

The William Evan Jenkins Librarian Award

Approved by the Bloomington Library Faculty Council: May 11, 1984

Amended by BLFC: October 1989; August 1990; May 1996; July 3, 2000; June 2003; July 2006; November 2006; May 2007

1. William Evans Jenkins:

William Evans Jenkins became the chief librarian of Indiana University in August 1904, upon graduating from the nation's first library school, founded by Melville Dewey. Jenkins, a native Hoosier, did his undergraduate work at Indiana University, receiving his B.A. in 1891. In 1894 he received his M.A. from Leland Stanford, Jr., University. During his administration the IU Library, located in what is now Franklin Hall, was opened in 1908. Jenkins's guiding philosophy was the use of the library collection rather than the mere preservation of it. As chief librarian of Indiana University, he converted the University Library to the Library of Congress classification system and ordered the first LC cards. He established an interlibrary loan service and the first centralized materials budget for the Library. In addition, Jenkins organized and taught the first credit course in Library Science at Indiana University. He also outlined a degree program for a B.A. in Library Science and offered a course for library assistants. Jenkins resigned as Chief Librarian in 1921, but remained at Indiana University as a professor of English literature and continued his service to the library as a member of the Faculty Library Committee until his retirement in 1932.

2. Purpose of the Award:

The William Evans Jenkins Award may be presented annually in recognition of truly outstanding contributions to the Indiana University Libraries or to the library profession in general by a present or former librarian.

3. Criteria:

The award is presented based on **ONE** or more of the following criteria:

- a. That the librarian has made a professional contribution which has had significant influence on the operations of the Indiana University Libraries, e.g.:
 - i. Performance within his/her position(s)
 - ii. Performance-related committee work
 - iii. Other projects that have impacted the operations of the Libraries
- b. That the librarian has shown excellence in service to the Indiana University Libraries as evidenced by continuous leadership and innovation, e.g.:
 - i. Service on local or system-wide library organizations, such as BLFC, IULFC or InULA and/or their committees, especially in leadership positions
 - ii. Other significant service activities in the Libraries
- c. That the librarian has made a significant contribution to the library profession which reflects achievement in librarianship at Indiana University, e.g.:
 - i. Professional activity in a library organization
 - ii. Professional activity in organizations for subject area specialties

- iii. Publishing (including significant web development) or conference presentations
- d. That the librarian has made a significant professional contribution which earns the recognition of the University community, e.g.:
 - i. Participation on BFC, especially in leadership positions
 - ii. Other significant campus or university service activities
 - iii. Development of an innovative course
 - iv. Teaching

4. Award Committee:

The Award Committee is responsible for selecting the recipient of the William Evans Jenkins Librarian Award. The Committee also arranges the forum for presentation of the award and appropriate publicity.

The Award Committee is composed of five librarians, with at least one member from each of the three top librarian ranks represented. Committee members serve two-year staggered terms.

Award Committee members are nominated by the BLFC, and upon their recommendation, appointed by the Ruth Lilly University Dean of University Libraries when general committee appointments are made each year. In addition, the Libraries Human Resources Officer is an ex-officio member of the Committee.

5. Nomination:

Any member of the Indiana University community is eligible to nominate any current or former Bloomington librarian for the award. Once a librarian is nominated, he/she shall remain a nominee for two years. The Chair of the Committee should collect from the nominators updated information on nominees who are considered for a second year. The award may be presented to more than one librarian in a given year.

Members of the Award Committee and Library Administration shall treat the nominations confidentially.

6. Award Applications:

For all nominees, the award application shall be comprised of the following documents:

- a. A nomination form, completed by the nominator;
- b. At least three letters of support, requested by the nominator.

Nomination forms must be received by the Libraries Human Resources Officer by February 1; all additional documentation must be received by the Libraries Human Resources Officer by March 1. Following the year in which a librarian is given an award or the 2-year period in which a librarian is a nominee the application shall be destroyed.

7. Nature of Award:

The recipient shall be awarded a certificate and \$1,000.00, furnished by the Library Administration. In the event that more than one individual receives the award in any given year, the award money shall be shared equally among them. Each year the name(s) of the recipient(s) shall be added to the plaque in the Main Library lobby.

8. Award Presentation:

The award shall be recognized at the annual Retirement and Recognition Reception and presented at a separate event that recognizes all librarians who have received awards during the year, with special focus on the Jenkins award, e.g. a Bloomington Library Faculty meeting.

9. Timetable:

- a. Award Committee appointed — September (when general committee appointments are made)
- b. Nomination forms sent to librarians and staff — first week of October
- c. Nomination reminders sent out to IUB librarians—at intervals until the third week of November
- d. Notification of intent to nominate to the Libraries Human Resources Officer — November 30
- e. Nomination forms returned to the Libraries Human Resources Officer — February 1
- f. Supporting letters returned to the Libraries Human Resources Officer — March 1
- g. Award Committee deliberates — March
- h. Recipient notified — April 1
- i. Award announced — National Library Week (Mid-April)
- j. Recipient recognized — Libraries' Retirement and Recognition Reception (May)
- k. Award presented — at a separate event that recognizes all librarians who have received awards during the year, with special focus on the Jenkins award, e.g. Bloomington Library Faculty meeting

10. Changes in Criteria and Procedures:

The BLFC shall discuss policy and procedural issues upon recommendation of the Jenkins Award Committee or Library Administration. Substantive changes in policy or procedures will be presented to the Library Faculty for discussion and action.