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COMMITTEES APPOINTED

The following committees were appointed and approved by the library faculty at its meeting on Dec. 6.

Professional Salary Review: J. Bull, Chair; H. Gilbert, F. Harders.

Promotion & Tenure: J. Bull, R. Powell, E. Evans.

Utility Savings: M. Copeland, Chair; R. Herald, J. Graef.

Professional Evaluation Appeals: H. Gilbert, Chair; F. Kelley, J. White.

NON-TENURED FACULTY MEETING

A meeting has been scheduled for Thurs., Dec. 19, at 3:00 p.m. in the Director's Office Conference Room, for all non-tenured librarians to meet with Mr. Willis. He will at that time discuss the University policies concerning promotion and tenure of librarians. Anyone who cannot attend should notify Mr. Willis so that a second meeting can be planned for another time.

RENOVATION AND NON-RECURRING FUNDS

Department heads are asked to submit renovation needs and non-recurring funds requests for special library material to the Director's Office.

RENOVATION

The Library must request funding for renovation needs for fiscal year 1975-76 by February 1. Please submit to the Director's Office by January 15 any building renovation requests which you may have. Brief justification statements should be included.

Several earlier Library requests have been approved and are in the "mill" at Physical Plant. There is no need to repeat prior requests.

LIBRARY MATERIALS

Any special purchases of a non-continuation nature which you would like to make from non-recurring funds during 1975-76 should be reported to the Director's Office by February 1 also. Please be as specific as possible and include any available justification.

OTHER

If you have other needs for non-recurring funds in your unit for the coming fiscal year please let me know. All non-recurring fund requests must be made by February 1.

THE
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UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 12/13/74

SUPERVISORY PERSONNEL "FEED BACK" FORM

The staff committee which reviewed the performance evaluation forms used this year also examined the supervisory personnel evaluation form which we experimented with last year. It has been decided to repeat this process for the current year.

The committee has revised a new form to be used entitled a "Feed Back" form because of its basic value as a mode of communication between all levels of supervision.

The staff will receive the form for completion in the near future.

GPD

Susan Csaky will transfer to the Government Publications Department on December 16. Mrs. Csaky has been with the Law Library since 1963 and has taught a section of Legal Bibliography in the College of Law each year since 1967. She has also taught Bibliography of the Social Sciences in the Library School.

Mrs. Csaky received a M.S.L.S. degree from the University of North Carolina and a M.A. in political science from the Johns Hopkins University. She has been a part-time student in the University of Kentucky College of Law since 1970. Prior to coming to Lexington, Mrs. Csaky served as lecturer and librarian at the University of North Carolina School of Library Science.

Susan Csaky will be in charge of the Government Publication Department in the absence of Rebekah Harleston. Dean Trivette will continue in his position of State Documents Librarian.

PERSONNEL NOTES

Terminations:

Susan Lineberger, Dec. 13, Grade 0016.

Positions open

Acquisitions - Accounting, Grade 0016, open Dec. 16.

Cataloging - quick cataloging, LT II, open Jan. 15.