# THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES' NEWSLETTER

9-21-84

No. 439

#### CALENDAR

Sept. 23-29	American Newspaper week
Sept. 25	Brown Bag Luncheon
	Sign-up Deadline for VU/TEXT Program
Sept. 28	Library Faculty Meeting, Gallery, 8:30 a.m.
Oct. 1-7	National Higher Education Week
Oct. 2	VU/TEXT Program at Lexington Herald-Leader
Oct. 5	Deadline for Registration and Payment for ACTS Luncheon
Oct. 6	ALA's Birthday (1876)
Oct. 11-12	KLA Fall Meeting
Oct. 16	Midwest Cooperative Conservation Program Workshop
Oct. 17	ACTS Annual Luncheon & Business Meeting
Oct. 28-30	Libraries & Microcomputers: A Midwest Institute and Microcomputer Fair

Next "Green Bean" issue: Friday, October 5, 1984 Deadline for inclusion: Tuesday, October 2, 1984

Production Staff: Cecil Madison, Sandy Hardwick, Rob Aken (Editor)

#### LETTERS OF APPRECIATION

Paul Willis received the following letter.

Here is the occasion for me to express to you and to all of your staff my deep gratitude for the number of professional services provided me willingly, warmly, and patiently.

I am writing now, not because of any special event that quickly brought to mind my good fortune as teacher and scholar to work with your staff, but because the rich accumulation of courtesies and information have reached the weight that calls for a statement of gratitude.

Were I to name the individuals who have so generously helped me and who have most frequently tolerated with good humor the range of my questions, I would provide you a general staff listing.

All of the faculty of this university are fortunate indeed to find a library staff member accessible to our demands at any moment of the day.

I know how current financial retrenchment has adversely affected the operation of the library and yet, in the face of this condition, your staff does all that is demanded of them by the faculty with their usual good grace.

I should have written this letter many years ago. Nevertheless, this is a good occasion, at the beginning of another academic year when everyone is both inspired and harried, to express to you and to everyone at M.I. King Library my warm appreciation.

Cordially,

Raymond F. Betts Professor of History

GPD Is Grateful

The staff of the Government Publications Department would like to personally thank each of the 30+ King Library staff members who volunteered to help us read our shelves. However, that is impossible, so we would like to do so collectively through this brief article. We estimate that we completed almost one-fifth of our stacks in the basement and almost all of room 116.

Some of you indicated a desire to finish what you started. By all means, be our guest! Just let us know if you plan to continue so we won't assign it to someone else, and let us know when you have finished.

Thanks so much for your help! (Sandee McAninch)

#### INFORUM

Change in GPD Training Schedule

The October 9 (Tuesday), 8:30-10:30 GPD training session will be held October 8 (Monday), 10:30-12:30, due to an unavoidable conflict in schedules. (Sandee McAninch)

Kentucky Newspaper Bibliographic Control Project Grant

The National Endowment for the Humanities awarded a grant of \$142,136 to the Margaret I. King Library to conduct the Kentucky Newspaper Bibliographic Control Project. This project will deal with the location and identification of newspapers maintained on a permanent basis in Kentucky.

Under the direction of Frank R. Levstik, the three-year project will concentrate on inventories and on-site surveys of newspapers at repositories throughout the state including King Library, which is the largest repository of Kentucky newspapers in the state. The bibliographic records compiled will be entered into the CONSER database and will aid in the publication of a Union List of Kentucky Newspapers at the completion of the project. This grant represents the second phase of the U.S. Newspaper Program and is expected to be followed by the final phase of the program: the actual preservation and microfilming of Kentucky newspapers.

For more information, contact Frank Levstik at 7-3166.

