



RENAISSANCE TIMES

THE OFFICIAL NEWSLETTER OF THE GELMAN LIBRARY SYSTEM AT THE GEORGE WASHINGTON UNIVERSITY

Volume XV, Issue 5

February 8, 2000

GELMAN NEWS

Candidate to Interview for Reference and User Education Librarian Position on February 10TH

by **Emma Mosby**
Administration

Michelle Nolan will interview on February 10th. Ms. Nolan is currently working as a Reference Librarian at the American University. Ms. Nolan previously worked as a Washingtoniana special collections librarian at the Martin Luther King Memorial Library.

Ms. Nolan received her MLS degree in 1996 from the University of Hawaii. She received her undergraduate degree in Women's Studies from San Francisco State University in 1994.

An informal meeting and coffee with the candidate

will be held in Room 207 (Special Collections) on February 10. Copies of the interview schedule and resumes are at the front desk in ASU.

Payroll Transition Successful

by **Ingrid Eusebe-Farrell**
Business Office

The payroll function has been successfully transitioned to the Business Services "branch" of the Human Resources Team. Over the past month information gathered during a series of meetings with payroll representatives has set the stage for a new set of guidelines by which the Payroll activities for the Gelman Library System will be operated.

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Editor's Note...

In last week's issue, Andrea Stewart's Human Resources Team Update's second paragraph should have read:

Training

Ingrid, Shafi and Andrea attended TRS (time reporting system) training.

Instead of:

Training

Ingrid, Shafi and Allegra attended TRS (time reporting system) training.

(Pay

The

We apologize for the error.

watchful eye of Nia Phillips) successfully transmitted employee hours worked via the Time Reporting System (TRS) and Time Sheets for the last pay period, and are now well-equipped to continue to do this in the future.

In an effort to provide the best services possible, the Human Resources Team (Andrea Stewart, Emma Mosby, Nia Phillips, Allegra Johnson, Shafi Azimi and Ingrid Eusebe-Farrell) met with Payroll Monitors (persons responsible for submitting time for the various units at Gelman) and department heads to apprise them of the new procedures being proposed and to seek their comments and advice on how things may be improved from their perspective. Two meetings were held this past week on Wednesday, February 2nd from 2-3 p.m. and Thursday, February 3rd from 10-11 a.m. Both attendance and participation was great for both meetings and all the information distributed at those meetings, including all questions asked at the sessions with updated responses, will be placed on the network in the K\HRM folder and also on the Gelman Library Employee Network (GLEN) for future reference.

The team is continuing its initiative to keep all employees apprised of what is happening and what those changes mean to you as an employee. This week we will be hosting two half-hour briefing sessions for all employees who have not had a chance to hear of the changes first hand. The sessions will be tailored for a non-supervisory audience and will be held on Wednesday February 9th, from 2-2:30 p.m. and Friday February 11th, from 10-10:30 a.m. Please check with your supervisor and plan to attend one of these two sessions.

We are very excited about the new developments taking place, especially the opportunity to experience and test first hand some of the principles by which an effective learning organization operates. We ask for your patience as we strive to make this a success.

We also would like to ask that all outstanding payroll issues be directed to the Business

Services “branch” or send a GroupWise e-mail to “payroll” as we work to bring prompt resolution to all outstanding issues.

Please stay tuned to this column for future updates on Payroll and Human Resources developments.

Faculty Authors Signing Reception

by **La Nina Clayton**
Special Collections

Please see **Attachment A** about Faculty Author’s Signing Reception on February 10, 2000 from 10:30 a.m. – 12 noon. The event will be held in Special Collections, Suite 207. See you there!

CONFERENCES

American Library Association (ALA) Midwinter 2000 Report

Please see **Attachment B** about Caroline Long’s *American Library Association (ALA) Midwinter 2000* report.

GELMAN HUMAN RESOURCES

Vacancy Listing

Please see **Attachment C** for Gelman’s Vacancy Listing.

“An onion can make people cry, but there’s no vegetable that can make them laugh.”

