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LIBRARIANS PUBLISH

John Bryant of the Cataloging Dept. had a report "Quick Cataloging" published in the March 1974 issue of Kentucky Chapter of SLA's BULLETIN. Gretchen Gibson of the Medical Center Library had a report "Medline" in the same issue.

T H E

G R E E N

B E A N

UNIVERSITY OF KENTUCKY LIBRARIES  
NEWSLETTER 4/26/74

STAFF ORGANIZATION

Mildred Legg has resigned (March 31) after fifteen years of service to the King Library. The Staff Organization wishes her much success in her new endeavor.

LIBRARY SCIENCE GRADUATION

All those wishing to participate in or attend the College of Library Science graduation are asked to contact Onva Boshears (257-1645) by Wednesday, May 1. Jesse Shera will be the speaker on May 11 at the Agricultural Sciences Auditorium.

DEPARTMENT HEADS

There will be no Department Heads meeting, Wednesday, May 1.

DIRECTOR'S NOTE

I would like to share with you "A Law Librarian's Ten Commandments" as published a number of years ago by the Librarian at the Supreme Court of North Carolina:

1. Thou shalt be slow to judge a man a fool, lest his wisdom exceed his knowledge and thou be condemned by thine own judgment.
2. Thou shalt not be wise in thine own conceit; they wages are paid thee for knowing these things.
3. Thou shalt curb thy zeal; a small stream quencheth the thirst, but a flood washeth away the camel.
4. Thou shalt not swat a fly with a sledge-hammer.
5. Thou shalt give food and drink unto the wayfarer lost within they gates.
6. Confess thine imperfections that all men may know thee as brother; be not proud in perfection, lest all men turn and rend thee.
7. Thou shalt do equal justice to all; if thy rule be evil, change it, but make thou no exceptions.
8. Thou shalt not harden they heart against those seeking knowledge, but deal with them in loving kindness.
9. Thou shalt serve all people gladly, for out of the common treasury cometh thy food and raiment.
10. Thou shalt remember that there are no little people or unimportant questions, but thy brother seeking help.

POSITION OPENING

Medical Center Library--Tobacco and Health Information Services. Grade 6 to be reclassified July 6, 1974 to Library Technician II. Available April 29, 1974. See or call Mary Evelyn Minter, at 233-5451;; Cataloging Dept. Grade V Typist. Available immediately - contact D. Green (257-3801)

COLUMBIA PLAN

Two copies of the materials left by Jerome Yavorkovsky of Columbia University are in the Reserve Room.

BOOKNOTES

Booknotes this issue is about books on library organization, one recently published and one to be published in the next year. The first, Booz, Allen, Hamilton's study of the Columbia University Library reorganization was the subject of our visiting consultant's lecture at the library staff meeting on April 19. The second will be the results of a study of the present structure of library education and the needs of recent (three to five years) library school graduates being conducted by Ralph and Audrey Conant for the A.L.A.

Mr. J. Yavorkovsky referred to the reorganization of Columbia's library system as being a venture in participative management; the underlying philosophy was a functional reorganization in distinction to an organization according to the actual flow of materials. At Columbia the goal is to serve the academic community and, by so doing, to allow the library personnel to develop professionally. The original management study was commissioned by the Association of Research Libraries, and the reorganization has followed closely the general recommendations of the Booz, Allen, and Hamilton study.

Staff participation in the reorganization was encouraged and major staff task forces participated in the three-phase program of organization, staffing, and operations. The utilization of staff task forces permitted library personnel to help determine their own future.

Interestingly enough, staff functions did not change, although new staff positions were added. It was said that this was because the nature of the work did not change and because the purpose is to evolve into the organization needed by the University. The real change brought about by staffing reorganization was the institution of a two-track classification scheme that rationalizes salary, advancement, and hiring. Also the detailed job descriptions have aided in recruitment as well as in management training and personnel evaluation.

The reorganization of Operations will be an on-going effort beginning with restructuring the budget and instituting sophisticated accounting techniques. One major innovation will be issuing policy statements to guide decision making and thus allowing decentralization of authority and more responsibility on the supervisory level.

Staff participation in planning will continue through a Professional Advisory Committee and a Staff Development Committee. Also library personnel are encouraged to develop professionally through instruction, education, and publication so as to better understand their role in the organization and to better fulfill their personal goals. A notable development to date has been the significant involvement of the library staff in the reorganization and the degree of commitment to the organizational goals that has been demonstrated by the staff. It is to be hoped

that University of Kentucky will experience this same degree of success in its upcoming self-study.

The Conant Study is not one moment too soon. Library education and librarian needs when on the job must be studied in tandem, and the present trend towards management analysis and computerized techniques in libraries indicates that library schools must restructure their programs to meet new job needs. Once again referring to Columbia University, the Director of Libraries has been made the Academic Vice-President for Information Science, which indicates where librarianship is going, insofar as academic libraries are concerned. Special librarians have realized the need for management training and knowledge of computerized techniques for some time, but the generalist is not yet prepared to enter a field where the librarian is a management specialist in the information retrieval and storage business.

The Conant team was here at Kentucky recently, and I was one of the participants in a most probing and well-detailed interview on library education, personal goals, and personal views on the future of the library field. The published study, which will include in-depth interviews conducted at library schools and with librarians from all over the United States, along with further publication of case studies on library reorganization will, hopefully, aid the library profession to bring about needed changes in library education, libraries, and continuing education for librarians.

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Booz, Allen & Hamilton, Inc. Organization and Staffing of the Libraries of Columbia University; a Case Study. (Westport, Conn: Redginve Information Resources Corp, 1973)

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