Message From the Chair:
Bernadette Ewen

2002 is off to a fast start. With only 24 hours in a day, it is difficult to keep up on personal commitments (family, friends, social, etc.) and professional commitments (work, school, new technology, etc.). If you are like me, time management is always an issue. Anything that helps with doing things more efficiently and effectively is desired and appreciated. The Special Libraries Association realizes your demands and is making great strides to serve you better. The newest SLA program to help you is Knowledge Exchange. It focuses on facilitating the exchange of knowledge within SLA’s global community through the SLA’s InfoStore, discussion lists, chat rooms, Who’s Who Online, traditional information services, etc. (See related article on Knowledge Exchange).

The Pharmaceutical & Health Technology (PHT) Division is also realizes your demands and is making great strides to serve you better. The session programming for the upcoming Spring Meeting and Annual Meeting are designed to help you keep up to speed professionally on PHT specific topics (see related articles). To insure that the Division continues to give you a large return on your investment, the Spring PHT Board Meeting will cover communications improvements (CapLits: e-delivery vs. hard copy; Voting: e-voting vs. hard copy; PHT brochure) and strategic planning initiatives.

I that hope each of you will take advantage of the professional opportunities that SLA is offering by participating in the upcoming SLA meetings.

Kind regards,

Bernadette

Time Management Tips

• Eliminate subordinate-imposed time
• Keep control of boss-imposed and system-imposed time
• Think snippets; complete tasks in allotted blocks of time
• Get control of meetings; set an agenda and stick to it
• Think simple; stop doing what can you live without
• Lose "wait"; procrastinate less
• Send boring e-mails; send just the facts
• Give specific deadlines; not ASAP
• Bargain for more time
• Take 15 minutes to plan your 8 hour day
• Plan by the week; make weekly to-do lists
• Prepare for calls
• Leave time to recharge yourself
• Prioritize your time
• Set aside uninterrupted time; planning, thinking, developing ideas
• Spend time proportionately on issues; high priority, longer time
• Avoid over-scheduling to the point that you accomplish nothing meaningful

REFERENCES

Join the Division Discussion Group!

To subscribe to the division discussion group send an e-mail to:

   lists@lists.sla.org

In the body of the message type:

   subscribe sla-dpht yourfirstname yourlastname

The address for posting messages is:

   sla-dpht@lists.sla.org

DEADLINES

ISSUE DATE TO BE RECEIVED
Spring 2002 March 15, 2002

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Jennifer L. Williams

ADVERTISING MANAGER
Barbara Boyajian

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Half Page $65/issue
Quarter Page $40/issue

Contact Information on Page 3
## 2001-2002 Division Officers

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The Acronym for the Pharmaceutical & Health Technology Division is now DPHT.

The acronym used by SLA Headquarters for the Division of Pharmaceutical & Health Technology was officially changed in October 2001 from DPHM to DPHT. Please update your P&HT bookmark and set of listserv instructions:

• New P&HT bookmark: http://www.sla.org/divison/dpht

• New P&HT Listserv subscribing instructions:
  Send your message to: LISTS@LISTS.SLA.ORG
  Leave the subject line blank.
  In the body of the message, type:
  SUBSCRIBE SLA-DPHT YOURFIRSTNAME YOURLASTNAME

• New P&HT Listserv sending instructions:
  To post a message send it to:
  SLA-DPHT@LISTS.SLA.ORG
  Put an appropriate notation in the subject line.
  In the body of the message, type your message.
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SLA News and Announcements

Future SLA Meeting Dates

<table>
<thead>
<tr>
<th>Plan Ahead: Future Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td>SLA 93rd Annual Conference</td>
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<tr>
<td>SLA 94th Annual Conference</td>
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</tbody>
</table>

Virtual Seminar Announcement

February 27, 2002
2:00 pm - 3:30 pm EST

Is Consulting for You? What is it REALLY like?

Featuring Ulla de Stricker, President of de Stricker Associates. Ulla speaks frequently at conferences and organizational events. Her favorite topics are those dealing with skills involved in enhancing our profile and professional leadership.

For more information, visit http://www.sla.org/content/Events/distance/virtsem2002/feb02virtsem.cfm.

