

# LIBRARY RESOURCES AND TECHNICAL SERVICES

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## LRTS Staff Changes

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THOSE WHO habitually look at such things will find some familiar names missing from the *LRTS* roster page. We have lost many members of the Editorial Board in the last 2 years (mostly through election to office) and each departure is a cause of sadness for those of us remaining. But the resignations of Carlyle Frarey and Orcena Mahoney break up a trio of long standing.

Mr. Frarey accepted the invitation of the Executive Board of the Division of Cataloging and Classification to fill the position of Managing Editor of the *Journal of Cataloging and Classification* left empty by the resignation of C. D. Gull, in the Spring of 1953. Mrs. Mahoney became the Division's first full-time Executive Secretary in 1954 and shortly assumed the responsibilities of Circulation Manager which had previously been carried by several different people. The three of us worked out many procedural details and practices, working very closely on the *JCC*. Then, with Stephen Ford, former editor of *Serial Slants*, we also worked with the Division's Committee on Reorganization helping to set up *LRTS*. It is small wonder, then, that I feel like the lone survivor, even though I know we will welcome their successors.

For this magazine (as with its predecessors, the *JCC* and *Serial Slants*) has always lived in a warm glow of close cooperation among those responsible for it and warm acceptance and encouragement from Division officers and members.

Carl Frarey has served long and well. Being Managing Editor means being something of a slave to the magazine's schedule. Responsible for proof reading, make-up, planning the lay-out, and working with the printer, he must be available at the critical moments in its production. Such details as personal plans, vacation, and sleep give way to pressures of time. Always short on budget, he must watch for every tiny opportunity to improve the publication's appearance, at the same time holding down costs. And all of this is performed as a labor of love for the profession.

It also has meant a great deal to have Mrs. Mahoney at Headquarters, watching the money and the mailings, clearing errors in mailing, keeping stock, selling subscriptions and separate issues, and acting as our liaison with ALA.

Working with these two has been a thoroughly pleasant experience; not only has each done much more than his share, but it's all been fun in the doing.

—Esther J. Piercy

## Technical Services in 1960.

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CERTAINLY it is not necessary to repeat here the excellent coverage of developments by Helen Welch in *The Literature of the Technical Services*.<sup>1</sup> This review, as part of a synthesis of sources dealing with acquisitions, cataloging and classification, serials, document reproduction, inter-library cooperation, and resources, points up not only library literature but also borrowings from the field of management. Technical services librarians may well continue to examine for suggestions sources from business, industry, and technology in the development of programs and equipment.

Since the articles on the separate areas of the technical services are designed to cover the developments in the field during the year of 1960, this summary is concerned primarily with topics generally not covered by the other contributors. Thus, attention is given here to such matters as organizational patterns, centralized processing, personnel and training problems, standards, and quarters. Surveys and other studies which have implications for overall library problems are included.

### *Organizational Patterns*

The trend towards the merging of the technical services—usually acquisitions, cataloging and classification, and binding, and sometimes photographic reproduction—appears to continue on the basis of the several positions of “assistant director” or “assistant librarian” responsible for technical services divisions that are added to those about which we have knowledge. The necessity of such a division, in respect to libraries in general, is still an unsettled issue. However, in theory the need for such a unit is related directly to such factors as coordination of operations that add up to a continuum, with resultant efficiency. In the *Proceedings* of the American Association of Law Libraries Institute for 1959, several papers were directed at specific problems of organization.<sup>2</sup> In a paper by this reviewer, it was observed that “short-cuts” or “cutting costs” represent a constant goal of all alert librarians, and in the technical services the personnel have become especially aware of the need to simplify operations and to reduce costs in applicable situations. Although prepared in 1959, Frarey’s report on *The Processing Services of the Dallas Public*

*Library*<sup>3</sup> received attention especially during 1960. A major recommendation by Frarey for this library was the assignment of "responsibility for supervision, coordination, and direction of all processing activities within the . . . system" to an "Assistant Director for Technical Services." In the development of such a position, the surveyor called attention to the need to concentrate scattered operations, such as in searching, and control over operations that have not been centralized in a technical services division. The basic purpose is to coordinate related activities, simplify operations, and actually reduce staff time needed for processing.

The introduction of a technical services division is not simple, and sometimes the importance of the cooperation of the readers' services units has not been sufficiently emphasized. In a study of "The Processing Operations of the Library of Hawaii,"<sup>4</sup> your reviewer found that over the years readers' units can directly affect the production of a centralized technical services division by insisting upon questionable deviations from standard systems of cataloging or classification. The interweaving of processing with the procedures of readers' services represents an aspect of operation that might well be examined in more detail in libraries where production seems to be lagging.

#### *Centralized Processing*

Centralized processing is an activity that cuts through the entire range of technical services. Obviously, it is one of the increasingly important areas of development in librarianship and is integrally involved in organization of work. Undoubtedly, cataloging-in-source is discussed elsewhere in these resumes of activities, but it may be mentioned here in respect to centralized processing. W. J. LeKernec, Director of the Free Public Library, Somerville, New Jersey, writing in a symposium on cataloging-in-source, observed that

"It is just as well, perhaps, that Cataloging-in-Source should remain a dream. If it should become a reality, it could well set back the cause of improved library service by several years, merely by delaying realization that wasteful duplication of effort may occur numerous times in a single 100-square-mile area, and that federation of libraries with centralization of technical services is the only real answer."<sup>5</sup>

The reasoning here is interesting, but actually it is tongue-in-cheek, since it pays special attention to the needs of the one-man and other small libraries. For them, cataloging-in-source would permit easy processing of acquisitions.

But the suggestion of small units not doing cataloging at all is gaining more attention in various parts of the country. A round-up of centralized processing units indicates that once the bugs are worked out in respect to individual library problems, librarians will accept a product from a centralized unit without question. There is little wonder, then, to find in the *Libraries of Metropolitan Toronto*, a study of library service by Shaw,<sup>6</sup> a major recommendation that "centralized cataloging and card preparation should be provided for all Metro libraries, preferably by

Metro." This report by Shaw is rewarding also to technical services librarians in its consideration of a major policy matter, such as merging of book orders, on which a negative stand was taken against a central ordering unit. This was similar to his recommendation made in an earlier study of the New York, Brooklyn, and Queens Borough public libraries.

A review of actual costs, problems, and results of some of the current centralized processing units, similar to and even going beyond the Missouri report by Brigitte L. Kenney,<sup>7</sup> would be helpful to the many librarians who are interested in eliminating, or reducing to a minimum, cataloging by small units. In school and public libraries, this is especially a fertile field for innovation.

### *Personnel and Training*

The development of technical services divisions and centralized processing units may suggest to some that less personnel will be needed in these areas. As a matter of fact, because of the Library Services Act and the general burgeoning of library units throughout the country, the need for personnel with intensive knowledge of operations and administrative ability has been increasing. The requests for technical services personnel in all areas of the field indicate that there is no let-up in amount and range of work that need doing.

Undoubtedly, one of the aims of centralized processing is to reduce the amount of professional staff necessary. The general pattern of supporting professional staff with as much clerical staff as necessary apparently has become recognized by able administrators. Various surveys, including those referred to in this summary, have pointed out that production can be pushed up dramatically by allowing professional staff members to spend as much time as possible on tasks that clerks cannot pursue effectively.

Library schools in general have found it difficult to recommend a sufficient number of personnel interested in administering large units in the technical services. Programs for training individuals for promotion within systems appear to be one way of breaking this bottleneck.

### *Standards*

How much work a cataloger can produce has been a constant question faced by administrators. Much depends, of course, upon the many factors of the individual library. References may be made, however, to the study by Shoemaker<sup>8</sup> of cataloging at Princeton. He suggested that a cataloger should catalog 2,200 titles a year (low minimum standard) of original cataloging, and, with copy available, 4,400 titles a year. The paper by Pickett provides some insight into time elements involved in processing.<sup>9</sup>

The wide variation in production among cataloging departments (and other units of the technical services) should be measured in terms of local conditions, but the evidence from surveys reveals extraordinary low achievement, under any conditions, in some libraries.<sup>10</sup> This issue of production has been discussed frequently in the literature, but apparently some librarians have not been influenced sufficiently to be stirred into action.

Standards of production should also be accompanied, where applicable, by standard or uniform rules. Since this matter is discussed in another paper in this series, it may be noted here that there is a general belief that the acceptance of international cataloging rules will help American libraries in their handling of foreign publications. Before this may be accomplished, it will be interesting to observe if it is possible to get agreement on cataloging rules in the United States.

### Quarters

In a paper in the Summer, 1960, issue of *The Southeastern Librarian*, it was observed that all too often inadequate space has been allotted for technical services units of libraries.<sup>11</sup> Examples of conditions of congestion that have arisen in specific libraries were cited. In a recent work, Ellsworth has commented on developments that may affect space for catalogers. He writes:

"Cataloging work is in the midst of the throes of revolution and new machines for photographing entries in printed catalogs and for rapid and inexpensive reproduction of cards are being perfected.

If a library takes full advantage of centralized cataloging, it can reduce from 60% to 85% of its work to a purely clerical level. This percentage will increase if plans now being studied work out.

In short, space requirements for a cataloging department cannot be too firmly fixed at the present time."<sup>12</sup>

Ellsworth objects to the jamming of personnel in cataloging departments, and the failure to provide the conditions for intellectual activity. He wrote further:

"It is my guess that as time goes on we will need fewer professional catalogers, but that each cataloger will need more privacy and better facilities for research—a separate office, in short, where she can discuss with faculty experts problems that arise."<sup>13</sup>

Thus, the college and university library cataloger may have privacy to look forward to!

Other comments by Ellsworth on arrangements of technical units emphasize the need to minimize duplication of records, and to conserve the time of the staff.

### Summary

It is not necessary to summarize such a brief review such as this, but a few words in respect to technical services in general may be relevant. Technical services—those services which are designed to make library materials easily, promptly, and economically available to users—must be of a high level if readers' services are to function excellently. The relationships between the two branches of activity in the library are so important that all librarians have to participate in the quest of the A.L.A. Resources and Technical Services Division, the A. L. A. Library Technology Project, the Council on Library Resources, Inc., and the other groups which are seeking solutions to conditions that have been smolder-

ing so long and seem ready to explode. The year 1961 should bring other developments that should guide librarians further in their search for the improved services they are trying to provide. The volume on "Cataloging and Classification" and "Subject Headings" of the series, *The State of the Library Art*,<sup>14</sup> edited by Ralph R. Shaw, contains suggestions of areas of study that should be attractive to those in the field who are concerned with the systematic examination of problems. Other volumes of this series include discussions of classification systems; acquisitions, gifts, and exchanges; training laymen in the use of the library; bibliographical services; charging systems; building, shelving, and storage warehouses; retrieval systems; and reproduction of materials.<sup>15</sup> The obvious emphasis on technical problems reflect their extensiveness and complexity in the growth of American libraries.

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15. Some of the volumes have not yet appeared; write directly to Dr. Shaw in respect to availability of volumes.

# The Year's Work in Acquisitions and Resources

---

L. DOROTHY BEVIS

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THE SURE touch and sound wisdom of Helen Welch have written these summary articles since they were inaugurated in the Spring 1957 issue of *LRTS*. Further responsibilities as chairman-elect of RTSD will preclude her editorial activities, but the present Assistant Editor will always be grateful for Miss Welch's percipience and her vigorous leading of the way.

If there is any phrase which might characterize the work of 1960, it could well be, "physical access—getting the book in hand," which was one of the themes of Verner Clapp's article in the March, 1960, *ALA Bulletin*. This would seem to be a paraphrase for all the activities connected with library acquisitions and resources. In fact, one could toss into it all the remarkable cooperative movements at home and abroad to make books and materials universally available: bibliographic efforts and achievements, the experiments and feats of photo-duplication, the generous-pocketed grants, conferences, studies of costs and methods of ordering, awareness of sources for the rare and out-of-print, new and applicable publications, and even a look into the future.

## *Far Places—Cooperation*

The Latin American area has received strong emphasis. LACAP, the Latin American Cooperative Acquisitions Project, has proved itself worthy of continuance. Originally conceived during the Seminars on the Acquisitions of Latin American Library Materials and put into action in 1960, it was sponsored by the NYPL, the University of Texas and Stechert-Hafner, Inc., which assumed the entire financial responsibility.<sup>1</sup> Dr. Nettie Lee Benson, Head of the Latin American Collection at the University of Texas, was given a six months leave by her University to travel for LACAP in Peru, Chile, Bolivia and Ecuador, in order to secure general materials, out-of-print titles, periodical sets, and other research publications. NYPL and the University of Texas Library agreed to give Stechert-Hafner covering orders for all books published in the countries during 1958, 1959, 1960, and desiderata lists for materials before 1958. Other libraries were invited to participate, and a number have since joined. Dr. Benson's reports through Stechert-Hafner's *Book News* have proved gratifying reading.

It is evident that Stechert-Hafner has performed a definite service in providing an on-the-spot agent to make purchases and in circulating special lists after the materials were received. Dr. Benson will leave on a further trip in 1961 and will include Colombia and Venezuela in her itinerary.

In the same interests, Dominick Coppola of Stechert-Hafner, in the Spring of 1960, visited the countries of Central America and secured a large amount of material, including governmental and out-of-print items and periodical sets. By December, 1960, participating libraries had already received the publications listed in accord with their blanket orders, and Stechert-Hafner has issued its catalogue 283, *Latin America*.

The Fifth Seminar on the Acquisition of Latin American Library Materials was held June 14-16 at the NYPL with the cooperation of the United Nations Library, and the 9 working papers are to be published by the R. R. Bowker Company. The program was concerned chiefly with problems relating to the acquisition of library materials from the Caribbean Islands, the exchange of publications in America, and progress on previous Seminar recommendations. The Farmington Plan Subcommittee on Latin American Resources recommended the coverage of Latin American publications on an area rather than a subject basis. The Committee on Cooperative Indexing of Latin American Periodicals reported that a definite offer to publish the index (when completed by the NYPL and the Pan-American Union) had been received from two American and one Mexican libraries. It is hoped that the first quarterly issue, indexing articles for January-March, 1961, may appear by mid-1961, and an annual cumulation is planned.

*The Caribbean Acquisitions, 1959* list was prepared by the University of Florida and distributed to the Seminar. The Caribbean Commission was commended on the new format of the *Current Caribbean Bibliography* and the fact that a cumulated edition would be published. The Library of Congress Reference Department of the Hispanic Foundation reported that the two-volume cumulative index to the first twenty volumes of the *Handbook of Latin American Studies* through 1958, which exists now only in mimeographed and unedited form, was being prepared as a formal publication. Supplements and new editions were recommended as needed to the *Catalogo de Publicaciones Periodicas Mexicanas* which was published by the Centro de Escritores Mexicanos. At the close of the Seminar, a Committee on Acquisitions From and Bibliography of the Caribbean was appointed, and the Fifth Seminar meeting was announced to be held next July (1961) at the University of Southern Illinois, preceding the Cleveland ALA Conference.<sup>2</sup>

The Government of Mexico and UNESCO organized a Regional Seminar on Bibliography, Documentation, and Exchange of Publications in Latin America which met in late November in Mexico City. Delegates were present from all Latin American countries except Venezuela, the Dominican Republic, and Nicaragua. It was agreed that the *Bibliografia de Centro America y de Caribe* should be expanded to include other

countries of Latin America and its title changed to *Bibliothèque de America Latina*. Each country was encouraged to develop a national union catalog, and the delegates agreed to work for the ratification of the 1958 UNESCO Conventions for the international exchange of publications.<sup>3</sup>

A Rockefeller Foundation grant to the NYPL, connected with Latin American bibliography, is expected to develop a quarterly journal of books published in Latin America for which NYPL will compile the entries, and R. R. Bowker, patterning on the style of the *BPR*, will publish and distribute it.<sup>4</sup>

NYPL in cooperation with the United Nations Library has also undertaken a comprehensive program of collecting and microfilming the official gazettes of Argentina, Brazil, Chile, Costa Rica, the Dominican Republic, Ecuador, Guatemala, Haiti, Honduras, Panama, Peru, and Venezuela. NYPL microfilms the copies from the UN collection and houses the prints from which libraries may order copies. A list of available films and prices has been released.<sup>5</sup>

African acquisitions have also received emphasis. The Carnegie Corporation has awarded a large grant to the Library of Congress to establish an Africana section in its General Reference and Bibliography Division with special staff to develop bibliographies of Africana, acquire materials, stimulate exchanges with African institutions, and provide reference services. Parallel with this development, the Libraries Committee of the African Studies Association has arranged with the Library of Congress to microfilm certain African newspapers from Ghana, the Ivory Coast, Kenya, Mali, Nigeria, Northern Rhodesia, Rhodesias and Nyasaland, and South-west Africa with varying dates from 1937—1960. Libraries may order films from the LC Photoduplication Service.<sup>6</sup> During the year, Ralph Lessing, Assistant Vice-President of Stechert-Hafner, made a buying trip through West Africa with library interests in mind. He reported a satisfactory number of books obtained for a one-time effort, but the success of the project can only be seen in its continuation. Stechert has issued a list of publications from Ghana and Nigeria. NYPL's Reference Department's exchange program with institutions and libraries in Africa and Asia has received a generous grant from the Avalon Foundation to be paid over a five year period for the expansion of its collection of African and Asian materials.

