

The University of Kansas Libraries Newsletter Number 1580 | July 3, 2002

Library Staff Open Meeting Notes

The powerpoint slides used by Stella Bentley during the all-staff meetings can be viewed at <http://www2.lib.ku.edu/fyi/bentley1580.ppt> (requires PowerPoint to view; contact LITS if you need help).

Personnel Announcements

The following new staff appointments were announced previously (electronically) to all staff:

Rhonda Houser has been appointed to the position of GIS & Data Services Specialist, effective August 4, 2002. Rhonda is presently employed with the Virginia Department of Conservation and Recreation, Division of Natural Heritage. She earned a BA from KU in Environmental Science and she completed a Master of Environmental Science this Spring at the Virginia Commonwealth University.

Jeff McAdams has been appointed to the Library Assistant II position in the Engineering Library, effective June 8th. Jeff was previously appointed as a student assistant in the Libraries' Preservation Department, and he worked also in the Department of Special Collections. Jeff graduated from KU this Spring with a degree in English. He replaces Joshua Nichols.

Karen Pierce, Head of the Copy Cataloging Unit, began work on June 17th. Karen's appointment was announced previously.

Pat Miller's appointment as Software License Specialist became effective July 1st. Pat's office is now located in Licensing Unit, level 2, Watson Library.

Additional new staff appointments:

Heather Krasovec has been appointed as a Library Assistant I in Retrieval Services, Interlibrary Loan/Document Delivery unit. Heather worked as a student assistant in Watson Library (Access Services and Retrieval Services) while she was an undergraduate at KU. She graduated this Spring. Heather's appointment became effective June 23rd.

Sandy Gilliland

Classified Conference News

Classified Conference announces the following election results for 2002-2003:
Group Representatives: Group I, Retrieval Services - Jesse Bryson;
Group II, Cataloging - Kevin Fussell
Group III, all others in Watson and the Regents Center - Janet Revenew
Group IV, all others outside of Watson and the Regents Center - Lynn Koenig
Officers: Chairperson - Mary Ann Baker, Vice-Chairperson - Helen Dee, Secretary - Kurt Blythe
Grievance Committee: Jan Altenbernd, Kevin Fussell, Ela Chromanska, Brenda Owens, Kurt Blythe
University Senate Committee on Libraries - Mary Ann Baker

Check out the Classified Conference website:

<http://www2.lib.ukans.edu/~staff/committees/cceb/index.htm> for the most recent approved minutes of the Executive Board and the General Meeting. The website also has general information about the Classified Conference and as always if you have any suggestions or concerns, please contact your representative.

Mary Ann Baker

KU Libraries Receives Gift from Tubby Family

Melody and Ed Tubby recently contributed \$1,000 to the KU Endowment Association for the KU Libraries. They asked that their gift be used to purchase of library materials in the area of Indigenous Studies. Their gift is made in memory of Sarah Jane Tubby (Ed is her son) who worked in the KU Libraries from 1953-1995. Sarah's 42+ years in the Libraries were spent in the Bindery Unit, now part of the Preservation Department. Sarah is well-remembered for her excellent hand-skills, pleasant and welcoming personality, and untiring dedication to the KU Libraries. Sarah was a member of the Mississippi band of the Choctaw tribe. She died in October, 1996, but no memorials were designated at that time. Anyone wishing to make a memorial gift now is welcome to do so.

If you wish to contribute, make your check payable to KU Endowment Association, and include this notation:

This gift is made in memory of Sarah Jane Tubby for use by the KU Libraries in the purchase of library materials in the area of Indigenous Studies.

Gifts can be sent directly to:
KU Endowment Association
1891 Constant Avenue
Lawrence, KS 66044-0928

If you have questions, contact Bill Myers in the admin. office at 4-8921 or billmyers@ku.edu.

