



## OREGON CHAPTER NEWSLETTER

A MOST IRREGULAR PUBLICATION

No. 37

March 11, 1985

### BREAKFAST AT OLA

ACRL/Oregon will hold a breakfast meeting at OLA in Pendleton on April 12 at 7:00 a.m. The topic of the meeting will be "Automating the OSSHE Libraries: the State of the Plan."

George Shipman, Director of the Library from the University of Oregon, will be the speaker. He will describe the state of the plan to automate all the Oregon State System of Higher Education libraries. The Governor's proposed budget for the 1985-87 biennium includes a request for six million dollars to automate library activities at all eight OSSHE institutions. An *ad hoc* committee was established last fall to prepare general requirements for such a system.

Registration for the breakfast can be accomplished during pre-registration for the OLA conference, or interested people may sign up when they arrive. The conference will be held this year April 10 - 13 at the Red Lion Motor Inn at Indian Hills, Pendleton. One does not have to be an association member to attend.

### RISK MANAGEMENT: DOES IT APPLY TO LIBRARIES?

By Nancy Powell

The joint winter membership meeting of the Oregon Community College Librarians Association and the Oregon Chapter, Association of College and Research Libraries was held on Friday, February 22, 1985, from 1-4 pm at Chemeketa Community College, Salem OR.

Pat Silvernail, President, ACRL/OR introduced the speaker John Janzen, Vice President of Risk and Insurance Services, Corp. (RIS Corp). Janzen provided a definition of risk management from the Merritt Glossary of Insurance Terms (1980): "Risk management is the management of pure risks to which an organization might be subject. It involves analyzing all exposures to the possibility of loss and determining how to handle those exposures through such practices as reducing the risk, eliminating the risk, or transferring the risk."

Janzen reviewed the theory of risk management as it has developed from a business and insurance perspective. The two kinds of risks under discussion were pure risks and speculative risks. All decisions hold some element of risk; managing risks means learning how to make quality decisions.

Public agency applications of risk management involve the traditional context of declining revenues versus the increasing demand for services by patrons, or the "cost of risk" concept. When does the cost of insuring against loss outweigh the loss? "Cost of risk" includes the areas of personnel services (fringe benefits) and materials and contractual services. The cost of risk is usually figured at 5-20% of the total operating costs.

The objectives of risk management are (a) conservation of fiscal resources, and (b) protection from the consequences of catastrophic loss.

If risk cannot be reduced or eliminated, then the next step is to transfer the risk or at least the responsibility for the risk. The decision making process involves identifying the problem, evaluating the options, deciding on a solution, and evaluating the follow-up. The risk management process includes:

1. Identifying the exposure to the risk.
2. Evaluating severity of exposure.
3. Treating the exposure.
4. Monitoring the results.

Rebecca Thompson administered the "Risk Profile Instrument" to those in the audience. This instrument came from the article "Librarians as Risk Takers: a Design for Self Measurement" from the 1978 ACRL National Convention. The risk profile identifies two personality types: risk takers and non-risk takers.

A panel of librarians discussed library applications of risk taking. Chuck Abshire, Director of the Library, Mt. Hood Community College, led the discussion by exploring and identifying the risks in the facilities and equipment in libraries.

Pat Silvernail examined the risks involved with collections and services of libraries, for instance, the policies and procedures that govern preservation and conservation, the library's public image, the photocopy services (copyright violation or destruction to bindings), censorship issues including book selection, non-selection and deselection, the confidentiality of circulation records, and/or access to materials.

Tom Stave, U of O, discussed the risk issues surrounding personnel. "No aspect of personnel is not perilously fraught with danger." He suggested that the objective of personnel management is to get the work done by other people. This involves a very sensitive issue because people are unpredictable. He stated that the areas of evaluation of risk are in (1) the delegation of authority; (2) the establishment of fair, written personnel policies; and (3) the consistent application of those policies. Planning allows the best possible risk management guidelines for personnel management.

In summary, the rewards of risk taking are improvements in services and relationships with the staff. Policies have to be evaluated. The treatments must be evaluated as well as the exposure. Look first at the large exposure: if you can afford the risk, take it; if not, insure it. Risk management means analyzing risk taking via management. Pat Silvernail summed up with "Librarians have been risk managers for quite awhile; now we have a name for the tools we use."

