

The GREEN BEAN

No. 502

April 24, 1987

CALENDAR

- April 24 Gallery Series: A John Jacob Niles Song Celebration. Jackie Roberts, soprano. Nancie Field, piano.
- April 26 John James Audubon, 1785-1851. American naturalist and artist.
- April 26 Frederick Law Olmsted, 1822-1903. American landscape architect, participated in the design of Central Park (New York) and Yosemite National Park.
- May 1 Dr. Michael Nietzel and Dr. R.A. Baker, UK Dept. of Psychology--"The American Private Eye: Fictional Modern Knights." Lecture.
- May 6 Fire alarm test, King Libraries North and South.
- May 6 First adhesive postage stamp issued in 1840.
- May 6 LS\2000 Library Staff Open Forum. 2:00pm in the Gallery.
- May 7 Robert Browning, 1812-1889. British poet.
- May 7 Archibald MacLeish, 1892-1982. American poet and Librarian of Congress (1939-1944).
- May 8 Harry S. Truman, 1884-1972. 33rd U.S. President.

Next Green Bean: Friday, May 8, 1987
Deadline for inclusion, Friday, May 1, 1987.

Production Staff: Kerry Kresse, editor/typist. Scott Lutz, assistant editor/typist. Cecil Madison, printer.

The Newsletter of the University
of Kentucky Libraries

FROM THE EDITOR'S DESK

Spring at last! The semester is drawing to an end, and summer is on the horizon.

Don't forget about the 6th Library Staff Open Forum on LS2000. This session features a brief LS2000 update by Tari Keller, and Rob Aken and Teresa Burgett will discuss selected authority files and how they relate to each other. The /CR and /CN fields will be the special files to be discussed. It will be held on Wednesday, May 6 at 2:00pm in the Gallery.

Toni Powell has enclosed the revised faculty document in this issue of the GB. Don't forget to glance over it, as it will be the topic of discussion in an upcoming faculty meeting.

>>A reminder that the Gallery will be unavailable for approximately 6 weeks beginning May 11 because of construction. The Staff Lounge will be available for meetings, and should be scheduled with Jean Robinson at 257-1060.

STAFF DEVELOPMENT NEWS

In May, the Staff Development Committee will sponsor a program entitled "An Introduction to Interlibrary Loans." The program will include a short discussion of interlibrary loan trends and policies, an overview of borrowing and lending procedures, and a demonstration of the OCLC Interlibrary Loan Subsystem and Micro Enhancer. In order to allow everyone to clearly and easily observe the demonstrations, the same program will be offered on several different days and times.

--Tuesday, May 5, 2:00pm
--Friday, May 8, 2:00pm
--Tuesday, May 12, 10:30am
--Wednesday, May 13, 10:30am

Please call Interlibrary Loans at 257-3353 before May 3 to register for the session you would like to attend.

ABOVE AND BEYOND...

Bill James, Law Library, received the following letter dated April 2, 1987.

Dear Sir:

I just wanted to drop you a quick line in reference to the outstanding service and assistance I received at your Law Library on March 30, 1987. On that date, you may recall the last winter blizzard we received this year, I arrived in the late afternoon and evening to do some extensive research on an issue as yet unresolved in Kentucky. Naturally, this required research in other states and nationally as well. In the process, I became aware that there was only one copier working, the change machine was broken, and there was a sign that no change was available at the desk.

Fortunately for me however, there was one Darrell Lewis working at the desk. He helped me to arrange to get change, get the copies made and get me out to town at a reasonable hour. I know from personal experience and having been in private practice that sometime it's difficult to be self-motivated when you're paid on an hourly basis and not necessarily on the results obtained. This attitude, however, has apparently never

struck Darrell. I found him to be competent, attentive and responsive to my needs, and he is a classic example of why your university library has attained the reputation it has.

Please make this letter a part of his personnel file and please make Darrell aware that you appreciate his extra efforts as much as I do. Thank you again.

Keith McCormick
Law Office of Truman L. Dehner
206 East Main Street
Morehead, KY

KLN ANNUAL MEMBERSHIP MEETING

The Kentucky Library Network is having its second annual membership meeting on Friday, May 8 at the Executive Inn in Louisville. In addition to the various committee reports, Howard McGinn, Director of the North Carolina Information Network, will speak over lunch. There is also a Board of Directors election. For a copy of the flyer, please call the Director's Office at 257-3801.