To register, visit https://www.krm.com/regonline/slavcregs.nsf/sla6813-0.

SLA Press Releases:

SHAFFER TO STEP DOWN AS EXECUTIVE DIRECTOR OF SLA

Washington, D.C., February 14, 2002 - Roberta I. Shaffer, Executive Director of the Special Libraries Association (SLA) has announced that she will leave the Association effective February 22, 2002.

"Roberta has provided the SLA with a new level of enthusiasm and energy in light of the changes in the Association world and the evolving position of information professionals in society," remarked SLA President, Hope N. Tillman. "On behalf of the SLA Board of Directors and staff, we thank her, and wish her well in all her future endeavors."

On her decision to leave SLA, Shaffer commented, "The Special Libraries Association will continue its course as the leading professional association for information professionals. The Board of Directors and I share the same vision for the future of the Association and the profession. However, we are not in sync in terms of the pace of change. I have enjoyed my time working with the Board, staff and members. I am confident that the Association will achieve its goals in the new century and meet the needs of a new generation of information professionals."

The SLA Board of Directors appointed Shaffer as Executive Director-Designate in April of 2001. She officially began her tenure as Executive Director in September of that year. Prior to coming to SLA, she was the Dean of the Graduate School of Library and Information Science at the University of Texas at Austin. SLA Deputy Executive Director, Lynn Smith will serve as acting Executive Director.
LIBRARY MANAGEMENT DIVISION CREATES NEW SECTION

Washington, D.C., February 5, 2002 - The Special Libraries Association (SLA) Library Management Division (LMD) announces a new section within the division called Competitive Intelligence (CI). The new section will provide a forum for CI practitioners and leaders to get more involved in the exchanging of ideas, sharing of information both formally and informally, and learning new tools to get to the next level in the profession.

LMD's decision was based on the premise that the CI section will attract leaders, managers, and practitioners in the competitive intelligence arena, resulting in an open forum for knowledge transfer and information exchange among CI practitioners and LMD members.

For more information about the CI section or the Library Management Division, please contact Mala Sistla, CI Section Chair at msistla@skcpg.com or Renee Massoud, Library Management Division Chair at rmassoud@kpmg.com.

SLA President, Hope N. Tillman remarked, "I am delighted that Library Management Division has set up the CI section. Over the course of my chapter visits, the need for a home for competitive intelligence within SLA has been mentioned on numerous occasions, and now the Library Management Division has taken the initiative to fill that need."

EXPANDING GLOBAL KNOWLEDGE FRONTIERS ON APRIL 18TH

Washington, D.C., February 4, 2002 - On Thursday April 18, the global information community will acknowledge the pivotal impact of information professionals and special librarians around the world by celebrating International Special Librarians Day (ISLD).

The theme for this year's ISLD, "Leadership, Partnership, Membership: Expanding Global Knowledge Frontiers," is a joint moniker submitted to the ISLD selection committee by the Rio Grande Chapter of SLA and SLA member Marcella Barnhart. The winning theme captures the unique spirit and drive of information professionals as they unite on a global quest to expand new frontiers of knowledge.

Established in 1991 by SLA in conjunction with National Library Week, International Special Librarians Day provides an opportunity for information professionals to promote the services they provide to their users, customers and management within their organizations and to external communities with promotional tools provided by SLA.

ISLD is sponsored by SLA and Factiva, a Dow Jones & Reuters Company. For more information, please visit the ISLD section of Virtual SLA at www.sla.org or call the SLA Public Relations’ office at 202-939-3633; e-mail Anthony@sla.org.

Press releases continue on page 18
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P&HT News and Announcements

P&HT Website
Make sure you check the Pharmaceutical and Health Technology Division website (http://www.sla.org/division/dpht/) regularly for new communications and division information. (Please note our new URL!)

P&HT Nominating Committee
The PHT nominating committee will nominate a Chair-Elect and Secretary for this year’s election. If you are interested in learning more about either position, or if you would like to become or recommend a candidate please contact: Jim Quigley, Diane Webb or Anne Morisseau (contact info below).