Other international cooperative plans in bibliography and acquisitions have been noted throughout the year in various issues of the *Library of Congress Bulletin* and in UNESCO's *Bulletin For Libraries*. In September, 1960, Hungary with UNESCO, organized a conference to be held at Budapest to which 26 countries were invited to send delegates in order to discuss the problems of international exchange of publications in Europe, with the possibility of establishing international exchange centers and cooperative interlibrary centers. UNESCO, through its publication, *National Libraries: Their Problems and Prospects* (Paris, 1960) records the Symposium on National Libraries of Europe which was held in Vienna

in September, 1958, and which was attended by 38 delegates from 34 national libraries. One of the study groups considered chiefly libraries and interlibrary cooperation and observed that their collections of foreign publications should be extended and a generous policy of interlibrary loan encouraged.

The July-August issue of UNESCO's *Bulletin For Libraries* carried a full report of the Scandia Plan and its successful activities in Denmark, Finland, Norway and Sweden. It is described as the "only cooperative plan which covers a group of countries" and is based on assignment of subject, country or language areas to the various libraries. Other libraries may also collect these materials, but the library assigned is obligated to do so. Each country also accepts obligation for exchange and purchase from certain European and extra-European countries and acts as a bibliographical information center in their regard. The Scandia Plan differs from American cooperative plans and merits comparison. The same *Bulletin* presents a description of the international library loan service of the USSR Lenin State Library, telling of the strong development since 1955 of this service by the Lenin State Library and 9 other major libraries in the Soviet Union. In 1959, arrangements were made with 185 libraries, including the United States, and over 2,000 volumes were loaned. "The Lenin State Library and the other Soviet libraries are anxious to develop their relations abroad still further on the basis of international loan arrangements."<sup>7</sup>

The first shipments of official Indian publications for higher education and research, purchased with interest payments India has made on the 1951 U.S. Wheat Loan, were received by the University of Pennsylvania Library, the Mid-West Inter-Library Center, and the University of California at Berkeley. These shipments of publications in both English and the vernacular of the government of India and its 14 state governments are to continue for the next five years.

The Foreign Desiderata Committee, under the leadership of Helen Welch, has, for the organization of foreign search, carried on a pilot project in connection with R. R. Bowker and 10 American libraries which submitted over 1,500 wanted items. The lists were mailed by Bowker to 220 book dealers in France, Italy, Spain, and Portugal, the Benelux Countries, Great Britain, Switzerland, Canada, Latin America, and the United States. After only four weeks, quotations had been received on 30% of the titles, and the Committee considered the results encouraging because quotations were reasonable, dealers expressed interest in receiving more frequent lists, and more libraries wished to join the service.<sup>8</sup>

There is no doubt that the foreign publication area requires study, and this is a partial purpose of the sizable CLR grant to the American Council of Learned Societies for inquiry into bases for planning micro-filming and other photocopying projects for scholarly materials. Lester Born, Head of the Manuscript Section of Library of Congress Descriptive Cataloging Division and author of "History of Microform Activity" in the January, 1960, *Library Trends*, will be the principal investigator.

As a further aid to awareness of foreign materials, the Acquisitions Policy and Research Committee is querying foreign bibliographic centers and national booktrade organizations in an attempt to persuade foreign editors of national bibliographies (Finnish, Hungarian, etc.) to include short commentaries in French or English in their annotations. If such annotations are made, R. R. Bowker has been requested to include the reprints in *BPR*.<sup>9</sup>

At the RTSD meeting in Montreal in June, Robert M. Hamilton, Assistant Librarian of the Library of Parliament of Canada, discussed the state of bibliography in Canada, urged the increase of duplicate exchange between libraries, and anticipated the establishment of a Canadian Book Exchange.

Consideration of foreign acquisitions would be shockingly incomplete without mention of USBE and the Farmington Plan. In its July *Newsletter*, the USBE reported that 258,228 periodicals and books have been distributed to Exchange members all over the world in the first half of the year. This was an increase of 38,360 over the same period of 1959, and an increase of 67,000 over the first six months of 1958. During the year, USBE has been working toward a more systematic collaboration of all the libraries involved, and a conference of Exchange leaders was held in Washington, D. C. in October, 1960. A new statement for donors was approved at that time and it was told that specific changes in USBE procedures have been made as a result of Edwin E. Williams 1958-59 survey, *A Serviceable Reservoir*.

Early in the year, a four-page leaflet by Edwin E. Williams, Chief of the Farmington Plan Office, with a list of the Farmington Plan Committees was distributed describing the history of the Plan, its working procedures, its scope and its objectives. Recommendations of the Vosper-Talmadge Survey were quoted and the announcement made of a further grant for studies to implement the recommendations. The major recommendation suggests the extension and strengthening of world-wide coverage of currently-published foreign library materials of scholarly importance, and states that "the Farmington Plan Committee should be chartered and supported as the responsible, central committee for the Association of Research Libraries in this whole field." The March 1960 *Farmington Plan Letter No. 14* reveals interesting statistics showing a steady rise in books received but a very small rise in cost of books per volume. Robert Vosper in his *College and Research Libraries* article of March, 1960, clarifies numerous points of the Plan as it stands today, among them: 1) It is a broad concept, worldwide in scope and not merely an acquisitions procedure, 2) It no longer fills the need of federal government intelligence as once charged, but is concerned specifically with needs of university centered research, 3) It is not an experiment in subject specialization among libraries on a national scale, 4) It is an effort to systemize foreign procurement with the aim of adequate coverage on a national basis. At least two questions are not yet fully resolved—1) the procedures for reviewing new periodical titles, and 2) the inadequate

duplication in America of the more important current foreign books which causes some of the larger research libraries to carry too heavy an interlibrary loan burden. It was emphasized that libraries within the Farmington Plan do not have to adhere only to assigned subjects but are free to write any or all Farmington Plan dealers for any material on any subject they may need. Critics of the Plan continue and Lee Ash in the September 15, 1960, *Library Journal* raises an interesting "Viewpoint" on procedures by which the quality of some of the material acquired by the Farmington Plan might be bettered.

### *At Home—Cooperation*

Many of the subjects discussed under Far Places—Cooperation are also involved with cooperation at home, and the reader will have to make his own cross references. One of the most thrilling evidences of cooperation was the word in December that the first two volumes of the *National Union Catalog 1952-1955 Imprints* were in the hands of the publisher and that it is hoped the entire 30 volumes will be off the press (photo-offset) and in the hands of the subscribers by March, 1961. The subscription price will remain at \$420 as originally announced. The Library of Congress has now been asked by the Sub-Committee on Resources to try to determine the market demand for a subject index of the *NUC*. The Council on Library Resources has awarded to the Library of Congress a grant to create the long-hoped-for national union catalog of manuscript collections and work toward the collection of data has begun. The third edition of the *Union List of Serials*, also aided by a CLR grant, is far under way.

George Hartje reports "Progress in Interlibrary Cooperation" in the *ALA Bulletin* for June, 1960, and brings to attention publications and activities not always too well known. He lists *Library Cooperation in New York*, the bi-monthly publication begun by the Council of Higher Educational Institutions in New York City, which first appeared in January 1960, and which describes news of interlibrary projects to metropolitan area libraries serving research or college-level teaching programs.

During 1960, the Hampshire Inter-Library Center moved to specially planned quarters in the new unit of the University of Massachusetts Library. Enlarged stack space will allow four and one-half times the present size of collection, with adequate work, office, reading and microfilm service room. Emphasis on an acquisitions program as well as storage program continues and the Center has been asked to share with libraries of its member institutions, responsibility for strengthening resources of the three-year program in non-western studies in which HILC will be concerned with specialized materials of research status. A Ford Foundation grant to support the project has been budgeted over a four-year period. Possibilities of cooperation are also being explored in the informal group known as the "Larger Libraries of Maine" with Bowdoin College as the fiscal agent, the grant being supplied by CLR.<sup>10</sup>

Cooperative processing centers are continuing to appear and several have reached the report stage. Brigitte Kenney has described the South-

west Missouri Library Services, Inc., in her *Cooperative Centralized Processing* and Mary Eckford in *Cooperative Centralized Processing at the Library Service Center of Eastern Ohio* tells of the organization and procedures of the first year.

SACAP of Bro-Dart Industries is now a recognized term and represents a cooperative approach with the Bowker Company and the Library of Congress to provide a service of acquiring and processing all books reviewed by the *Library Journal* with the *Journal* review printed on the last copy of the multiple order form. Robert Kingery suggests the possibility of "marrying *PW-BPR* and SACAP" and the use of SACAP's entries for photographed catalog and order cards as NYPL is now using *PW-BPR*.

### *Resources*

The Committee on Resources voices the concern of many librarians that before any large, conclusive bibliographic projects are entered, "we must have a profound analysis made of the full bibliographic cycle." To this end, a grant has been requested from CLR through the Association of Research Libraries that will enable Herman Fussler to make the study.

The Committee on Resources also made a special plea in its 1959-1960 *Annual Report*:

"The Committee on Micropublishing Projects has begun to carve out a new place for itself in the new area of micropublishing, a process that will take a decade to bring to fruition. It is trying to persuade publishers of microprojects to turn to the Committee for advice and coordination. At the same time, it is trying to persuade librarians to seek the advice of the Committee before signing up for any of the projects. If librarians would do this, the Committee would soon find itself able to exert considerable influence, of a coordinating nature, over the publishers."

In line with this comment is the word that Gustave Harrer has agreed to coordinate a program to review micropublished projects. This will be the first organized review program to evaluate material issued in microform. Scholars in various subject fields will be asked to write the reports, commenting on the usefulness of the microform used, the organization of the materials reproduced, and the bibliographic controls provided. All producers of scholarly micropublished material will be asked for review copies of new projects which will later be returned to them. The reviews will be published in *LRTS*.

In this same interest, Wesley Simonton's paper at the Montreal Conference presented a "progress report" on his study of "Bibliographical Control Over Publications in Microformat." Two of the important points were, 1) that microforms have now become a medium of publication as well as a means of reproduction and material so published can be "kept in print" indefinitely, and, 2) that the life of a microform copy is longer than that of a paper copy. The Questions were raised as to what sort of bibliographies of microform are needed and who will be responsible for their making, what kind of information should be given to describe the

microform and the original publication, and how should libraries catalog and control their microforms? A spirited panel and floor discussion argued the points and added others. For information regarding the many aspects of photoduplication and microforms as applied to libraries, the January 1960 *Library Trends* under the editorship of James Skipper, presents eleven informative articles.

The asserted long life of microform versus paper calls to attention the reports on studies made by William J. Barrow at the Virginia State Library who was given a CLR grant to study the deterioration of paper book-stock and to make recommendations for durable paper manufacture. The papers of 500 American non-fiction books printed from 1900-1950 were tested for physical strength and analyzed for content and their life span was discovered to be frighteningly short. Tests proved that "chemical wood paper of excellent quality and marked durability can be made by the use of proper fibers and the elimination of acidic ingredients." These research results were presented in September, 1960, to a conference of librarians, archivists, paper manufacturers, publishers, printers and chemists under the auspices of the ALA and the Virginia State Library with the result that ALA was requested to form a cooperative Committee to pursue the problem and act as a clearinghouse for information on production and on availability of paper to meet the standards.<sup>12</sup> It is interesting to note that the *National Union Catalog* is the first large-scale bibliographical work to be printed upon the new durable paper book stock.

### *Selecting and Ordering*

Gustave Harrer and Alex Ladenson are working together under a CLR grant to investigate the feasibility of developing a numerical code to provide rapid and specific identification of all books and pamphlets published in the United States. Code numbers assigned to each book in all advertisements, trade bibliographies, and catalogs would do away with library pre-ordering verification and ease publishers and dealers problems of stock control. Coded punch cards, arranged by machinery and printed by photo-offset in reduction, could even provide the most comprehensive national bibliography ever published and by proper inclusion could simplify the problem of future retrospective bibliography.<sup>13</sup>

While the Harrer-Ladenson research is aimed at the simplification of ordering, the problem of *what* to order is still with us. Out-of-print materials remain a continual problem. The University of Chicago, however, has instituted a reprint series based partially on titles from its own out-of-print list, the Restoration Press is undertaking the reprinting of important Russian materials, and various commercial reprinting operations are in progress. The Reprint Expediting Service under the Directorship of Karl Brown is trying to get back into print books of American publishing. Its quarterly *Bulletin* (to which libraries may subscribe) gives lists of titles wanted by libraries, new titles proposed by publishers, and word about new ventures.

For current titles, the Greenaway Plan is flourishing in Philadelphia and has been tried with success by a number of smaller library systems and academic libraries. The principle (which has variants) is to order without privilege of return all the product of one or more publishing houses, the books to come in advance of publication in order to allow staff reviewing, ordering, and cataloging before multiple copies arrive. The main purpose is to put the books in the hands of the public as soon as they are published and also to create a book-knowledgeable staff. In a large library system, the discard element has not been serious, and the generous discount because of quantity purchase has abrogated loss for those books found not acceptable. The Greenaway Plan has aroused controversy, but its proponents feel that any problems it may present will be solved.

The preservation and collection of local materials was an area of resources emphasized at the Montreal meeting. Libraries were encouraged to be aware of the need of saving local documents and a statement to that effect was drawn up to be sent to historical societies, state libraries and state associations.<sup>14</sup>

#### *Statistical Studies and Costs*

The U. S. Office of Education, Library Services Branch, began the first of its statistical surveys of college and university libraries in the U. S. this year. The data is expected to be ready by Spring, 1961. This falls in step with the series of public and school library statistics which it has compiled regularly for a number of years, and which it has this year enlarged.<sup>15</sup>

From a sampling of centralized school libraries representing all public school districts with enrollment of 150 pupils and over in the continental U. S. it was found that 123,231,264 volumes were included in the centralized libraries at a cost of \$36,943,016 for the year 1958-59. The average number of books per pupil in schools with centralized libraries equalled 5.3, and the average expenditure for books per pupil averaged \$1.60. A sampling of public libraries with community populations of 35,000 to 49,999 spent \$1,534,000 in 1959 for books, periodicals, and audio-visual materials. This accounted for 16.7 per cent of 1959's total library operating expenditure. And this particular library group added 532,000 volumes to its collection during 1959. Libraries in the next population range, 50,000 to 99,999, spent \$2,588,000 for books and materials, a 15.5 per cent of the 1959 total operating expenditures, and added 1,860,000 volumes. Libraries from communities of 100,000 or more spent \$13,700,000 for library materials in 1959, an increase of 12.3 per cent over the previous year, and 12.8 per cent of the total operating expenditures. An addition of 5,024,000 volumes were added to their collections. Two more reports on the public libraries will be issued by February, 1961.<sup>16</sup>

A preliminary report on book and periodical prices was made by William H. Kurth in the January 1, 1960, *Library Journal*. Since that time, the Cost of Library Materials Index Committee has constructed a

series of indexes which reflect changes in the price structures of books and periodicals. The periodicals indexes were completed in June, 1960, and the book indexes are being brought up to date through the entire year. It is hoped that the indexes may find publication as a unit which will allow wide distribution.<sup>17</sup>

### *For Us to Use*

Hard it is to list only the "bare bones" of some of the remarkable publications which have made 1960 a landmark year—but here they are:  
*American Book Publishing Record*. Bowker  
*American Library Directory*. 22nd edit. Bowker  
Baer, Eleanor A. *Titles in Series*, Vol. III. Scarecrow Press  
*Bibliography of Canadian Bibliography*, ed. by Raymond Tanghe, University of Toronto Press  
*British Museum Catalogue*. First eight volumes, photolithographed.  
*Guide to British Official Publications*. HMSO  
*Index Medicus*. National Library of Medicine. Jan., 1960—produced by the new technical methods  
*Paperbacks*, a reference catalogue of nearly 6,000 paperbacks in print and on sale in Great Britain. Whitaker  
"Literature of Library Technical Services." University of Illinois *Occasional Papers*. No. 58. March, 1960.  
*Russian Technical Literature*. European Productivity Agency, 3 rue Andre-Pascal, Paris, Feb., 1960.  
Wolf, Edwin II and John Fleming. *Rosenbach*. World Publishing Company

### *Sign-Posts*

No mention of publications can be complete without the anticipation of the July, 1961, issue of *Library Trends*, entitled, "The Future of Library Service: The Next Twenty Years." CLR and the Grolier Foundation have helped with funds to make the study possible. The section on "Library Materials and Library Resources," a collaboration by Ralph Dunbar, Paul Berry, Robert Frase, and John Nolan should be a sign-post! And a further direction point could be the forthcoming Cleveland ALA Conference with its RTSD meeting theme of library education in acquisitions, resources, and technical services.

