



SLML Newsletter
January 2004

Articles In This Issue

President's Corner: Opportunities for Members of the SLML Organization -- Kim Lipsey	1
MCMLA 2006 - It's Closer Than You Think -- Jackie Hittner	2
Governance Information -- Cheryle Cann	3
Continuing Education and Program Committee Information -- Carol Murray	3
The SLML Listserv - What Would We Do Without It? --	4
A Word About MSWord -- Russ Monika	5
Recent Retirement Information -- Maria Minowitz & Jean Rose	5
SLML: Professional Development Survey Results 2003 --	6

President's Corner: Opportunities for Members of the SLML Organization

By: Kim Lipsey
President, SLML

SLML Members, welcome to the New Year, 2004!!! In celebration of the 1904 World's Fair, 100th birthday here in St. Louis, I was drawn to reflect on the birth of this organization and what it means to be a member. As you know, one of the major projects we have started this year is the writing of the History of SLML. We appreciate Philip Skroska's willingness to take on this project and I would like to encourage you to support him in this effort in any and all ways possible. Philip has a Master's degree in History, from the University of St. Andrews in Scotland and he is the Manager, of the Visual and Graphic Archives section at Washington University, Bernard Becker Medical Library. Please contact Philip Skroska at 362-4236 or email him at: skroskop@msnotes.wustl.edu if you have any information, documents, pictures and etc., to share regarding the History of SLML.

This organization was founded by a group of interested librarians in the early 1960's with a clear understanding that its purpose is to exchange information, discuss common problems and strengthen relationships between the various libraries. Thus, to continue this tradition, it is hoped that this year, members will increase their participation, become more engaged in serving on committees, attend more programs and continue to accomplish the goal to bring together librarians from hospitals, universities and societies so that we may continue the improvement of librarianship and dissemination of medical literature to both the clinicians and the researcher.

I foresee this year to be an important year for the membership community in synergizing our ideas for the hosting of the Mid-Continental Chapter of the Medical Library Association (MCMLA) 2006 meeting here in our great city St. Louis, home of the magnificent Arch and Gateway to the West. Happy New Year!!!

MCMLA2006... It's Closer Than You Think

By: Jackie Hittner

President-Elect

Every nine years it comes. For two years prior to it, we plan and we worry. The day it is over we pat ourselves on the back and rest for the next seven years. What am I describing? The MCMLA annual meeting and in 2006 it is SLML turn to host the event.

Initial planning has already begun. Kim Lipsey, Cheryle Cann and I have read the MCMLA Annual Planning Manual, visited one hotel and have exchanged several emails with Rebecca Graves, Annual Meeting Advisor. In the coming months SLML members will be asked to join the several committees that will be formed to make our turn of hosting the annual MCMLA meeting a success.

So you are probably asking yourself what can I do to help plan an exciting meeting here in St. Louis for my colleagues from the states of Missouri, Kansas, Colorado, Utah, Wyoming, Nebraska and South Dakota. First of all be ready to volunteer when the time comes...and it is coming soon. Second, who would you want to hear as a keynote speaker or a lunch speaker? Send any names to Kim, Cheryle or me. Remember these speakers do not necessarily need to have a library connection though it would be nice if the speaker uses libraries. Third, what type of continuing education classes should be offered or put in another way, what type of continuing education do you want to attend and who do you want to see teaching the classes. Or maybe you know of someone who is a good teacher – send us the name and we can work with the person to see what they can offer the MCMLA membership in terms of classes.

Committees that we will need to have are

- Local Arrangements – the committee with the ultimate responsibility for the meeting and to which all the other committees report.
- Continuing Education – this committee's responsibility can be given to the MCMLA CE committee, however, we need someone from SLML to be a member of the MCMLA CE committee if we do this.
- Program and Publicity – this committee works with the local arrangements committee to determine the program and to advertise, advertise, advertise the meeting.
- Registration – this committee works on the many aspects of getting our colleagues to register for the meeting and being the hospitable person our colleagues first meet when they arrive in St. Louis.
- Exhibits and Vendors – this committee works on getting vendors to come to the meeting and helping to meet their needs when they are at meeting.
- Hospitality and Social Events – this committee makes sure we have “fun” events planned for the meeting and assists our colleagues in knowing how to get around our fair city.

We will need everyone to step up to the plate and participate if SLML is to have another successful MCMLA meeting in St. Louis. MCMLA 2006 is approximately 1000 days away...it's closer than you think.

Governance Committee Information: Winter 2004

Cheryle J. Cann
Chair

We hope everyone is well and warm. We hope that this is a good year for us all.

Current members of the committee include Barb Halbrook (WU Becker Library), Mary Krieger (SLU Health Sciences Center Library) and John Chesmewleski (VA Medical Center, Jefferson Barracks). If you are interested, we'd love to have other members join the committee.

