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THE GREEN BEAN

10/1/76

UNIVERSITY OF KENTUCKY LIBRARIES' NEWSLETTER

NO.148

CALENDAR

6 October - Pre-conference workshop at UK: "Cataloging non-print media" (For further information, see Faith Harders, Director's Office.).

7-9 October - KLA meets at Louisville.

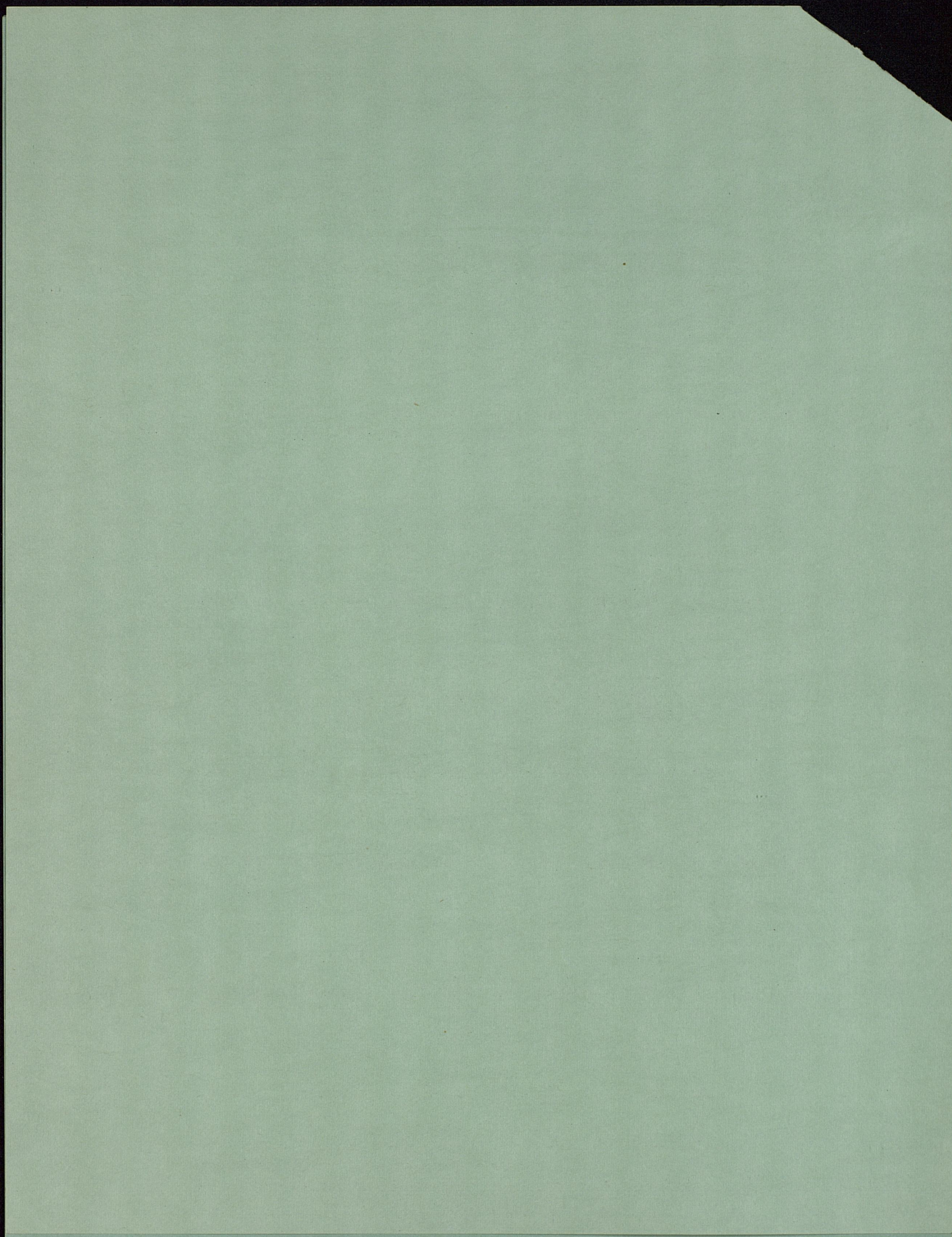
13 October - Patterson Literary Society meeting - 11-11:50 AM, Gallery.

15 October - Administrative Council meeting - 8:30-9:30 AM, Chem. Conference Room (Room 137 Chem./Physics).

Music in the Gallery series - Public recital by members of the School of Music Wind Quintet - Noon to 1 PM, Gallery.

30 October - Workshop at UK: "Preschoolers, parents and books" (see note).

Contributors to this number: Cliff Black, Gwen Curtis, David Farrell (Editor), Lee Hisle, Ebba Jo Sexton, Ann Short, Paul Willis.



ABOUT THE LIBRARIES: REPORTS

From the Director:

Last week I met with the Planning Committee (E.Baxter, J.Bryant, Chairperson; D.Farrell, P.Renfro). The charge to this Committee as given in the Organizational Procedures Documents is:

Develop plans for the Library system consistent with the rules provided by the University.
Develop plans designed to best use and provide expansion for all Library resources and programs.

The Senate Library Committee members will be asked to serve on the various Planning Subcommittees according to their interest. This will be reviewed at the next Senate Library Committee meeting scheduled for October 4.

The four Subcommittees and their charges are presented below.

Collections

Devise comprehensive collection development plan for University Libraries (consider review of library support to graduate and professional programs).

The following agenda suggestions received for the Administrative Council and Library Faculty were referred to this Subcommittee.

1. Establishment of a library system-wide book selection policy. Who should participate in its formulation? Who should review/approve it before going to Director's Office?
2. Discussion of whether there is a need for an impartial book selection committee (possibly part teaching faculty, part librarians) to work with the head of resource utilization and provide some support for budgetary decisions.