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3. *LC Information Bulletin*, 19:723. Dec. 19, 1960.
4. Letter from Robert Kingery, dated Dec. 30, 1960.
5. *LC Information Bulletin*, 19: Appendix. Feb. 29, 1960.
6. *LC Information Bulletin*, 19: Appendix. Aug. 1, 1960.
7. *UNESCO Bulletin For Libraries*, 14:170. July-Aug., 1960.
8. Letter from Frank Schick, dated Jan. 9, 1961.
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13. Harrer, Gustave. "Viewpoint." *Library Journal*, 85:2548. July, 1960.
14. RTSD Board of Directors Meetings Minutes. Appendix II, June, 1960.
15. Rather, John C. "The U. S. Office of Education Statistics Survey." *College and Research Libraries*, Sept., 1960.
16. Letter from Frank Schick, dated Jan. 6, 1961. Reports, "Library Statistics," Aug. and Oct., 1960.
17. Letter from Avis Zebker, dated Dec. 28, 1960.

## 1960: The Year of the Bug

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SIR, WHAT in your opinion is the state of the art of cataloging this year?" It is not recorded that Pogo asked this question of Fremont, the boy bug, world's youngest candidate for the Presidency.

But if he did ask, we know what was the answer: "Jes' fine!" Of Old Fremont's many sterling qualities one leads all the rest: Fremont's vocabulary consists of two words, one phrase: "Jes' fine!"

The year's biggest thing in code revision was the Montreal Institute with some 250 registrants. Home work for the registrants consisted of the latest version of the draft code printed with commentary,\* and a batch of working papers on special problems. At Montreal first came opening remarks by Richard Angell, Chairman of CCS. Then each author presented his paper in abstract, and everyone had a chance to say and ask what he wished. Wyllis Wright, Chairman of the Code Revision Committee, presided, imperturbable as ever, supported by Seymour Lubetsky, patient and logical.

\* Editor's note: The Commentary was prepared by Dr. Dunkin.

The papers: Wyllis Wright (purposes, procedures, and problems of revision); Seymour Lubetzky (fundamentals of cataloging); Ruth French Strout (personal authorship); Katharine Ball (personal names); Audrey Smith (corporate authorship); Arnold Trotier (corporate names); Bella Shachtman (government publications); Jennette Hitchcock (works entered under title); David Watkins (reference librarian and the draft code); Olivia Faulkner and Sumner Spalding (experiment in application); Maurice Tauber and Robert Kingery (problems of changing from old rules to new [read by Paul Keabian]).

It was a mighty good series of meetings. If you could not get there, you can still buy the Papers and/or the draft code from ALA. And the *L.C. Information Bulletin* for June 20 reported the meetings fully.

Two little known facts about the publication of the draft code should be better known.

1) The editor was Sumner Spalding. This was no little job. At the last minute there was a change of publisher; and both author and commentator insisted on drastic revisions. There were two versions of the code and three versions of the commentary. Sumner Spalding was the man in the middle. Midwivery meant blood and sweat and tears.

2) The idea of draft code plus explanatory commentary came, like many another good idea, from John Cronin. The Library of Congress was to publish the booklet in a large edition, and every cataloger in the country was to receive a copy without cost and know precisely what was going on in code revision and why. And every cataloger was to have the chance to write intelligent (we hope) criticism to the Editor of the code and to submit articles or notes to be considered for *LRTS*. John Cronin's was a magnificent dream of democratic sharing in what is perhaps the most important single job we face. The Code Revision Steering Committee and the CCS Executive Committee endorsed the idea. Then at the last moment, the ALA Publishing Department stepped in and urged that LC publication would endanger ALA copyright in the finished product whenever it might appear. LC quite properly turned publication over to ALA. And the grand dream of a copy on every cataloger's desk shriveled to a few hundred copies for sale by ALA.

All this may raise some questions: How should a catalog code be developed? In the way best calculated to insure ALA property rights and publishing income or in the way best calculated to insure democratic production of rules for a useful catalog? What should be the relation of a Headquarters department to policy approved by the elected officers of an ALA section?

In the week after the Institute, work on the draft code received a major setback when Seymour Lubetzky was appointed Professor in the new School of Library Service of the University of California at Los Angeles. At LC he had been allowed to give full time to the revision. Mr. Lubetzky has agreed, however, to continue as Editor; and we hope that he will be able to give full time to the work during his summers while the rest of us think of vacations.

In order to meet the time schedule, the CCS Executive Committee has limited the present scope of the new code to printed books and book-like materials excluding such special materials as manuscripts, records, etc. It is the plan that a completed code covering both author and title entry and description of printed books will be published in 1964. After that the revision can turn to rules for other materials. Anticipating that the new Code will recommend the use, for current works, of entry under the form used on the title page, the H. W. Wilson Company announced that beginning July 1, 1960, it would adopt this practice, not only for its catalog cards, but also in the *Children's Catalog* and the *Fiction Catalog* when they are revised. (But more of this in the Summer issue of *LRTS* which will be devoted to the Code and its administrative significance.)

"C & C at 60: Review and Preview": it was a grand dinner at Montreal June 21 with our Canadian friends helping us celebrate our dear Old Girl's Anniversary. I forget what we had to eat; it is not even listed on the program. But we sure feasted our souls. H. W. Wilson even got out a card for the occasion. Dick Angell, our Chairman, presided, and Mary Herrick, even as ten years ago, was mistress of ceremonies. Bertha Bassam, Laura Colvin, and Margaret Ayrault sang of the glories of our past; and Verner Clapp peered into the shadows of the future. It won't be long now, boy.

On the international scene we took strides. We worked on an agreement to propose to our British counterparts to make the new code a truly Anglo-American one, something which will serve the whole English speaking world. Thanks to the Council on Library Resources, we were able to invite to the Montreal Institute the Organising Committee of the International Conference on Cataloguing (stare not, dear reader, the "u" really belongs) Principles: Hugh Chaplin (Britain); Mme. Nadejda Lavrova (U. S. S. R.); Paul Poindron (France); and Ludwig Sickmann (Germany). We continued to help in plans for this International Conference; it will be in Paris next October. Seymour Lubetzky has prepared what may be one of the key working papers for that conference, an examination of the function of main entry.

We established regular channels of communication with our sister organization in Canada; it is appropriate that our first liaison officer to represent CCS in this arrangement is Richard Angell to whom, as CCS Chairman, we are all heavily indebted for the smooth working of the Montreal Institute and the CCS meetings during the ALA Montreal Conference. Nor must we forget the address in French (no less) with which this same Richard Angell closed the Institute and another (same language) with which he closed the CCS Dinner Meeting; even I, who do not dig the tongue, point with pride.

The greatest disappointment of the year was Cataloging in Source. It was an experiment begun with CLR funds in high hopes of great achievement and carried on with enthusiasm in the face of tremendous difficulties both in the Library of Congress and in publishing houses in New

York City. The report itself is a masterpiece in concise and scholarly statement both of the history of the dream and how people had gone about trying to bring it to pass. (If you have not read it, LC still has copies for distribution.) It was a stunning setback to find LC not only (probably correctly) damning the results of the experiment but also (probably incorrectly) completely pessimistic about even partial success in any future experiment. The Consumer Survey was much more optimistic. But both the LC view of the future and that of the Consumer Survey are subjective; we cannot accept either as a documented statement of fact. We can only hope that events will prove the LC judgment wrong and the Consumer Survey correct. And especially that a new experiment will be launched.

*Publisher's Weekly* launched *BPR* as some comfort for the loss of the CIS dream. It was fully reviewed in the Summer *LRTS*; only time will reveal how much help this service will be to cataloging.

One of the most important papers of the year did not appear, alas, in *LRTS*: Olivia Faulkner's "No Conflict—No Search." It is a thorough and scholarly attempt to evaluate the success of LC's "No Conflict" policy after ten years of operation. Almost conclusively it shows that the policy produced great savings at no reduction in usefulness of the catalog. If you have not seen it, by all means get a copy from LC; it was issued as *Cataloging Service Bulletin* 54, January 1960.

Again I am greatly pleased with the Mann award. For many years Ruth MacDonald has served us often and well. I am proud to have worked with her now and then. She is warm and human. And (not least of all) good to look upon; this was the face that launched Luther Evans on a poem one Midwinter meeting of DCC.

A major loss of the year was the death of Margaret Mann. In the work of her students and in the minds of all of us she made her mark on a whole era in cataloging and classification. And Thera Cavender's tragic death in a car accident also left a hole of considerable size.

And that, kind reader, was 1960: something good, something bad.

Pogo closed the interview with a forward look: "Sir, do you think machines will replace catalogers?"

"Jes' fine!" says Bug.

### *Then Comes Reality*

'Twas 1959 and all through the land  
Excitement was rampant; visions were grand  
Of books with cataloging-in-source  
And a catalogers' camera, too, of course,  
So cards could be printed direct from a book.  
Catalogers would no longer look  
For entries and headings often elusive.  
This would now be an LC exclusive.

Catalogers were ecstatic.  
Possibilities were dramatic.  
Could this become worldwide in scope?  
Or was it really too much to hope  
That foreign names could be standardized  
And all searching become simplified  
With bibliographical citations the same  
All over the world, whatever the name.  
Yes, it was too much to hope  
Because from Washington came the report  
From LC, which flatly said  
Cataloging-in-source is dead!

BARBARA WESTBY  
With apologies to Clement C. Moore

## Developments in Copying Methods: 1960

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ALLEN B. VEANER  
*Specialist for Document Reproduction*  
*Harvard University Library*  
*Cambridge, Mass.*

MODERN COPYING is rapidly assuming the proportions of big business. The current volume of materials and machines is estimated to be anywhere from \$200 million to \$400 million.<sup>1</sup> A leading manufacturer estimates that by 1965 the industry volume will approach two-thirds of a billion dollars.<sup>2</sup> While energy has mostly been aimed at the development of specialized apparatus designed to produce a large volume of low cost copies from a relatively restricted class of originals, there were a few signs in 1960 that the industry might at last be turning to the development of apparatus specifically conceived to operate with library materials. Market research is currently under way by an undisclosed manufacturer who seeks to assay the potential for an electrostatic copier specifically designed to copy from bound volumes.<sup>3</sup> Furthermore, the entire matter of book copying will be thoroughly studied by W. R. Hawken who has been commissioned by the Library Technology Project to evaluate all currently-available equipment.<sup>4</sup> From this study it may be hoped that the industry will be encouraged to develop economical and satisfactory copiers for library needs. Meanwhile, herein are reviewed some of the more important items of new equipment and specific developments of 1960.

### *Production of Direct Paper Copies*

Among the methods used for producing direct paper copies, electrostatic processes made the most spectacular gains in 1960. On the trail of the Haloid Xerox 914 copier are a host of other electrostatic devices; no less than eight new machines are ready for the market or are in the final stages of development. The Apeco Electrostat, a desk-top copier, produces six dry copies per minute of documents up to 11" wide by any length. This machine, which copies only from loose sheets, sells for \$1495 or rents for \$40 per month. Each copy also serves as a short-run offset master, an extremely handy feature.

Demonstrated at the 1960 *National Business Show* was the Japanese-made Orifax Model 202 copier, which uses the Electrofax process. This machine, which resembles a Photostat in outward appearance as well as in operation, is capable of a limited range of enlargement and reduction; the model on demonstration produced superior copies of half-tone illustrations.

Other American electrostatic copiers are in development or on the market by Savin Business Machines Corp.,<sup>5</sup> BBM Photocopy Manufacturing Corp.,<sup>6</sup> Charles Bruning Co.,<sup>7</sup> American Business Systems, Inc. (Copscope),<sup>8</sup> and Cormac Photocopy Corp.<sup>9</sup>

The permanence of Xerographic copies has been found to be satisfactory for applications, amendments, and other documents which become a permanent part of the records of the U. S. Patent Office.<sup>10</sup> In the British Patent Office, Xerox Copyflo is already used extensively to issue almost two million pages yearly of out-of-print patents.<sup>11</sup>

Many smaller libraries and offices will not be able to justify the larger electrostatic copiers. For them the diffusion transfer methods may be more economical, since fewer total copies will be made. The transfer process is still a powerful contender in copying processes. A number of new companies were formed in 1960 to manufacture machines and to market paper, and the established producers are redoubling their efforts to penetrate the markets. Several manufacturers have successfully broken the hundred dollar price barrier.<sup>12</sup> Among them are Smith-Corona, A. B. Dick, Cormac, Ampto, Photorapid, and Savin. Heretofore, only F. G. Ludwig offered a model below \$100 which could handle library materials. Librarians looking for copies of archival permanence should be cautious of manufacturers' claims for the diffusion transfer copiers; the copies are not archival unless the processing chemicals are removed by washing. In general, there is still much good advice about these machines in the RTSD study done in 1958.<sup>13</sup>

For fast copying of continuous tone originals one cannot at present surpass Polaroid's new film which now takes only 10 seconds of development to produce a finished print. In addition to film for the folding cameras, Polaroid also makes the new material in the 4 x 5 size for professional use.<sup>14</sup>

Production of aluminum offset masters has become a new selling point for the diffusion transfer machines. Almost all now feature this capability pioneered by Gevaert. Kodak has marketed the Ektalith process to generate paper offset masters; alternatively, the gelatin transfer master may be used to produce five or six ordinary paper copies in the manner of their Verifax copiers. The Ektalith process, however, is optical and requires a camera, whereas the diffusion transfer method does not.

Several current models of diffusion transfer apparatus incorporate various minor refinements and conveniences, such as built-in paper safes, simpler handling of chemicals, and semi-automatic operation.

New heat process papers were marketed in 1960 for use on Thermo-Fax copiers by the Minnesota Mining and Manufacturing Co., the Stylograph Corp., Color Copy Corp., Interchemical Corp., and Perry-Sherwood Corp.

It is now possible to produce in a few seconds with any Thermo-Fax copier an 8½" by 11" transparency ready for immediate projection.<sup>15</sup> Anything which Thermo-Fax copies can be reproduced on the new material, a plastic sheet which affords a choice of black and white or five colors. The sheets cost about 15¢ each and are stated to have an indefinite shelf life before and after exposure. With another plastic sheet product it is possible to laminate documents one side at a time with the Thermo-Fax copier.

Eastman Kodak has developed a heat process, silver-sensitized paper, type K-1549, on which a developed image appears just three seconds after the exposed paper is placed in a heated chamber.<sup>16</sup> All the chemicals, plus moisture, are built into the paper during manufacture.

In dry photographic processing, Kalvar is a name already well established. In cooperation with the Armor Research Foundation, Kalvar and Smith-Corona-Marchant have been developing a dry process office copy machine designed to reproduce any textual matter on Kalvar paper.<sup>17</sup>

In diazo reproduction, Ozalid has introduced the Junior Ozamatic, suitable for loose sheets. Copymaker Company of Cleveland, Ohio, has announced a diazo copier selling for \$89.50 which can reproduce copies up to 11" by 17". Continued research by diazo manufacturers is constantly increasing the versatility of these low-cost materials; even a continuous tone film is now available from Ozalid, and excellent photographs may be reproduced on a paper promoted by Andrews Paper & Chemical Co.

The production of prints directly from the camera may also be treated in this section. A German camera, the Standard Automatic photocopying machine, is provided with automatic focus and a self-contained automatic processing unit.<sup>18</sup> Negatives can be produced in as little as 20 seconds. Curtis-Young Corporation is the American distributor; although no price has been set, the apparatus sells in Germany for about \$4500.

The half-century-old Photostat process is now represented by a new machine, the 10-14 photocopier, which is claimed to supply six stabilized prints per minute.<sup>19</sup> The new Photostat accommodates size change from

50% reduction through 110% enlargement. This copier will be introduced early in 1961.

Masterfax is the name given by Ditto, Inc., to a unique new machine which can produce spirit masters, offset masters, facsimile copies and can laminate as well. However, it can operate satisfactorily only from single sheet originals. The lamination process is done one side at a time, and two reproduction steps are required to generate an offset master. Price is just under \$1000.

#### *Paper Copies from Microfilm*

Significant developments took place during 1960 in the reproduction of paper copies from microfilm. The established high speed method of Xerox Copyflo<sup>®</sup> has been made more widely available by a lowering of the machine rental rate, but this will be of little significance to most libraries since the minimum annual rental is just under \$10,000, to which must be added labor, service, and supplies, plus the cost of negative microfilm to feed the machine. There has been no significant development during 1960 toward duplex Xerography, which would halve the binding thickness and enhance the appearance of Xeroxed books.