Ballots will be mailed out around the time of the Spring Meeting. Please consider extending your vitality to one of the positions. Thank you.

Jim Quigley
james.quigley@isinet.com

Diane Webb
dqw@bizcharts.com

Anne Morisseau
alm71531@gsk.com

New P&HT Division Membership Directory
The new directory is in the works. So far, we have one sponsor - ISI, for which we are very appreciative. However, we need a second sponsor in order to cover the cost of publication. If your company is interested in some good publicity for a nominal cost, this would be an excellent opportunity to get their name out to members of the division. Please contact me if your company is interested in co-sponsoring our directory. We will not be able to complete the project until we obtain a second sponsor.

In addition to the alphabetical listing of members, the directory will contain various indexes to assist members in finding specific information quickly. These indexes include: type of organization, geographic location, company and areas of expertise. Members will be receiving their current entry data and get a chance to verify their information. Choices for listings in the additional indexes will also be given.

Any company interested in co-sponsoring the directory or anyone interested in joining the membership directory committee, please contact:

Mitzi Killeen, Membership Chair
Pfizer Global R & D, Ann Arbor Laboratories
Information Management
Phone: (734) 622-3211
Fax: (734) 622-7008
Email: mitzi.killeen@pfizer.com
WASHINGTON, D.C., February 4, 2002 - The Special Libraries Association (SLA) announces that Nigel Oxbrow has been appointed to the SLA Board of Directors. Oxbrow will fill the vacancy of director Karen Kreizman-Reczek who will now serve as Division Chair-elect following the resignation of Karen Bleakley.

The SLA Board of Directors appointed Oxbrow during the SLA Winter Meeting in Chicago, Illinois. He will make his first official appearance at the SLA Annual Conference in Los Angeles, California, June 8-13, 2002. His term as director will run through 2003.

Oxbrow is founder and Chief Executive of TFPL, the international information and knowledge management research, consultancy and recruitment company. He has been an active member of SLA since 1983, serving in a multitude of functions at the chapter and division levels. He served as President of the European Chapter (1992-1994); Director of the Business and Finance Division (1997-1998); Membership Chair of the European Chapter (1992-1999) and (1999-2000); and as a member of the Professional Development Committee (1998-2001). During the 2001 SLA Annual Conference in San Antonio, Texas, Oxbrow was named an SLA Fellow.

SLA President Hope N. Tillman remarked, "On behalf of the SLA Board of Directors, I would like to welcome Nigel Oxbrow to the board. Nigel was made an SLA Fellow this past June with the expectation of future service to the association. We are pleased to be able to turn to him now to make use of his global experience and expertise in knowledge management and the information profession."

For more information on Nigel Oxbrow or SLA's Board members, visit Virtual SLA at http://www.sla.org.

New Pharmaceutical & Health Technology Division Members
The following are the new members to our Division since October 2001.
Welcome to our group!

Binu Chaudhuri  Demeter Lyon
Anthony T. Danko   Kathy M. McGown
Mary E. DeMaria   Susan M. Millheim
Robert Dinerman   Caroline P. Overby
Angela C. Dzikowski   Susan K. Prather
Susan B. Edmands   Patricia A. Reusing
Chris Ewing     Christina E. Rudawski
Michael J. Fournier   Michael J. Runiewicz
Rita A. Haydar   Maggie Schuman
Damian Hayden    Catherine W. Stickley
Nora Liu        Rebecca A. Wolff
Yijuan Liu
SLA PHARMACEUTICAL & HEALTH TECHNOLOGY DIVISION

SPRING MEETING

It is time to sign up to attend the Pharmaceutical & Health Technology Spring Meeting! The meeting will be held at the Princeton Marriott Forrestal Village in Princeton, New Jersey from Sunday, April 14 to Tuesday, April 16. This year's theme is "The Evolution of the Information Professional: Adding value to the 21st Century Organization". Please join your colleagues for two days of networking, knowledge and fun. And don't forget to check out the exhibits provided by our registered vendors.

In addition to our regular schedule of programs, we are offering two new activities this year: a mini Swap & Shop and a 70's Dance Party on Monday Night. Please be sure to check the appropriate boxes on the registration form if you plan to participate.

