



Maryanne Vigneaux/Lib  
09/28/2005 11:39 AM

To Maryanne Vigneaux/Lib@SUNYSB  
cc  
bcc F.Jason Torre/Lib  
Subject Library Bulletin, September 28, 2005, Number 1509 AGAIN!

### **LIBRARY RECEPTION VIDEO:**

We have finally been able to create an online version of the Library Reception video that was created this past June. Jason has placed the days events online at:  
[http://stonybrook.cdmhost.com/cdm4/item\\_viewer.php?CISOROOT=/p3006coll20&CISOPTR=18&REC=6](http://stonybrook.cdmhost.com/cdm4/item_viewer.php?CISOROOT=/p3006coll20&CISOPTR=18&REC=6) When you get to the "source" you need to select - **Access this item. THIS DISPLAYS ON MEDIA PLAYER - if you do not have this on your computer there is a long download time.**

Jason says we will get a big kick out of watching it!

### **OMISSION FROM LAST BULLETIN #1508:**

Not to be overlooked - our own Paul Wiener also took a course at the Rare Book School. He met Dr. Belanger and took a course from his protege Dan Traister.

### **NEWS FROM PERSONNEL:**

#### **Information for staff who serve on Search Committees :**

Human Resources recently sent out the following information regarding advertising of positions under recruitment. Essentially, this new initiative from Human Resources will add another week to the recruitment process.

Currently, paperwork has been brought to EEO for the weekly Monday meeting, sent to HR by their Wednesday deadline, and advertised on Sunday (6 days from EEO approval.) For the future, EEO will approve the recruitments on Monday, but HR will now require that advertisements are received one week prior to posting (13 days from EEO approval.)

#### **Memo from Human Resources , dated 9/26/05:**

*Please be advised that the following changes will be implemented effective October 11, 2005, following Columbus Day weekend.*

*CJO & Advertising Dates & Deadlines: HRS Recruitment & Employment Services and Advertising in our effort to effectively service departments will make the following changes:*

- 1) Department's requesting advertising, must submit their request one week prior to the advertisement date, Friday by 12 Noon. This will allow Advertising time to communicate with department(s) in reference to the context and cost of the Ad.*
- 2) Department(s) posting on **CJO Only** (no advertising), deadline will remain the same, Wednesday by 12 Noon.*
- 3) CJO posting date will now go "live" at 12:01 a.m. on Sunday instead of the Monday. This change will coincide with publishing job opportunities in Sunday publications.*



# REMINDER

- The forum on "Managing Multiple Priorities" will begin at 10:00 am and end at 11:30 am on Sept. 29th in the Javits Room. There is available space, but **please inform Maryanne in advance**. Light refreshments are provided (cider and doughnuts).
- Please submit requests for travel as soon as you have made your decision. Give an estimate of costs using preliminary brochure/site information. It is important to submit some content details - such as an agenda or program.

Updated travel information notices are available on the counter in Director's Office.