We have solicited comments from the 2003/2004 SLML Board of Directors (and 2002/2003) in regard to what parts of the SLML Bylaws need change in order to support the goals of the new Strategic Plan, approved and adopted 2002/2003. We are reviewing these suggestions and will be meeting virtually in January. We hope to be able to recommend the newly rewritten Bylaws to the Board at their spring meeting. The full membership will have an opportunity to see the revisions and vote on their adoption at the June Annual Business Meeting.

After the Bylaws revisions are adopted, the Governance Committee will address the changes to the SLML Procedure Manual in support of the Bylaws and Strategic Plan.

For more information, please contact:

Cheryle J. Cann
Head, Ward E. Barnes Library
University of Missouri - St. Louis phone: (314) 516-5909
8001 Natural Bridge Road fax: (314) 516-6468
St. Louis, MO 63121 email: cann@umsl.edu

News from the Continuing Education & Program Committee

Carol Murray

Since SLML is half way into the business year, it seems like a good time to review our accomplishments and give a preview of upcoming events. We started off the year with a survey of the membership. The response was excellent and provided some interesting ideas for future programs. The survey results are available at <http://www.slml.org/survey-results.htm>. The first CE course, *Reading Between the Lines: Focusing on Health Information Literacy*, was broadcast on September 10, Becker and SLML jointly sponsored the MLA satellite teleconference. In October, members were invited to attend the Estelle Broadman History of Medicine Lecture. Dr. James C. Whorton's spoke on *From Cultism to CAM: The Rise of Alternative Medicine*. A wine and cheese reception followed the lecture. To round out 2003, members gathered on December 16 at the new Touhill Performing Arts Center located on the campus of the University of Missouri St. Louis. The holiday meeting included committee reports, a tour of the Touhill and a dessert buffet. It provided the only opportunity some of us will ever have to be on the stage. See the pictures posted on the web site.

A second CE course is scheduled for March 10, 2004. MLA will present a teleconference on expert searching. After several members expressed an interest in learning how to use EndNote, Kim Lipsey has agreed to teach a EndNote class just for SLMLers. The Awards Luncheon is scheduled for April 2, 2004 at the Becker Library. Once again, Matthews has graciously agreed to host the Annual June Business Meeting. Details of these upcoming programs will be emailed to the membership and posted on the web page. Have a happy and productive New Year and plan on attending our 2004 events!

The SLML Continuing Education & Program Committee: Carol Murray, Erin Ferguson, Lili Wang, Nancy Bennett, Carol Iglauer

The SLML Listserv – What Would We Do Without It?

Georgiana Grant, Membership Chair

The SLML listserv is our organization's primary means of communication. All members are asked to subscribe. The listserv supports the SLML mission by fostering the exchange of ideas and promoting awareness within the medical librarian community.

The SLML listserv began in the mid 1990's as a text based application. Approximately five years ago it became Web based. A listowner monitors the listserv, checking for bad email addresses, delinquent messages, and junk mail. Their responsibilities are minimal because the list essentially runs itself. All members can subscribe and unsubscribe themselves, and choose how they would like their account to operate.

Before SLML began using the listserv, the Communication Committee was responsible for sending out postcards and letters informing members of meetings, courses and social gatherings. The listserv now publicizes these events. It is also used to introduce new members, announce job openings, and occasionally pass on some librarian humor. Information and ideas that impact our daily work, such as requesting help in filling a difficult ILL or recommending new software, are circulated regularly. We even get a discussion going every once in a while.

The listserv is a valuable tool and it is difficult to see how our organization could function as it does without it. All members are encouraged to keep the channels of communication open and use it whenever necessary. With MCMLA approaching, we will have a lot to discuss!

Listserv Tips

Settings for your Account:

1. All members can subscribe and change their settings by logging into the listserv at <http://stenosis.wustl.edu>
2. You can choose how you would like your messages sent to you:
 - In a weekly digest (once a week all at one time)
 - In a daily digest (once a day all at one time)
 - In an index once a day with only the subject line for that day
 - Not at all.
3. You can choose whether or not to have the messages you send via the listserv sent to you.
4. You can choose to receive a confirmation message after each of your contributions.

Listserv Commands:

1. A list of commands can be found at <http://www.slml.org/org/listserv.htm>
 2. If you go on vacation and would like to have your listserv messages stopped, you can send an email to the Administrative Address (listserv@stenosis.wustl.edu), leave the subject field blank and in the body of the message type: **set slml-l mail**. To resume, send a message to the same address, leaving the subject field blank, with the message **set slml-l mail**.
 3. To get a complete list of subscribers, send an email message to the Administrative Address with a blank subject field and the message **review slml-l**.
-

A Word about MS Word (And All Word Processing Programs)

by Russ Monika

Over the past few years I have received documents from a variety of sources for a variety of reasons. Most of these documents have come to me as Microsoft Word documents. Most of the time I have converted these documents to HTML documents or PDF documents.

