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CALCULATOR

A calculator, kept in Government Publications Department, is available for use by people who need to manipulate figures or statistics. Reference, Special Collections and any other department may refer potential users of this service to GPD.

THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 7/5/74

BUSINESS LIBRARY

Rhoda Channing will assume the position of Business Librarian in the Business Library in the College of Business and Economics building on August 1. This is a one year appointment and is being funded by the College.

The library will contain:

- 1) Reserve items for College of Business and Economics courses (the books will be charged out to the Business Library--not transferred)
- 2) Basic reference tools (most of them will be collected from various departments in the College).
- 3) Current basic journals (many of these will again be departmental copies).

Mrs. Channing is a graduate of Brooklyn College and the Columbia University Library School. Her experience includes work in the Business & Social Science Reference Division of the University of North Carolina Libraries. She was also Acting Undergraduate Librarian for four years at the University of North Carolina Undergraduate Library.

PERSONNEL CHANGES

New staff members:

Elizabeth Giles, CSR, LT I, starts July 8.
James Mosley, Cataloging, OC 12, starts July 8.

Job opening:

Agriculture Library, LT I, open July 8.

If you are interested in this position, please contact Dotty Green.

EMPLOYMENT OPPORTUNITY

Head Librarian, John Cotton Dana Library, Rutgers University, Newark, N.J. campus.

Available Sept. 1, 1974. Minimum salary: \$15,547.
For further details, see Dotty Green.

TRUCK RUN

The truck run for Friday, July 5, has been canceled.

- 7) Implement an on-going collection development program to meet both the instructional and the research needs of the academic community.
- 8) Review current literature of importance to subject or language specialities.

- KEY WORKING RELATIONSHIPS -
- 1) Reference Department
 - 2) Faculty, researchers, students
 - 3) Outside information service organizations
 - 4) Instructional Services Department
 - 5) Branch libraries
 - 6) Acquisitions Department

PERFORMANCE AND EVALUATIVE CRITERIA:

- 1) User satisfaction
- 2) Number of users served
- 3) Variety and effectiveness of programs and materials.
- 4) Continued maintenance and improvement of the quality of the collection.

P.W.

DESCRIPTION

COORDINATOR - Assistant Director for Technical Support (John Bryant)

ROLE - Develop an effective application of library resources and utilization of library personnel in meeting information needs of the academic community.

- STAFF - 1) One or more full-time members of the section who will operate in various departments but report directly to the coordinator.
- 2) Part-time members with expertise in special subject areas or languages. These members, with regular assignments or primary responsibilities in other departments, will report to the coordinator only on that aspect of their work falling outside the range of responsibility of their regular department.

- OBJECTIVES - 1) Expand the reference capacity of the libraries by offering specialized library resources and services to faculty and students.
- 2) Promote the provision of direct assistance to students and faculty through in-depth reference work applied to specific needs.
- 3) Coordinate the utilization of library personnel for in-depth reference service system wide.
- 4) Develop effective communication between the library and the academic community.
- 5) Develop and coordinate definitive policies on collection development for the library system.

- FUNCTIONS - 1) Coordinate the utilization of library personnel for in-depth reference service.
- 2) Develop and administer training programs for librarians participating in resource utilization.
- 3) Determine current-awareness needs and plan programs to satisfy them.
- 4) Review services available from outside sources and assess their application in the University of Kentucky environment.
- 5) Act as library liaison with faculty and students who have specialized interests or informational needs.
- 6) Promote communication between the faculty and the library through use of interviews and other appropriate means.

RESOURCE UTILIZATION SECTION

I have given below a description of the newly created Resource Utilization Section. Initially, I see one of this section's key functions that of coordinating the activities of librarians who serve as library liaison with the instructional departments and research institutes on campus. The range of activities for any individual librarian will, of course, vary with the assigned academic department. Some of the functions may include book selection, instructional activities (ranging from tours to formal classroom presentations), in-depth reference service when the language/subject speciality of the librarian is important, working with the faculty and students in a specific department when patron library problems cannot be solved by normal channels.

Librarians will be needed to cover the following areas (this list excludes those academic units served by branch libraries):

Anthropology
Classics
Communications (Journalism, Speech, Telecommunications)
English Language & Literature
French Language & Literature
German-Language & Literature
History
Home Economics
Library Science
Philosophy
Physical Education
Political Science
Psychology
Slavic & Oriental Languages & Literature
Social Professions
Sociology
Spanish & Italian Languages & Literature
Theatre Arts

Mining Institute
Water Resources Institute
Social Welfare Institute
Center for Developmental Change
Computing Center
Center for the Handicapped
Human Relations Center
Lexington Technical Institute

We will be checking with individual librarians soon concerning their interest in serving as library liaison with particular units. We hope to have some coordination meetings in August and begin the program - at least on a limited basis - this fall.