Agriculture Library Saturday Hours

The Agriculture Library will not maintain Saturday hours until after Thanksgiving. Saturday hours will then be 1-5 p.m. until the end of the semester. Please mark your schedule sheets accordingly. (Toni Powell)

Staff Development Activity

The Staff Development Committee will be offering a new service -but we need your help! The Committee will prepare, on a monthly basis, a listing of programs and conferences that might be of interest to library personnel. If you know about a program that you feel has merit, or you can recommend a particular speaker, please let us know so we can pass that information on to the entire staff. We will also attempt to help coordinate ear pools or rides to conferences as well. If you have a meeting to add to the listing or plan to attend a conference, please call 7-1466

and give us that information. In this way, perhaps we can help give staff members an opportunity to attend some excellent programs they might otherwise miss. (Paula Pope)

## Brown Bag Luncheon

LSO presents its first brown bag luncheon of the fall from noon to one on Tuesday, September 25 in the new third floor conference room of King North. Fashion consultants from "The Casual Corner" in Fayette Mall will discuss "Wardrobe Planning."

# ACTS Annual Luncheon and Business Meeting

The ACTS annual luncheon and business meeting will be held Wednesday, October 17, 11:30-1:30, in the President's Room (Rm. 214) of the Student Center. Lunch will be served first, followed by the business meeting to begin at about 12:45. The cost for lunch will be \$4.75 per person, or staff may attend only the business meeting at no cost.

The lunch will include a hot brown, salad, roll, pie, and beverage. The business meeting will include the presentation of ACTS reports, announcement of new officers, and a talk by Paul Willis. Please plan to attend if possible so we can count on a successful meeting.

Reservations and payments must be received by October 5. For reservation forms or more information, please contact:

Patty Hornback Cataloging Department 3rd Floor, King Library North 00391 (PHONE) 257-1060

#### King Victory Report

Saturday, September 15, dawned bright and clear, although it was somewhat windy, even chilly. Still, a good day to play ball.

Bill marshalled his troops, a special collection of seasoned players from this year's Happy Bookers and their faithfuls, against the State Library and Archives skeleton crew of five, at 4 in the afternoon. To round up their number to 10, five of Bill's troopers were mustered over to the "other" side. A fierce battle ensued between the two teams, but a clear victory went to the King players, a 14-9 win.

For those who participated, here are M.I. King's Appreciation Awards:

For the Best Catch--Hammerin' Hank Harken, Ref.
M.V.P.--Patty Powell, Ext. Librarian
Best Looking Rubber Arm--Joyce Welch, Acq.
Steadiest Glove--Patty Hornback, Cat.
Best Hot Dogger--Dan Barkley, GPD
Most Likely To Be Distracted By His Family--Rob Aken, Ref.
Most Fearless Ump--Charles James, LCC
Most Overrated (Overaged?) Player--Bill Marshall, SC
Ms. Consistent (Short Stop)--Diane Taub, SC
Most Injured List--Sonja Riggen, Cat., & Penny McLurg, MC
Best Field and No Hit Player--Glen McAninch, SC
Player with Best View of the Game--Phil Hornback, faithful.

And special THANKS for those who served the "other" cause (and ours!):

Pam Sogge, cir., John Delfino, faithful, Brad Grissom, Ref., Mike Michner, faithful, Hank Harken, Ref., and Betty Matulionis, SC.

But most of all we would like to thank the crowd of enthusiastic King fans, for without them the game would not have been watched.

The picnic that followed was enjoyed by both sides, and fans as well--a feast of hot dogs, red beans, and rice. Indeed, it was a good day to "PLAY BALL!" (Sonja Riggen, Softball Columnist)

# NEW BOOKS

Croghan, Anthony. On Cataloguing: Non-book Media and Anglo American Cataloguing Rules. London: Coburgh, 1982.

(Z/695.66/.C75/1982)
Contents: Information and Indexing, Creator Name Cataloguing; Anglo American Cataloguing Rules; The Description of the Item; Sound and Movies; Graphics, Three Dimensional and Geographic Media; Microforms and Machine Readable Data; Accomodation of Change.

Dority, G. Kim. A Guide to Reference Books for Small and Mediumsized Libraries, 1970-1982. Littleton: Libraries Unlimited, 1984. (Ref/Z/1035.1/.D66/1984)

Information Systems Consultants. Document Delivery in the United States: A Report to the Council on Library Resources.

Washington, D.C.: ISC, 1983. (Z/713.5/.U6/B67/1983)
Contents: Interlibrary Loan: an Overview; Major Suppliers;

Performance of the ILL System; Current Usage of Document Delivery Options; Electronic Document Delivery; The Next Five Years.

