

September 29, 1997 Vol. 24, No. 37

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1. FACULTY/STAFF NEWS

Effective September 19, Judith Grannan resigned her position in the Serials department.

Effective September 29, Jill Robertson accepted the Department Secretary position in Library Administration. Jill is currently Office Manager for Youth for Christ-Southern Hills and owner of Sonshine Cleaning Company.

2. IULFC MEETING OCTOBER 2ND - REMINDER

IULFC is scheduled to meet in Bloomington on Thursday, October 2nd from 10:00 - Noon in the Administrative Conference room. Agenda items for this meeting may be submitted to Richard Vaughan, IULFC Secretary, (rvaughan@indiana.edu) prior to September 26, 1997.

--Dick Vaughan, IUB Law Library

3. MEET THE HORIZON COMMUNICATION AND TRAINING COMMITTEE

The Horizon Communication and Training Committee is one of the Working Groups of the Horizon Project. Its members are: Amy Cavanaugh (IUPU-Columbus), Emma Dederick (IUB, Music), Janet Feldman (IUPU-Columbus), Christine Fitzpatrick (Co-Chair, IUPUI), Susan Frey-Ridgeway (IPFW), Lisa Figg (IUB, Automation), Ron Hafft (IUB, Automation), Maggie Harter (IUB, Kinsey), Barbara Henn (IUB, Acquisitions Liaison), Linda Kamoji (IUB, Cataloging Liaison), Randy Lent (IUB, OPAC Liaison), Sue London, (IUPUI, Medical) Chris Long (IUPUI, Law), Pat Lovett (IUB, Biology), Gail Mackay (Kokomo), Cinda May (Co-Chair, IUB, Lilly), Susan McFadden (IU East), Anne McGreer (IUB, MPS), Emily Okada (IUB, UGLS), Rita Rogers (IUB, DDS), Carol Rusinek (IU Northwest), Feng Shan (IUSB), Nancy Totten (IU Southeast), and Nonie Watt (IUB, Law).

The HCTC is charged with:

- providing regular communication to staff about the Horizon Project
- identifying issues in staff training and user education
- identifying trainers and planning resources they will have available
- adapting existing staff training and user education materials
- creating additional staff and user education materials as needed
- identifying needed communication and training documentation
- developing a training and user education timetable for campuses participating in Horizon implementation in 1998

The HCTC will not be providing the actual training, but will be responsible for developing generic and adaptable models for use by designated trainers on all IU campuses.

On September 16, 1997 the HCTC met at IUPUI to continue the work it began at a brainstorming session held May 20, 1997. At the May meeting it was determined that the committee would need to form three subcommittees--Communication, OPAC/End User, and Staff Training--in order to effectively address its charge. The Communication subcommittee will be issuing project updates to library staff on a monthly basis. These updates may appear either as an item in the IUL News or on the HCTC's web page: (<http://www.indiana.edu/~horizon>). In the latter case, a notice will be published in the IUL News which will direct your attention to the home page.

As the HCTC subcommittees and the Working Groups meet, summaries of their work will also be posted on the web. Currently, the site has lots of structure but little information. We intend to remedy this situation as we establish our lines of communication with the other Working Groups, who are also just getting underway.

An e-mail account for the HCTC is being established and staff members are encouraged to ask questions about Horizon via e-mail. In fact, the questions you ask will help the committee to develop a portion of Knowledge Base, a searchable database of thousands of answers to specific questions maintained by UITS. Until the availability of the e-mail account is announced in IUL News, you may send your questions to wattn@indiana.edu.

We are just getting started and it will take time to set up all the communication pathways and create the user education and staff training tools that we will need for implementation, but we are committed to the task and welcome your input and participation.

--Cinda May, Co-Chair, HCTC

4. UNIVERSITY-WIDE GRANTS FOR INTERNATIONAL ACTIVITIES

HEWLETT LIBRARY ACQUISITION GRANTS

To provide competitive funds to IUPUI and regional campus librarians to facilitate acquisition of international studies-related library materials.

DEADLINE: April 15

FOR GUIDELINES AND FORMS CONTACT:

Office of International Programs
Bryan Hall 205
Indiana University
Tel: 812-855-8669
FAX: 812-855-6884
e-mail: intprog@indiana.edu

5. WEEKLY CALENDAR

Monday, September 29
8:45 - 11:00 am
Ground Floor Conference room

Horizon Working Chairs

Monday, September 29
1:30 - 3:30 pm
Ground Floor Conference room

Supervising Student Employees
Workshop

Wednesday, October 2
10 - 12 noon

I U L F C Meeting

Administrative Conference room

Friday, October 3
8:30 - 3:30 pm
State Room West, IMU

C H L Meeting

*****END OF ISSUE*****