Google™ Launches A Scholarly Publication Search Engine

In November 2004, Google™ made the beta version of Google Scholar available, a free on-line search tool for academic articles. According to their description, “Google Scholar enables you to search specifically for scholarly literature, including peer-reviewed papers, theses, books, preprints, abstracts and technical reports from all broad areas of research. Use Google Scholar to find articles from a wide variety of academic publishers, professional societies, preprint repositories and universities, as well as scholarly articles available across the web.” If you choose to “google” your own authored works and have questions, you can read some author Frequently Asked Question here: http://scholar.google.com/scholar/about.html.

To access Google Scholar, visit: http://scholar.google.com.

Library
(continued from page 1)

Library Congress Call Number re-class sections are posted throughout the Library. These updates will be kept current and the Library will try to make this re-classification project as seamless to the user as possible.

As always, the Library Staff will do all they can to assist the MSASS Community and all other users/visitors to locate needed materials. If you have any concerns or question, please direct them directly to June Hund, the project leader. You can reach Ms. Hund at jxh18@case.edu.

For more updates and/or news of Harris Library, go to msass.case.edu/harrislibrary.

Re-Classification In Progress

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The Harris Library Quick Reference has already been put into Library of Congress call number arrangement. Since Thanksgiving all the new books displayed on the “new book shelf” are also arranged by LC call numbers. All other regular Reference and circulating books will be assigned LC call numbers and shelved in a designated section of shelves on the upper level of the Harris Library.

(continued on page 4)

Human Capital Management (HCM) Important Information and Reminders

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Currently, all approvers have not been entered in the system. Administrative Services will begin the process of approving records. Requests for information will be distributed in the near future.

Supervisors of student employees have the ability to approve student time. If you do not have access to your student employees, or information is inaccurate, please contact Student Employment at 368-4533.

Please note that if you do not complete your time entry, or your supervisor does not approve it, you will be paid! Please keep up-to-date on your time entry and time approval because if you don’t you are creating additional work for others.

For additional information on ERP and HCM, including frequently asked questions, please go to the ERP homepage: http://www.case.edu/projects/erp.

Observations of the movement of the Sun, Moon and stars. This year is the Year of the Rooster. It is the Year 4702 by Chinese calendar.
Case’s New LGBT Website

Case’s Office of the President and the Provost has launched a new website specifically for current and prospective Lesbian Gay Bisexual Transsexual (LGBT) campus faculty, staff, students, alums, and their allies. Case already offers domestic partner benefits and campus support. The site deepens the university’s commitment to encouraging and appreciating diversity on campus.

An official launch party is scheduled for Thursday, March 3, in Thwing Atrium during the Provost’s Hour, 11:30 a.m. to 1 p.m.

“At Case Western Reserve University, tolerance and respect in our widely diverse culture is a core value, one we celebrate in many ways,” says Case President Edward M. Hundert, M.D. “We encourage and support diversity on this campus - and, in particular, our members who are gay, lesbian, bisexual, or transgender. We are all privileged to live, work, and learn in this environment.”

The site offers in-depth resources including links to research, campus and community organizations, information on health and wellness, political initiatives, tools for reducing and dealing with homophobia in the classroom with a special emphasis on issues of tolerance, “coming out” support, local and national events, and national news of interest. It also provides details about Case’s domestic partner policies as well as information about the latest news and research regarding LGBT issues.

The group responsible for this website is the LGBT Committee consisting of faculty, staff, and students. The committee serves as a focus for matters of concern to LGBT persons across the University by providing tangible support and access to “safe” places and people and to promote opportunities that increase awareness of LGBT issues and concerns such as discrimination.

MSASS student Katy Bishop currently has her field placement at Cleveland’s Lesbian/Gay Community Service Center. She says, “though the website is a tremendous concept, safety is communicated by individuals who are brave about sticking up for us in thousands of unacknowledged interactions. I appreciate it.”