A few years ago it was tempting to predict an early end to the use of silver-sensitized materials, but it is apparent that plenty of life remains in the classical method, for a new continuous printer having the same output capacity as the Xerox Copyflo has been introduced by Dyna Metric, Inc., of Pasadena, Calif. Called the Microcopy Model 120 Hi-Fi Continuous Printer, the new machine can enlarge on to stock up to 20" wide (the Copyflo limit is 12") and can print illustrations as well as text. Individual frames can be located with the aid of a small viewing screen and can be reproduced singly. The cost of the smaller of two models is \$9000. A companion continuous automatic processor is available. This combination might prove useful to some of the larger laboratories which could not justify a Copyflo machine.

The production of prints from individual frames of roll microfilm can be time-consuming with conventional darkroom apparatus. Immediate enlargements at the point of viewing are now made possible by Andrews Paper and Chemical Co. (Rollacopy), Anken Film Co. (Projection Monocopy), and Cormac Chemical Co. (Unicopy), one makes the exposure on a microfilm reader in subdued light and develops the paper in a monobath solution in an accessory processor.

Reader-printers are now marketed by Documat, Charles Bruning Co., and Photostat Corp., as well as by Thermo-Fax. The Filmac 200 reader-printer (Thermo-fax) has been modified to accommodate roll film, and a prototype has been demonstrated to the author. The modification should be helpful for working with microfilmed files of newspaper. From East Germany comes the Documator model DRVG enlarger made by VEB Carl Zeiss. This is a semi-automatic machine with motor driven film transport and motorized change of enlargement.<sup>20</sup> It is designed as a companion to the previously-introduced Documator cameras. A Micro-

card Print Out device is promised for early 1961, which will provide 8½" x 11" positive copies.<sup>21</sup>

Griscombe Products Corp. has introduced a prototype diazo microfilm enlarger, having the advantages of simplicity, daylight handling, and low cost of diazo paper.

### *Cameras and Microfilm*

A whole battery of new camera equipment was introduced in 1960, and much of it should prove of value to the librarian. Recordak introduced the new MRD-1 to succeed the old Model D, familiar for some two decades. The new camera is more compact, has improved light meter, rangefinder, and light brackets, and will photograph to a lower reduction than its predecessor.

The Charles Bruning Co. has taken over distribution of a wide range of Japanese-manufactured microfilm equipment. Included are two planetary cameras, the Dea-Graph CA6 and CA7, competing with the Recordak MRD-1 and C models, respectively. Both the CA6 and CA7 feature automatic focus and motorized camera elevation. The smaller CA6 can reduce to 4 diameters—a particularly useful feature for small books.

Remington Rand introduced a low reduction rotary camera, Model F8.112, designed especially for the production of high quality intermediate negatives for subsequent enlargement. The camera also accommodates 16mm. film. The low reduction of 12.1 provides the possibility of good card reproduction via Xerography.

How many times have you wished for a simple, low cost, portable "scholar's microfilm camera"? Ideax Corp. of New York City provides an answer with the Ideax Microcopying Kit. An amateur-type reflex camera with a specially formulated copy lens is the heart of the apparatus, which is complete with stand, lights, and carrying case. The handy reflex feature allows one to view the exact image as it will appear on the film. Ordinary 35mm. cartridges of high contrast copy film are used. Price is around \$300, and the unit should be extremely useful for individual microfilming in the field.

Another compact camera appeared in the patent literature. Donald E. Church of Alexandria, Virginia, received patent #2,933,012 for a microfilm camera so light and compact that it is claimed it could be sent through the mails by parcel post.<sup>22</sup> Perhaps some library inquiries will encourage a producer to manufacture Mr. Church's invention.

The Kodak Listomatic camera was responsible for two notable achievements in 1960. First was the successful publication of the National Library of Medicine's new *Index Medicus*.<sup>23</sup> The new method allows up-to-date entries, speedier publication, and a 34 per cent increase in coverage. Publication of the annual cumulation is facilitated by rapid mechanical resorting of the entries followed by refilming with the Listomatic. The second event worth noting was the rapid publication of the Dutch national and regional telephone directories.<sup>24</sup> Due to the introduction of automatic dial equipment, telephone service expanded so rapidly that

conventional letterpress methods could have turned out the directories only after they would have been hopelessly outdated. Might book catalogs be produced with the Listomatic or its several competitors?

For the production of sheet microfilm, two new models are announced. The Microcard Corporation is developing a step-and-repeat-camera which "has been designed with absolute simplicity of operation the foremost consideration."<sup>21</sup> The unit features fixed format, fixed reduction, and works with 3" x 5" cut sheets of film which may then be hand processed. Availability has been announced for the last quarter of 1961. A more elaborate, fully automatic camera, the Normic, comes from France; it is not of the step-and-repeat type, however.

Two new developments publicized in 1960 make way for simpler, faster splicing of microfilm. Computer Measurements Company introduced the Unicorn Series 2800 automatic film splicer. This machine bonds the ends of the film by means of a complete wrap-around of Mylar tape, and the joint is claimed to be as strong and flexible as the original film. It is not stated whether the splicer will handle unperforated film. International Ultrasonics, Inc., has developed a method of joining Mylar and other polyester films without external heat or adhesives.<sup>25</sup>

In the Spring of 1960 a remarkable demonstration of rapid microfilm processing was conducted by Cormac Chemical Co., makers of the single-solution processing fluid known as Unibath. A strip of film was exposed, processed, and dried in less than ten minutes. The method is adaptable to continuous processing machines, and archival permanence is claimed. A British solution, Ilford Monophen and a German compound, Monotonal, appeared practically simultaneously.

Monobaths have been around for over 70 years, but only the stimulus of the space age has provided the research which led to acceptable results.<sup>26</sup> Monobaths are in fact the heart of a complete new system of film processing, which uses a chemically-saturated web placed in intimate contact with the exposed film. Chicago Aerial Industries and Rapromatic, Inc., have each produced processors of this kind. Rapromatic's literature states: "From exposure to view in less than 60 seconds!"<sup>27</sup> The saturated web system eliminates all tanks, pumps, applicators, plumbing, and spillage.

In October, 1960, a symposium on rapid processing was held in Washington under the sponsorship of the Society of Photographic Scientists and Engineers. In addition to the Rapromatic system and the new Kodak heat process paper, the following developments were discussed: (1) Ansco's ultra-rapid processing systems, (2) a new dry, very fast process forming a direct print-out image, and (3) perhaps the most startling of all, a system requiring no processing whatever: "The image appears immediately upon exposure, it is claimed, by means of a purely physical phenomenon. . . . It is claimed that the speed of the system is comparable to the silver halide system and that the images formed are permanent."<sup>28</sup>

From the above, it is apparent that an era of high-quality "instant microfilm" may be at hand. The chief obstacle is cost; because microfilm

has utilized only a small fraction of the nation's total film output, machines originally designed for other purposes have had to be adapted for microfilm. However, the increasing use of microfilm in business, industry, and defense may reverse this trend and make available simple, fast, and reliable methods at lower cost.

Several new makes of microfilm became available during the year, a sign that soon "microfilm" and "Microfile" will no longer be synonymous. Fuji microfilm has been imported from Japan by Ideax Corp. In the U. S., Bell & Howell, Dynacolor, and Ansco have each entered new films. The Ansco film is being distributed by Datagraphic Systems of Santa Monica, while Dynacolor film is not yet in volume production.<sup>29</sup>

Two methods have recently been promoted for treating film in order to increase its durability and resistance to scratching. The Permafilm process is stated to eliminate the need for humidified storage; Durafilm, introduced this year by University Microfilms, is claimed to make the film six times as resistant to scratching as untreated film. Both systems are being evaluated by the Library Technology Project.<sup>30</sup>

Further improvements are on the way in the Kalfax system of microfilm duplication. A new model of the printer-processor will copy microfilm four times faster than the current machine; a one hundred-foot roll will be dry copied in little more than a minute!<sup>31</sup> The Kalvar Corp. is also working on methods to increase the speed, resolution, and sharpness of their other materials.<sup>32</sup>

The Kalfile system of microfilm posting introduced in 1960 allows information to be added at any future time to a sheet of Kalvar film; at no point is the sensitivity of unexposed portions reduced when the system is properly used, and, as with all Kalvar materials, there is no dark room, no chemicals, no water.

### *Reading and Scanning Devices*

Quite a number of improved reading devices were introduced in 1960. From overseas came the Dagmar Super (Microkaart Stichting of Holland), the Micromat (West Germany), the Universel (O. L. de Beauvais of Paris), and new models from Japan and from East Germany's VEB Carl Zeiss. Recordak's high speed power-operated Lodestar reader for 16mm. film is a unique instrument for "retrieval" of microfilmed data. With Kodamatic indexing (a system of parallel bars keyed to numbered scales at the sides of the screen) and the Lodestar, it is possible to locate in a matter of seconds any indexed frame of thousands on a 100-foot roll of film. Furthermore, there is no threading; a simple magazine is inserted in the reader, and the film is never touched by the user. The film drive stops automatically at the end of the magazine. Recordak also introduced the model 310 16mm. reader which features a new type of screen said to give a sharper, clearer image. The Microcard Corporation produced the Ambient Model 1 card reader, eliminating electric cords or batteries.

The Recordak Lodestar reader is the vital part of a new system using microfilm to store current information. The purpose of the "V.S.M.F., The

Microfilm Catalog File," issued by the Rogers Publishing Co., is to enable purchasing agents in rapidly changing fields (aircraft, missiles, electronics) always to have the latest specifications and prices from manufacturers. Every four months, a subscriber receives a complete new set of micro-filmed product information, each 16mm. reel being equivalent to a 2500-page catalog. The obsolete set of film is discarded. Along with each film library comes a printed product index which tells the reader which reel contains the item of interest. At the beginning of each reel is a second, complete index of the contents of each reel, giving the Kodamatic indexing data which enables the exact page to be found in a few seconds. Atop the Lodestar reader furnished with the system is a printer which enables the user to secure immediately a paper copy of any desired page. These prints are designed to fade out within a short period of normal use to prevent the citation of out-of-date information.<sup>33</sup> The V.S.M.F. system requires a large number of users to support it; cost studies should be undertaken to determine whether it has possibilities for documentation centers, technical libraries, or other regional cooperative projects. Might V.S.M.F. be used in some future system of *New Serial Titles* or the *Union List of Serials*?

A different approach to the same problem is taken by Ferranti-Packard Electric, Ltd. In their Rapid Access Look-Up System, a continuous film loop, containing data plus coding, is continuously scanned. A keyboard is used to select individual pages, and an access time of only 1½ seconds is claimed for a catalog of 25,000 items on 440 pages. There is here clearly some kinship with the Benson-Lehner FLIP and the Shaw Rapid Selector.

#### *New Research*

A new high resolution camera, developed by C. S. McCamy of the National Bureau of Standards, can reduce images 1,000 times;<sup>34</sup> however, the process is not likely to have much application unless it can be speeded up, for each exposure requires ten seconds.

Eastman Kodak has developed a special, high-resolution film coated on a glass disc; the film discs, currently used as the memory device in an Air Force Russian-English translating machine, have a storage capacity of 600,000,000 bits per square inch. Hence, it is stated, the *Encyclopaedia Britannica* could be printed on a 4" x 4" piece of the new film.<sup>35</sup>

Bell & Howell Company has received a \$177,000 contract from the Council on Library Resources, Inc., to develop a microimage system especially for library use. The system is to "make possible rapid reproduction, on standard library-size cards, of reduced images of pages of books, periodicals and other library reference materials. . . ."<sup>36</sup> The cards will be capable of receiving new images at any time.

#### *Publication*

Publication activity in 1960 seemed to be at an all-time high. First there was a *Supplement* to the *Guide to Microreproduction Equipment*. The end of the published *Union List of Microfilms* was followed shortly

by an announcement from the Microcard Foundation of its intention to issue in 1961 *A Guide to Microforms in Print*. The January 1960, issue of *Library Trends* was devoted entirely to the role of photoduplication in the library. *Reproductions Review* issued the *ORD Reproductions Reference Guide* which deals mainly with office and in-plant reproduction. The F.I.D. announced for 1961 publication a third edition of its international photocopy service guide, and Unesco published a report on efficient operation of library document reproduction services.<sup>37</sup> Two new periodicals appeared during 1960: *Data Processing and Microfilm Systems* (now called *Systems Management*) and *Reproduction Methods*, an offshoot of *Photo Methods for Industry*. The last named also issued the *PMI Director* in October, 1960; this publication makes available for the first time a product and service guide for professional users. Annual revisions are planned. *Library Research in Progress* summarized current research in copying methods in the section devoted to technical processes. More advanced research is currently reported in the National Science Foundation's *Current Research and Development in Scientific Documentation*. George H. Davison continued his series of annual reviews, *Microtext in the Form of Opaque Cards and Transparent Microfiches; Review of Progress*. Ralph Shaw's wide-ranging survey, *The State of the Library Art*, produced two volumes related to copying, Reginald Hawkins' *Production and Use of Microforms* and Jean Stewart's *Reading Devices for Micro-Images*. The contents of the 1960 *Proceedings* of the National Microfilm Association have already been reviewed. The Air Force published a well-illustrated and well-written pamphlet on reproduction, *Instructions for Preparing Materials to be Printed or Duplicated*. (AFP 6-1-1). Xerography, offset, spirit duplicating and other processes are covered. Harriet F. Pilpel and Morton D. Goldberg compiled *A Copyright Guide*, (New York, Bowker, 1960) a question and answer booklet which, though not dealing specifically with photocopy problems, does outline succinctly many technical features of the Copyright Act of 1909.

What of the future? The hazards of guessing the answer may be gauged from the following research projects now under way: An IBM photoreproduction expert states of engineering drawings: "Tomorrow's work cycle may eliminate the drawing. Today, a computer can give us a magnetic tape. Tomorrow's equipment will convert this magnetic tape to a drawing in microfilm. . . With tomorrow's techniques, . . . there will be no full-size drawing. . . With this era of microfilm, there is no need to create a full-size drawing for engineering or manufacturing . . . In mini-fication, microfilm becomes an original instead of a copy."<sup>38</sup>

A second area of research receiving heavy emphasis is that of character recognition, a process whereby machines "read" alphanumeric characters. In the November, 1960, issue of *Current Research and Development in Scientific Documentation*, no less than twenty-two such projects are under way.

Is character recognition an ultimate form of copying? Would not the next stage be a method of automatically transforming speech into writing?

Beginning experimental work is already under way at the Computation Laboratory, Harvard University, in an effort to provide a partial solution.<sup>39</sup> And what of thought itself? If scholars, researchers, and librarians had a think-write-copy machine, what a utopia that would be!

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## The Year's Work in Serials

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### *Union Lists*

It has been many years since serials have been as much in the news as they were in 1960. The reason for the reawakening was, in part, the preparations that are being made for the monumental third and final edition of the *Union List of Serials*. Over 800 libraries cooperated with the ULS office at LC, supplying revisions of serial holdings which had been reported earlier and evaluating holdings against the checking edition. Despite unavoidable delays and frustrating interferences, the year ended with this vast project very nearly on schedule and still shooting for a 1962 publication date. Serials, catalog, and reference librarians are unanimous in wishing it Godspeed. The 1959 volume of *New Serial Titles* appeared bigger than ever—1550 pages—and librarians who had to lift it to and from upper shelves began to be grateful that the 1960 cumulation would be its last. (In 1961 it will start all over again.) Meanwhile the NST office reminded librarians that the 1960 cumulation is a kind of "supplement in advance" to the third edition of ULS and invited them to make purchase arrangements now to ensure the completeness of their union list coverage of serial publications.

Progress was also made during 1960 on several other highly-useful but more specialized union lists. Excluded from the ULS third edition will be Oriental vernacular serials, which were not in the second edition. They are not to be ignored, however; with the financial backing of the National Science Foundation, they are now being gathered together on cards at LC, and it is hoped that an Oriental supplement to ULS will result. It is anticipated that some 86,000 cards will be contributed representing over 15,000 Oriental vernacular serials held in United States and Canadian libraries.

The Air University Library issued during the year a *Union List of Military Periodicals*—some 1,000 titles held in thirty-nine U.S. and Canadian libraries. The Association of Southeastern Research Libraries proposed a union list of the newspapers of its region. Nemac Publications, Fort Worth, published a *Union List of Baptist Serials*, listing 2,174 titles held by ninety-four participating institutions. A card union list of newspapers in 138 California libraries is now available. There is also a new *Union List of Serial Publications in Chicago-Area Protestant Theological Libraries*.