Enclosed are the:
- Spring Meeting Registration Form
- Spring Meeting Preliminary Agenda, and
- Other Important Spring Meeting Information.

Please send your registration form and check before April 1, 2002 to:

Denise Fobare-DePonio
Amgen
One Amgen Center Drive, MS 14-1-A
Thousand Oaks, CA 91320-1789

Check should be made payable to the:
SLA Pharmaceutical & Health Technology Division.

I'll see you in April (and don't forget to bring your dancing shoes!).

Sharon Srodin
Chair- Elect, P&HT Division, SLA
Aventis Pharmaceuticals
PO Box 6800
Bridgewater, NJ 08807
phone: 908-231-2625; fax: 908-231-2802
e-mail: sharon.srodin@aventis.com
### Registration Form

<table>
<thead>
<tr>
<th>Date / Event</th>
<th>Status</th>
<th>Cost (please check appropriate box)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sunday, April 14</strong>&lt;sup&gt;th&lt;/sup&gt;, 4pm P&amp;HT Board Meeting</td>
<td>All P&amp;HT Division members and Spring Meeting attendees are welcome to attend.</td>
<td>will attend</td>
</tr>
<tr>
<td><strong>Monday, April 15</strong>&lt;sup&gt;th&lt;/sup&gt; and <strong>Tuesday, April 16</strong>&lt;sup&gt;th&lt;/sup&gt; Meeting Package: 2-day program attendance, exhibits, breakfast and lunch both days, dinner/party at Polly Esther’s Monday night</td>
<td>P&amp;HT Division member rate</td>
<td>$225</td>
</tr>
<tr>
<td></td>
<td>non-member rate</td>
<td>$250</td>
</tr>
<tr>
<td><strong>Monday, April 15</strong>&lt;sup&gt;th&lt;/sup&gt; and/or <strong>Tuesday, April 16</strong>&lt;sup&gt;th&lt;/sup&gt; Student Meeting Package: includes program attendance, exhibits, and breakfast and lunch for attending day(s).</td>
<td>library science student rate</td>
<td>$50 for April 15&lt;sup&gt;th&lt;/sup&gt;</td>
</tr>
<tr>
<td></td>
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<td>$50 for April 16&lt;sup&gt;th&lt;/sup&gt;</td>
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<tr>
<td><strong>Monday, April 15</strong>&lt;sup&gt;th&lt;/sup&gt; and <strong>Tuesday, April 16</strong>&lt;sup&gt;th&lt;/sup&gt; Swap &amp; Shop</td>
<td>Show us how you market your services. Display your brochures, handouts, fun giveaways and anything else your library uses to create customer awareness (please see further information on the Swap &amp; Shop below)</td>
<td>will participate</td>
</tr>
<tr>
<td></td>
<td>Please contact Barbara Maletz at: (908) 740-3594 <a href="mailto:barbaramaletz@spcorp.com">barbaramaletz@spcorp.com</a></td>
<td></td>
</tr>
<tr>
<td><strong>Monday, April 15</strong>&lt;sup&gt;th&lt;/sup&gt;, 6:30pm 70’s Dance Party at Polly Esther’s Nightclub (on hotel grounds, includes food, drink tickets)</td>
<td>All P&amp;HT Division members and Spring Meeting attendees are invited. Please note: there will NOT be a dine around Monday night</td>
<td>will attend</td>
</tr>
</tbody>
</table>

Name: _______________________________________________________________

Title: _________________________________________________________________

Company: ____________________________________________________________

Address: _____________________________________________________________

______________________________ ________________

Phone: ____________________________ Fax: ___________________________

Duplicate this Spring Meeting registration form as necessary. Payment must accompany advanced registration and be received by April 1, 2002. (After this date please register at the meeting.) Make check payable to the SLA Pharmaceutical & Health Technology Division. Send to: Denise Fobare-DePonio, Amgen, One Amgen Center Drive, MS 14-1-A, Thousand Oaks, CA 91320-1789; Phone: 805-447-6618; Fax: 805-447-1981; E-mail: dfobare@amgen.com).
Other Important Spring Meeting Information

Spring Meeting Location
Princeton Marriott Forrestal Village, 201 Village Boulevard, Princeton, NJ 08540 Phone: 609-452-7900.
The hotel is located on Route 1 South adjacent to the Forrestal Village Shopping Center and office complex.

