with those of the Staff Organization. The Committee has been given a budget of \$500.00 for its programs.

I have referred the following suggestions, which were received as recommended agenda items for the Library Faculty and Administrative Council, to the Committee:

1. Question of inter-departmental training--movement of staff to other departments on a temporary basis--at least for new staff.
2. Rotation for new professional staff (or current).
3. I think we should have a program on public relations and the Library. I don't feel that most of us have an awareness of our impact on others. Perhaps we might be able to bring in a speaker on this topic.
4. Offer program(s) tracing an order (faculty requested and/or liaison inspired) from its inception to book-in-stacks.
5. Trace a student request at the Circulation Desk for a missing book.
6. Schedule of visits for the Staff Development Series.

The programs sponsored or encouraged by the Professional Activities and Staff Development Committee should consider needs of both the professional librarians and staff. Attention may be given to continuing education needs, programs informing the staff about library and university activities, plus programs which assist the staff in performing job tasks more effectively.

Tag Frye will review the MRAP Report for recommendations concerning staff development. I am certain that Tag would welcome suggestions from the staff about how the Committee might best function.

I am recommending that all Committees report minutes of their meetings on a regular basis in the Green Bean.

P.W.

Libraries sponsoring an undergraduate display contest:

UK undergraduates are being offered an opportunity to win \$100 for displaying their ingenuity. That sum is being provided by the Libraries as a prize for the most imaginative use of special library resources--first editions, maps, letters, photographs, posters, and the like.

The contest is being co-sponsored by the Office of Instructional Resources and the History Department (although entries are not limited to history students).

Interested students should contact Special Collections, King Library North.

LIBRARY SCIENCE OFFERS CATALOGING WORKSHOP

The College of Library Science is offering a pre-conference workshop 6 October on "Cataloging non-print media," at Holiday Inn South, Louisville. Leader for the workshop is Miss Vivian L. Schrader, Head, Descriptive Cataloging Division at the Library of Congress, who had been associated with LC's audio-visual cataloging program since its formation in 1946. The workshop will include training in the use of the revised Chapters 12 and 14 of AACR.

Credit will be given for the workshop. Cost is \$15 and includes lunch; copies of the revised chapters are also available (Chapter 12 is \$1.50; Chapter 14 is \$1.00). Those interested should contact Jim Nelson, Office for Continuing Education, College of Library Science.

UNIVERSITY SENATE MEETING NOTES

President Singletary addressed the first Senate meeting, 13 September, on "University Up-date" relating to enrollment, housing, physical facilities in progress, the five year plan document, new degrees that have been instigated, others yet to be instigated, and other relevant topics.

He expressed his appreciation for the quality of the faculty and enlisted their continued support to maintain and preserve the Institution in these times of increased obligations in spite of its unmatched financial support.

"No Smoking" signs will soon appear in all classrooms as a result of past action by the Senate.

Malcolm Jewell, Chairman, reviewed the committee structure and introduced the Senate Council to the group. The new members, composing one third of the Senate, were recognized.

Action items included:

Passage of "change in Senate rule (V, 1.4) concerning procedures for taking courses on a pass-fail basis"; (The details of this were in Tuesday's Kernel)

Passage of "proposed re-organization of several Senate standing committees";

Passage of "proposed change in the Senate rule (I, 4.22) to expand jurisdiction of the Senate Advisory Committee on Privilege and Tenure to include charges of discrimination";

Passage of "changes in the Policy Guidelines" on the calendar (Section II) to establish long-term timetables". It was suggested that this be known as the "Jewellian" calendar.

Tabled an "addition to the Senate rules relating to admissions (Section IV) to ban discrimination in admissions". Not that there is discrimination in the present admission policy but it was felt by the Senators that the addition needed better wording and phrasing.

PERSONNEL

Faculty Meeting Discussion Groups:

The discussion groups for the professional staff meeting, Oct. 1, have been organized. Each person planning to attend should be signed up for one topic in each group listed below. If you have not yet signed up, but plan to attend, please contact Faith Harders as soon as possible.

I.

Transactional Analysis for Managers
Coordination of Public Services
Use of Space in King
Role of Library in Non-print Material

II.

Copyright
Women in Management
Role of Library in Non-print Materials
Future of the Card Catalog
Interdepartment Rotation of Staff

Vacancies:

LT II Circulation
LT I Bindery

If interested, please call Faith Harders.

New Staff Members:

Cindy Jo Waun, who has moved here from Indiana, is joining the staff in Acquisitions. She was a Library Aide at Ft. Wayne Bible College.

Wendy Bryant, who has a master's in French from Middlebury, will be working in GPD.

Katie Gallion, who was a Library Technician at Ashland Community College and worked with Fort Harrod Drama Productions, will be working in Circulation.

Terminations: Barbara Domek in GPD.

Supervisor Luncheon Schedule:

The schedule for 1976/77 is as follows:

Sept. 15	Knowing Your Employees--Individual Differences
Oct. 20	Understanding Personality and Behavior
Nov. 17	Improving Three-Way Communication
Dec. 15	Maintaining Effective Discipline
Jan. 19	Handling Complaints and Grievances
Feb. 16	Guiding and Developing Employees
Mar. 16	Job Satisfaction and Morale
Apr. 20	The Nature of Leadership

All Meetings are from 11:30-1:00 in Blazer Hall Cafeteria and are directed by Martin May from UK Personnel.

Travellers:

Larry Greenwood will be attending the Second Annual Academic Librarians Workshop 28-29 September at Tuscaloosa, Alabama. Trudi Bellardo will travel to San Francisco 5-9 October for the Annual Meeting of the American Society for Information Science.

PROFESSIONAL EMPLOYMENT OPPORTUNITY

Chief Librarian, Catalog Department. Stanford University Libraries.
Application deadline October 15, 1976. Appointment date: Jan. 1, 1977.
Salary: \$20,000 - \$24,000.