MALC IN ILLINOIS

The Midwest Academic Librarians Conference (MALC) will meet at Illinois State University in Normal. The conference will be held May 27-29, and features many interesting programs, including Michael Gorman (Interim University Librarian for University of Illinois), "BI, Past Successes, Future Challenges"; JoAn Segal (Exec. Director of ACRL), "Technology, the Problem or the Solution"; William Nugent (Automated

Systems Office at LC), "Optical Disc Technology: Impact for Academic Libraries"; and Judy Rycomb (Head of Reference at DePaul University), "Faxing the Facts: Improving Document Delivery with Enhanced Technology"; among many others. Also featured is a hog roast! Registration for the conference is \$65, and extremely reasonable housing is available in the ISU dormitories. As one who knows, the MALC conferences are great fun. For a copy of the brochure, call Kerry at 257-5954.

CEKOUG ANNUAL DINNER MEETING

CEKOUG, the Central/Eastern Kentucky Online Users' Group is holding its third annual dinner meeting at the Harley of Lexington on Thursday, May 21. Cash bar begins at 6:30pm, followed by dinner at 7:00pm. Martha E. Williams, Professor of Information Science in the Coordinated Science Laboratory and Director of the Information Retrieval Research Laboratory at the University of Illinois at Urbana-Champaign, will be the guest speaker. She will address the impact of CD-ROM technology and future trends in online searching. The program is \$13.50 for CEKOUG members, and \$15.00 for nonmembers. The deadline for reservations is May 11. For a copy of the registration form, please contact Lillian Mesner at 257-8369 or Kerry at 257-5954.

THE BOOKSHELF (Submitted by Rob Aken)

Book Selection: An Introduction to Principles and

Practice. 4th Edition / by David Spiller. London: Clive Bingley; 1986. Call number Z689 .S6 1986.

Johns Hopkins University Press; 1986. Call number T14.5 .W46 1986.

The Confetti Generation: How the New Communications Technology is Fragmenting America / by William J. Donnelly. New York: Henry Holt & Co.; 1986. Call number P96 .T42 D6 1986.

Coordinating Cooperative Collection Development: A National Perspective / Edited by Wilson Luquire. New York: Haworth Press; 1986. Call number Z687 .C68 1986.

Dollars and Sense: Implications of the New Online Technology for Managing the Library (Proceedings of a Conference Program held in New York City, June 29, 1986) / Edited by Bernard F. Pasqualini. Chicago: American Library Association; 1987. Call number Z711 .D66 1987.

Free Flow of Information: A New Paradigm / By Achal Mehra. New York: Greenwood Press; 1986. Call number K3255 .M44 1986.

Projects and Procedures for Serials Administration / Compiled and Edited by Diane Stine. Ann Arbor, MI: Pieran Press; 1985. Call number Z692 .S5 P78 1985.

Small Scale Bibliographic Databases / Edited by Peter Judge and Brenda Gerrie. Sydney; Orlando: Academic Press; 1986. Call number QA76.9 .D3 S630 1986.

Tradeoffs: Imperatives of Choice in a High-Tech World / by Edward Wenk, Jr. Baltimore:

The Ad Hoc Committee to Revise the Faculty Document has continued to work long and hard to have our document reflect our operating procedures. Since our last discussion of the document we have reworked the section on administration and on the ombudsman. Below are sections from the first draft of the document and the proposed change. Copies of the original, first draft and second (and we hope final draft) of the document will be on reserve by April 24th. We hope to bring this up for a vote at the May Faculty meeting.

FIRST DRAFT OF DOCUMENT

B. The Associate Director

The Associate Director acts as deputy to the Director and heads the Branches Division. The Associate Director is in charge of the Library in the absence of the Director. Should both the Director and the Associate Director be absent, the responsibility falls to the Assistant Directors by seniority rank.

C. Assistant Directors

Assistant Directors function in the areas of public services, technical services, and development. The Assistant Directors are responsible for the administration and coordination of these library divisions.