Bill Myers

Vacancy Announcements

Applications are being accepted for two full-time classified Library Assistant positions in the Cataloging Department, Watson Library. For additional information, regarding these vacancies, please go to:

<http://www2.lib.ku.edu/vacancies/vacancies.htm>. Please contact Rita Wilson or Sandy Gilliland for application instructions. Applications are due Friday, July 12, 2002. An EO/AA Employer

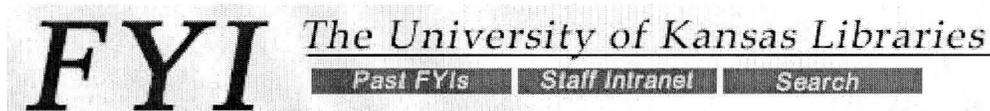
Updated Phone Directory

- [June 27, 2002 Acrobat format](#) | [Word Format](#)

The FYI is published electronically every month for the KU Libraries at <http://www2.lib.ku.edu/FYI>. Articles for the next issue of FYI may be submitted to Rita Wilson, rcwilson@ku.edu or Rm. 502, Watson Library. Suggestions for improvements and enhancements may be made to [Rita Wilson](#).

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last updated:
url: <http://www2.lib.ku.edu>



The University of Kansas Libraries Newsletter Number 1581 | August 1, 2002

Pilot project to begin in Anschutz Library (announced earlier this week by Stella Bentley)

The search for the Head of Anschutz Library has been suspended in anticipation of a second round of permanent budget cuts this fiscal year. Rather than hire a new head of Anschutz, we will try a pilot project of integrating the functional units of reference and access services across the Anschutz and Watson Libraries. Cindy Pierard and Kathy Graves will serve as Co-interim Coordinators of the merged Reference Department. Sarah Couch will serve as Head and Peggy Bell as Assistant Head of the merged Access Services Department. In addition, Lea Currie will serve as the Coordinator of Instruction for the Libraries. Judith Emde will oversee all processing activities in Anschutz while we continue to consider the various options for documents and maps processing.

Personnel Announcements

Two library staff have announced their retirements:

Hope Cundiff, Library Assistant II in Retrieval Services, began employment in 1969 as a Clerk-Typist in what was then called the "Order Department" (now Retrieval Services). During Hope's employment, she received several promotions and worked her entire career in the acquisitions area. At Hope's request, no formal farewell party will be held. Her retirement became effective July 31st.

Muriel Cook, Library Assistant III in Retrieval Services, began employment in Circulation (Watson Library) in 1970, as a Key Punch Operator. Muriel received several promotions throughout her career with the Libraries. She transferred to the Serials Department in 1979 (now Retrieval Services). In 1997, Muriel received the "Woman of Distinction" award from the Kansas Martin Luther King, Jr. Memorial Committee in recognition of her service. Indeed, throughout her career at KU, Muriel has been active on many library and local committees. Muriel's official retirement date is September 1st, but her last day at work is August 15th. She has requested that no farewell party be held; instead, Muriel is planning a fun event to which all staff will be invited to attend, details of which will be forthcoming.

Stefanie Warlick has been appointed as the Evening and Weekend Supervisor, Watson Library Circulation Unit, effective July 22nd. Stefanie was previously a part time student assistant in Watson, serving as a Student Supervisor in the Circulation unit and as a Reference Assistant in the Reference Department. As the

Evening/Weekend Supervisor, Stefanie will supervise the Watson Library Circ. Desk during evening and weekend hours and provide assistance to library patrons. She will also assist with Watson Library stack maintenance during the summer and during periods when classes are not in session. Stephanie is a 2002 graduate of KU. She replaces Max Crowe.

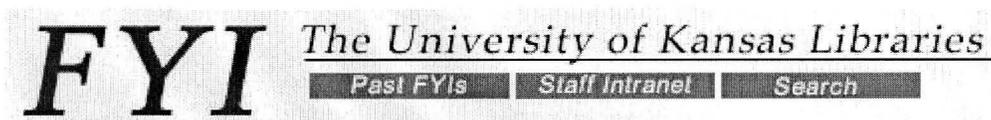
Susan Bailey has been hired as the unclassified Library Assistant at the KU Regents Center Library, Edwards Campus. Susan is presently employed at the KU RCL as a classified staff member. In her new position, Susan will manage all aspects of the document delivery/interlibrary loan process, participate in the development of WebRetrieve, and develop local policies and procedures related to document delivery and interlibrary loan. She will also be responsible for providing reference, instruction and other public service activities, maintaining the RCL's website, and will serve as Assistant Manager for reserves and circulation. Susan's new role becomes effective August 4, 2002.