Hotel Reservations
Please make your hotel reservation at the Princeton Marriott before April 1, 2002. To do this call 1-800-242-8689 and state that you are with the "Special Libraries Association.” The special rate is $169 + tax/night. Reservations made after April 1, 2002 are not eligible for the special SLA rate.

Transportation
The closest international airport to Princeton, NJ is the Newark International Airport.
The Airporter Shuttle offers direct service to and from Newark Airport and Princeton Marriott Forrestal Village for $23. For reservations and additional information please call 800-385-4000. http://www.goairporter.com
Driving: From Newark Airport - NJ Turnpike South to Exit 9 to Route 1 South; From Philadelphia - I-95 North to Route 1 North exit for NJ.
Free parking available in Princeton Marriott parking lot.

Vendors
To learn more about vendor sponsorship opportunities, please contact:
Regina Maxwell
Wyeth-Ayerst Pharmaceuticals
St. Davids Center, 555 East Lancaster Road, LL-CRIC
St. Davids, PA 19087
Phone: 610-971-5545; Fax: 610-995-3371; E-mail: maxwelr@labs.wyeth.com

Swap & Shop
Please let your colleagues see the great ideas your library has come up with to promote your services. Tables will be available to display items such as brochures, handouts, giveaways, (small) posters, etc. If you would like to participate, please contact: Barbara Maletz (908) 740-3594 barbara.maletz@spcorp.com
Due to space contraints, please limit your display to one item (nothing electronic please).

Library Science Students Registration
The $50/day Library Sciences Student rate is available to anyone who is enrolled as an information and/or library science program student in Spring 2002.
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Notes from the SLA 2002 Mid-Winter Meeting

An interesting thing that came out of the first day's Leadership Development Institute was the difference between SLA National bylaws and the Chapter/Division bylaws. SLA legal counsel explained that the national bylaws are meant to comply with New York State law regarding the operations of non-profit organizations. Operating procedures of Chapters or Divisions have nothing to do with those bylaws and are not bound by them. Chapters/Divisions are free to develop their own operating guidelines. The reason this is a key point is illustrated by the debate within the Pharmaceutical & Health Technology Division about voting by e-mail. It turns out that if the division wishes to vote by e-mail, we may, regardless of what the SLA National bylaws say. All we must do is decide what requirements we want as far as our procedures, and be specific (i.e. for votes we need 2/3 to be present, or we need majority approval or majority board approval, etc.). The representative from legal counsel advocates that we streamline our Chapter/Division guidelines as much as possible and NOT adhere to what the SLA bylaws require.

The big issue at the Board of Directors meeting was the streamlining of the SLA Bylaws. There was some contention among the audience as to the timing of the vote, given that the documents had only been available for a few days before the meeting and people did not have time to read through them. The consensus is that they wanted to vote on them at mid-winter so that this issue wouldn't be put off until next June. They can always amend them afterwards.

As far as the 2003 conference goes, the theme is "Putting Knowledge to Work" and the tracks will be organized differently than in the past. They feel that because of the location, there will be many more 1-day attendees, so the tracks will be organized vertically instead of horizontally. This means that there will be one track, or theme, per day. Any of the networking functions (business meetings, etc.) may occur throughout, but the programming must be specific to that day. Monday's track is State of the Art, or discussion of the current issues and trends. Tuesday's track is Future Directions, and Wednesday's track is Globalization. They are going to be very strict about how our programming fits into these tracks. The other change for NY is that all tours/off-site activities must be coordinated through SLA headquarters. This is because travel arrangements in NYC have become so difficult.

