**Way to Go Felicity!**

We wish to congratulate **Felicity Dykas** on her appointments to the following committees:

**Committee on Cataloging: Description and Access - ALCTS Cataloging Section, Intern for 2006/2007**

"The Committee on Cataloging: Description and Access (CC:DA) is the body within the American Library Association responsible for developing official ALA positions on additions to and revisions of the Anglo-American Cataloguing Rules, Second Edition, 2002 Revision" (now to be called RDA: Resource Description and Access).

(http://www.ala.org/ala/alctscontent/catalogingsection/catcommittees/ccda/ccda.htm)

**Committee on Union Lists of Serials - ALCTS Serials Section, Chair for 2006/2007**

"Function: To address and study matters relating to union lists of serials, with special attention being given to evaluating trends or developing standards. The committee is further charged with coordinating and disseminating information on union lists of serials issues and concerns."

(http://www.ala.org/ala/alctscontent/serialssection/serialscomm/unionlistsofserials/unionlistsserials.htm)

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**Personnel Updates**

**Congratulations** to Shannon Cary and family on the birth of their new son, Logan Nolan Shory, who was born on April 26th. Logan weighed 6 pounds 4 ounces and was 19.5 inches long.

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Hello and welcome to Adrienne Arden, LIS II, Acquisitions. Adrienne has a Masters in English from California State University, East Bay. Her work experience includes high-level tasks related to serials access and ordering at Stanford University.

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**May Library Anniversary Recognitions**

5/1/1988, Alla Barabtarlo
5/9/1996, James Keyzer-Andre
5/9/2000, Jeremy Clark
5/9/2005, Felicity Dykas
5/10/2004, Anna R. Cranor
5/12/2003, Gary Cox
5/14/1979, Rich Rexroat
5/15/2000, Adam Banning
5/15/2000, Michael Salmons
5/23/2005, Rebekah Wilson
5/25/2004, Michelle Baggett
**Employee Training Seminars**

Human Resource Services will offer training seminars this summer for University employees. Included in this mix are two presented by Bob Almony:

- **Take Charge of Your Finances**, May 23, 8:30 am–noon., S206 Memorial Union, and
- **Principles of Investing on a Shoestring Budget: or How to Get Rich Slowly**, May 25, 8:30 am–2:00 pm, S206 Memorial Union.

Also included is a session on:

- **Communication – Managing Difficult Conversations in the Workplace**, led by Paul Ladehoff, Coordinator of MU’s Mediation Program, May 23, 9:00-11:00 am, S203 Memorial Union.

More information can be found at [http://web.missouri.edu/hrswww/hrd/hrdseminars.html](http://web.missouri.edu/hrswww/hrd/hrdseminars.html) (click on HRD Seminars). I encourage all employees to consider attending relevant HR seminars. Supervisor approval is required to attend. If granted, attendance is considered release time.

~Leo Agnew
Personnel Coordinator

**Monograph Cataloger Librarian Update**

The search committee for the position of Monograph Cataloger has identified two candidates to interview:

- Wayne Sanders will interview May 30th. Mr. Sanders currently serves as a Library Information Specialist II for the MU Libraries. He received his MLS from the University of Missouri-Columbia in December 2005.

- Thomas H. Webster will interview May 31st. Mr. Webster currently works at Georgetown University Lauinger Library as a Copy Cataloger II, a position he has held since 1979. He received his MLIS at the Catholic University of America in January 2006.

Both candidates will give a presentation followed by a question and answer session. The topic will be “How is the role of the cataloger changing and what is the relevancy of library cataloging in the Age of Google? Elaborate on what materials should be given access, what methods should be used, and what role the individual cataloger has in all of this.” The time and location of the presentations are to be determined. The candidates’ resumes, cover letters, interview itineraries, and evaluation forms will be distributed to staff closer to the interview period.

~Leo Agnew
Personnel Coordinator
Library HR Survey Updates

A note to say ‘Thanks’ to all who participated in the recent Library HR ‘Effectiveness Survey.’ Nearly one-third of library employees responded and I want to recognize your willingness to take time to provide feedback. I am in the process of collating the data and hope to be able to share the results with you by the end of the May.