Sandy Gilliland

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The University of Kansas Libraries Newsletter Number 1582 | Sept. 5, 2002

Staff from University of Wyoming Libraries to visit KU

Several staff with the University of Wyoming Libraries will visit the KU Libraries on Tuesday, September 10th. The Wyoming staff are interested in our Endeavor system and work flow issues. They will meet with several of their counterparts on the KU Libraries staff who have responsibility for reference, cataloging, acquisitions, library systems, collections and digital library for general sharing of information

Stella Bentley

KU Libraries to receive tuition enhancement monies

The KU Libraries will receive \$800,000 from the tuition increase that went into effect this fall. These funds will be used to enhance library services and collections. The largest portion of enhancement funds for the University will go toward technology needs, operating funds, GTA salaries, and costs related to hiring new faculty next year, according to a recent announcement. The enhancement funds are not to replace funding lost to this year's budget cuts. We still need to cope with reduced staffing and reduced funds for supplies and equipment.

Stella Bentley

Digital Library receives funding from the Student Technology Fee

Funding generated by the student technology fee will be used for several technology-related projects this year, including work on the Digital Library. Initial work on the Digital Library is being done to include a new federated search capability that will enable users to search across multiple databases with a single inquiry. Other uses of the technology fee funding include replacing old computers in campus student computer labs, increasing bandwidth for support of Internet Usage, and creation of a full-time student technology coordination position for the campus. The next round of improvements to be funded from the fee include installing a student portal, work on the Digital Library (as stated above), upgrades to the Blackboard software, and online enrollment.

Stella Bentley

Diversity Committee appointed

The following staff have been appointed to the Libraries' Diversity Committee for FY2003:

Helen Dee, Access Services (Co-Chair)
Elizabeth Mendoza, Retrieval Services (Co-Chair)
Tami Albin, Reference
Peggy Bell, Access Services
Susan Case, Reference
Carmen Doering, Reference
Chantel Guidry, Retrieval Services
Jeff McAdams, Engineering Library
Sandy Gilliland, Administrative Office (ex officio)

Stella Bentley

Vacancy announcement

The Regents Center Library announces a full-time unclassified professional staff vacancy (replacing Marquita Richards). Please see <http://www.lib.ku.edu> for a full vacancy announcement. Applications received by September 20th will receive first consideration.

Sandy Gilliland

Several Libraries staff to present at CULS conference

The annual College and University Library Section of the Kansas Library Association conference will be held in Salina, Kansas on October 10-11th. Jerry Niebaum, KU Asst. Vice Provost of Information Services will give the keynote address, "The Future Has Changed: Challenges for Higher Education." Several of our staff are on the program:

Thursday, October 10th -

John Stratton, Director, KU Regents Center Library: "Root and Branch: Collection Management and collaboration at the Regents Center Library"

Brian Baird, Preservation Librarian: "Digital Preservation"

Friday, October 11th -

Deb Ludwig, Head, LITS; *Peggy Bell*, Asst. Head, Access Services; *Loretta Spurling*, Coordinator of Data Services; and *Sandy Gilliland*, Asst. to the Dean: "HR matters: New applications of Courseware tools"

Lars Leon, Interlibrary Loan/Document Delivery Librarian: "Improving access to information through technology and all those things that make technology work."

For more information about the conference, including registration information, please see:

<http://skyways.lib.ks.us/KLA/index.html> (click on Calendar of Events).

Sandy Gilliland

Personnel Announcements

David Pardue, Catalog Librarian, has announced his resignation. David has accepted a position with the McAllen Memorial Library in McAllen, Texas. His employment with the KU Libraries began in August, 1989. David was awarded tenure and promoted to his present rank (Librarian II) in 1995. His resignation is effective October 4, 2002.