## OLA REFERENCE WORKSHOP

The Continuing Education Committee of the Oregon Library Association is once again sponsoring a one day workshop entitled AN INTRODUCTION TO REFERENCE SERVICE. It will be held at the Hillsboro Public Library on Friday, May 3, from 10:30 to 4:00.

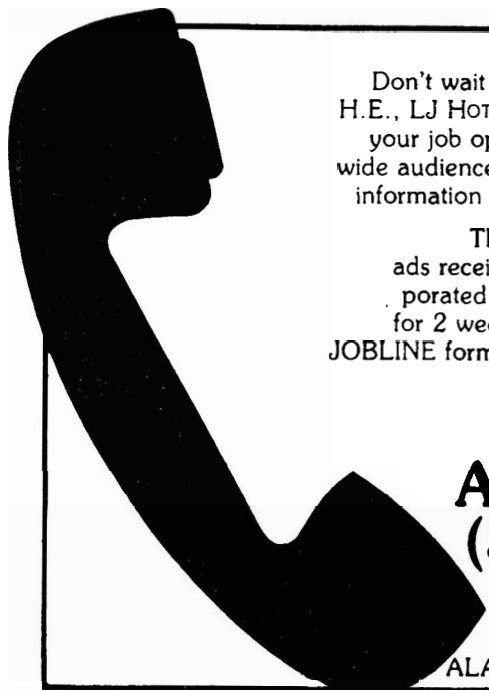
When this workshop was presented in February in Eugene it was well attended. The May presentation will provide library personnel in the Portland area with a look at basic reference books for small and medium-sized libraries; reference sources outside the library; information on interlibrary loan and the State Library; and reference interview techniques. Although it is geared for the paraprofessional in public, academic and school libraries, it may offer the professional librarian a refresher course, as it explains new uses of familiar tools.

The workshop is presented by Marge Wright, Oregon State Library; Wyma Rogers, Corvallis Public Library; and Jennifer Stevenson, Eugene Public Library. There is a \$10.00 registration fee, with a deadline of April 26. Please make checks payable to OLA and send them to Jackie Mart, Chair, OLA Continuing Education Committee, Deschutes County Library, 507 NW Wall St., Bend, OR 97701. Lunch is not included, but there will be a 1½ hour break for lunch.

## TEN YEAR ANNIVERSARY

Plans are continuing for ACRL/Oregon's ten year anniversary celebration. Perry Morrison and Richard Heinzkill have completed the draft of their history of Chapter, and it is being edited for publication this summer.

An anniversary party will be held August 22, in Eugene at PNLA, following the academic library workshop.



**Employers:**  
Don't wait for the next issue of AL, CHRONICLE OF H.E., LJ HOTLINE, or even C&RL NEWS to advertise your job openings. Announce your positions to a wide audience of academic and research library and information professionals on the ACRL JOBLINE.

The prerecorded tape is revised weekly; ads received by 1 p.m. on Thursday are incorporated into the new Friday tape. Listings run for 2 weeks. Call 312/944-6780 or write for a JOBLINE form and free job listing options brochure.

**Job Seekers:**  
For current listings call the

**ACRL JOBLINE**  
**(312)944-6795**

Association of College  
and Research Libraries  
ALA•50 E. Huron St•Chicago, IL 60611

PEOPLE IN THE NEWS

Valerie McQuaid, Clackamas Community College, will edit the soon-to-be revived OCCLA Newsletter. Publication will resume later this year.

John Webb has been appointed Deputy State Librarian for Oregon.

Janet Williams started work in mid-January as Serials Cataloger at OSU.

Randy Colver, Lewis and Clark College, has a new title, Assistant Director for Public and Computer Services.

Rosalind Wang has been hired at PSU as .5 FTE Education Librarian. Formerly head of the downtown branch of Fort Vancouver Regional Library, Ms. Wang started at PSU March 4.

Virginia Seiser, Acting Assistant Director at PSU, will be leaving April 26 to accept a new position at the University of New Mexico. She will be Reference Librarian and Coordinator of Online Services.

Vicki Kreimeyer has left Lewis and Clark College Library for a position at the Idaho State Library as Associate Director for Information Services.

