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July 27, 1992

FOR IMMEDIATE RELEASE:

DEE MCNUTT TO RETIRE

CHARLESTON, IL--Dee McNutt of Charleston, administrative aide in the Office of the Dean of Library Services at Eastern Illinois University, will retire July 31 after nearly 25 years of service.

"I have enjoyed my association with Eastern and will miss the students, faculty and administrators with whom I've worked. I've particularly enjoyed working with the students," she said.

McNutt has worked for three library deans and has seen the library go through a variety of transitions, from the construction of a new wing in 1968 and the introduction of a computerized catalog system to the addition of a significant number of staff and library resources to accommodate increasing enrollments.

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McNutt is responsible for ensuring that the personnel needs of the 11 units in the library are met, including hiring and supervising student and graduate assistants and interns for the library's Illinois Regional Archives Depository.

In addition to monitoring the allocation of the budget for the 175 student workers and scheduling staff, she serves as liaison between the library staff and the dean. This includes seeking feedback from library service heads and students on how to develop, improve and evaluate library policies, operational procedures and services. Student input has resulted in extended library hours and services, including an hours telephone "hotline."

She also has helped prepare the library's annual report and organize the University's community holiday party and concert, which was held in Booth Library until last year.

McNutt, who received Eastern's Civil Service Award for Service in 1987, has served on the University's Civil Service Council and the Board of Governors Universities Bargaining Committee and has been associated with Friends of Booth Library.

Library Dean Allen Lanham said, "Dee works well with faculty, civil service employees and students and has contributed in many ways to the success of the library program."

McNutt plans to remain in Charleston and continue volunteer work at Sarah Bush Lincoln Health Center, the Wesley United Methodist Church and the Charleston RSVP program. She enjoys travelling and plans to visit the Holy Land in November. Her other hobbies include bridge, reading and walking.

She has three daughters: Micki Tudor of Kankakee; Mindy Gibson of Lafayette, Ind.; Melanie Tyner-Wilson of Lexington, Ky.; and four grandchildren.