Sandy Gilliland

Distinguished Librarian Award Program: September 11, 2002

All staff are invited to attend an event on Wednesday, September 11th at 4:00 p.m., to honor Bill Crowe, Spencer Librarian, as the recipient of the Gretchen and Gene A. Budig Distinguished Librarian Award. During the event Chancellor Budig will be recognized for endowing the award. Please see the invitation:

[Invitation to September 11th Distinguished Librarian Award program](#)

Stella Bentley

Personnel Announcements (issued to all staff via e-mail on August 29, 2002)

Annie Williams, Catalog Librarian, has announced her retirement effective December 6, 2002. Annie began employment in September, 1974 as Associate Special Collections Librarian. In 1978 the title "Cataloging Librarian" was added to her role when she assumed a half-time appointment in the Cataloging Department (while continuing half-time in Spencer). She became full-time in Cataloging in 1984. In 1994 Annie became the Religious Studies Bibliographer, while continuing as a full-time Cataloger. Throughout Annie's career she has served on several library committees and she has been the key person to organize all of the Libraries' staff social events (i.e., KULSA). In recognition of Annie's many contributions to the University, she has been awarded Emerita status by Chancellor Hemenway. At Annie's request, no formal farewell party will be held.

Marquita Richards, Public Service Manager at the Regents Center Library since November 1999, has announced her resignation. Marquita has accepted a position with BillSoft, located in Overland Park. Her resignation is effective September 4, 2002.

Whitney Baker has been appointed as Conservator (Librarian I) effective October 21, 2002. Whitney is presently the Conservation Librarian, University of Kentucky. Prior to this position, she was a Conservator with the Library of Congress. Whitney earned a BA in Chemistry and Spanish from KU in 1994, and a master's degree in Library and Information Science and Advanced Certificate in Library and Archives

Conservation, from the University of Texas/Austin in 1998. Whitney replaces Meg Brown.

Ada Emmett has been appointed as Science Librarian (Librarian I). Ada has recently completed a master's degree in Library and Information Science from the University of Washington, Seattle. She has been employed as a graduate student position with the UW Graduate School, and has previous employment with the University of Washington Health Sciences Library, Seattle Public Library, Baha'i International Library (Haifa, Israel), and the Rush Rhees Library, University of Rochester. Ada's appointment at KU begins September 29, 2002.

Three new appointments have been made within the Cataloging Department:
*Matt Grafel has been hired as a Library Assistant II. He is presently employed in the Reader Services Dept., Spencer Research Library and has previous experience in the Cataloging Dept. His appointment is effective September 16th.

*Joel Boggess has been hired as a Library Assistant I. He has previous employment with KU as a GTA in the English Department (1999-pr.). Other previous employment includes work in the Purdue University Libraries, 1997-99. Joel earned a BA in History and French from Purdue University, and an MA in French Literature from KU. He is presently working on an MBA degree at KU.

*Kye Baxter has been appointed as a Library Assistant I in the Cataloging Department. Kye has been employed as a Library Assistant at Southwestern College Library (Winfield, KS) where he earned a BA in Philosophy. Kye's and Joel's appointments become effective September 3, 2002.

Bill Myers's title has been changed to Director of Library Development. The new title reflects adjustments in the position's primary responsibilities to emphasize donor development, donor stewardship and donor communications in liaison with KU Endowment.

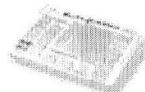
Adonia David, Conservation Assistant in the Preservation Dept. has received approval to reduce her appointment to 50% for the remainder of the academic year. Adonia will be concentrating on finishing coursework for a Master's degree.

Sandy Gilliland

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The University of Kansas Libraries Newsletter Number 1583 | October 3, 2002

Friends of the KU Libraries

"Friends of the KU Libraries" is now the designation for all donors who support the KU Libraries through their gifts to the Kansas University Endowment Association. An explanation of this initiative is provided in the accompanying letter that was sent to people who previously supported the KU Libraries as members of the "KU Friends of the Library."