Interest in union lists is not limited to the United States, however. Several good compilations were published abroad during 1960. Two of the main lists are of Soviet journals in west European collections. The larger of the two has begun appearing in fascicles and is entitled *Gesamtverzeichnis russischer und sowjetischer Periodika und Serienwerke in Bibliotheken der Bundesrepublik Deutschland und West-Berlins*. It is anticipated that this list will exceed 700 pages when completed. The second list, although it is considerably smaller and lists only current journals, will also be useful. It is the *Inventaire des périodique soviétiques reçus en France par les bibliothèques et les organismes de documentation en 1957*.

Two other foreign union lists have also been recently received in American libraries. The first is a new edition of a list of the 8,000 serials held in government agency libraries in the Philippines. The second is a *Union List of Foreign Journals of Social Sciences in the Research Libraries of Finland*. This 249-page work records 1,404 twentieth-century periodicals in some forty Finnish libraries. It will be useful to Americans in that it reports several east and north European titles that are listed neither in our lists nor in the British.

### *Indexes*

Another kind of tool useful to serials librarians received attention in the course of 1960. It was the periodical index. Two important indexes have been announced by commercial agencies.

The monumental and invaluable *Internationale Bibliographie der Zeitschriftenliteratur* will be reprinted during the next two years. A much sought desideratum, this title, when available at all in the market, has been bringing near \$10,000. The \$2,900 Kraus reprint will be a great boost to the younger, growing research libraries.

The year did not actually see the publication of the microprint edition of the *American Periodical Index to 1850* which had been announced for October, but it presumably brought us twelve months closer to the day when this very useful aid will be available in any library that can afford it. It is comprised of some 750,000 author, title, and subject analytics to 352 American periodicals more than a century old. Compiled originally on cards at New York University under the auspices of the WPA, this index is of even greater importance today than it has been in the past because so many research libraries now own a fairly sizable list of early American periodicals—on film if not on paper. Published by Readex

Corporation, this index furnishes the key to a vast body of Americana which has, in the past, been accessible only to those scholars who could trek to Washington Square.

An important new current periodical index made its appearance during 1960 in the form of the *Index to Foreign Legal Periodicals*. Another valuable project being conducted under the aegis of the Ford Foundation, this index is prepared with the guidance of the American Association of Law Libraries committee on foreign law indexing. A quarterly publication, it will cumulate annually and quinquennially. It analyzes some 250 foreign law journals.

A competent index of potential research use that was made available in Xerox by the author during the year is J. McRee Elrod's *Index to English Language Periodical Literature Published in Korea 1890-1940*. Done while Elrod was associate librarian at Yonsei University, the 214-page work indexes by author, title, and subject, the ten English language serials, including the *Transactions* of the Korea Branch of the Royal Asiatic Society, issued in Korea during this important half-century.

In addition to indexes themselves, several other publications concerned with indexing have also appeared in recent months. The National Federation of Science Abstracting and Indexing Services brought out *A Guide to U.S. Indexing & Abstracting Services in Sciences and Technology*. It lists 492 journals which contain abstracts and indexes and is arranged by subject. Bibliographic information is given, as well as descriptions of the materials each title contains. Also, the Council of the Society of Indexers has approved and published a concise set of standards for indexes to learned periodicals. Without doubt, it will also prove its utility to the Society's professional cousins in America.

#### *Other Publications*

Perhaps the most useful serial bibliography of the year—with the possible exception of the checking edition of ULS—is the *List of Scientific and Technical Serials Currently Received* by LC. Listing some 13,000 titles, this work includes some items in Oriental languages, although the main bulk is in the Latin, Greek, or Cyrillic alphabets. The list gives titles, country of publication, frequency and class number, but unfortunately does not give holdings.

Other important similar lists which appeared in 1960 are George Bonn's annotated checklist of *Japanese Journals in Science and Technology* (NYPL) and the third edition of *Current Serials and Journals in the M. I. T. Libraries*, which identifies some 4,000 titles. 6,022 titles, classified in 106 subject categories, are included in the 1960-61 edition of the American Trade Press *Directory of Periodicals*.

Two bibliographies of a somewhat different nature are the scholarly report by Eugene P. Willging on *Catholic Serials of the Nineteenth Century in the United States; a Descriptive Bibliography and Union List*. Brought out over the imprint of the Catholic University Press, this is the second series of this important historical work. Also of historical signifi-

cance is Clementina Rotondi's *Bibliografia dei periodici toscani*, which lists some 207 serials published in Tuscany during the critical period 1852-1864. Chronologically arranged, the work has a title index and gives locations of copies.

Other kinds of publications concerning serials saw the light of day during 1960, including Robert R. Holmes' useful report on the state of serial scholarship which appeared in *Occasional Papers* number 58, of the University of Illinois Library School. Ten articles concerned with some aspect of serials appeared in pages of the present journal. A number of theses about serials are reported from the several library schools; perhaps two deserve special mention. The first, written at Peabody by Gloria Whetstone, records serial handling practices in sixteen selected academic libraries. The second, by A. C. Heard of Atlanta University, is *A Subject Analysis of Serial Slants*. It will be of more than sentimental or nostalgic interest to serials librarians.

### *Discussion*

Throughout 1960 serials problems continued to command a fair amount of attention on the programs of professional society meetings. Three excellent talks concerning serials were given to the membership meeting of the serial section at the Montreal conference. The first, by F. Bernice Field, summarized the history and thinking of the Joint Committee on the Union List of Serials. Martha Shepard described the activities of the Canadian libraries which are cooperating with *New Serial Titles*, and Dorothy Comins discussed the meaning to serials librarians of the proposed revision in the cataloging code. One of these papers has since been published in this journal, and the second will appear soon.

Serials also received a full measure of attention at the October meeting of the Southeastern Library Association in Asheville, North Carolina. A panel, composed of Clara Mae Brown and Jacqueline P. Bull, presented an invigorating report on the indexing of historical materials. The self-contained serials department was discussed favorably at the recent meeting of the Chicago regional group, and the social science group of the D.C. chapter of SLA, meeting at the Library of Congress in November, built a useful program around the topic "Problems Relative to the Acquisition and Handling of Serials."

There was also much discussion of serials in committee meetings. The Serials Policy and Research Committee devoted attention to the need for a study of roving U. S. congresses and conferences similar to the one currently in progress concerning international organizations. It also has under advisement a serial use study, not unlike the *Catalog Use Study*. It would examine the various approaches to serials which are used by readers and librarians.

Serials were an important topic at the third meeting of the coordinating committee for Slavic and East European library resources, affectionately known as COCOSEERS. This Committee examined a list of basic Russian serial publications of major academies, universities, and ecclesi-

astical research organizations, which it feels might well be reproduced for the purposes of strengthening American research library collections and replacing deteriorated volumes.

### *Documents*

Librarians were disappointed in 1960 when the bill to revise the method of distributing documents once again passed the House of Representatives only to die in the Senate Rules and Administration Committee. The ALA Public Documents Committee feels, as do most documents librarians, that the proposed bill would have been a great improvement over the present depository library system. That Committee plans to arrange for the reintroduction of similar legislation in both houses of Congress at the current session and to push for its early adoption. The profession will no doubt wish to lend its lobbying support to these important and laudable efforts.

### *Binding*

The year saw an important development in bookbinding which is reported as follows by Arnold Trotter, Chairman of the ALA Bookbinding Committee:

“Toward the end of 1959, the Bookbinding Committee submitted a proposal for a study to develop performance standards for library binding to be carried on in two phases. The first phase was to consist of an interview-type survey of a sampling of libraries to collect data regarding binding needs of libraries in order to identify and define the principal categories of library binding for which performance standards, specifications, and acceptance tests are needed and to make plans and estimates for the second phase designed to develop a testing program which will establish performance standards. The proposal carried with it a recommendation that the ALA seek a grant from the Council on Library Resources to finance the first phase of the study.

“In August the ALA was notified that the Council on Library Resources had made a grant of nearly \$19,000 for this purpose. As a result, a survey team made up of Stephen Ford, Director, William Foley, Associate, and William J. Barrow, Consultant, was appointed, and the project was formally launched at a two-day meeting in Chicago toward the end of September. Participants at this meeting included, in addition to the Bookbinding Committee and the Survey Team, representatives of ALA Headquarters, the Special Library Association, the Director of the Library Technology Project, and representatives of the book and library binding industry.

“The Survey Team conducted its visits to various types and sizes of libraries in the different parts of the country during the period of September to December and supplemented the data gathered through interviews with a mail questionnaire addressed to a larger sampling of libraries. The project, sponsored jointly by the ALA and SLA, is being carried forward under the immediate direction of the Library Technology Project, with the Bookbinding Committee and an SLA representative serving in an advisory capacity. Phase 1 is expected to be completed early in 1961.”

## Conclusion

It has been estimated that fully one-third of the world's print appears in serial form. If this estimate is correct, and it is probably not far wrong, then serials are definitely not commanding their fair share of the total attention devoted to things bibliothecal and bibliographical. Despite what may be an inequity here, however, those concerned with serials in their various aspects may justifiably be pleased to see as much fine work done on serial problems as there was in 1960.

# Decimal Classification Editorial Policy Committee Meeting

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The Decimal Classification Editorial Policy Committee held its 1960 annual meeting at Lake Placid Club, New York, on September 30-October 1. It said farewell to Bertha Frick, of Columbia University School of Library Service, whose term as member expired on September 30th; welcomed Wyllis E. Wright, of Williams College Library, whose six-year term to succeed Miss Frick began on October 1st; elected Mr. Wright as its chairman for 1960/63, succeeding Lucile M. Morsch, of the Library of Congress, who remains a member; and elected Harriet D. MacPherson to succeed herself as vice-chairman.

The Committee decided, among other things: (1) that the proposed project to expand the schedules for 540 Chemistry and 660 Chemical technology to bibliographic fullness should be dropped, at least until after the publication, probably in 1965, of DDC 17; (2) that it would be desirable for the Decimal Classification Office to study carefully the comparison between the Dewey Decimal Classification and the Universal Decimal Classification published in the May 1960 issue of *Revue de la Documentation* and submit to the Committee at its next meeting recommendations as to steps which might properly be taken without hindrance to the interests of American libraries to move in the direction of closer concordance between the two systems; (3) that Edition 17 should show relocations from 16; (4) that a new "preferred" schedule for Psychology would be desirable as a feature of Edition 17; and (5) that the Committee would support a request to a foundation for a grant to conduct a field survey on the use of DC abroad.

# How Will Electronic Information Systems Affect Cataloging Rules?

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THE introduction of electronic information systems into libraries within the next few years will have a variety of effects on cataloging principles, rules, and practices; and it is now the proper time for catalogers, documentalists, information specialists, linguists, philologists, and engineers to anticipate the changes which lie ahead and to influence them advantageously whenever possible.

Any catalogers who doubt that electronic information systems will be introduced into libraries need only to consult two publications of the Office of Science Information Service of the National Science Foundation to learn what equipment and capabilities have been put into use in the last five years. They are "Current Research and Development in Scientific Documentation" (No. 7, Nov. 1960, 153 p., Wash., GPO., 65 cents; semi-annual) and "Nonconventional Technical Information Systems in Current Use" (No. 2, Sept. 1959, 66 p., Wash., GPO, 30 cents) and Supplement (March 1960, 44 p., Wash., GPO, 25 cents).

If any catalogers remain skeptical after consulting these publications, they may then go on to two Congressional reports:

"Documentation, Indexing, and Retrieval of Scientific Information. . ." by the staff of the Committee on Government Operations, United States Senate. Wash., GPO, 1960. XIII, 283 p. 86th Congress, 2nd Session, Senate Document 113, 70 cents.

"Research on Mechanical Translation." Report of the Committee on Science and Astronautics, U. S. House of Representatives. Wash., GPO, 1960. 86th Congress, 2nd Session, House Report 2021.

My conviction that catalogers and cataloging face an exciting transition into a new cataloging environment led me to a careful inspection of the agenda of the *International Conference on Cataloguing Principles*, now scheduled to be held in Paris in October 1961. I looked in vain in the agenda, in the working papers submitted to the Preliminary Meeting in London in July 1959, and in the list of special studies now in preparation.

There was no treatment of the potential impact of electronic information systems upon the problems of cataloging, and when queried, Mr. Lubetzky assured me in person that there was no such consideration in London in July 1959.

After drafting my ideas and undertaking some further discussions, I submitted a letter to the secretariat of the ICCP recommending attention to the impending changes. The following views are the essence of that letter. The Organizing Committee responded with an invitation to present a working paper, which I have agreed to prepare.

Catalogers (and other readers of *Library Resources and Technical Services*) are invited to send me their views on the probable effects of electronic systems upon cataloging, with every assurance that their views will receive my full consideration in the preparation of the working paper.

It seems reasonable to expect the development of new principles, rules, and practices to fit the new equipment and new systems which will be required and used in the larger libraries and information activities of national and international importance, including indexing and abstracting services. The new rules may not be suitable for smaller libraries which are well served by card catalogs, but the old rules will need to be made compatible with the new in many ways. It will be desirable to have the products of electronic cataloging under new rules usable in the small library, and to have the manual products of the smaller libraries suitable for incorporation in the national and international electronic cataloging processes and products. The new and old rules and practices will both be required in parallel for some time at least.

Your Editor, Esther Piercy, asked of my recommendation, "Do you really see machines taking over libraries, libraries other than special or research ones?" My answer is: Eventually and inevitably, yes, with some very special qualifications about people in libraries.

The professional staff, original texts, and mechanical and electronic equipment organized with people into information systems will always be important in libraries; and people will always be first in importance. The equipment and systems will perform tasks which people can perform but at rates and quality which people cannot hope to equal. The machines will permit kinds and quantities of work to be undertaken which would be beyond the resources of libraries even with almost unlimited manpower. The machines will serve to free the professional staff to do professional work, defined here as consisting largely of more direct service to other humans. The machines will require the professional staff to be better educated and better trained and to turn in better individual performances than is now the case.

There seems to be general agreement in the computer field and in the areas of documentation and mechanical translation of languages that it will be necessary to achieve standardization in order to make use of the electronic equipment which is becoming available and necessary for the world's information activities. To the computer engineer this

standardization implies uniformity in the patterns of the records upon magnetic tape, discs, drums, and thermoplastic recording film. To some librarians and documentalists it implies the employment of a single classification system, a single authority list of subject headings, a single authority list of coordinate index terms or a uniform list of telegraphic abstract code words. To catalogers it implies uniform rules for the choice and establishment of author and title entries.

While it may be valid to assume that standardization is necessary, there is as yet no objective proof of the necessity for standardization in all phases of electronic information systems, and in cataloging the need for discussion appears not to have been considered as yet.

The imminence of electronic information systems; in fact, the employment of computers in certain information situations already in the United States is sufficient reason for the International Conference on Cataloguing Principles to give serious consideration to the potential effects of electronic capabilities upon the cataloging code which will be affected by the deliberations of the Conference.

The description of the working group's meeting in London in July 1959 contains this text quoted from the Appendix to the *L. C. Information Bulletin* of October 12, 1959:

"7. . . the scope of the conference must be limited to a definitive objective. Its aim should be to reach agreement on basic principles governing the choice and form of entry in the alphabetical catalog of authors and titles. Its consideration of these principles should, moreover, be based on the following assumptions about the character of the catalog:

- (a) that the catalog must serve two purposes
    - (i) to locate a particular publication by its author's name or its title as given in the publication
    - (ii) to bring together entries for all editions and translations of one work and all works of one author
  - (b) That the catalog will consist of a main entry for each item, with added entries and references where necessary.
8. The conference should direct its attention to those important aspects of cataloging practice which present marked variations under different cataloging systems. Questions on which substantial agreement already exist and should not appear on its agenda."

The present rules for author and title entries are attempts to provide access to library collections by listing all words which are reasonably suitable for the identification of certain bibliographic units in the collections, as contrasted with subject analysis for which other rules and practices prevail. Insofar as cross references and added entries are provided, the total of all author entries used in any one catalog approaches the maximum number of author entries derivable from the corresponding collection. A similar situation exists for title entries but to a lesser degree, because certain *initial* words in titles are considered to be lacking in sufficient distinctiveness to be worthwhile for identification purposes. From

this situation it can be concluded that the rules are not primarily designed to limit the potential number of identifying entries. The effect of the rules is to establish the position of one entry in a sequence of many entries, as well as "to bring together entries for all editions and translations of one work and all works of one author." From this situation it can be concluded that the purpose of the rules is to permit the establishment of order in the catalogs, for long experience has shown entries cannot be found in unordered card and book catalogs.

It is noteworthy that the absence of a limit on the number of identification entries is a characteristic of electronic equipment, and that the equipment can handle unorganized or unordered entries also, one of the questions in human terms being how much time is required to handle unordered entries for specific purposes.

