

GELMAN NEWS

Staff Management Group Steering Committee Nomination and Election Process Begins this Week

by the 2000 SMGSC Nominating Committee (Doug Carroll, Janice Houck, and Alicia Miller)

The Gelman Library System's Staff Management Group (SMG) meets several times a year to receive briefings on administrative decisions affecting library operations, participate in strategic planning activities, and share information about and ideas for enhancing management skills, staff training, and communication. Each year SMG elects a Steering Committee (SMGSC) to develop agendas that enrich these meetings and help members keep in touch with Library and campus-wide issues.

The 1999-2000 Steering Committee recommended restructuring its membership to designate a Chair, Vice-Chair/Chair-Elect, Secretary and Member-at-Large. The Senior Personnel Specialist serves as a permanent, non-elected member of the SMGSC. Since this position is currently vacant, Andrea Stewart will serve in this capacity until it is filled.

All elected Steering Committee offices are held for a period of one year, with the Vice-Chair/Chair-Elect becoming the Chair the following year for continuity. In addition to developing SMG meeting agendas, each officer has the following responsibilities:

--**The Chair** coordinates planning, conducts meetings, notifies members of SMG activities, and represents the Staff Management Group in other Library forums.

--**The Vice-Chair/Chair-Elect** serves as Chair in the absence of the current Chair and serves as Chair the following year.

--**The Secretary** distributes agendas; takes notes at each meeting; and summarizes and publishes the meeting notes in *Renaissance Times*, the Gelman Library System staff newsletter.

ANDREA'S SCHEDULE IN THE HUMAN RESOURCES OFFICE

Monday, August 21, 2000	3:00 p.m. – 5:00 p.m.
Tuesday, August 22, 2000	2:00 p.m. – 4:00 p.m.
Wednesday, August 23, 2000	3:30 p.m. – 5:00 p.m.
Thursday, August 24, 2000	10:00 a.m. – 12 noon
Friday, August 25, 2000	No Schedule

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--**The Member-at-Large** serves as a liaison between SMG and the rest of the Gelman Library System staff to ensure that their issues are addressed.

Since Alicia Miller has agreed to serve as Chair for 2000-2001, the nominating committee is seeking candidates for (1) Vice-Chair/Chair Elect; (2) Secretary; and (3) the Member-at-Large.

You may nominate yourself or any other member of the Staff Management Group as a candidate for any of the three open elected offices listed above. To submit your nomination, please review **Attachment A** for the names of SMG members and:

1. Obtain the nominee's consent to be considered as a candidate.
2. Before August 25, send a GroupWise message to **SMGSC** with the following information:
 - a. the nominee's name,
 - b. the nominee's department, and
 - c. the office for which s/he is running.

If you have any questions about this year's nominating process, please contact any member of the SMGSC Nominating Committee: Doug Carroll (x6-8229), Janice Houck (x4-9863), or Alicia Miller (x4-1366).

GELMAN HUMAN RESOURCES

VACANCY LISTING

Please see **Attachment B** for Gelman's Vacancy Listings.

Library's Most Senior Technician

by **Blaine D'Amico**

Technical Support

Many of you know Ciara Martin as the Library's most senior technician. Starting July 3, she became the Library's only Programmer Analyst (Senior programmer analyst is still vacant). She is responsible for all MS Access support and development for the library. She is also providing general network support for Gelman as needed.

Please join me in officially welcoming Ciara to our permanent staff and supporting her efforts to improve the Gelman IT infrastructure in the 3rd millennium.

CONFERENCES

ALA Annual 2000 Report

by **Teena Bedola**

Administration

Attached, as **Attachment C** is Andrea Stewart's Report on ALA's Annual Conference held in Chicago in July.



THE EINSTEIN CORNER

"Never regard study as a duty, but as the enviable opportunity to learn to know the liberating influence of beauty in the realm of the spirit for your own personal joy and to the profit of the community to which your later work belongs."



Workstation Tip of the Week

August 22, 2000

by **Alicia Miller**

Management Information Systems

NETSCAPE IMAP MAIL

If you used Netscape IMAP mail before the switch from GWIS2 to GWMail, you must update your preferences in Netscape Messenger (click File/Preferences). Wherever you have "gwis2.circ.gwu.edu" in your configurations, change it to read **imap.gwu.edu**.



BOOK QUOTE

"I suggest that the only books that influence us are those for which we are ready, and which have gone a little further down our particular path than we have got ourselves."

-- E.M. Forster--

TWO CHEERS FOR DEMOCRACY (1951)

THIS WEEK IN LITERARY HISTORY

August 20, 1886	Paul Tillich born in Starzeddel, Germany
August 20, 1904	The Abbey Theatre founded in Dublin
August 21, 1850	Victor Hugo delivers Balzac's funeral oration
August 22, 1893	Dorothy Parker born in West End, New Jersey
August 22, 1920	Ray Bradbury born in Waukegan, Illinois
August 24, 1456	Printing of the Gutenberg Bible is completed
August 24, 1591	Robert Herrick baptized in London
August 24, 1899	Jorge Luis Borges born in Buenos Aires
August 25, 1776	David Hume dies in Edinburgh
August 26, 1880	Guillaume Apollinaire born to Polish parents in Rome
August 26, 1904	Christopher Isherwood born in Disely, Cheshire

GELMAN CALENDAR OF EVENTS

EVENT	EVENT
<p><i>Home Base: The Neighborhoods of Washington D.C.</i></p> <p>Exhibit Showing</p>	<p>Gelman Library Fair</p>
<p><u>DATE</u></p> <p>June 23, 2000 through Sept. 14, 2000</p> <p><u>PLACE</u></p> <p>Room 207</p> <p><u>TIME</u></p> <p>Monday through Friday 9:00 a.m. – 5:00 p.m.</p>	<p><u>DATE</u></p> <p>August 28, 2000</p> <p><u>PLACE</u></p> <p>24-hour Study Room</p> <p><u>TIME</u></p> <p>4:00 p.m. –7:00 p.m.</p>

RENAISSANCE TIMES

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