On a related topic, each of us has received a letter soliciting our support for the KU First Campaign. I realize many of us have charitable interests outside the university, or even in other areas on campus. As you consider participating in KU First, I welcome you to join me as a Friend of the KU Libraries. A gift for the Libraries of any amount, as part of a contribution to KU First, designates you as a Friend.

Stella Bentley

Letter sent to Friends:

Dear (name of donor):

Over the years, members of the KU Friends of the Library have been among the most loyal supporters of the KU Libraries. The group's founding purpose-"to bring together people who are interested in books, libraries and the University of Kansas, and to seek their support, in various ways, of the finest research library in the region"-continues to be relevant. Our collections and facilities bear tangible evidence of this support.

Today more than 3,000 donors support the KU Libraries on an annual basis, thanks in large measure to the efforts of the Kansas University Endowment Association. While Friends members like you account for nearly 200 of this number, the vast majority are parents of current KU students. Others include KU alumni and individuals with no obvious affiliation with the University. As you can appreciate, we consider all of them to be our "friends."

Therefore, in consultation with the Friends' Executive Board, we are initiating some changes intended to build on the Friends' tradition of support for the KU Libraries. Our hope is that these changes will enable all of our donors to experience a closer affinity with the Libraries and enable us to develop an increasingly substantial base of support. Specifically, these changes include the following:

- The name "KU Friends of the Library" becomes "Friends of the KU Libraries." This is the inclusive designation for all donors to the KU Libraries.
- The purpose of "Friends of the KU Libraries" is to provide the Libraries with a context for recognizing donors on an annual basis. As a donor recognition society, "Friends of the KU Libraries" has no organizational structure. An individual is recognized as a "Friend" by making an annual charitable contribution to support the Libraries.
- "Friends of the KU Libraries" receive periodic communications from the Libraries, including notices of events and programs.
- The Libraries will host one event annually specifically for the "Friends of the KU Libraries." The purpose will be to recognize donors, showcase library resources and services, and celebrate the impact of charitable giving.
- "Friends of the KU Libraries" who are Kansas residents and have no official affiliation with the University may purchase a KU Library Borrower Card for \$5.00 annually. This privilege is available to all Kansas residents.
- Individuals who were designated "Life Members" or "Honorary Members" of the former KU Friends of the Library will continue to receive periodic communications, be invited to events, and be eligible for library borrowing privileges at no cost, whether or not they continue as annual donors.
- The Kansas University Endowment Association will coordinate all appeals for support of the KU Libraries.

Our capacity to provide excellent library resources and services for KU faculty and students depends upon the continuing generosity of donors like you. The current uncertainty of the state's fiscal outlook suggests that charitable gifts are more crucial to the KU Libraries' successful operation than at any time past. This past year, donors provided more than \$200,000 of support for the Libraries through gifts to the Kansas University Endowment Association. As a result of these contributions, we have been able to:

- install state-of-the-art wireless technology in Watson, Anschutz and Spencer libraries to improve access to electronic resources for library users;
- provide wireless laptop computers for students to use on-site in those same libraries;
- equip two new instructional classrooms in Watson Library;
- initiate a visiting scholars program for Kenneth Spencer Research Library;
- acquire new materials to enhance our priority collections-and the list goes on.

I hope you will continue as a "Friend of the KU Libraries" by committing your annual support to our work. If you have any questions about the changes I have

outlined here, I will be happy to respond.

Sincerely,

Stella Bentley
Dean of Libraries

Classified Conference News

Check out the Classified Conference website:

<http://www2.lib.ukans.edu/~staff/committees/cceb/index.htm> for the most recent approved minutes of the Executive Board. The website also has general information about the Classified Conference and as always if you have any suggestions or concerns, please contact your representative.

