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CASSETTES AVAILABLE

Tape cassettes of the presentations by Ms. Hall from North Carolina and Ms. Dugas from Ohio University are available on reserve. Ask Randy Fisher for cassettes and player under Susan McCargar's name.

T H E

G R E E N

B E A N

UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 11/22/74

RECYCLING

Bins to receive paper for recycling have now been placed in strategic locations throughout the library. Stipulations are -- no staples and no carbon paper. Card stock in large quantities should be batched. Any questions concerning the project may be directed to Karin Sandvik in Tech Services.

INTERLIBRARY LOAN DEPARTMENT

Effective December 2, 1974, the Interlibrary Loan unit in Reference will become a separate department. Following the installation of SOLINET terminals (scheduled for late February) interlibrary loan activities are expected to increase significantly. The University of Kentucky Libraries will also become a clearinghouse for expensive materials purchased by the state-assisted college and university libraries in Kentucky. The State Assisted Academic Council of Kentucky and the Council on Public Higher Education Library Services Study Group are exploring ideas for further cooperation among the state supported libraries in Kentucky. Many of these activities will be coordinated for U.K. by Interlibrary Loan.

It is possible also that access to national data bases such as CAIN, ERIC, etc. might at some time be centralized for the King Library system in the Interlibrary Loan Department.

Mr. Harry Gilbert will head the Interlibrary Loan Department effective December 2. John Bryant will assume direct responsibility for the activities in the Acquisitions Department.

P.W.

LIBRARY FACULTY MEETING

I would like to call a meeting for Friday, December 6 at 8:30 a.m. in the King North Gallery. Let's plan on the meeting ending before 10:00 a.m.

Please submit to me any suggestions which you have for the agenda. I will distribute a full agenda to you soon. Some of the items needing attention are:

- 1) Performance Evaluation Review Procedures
- 2) Promotion and Tenure Procedures
- 3) Committee Assignments
- 4) Elections

P.W.

DIRECTOR'S NOTE TO ALL LIBRARY STAFF MEMBERS

Would you please express to me any interest (by December 2) which you may have in serving on any of the committees below. All staff members are eligible for consideration to serve on the committees unless otherwise noted.

A. Ad Hoc Committees

1. Performance Evaluation Form Review

Committee to review the performance evaluation form for all categories of support staff. The committee will also be asked to review the supervisory evaluation form which was used last year. The present committee headed by Larry Greenwood will be asked to participate in this review. Only non-library faculty are needed.

2. Building Display and Publicity

Committee to consider pictures, exhibits, etc. in the renovated areas of King South.

B. Administrative Committee

1. Personnel

To assist in the identification, recruitment and selection of new professional staff members.

C. Standing Committees (See Procedures document at VII. C.)

1. Library Policies, Guidelines and Rules

2. Library Planning

A five-year development plan is needed. Perhaps sub-committees (of three staff members each) could make up this overall committee. Some of the sub-committees might be:

a) Buildings

b) Staff

c) Collections

d) Services

It might be helpful to ask representative teaching faculty to serve on this committee. The Senate Library Committee members may be good candidates. This committee may not want to start functioning until MRAP activities are completed or nearly completed.

3. Professional Activities and Staff Development

This committee may want to pursue the "library management roundtable" idea recently suggested by Joan Gatewood following the KLA management pre-conference in Louisville.

P.W.

THE HISTORY OF THE UNITED STATES

OF THE UNITED STATES OF AMERICA
FROM 1776 TO 1876
BY
JAMES M. SMITH

UKLA NEWS AND NOTES

The "pink sheet" will appear irregularly as a news medium for UKLA activities and as a bulletin for items of interest to librarians. Everyone is welcome to contribute - either bits of news from your reading or brief reports on conferences and meetings attended. Submit material to Jean Graef, Chairman, UKLA Publications/Publicity Committee.

WHAT IS RLG?

RLG (Research Libraries Group) is another consortium consisting of major libraries in the New York area. Included are Harvard, Yale, Columbia, and New York Public Library. One of the controversial things about the consortium is the fact that the libraries have agreed to engage in copying rather than buying duplicate sets and serials.

Source: College & Research Libraries News
020.5/C6864 v. 35 no. 5 (October, 1974)

NON-COPYING PAPER

"The Calspan Corporation has developed a special paper for recording proprietary or restricted information, which the company says can put an end to the practice of making forbidden duplicates on commercial copying machines. It was placed on the market last month under the name of Copy-Trol."

Source: Information Retrieval and Library Automation.
029.705/In33/v.10/no.5 (October, 1974)

TRAVEL GRANTS TO A.L.A.