Katz, Bill and Ruth A. Fraley, eds. Ethics and Reference Services. (The Reference Librarian, no. 4). New York: Haworth, 1982. (Z/711/.E85/1982)
Contents: Where Does It Hurt: Identifying the Real Concerns

Where Does It Hurt: Identifying the Real Concerns in the Ethics of Reference Service (Rothstein); Reference Ethics: A True Confession (Fraley); Value Laden Barriers to Information Dissemination (Broderick); Reference Ethics--Do We Need Them? (Clarke); The Ethics of Information Serving Homo Sapiens Vs. Homo Biblios (Davis); Toward the Development of an Informed Citizenry (Durrance); User Fees: A Survey of Public and Academic Reference Librarians (Blazek); Ethical Aspects of Medical Reference (Wood & Renford); Teaching the User: Ethical Considerations (Lubans); Ethics at the Reference Desk: Comfortable Theories and Tricky Practices (Swan); The Unresolved Conflict (Watson); Some Ethical Problems of Reference Service (O'Brien); Ethics and the Reference Librarian (Strickland-Hodge); Ethical Considerations in the Question Negotiation Cycle (Teller); Triage (Meador & Buthod); Academic Libraries and Reference Ethics (Flinner); Bibliographic Overview: The Ethics of Reference Services (McCoy); The Reviewing of Reference Books (Walford).

Krummes, Daniel and Michael Kleiber. Recent Transportation Literature for Planning and Engineering Librarians: A Selection Based Upon the Acquisitions of the Institute of Transportation Studies Library, University of California, Berkeley (Public Administration Series), August, 1984.

(Ref/Z/7164/.A2/P840/P-1478/1984)

McCabe, Gerard B. and Bernard Kreissman, eds. Advances in Library Administration and Organization, vol. 3. Greenwich, CT: Jai Press, 1984. (Z/678/.A33/v.3/1984)

Contents: International Exchange and Chinese Library
Development (Yu); Measuring Professional
Performance: A Critical Examination (Dragon); The
Turnover Process and the Academic Library (Neal);
Subject Bibliographers in Academic Libraries: An
Historical and Descriptive Review (Haskell);
University of California at MELVYL: Results of a
Survey of Users of the University of California
Prototype Online Union Catalog (Lawrence, Graham,
& Presley); Job Analysis: Process and Benefits
(Hill & Watson); College Library Users and

Nonusers (Musavi & Harvey); David Milford Hume, M.D., 1917-1973: A Bibliography and a Biographical Sketch (Thomas & Haynes); The Impact of Changes in Scholarship in the Humanities upon Research Libraries (Cohen); The ARL at Fifty (McCarthy); ARL/LC: 1932-1982 (Welsh); The Influence of ARL on Academic Librarianship, Legislation, and Library Education (Holley).

Rosenberg, James A. and Maureen Sullivan. Resource Notebook on Staff Development. Washington, D.C.: ARL, 1983.

Smith, Linda C., ed. Professional Competencies--Technology and the Librarian. (Papers presented at the 1983 Clinic on Library Applications of Data Processing). Urbana: Univerty of Illinois, 1983. (025.078/C6163/no.20/1983)

Contents: Competency Requirements for Library and Information Science Professionals (Griffiths); The New Technology and Competencies for "The Most Typical of the Activities of Libraries": Technical Services (Henderson); Competencies Required of Public Services Librarians to Use New Technologies (Nitecki); Technology and the Academic Library Staff or the Resurgence of the Luddites (Gray); Special Librarians Face the New Technology (Griffin); Training Staff to Use Computers (Baskin & Spencer); Education Matters (Daniel); The Role of the Association in Developing Professional Competence (Virgo); Competencies for Library Networking and Cooperation (Segal).

White, Herbert S. Managing the Special Library: Strategies for

Success Within the Larger Organization. White Plains, N.Y.:

Knowledge Industry, 1984. (Z/675/.A2/W45/1984)

Contents: What Are Special Libraries and Information

Centers?; Evolution and Development; Purposes and
Objectives; Standards, Professionalism and
Salaries; Acquiring and Distributing Library

Materials; User Expectations and Enhanced
Services; The Impact of Technology; The Budget
Process; Management Communication: The Key to
Growth and Survival; Technical Processing and
Services; The Library's Dependence on Support From
Others; Professional and Clerical Staffing;
Technology and the Special Library of the Future.