Other questions are raised when cataloging is anticipated as becoming a part of a complex of electronic processes.

Is the description 'alphabetical catalog of authors and titles,' accurate or adequate for electronic and thermoplastic storage as well as for storage in book and card form?

There is no inherent necessity that an electronically-stored catalog must be alphabetically arranged; users may establish the reasonable requirement that the names of authors and titles shall be susceptible after recovery from electronic storage to output or printing in alphabetic arrangement if they desire.

It is quite possible that an electronic catalog may identify a publication without specifying where it is stored or the electronic catalog may identify a publication and permit the selection of its physical location in original or stored form to be determined at the will of the questioner.

Once the assumption is given up that alphabetic order is required for storage, it may follow that there is no necessity to bring together physically the records for all editions and translations of one work and for all works of one author. The user may only need assurance that this collation has been accomplished when necessary or that the entries can be printed out together on call.

The maintenance of the artificial distinction between a main entry and added entries may not be necessary with electronic equipment nor may there be any need to restrict the number of author entries used with any single work, because the capacity and flexibility of the system will permit the use of all authors' names for their work.

There may be no necessity to choose one name as the main entry for an author who has used or is known by several names. The requirement of the user here is that all of the author's works be revealed to him upon request. The information assuring this result may quite well be carried in storage which is independent of the information in the catalog itself.

It is now foreseeable that incoming materials will someday be scanned by an electronic character reader which will take off the necessary information from the material passing before it and introduce this information into electronic storage and manipulation. The equipment will develop

the necessary types of output to satisfy the users, on desk viewers, in lists suitable for immediate action in response to questions, or copy for publication. In this environment will the cataloger find it necessary to consult either conventional catalogs or electronic catalogs at all? Will it be sufficient for the cataloger to review the preliminary output of the electronic information system against the material in hand and either approve the results for storage or make the necessary changes for storage? Will it be adequate, therefore, to establish cataloging rules which are essentially directions for the human determination of the entries for the catalog, or will it continue for some time to be necessary to have two sets of rules, one for the humans and one for the machines?

The preceding questions taken together suggest that the extreme question must be considered: Will rules for author and title entries be required at all for electronic information systems?

## Cornell's Area Classification: A Space-Saving Device for Less-Used Books

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CORNELL University Library has at the present time over 22,000 infrequently used titles compactly shelved in storage areas where the only classification is by size. This arrangement results from one of a number of decisions made a little over ten years ago for the reorganization of libraries at Cornell. These decisions, made after the appointment of Stephen A. McCarthy as director of the University Library, included adoption of the Library of Congress classification for new acquisitions and a reclassification program for the estimated one million volumes then cataloged and shelved according to a modification of the British Museum scheme. Reclassification at first moved slowly, with no special funds or staff available for that purpose until 1955.

Badly overcrowded stacks dictated immediate transfer of some of the materials to other locations on campus. First chosen for this purpose were back files of periodicals, which could be moved without the necessity of changing catalog records or of charging many individual titles at the Loan Desk. Next considered were the superseded editions and less-used monographs and pamphlets. Some few could be discarded; others, though valuable enough to be retained, might only hamper the scholar consulting bookshelves in his field. It seemed to Felix Reichmann, Assistant Director for Technical Services, that these books should be stored in the most economical manner possible, while given direct approach through a minimum of cataloging apparatus. He therefore devised a scheme called Area Classification, "Area" referring to location in storage.

This classification has the following simple categories:

Books measuring up to 15cm. in height	arU
over 15 and up to 20cm.	arV
over 20 and up to 25cm.	arW
over 25 and up to 30cm.	arX
over 30 and up to 35cm.	arY
over 35cm.	arZ

Within each of the above categories books are numbered consecutively in order of accession, having no regard to subject or other relationship. A typical Area call number, then, looks like this:

arW  
13150

In general, books are not chosen for compact storage if they require more than one subject approach. Nor are titles worth holding in duplicate sent to Area. Materials selected include: (1) out-of-date textbooks; (2) older editions of literary works in all languages if the library has modern and more legible editions available on the LC shelves; (3) many scientific, legal, theological, and medical publications bearing imprint dates before 1920; (4) a large number of foreign dissertations, particularly medical ones; (5) publications in the humanities and the social sciences issued prior to 1850; (6) obsolete books in all fields which have been superseded by newer editions and monographs; and (7) many bound, boarded, or boxed pamphlet volumes.

Judgment in the selection of titles is extremely important. Books can be recalled from storage and reclassified; however, more than a change of location symbol is involved. Current accessions have been included in Area from the beginning, about 10% now being classified there. Before being distributed to the catalogers, all books, new or old, are examined by an Assistant Director, by a department head, or by a senior cataloger, who designates which are to be classified in LC, which in Area, and which very few are to be withdrawn. Statements made by personnel in readers' service departments indicate that there has been little or no adverse criticism to the principles of Area classification from library users.

For comparison in the use of space, one may consider the following: (1) because location within Area classification is fixed, not relative, no free horizontal space need be left for expansion; (2) because there is never more than 5cm. variation in the height of books within any class, no wasteful amount of clearance is observed between the tops of the shortest books and the bottoms of the shelves above. A count of books in 6 sections of the Area classification is shown below opposite the totals for an equal number of sections classified by LC and conventionally shelved in the Cornell stack.

(*Volumes per Section, Estimating Generally 30 Volumes per Shelf.*)

BOOK HEIGHT IN CM.	AREA	LC
Up to 15 cm.	300 vols. (on 10 shelves)	630 vols. { These 3 sizes inter-shelved, averaging per section of 7 shelves: 210 vols. on 6 shelves.
Over 15 and up to 20	270 vols. (on 9 shelves)	
Over 20 and up to 25	240 vols. (on 8 shelves)	
Over 25 and up to 30	210 vols. (on 7 shelves)	180 vols. { 2 sizes combined. Average of 60 vols. per 4-shelf section.
Over 30 and up to 35	180 vols. (on 6 shelves)	120 vols.
Over 35 cm.	35 vols. (derived from average of 70 on 6 double shelves)	
Total, 6 sections	1235 vols.	930 vols.

Thus there is a difference of 305 volumes, or about 10 shelves, in 6 sections of books arranged by each of the two schemes. A glance at the closely packed Area shelves alone would make clear that here no space is wasted.

There are implications for the cataloger. Time is saved by not assigning close classification for numerous items. Here it may be noted that this advantage is to a small degree offset by the need to assign two entirely different kinds of call numbers to two editions of the same title in those cases where the latest edition is designated for LC classification and earlier editions for Area. The cataloging of Area books is performed in accordance with the standard rules for entry and descriptive cataloging, including imprint and collation. However, economy is observed in the recording of especially long titles. Further economy in subject and added entries derives from the type of material selected for Area together with the Cornell general policy of making only a main and shelf card for superseded editions wherever classified.

Until completion of the new John M. Olin Research Library, scheduled for October 1960, the Area books have been stored one block from the University Library, entailing generally a half day's delay in supplying a reader's request. Provision is made for their location in the new research library building. There they will be immediately available, but still compactly stored and completely apart from the collections in subject classification, with which it is assumed scholars are chiefly concerned both in browsing and in research. In conclusion, it may be noted that should Cornell at some future time have reason to participate in a cooperative storage plan with other libraries, the collections in Area classification would be neatly available, an obvious choice from the standpoint of items selected, and requiring no additional marking of catalog cards.

# The Classed Catalog in the Fifties

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## *Background*

THE EARLY twentieth century saw the triumph of the alphabetic subject approach in dictionary catalog form in the United States, with the almost complete abandonment of the classed catalog, although a few years earlier the latter had been almost the universal form. The dictionary catalog did not originate in America, but it came to be regarded as distinctively American. In Europe (including Russia) and most of Asia the classed catalog continued. The traditional Asian arrangement of the classics (and hence lists of them) was a classed one, although no number notation was used. European proponents of the classed arrangement regarded their form of the catalog as the only one suitable for serious scholars, while American librarians extolled the virtues of their quick-reference specific subject headings.

It is not my purpose to recount the history of the classed-alphabetic controversy or to list again the advantages claimed for each, but rather to review the development of the classed catalog during the decade just ended, a decade in which a combination of events has produced activity and thought regarding the classed catalog in America, Europe, and Asia. In America it has been the too rapid growth of the larger dictionary catalogs; in Europe it has been the necessity of rebuilding war damaged catalogs; in Asia it has been the urge to develop educational facilities and, in some cases, foreign technical assistance.

## *The Classed Catalog in America*

America is here used in the usual sense to mean the United States, but the dictionary catalog is also common to South America, (Esdaile)\*

The growing complexity of the dictionary catalog and the problem of changing terminology have led to the academic consideration, at least, of the classed catalog and to the publication of America's first monograph on the subject. (Shera) This work is basically a manual for the construction of the John Crerer Library's classed catalog and is based on

\* Authors' names in parenthesis refer to annotations in the Bibliography. Authors mentioned in the course of the narrative may also be found there. Since the literature on this particular point is meager, I also have questioned librarians from South America.

its more than half a century of experience. In order to make it as widely applicable as possible, consideration is given to the basic philosophy of this type of catalog, including the choice of the form of the catalog and the choice of the classification. Since Crerar is already committed to the card form based on Dewey, this portion of the work is academic as far as that library is concerned. Some readers have found the exposition of the philosophy of classification unnecessarily complex and involved.

In addition to the one monograph, there have been two thesis subjects chosen which relate to the classed catalog, one by McDaniel at Drexel and the other by McGeever at Chicago. The former is a review and annotated bibliography of critical discussions. Forty-five annotations are given concerning the classified catalog covering the period 1876 to 1950; only those in the English language available in the Philadelphia area are included. Miss McDaniel's bibliography is not duplicated by the bibliography at the end of this paper, which contains seventy-seven annotations of articles and books both American and European with some Asian, all published in the fifties.

In addition to Crerar, there are three other large classed catalogs in the United States. Two, like Crerar, are scientific libraries—Engineering Societies Library in New York and the Science-Technology Department of the Carnegie Library of Pittsburgh. But the third is the only general classed catalog for a general collection, that at the Boston University Library. In 1953 the Associate Librarian (Herrick) wrote to describe that Library's experience and practice. The complicated provisions made for indexing criticisms of individual titles is an unnecessary complexity of most classed catalogs. In an effort to be consistent by transferring all subject headings to the classed catalog, additional problems are created. All proper name subject headings (these headings are usually not in standard lists of subject headings, anyway) might very well be left in the alphabetic catalog. Other than this rather common failing of classed catalogs, the Boston experiment seems successful.

At an institute on the subject analysis of library materials at the School of Library Service at Columbia University in 1954, considerable attention was paid to the classed catalog.\* K. C. Taylor presented a paper which summed up the history of the classed and alphabetic forms of the subject catalog and reviewed the advantages claimed for them. He paid particular attention to the fact that it is not so easy for a classed catalog to be made out of date by changes of terminology as for an alphabetic catalog. He also noted that close classification of the shelf may be abandoned and retained only in the catalog in order to avoid over-long numbers on the books. He did not call for the wholesale conversion to the classed catalog, but he did suggest that new libraries give it serious consideration. H. T. Dewey suggested step-by-step directions for the con-

\* Speaking of the complexities of cataloging—the Library of Congress, *The Cumulative Book Index*, and *Library Literature* selected three completely different main entries for the report of this institute! In this case a main entry in a classed catalog would have been easier to find.

version of an alphabetic subject catalog into a classed one which makes possible the conversion without disrupting the service of the library. Basically, the subject authority file becomes the index to the classed catalog that is to be; and, as each of these index cards is filed in the alphabetic catalog, those cards having that subject heading receive the class number on the index card and are transferred to the classed file. This is an ingenious plan, but one which depends upon the presence of an authority file. Smaller libraries could, I am sure, type these cards from their checked list of subject headings. The best feature of the plan is that there would never be any index cards which refer to cards not yet in the classed file, and no cards in the classed file without index cards. Dewey regards as the greatest advantage of the classed catalog its "relating" feature, whereby a reader who finds nothing on his particular topic is yet between more general books in which the topic is included as well as books on aspects of the topic.

While it cannot be said that there is a trend in America toward the classed catalog, it can be said that there is a growing dissatisfaction with the dictionary catalog in its present form (witness the experiments with the divided catalog) and, as a part of this, a growing awareness of the classed catalog as a possible alternative or at least as a form worthy of study. Henkle, in listing problems needing further attention, mentioned the classed catalog; and Sheerer in *Library Quarterly* has done a sympathetic study of the *British National Bibliography* as an example of a classed catalog with an alphabetic section in which author, title, and subject index entries are to be found. Scheerer saw many reasons for the return to favor of the classed catalog, but believed that, because of the American libraries' vested interest in the dictionary catalog, there can be no widespread adoption of the classed form.

#### *Classed Catalog in Canada and Australia*

Canadian and Australian libraries have generally followed their United States colleagues in using the dictionary catalog and are regarded by English librarians as being "Americanised." At least one modern classed catalog has been constructed in Canada, however,—and its description in the *Canadian Library Association Bulletin* (Cardin) mentioned an outstanding advantage of the classed catalog which has received too little attention in American literature—it is admirably suited to bilingual collections where one language may not be subordinated to another, in this case where both French and English are official languages. English and French authors, titles, and subject index cards were all filed in one alphabetical sequence. Where one of the languages concerned is in alphabet other than the Roman there would need to be two alphabetic files but only one classed one. In Australia, at least one experiment has been made with a classed catalog in the old printed sheaf form. (Jackson)

#### *Classed Catalog in Britain*

In England many writers can still be found to defend the classed form.

Foskett, in analyzing the present day use of the library catalog, suggested that there are two kinds of reference work: first, when a person wishes to find a particular work whose author or title he knows; and, second, when some particular bit of information is desired. The latter type Foskett believed to be increasingly more important and complex, and, in his opinion, the classed catalog is best suited to meeting it.

The fact that the classed catalog lends itself to analytic entries for special material bound or published with other types of material has also been noted. (Line) Librarians have not closed their eyes to alternatives to the classed catalog. Sharp pointed out that some libraries, finding their classed catalogs grown too large, use the *BNB* as a classed printed catalog, supplementing it with brief dictionary catalog cards. Metcalfe, as an English librarian in Australia gave a sympathetic consideration to American and Australian objections to the classed catalog. In summarizing the British scene, perhaps we may say that there is no trend away from the classed catalog, but there is a new willingness to consider possible alternatives and adaptations.

### *Classed Catalog in Europe*

Continental countries prefer the classed to the alphabetical subject catalog. (Voogd) It is felt that the systematic arrangement of cards for one subject in one place is preferable to the dictionary catalog in which it is time-consuming, if not impossible, to find all the material in a general field. During the fifties, however, the reconstruction of catalogs destroyed or damaged during the war has largely been completed, and the returns are coming in. This reconstruction has given widespread opportunity for experiment. (Zimmermann) Frequently the classed catalog was supplemented by a catchword index or catalog, particularly for bibliographical and geographical items. It has become more generally recognized that a classed catalog, to be really useful, should have alphabetical indexes, (Sussmann) and that a subject index differs from a subject catalog. Perhaps the greatest advantage of the index over the catalog is that in the former, synonyms may be freely used, while in the latter, see references must be made to one selected term. There is the additional advantage that a subject index can continually absorb new terminology. (Schmitz) Many others have come to the classed catalog's support. (Anker, Harnack, Lohse, Pedersen, Ruppe, Sauvenier-Goffin) In some areas, existing dictionary catalogs have been replaced by classed ones. (Glahn)

The logical German mind is illustrated by Hilgenberg's suggestion that each book be listed in the classed catalog twice rather than once! That each book should be listed as many times as is appropriate to that particular book seems painfully self-evident to a pragmatic American. The most successful classed catalogs consist of a classed file and an alphabetic one, (Wissler) the classed file containing multiple entries for one book where needed to express fully its subject matter, and the alphabetic file containing author and title entries with subject index cards. None has mentioned that in an alphabetic file containing author and title entries,

the titles which represent the subject content of their books to some degree index the classed file by subject, when the same classification system is used for call numbers as is used for the classed catalog.

When we think of the classed catalog, we sometimes fail to realize that there must be some principle of arrangement in addition to the classification scheme—that many cards will have the same class number. The most common arrangement is alphabetically by main entry within class numbers. Some German libraries have arranged the main classes alphabetically (Groos) as well as the cards within one specific class number, thus increasing the alphabetic nature of the catalog, but still not approaching the specific subject heading nature of the pure alphabetic subject catalog. Others arrange entries within class chronologically or in inverse chronological order. (Walleshauser) The latter was considered particularly appropriate for the sciences. Some suggested that different arrangements might be used within different classes depending upon the nature of the subject. Different orders serve different purposes; the cards which became the bibliography at the end of this paper, for example, were in turn arranged alphabetically (to find duplications), and then geographically, chronologically, and by aspects of the subject in order to throw light on different facets.