On a related note, the campus Institutional Review Board recently approved my request to conduct a ‘Job Satisfaction’ survey. As you may recall, the purpose of the survey is to collect information on what employees and supervisors feel are the most important factors in affecting employee job satisfaction. I hope to implement this survey soon.

Lastly, I would like to thank Michael Bland for his assistance in bringing both surveys to e-life.

~Leo Agnew
Personnel Coordinator

Reminder – Technology Trends Webcast

The Staff Development Committee is pleased to sponsor an ACRL webcast titled “Technology Trends in Academic Libraries,” on **May 10, 2006 from 1-2 pm**, Instruction Room I, 4G41 Ellis. The webcast will be followed by a half-hour discussion about technology and innovation in the MU Libraries.

In this age of constant and rapid change, with new technologies arriving on our doorstep on a nearly daily basis, we need help to focus on those that are most important to academic libraries. This session will highlight key technological trends, demonstrate working examples of these technologies, and discuss how libraries are beginning to use these technologies to provide useful collections and compelling user services. Advice for making good technology decisions no matter what the future brings will also be included.

Webcast presenter, Roy Tennant, is the user services architect for the California Digital Library (CDL), University of California. At CDL, he has been instrumental in the development and deployment of the eScholarship Repository and the eScholarship Editions publishing services. He manages the Metasearch Infrastructure Project and participates in the Harvesting Infrastructure Project, as well as a number of other CDL projects. Prior to his work at CDL, Roy was the digital library project manager for the library at the University of California, Berkeley. He developed and managed UC Berkeley’s Digital Library SunSITE (Software, Information and Technology Exchange), sponsored by Sun Microsystems.

RSVPs are not required. Release time is available with supervisor approval.

STAFF DEVELOPMENT NEWS—Student Excellence Award

Congratulations to David Shay, Ellis Reserve/Circulation, winner of the Student Excellence Award for the Spring 2006 semester! As winner of this award, David receives a $25 gift certificate to the University Bookstore.

The reasons given in support of David’s nomination include:

- His goes the extra mile, such as covering hours for his peers and handling short-notice requests for assistance.
- He consistently shows an exceptional degree of professionalism as demonstrated by his willingness to work beyond the initial request for assistance and attempt to resolve involved patron or account issues.
- His interacts very well with patrons at all times, which clearly helps the library achieve its goal of a welcoming environment for its patrons.
MULSA Wants You!

The MU Libraries Staff Association will hold its annual meeting on May 24th at 9:00 am in the Ellis Library Staff Lounge. We would like to invite you to join us.

With many upcoming challenges, membership in MULSA is more important than ever. We would like to encourage you to consider running for the various positions available on the MULSA Board, and to become an active participant in MULSA events. With your help, we will be able to continue our staff and community obligations.

Our open board vacancies are as follows:

**Vice President/President Elect (1):** Assists the president in carrying out the work and direction of the staff association and automatically becomes the President the following year.

**Secretary (1):** Records and distributes the minutes taken at our board meetings.

**Treasurer (1):** Maintains all the financial records for MULSA; this includes keeping the books and writing the checks.

**Courtesy (1):** Extends congratulations and condolences to library employees with cards, gifts, and flowers.

**MUSE Editors (2):** Responsible for the publication of the library staff newsletter, The Muse.

**Ellis Staff Lounge (1):** Coordinates cleaning of the lounge with daily help from volunteers. This person also buys cleaning supplies and maintains the vending machine refunds.

**Social (2):** Organizes and coordinates MULSA’s social activities.

**Book Sale/Store Coordinators (1):** Helps to organize, promote, and preside over the ongoing book sale in the Ellis Library Copy Service room.

**Community Service (1):** Coordinates and informs the staff about our service projects. We have supported such groups as Mid-Missouri Food Bank and Second Chance Animal Shelter. MULSA collectively organizes the Adopt-a-family during the holidays, garage sales, cookies sales, and other worthwhile projects. If you would like to run for one of these positions, please contact Jack Batterson at battersonj@missouri.edu or at 884-8757.

Please do not let your talents go unused. You can make a big difference.