SPEC Kit #106

The Kit on Electronic Mail (#106, July-August 1984) contains results of the January 1984 SPEC survey, a list of EM services being used by ARL libraries, 11 documents illustrating library uses of EM, descriptions of five EM services, two reprinted articles, and a short list of selected references. SPEC kits are housed in King Reference.

Center for Research Libraries Handbook

Copies of the 1984 supplement to "The Handbook of the Center for Research Libraries" are now available in King Reference. It updates material categories from the 1981 edition.

# Both Sides of the River

Both Sides of the River, by Dr. Eslie Asbury (author of Horse Sense and Humor in Kentucky), is "partially historical, philosophical, and humorous but mostly autobiographical. The title refers to the author's career at the Mayo Clinic and in Cincinnati, north of the Ohio River; and his early life and later experience in Kentucky, south of the river. The book is based on over 200 articles and talks to historical societies, universities, garden clubs, Rotary Clubs, horsemen, and medical organizations in 15 states."

The book is available from the Thoroughbred Press - Dept. A, P.O. Box 580, Lexington, KY 40586. Proceeds will go to the UK Library, the University of Cincinnati Medical College, and the Mayo Fund.

## TRAINING AT UK

The following training programs are available to UK non-faculty employees. Programs are held in room 15 (basement) of Memorial Hall (unless otherwise noted). To enroll contact Rosemary Veach (7-1851).

Seminar for Secretaries and Administrative Assistants

Oct. 4 & 5, 8-noon 203.Board Rm., Student Center Addition

This is a group-study audiocassette seminar. In two four-hour sessions, you'll learn what makes people tick, how to help others understand you, how to deal with people in challenging

situations, how to give peak performance under pressure, how to eliminate self-defeating attitudes, and how to grasp the principles of time management.

CPR Classes

Oct. 4 & 5, 8-noon; October 18 & 19, 8-noon

You'll learn the life-saving techniques used to help someone whose breathing or circulatory system has stopped functioning due to drowning, heart attack, choking, electrical shock, or other accidents. Eight hours of training and successful completion of the test are required for Red Cross certification. Please be advised that you should be in reasonably good physical condition in order to take this course; it requires a good deal of physical activity to perform CPR correctly.

Reinforcing Good Performance

Oct. 11, 8:30 - 11:00 a.m.

Payroll Procedures

Oct. 23, 9 - noon

Scott Wood of the Payroll Department will demonstrate how to fill out PAR's to activate, terminate, or continue departmental payroll, maintain time sheets, etc.

Working with People

Oct. 24 & 25, 8 - noon

In this seminar you'll learn how to establish trust and credibility, take immediate control of any situation, project greater self-confidence, win support and cooperation of others, work with difficult people, establish rapport, use persuasive assertiveness, and negotiate outcomes where everybody wins. This is a group-study, audiocassette training program. The course consists of two four-hour sessions.

Conducting Meetings

Oct. 26, 8:30 - noon 236 Service Building

Team Building (Management level only)

Oct. 31, 8:30 - 4:30

This all day workshop will help you:

1) identify the phases in the life cycle of a work group and apply the model to the development of your work group;

2) understand the advantages and disadvantages of group cohesion and the importance of the manager's role in leading, motivating, and organizing a cohesive work group;

establish the relationship between conformity pressures 3) on group members and the performance of the group as a

whole;

analyze whether or not your work group is organized appropriately to foster teamwork, coordination, and 4) effective decision making;

develop an action plan to help you and your work group 5) focus on appropriate goals and improved performance;

apply the knowledge and skills gained during the 6) session to your institutional responsibilities.

"Sweaty Palms": How to Prepare for a Transfer/Promotion Interview at UK

Oct. 12, 8:30-4:30

Especially helpful for the nervous applicant, this workshop will provide you with the correct procedures to follow when seeking a transfer/promotion within the University, and how to work best with Personnel. You'll learn how to prepare a resume and will actually practice your interview skills in class.