No trend away from the classed catalog can be proven to exist in Europe, but a tendency has developed, particularly in Germany, Belgium, and Czechoslovakia, to attempt various ways of combining alphabetical features with the classed catalog to achieve the advantages of each. (Wroblewska, Grasberger, Bruch)

Africa, being an area of European influence, generally follows the European pattern. (Esdaile)

#### *Classed Catalog in the Soviet*

The concept of the public classed catalog in the Soviet group of nations is strikingly different. The greatest difference lies in the fact that Soviet librarians look upon it as a selective bibliography for reader guidance. (Ambartsumian) Only those books which are in agreement with the prevailing ideological fashion—the party line of the moment—are in the public catalog. The Novosibirsk regional library has excluded 40% of its collection from the public classed catalog, while the Lenin library has only 22% of its holdings in the public catalog. The official catalog theoretically records the complete holdings of the library; in practice, however, there is a special limbo for books considered particularly dangerous, and these are not even in the official catalog. (Horecky) Even those who most criticize some aspect of current library practice support the concept of the classed catalog as a tool of self education directing readers to “best books” rather than as a tool of quick reference. (Kaczanowska) It should be constructed, it was maintained, on the same principles as a recommended list of readings. (Kiseleva) The catalog is not a tool for effective economy of time and effort as in the “decadent” west. In addition to excluding a large portion of the collection from the catalog, works con-

sidered particularly desirable are given analytics, additional entries (Fonotov) and special notation (Ambartsumian).

There are controversies on the classed catalog in the Soviet despite the over-all stultifying agreement. The two outstanding disputes center around who should have responsibility for the construction of the classed catalog and whether analytics for magazine articles should be included. Since the classed catalog has become a selected bibliography, Levin advocated that its construction be moved from the processing department to the bibliographic department. This was too drastic for many other librarians. (Ambartsumian, Birkinor, Manevich) The second controversy arises from the practice in Soviet libraries of making analytics for periodical articles rather than depending upon printed indexes. Among Levin's recommendations was the one that these cards be filed in the public classed catalog and that the catalog be frequently weeded. Within class numbers, arrangement is sometimes by "importance" of material. That the catalog should systematically present literature on all sides of all subjects is a concept foreign to Soviet library thought.

#### *Classed Catalog in India*

India, largely because of her long contact with Great Britain, follows the continental and British classed catalog pattern. Indian librarians are quite capable of coming to the defense of the classed catalog on their own with very capable theoretical arguments. (Surramanian) Through her outstanding library philosopher, Ranganathan, she has turned the tide of influence by making an original contribution to library technology—chain indexing. This technique provides that when a number is first entered in the classed file, not only shall that specific number be indexed, but also all numbers above it in the chain, since people frequently try to locate specific subjects by looking for the larger subject of which they think it is a part. This process also assures that the appropriate class has been chosen. So enthusiastically have British librarians accepted this method, that it is now being used by the *BNB* and has received high praise from other writers. (Palmer)

While no one can deny Ranganathan's original contributions to library thought, his manuals and codes are rather too philosophical and complex to serve as practical guides. He fails to recognize the great advantages of the unit card system, and his distinction between main and added entries for multiple entries in the classed catalog has no more validity than to attempt to so distinguish among multiple subject entries in an alphabetical catalog. The adoption of a classed catalog does not preclude the main entry remaining the author entry in the alphabetic catalog.

Viswanathan's new textbook of cataloging is even less satisfactory. Examples are inconsistent, and several important distinctions are slurred over, *e.g.*, the distinction between the classed catalog and the shelf list, and that there is no necessary relation between the classed catalog and the shelf arrangement at all. The use of the same classification for both, how-

ever, simplifies processing and has the advantage of reinforcement through repetition. Even when the same classification is used, the arrangement within class numbers may differ. (Boston University arranges the books chronologically and the classed catalog cards alphabetically.) Close classification and multiple entry, while difficult and impossible, respectively, on the shelf may be used in the classed catalog.

Despite the tremendous contributions of single individuals, the overall development of the classed catalog in India is still low.

### *Classed Catalog in the Middle and Far East*

The remainder of Asia and the Middle East lag behind India and the West in library technology. Both Middle and Far Eastern libraries have the multilingual and multiscript problem and have not yet settled on a subject approach. In most cases, it is national material which is most lacking in subject cataloging. The traditional arrangement of the Oriental classics was classed even though no number notation was used. Where western influence has come in (often through the Japanese), a public shelf list is the usual attempt at a subject approach. This situation, plus the multilingual nature of most collections, would seem to suggest the classed catalog as the logical answer to the problem of subject control.

American-trained nationals and visiting American specialists, however, tended to do the familiar and import Sears or LC subject headings for Occidental books. At least one library (International Christian University in Tokyo) has used English subject headings for all materials including those in the national language. A much more common practice has been to use English subject headings for western books but to provide no particular subject approach for national books except perhaps a public shelf list.\* At times, even differing classification systems are used for Oriental and Occidental books. Hong Kong University has developed subject headings in Chinese character for its Chinese collection and has two very acceptable dictionary catalogs. Chung Chi College (the second largest educational institution in Hong Kong) falls into the common practice mentioned above.

Yonsei University in Seoul (5,000 students, 142,000 books) has developed a classed catalog with two alphabetic files—one using the Roman alphabet for Western books and the other using the Korean alphabet for Eastern books. Each alphabetic catalog contains author and title entries plus subject index cards. Both the classed file and the books on the shelf are interfiled by class number regardless of the language of the book—a new practice in Korea where it is usual to separate by language. Books translated from Occidental to Oriental or from Oriental to Occidental languages are entered in both alphabetic catalogs.

As yet there is in Asia no generally accepted pattern for the subject catalog.

\* This statement is made on the basis of personal observation of some Chinese, Japanese, and Korean libraries and conversations with some Middle Eastern librarians.

## Summary

In summary perhaps we can say that in America the classed catalog is seldom seen, but that there is a new willingness to examine and learn from its use; that in Europe classed catalogs dominate, but that there is a new willingness to incorporate alphabetic features either in the index or in the classed file itself; and that in the Middle and Far East, with not only a multilingual but also a multiscript problem, the situation remains highly confused.

### AN ANNOTATED BIBLIOGRAPHY OF THE CLASSED CATALOG IN THE FIFTIES

Aguayo, G. "Catalogo Clasificado y Catalogo Diccionario." *Fenix* 1:5-18. 1944.

Compares dictionary catalog and classed catalog.

Ambartsumian, Z. "Ob organizatsii chitatel'skikh katalogov v Massovykh Bibliotekakh." (Translation: "The Organization of Public Catalogs in Mass Libraries") *Bibliotekar'*, January, 1952. p. 20-24.

Adaptations of notation to be made centrally. Important works, particularly Communist works, to be given multiple entry. Special notation to distinguish between Soviet and non-Soviet materials.

———. "Osnovnye voprosy teorii katalogov sovetских bibliotek." (Translation: "Basic Problems of the Theory of Catalogs in Soviet Libraries") *Bibliotekar'*, April, 1951. p. 27-32.

Only the official catalog lists the full resources of the library. The public catalog lists only those works which are politically acceptable. Works considered particularly important have analytics and publication of entry.

———. "Za vysokoe kachestvo biblioteknykh katalogov (Translation: "Towards a High Quality of Library Catalogs") *Bibliotekar'*, January, 1950. p. 5-9.

The concept of the public classified catalog being a selective bibliography has received such high acceptance in the Soviet Union that the Novosibirsk Regional Library has excluded 40% of its collection from the public catalog while the Lenin Library has only 22% of its holdings in the public catalog. The author feels that this is perhaps going too far.

——— and others. "O sistematicheskome kataloge." (Translation: "The Classed Catalog") *Bibliotekar'*, October, 1953. p. 30-35.

Opposes suggestion of L. Levin that construction of classed catalog be transferred from processing department to bibliographical department.

Anker, Jean T. H. J. "Some Principles of a Systematically Arranged Subject Catalogue With an Index." *Libri* 7:55-70. 1956.

Description of a catalog constructed at the Scientific and Medical Department of the University Library of Copenhagen.

———. "Systematisk Katalogisering ved Begrebsklassifikation og Emneregistrering." (Translation: "Systematized Cataloging Through Subject Classification and Subject Index") *Nordisk Tidskrift* 33:57-71. 1946.

Advocates multiple entry in a classed catalog irrespective of where the book is placed on the shelf.

Bauhuis, W. "Der Aufbau eines standortsfreien Real Katalogs" (Translation: "The Compilation of a Classed Catalog Which is Independent of the Arrangement of Books on the shelves") *Zentralblatt für Bibliothekswesen* 59:320-32. July-August, 1942.

Practical directions for construction of a classed catalog with alphabetical index.

———. "Der Schlagwortkatalog als zweiter Sach-Katalog." (Translation: "The Catchword Catalog as Second Subject Catalog") *Zentralblatt für Bibliothekswesen* 60: 405-13. July-December, 1944.

Catchword catalog using list of subject headings has proved popular with users. Experts still consider classed catalog best key to scholarly collection.

Birkins, N., and Derman, E. "O sistematicheskome kataloge." (Translation: "Concerning the Classed Catalog") *Bibliotekar'*, November, 1953. p. 34-36.

Opposes L. Levin's identification of classed catalogs with bibliographies. Would limit participation of bibliographers in cataloging to matters of general policy such as choice and development of classification system or choice of analytics for standard communist works.

Bruch, B. "Dezimalschema mit Schlagwörterordnung; Die Bremische Lösung des Sachkatalogs." (Translation: "Decimal Scheme With Catchword Arrangement; The Solution for a Classed Catalog at Bremen") *Zentralblatt für Bibliothekswesen* 68:128-40. March-April, 1954.

"The majority of German libraries have remained faithful to the classed catalog when it became necessary after the war to replace many catalogs that had been destroyed. Some attempts have been made to combine the alphabetical arrangement of the catchword catalog with the systematic features of the classed catalog. The state library in Bremen is building up such a tool which combines a simple decimal scheme with alphabetic subject arrangement. The author outlines the main features of the new system which has already in its present stage proven itself a very helpful tool, easier to use for the general reader and with unlimited possibilities of expansion."—*Library Literature*, 1956.

Buzas, L. "Der Systematische Katalog der Universitäts-Bibliothek München." (Translation: "The Classed Catalog of the University Library in Munich") *The Librarian* 1957.

Describe this particular German classed catalog.

Cardin, C. "Approach to a Bilingual Catalogue." *Canadian Library Association Bulletin* 13:169-79. February, 1957.

Makes an excellent case for the classed catalog as the only form of the subject catalog suitable for a bilingual library. Advocates author-title-bilingual subject index.

Carnovsky, L. *Report on a Programme of Library Education in Israel*. Unesco, 1956.

Reports that famous Jewish National and University Library's "important classed catalog" remains on Mount Scopus despite the war-enforced removal of the Institution to another location.

Cave, R. "A Method of Subject Indexing for a Private Library." *PLA Quarterly* 6:69-73. May, 1958.

Compares advantages of classed and dictionary catalog for a private collection. "Classified Catalogue." In Landau, Thomas. *Encyclopedia of Librarianship*. New York, Hafner, 1958. p. 80-81.

Defines, describes, and states that when fully equipped with the necessary indexes (subject, author, title, series, perhaps all combined in one alphabetical order) the classed catalog offers all the methods of approach to the library's stock which the dictionary form provides.

Collison, R. L. *Indexes and Indexing*. New York, de Graff, 1959.

Suggested classed index with alphabetical index for a collection of specimens, e.g., zoological or botanical.

Csapodi, C. "Der Geographische Begriff im Katalogsystem der Bibliothek." (Translation: "The Geographical Entry in Library Cataloging") *Biblios* 8(1) 12-22, 1959.

Advocates greater multiplication of geographical entries. In classed catalog would have geographical entry wherever geographical element is in number.

Dewey, H. T. "Some Special Aspects of the Classified Catalog." In Tauber, M. F., ed. *Subject Analysis of Library Materials*. School of Library Service, Columbia University, 1954.

Very practical suggestions for the conversion of an alphabetical subject catalog to a classified one. Considers greatest advantage of classified catalog to be its "relating" feature, whereby a reader who finds nothing on his particular topic is nevertheless near more general books in which the topic is included or books on aspects of the topic.

Doughty, D. W. "Chain Procedure Subject Indexing and Featuring in a Classified Catalog." *Library Association Record* 57:173-8. May, 1955.

Description of and methods used in constructing chain index for a classified catalog. Elrod, R. McRee. "Reorganizing a Korean Library." *Library Journal* 84:3522-4. November 15, 1959.

Reports success of classed catalog with multilingual index as subject approach for a multilingual collection at Yonsei University, Seoul, Korea.

Esdaile, Arundell. *National Libraries of the World*. 2d ed. London, Library Association, 1957.

In each chapter some account of the catalogs is given under the headings "History" and "Catalogues." National libraries mentioned as having classed catalogs which throw light on the geographical spread of this form are the Greek, Dutch, Swiss, Spanish, University of Helsinki, Russian, Polish, Canadian, South African (Pretoria) and Jewish. The author's terminology is too inconsistent to judge in all cases, but fourteen national libraries are mentioned as having classed catalogs as opposed to nine mentioned as having dictionary or alphabetic subject catalogs.

Foskett, D. J. "Catalogue and Reference Service." *Librarian and Book World* 41:213-218. November, 1952.

When in giving reference service the librarian wishes to give information concerning some fact or subject when there is nothing at or about the class number on the shelves, the closely classified catalog is of greater help than the alphabetical catalog. Of the two aspects of reference service—assisting the reader in finding a particular book and assisting the reader in finding some fact—the latter is becoming more important and more complex.

Fonotov, G. "Uluchshit' ideino-politicheskuiu napravlennost' bibliotechnykh katalogov." (Translation: "Need for Improving the 'Ideological and Political Tendencies' of Library Catalogs") *Bibliotekar'*, 1951. p. 10, 15-18.

In order to draw readers' attention to the latest editions of Marxist classics, cards for them should appear chronologically in special sections of the systematic catalog, the author contends.

Frid, M. "K voprosu ob organizatsii sistematicheskogo kataloga v Massovoi Biblioteke." (Translation: "The Problem of Arranging a Classed Catalog in a Mass Library") *Bibliotekar'*, January, 1950. p. 10-14.

The selective public catalog would be different in different types of libraries. The official catalog should include all the works of the collection. A new classification better suited to Soviet society is need, the author maintains.

Frumin, I. "Aktual'nye voprosy organizatsii sistematicheskogo kataloga." (Translation: "Current Problems of the Organization of a Classed Catalog.") *Bibliotekar'*, September, 1955. p. 33-35.

Opposes multiple entries for one book in the classed catalog under several numbers. This is an increasing habit of Soviet librarians and bibliographers.

Glahn, T. "Den Systematiske Katalog." (Translation: "The Classified Catalog.") *Bogens Verden* 38:385-90. December, 1956. Summary in English, p. 394-395.

In the last twenty years many libraries have replaced their dictionary catalogs with classified catalogs; practice has justified the change. Advocates catalog in two parts—an alphabetical file of author, title, and subject index cards and a classified file. Very helpful.

Grasverger, F. "Systematischer Schlagwortkatalog." (Translation: "The Systematic Catchword Catalog.") *Zentralblatt für Bibliothekswesen*, 65:260-73. July-August, 1951.

Compares classed and alphabetic subject catalog. Which is better for a particular library is determined by that library's organization, subject, and readers. Where the ideal combination of author catalog, systematic catalog, and catchword catalog can not be realized, the author advocates the systematic catchword catalog in which small subjects are alphabetically arranged within the larger subjects which are systematically arranged.

Gros, H. "Die Reihenfolge der Hauptabteilungen im Systematischen Katalog und im Lesesaalbestand." (Translation: "The Order of the Main Classes in the Systematic Catalog and in the Reading Room Collection.") *Zentralblatt für Bibliothekswesen* 68:178-93. May-June, 1954.

Arrangement of main classes in no present classification entirely logical. Some German experts feel order of main classes not important—arbitrary or alphabetical arrangement satisfactory. Drawing upon philosophy for advice, author suggests his own order.

Gunzenhauser, M. "Rubrikzettel für den Systematischen Katalog." (Translation: "Labels for Guide Cards in the Classed Catalog.") *Nachrichten für Dokumentation* 2:135-7. December, 1951.

Suggests typing headings on gummed labels rather than on cards or inserting labels in metal frames on cards. Inconsequential.

———. "Der Systematische Katalog der Bibliothek der Bibliothek für Zeitgeschichte, Ehem. Weltkriegsbücherei in Stuttgart." (Translation: "The Classed Catalog of the Library for Contemporary History, Formerly the World War Library, in Stuttgart.") *Nachrichten für Dokumentation* 3:48-51. March, 1952.