Personnel Utilization

Comprehensive review of personnel resources (consider professional/clerical ratio, need for King public services coordinator, vacant positions).

The following agenda suggestions (faculty/administrative council) were given to the Personnel Utilization Subcommittee:

1. I would like to see some discussion and planning for automation activities - specifically, the establishment of priorities, related personnel changes (including staff training), cost effectiveness measures, etc.
2. Volunteer program. I think there is some merit to be given to the idea of taking outstanding library science graduates and letting them work for a fixed period of time for experience to make them marketable.

A summary of other matters discussed in relation to Personnel follows:

- a. Library Science internship program
- b. Public services assistant director or coordinator
- c. Scheduled retirements
- d. Persons with temporary appointments
- e. Vacant positions
- f. Persons with regular appointments in interim positions

Services

Review library services offered to University community. Consider recommendations as to modifications in existing services and possible new services (media materials; computer tapes).

The following faculty agenda items was referred to this Committee: Other patterns for the organization of Public Services.

Included among other matters discussed were:

1. Union list of serials
2. Need for a user survey
3. Need to concentrate on improving public services in the King buildings

Facilities Utilization

Review existing library facilities and make recommendations as to possible changes in order to offer more effective library services to the University community. Emphasis on King buildings (consider branches, new facilities, life sciences).

It was generally agreed that utilization of space in the King buildings should receive priority attention of the Planning Committee this year. It was recognized that work of the Facilities Subcommittee would have ramifications for the other Subcommittees. This coordination will be done by the chairperson of the Planning Committee.

It was again suggested that the Planning Committee review MRAP for relevant matters. The work of last year's Committee and its report was also discussed.

P.W.

The charge to the Library Faculty Library Policies, Guidelines and Rules Committee as given in the Organizational Procedures Document is reprinted below:

Established internal rules, policies and guidelines for the operation of the Library in order to render the maximum service to the University community.

I met last week with Charles Atcher, who is chairing this Committee, to review possible agenda items for the Committee for 1976-77. A summary of our discussion follows.

This Committee will be asked to review the performance evaluation review form and the Library's substitute Academic Personnel Report (APR) form and to make any recommended changes to the Library Faculty. It will be necessary that any modifications be presented to the Library Faculty meeting scheduled for November 5.

Two suggestions from last year's Committee were given to Mr. Atcher. These are: a) Compilation of library policies from the Green Beans; b) Manual of policies and guidelines for the library system.

I also recommended that the MRAP report be read carefully in order to detect possible Committee agenda. This must be done, of course, in coordination with the MRAP Implementation group.

I am certain that Mr. Atcher would welcome suggestions for the Committee for 1976/77.

P.W.

From the new ACTS organization:

A proposal to organize an assembly to work for the common interest of the support staff was adopted at their annual meeting at Spindletop on Friday, Sept. 17. Five staff members were elected to serve as an Executive Committee of the new Assembly of Clerical and Technical Staff (ACTS). The following officers were elected by the Executive Committee: Lynn Shrewsbury, Chairperson; Gwen Curtis, Recorder; and Ron Lloyd will serve as Chairperson in the absence of Ms. Shrewsbury. Judy Fugate and Jeff Sauer were elected by the staff to serve as the Library Faculty Administrative Council representatives. Please feel free to bring to their attention any issues, events or problems concerning you or the entire staff.

From the Ombudsman:

This past year it has been my pleasure to serve the Library as its Ombudsman. I am happy to report that no one found it necessary to enlist the aid of the Ombudsman. This seems to be an occasion when "no news is good news". In January I received a phone call from the ARL Office of Management Studies in Washington, D.C. They expressed interest in the trend for library ombudsman and requested specific information about our library's position.

For those of you who may be unfamiliar with the Ombudsman's responsibilities, let me once again state the functions as established by the Grievance Committee Study Group in 1974: "The office of the Ombudsman shall provide a mechanism for handling issues for which no established procedure exists or for which established procedures have not yielded a satisfactory solution. It is not intended to supplant the normal processes of problem resolution. In some cases where there is a clear need to achieve a solution more quickly than normal procedures provide, the Ombudsman may initiate investigations without formal complaints."

KLA SLATES PANEL FOR LIBRARY TECHNICIANS

The library technician is the subject of a special panel scheduled for Thursday, 7 October, from 3:30 to 5:00, at the KLA meeting in Louisville. The purpose of the panel will be to offer information and invite discussion about various aspects of the Kentucky library technician and the national library technician movement. Chairing the panel will be Lee Hisle of LTI. Panel members and topics are: Lynn Shrewsbury of UK ("UK Technical Assistants: their organization, their problems and needs"); Charles Hinds ("The State Library Exam for Head Librarians: Public Libraries"); and Margaret Barron ("The National Technical Organization -- Its purposes, goals, accomplishments, and the future of the library technician").

WORKSHOP FOR PARENTS

"Preschoolers, parents and books" is the title of a workshop scheduled 30 October, 9:00 AM to 11:30 AM, on the second floor of the UK Student Union. Enrollment is limited to 60 children (ages 3 to 6) and their parents and 50 professional librarians. Students, teachers and librarians are welcome to participate. (From KLA Bullitin, Fall 76, p.41.)

PERSONNEL

Job opening: Tech IV (Circulation - Med Center). For information telephone Sara Leech at 3-5496.

PROFESSIONAL EMPLOYMENT OPPORTUNITIES

Associate Librarian. Cornell University Libraries. Ithaca, NY. Application deadline Nov. 1, 1976. Available December 1, 1976. Salary: Commensurate with background, experience and ability.

Acquisitions Librarian. Yale University Library. Application deadline Oct. 15, 1976. Available Oct. 15, 1976. Salary: \$10,900+.