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LIBRARY SCIENCE COLLOQUIUM

The first in the series of Library Science colloquia for 1974/75 will be held Monday, Sept. 16, at 4 p.m. in the President's Room of the Student Center. Dean Edward G. Holley of the University of North Carolina library school will be the speaker. His topic will be "The Centennial of Librarianship in America: Some Thoughts on Looking Ahead."

T H E

G R E E N

B E A N

UNIVERSITY OF KENTUCKY
LIBRARIES NEWSLETTER

9/13/74

PUBLISHING U.K. LIBRARIANS

Rebekah M. Harleston and Carla J. Stoffle. Administration of Government Documents Collections. Littleton, Colo: Libraries Unlimited, 1974.

Ms. Harleston is to be congratulated on the publication of her long-awaited book!

SAFETY MANUAL

A copy of UK's Safety Manual detailing university regulations on smoking, decorations, etc. is on file in the Director's Office for general use.

NATIONAL MICROFILM ASSOCIATION

Applications for membership are now being accepted by the newly chartered Kentucky chapter of the National Microfilm Association. The Kentucky Micrographics Convention will be held in Louisville at the Executive Inn on Oct. 4. There will be microfilm equipment displays from the leading manufacturers. More information may be obtained in the Director's Office.

PERSONNEL NOTES

Positions open:

LT I, CSR--open Sept. 23.

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Promotion:

Kathy Allen--from Cataloging, Grade 12 to Cataloging LT II.

New Staff Member:

Pat Lloyd--Director's Office--Sept. 16.

EMPLOYMENT OPPORTUNITIES

Public Service Librarian, Northern Arizona University, Flagstaff, Ariz.

Salary: \$9,000 minimum.

Science Subject Cataloger, Yale University, New Haven, Conn.

Salary: \$10,000 minimum.

Associate Director, Louisiana State University Library, Baton Rouge, La.

Technical Director, SOLINET (Southeastern Library Network), Atlanta, Ga.

For further information on the above--see Dotty Green, 73801.

SECTION 1

The first part of the document discusses the importance of maintaining accurate records. It emphasizes that proper record-keeping is essential for the effective management of any organization. This section covers the various methods and systems used to collect, store, and retrieve information.

SECTION 2

The second part of the document focuses on the role of technology in modern record management. It explores how digital tools and software solutions have revolutionized the way data is handled, making it more accessible and secure. This section also addresses the challenges associated with digital records, such as data migration and long-term preservation.

SECTION 3

The third part of the document discusses the legal and ethical considerations surrounding record management. It highlights the importance of compliance with various regulations and standards, as well as the need to protect sensitive information. This section also touches upon the ethical implications of data collection and storage.

SECTION 4

The final part of the document provides a summary of the key points discussed throughout the report. It reiterates the importance of a comprehensive record management strategy and offers recommendations for organizations looking to optimize their record-keeping practices. The document concludes by emphasizing the ongoing nature of record management as a dynamic field.