"A \$5,000 grant in 1975 to aid junior members' participation in American Library Association activities has been announced by the Detection Systems unit of 3M Company. The grant will fund transportation, lodging, and related costs for several members of the American Library Association's Junior Members Round Table (JMRT), young librarian leaders in the profession, to attend the ALA annual conference, since few of them can afford to attend."

from American Libraries. November, 1974.
Call number: 020.622/Am348/v.5; no. 10

WANT TO PUBLISH?

"Garland is a young (four years old, to be exact) publisher that has heretofore published scholarly reprint series. Recently, however, we launched a rather ambitious new program to publish original reference works, mainly bibliographies. We have about twenty-seven under contract and will publish the first seven or eight this fall (we have previously published only one, William Ward's two-volume bibliography, Literary Reviews in British Periodicals, 1798-1820, and it has done very well).

I know that reference librarians are one good source of bibliographies and checklists, and we would be most grateful if you would let your readers know that we would be delighted to consider for publication any projects they may have in mind or are now working on. We offer good royalties and distribution throughout the world.

Many thanks for your help. Peter Kemeny, Editor-in-Chief."

from College and Research Libraries News.

Call number: 020.5/C6864 v.35, no.5 (October, 1974)

ANOTHER NETWORK

"The world's most powerful communications satellite will be used to extend local library resources for residents of 12 mountain and plains states through the Satellite Library Information Network (SALINET).

The national space agency, the multi-state Federation of Rocky Mountain States, and several library-oriented groups and agencies will pool their expertise and resources in the program, which will begin planning late this year."

from The Unabashed Librarian.

Call number: 020.5/Un13/no.12 1974 (Summer, 1974)

November 22, 1974

MEMORANDUM:

TO: Library Staff

FROM: M.R.A.P. Chairperson

SUBJECT: A Progress Report

The decision to enter into an A.R.L. Library Management Review and Analysis Program was made after reviewing the Library needs and on orientating the staff extensively.

The orientation:

Duane Webster from the Association of Research Libraries Management Office in Washington visited the University and spent considerable time explaining M.R.A.P. to the Library staff. Jerome Yarvarkosky discussed the implications of the now famous Booz Allen Study made at Columbia University. A representative group from the Library went to Knoxville to a workshop describing the University of Tennessee's M.R.A.P. study and the results to date. Later Keith Cottam of Tennessee spoke to the entire professional staff at Berea late this summer.

In August the Director chose John Bryant as the Chairperson and later after much consideration and consultation with the Associate and Assistant Directors chose a study team representing many levels and areas of the Library system and one faculty member.

Manuals and other support materials were sent from the Management Office for the use of the team and the various task forces. The team has gathered additional reading materials and data to support the study.

The team meets regularly at 1:30 each Tuesday afternoon with additional meetings scheduled when necessary. Special committees are established within the study team to perform tasks during the first three phases of the study.

Activities to date:

The Chairperson attended an orientation meeting in Washington, August 22-25 with chairpersons from the six other research libraries participating in M.R.A.P. this year. The study team began its regular meetings the following week. The initial meetings included a thorough orientation and the design of a work plan. On September 26 the Director gave the mission and overall objectives of the Library to the study team. The mission: The basic mission of the University Libraries is to provide bibliographical, physical, and intellectual access to recorded knowledge and information consistent with the present and anticipated instructional, research, and service responsibilities of the University of Kentucky. (Objectives to be studied in phase III will be given in the next progress report.)

The first product of consequence from the team was the Initial M.R.A.P. Survey. This survey was given to Department Heads for the following purposes:

1. To secure views of trends and developments that are affecting Library operations.
2. To secure information on specific changes occurring in the Library.
3. To alert the administration to the areas that will be examined by the study team and to solicit their view on what the team should be concerned with in these areas.

The survey was completed, analyzed, and has now been summarized. Based on the responses from the Department Heads the team has now produced a survey tailored especially for the staff at M.I.K. It is in the third draft and should be in your hands within the week. The entire staff will have an opportunity to react to the statement and give additional direction to the study team.

Present activities:

The study team is well into Phase II on Environmental Analysis, attempting to determine implications of major technological, professional, and higher education trends for the Library. A list of trends have been given in the manual; the team has been adding more recent trends to the list, modifying or deleting those trends which we feel are not applicable to this institution.

What to expect in the near future: a summary report of the Department Heads survey, and a detailed report from the staff survey. The next phase will be to review the University Programs and Library Objectives. January will begin Phase IV at which time we will begin selecting task forces to study those areas that have been identified for study.

The study team has kept regular communications open to the staff through the Green Bean and will continue to do so. We are available to discuss our activities with you, and as the staff becomes more involved we will schedule a series of meetings in the staff lounge for discussions on M.R.A.P. An M.R.A.P. suggestion box has been placed in the staff lounge of M.I.K. North.

J.B.