D. Department Heads

The department head (or branch or associate library head) serves as chairperson of the department library faculty in the development of policies of operation of the department. He presides over all departmental meetings, except as he may delegate this function, and is an ex-officio member of all departmental committees. He has administrative responsibility for implementing the department's program within the limits established by the regulations of the University, policies of the University Senate, and the rules of the University Libraries.

The department head is responsible for recommendations on the appointment of new members of the department, promotions, reappointments, terminal appointment, decisions not to reappoint, post-retirement appointments, and the granting of tenure. Procedures and criteria used in preparing recommendations shall be those established by the University, the Library, and the departmental Library faculty.

The department head submits the budget request for his department and administers the budget after approval. He makes recommendations to the Director on salaries and salary changes.

The department head is responsible for the periodic evaluation of department members by procedures and criteria established by the university, the Library, and the departmental library faculty.

In connection with the major administrative functions of the

chairman, he seeks the advice of members of the department, individually or as a group, or of advisory committees that he may appoint.

The department head is the spokesman for the department. In the event that he feels it necessary to depart from the opinion of the departmental faculty, he must communicate the department opinion as well as his own, stating his reasons for differing, and notify the department of his actions.

PROPOSED CHANGE

B. The Associate Directors

The Associate Director acts as deputy to the Director and heads the Branches Division. The Associate Director is in charge of the Library in the absence of the Director. Should both the Director and the Associate Director be absent, the responsibility falls to the senior ranking Assistant or Associate Director.

The Associate Director for Public Services and Systems is responsible for the public service units in King Library and has the added library system wide responsibility of overseeing the automation of university libraries.

C. Assistant Directors

Assistant Directors function in the areas of technical services, development, collection development, and special collections. The Assistant Directors are responsible for the administration and coordination of these library divisions.

D. Directors of Associate Libraries

Directors of Associate Libraries function in the areas of Law and Agriculture and are responsible for the administration and coordination of these libraries. Associate Libraries are self contained libraries that report to the the Director of Libraries.

E. Department Heads

The department head or branch librarian is responsible for a specified unit within the library system and is responsible for the administration and coordination of that unit.

RATIONALE: This change accurately reflects the organizational chart for the library system. The description of department/branch heads has been shortened to look less like a job description and more in line with administrative descriptions in the rest of the document.

ORIGINAL PROPOSAL

F. The Library Ombudsman

The Office of 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. The authority of the Ombudsman extends to issues of a library nature involving all professional, classified and student employees of the Library.

The Ombudsman shall have full access to the necessary officials, meetings, and personnel records; the involved parties shall remain anonymous in all cases, unless said parties agree otherwise. The Ombudsman shall maintain close liaison with the Director and is responsible to the Library faculty and staff, to whom reports shall be made as often as needed, or at least once a year.

The Office of Ombudsman shall be split between the ACTS Chairman and the Faculty Representative on the Administrative Committee. The ACTS Chairman shall handle cases for the Library Support Staff including student assistants and the Faculty Representative shall handle cases for the faculty. (ACTS is described in Appendix D of this document).

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The Ombudsman shall be elected by the full library staff in the fall of each year. Nominations for the Ombudsman and the election of the Ombudsman shall be conducted jointly by the Chair of ACTS and the Secretary of the Library Faculty.

RATIONAL: This mechanism is in line with the desire of the library staff as indicated in the november election.

ORIGINAL DESCRIPTION

GREEN BEAN EDITOR. The Green Bean is the biweekly newsletter of the University Libraries. The editor of the Green Bean takes primary responsibility for writing and editing the material published in it. Some items included in the Green Bean are job notices, both on and off campus; university notices, workshop notices, Gallery Series, ACTS announcements, staff vacancies etc. The editor prepares the Green Bean on Monday for typing at the Director's Office on Tuesday morning. The draft is then proofread and the final draft is sent to Copy Service by Thursday morning for distribution on late Thursday or Friday. The editor serves a one year assignment and it is counted as the equivalent of one committee assignment.

PROPOSED CHANGE

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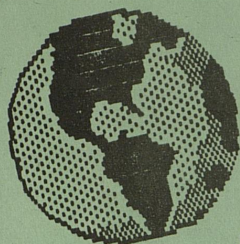
RATIONALE: This description allows the editor the flexibility to set their own schedules and printing routines.