Participating in MULSA on the board or at events is a wonderful opportunity to meet, work, and socialize with your fellow co-workers from other departments.

~MULSA Board Members
The University of Missouri-Columbia (MU) is seeking qualified applicants for the position of Graduate Library Assistant in Special Collections, a division of the MU Libraries. Principal duties include work 20 hours per week in the Special Collections Division of the MU Libraries in support of current professional staff. Responsible for providing reference assistance, bibliographic instruction, database searching to library users. Assists in the maintenance of the Departmental webpage. Produces digital scans for staff and patrons, and provides technical assistance as needed. Under the direction of the Senior Librarian works on special projects and performs other duties as assigned.

The position requires the ability to lift 30 lbs; use of book trucks, ladders and step stools. The incumbent must be capable of working with minimal direct supervision and meet speed and accuracy goals as determined by the department. The successful candidate may be expected to work over breaks and during summer session.

Minimum qualifications: Must be a graduate student currently enrolled full-time in Art History, English, History, or School of Library and Information Science. Must have had basic research methods, bibliography or reference training. Working knowledge of webpage design, basic HTML, Photoshop and Excel is strongly preferred.

To apply, submit resumes to Karen Witt, 401 Ellis Library or via e-mail at WittK@missouri.edu. Resumes accepted until position is filled. For additional information, contact Karen Witt at 882-0076.

- Work hours to be arranged with department
- Starting date – ASAP
- Salary: $11.73-$12.00 minimum ( negotiable); Paid bi-weekly
- 50% FTE (20 hrs/wk); one year appointment (with possibility of extension)
- Supervision/Training provided.
- Department is located on-campus
- Fee waiver available

The University of Missouri-Columbia is committed to cultural diversity and it is expected that successful candidate(s) will share in this commitment. MU is an equal opportunity/ADA institution and encourages applications from women and minority candidates. For ADA accommodations during the application process, please call 573-882-4701. Relay Missouri users call through 1-800-735-2966.
**MU Libraries Vacancies**

*Library Information Specialist I* - 100% FTE, M-F 8-5; $10.19/hr; Health Sciences Library - Circulation

**Duties:** Daytime supervisor of Circulation, Reserve, Shelving, and Photocopy Services at the J. Otto Lottes Health Sciences Library. Responsibilities include circulation desk and reserve duties including: assist patrons, maintain course reserve materials and electronic reserve materials, check materials in and out, place holds and conduct searches for library materials, use on-line circulation system and MERLIN, respond to inquiries on the status of library materials using MERLIN, fill lending requests, shelve materials, shift materials, and refer patron questions to proper sources when necessary. In addition, maintain the appearance of the entry and public usage areas, stacks and current periodicals area. Perform alphanumeric sequencing of books and serials and data entry of bar codes into MERLIN. Photocopy duties including perform basic math computations and money handling. Work with minimal direct supervision and meet speed and accuracy goals as determined by the department. Functionally supervise student assistants as needed. Other duties as assigned.

**Minimum Qualifications:** A high school diploma or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Two years responsible office experience or related education or training beyond high school. The ability to type may be necessary depending upon the position available.

**Preferred Qualifications:** Strong customer service skills. Aptitude for computers. Ability to successfully perform detailed work and effective organization, time management and prioritizing skills. Keyboarding experience required.

*Library Information Specialist I* - 100% FTE, M-F 7:30- 4:30; $10.19/hr. UM Libraries Depository.

**Duties:** Prepare patron requests for retrieval, retrieve items using the mechanical order picker and prepare them for circulation. Shelve returned items. Must be able to scan and send electronic documents to requesting institutions. Must function as van driver as needed, to making daily trips to Ellis Library and MU Courier to deliver borrowed UMLD items and to pick up tubs full of materials to go to UMLD. Must be able to load and unload van. Must be able to work with minimal supervision and meet speed and accuracy goals as determined by department. Must be prepared to act as person in charge of the depository in the absence of the manager. Must be able to supervise, and participate in, the processing of new items going into storage, and functionally oversee the work of student assistants as needed (e.g., assign/explain tasks, review work for accuracy/completion).

**Minimum Qualifications:** A high school diploma or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Two years responsible office experience or related education or training beyond high school.

