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LIBRARY MANAGEMENT ROUNDTABLE

After attending KLA's preconference on personnel management, several of us felt that continued meetings on how to apply the theories presented would be helpful. The first meeting will be on Thursday, November 14, and all supervisors are invited

whether or not you attended the management conference. The place is Room 367 in the Student Center; the time--11:30-12:30. You may either go through the lunch line at the University Club if you are a member or bring your own lunch. Those planning to attend should notify me before November 13.

THE GREEN BEAN

UNIVERSITY OF KENTUCKY LIBRARIES
NEWSLETTER 11/8/74

Joan Gatewood, Cataloging
Department

PERSONNEL PUBLISHES

The University of Kentucky Personnel Division has recently initiated a "periodic publication . . . for the purpose of employee communication." Vol. 1, no. 1 of this newsletter appeared on Oct. 17 and is entitled "Personnel Points Out . . ."

A regular feature of the newsletter will be a question and answer column wherein Personnel will either answer questions sent in by employees or publish recurring questions they have answered through other channels.

The Director's Office has this and will have all future copies of "Personnel Points Out . . ." for anyone who would like to read them.

SPECIAL LIBRARIES

Special Libraries Section members who are writing articles for Special Libraries and Special Librarians: A Pot Pourri are reminded that abstracts, summaries, outlines or complete articles are due Nov. 15th. Finished articles are to be submitted March 15, 1975.

COMMITTEE TO REVIEW PERFORMANCE EVALUATION FORM

An ad hoc committee to review the performance evaluation form to be used this year for the professional staff has been appointed. The members are:

Larry Greenwood, Chairperson
Elizabeth Howard
Vivian MacQuown
Mary Welch

The committee will need to report to the Director's Office by December 1. If you have comments or recommendations concerning the form used last year please make them to the committee as soon as possible. If you would like to have a copy of the form used last year, please request one from the Director's Office.

P.W.

ORGANIZATIONAL RULES AND PROCEDURES

A draft copy of the organizational rules and procedures for the University Libraries has been distributed to all departments for circulation. Comments or recommendations concerning the draft copy may be directed to Ellen Baxter (Chairperson of the committee) or Paul Willis.

EMPLOYMENT OPPORTUNITIES

Personnel Officer, University of Connecticut, Storrs, Connecticut.

Salary: \$17,000

Acquisitions Librarian, Cornell University, Ithaca, N.Y.

Salary: \$14,000 up

Librarian, New York State School of Industrial and Labor Relations, Cornell University, Ithaca, N.Y.

Salary: \$17,400 up

PERSONNEL NOTES

Promotion:

Elizabeth Giles, LT I, CSR, to LT II, Acquisitions-Searching.

Effective Nov. 11.

STAFF ORGANIZATION

The UK Library Staff Organization would like very much to have your suggestions of candidates for nomination to offices for the year 1975.

Please fill in the blank below and return to Mildred Stanley, Special Collections Dept., King North, by Nov. 15th.

President _____

Vice Pres. _____

Secretary _____

Treasurer _____