Sheila Klos started February 1 as the head of the Architecture and Allied Arts Library at the University of Oregon. She comes to the U of O from the Cleveland Museum of Art.

Christine Sundt began January 7 as the new Slide Curator at the University of Oregon. She comes to Oregon from the University of Wisconsin, Madison.

POSITION ANNOUNCEMENTS

Assistant State Librarian. Oregon State Library. Will serve as head of technical and public services. Application deadline March 15. Send resume to Karen Bell, Oregon State Library, State Library Building, Salem, OR 97310.

Assistant to the University Librarian for Personnel. University of Oregon. Application deadline May 1. Send cover letter, resume and list of four references to Tom Stave, Personnel Librarian, University of Oregon Library, Eugene, OR 97403.

Portland State University Library will have an opening for a Social Science Librarian after May first. A search is being organized. A formal position announcement will be appearing on the PNLA Jobline and in selected professional journals.



**MEMBERSHIP FORM**

**ASSOCIATION OF COLLEGE AND RESEARCH LIBRARIES**  
**OREGON CHAPTER**

NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

INSTITUTION (IF DIFFERENT) \_\_\_\_\_

CHECK ONE:  I am a member of ACRL. Chapter dues are \$5.00.

Two -year rate: \$9.00

I am not a member of ACRL. Chapter dues are \$6.50.

Two-year rate: \$12.00

**Make check payable to ACRL - Oregon Chapter.** Mail check and this form to Rebecca Thompson, Library, Central Oregon Community College, N.W. College Way, Bend, OR 97701. Your cancelled check is your receipt. Dues are tax deductible.

PACIFIC NORTHWEST LIBRARY ASSOCIATION CONFERENCE

Since its beginning in 1909, PNLA has advocated library concerns for the entire Pacific Northwest region. This year the Pacific Northwest Library Association (PNLA) plans to hold its annual meeting in Eugene, Oregon, August 21 - 24, 1985.

The conference's theme will be "Models for Excellence". Members of the organization will be asked to display and discuss examples of projects and programs they feel reflect excellence in current library practice. The emphasis will be on continuing education and resource sharing in the Pacific Northwest.

For more information, please contact Karen Calhoun, Local Arrangement Chair, at the University of Oregon, 686-3064.

NEWSLETTER INFORMATION

The Oregon Chapter Newsletter is edited by Terry Ann Soohoo, Serials Librarian, Portland State University. Subscription fulfillment is handled by Tom Stave, Personnel Librarian, University of Oregon. If you have information you would like included in the newsletter, please send it to Terry Soohoo. Questions about the receipt of the newsletter, or requests to be added to the mailing list, should be addressed to Tom Stave.

CONTINUING EDUCATION CALENDAR

- March 26th  
Portland "Paraprofessionals and the Academic Library". A workshop for non-degreed library staff in academic libraries. Held at Lewis & Clark College. Sponsored by the Continuing Library Education Project-Oregon. Contact: Paul Gregorio, 229-4654.
- March 29th  
Newport "Computer Fundamentals". An overview of computer functions and applications. Sponsored by Continuing Education, Oregon State University. Instructor: Fred Beisse. Contact: OSU, 754-2677.
- April 1-  
June 14  
Portland Portland State University, Spring term, 1985. Educational Media/Librarianship program courses: "Cataloging for the '80's"; "Bibliography and Reference". Contact Portland State University, 229-4754.
- April 1-  
June 14  
Ashland Southern Oregon State College, Spring term, 1985. Library department courses: "Use of Library Resources"; "Bibliography and Reference"; "Practicum". Contact: Southern Oregon State College, 482-6441.
- April 1-  
June 14  
Monmouth Western Oregon State College, Spring term, 1985. Library department courses: "Reference Sources and Services" and "Cataloging and Classification". Contact: Western Oregon State College, 838-1220, ext. 441.
- April 2-  
June 11  
Eugene "Selection of Materials". Western Oregon State College, off-campus course at Lane County ESD. Instructor, Dorothy Latham. Contact: Frank Landrum, Lane County ESD, 689-6500.
- April 3  
Klamath Falls "The New Supervisor/Manager". Designed for persons newly assigned as a supervisor of other staff. Sponsored by Continuing Education, Oregon State University. Instructor: Don Bowman. Fee, \$70. Contact: Oregon State University, 754-2677.
- April 4  
Bend
- April 4-  
June 6  
Portland "Creating Learning Resource Packets". Creating and evaluating learning center resources. Sponsored by Continuing Education, School of Education, Portland State University. Instructor, Jolene Harris. Fee, \$69. Contact: Carol Boyce, 255-1841, ext. 344.
- April 11, 13,  
18, & 20  
Marylhurst "Business/Marketing Data Bases". DIALOG, BRS, NEWSNET and Dunsprint. Sponsored by Marylhurst College. Instructors: Susan Sudduthes and Gary Sampson. \$210 credit (\$160 non-credit). Two credits. Contact: Paula Hamilton, 636-8141.
- April 10-13  
Pendleton "Oregon Libraries and the Next Frontier". Annual conference of the Oregon Library Association. Pre-conferences on "Interpersonal Dynamics in the Workplace" and "LIRN". Keynote by Brooke Sheldon, twenty-three workshops on various aspects of librarianship, audiovisual screenings, and meetings of various Oregon library associations. Registration is \$30 (\$35 for non-OLA members). Contact: Mary Bates, Blue