I mention all of this because I have come to the conclusion that many of you are using your word processing programs, and MS Word in particular, as a typewriter. Most everyone is still hitting the Enter key twice to double-space their paragraphs. People are still putting two spaces after a period. Come on folks. You or your institutions have spent several hundred of dollars for a word processing program. Let's start putting some of its features to use.

I have put together a Power Point presentation on how to format paragraphs. Using that feature, every time you hit Enter your paragraph will be double-spaced. You can also format a paragraph for use with a letterhead, or create other formatting. I've converted the presentation to a PDF document so you can all view it. There is a command in one of the Acrobat Reader menus that will allow you to see the presentation in full screen.

Access the Power Point presentation at <http://www.slml.org/pdf/formatting-word.pdf>

Recent Retirement Information

by Maria Minowitz and Jean Rose

Jane Sulze Retires from Missouri College in December

Maria Minowitz

Jane Sulze retired from Missouri College in December. She was the librarian for the school for almost six years. She joined St. Louis Medical Librarians during her tenure at Missouri College, which offers various certificate programs in healthcare.

Prior to Missouri College, Jane was the librarian for both the Forsyth School and St. Michael and St. George School here in St. Louis. She is a certified secondary librarian. She is also a past member of the St. Louis Regional Library Network and the Missouri Library Association.

Jane attended Maryville College (University) where she earned a Bachelor's degree in English and Philosophy. She earned her library certificate from Washington University College. She also holds a Master's degree in Theology from Aquinas Institute.

Jane's interest in libraries began while at Maryville. She needed an additional two credits, which led her to the library to pick them up. She was encouraged by the staff to work at cataloging and was a student assistant.

Though retired from library employment, Jane remains active with her husband, Joe, who is a Deacon at St. Peter Church in Kirkwood.

Retirement Celebration for Rosemary Buhr

Jean Rose

On August 20, 2003, Logan College of Chiropractic celebrated the retirement of Rosemary Buhr. Rosemary Buhr was the Director of Logan's Library from November 1983 until August 2003. Rosemary Buhr took the Library from what the North Central accrediting agency termed a "hodgepodge" to the well-organized, dynamic Library that Logan enjoys today.

Logan College of Chiropractic faculty and staff along with Rosemary's family and friends enjoyed a very festive party and luncheon. Bob Snyders, the Library Reference Librarian and Interim Director, was the Master of Ceremonies for the occasion. The guest speakers included the President of the College, Dr. George A. Goodman, the Vice President of Academic Affairs, Dr. William Ramsey, the President of the Faculty Council, Dr. Allen Parry, the President of the Chi Rho Sigma Fraternity, Andria Brooks, and the First Vice President of the Logan Alumni Association, Dr. Karen Dishauzi. Rosemary received several lovely gifts including a digital camera and a poem written especially for her by Dr. Ramsey. We will miss Rosemary and wish her well in her retirement.

SLML: Professional Development Survey Results 2003

1. A total of 23 people answered the survey questions. This included 1 Director, 3 Associate Directors, and 20 Librarians.
2. Number of years of work experience ranged from 1-34 years.
3. All of the participants answered "YES" to the question, "*Have you taken any work related professional development courses through your institution?*" These courses are:
 - Computer Courses: PhotoShop
Microsoft Front Page 2003
HTML V4 2003
PowerPoint
Word Basics
Access
Endnote
PDA
Dreamweaver
 - Database Courses: Medline
PubMed
GenBank
 - Others: Fellowship in Medical Informatics
Managerial courses---hiring practices and all other aspects of management
Stress management, conflict management, time management, etc.
Finding health statistics
Teaching techniques
HIPPA
4. Courses people would like to take to get ahead in work are:
 - Anything management, leadership, or administration related
 - Creating a financial and/or budgeting
 - Public relations/marketing
 - Digital archives/imaging
 - Introduction to metadata
 - OCLC connection
 - Contract negotiation
 - Bibliographic Instruction
5. Personal development courses people would like to take are:
 - How to best balance work, and life activities outside the workplace
 - Light and easy cooking/meal planning
 - Latest information on dealing with menopause
 - Alternative medicine
 - Sensible weight loss techniques

- Planning for retirement
- Tai-chi
- Various exercise classes
- Voice lessons
- Aerobics or step aerobics
- Weight training
- Pilates
- Back exercises you can do at work
- Transcendental Meditation Program (a well-known stress-reduction technique)

6. Courses people are **not** interested in taking:
- Any classes not related to work
 - Cataloging and technical services
 - Library procedural,
 - Basic Web authoring
 - Personal development
 - Literature searching
 - Copyright
 - Web development
 - Hospital-only subjects
 - Specific software packages that I don't use
 - Yoga