-- Anonymous --



Workstation Tip of the Week

February 8, 2000

by **Alicia Miller**

Management Information Systems

One user writes: *Today, and occasionally before (maybe once every ten times I delete a message) the one following it also goes to the trash. As to pattern, today deleting the second to last also sent the last message away. I can't be sure 100% about the time this happened before, but my memory is that deleting the 3rd to last sent the second and also the last message to the trash. Has this been reported by anyone else?*

My reply: No, I haven't received similar reports regarding mouse clicks. However, I KNOW that system response has been maddeningly s-l-o-w over the past few weeks and it takes a while for it to access a number of program applications. It's possible that how slow the system reacts to mouse clicks and other commands may be related.

What I think has been happening in your case is this: You may have inadvertently clicked twice on the same message thinking that the click did not "take" the first time. But, of course, it did take; and by the time it does delete the first message the second one appears and the system is reacting to the second click and gobbles up the second message.

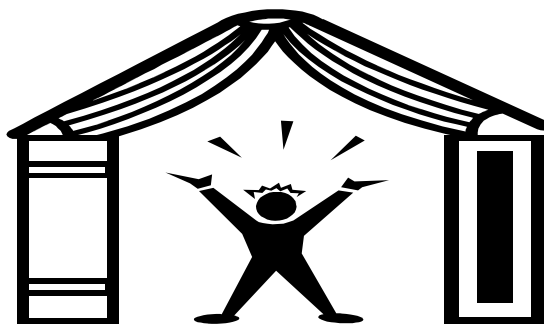
Try this: Click on the delete button just once and wait about 90 seconds (yes, 90!). Let me know if this solves the problem. If it does not, I'll ask tech to look at the problem. Good luck!

IT Services Short Course Schedule for February

by **Alicia Miller**

Management Information Systems

Please see **Attachment D** for February's IT Services short course schedule.



BOOK QUOTE

"We all know that books burn – yet we have the greater knowledge that books cannot be killed by fire. People die, but books never die. No man and no force can abolish memory."

-- Franklin D. Roosevelt --

In a message to the American Booksellers Association, April 23, 1942

GELMAN CALENDAR OF EVENTS

EVENT EVENT EVENT

<p align="center">Exhibit Opening <i>Africana Women at the Dawn of the New Millennium</i></p>	<p align="center">Reference & User Education Librarian Interview</p>	<p align="center">SMG</p>
<p align="center"><u>DATE</u> January 31 Thru May 1, 2000</p>	<p align="center"><u>DATE</u> February 10, 2000</p>	<p align="center"><u>DATE</u> February 24, 2000</p>
<p align="center"><u>PLACE</u> Room 207</p>	<p align="center"><u>PLACE</u> Room 108</p>	<p align="center"><u>PLACE</u> Room 202</p>
<p align="center"><u>TIME</u> Noon – 5:00 p.m. and by appointment</p>	<p align="center"><u>TIME</u> 9:30 a.m. – 5:00 p.m.</p>	<p align="center"><u>TIME</u> 2:00 p.m. – 4:00 p.m.</p>

**Andrea's Schedule in Charlene's
Office**

**February 7 – 11, 2000
Room 207**

Monday, Feb. 7
11:00 a.m. – 12:45 p.m.

Tuesday, Feb. 8
11:30 a.m. – 12:30 p.m.
&
3:30 p.m. – 5:00 p.m.

Wednesday, Feb. 9
3:00 p.m. – 5:00 p.m.

Thursday, Feb. 10
9:00 a.m. – 10:30 a.m.
&
2:00 p.m. – 3:30 p.m.

Friday, Feb. 11
9:00 a.m. – 10:00 a.m.
&
1:30 p.m. – 3:00 p.m.

Advice from Einstein...

**“It is the supreme art of the teacher
to awaken joy in creative expression
and knowledge.”**

A Reader Contributes...

“The only way to have a friend is to be one.”

--Ibid --

RENAISSANCE TIMES

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From:

- The Instant Genius-
Tanya Slover

*What language do they speak
in Iran (the country formerly
known as Persia)?*

*If you guessed Arabic, you're
wrong. It's Farsi.*