Regards,

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SLA UNVEILS KNOWLEDGE EXCHANGE (KEx):
A STRUCTURING FOR STRENGTH INITIATIVE

Washington, D.C., January 8, 2002 - The Special Libraries Association (SLA) unveils the Knowledge Exchange (formerly the Information Resources Center). The mission of SLA's new Knowledge Exchange (KEx) is to facilitate the exchange of knowledge within SLA's global community. With the guidance of the Association's Research Committee, the KEx will support the creation and sharing of innovative research. Career Services Online, one of SLA's most popular online services, will also be moved under the umbrella of the Knowledge Exchange.

The KEx will start to promote knowledge exchange by developing best practices databases, message boards, discussion lists and chats for the benefit of SLA members, but will also create an intranet within SLA's global headquarters. The KEx will continue fulfilling the Information Resources Center's (IRC) role of preparing and maintaining over forty information portals, providing interlibrary loans, reference and referral services and maintaining CONSULT Online, a directory of SLA members serving as library consultants.

The KEx is the first unit to be launched under SLA's new "Structuring for Strength" initiative, which is designed to guide the skills of information professionals and increase awareness of the critical role they play in a knowledge-based society. The history of the IRC dates back to 1943-44, when SLA initiated its first library collection. Since 1997, the IRC has been generously supported by LexisNexis sponsorship. John Latham in his new position as the KEx's Knowledge Builder said "This initiative is a great opportunity to forge new links with our fellow information professionals and together create an invaluable Knowledge Exchange."

In making the announcement, SLA Executive Director, Roberta I. Shaffer remarked, "As an Association of and for information professionals, it is highly symbolic that our information center will lead the way in our 'Structuring for Strength' initiative. We hope that our members and the broader community will look to our new KEx as a role-model, and as a partner in exploring new ways of providing value," confirmed Shaffer. "In the weeks ahead, we will look at all aspects of our headquarters' operations with the pool of creating a 'work-wise' environment."

For more information on KEx, visit the KEx web page at http://www.sla.org/content/memberservice/kex/index.cfm.

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Awards & Grants

SLA Pharmaceutical and Health Technology Division Travel Award 2002

Are you a library science student or a member of the Pharmaceutical and Health Technology Division (DPHT) who would like to attend the Special Libraries Association's (SLA) Annual Conference? If you said YES, please read further to find out about the DPHT travel award of $1,200.00. Financial support is available to a qualified candidate who successfully responds to our request for a project. This project can take the format of a CD-ROM or online database evaluation, constructing a web page, or an essay on a topic that reflects a current issue in our industry. The winning project will be announced in "CapLits", our division's Newsletter.

QUALIFICATIONS:

STUDENTS: Provisional acceptance or matriculation in an ALA-accredited Graduate School of Library or Information Science by January 31, 2002.

DPHT MEMBERS: Must be a member of the division in good standing.

ALL APPLICANTS: Write and submit a CD-ROM or online database evaluation, construct a web page (with two linked pages), or write an essay on a topic that reflects a current issue/trend in our industry.

SPECIAL INSTRUCTIONS (Disqualification will occur if instructions are not followed):

On one page, give your name, address, telephone number, email address, and a statement of your qualifications for the award. Also, note on this page whether you are planning to apply for any other SLA award.

Enclose a copy of your most recent college transcript. (This is only required for students applying for this travel award.)

Enclose your selected project. No handwritten projects will be accepted.

The project you select should be no longer than three pages. If you select designing a web page, remember it should reflect a topic or subject matter you feel is related to the Pharmaceutical or Health Technology Industry. Web page applicants must also supply the URL address and describe how it was created.

Notes:
Projects longer than three pages will be automatically disqualified. The Pharmaceutical and Health Technology Division Awards Committee reserves the right not to award an applicant.

If more than one SLA Chapter or Division award is earned by an applicant in the previous year (between May 2001 and May 2002), the dollar amount given by the Pharmaceutical and Health Technology Division will not exceed a $1,200.00 total for the sum of all the awards received (e.g., if another SLA division awarded a student with $500.00, our division will award $700.00, to make a total amount of $1,200.00).


Winners will be notified by: April 1, 2002.

Submit entries to: Donna Gibson (Library - Bldg. #100) Pharmaceutical and Health Technology Division Awards Committee
Bristol-Myers Squibb
One Squibb Drive
P.O. Box 191
New Brunswick, NJ 08903-1091