Sarah Andrews, faculty member and Assistant Dean of Academic Affairs at MSASS, is on the LGBT Committee as well as a committee for faculty and students. The committee serves as a focus for matters of concern to LGBT persons across the University by providing tangible support and access to “safe” places and people and to promote opportunities that increase awareness of LGBT issues and concerns such as discrimination.

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Mandel School of Applied Social Sciences

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Volume 1, Issue 4

Administrative News

Friday, February 11 2005

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Announcements

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Reminder: Take the “Quality of Work Life Survey” by TODAY!!!

Holidays

Spring Break — March 7-11

Annual Distinguished Lecture Series

Inaugural lecture featuring world-renowned linguist and cognition expert, Dr. Steven Pinker

Monday, March 13, 2005 at 4:00pm

Severance Hall

Congratulations . . .

Congratulations to Zoe Breen Wood on her new position as director of Field Education. This is effective as of January 1st 2005.

Welcome:

Kristen Arbitucki — Library

Welcome Back:

Sharon Gravius returned 1/04/05

predates the International Calendar (based on the Gregorian Calendar) we use at the present day which goes back only some 425 years. The calendar measures time, from short durations of mins and hours, to intervals of time measured in months, years and centuries, entirely based on the astronomical...
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http://www.case.edu/provost/lgbt

Administrative News

Mandel School of Applied Social Sciences

Facilities Notes

Procedures For Using The Classrooms

When using the equipment in the classrooms, please keep these in mind:

1. In order to use the classroom, everyone must attend training session (give login username and password)
2. Students using classroom will have to be supervised by faculty or staff members who can log them in

Do’s and Don’ts

Do:
• Log off computer when done using it
• Do wait for the countdown to finish before using the equipment
• Do shut the equipment down if you will be gone for an hour or more
• Do put the screen back up when you are finished
• Do ask for help if something is not working
• Do attend training when offered (some will be scheduled soon)

Don’t:
• Do not shut down computer
• Do not shut off the projector manually
• Do not have food or drinks next to the console
• Do not manually change settings on either the projector or the equipment in the rack (excluding the DVD and VCR)
• Do not shut down the system from the control panel if another class is scheduled within 30 mins of yours
• Do not touch the projector, ever, for any reason!!!
• Do not touch any controls on the Document Camera
• Do not touch any equipment on the rack except to insert or remove media
• Do not attempt to use the equipment in room 323 without special instructions from the IT Department

Thank You!

CASE Research Seminars

February 16th: Authorship & Mentorship
9:00am—10:30am
Nord Hall 310, next to Sears Library on the Case Quad

Authorship is the primary mechanism for determining the allocation of credit for the generation of new knowledge. Therefore, it is important that all involved in the research enterprise understand current principles and policies related to responsible authorship. Mentorship is also critical to the professional development of those pursuing a research career. Dr. Eric Cottington, Associate Vice President for Research, will illustrate current principles, policies and practices regarding authorship and mentorship through case studies from various disciplines. Registration is online.

February 18th: Contracts and Administrative Issues
11:00am—1:30pm
Nord Hall 310, next to Sears Library on the Case Quad

Federal, state, or department and management center administrators. What can you as the PI or administrator do to facilitate the contract review process both before and after the contracts are issued by the funding institution? What issues are likely to arise? Why are they important? All attendees will receive a copy of the “OSPA Guide to Contracts”. Fee free to bring your lunch. Registration is online.

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Joke of the Issue:
The best excuses for late proposal:
9. The computer broke down
8. I thought the target date was suggested
7. I didn’t know I had to go through the Research Office
6. My Chair just told me to submit it today
5. I didn’t know the Research Office existed
4. My Co-Pi is unreachable
3. I do my best writing at the last minute—can’t you work around my schedule?
2. You guys in the grants office are so good—I know you can do this
1. Well...it really only takes you a minute to sign your name, right?

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Currently, all approvers have not been entered in the system. Administrative Services will approve time as needed. All approvers will be entered within a couple of months. Accrued vacation and sick time, and other information relevant to the employee, is listed on their individual Time Entry page. Currently, vacation and sick may not be accurate. Beginning in March, Admin Services will begin the process of updating records. Requests for information will be distributed in the near future.

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