New Staff Members Appointed

We are pleased to announce two new staff appointments: Jennifer Heikkila has been appointed as Library Assistant II, Access Services. Her primary assignment is as the Stacks Manager in Anschutz Library. Jenny has a BA degree in History from Emporia State University. She worked in the William Allen White Library, ESU. During Jenny's enrollment in graduate school at ESU (in the History program), she was employed as a GTA. Jenny's appointment was effective September 30th.

Carmen Campenaris has been appointed as a Library Assistant II at the Regents Center Library, Edwards Campus. Carmen is presently employed by the Johnson County (KS) library system as a Circulation and Periodicals Clerk; she has experience in Interlibrary Loan in the JC library system as well. Carmen earned a BS in Advertising from KU. Her appointment is effective October 14th.

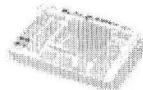
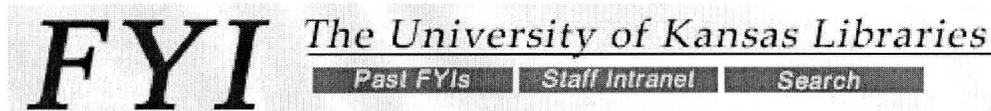
Ada Emmett Has Arrived!

L. Ada Emmett, Science Librarian, has arrived; she began work this past Monday, September 30th. Please stop by and meet Ada, whose office is in Anschutz.

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The University of Kansas Libraries Newsletter Number 1584 | Nov. 14, 2002

Documents and Maps Processing Update

Background information:

This past May the Task Force to Study Documents Processing was charged to "gather data, analyze and explore the best ways to process documents (in any format, including maps) efficiently and to make them available to the campus community in a timely manner." The Task Force presented several options to Stella Bentley for how this might be accomplished. Stella accepted the recommendation of the Task Force that documents and maps processing be integrated into the workflows of Cataloging and Retrieval Services. A new group, the Documents/Maps Workflow Task Force, was charged with working out the details to implement the new workflow.

The Documents /Maps Workflow Task Force is now nearly finished with its task of developing new procedures for the integration of documents/maps processing into the workflow in Retrieval Services and Cataloging. As a result of the integration of workflows the staffing changes noted below will take effect Friday, Nov. 15th:

Staffing changes:

Effective Friday, Nov. 15th, the following staff will move to the Cataloging Department:

- **Laura Horne** (coordinating overall flow of US Documents and Maps); reporting to Carmen Orth-Alfie.
- **Vacant LA II position** (assisting with map processing and non-map Level II cataloging); reporting to Carmen Orth-Alfie.
- **Jennie Dienes** (original cataloging of maps); reporting to Mary Roach.
- **Judith Emde** (assisting with the transition of docs/maps processing to Watson; electronic resource/non-MARC metadata cataloging); reporting to Mary Roach.
- **Jane Hoyt**, who previously worked with international documents, will remain in Anschutz to assist with public service needs and collection maintenance activities.

Current status of documents and maps processing:

As a result of the integration of the workflow, all international documents are now

being received in Retrieval Services where the serials are processed. The international documents monographs follow normal receipt procedures in Retrieval Services and are then integrated into the regular Cataloging Dept. workflow. The Serials Record Team is working steadily to reduce the backlog of unprocessed international serials. Carmen is working on sorting the monographic backlog of international documents and adding them to the monographic workflow. It is anticipated that it will take a number of months to work through the backlogs.

Effective Monday, Nov. 18th, all U.S. federal documents will be received in the Cataloging Dept. where the monographs and serials will be separated. The serials will be routed to the Serials Record Team in Retrieval Services where holdings maintenance activities will be done. Students and staff, working under the direction of Laura Horne, will process the monographs.

Maps ordered through Voyager will be received by Retrieval Services and routed to cataloging for processing. Maps received directly from the USGS office will be received in Cataloging and processed by the appropriate staff in Cataloging. The unprocessed map backlog (which includes many duplicate maps) is being reviewed by two LAll temporary staff and students located in the Map Library. After removing any duplicate maps the LAlls are classifying the maps and creating brief online records. Judith Emde is overseeing the processing done by the two LAlls.

