

Copy 1

THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES' NEWSLETTER

7-26-85

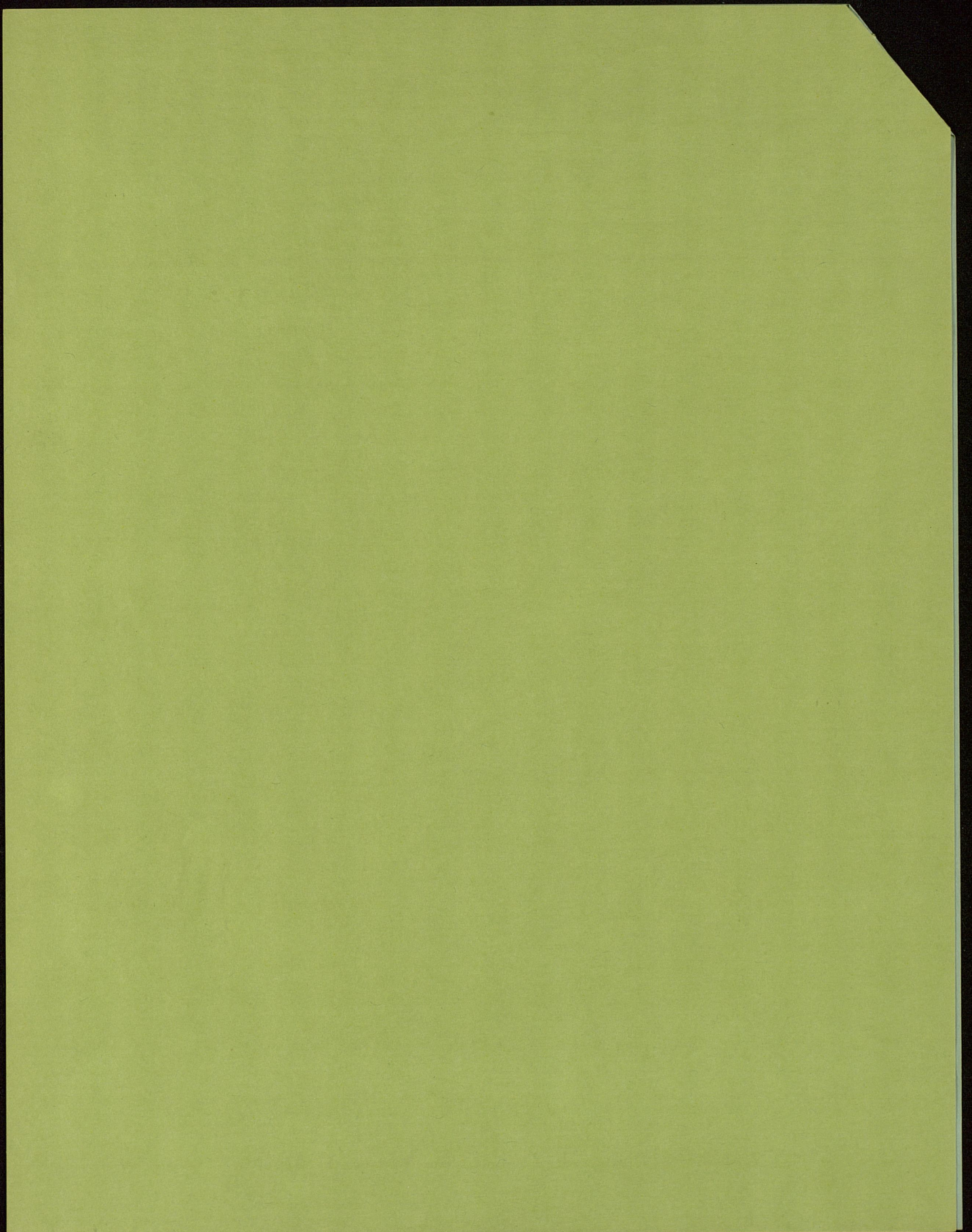
No. 460

CALENDAR

- | | |
|--------------|---|
| August 6 | Purchasing Workshop |
| August 7 | Fire Alarm Test |
| August 8 | Staff Development Program |
| August 13 | Payroll Procedures Workshop |
| August 14-16 | First World Conference on
Continuing Education for
the Library and Information
Science Professions |
| August 15 | Personnel Policy and
Procedure Review |
| Sept. 10-12 | Project Management: Planning,
Scheduling and Control |

Next "Green Bean" issue: Friday, August 9, 1985
Deadline for inclusion: Monday, August 5, 1985

Production Staff: Cecil Madison, Sandy Duff,
Rob Aken (editor)



INFORUM

The incorporators of the non-profit network include: Omer Hamlin, Jr., Gail Kennedy, and Paul Willis.

Staff Development Meeting August 8

Toni Powell, Agriculture Librarian, will be the presenter at the next Staff Development noontime program on Thursday, August 8. Toni will show slides of libraries she visited during her recent trip to Indonesia. Bring your lunch and join us in the 3rd Floor Staff Lounge at 11:30 a.m. for this interesting program.