PROPOSED CHANGE

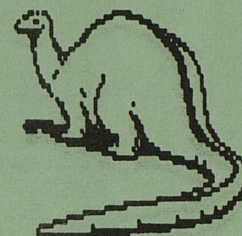
Remove the Guidelines for Promotion and Tenure from Appendix C and substitute copies of the appropriate administrative regulations.

RATIONALE: The guidelines are simply that and not procedures. The Administrative Regulations are the procedures for promotion and tenure. These guidelines could be issued to new faculty members along with copies of the Faculty Procedures Document.

Announcing a Tour of Two Sciences...



GEOLOGY/ BIOLOGY



The Geological and Biological Sciences Libraries
THURSDAY, MAY 14, 2 - 4 PM

Our tour will begin at the Pirtle Geological Sciences Library, 1st floor of Bowman Hall. Mary Spencer, Acting Geology Librarian, will lead the tour. The Geology Library has undergone extensive renovation recently and many of us may appreciate the chance to see what changes have taken place. The Library features a variety of geological and topographical maps, a new archival room to house rare and classic books, and a gemstone book collection in addition to its regular collections in geology.

We will proceed across the street to the Biological Sciences Library where Mildred Moore, Biology Librarian, will lead the tour of the Library, located in Room 313, Thomas Hunt Morgan Building. The Library's collection includes materials on zoology, botany, bacteriology, anatomy, entomology, ecology and several other related fields. If we are lucky, we may be able to view some of the more unusual items that are on reserve from time to time, including a cat's skeleton and a shark's brain.

This is the second in the ACTS Orientation Committee's series of tours of our library departments and branches. We encourage and appreciate participation by library staff and faculty. If you need directions to the Geology Library, please call 7-5730.

If you would like to attend, please fill out the reservation form below and mail to: Dan Hodge, Architecture Library, 200 Pence Hall, Campus 00411.

(Please cut between the feet before forwarding.)

I would like to attend the tour of the Geology and
Biology Libraries, Thursday, May 14, 2 - 4 PM.

Name _____ Campus Phone _____

PROFESSIONAL OPPORTUNITIES

University of Kentucky

Deadline for all of the following UK jobs is June 1, 1987.

Head of Acquisitions. Salary: \$25,000.

Appalachian Librarian, Special Collections Department. Salary: \$19,000.

Cataloger, Original cataloging, main library. Salary: \$17,000-\$20,000.

Head of Cataloging. Salary: \$25,000-\$30,000.

Head of Geological Sciences Library. Salary: \$25,000.

Law Library Circulation/Reference Librarian. Salary: \$19,000.

Reference Librarian, Main Library Reference Department. Salary: \$19,000-\$20,000.

Cataloger, Kentucky Newspaper Project. Salary: \$17,000 minimum. Deadline: none given.

LCC Technical Services Librarian. Salary: \$20,000. Deadline: May 5, 1987.

CALIFORNIA

Reference Librarian and Bibliographic Instruction Coordinator. University of California, Riverside. Salary: \$24,012-\$26,436. Deadline: May 31, 1987.

FLORIDA

Engineering, Mathematical, Physical or Earth Sciences Reference Librarian and Selector. University of Florida. Salary: \$19,500 minimum. Deadline: June 1, 1987.

GEORGIA

Instructional Services Department Head. Emory University. Salary: \$17,500-\$26,000. Deadline: May 15, 1987.

ILLINOIS

Management Reference Librarian. Northwestern University. Salary: \$20,000-\$26,000. Deadline: May 29, 1987.

Assistant Manager/Reference Librarian. Northwestern University. Salary: \$23,000-\$26,000. Deadline: none given.

Instructor, Mathematics. Joliet Junior College. Salary: variable. Deadline: April 30, 1987.

NEW JERSEY

Cataloger, Librarian I. Princeton University. Salary: \$20,500 minimum. Deadline: May 15, 1987.

NEW MEXICO

Science/Engineering Librarian. University of New Mexico. Salary: \$20,000 minimum. Deadline: June 30, 1987.

PENNSYLVANIA

Assistant Archivist. Pennsylvania State University. Salary: \$20,000 minimum. Deadline: May 15, 1987.