The Documents/Maps Workflow Task Force will continue to monitor the integration of documents and maps processing into the workflows in Cataloging and Retrieval Services and will fine tune procedures as appropriate.

Mary Roach

Personnel Announcements

Congratulations and best wishes to **Carol Ann Vernon** who has announced her retirement. Carol Ann was appointed as a Library Assistant II in the Retrieval Services Department in May, 1996. Her last day at work will be December 20, 2002.

The following new staff have recently been appointed:

Andy Applegarth - Network Support Specialist, Library Information Technology Services. Andy began his position on Monday, October 28th, just in time to help solve a network failure the very next day! Andy has held positions previously with the Oregon Office of Energy, K-State University, and Emporia State University (1994-1988). He has a B.S. in Computer Science from ESU. Andy reports to Deb Ludwig.

Monica Claassen-Wilson has been appointed as a Library Assistant II in Retrieval Services, Interlibrary Loan/Document Delivery unit. Monica's appointment became effective October 28th. She has been previously employed as a preschool teacher, computer literacy instructor, and library assistant. Monica has a degree in Environmental Studies from Bethel College in Newton, Kansas. She reports to Lars Leon.

Mike Rusche has been appointed to the Library Assistant I position in Retrieval Services, Serials Records Unit, effective November 4th. Mike's previous

employment includes serving as a library assistant at Highland Community College, and work at Applebee's and the Industrial Millworks Corporation. Mike reports to Rich Crank.

Tanya Shaw has been appointed to the Library Assistant II position in Reader Services, Spencer Research Library, effective October 27th. Tanya previously worked in Spahr Engineering Library and then transferred to the KU Law Library. She has a B.A. degree in History and English from KU. Tanya reports to Becky Schulte (welcome back, Tanya!).

LeRoy Dagg and **Sara Kelly** have been appointed as temporary Library Assistants II on the map backlog processing process. They will work in the Map Collection, Anschutz Library, and will report to Judith Emde. LeRoy has previous employment as a library assistant at the Bishop Payne Library (Virginia Theological Seminary), and as a high school teacher. Sara was most recently employed as a student assistant in the KU Libraries. Sara began employment October 7th; LeRoy began employment November 12th.

Sandy Gilliland

Classified Conference News

Check out the Classified Conference website:

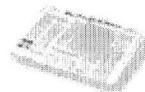
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The University of Kansas Libraries Newsletter Number 1585 | Dec. 5, 2002

Personnel Announcements

Congratulations to **Johan Oberg**, Reference Librarian/Bibliographer, who has accepted a position as "Usability and Outreach Librarian" at the Project Muse (Johns Hopkins University Press). Johan has been on the KU Libraries staff since October, 2001. Additional good news for Johan and his wife: they have a new baby girl, born November 20th. Although Johan's resignation is effective Dec. 15th, he will be at home most of the time before then tending to his family.

As a reminder, tomorrow (Friday, Dec. 6th) is **Annie Williams'** (Cataloging Librarian/ Bibliographer) last day before she begins retirement. Please join us in wishing her well.

Sandy Gilliland

Web Design Teleconference, Friday, Dec. 6th

Reminder that the KU Libraries Staff Development Committee will host a satellite teleconference on "Effective Web Design: A Fresh Look", sponsored by the College of DuPage. All staff are invited. The teleconference will be held:

When: Friday, Dec. 6th, 11:00 a.m. - 1:00 p.m.

Where: Pioneer Room, Burge Union

Food/drink are permitted and may be purchased in the Burge Union cafeteria (or you may bring your own lunch).

Sandy Gilliland

USA PATRIOT Act Teleconference, Wednesday, Dec. 11th

All staff are invited to attend "Safeguarding Our Patrons' Privacy: What Every Librarian Needs To Know About The USA PATRIOT Act and Related Anti-Terrorism Measures", a teleconference sponsored by the Association of Research Libraries, American Library Association, and other library organizations. Additional information regarding the teleconference is available at the following website:

<http://www.arl.org/patriot/index.html>

DATE: Wednesday, December 11th, 11:00 a.m. - 2:00 p.m.