Purchasing Procedures

Oct. 16, 10 - noon 236 Service Building

Conducted by Tom Fields, Director of Purchasing, this workshop shows how to use DAV's, requisitions, purchase orders, and receiving reports to make departmental purchases within University guidelines.

How You Can Help Prevent Campus Crime

Oct. 16, 10 - noon

You'll learn 10 tips to reduce theft in your office, a better way to control the distribution and return of UK keys, and recommended procedures to follow when working evening or weekend hours. Campus Police will show you how to spot and report suspicious characters or occurences; they will also discuss various self-help techniques. The session ends with a special film entitled "How to Say No to an Attacker."

Organizations/Career Development

Oct. 17, 11-noon or noon - 1:00 Supervisory Luncheons: University

# AMERICAN LIBRARY ASSOCIATION SCHOLARSHIPS

David H. Clift Scholarship

Amount: \$3,000

Factors considered: academic excellence, leadership qualities, evidence of a commitment to a career in librarianship. Eligibility: U.S. or Canadian citizens.

Frederick W. Faxon Scholarship

Amount: \$3,000 plus optional expense-paid internship of up to 10 weeks at F.W. Faxon Company, Inc., Westwood, Massachusetts.

Factors considered: academic excellence, leadership qualities, demonstrated ability or strong desire to conduct independent research projects; understanding of, or desire to learn about computer applications in the field of library and information science; interest in serials management and control. Eligibility: U.S. and Canadian citizens, foreign students.

Louise Giles Minority Scholarship Amount: \$3,000

Factors considered: academic excellence, leadership qualities, evidence of commitment to a career in librarianship. Eligibility: U.S. or Canadian citizens. Members of principal minority group - American Indian or Alaskan Native, Asian or Pacific Islander, Black or Hispanic.

NOTE: Applicants for above three scholarships cannot have completed more than 12 semester hours (or its equivalent) towards a master's degree in library science prior to June 1, 1985. Individuals need not have been accepted into a library education program at the time of application, but the winners must enter an ALA-accredited master's degree program. Application deadline: Postmarked no later than December 15, 1984. Request application forms from: Staff Liaison, ALA Scholarship Juries, 50 E. Huron Street, Chicago, IL 60611, 312/944-6780.

LITA/CLSI Scholarship in Library & Information Technology

Amount: \$1,500

Factors considered: academic excellence, leadership, evidence of a commitment to a career in library automation and information technology, and prior activity and experience in those fields.

Eligibility: recipient must enter ALA-accredited master's program of library education, with an emphasis on library automation. Applicant cannot have completed more than 12 hours

towards a master's degree in library science prior to June 1, 1985. Application deadline: Postmarked no later than December 15, 1984. Application forms available from: Library and Information Technology Association, ALA, 50 E. Huron St., Chicago, IL 60611, 312/944-6780.

#### WORKSHOPS, MEETINGS, EXHIBITS

Drawn to Cincinnati

The Morlan Gallery in the Mitchell Fine Arts Center at Transylvania University presents "Drawn to Cincinnati," now through October 19. Artists whose works are on display include Tom Bacher, Gary Gaffney, Lisa Jameson, and Dennis Puhalla. Gallery hours: 11:30-3:30 weekdays and by appointment (233-8210).

Central/Eastern Kentucky Online Users Group

C/EKOUG will hold its first meeting for 1984/85 on October 2 with a program featuring VU/TEXT at the Lexington Herald-Leader. Sign up by September 25. See Hank Harken in Reference or Lillian Mesner in Agriculture for details.

Midwest Cooperative Conservation Program: A Workshop on Preservation and Conservation

The center for Research Libraries and the University of Chicago will host a one day preservation workshop for librarians and archivists on October 16 in the Joseph Regenstein Library at the University of Chicago. Staff from the Midwest Cooperative Conservation Program will conduct the workshop. Fee: \$45. Deadline: October 1. For more information or to register, contact Ms. Susan Spray, CRL, 6050 S. Kenwood Ave., Chicago, IL 60637. Phone: (312) 955-4545.

# PROFESSIONAL OPPORTUNITIES (For more information, see the Director's Office.)

#### Alabama

Dean of Libraries, University of Alabama. Salary: not specified. Deadline: December 1.