Mountain Community College, 276-1260, ext. 234.

- April 13  
Eugene "Evaluating Microcomputer Resources". Teleconference at Lane Community College. Contact: Adult Education Program, Lane Community College.
- April 16  
Portland "Predicasts Terminal System (PTS) Training Seminar". A workshop on the PTS business information retrieval system. Sponsored by PSU Library and the Continuing Library Education Project-Oregon. To register, contact: Carol Bergen, (800) 321-6388. For more information, contact: Gary Sampson PSU Library, 229-3492 or Paul Gregorio, CLEP-0, 378-4199.
- April 25  
and 27  
Marylhurst "Basics of On-line Literature Searching". An introduction to file selection, Boolean logic, and search strategy. Sponsored by Marylhurst College. Instructor, Karen Starr. Fee, 1 credit, \$105 (\$80 non-credit). Contact: Paula Hamilton, 636-8141.
- April 26  
Medford "Collection Development In The Health Sciences: Building A Basic Reference Collection". Sponsored by the Oregon Health Sciences Libraries Association and the Continuing Library Education Project-Oregon. Contact: Steve Teich, OHSLA, 225-8026 or Paul Gregorio, CLEP-0, 378-4199 or 229-4654.
- April 27  
Baker "Statewide Library Resources: Oregon". Sponsored by the Continuing Library Education Project-Oregon. Presentors, Marge Wright, Kathleen McHarg, and Nita Maloney. Contact: Paul Gregorio, 378-4199.
- April 29-30  
Portland "Library Building Planning". Construction, renovation, and interior design of libraries. Sponsored by the Oregon State Library, the Washington State Library, and the Continuing Library Education Project-Oregon. Contact: George Smith, Oregon State Library, 378-2112 or Paul Gregorio, 229-4654.
- April 30  
Portland "Introduction To Census Data". National and regional census data and how to access it. Sponsored by the University of Portland Library and the Continuing Library Education Project-Oregon. Instructor, George Whitaker. Contact: Father Brown, University of Portland Library, 283-7111 or Paul Gregorio, 378-4199.
- May 3  
Hillsboro "An Introduction to Reference Service". Geared for the paraprofessional. \$10.00. Contact: Jackie Mart, Deschutes County Library.
- May 2 & 16;  
May 3 & 17  
Marylhurst "Practical Library Applications for Microcomputer Software". Instructor, Jennie Laursen. 2 credits, \$210 plus \$5 materials fee. Non-credit, \$160 plus \$5 materials fee. Information: 636-8141, ext. 370.

**ACRL/OREGON OFFICERS AND ADVISORS FOR 1983/84**

ACRL/Oregon is administered by a committee consisting of three elected officers (President, President-Elect, and Past President), and an advisory board comprised of four appointed and four elected members. Two Board Members serve as Recorder and Newsletter Editor. Whenever you have any questions about ACRL/Oregon or would like to become more actively involved, please contact one of the officers or advisors.

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