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COLLOQUIUM CANCELLED

The November Library Science colloquium scheduled for Nov. 18 has been cancelled.

EXTRA COPIES

Copies of Material on Promotion and Tenure and the memo on committee assignments which were distributed to the professional staff are available in the Director's Office for those who did not receive them.

THE
GREEN
BEAN

UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 11/15/74

PERFORMANCE EVALUATION FORM

Librarians are reminded to submit any comments or recommendation concerning the evaluation form used last year to any member of the Performance Evaluation Form Review Committee before November 19. Members of the committee are Larry Greenwood, Mary Welch, Elizabeth Howard, and Vivian MacQuown.

INTER-LIBRARY LOAN

John Richardson is resigning as the head of the Inter-Library Loan section in Reference. His last working day will be December 20, 1974. Anyone interested in this position should make their interest known to Dotty Green or Paul Willis before Friday, November 22, 1974.

THANKSGIVING BASKET

The Staff Organization's Thanksgiving basket in the Staff Lounge King North is not very bountiful. Josephine Robinson and her daughter will be grateful for whatever they receive. Since the mother is very ill and the daughter is too young to work, their income is only a small amount of social security. So bring something for the basket by November 26th and we will give them a nice Thanksgiving Day!

NEW POSITIONS

Two openings may occur in the Library soon. If the positions develop, they would most likely be filled in early 1975. If you have any interest in either of the positions listed below, please see Dotty Green or Paul Willis as soon as possible.

Law technical services position (acquisitions, cataloging in Library of Congress classification, etc.)

King cataloging department position (some emphasis on serials cataloging).

RECYCLING PROJECT

King Library is presently initiating a paper recycling project. Physical plant division will pick up paper and transport it to the central recycling point on campus. Containers have not yet been designated for this material. We will give further information when the containers have been designated and situated and the project is in full swing.

INFORMATION PLEASE

In September I was asked to provide library information for the publications of UK Information Services (Communi-K and the faculty-staff blue sheet); this responsibility has recently been expanded to include UK Teaching News and Notes, put out by UK Media Services. To gather information from the entire library system and to meet early deadlines, I'll need a committee to assist in collecting and writing news items. If you have interest or expertise, please contact me in the Reference Department.

Communi-K has three features to which librarians should contribute regularly. Following is an explanation of each, and required deadlines; for the first two, I need information which is currently applicable, regardless of whether it is new. Please submit any information to me in writing.

"CONGRATS": lists offices held in associations and other organizations; committee appointments; awards; grants; recent or upcoming material you are having published. Please let me know as soon as you receive the information, if possible.

"TRAVELERS": lists conferences, workshops, or meetings attended. Please send as far in advance as possible, including dates of attendance.

"SCHEDULE OF EVENTS": lists exhibits and events of interest to faculty and staff. Please send at least one month before event, if possible.

Almost any information of interest to UK faculty or staff -- including innovative methods of teaching or teaching support -- can be used in one of these publications. The University community should know what the library and librarians are doing; please direct ideas, information, and articles to me.

****Jennifer Coffman

EMPLOYMENT OPPORTUNITIES

Head Librarian, Duke University, Durham, N.C.
To be filled Sept. 1, 1975

Cataloger, Serials Section, University of Chicago, Chicago, Ill.

For further information, see Dotty Green.

PERSONNEL NOTES

Positions open:

- LT I, Inter-library Loan - open Dec. 9.
- LT II, Inter-library loan - open Dec. 9.
- LT I, CSR - open now.

For further information, see Dotty Green.