

Reference copy

THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES' NEWSLETTER

8/24/79

NO. 288

CALENDAR

August 31	ACTS Fall Meeting; 9:00am
September 1-3	Labor Day Weekend
September 3	Resumption of Regular Hours

Contributors: Faith Harders, Paul Willis, Rebekah Harleston (editor), Colleen Holmes, Theresa Wiley, Bill James, Cheryl Jones, Cindy Bott, and Rebekah Heath.

PUBLISHED WEEKLY AT THE MARGARET I. KING LIBRARY, UNIVERSITY OF KENTUCKY, LEXINGTON, KY. 40506

ABOUT THE LIBRARIES

ACTS Meeting

The fall meeting of ACTS will be held in the staff room, 3rd floor King North. Refreshments will lighten the business meeting. All members are urged to attend.

Leave of Absence

Dennis Dickinson will be on a leave of absence during the fall 1979 semester. He plans to take a full-time computer science course load.

Tom Waldhart will serve as acting Assistant Director for Public Services during this period of time. Tom will retain his teaching responsibilities in the College of Library Science and work for the Library on an "over-load" basis.

New With Us Since June

Non-Professional - Angelique Bantu, Circulation; Sara Farley, CSR; Vivian Herndon, New/Micro; Terry Howard, Circ.; Victoria Johnson, Maps; Carrie Leffler, Bindery; Janet Purser, GPD; Frances Silvestri, Cataloging.

Professional - Cheryl Nyberg, Law; Maureen O'Brien, Special Collections; Janice Orf, Extension Librarian; Janis Pivarnik, GPD; Judith Wiza, Reference; Gerald Munoff, Special Collections.

Where Do We Belong?

With the beginning of a new fall year and a new library year, so to speak, we fill in the organization chart generously provided by the Director's Office. See the back page of Green Bean no. 285, dated August 3, 1979.

We'll go left to right on the first level, and then left to right on the chart. OK? Director, Paul Willis. Then, in order now, David Farrell, Toni Powell, Bill James, Bill Marshall, Ruth Brown, Harry Gilbert, Mary Davis, Elizabeth Howard, added to chart Journalism Reading Room, Marie Copeland, Extension Librarian, Janice Orf, Ellen Baxter, Jane White, Russell Powell, Vivian Hall, Mildred Moore, Adelle Dailey. Begin second level. Dennis Dickinson, Larry Greenwood, Janis Pivarnik, Vivian MacQuown, Nancy Baker, John Bryant, Emilie Smith, Gail Kennedy, Faith Harders.

What Do We Do?

Some Departments, by their very nature, are fragmented into separate operating functions. Special Collections is one such. Allison Arnold filled out their organization chart showing who is responsible for each unit. The blank chart is available for your information.

Emilie Varden Smith took time to identify those in charge of some large units. Jessie Adams is in Bindery Preparation Department; Sandra Muenks, Cataloging Support; Joan Gatewood, Reclassification/Conversion Project.

Gail Kennedy offered Jan Knight as Assistant Head, Frances Williams in charge of CSR; Jim Shaeffer, searing (these most commonly consulted by other departments) and other unit heads.

Lillian Blackburn is in a newly created position in Newspaper/Microtext as being responsible for all activities involved in microfilm.

Community College News

The downtown campus library of Jefferson Community College will catalog materials for Paducah and Somerset Community Colleges libraries.

This cooperative project became feasible when JCC received, through Title III, funds for their own OCLC terminal. The downtown library had been Cataloging for both their library and for their South West campus on a terminal shared with Bellarmine College since 1976.

Surrogate books will be used to catalog the Paducah and Somerset title, while the South West campus will be received, cataloged, and processed at the downtown campus.

The project will be the more interesting because Paducah is a Dewey library and the others are LC.

New Column Begun

From time to time, Community Colleges will use the Green Bean as a means of communication among themselves and other institutions. We welcome the addition.

Law Library

As a result of the building addition to the law school, the law library got additional space totaling 9,000 to 10,000 square feet. This added space will allow the library to increase its total seating capacity above the A.A.L.S. requirement of 65%. There will be 84 locked carrels, 38 open carrels and table seating for over 200 people. Also, the library will have a new volume capacity of over 173,000.

The main floor has a formal reading area in the center with alcoves along the north and west sides. The main floor will also have a browsing area with lounge furniture containing newspapers and light reading material.

The second floor of the library contains study alcoves with open carrels and study tables.

In the basement there are locked and open carrels, table seating and three conference and study rooms for student use.

In an effort to preserve the shelving space, the library has begun a policy of replacing little used hard copy material with microforms to be housed in the new microform room.

The library has requested a book theft detection system which hopefully will be approved within the next year. A SOLINET terminal is scheduled for installation in late August. As a part of the university library community, the law library will participate in the automated circulation system when it becomes available. The acquisitions of these systems will help the law library to improve its services to the users.

The space allotted to the technical services division has tripled. A processing area has allowed us to put up much needed shelving; book trucks are no longer needed for "permanent" shelving purposes. With the additional space it should be much easier to organize the workflow.

The law library's technical services division is engaged in ordering all materials; cataloging and classifying; maintaining the necessary files for the library's collection; processing materials; and bookkeeping.

Contact William James for matters concerning administration, collection development, planning and budgeting. (8-8686).

Following is a list of full time staff in the technical services division, their titles and the duties they perform:

Janice Cox, Account Clerk: acquisitions, bookkeeping and accounting

Julia Balko, Serials Technician: bindery preparation, kardex maintenance, supervises filing of looseleaf services and treatise supplements (8-8688).

Sheree Huber, Technical Services Technician: book processing, checks in serial publications on kardex, and claims missing issues (8-8688).

Cindy Bott, Technical Services Librarian: cataloging, card catalog maintenance, coordinates and supervises activities in the division.

Following is a list of full time staff in the public services division, their titles and the duties they perform:

Boo Ellis, Medical Technician: videotapes for continuing Legal Education seminars and for class use, processes and arranges microforms, and lends and borrows materials for interlibrary loan. (8-8687)

Cheryl Nyberg, Circulation Librarian: implements circulation policies and procedures, trains and supervises employees, and oversees course reserves. (8-8687).

Cheryl Jones, Public Services Librarian: answers reference questions conducts LEXIS training, and supervises activities in the public services division. (88687).

VACANCY

LT IV - Law. If interested, see Faith Harders

Tech III - IMMR

If interested, call Thersa Wiley at 252-5535, ext. 283.

OPPORTUNITIES FOR PROFESSIONAL EMPLOYMENT

On-line Searching Librarian. East Tennessee State University. Salary \$14,000-\$15,000. Application deadline October 15.

Art Librarian, University of Kansas. Salary \$12,000-\$16,000. Application deadline September 21.

Rare Books and Manuscripts Conservator, Princeton. Salary \$11,900 or \$13,400+. Application deadline October 15.

Music Cataloger, Stanford. Salary \$14,000-\$16,300. Application deadline September 10.

Reference and Instruction Librarian, Stanford. Salary \$16,000-\$19,000. Application deadline September 15.

Reference/Minority Liaison Librarian, University of Washington. Salary \$14,000+. Application deadline, September 28.

Associate Director of Libraries, Public Services. University of Washington. Salary \$30,000 minimum. Application deadline Sept. 28.