Map Library Supervisor, University of Alabama. Salary: not specified. Deadline: September 30.

Reference Librarian, University of Alabama. Salary: \$15,000 minimum. Deadline: September 28.

Reference Librarian, University of Alabama. Salary: \$17,600 minimum. Deadline: September 28.

#### Arizona

Middle Eastern & South Asian Language Cataloger, University of Arizona. Salary: \$16,500 minimum. Deadline: November 30.

Head Science-Engineering Librarian, University of Arizona. Salary: \$28,000 minimum. Deadline: November 15.

Assistant University Librarian for Systems and Planning, University of Arizona. Salary: \$35,000-\$45,000. Deadline: November 15.

# California

Government Document Acquisition and Bibliographic Control Librarian, Stanford University. Salary: \$24,300-\$37,200. Deadline: November 15.

#### Indiana

Assistant Engineering Librarian, Purdue University. Salary: \$18,000 minimum. Deadline: November 30.

Head, Rare Books & Special Collection Department, Indiana State University. Salary: \$22,500 minimum. Deadline: October 29.

Head of Acquisitions, Indiana University-Purdue University at Indianapolis. Salary: \$15,800 minimum. Deadline: October 1.

#### Massachusetts

Director and Librarian, Public Library of Boston. Salary: \$60,000. Deadline: November 1.

#### New Jersey

Head of Cataloging, Rutgers University. Salary: \$23,507 minimum. Deadline: November 1.

## North Carolina

Assistant Head of Cataloging, Western Carolina University. Salary: \$16,500-\$18,300. Deadline: October 15.

#### Ohio

Head of Design, Architecture, Art & Planning Library (One Year Temporary), University of Cincinnati. Salary: \$18,000 minimum. Deadline: October 1.

## Washington, D.C.

The U.S. Office of Personnel Management's Librarians' Register will be open from September 17 to October 10, 1984. It covers all federal library positions from GS-7 through GS-12. (It does not include the Library of Congress.) If you think you might be applying for a federal librarian's position in the next few years, take advantage of this opportunity to get your name on the register. For further information, contact the OPM Job Information Center: (202)737-9616.

Supervisory Librarian, Biological Sciences (GS-13), Smithsonian Institution. Salary: \$36,327. Deadline: October 1.

# UK LIBRARY SYSTEM OPPORTUNITIES (If interested, contact Ann Howell.)

Library Technician III, grade 5, Agriculture Library.

Library Technician III, grade 5, Circulation.

Library Technician II, grade 4, Newspapers/Periodicals. (This position is a 3 year grant funded position.)

#### LIBRARY JOURNALS ROUTING SERVICE

The journals routing service is available to all staff members in King, branch, and associate libraries and the Medical Center Library. The only requirement for receiving the service is that you agree to hold issues no longer than 3 days before routing them to the next person on the list.

Please make your selections from the list below. A title chosen by less than six people will not be routed. In anticipation of a heavy response, we ask you to select only those titles that are of primary interest to you. If you select more than five (5) titles, please indicate which five are your top choices---just in case we have to establish a limit. Please remember that library faculty members are also eligible for the Table of Contents Service, which might suffice for titles of secondary interest.

Return the list below marked with your selections by October 5, 1984 to Sara Farley, Central Serials Record, King Library. Call me at 257-8393 if you have any questions. Thanks!

DEPT ALA Washington Newsletter American Libraries American Society for Information Science Bulletin American Society for Information Science Journal Chronicle of Higher Education College and Research Libraries Drexel Library Quarterly Information Processing and Management Information Reports and Bibliographies Information Retrieval and Library Automation Journal Of Academic Librarianship Journal of Library Automation Kentucky Libraries Libri Library Acquisitions: Practice and Theory

Library Acquisitions: Practice and Theory
Library and Information Science Research
Library Hotline (formerly LJ Hotline)

Library Journal

Library Quarterly

Library Resources and Technical Services

Online

Online Review

Publishers Weekly

RQ

Serials Librarian

Serials Review

Softtalk

Southeastern Librarian

Special Libraries

Unabashed Librarian

UNESCO Journal of Information, Science, Librarianship, and Archives Administration

Wilson Library Bulletin

B B