**Preferred Requirements:** Must have a valid Missouri Driver's license and be able to operate a van. Must be able to lift fully loaded Roughneck Totes (est. 50 to 150 pounds), push fully loaded book trucks (est. 200 pounds), stand and walk for long periods of time, bend, stoop, stand on ladders, read labels and barcodes in a dimly lighted area, drive the mechanical order picker, drive a van, operate a telephone, operate a FAX machine. Must be able to use a Raymond Orderpicker to retrieve books up to a height of thirty feet. Must be familiar with basic tasks on a PC workstation. Must be able to work in a temperature and humidity controlled environment (55 degrees F, 40-50% RH). Must be able to spend at least six hours per day at a computer with regular breaks provided.

*Library Information Assistant* – 100% FTE, M-F 8-5 (negotiable); $8.45/hr. Reports to Head of Physical Processing Unit, Acquisitions Department, Technical Services Division.

**Duties:** Perform a variety of duties related to the preservation and physical handling of library materials: evaluate items for preservation treatment, perform book repairs such as spine replacements, hinge repairs, preservation photocopy and pamphlet binding. Prepare unbound journals and monographs for the commercial bindery using Merlin (library online catalog) and ABLE (bindery software). Assist patrons, students, faculty and librarians in locating materials within the Physical Processing Unit. Perform basic math computations. Work with minimal direct supervision and meet speed and accuracy goals as determined by the department. Perform other duties as assigned.

**Minimum Qualifications:** A high school diploma or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired is necessary. Six months of responsible office experience is necessary. Directly related education or training may be substituted for experience.

**Preferred Qualifications:** Library experience is desired, preferably in technical services with book repair experience. Duties require accuracy, attention to detail and manual dexterity as it applies to skills such as woodworking, sewing, leatherworking, etc. Ability to work at a book repair station up to four hours at a time with breaks. Ability to load, unload and move a library book truck (200 lbs.). Keyboarding skills required. Applicant must be able to spend blocks of time at a computer. Experience with PC software and operating systems is desired. Ability to maintain effective relationships with coworkers in the unit and the rest of the library in the course of work. Knowledge of a foreign language and some college education are a plus.
MU Libraries Vacancies

**Assistant Director for Technical Services** – MU Libraries University of Missouri-Columbia. A full description of the position may be found at the following address: [http://mulibraries.missouri.edu/admin/NewsNotes/Job_ads/AD_TS.htm](http://mulibraries.missouri.edu/admin/NewsNotes/Job_ads/AD_TS.htm)

**Library Information Specialist I** – Acquisitions Dept., Technical Services, Ellis Library. A full description of the position may be found at the following address: [https://www.missouri.edu/~hrswww/application/vacdetails.php?vac=1002278](https://www.missouri.edu/~hrswww/application/vacdetails.php?vac=1002278)

**Monograph Cataloger - MU Libraries-University of Missouri-Columbia** – A full description of the position may be found at the following address: [http://mulibraries.missouri.edu/admin/NewsNotes/Job_ads/Monograph_Cataloger.htm](http://mulibraries.missouri.edu/admin/NewsNotes/Job_ads/Monograph_Cataloger.htm)

**Head, Journalism Libraries-University of Missouri-Columbia** – A full description of the position may be found at the following address: [http://mulibraries.missouri.edu/admin/job_postings/J_Librarian.mht](http://mulibraries.missouri.edu/admin/job_postings/J_Librarian.mht).

**NOTE:** Depending on candidate qualifications, this position will be filled at the academic level of Librarian II or III, or as an Education Technologist (a non-academic title). The Education Technologist title is listed at MU’s Human Resources’ website: [https://www.missouri.edu/~hrswww/application/](https://www.missouri.edu/~hrswww/application/)

If some confectioners were willing
To let the shape announce the filling,
We’d encounter fewer assorted chocs,
Bitten into and returned to the box.

~Ogden Nash

*It seemed rather incongruous that in a society of supersophisticated communication, we often suffer from a shortage of listeners.*

~Erma Bombeck

Please submit articles to News Notes editor, Kathy Lowery (loweryka@missouri.edu), by noon on Thursdays.