LOCATION: KU campus, Computer Center Auditorium

LOCAL MODERATOR: Jenny Mehmedovic, Assistant to the Vice Provost for Information Services and Information Technology Policy Coordinator, will moderate the discussion. Jenny coordinated the development of KU's Law Enforcement Response Procedures, in conjunction with the General Counsel, the Office of Public Safety, and the Vice Provost. She serves as the primary point of contact for law enforcement information requests within the division of Information Services. Jenny will be available to answer specific questions participants may have about KU's response to law enforcement requests, and appropriate interaction with law enforcement personnel.

Registration is not required; the program is free of charge. Food and drink are permitted; however the Computer Center staff have asked us to be responsible for our food and drink around computer equipment that may be present in the auditorium.

Sandy Gilliland

Vacancy Announcements

Digital Library Projects Manager, a full-time, unclassified professional staff position assigned primary responsibility for overseeing multiple DLI special projects and programs. Reports to the Director, Digital Library Initiatives. For complete position announcement, please see: <http://kudiglib.ku.edu>. To apply, send letter summarizing how experience relates to the required and preferred qualifications, a current resume and names, addresses, telephone numbers, and email addresses of three professional references. Please send complete materials to: Sandra Gilliland, 502 Watson Library (email: sgilliland@ku.edu). Applications postmarked by December 27, 2002 will receive first consideration; applications will be accepted until position filled.

Spanish and Portuguese Cataloger, a full-time, unclassified professional staff position. (For a complete position description, please see: <http://www.lib.ku.edu>. Performs original and complex copy cataloging of materials in all formats on subjects relating to Latin America and the Iberian Peninsula. Contributes bibliographic and authority records to OCLC under the terms of the library's participation in the NACO program. Depending on the needs and priorities of the Cataloging Department and the Library this position may also catalog in subject areas other than those relating to Latin America and the Iberian Peninsula. Reports to the Head of the Copy Cataloging Unit. To apply, submit a letter of application, resume, and names of three references to: Sandra Gilliland, 502 Watson Library (e-mail: sgilliland@ku.edu). Applications received by December 13, 2002 will receive first consideration; applications will be accepted until the position is filled.

Library Assistant II, Cataloging Department, a full-time classified position responsible for assisting in the processing of maps and U.S. federal documents (as the workflow dictates). For a complete position description, please contact [Rita Wilson](#), KU Libraries. (Works closely with the LAIII Coordinator of

Maps/Documents Processing. In addition, the position performs cataloging of non-Maps/Docs materials. Accepts records supplied by student searchers or searches the OCLC database for appropriate copy for the book being processed. Works mainly with Level 2 090 copy. Assists with one or more special projects. Attends and participates in Department meetings and other team building activities. Shares responsibility for the effective functioning of Department meetings and other team building activities. Shows a commitment to positive, solution-oriented problem solving. Application forms are available from the KU Department of Human Resources, room 101 Carruth-O'Leary Hall, (785) 864-7417. Applications must be received in the KU Department of Human Resources by 5:00 p.m. Friday, December 13, 2002.

The University of Kansas is an Equal Opportunity/Affirmative Action Employer. The University encourages applications from underrepresented group members. Federal and state legislation prohibits discrimination on the basis of race, religion, color, national origin, ancestry, sex, age, disability, and veteran status. In addition, University policies prohibit discrimination on the basis of sexual orientation, marital status, and parental status.

Search Committees Appointed

Staff appointments to the following search committees include:

Digital Library Projects Manager. Lars Leon, Chair; Andy Applegarth, Eric Hiebert (Networking and Telecommunication Services).

Spanish and Portuguese Cataloger. Karen Pierce, Chair; Jana Krentz, Mary Roach, and John Richardson.

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The FYI is published electronically every month for the KU Libraries at <http://www2.lib.ku.edu/FYI>. Articles for the next issue of FYI may be submitted to Rita Wilson, rcwilson@ku.edu or Rm. 502, Watson Library.

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