(Paula Pope)

Photocopy Services in ARL Libraries

Photocopy Services in ARL Libraries (SPEC Kit #115, June 1985) contains a summary of survey responses, two policy statements, an outline of cost factors, nine descriptions of services and price lists, 17 position descriptions, advertising copy from three libraries, three user surveys, and five vendor contracts. SPEC Kits are housed in the Reference Department.

Fire Alarm Test

There will be a fire alarm test Wednesday, August 7 between 7:35 and 8:15 a.m. in King Library. It is not necessary to evacuate the buildings at that time.

TRAINING AT UK

The following training programs will be held in room 15 (basement) of Memorial Hall. To enroll, contact Rosemary Veach (7-1851).

Kentucky Library Network Formed

Frankfort, KY (July 9, 1985) -- Incorporation papers were filed with the Secretary of State's Office on Tuesday, July 9 for a Kentucky Library Network. The purpose of the network will be "to promote and develop cooperation between all types of libraries in an effort to meet the informational, educational, recreational, and research needs of Kentucky's citizens and institutions."

Purchasing 10 - noon
Aug. 6 or Oct. 22

This workshop shows how to use DAVs, requisitions, purchase orders, and receiving reports to make departmental purchases at the University.

The emergence of networking is one of the most notable developments in the history of libraries. Two major factors have contributed to the networking movement. First is the increased demand for books and other information sources, a demand has grown dramatically while library budgets have declined. The second factor has evolved from the fast-paced improvements in computer and telecommunications technology, which makes possible timely, efficient communication among libraries.

Payroll Procedures 9 - noon
Aug. 13, Oct. 8 or Nov. 5

This workshop shows how to fill out PARS to activate, terminate, or continue departmental payroll; and how to maintain timesheets, etc.

The Kentucky Library Network, Inc., is one of the first library networks in the United States to be organized as a non-profit corporation. Over 2,000,000 volumes have already been committed to the network by a core-group of public and academic libraries in the state. Potentially, this network will make available to any citizen of the state books and other items held by its member libraries.

Personnel Policy and Procedure Review for Supervisors, Managers, Department Heads, and Administrators

8:30 - noon
Aug. 15

The University's Personnel Policy and Procedure Manual will be reviewed and time allotted to answer questions regarding interpretation.

PROGRAMS

Project Management: Planning, Scheduling and Control
Sept. 10-12,
University of Louisville

Recruitment of member institutions to participate in sharing their resources for the benefit of library patrons throughout Kentucky is now underway. Initial membership fee is \$50 and annual dues \$25.

This 3-day course examines every phase of project management and shows you step-by-step how to bring projects in on time and within budget.

The program will be led by Richard J. Manning, President of Project and Product Management Support Company. Mr. Manning has worked in the area of project management with numerous large and small industrial companies, banks, hospitals, construction companies, high tech firms and advertising agencies. He is an experienced seminar leader and project management consultant.

To give each attendee ample opportunity to question and learn from Richard L. Manning, attendance will be limited. Therefore, if you plan to attend, call 502-426-0427 at your earliest convenience. Please note there is a 10% discount to any company sending a team of three or more.

For more information, see Rob Aken.

PROFESSIONAL OPPORTUNITIES
(For more info, see the Reference Dept.)

Alabama

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

Head, Serials Department, University of Alabama. Salary: \$24,000-\$32,000. Deadline: September 15.

California

Head, Geology-Geophysics Library, UCLA. Salary: \$21,024-\$36,996. Deadline: October 1.

Florida

Technical Services Librarian, The Florida Center for Library Automation. Salary: \$25,000 maximum. Deadline: September 15.

Illinois

Serials Cataloger, Southern Illinois University at Carbondale. Salary: \$17,600 minimum. Deadline: September 15.

Maryland

Head, Lending Branch, National Agricultural Library. Salary: \$37,599 minimum. Deadline: August 5.

Head, Farming and Forestry Reference Branch, National Agricultural Library. Salary: \$37,599 minimum. Deadline: August 5.

Michigan

Head of Serials Unit, Michigan State University. Salary: \$30,000 minimum. Deadline: August 16.

New Jersey

Assistant Order Librarian, Princeton University. Salary: not specified. Deadline: August 16.

Reference Librarian, Rutgers University. Salary: \$20,668 minimum. Deadline: August 15.

New York

Reference Librarian, Syracuse University. Salary: not specified. Deadline: August 31.

Ohio

Head, Home Economics Library (3/4 position), Ohio State University. Salary: \$14,310-\$18,240. Deadline: July 30.

Reference/Information Services Librarian, Ohio State University. Salary: \$18,000-\$21,120. Deadline: August 31.

Oregon

Social Science Reference Librarian, University of Oregon. Salary: \$18,000 minimum. Deadline: August 31.

Rare Books/Special Collections Librarian, University of Oregon. Salary: \$18,000 minimum. Deadline: October 1.

Reference Librarian, Education Subject Specialist, University of Oregon. Salary: \$18,000 minimum. Deadline: August 31.

Virginia

Arts and Humanities Collection Management Librarian, Virginia Commonwealth University. Salary: \$17,000 minimum. Deadline: August 31.

Head, Special Collections/Archives, Virginia Commonwealth University. Salary: \$25,000 minimum. Deadline: August 31.