Describes establishment of classed catalog divided into three parts: subjects, regions, and chronological divisions. Alphabetical subject index.

Harnack, A. von "Die Benutzung des Realkataloges der Staatsbibliothek Berlin." (Translation: "The Use of the Classed Catalog of the Berlin State Library.") *Zentralblatt für Bibliothekswesen* 59:332-41. July-August, 1942.

Despite the fluctuating interests and demands of library users, the research collection and the detailed classed catalog must be continued in order to meet the needs of scholars.

Henkle, H. H. "Some Unanswered Questions." In Strout, R. F., ed. *Toward a Better Cataloging Code*. p. 98-105. Also appeared in *Library Quarterly* 26:348-55. October, 1956.

Gives question of relative value of dictionary, divided, and classified catalog as one problem needing further testing.

Herrick, M. D. "Development of a Classified Catalog for a University Library." *College Research Libraries* 14:418-24. October, 1953.

Excellent description of the development of America's only university library classified catalog. This catalog is only subject approach to the main collection. Makes too complicated provision for criticisms of particular titles, which should have been left in the alphabetic catalog along with individual biography. Very helpful.

Hilgenberg, O. C. "Der Flächenhafte Realkatalog met Dezimalklassifikation und Schlagwortregister." (Translation: "The Plane Classed Catalog With Decimal Classification and Catchword Index.") *Zentralblatt für Bibliothekswesen* 67:254-87. July-August, 1953; September-October, 1953.

Advocates classed catalog with alphabetic index, as opposed to either printed bibliographies (quickly out of date) or the alphabetic subject catalog (divides related subjects). Suggests "plane" or "two dimensional" classed catalog in which each book is listed twice under a main and a related subject rather than once as in "linear" or "one dimensional" catalogs. Advocates international subject cataloging using D.D.C. or U.D.C.

Horecky, P. L. *Libraries and Bibliographic Centers in the Soviet Union*. Indiana University, 1959.

Gives philosophy and practice of the selective classified catalog intended to guide reading for the furtherance of the reader's Communist education. Describes the special collection of books considered too objectionable to be even included in the official catalog which is to be found in most Soviet libraries.

Jackson, J. B. S. and Sharr, F. S. "A Loose-Leaf Printed Catalogue." *Library Association Record* 57:470-3. December, 1955.

In order to serve many small libraries this sheaf form of the catalog has been adopted in Western Australia; it is a classed catalog with subject but no author index.

Jensen, E. A. "Systematischer oder Alphabetischer Sachkatalog." (Translation: "Classed or Alphabetical Subject Catalog.") *Bücherei und Bildung* 9:73-77. November, 1957.

Compares two forms of subject catalog using samples based on UDC. Shows that in index of classified catalog synonymous terms may all refer directly to the class number while in a dictionary catalog they must refer to one among them.

Kaczanowska, J. "Katalog rzeczowy jako wyraz społecznej ideologii środowiska." (Translation: "The Subject Catalog as an Expression of the Social Ideology of the Milieu") *Bibliotekarz* 17:142-6. September-October, 1950.

The classed catalog should be a tool of self education rather than of economy of time and effort; the classification has to agree with logic and dialectical materialism, this Polish librarian maintains, although a western librarian would be inclined to remark that it can't agree with both at once.

Kiseleva, V. "Ob organizatsii sistematicheskogo kataloga v Massovoi Biblioteke." (Translations: "On the Organization of a Classed Catalog in a Mass Library.") *Bibliotekar'*, May, 1949. p. 13-18.

The classed catalog should be constructed on the same principles as a recommended list of readings, to direct readers to the best books available.

Kluth, R. "Schlagwortindex und Schlagwortkatalog." (Translation: "Subject Index and Subject Catalog.") *Zeitschrift für Bibliothekswesen* 4:169-76. 1957.

Stresses distinctions between principles of constructing an index for a classified catalog and those of constructing a dictionary catalog.

———. "System; Notation; Leitkarten." (Translation: "System; Notation; Guide Cards") *Zeitschrift für Bibliothekswesen* 2:98-111. 1955.

Open number notation allows flexibility of the classed catalog's systematic arrangement. Colored guidecards. Open number feature resembles LC after the letters.

Koblitz, Josef. "Weitere Gedanken zur Schlagwortübung in der Dokumentation." (Translation: "Further Thoughts Towards Catchword Formulation in Documentation.") *Dokumentation Fachbibliothek Weltsbücherei* 4:143-50. December, 1957.

When classified number is not detailed enough, index term may be more detailed than number to which it refers.

Levin, L. A. "Sistematičeskii katalog kak rekomendatel'no-bibliograficheskoe posobie." (Translation: "The Systematic Catalog as an Aid in Selective Bibliography.") *Bibliotekar*, May-June, 1953. p. 29-33.

Classed catalog should be constructed by bibliographers rather than by processing department; should be merged with analytical files of books and periodicals; should be weeded; the author proposes. This article aroused considerable opposition in Soviet library literature.

Line, M. B. "Classified Catalogue of Musical Scores; Some Problems." *Library Association Record* 54:362-4. November 1952.

Where several types of sheet music are bound or published together, only the broadest shelf classification is possible, but close classification in a classified catalog will make each available. Revision of music classification schedules needed.

Lohse, G. "Doppelzettel im Systematischen Katalog vor allem in der Dezimal-Klassifikation." (Translation: "Duplicate Entries in the Classed Catalog, Especially in the Decimal Classification.") *Nachrichten für Dokumentation* 9:142-4. September, 1958.

While only one location is possible on the shelf, multiple entries are possible in the classified catalog.

McDaniel, C. *Classified or Divided Catalog? a Review and Annotated Bibliography of Critical Discussions*. Thesis (M.S.) Drexel Institute of Technology, 1951. 33p.

Forty-five annotations are given concerning the classified catalog; twenty-four concerning the divided catalog. They cover the period 1876 to 1950, and only those in the English language available in the Philadelphia area are included.

McDaniel's bibliography is not duplicated by this bibliography which contains seventy-seven annotations of articles and books both American and European with some Eastern, all published during the fifties. The classified catalog portion of Miss McDaniel's bibliography, however, forms a good background for this compilation. Obtainable on interlibrary loan.

McGeever, E. B. *Study of Use of a Classified Catalog*. Thesis (M.A.) University of Chicago, 1958. 72p.

Not examined.

Manevich, S. and Alekseeva, M. "O sistematičeskom kataloge." (Translation: "Concerning the Classed Catalog.") *Bibliotekar*, November, 1953. p. 38-40.

Objects to Levin's identification of the catalog and bibliographies; would have processing department construct both official and public catalogs; only a small portion of periodical article analytics should be filed in public catalog, most in own file.

Metcalfe, J. *Information Indexing and Subject Cataloging; Alphabetical; Classified, Coordinate, Mechanical*. Scarecrow Press, 1957.

Sympathetic consideration of Australian and American objections to the classified catalog written by an Englishman.

———. *Subject Classifying and Indexing of Libraries and Literature*. Scarecrow Press, 1959.

Excellent history and description of the various types of classed catalog; distinctions are made which have been too frequently over-looked.

Mills, J. "Chain Indexing and the Classified Catalog." *Library Association Record* 57:141-8. April, 1955.

Method and advantages of chain indexing.

Palmer, B. I. and Wells, A. J. *The Fundamentals of Library Classification*. London, Allen, 1951.

Advocates chain indexing of classed catalog, not only to provide good index, but to serve as a check on appropriateness of classification number chosen for a particular work.

Pedresen, J. "Den Systematiske Katalog." (Translation: "The Classified Catalog.") *Bogens Verden* 38:391-4. December, 1956. Summary in English, p. 395.

Describes and gives samples of classified catalog in use since 1937. Said to be successful.

Ranganathan, S. R. "Chain Procedure and Dictionary Catalogue." *Annals of Library Science* 1:216-221. December, 1954

Chain procedure works best in the selection of index entries for a classed catalog; research needed to establish procedure for a dictionary catalog.

———. *Classified Catalogue Code, With Additional Rules for Dictionary Catalog Code*. 4th ed. Madras Library Association, 1958. 605p.

Argues in favor of a classified catalog; arguments well and forcefully presented. Insistence that classed catalog does not preclude alphabetic author-title catalog which is simply the dictionary catalog minus specific entries of the subject heading type quite good. Calling one of the entries in the classed catalog main entry, as the author does, creates unnecessary confusion. The author entry may remain main entry, and one classed entry need no more be main entry; that one subject heading entry must be considered more important or central than another. The code would also have been helped by the adoption of the unit card system for all entries in both the classed and alphabetic portions of the catalog with the exceptions of index cards.

———. *Library Catalogues: Fundamentals and Procedures*. 1950.

Procedures unduly complex as outlined here, e.g., advocates tracing of index entries on back of main card. Index entries might simply be checked in a list of subject headings, the index of the classification kept as an authority file, or if chain indexing is used, checked in the schedules. No tracing is needed since once an index card is made, it need not be removed when the book for which it was made is withdrawn provided other books remain in that number.

Ruppe, H. "Der Leserkatalog in der Volksbucherei." (Translation: "The Readers' Catalog in the Popular Library.") *Buch und Bücherei* 6:165-9. 1950.

Classed catalog most helpful. Popular rather than technical terms should be used in headings.

Sauvenier-Coffin, E. "Le catalogue par matieres d'une Bibliothèque Universitaire." (Translation: "The Subject Catalog in a University Library.") *Archives Bibliothèques et Musees* 25:57-67. 1954.

Strongly advocates classed catalog for science collection. Classed catalog furnishes more complete information more rationally, particularly in view of the new and esoteric aspects of scientific subjects.

Scheerer, G. "Subject Catalog Examined." *Library Quarterly* 27:187-98. July, 1957.

Examines *BNB* as an example of a classified catalog with alphabetic section in which author, title, and subject index entries are to be found. Finds many reasons for the classified catalog's returning to favor, at least as an academic consideration; American libraries' vested interest in the dictionary catalog will not allow their desertion.

Schmitz, W. "Wert der Dezimalklassifikation für die Bibliothek." (Translation: "Value of the Decimal Classification for Libraries.") *Nachrichten für Dokumentation* 2: suppl. xv-xvii. September, 1951.

Advocates classed catalog (clear, versatile, practical, adaptable, and can remain more uniform through changes in personnel) with subject index (can continually absorb new terminology).

Sharova, E. "Work on a Systematic Readers Catalog." *Bibliotekar'*, January, 1954. p. 28-31.

New classed catalog based on Marxist classification and listing only selected works.

Sharp, H. A. "Cataloging Comes Full Circle?" *Library World* 55:187-188. May, 1954: 55:208-210. June, 1954.

As public catalogs become too large, the printed *BNB* is being used in various ways; in one instance brief dictionary catalog refers users to *BNB* replacing classed catalog.

Shell, E. Personal letter to the author, June 13, 1960.

Describes a two-part classed catalog (index and classed file) using the Bliss scheme with a separate author-title catalog. In the future, it is hoped that German and French terms can be added to the classed catalog index. The librarian is "certain it is working much better than a dictionary type subject catalog." Rev. Shell is librarian of the Southern California School of Theology, Claremont, California.

Shera, J. H. and Egan, M. E. *Classified Catalog; Basic Principles and Practices*. American Library Association, 1955.

First American monograph on the subject. Chapter one, comparing the advantages of the alphabetic and classified approach, does an excellent job of summing up the case for the classed catalog, the best such presentation since Mann's chapter on the classified catalog in her introductory text in cataloging and classification. Chapter three is a good manual for the construction of such a catalog. Evidently no effort was made to iron out the inconsequential but bothersome inconsistencies between the two parts of the monograph. Some will find the philosophical consideration of classification in chapter two pedantic.

Smereka, M. "Zagadnienie podziałów wspólnych w katalogu systematycznym." (Translation: "The Problem of Common Subdivisions in a Classed Catalog.") *Bibliotekar*, 19:109-110. July-August, 1952.

Attempts to name those subdivisions common to all division in the subject catalog. In Poland these would be "standard Communist writers; collective works and selections; generalities; history; and organization."

Smith, E.L.J. "Chain Indexing." In Landau, Thomas. *Encyclopedia of Librarianship*. New York, Hafner, 1958. p. 67-69.

Describes Ranganathan's chain indexing, a semi-mechanical method whereby when a new number is used in the classed catalog, all parts of the number are indexed, e.g., for a study of the gospels placed in 226 the following index cards would be made: Gospels: New Testament 226; Christianity 220/280; Religion 200; New Testament 225/228.

Sokolovskaia, E. "Ispol'zovanie uchebnykh program dlia sistematicheskogo kataloga." (Translation: "Utilization of Study Programs for the Classed Catalog.") *Bibliotekar*, November, 1951. p. 27-28.

Advises use of Party publications and university programs for the reclassification of political and scientific materials in classed catalogs.

Surrarnanian, D. "Evolution of Classed Catalogue." *Indian Librarian* 9:17-21. June, 1954.

Indicates difficulties of dictionary catalog which author believes would be solved with adoption of classed form.

Sussmann, E. "Die neue Schlagwortregister zu den Sachkatalogen der Rostocker Universitätsbibliothek." (Translation: "The New Subject Indexes to the Systematic Catalogs of the Rostock University Library.") *Zentralblatt für Bibliothekswesen* 64:445-51. November-December, 1951.

To make a classed catalog useful, alphabetical indexes are necessary; an index differs from an alphabetical subject catalog.

Tauber, M. F., and associates. *Technical Services in Libraries*. New York, Columbia University, 1953.

Considers classified catalog of primarily historical interest.

Taylor, K. L. "Subject Catalog vs. Classified Catalogs." In Tauber, M. F. ed. *Subject Analysis of Library Materials*. School of Library Service, Columbia University, 1954.

Excellent summation of the history of the two forms of subject catalog in America and Europe. Gives advantages of classed catalog including its logical order, the ease with which it may be kept abreast of changing terminology, that close classification may be dropped on the shelf, and concludes by calling for a re-evaluation of the whole problem,

suggesting that new libraries being established should consider the possibility of the classed catalog.

Viswanathan, C. G. *Cataloging Theory and Practice*. 2d ed. London, Blunt, 1959.

This Indian work fails to appreciate the distinction between a classed catalog and a shelf list; it also errs in seeing the classed catalog as an alternative for the dictionary catalog including the author main entry, rather than as an alternative for the alphabetical subject catalog.

Voogd, F. "De Trefwoordencatalogus." (Translation: "The Subject Catalog.")

*Bibliotheekleven* 35:57-66. March, 1950.

"Continental countries prefer the classed catalog to the subject catalog. The former brings all cards covering a field or science together, but is difficult to use if one does not know in which field a specific subject falls or which information is desired. An index would mean an extra step. Specific subjects can be found easily in a subject catalog, but it is time-consuming, if not impossible, to find in it all material in a general field or science." *Library Literature*, 1949-1951.

Wallshausen, G. "A Szakkatalogus Szerkesztése." (Translation: "How to Establish a Subject Catalog.") *Magyar Konyvszemle* 71:320-5. October-December, 1955.

Inside subject groups filing should be chronological (latest date first) or by importance of material rather than alphabetically filed.

Wissler, G. "Der Systematische Katalog der Schweizerischen Landes-Bibliothek." (Translation: "The Systematic Catalog of the Swiss National Library.") *Nachrichten der Vereinigung* 29:51-60. March-April, 1953.

Catalog based on U.D.C. revised in medicine and psychology; indexing by author, subject, and place felt necessary. Serves readers well.

Wroblewska, E. "Katalog przedmiotowy w systematycznym ukladzie." (Translation: "A Subject Catalog Systematically Arranged.") *Przegląd Biblioteczny* 24:62-8. Przegląd. January-March, 1956.

Various ways of combining subject and systematic catalogs to achieve the advantages of each, a tendency which has developed in Germany, Belgium, and Czechoslovakia.

Zimmermann, E. "Die Sachkatalogisierung der deutschen Bibliotheken nach dem Kriege; Ergebnisse einer Umfrage." (Translation: "Subject Cataloging in German Libraries After the War; Results of a Questionnaire.") *Zentralblatt für Bibliothekswesen* 44: 246-68. July-August, 1959.

The reconstruction of catalogs destroyed by war has given opportunity for experiment. The classed catalog is frequently supplemented by a catch-word catalog or catch-word index—the catch-word catalog often being limited in scope, e.g., biographical and geographical.

## OFFICIAL GAZETTES

The New York Public Library has issued a list of the official gazettes which have been microfilmed during the first six months of a special project. The list is arranged by country, gives the dates covered, the number of feet of film, and the price. Thus far, the project covers one hundred and thirty-five national, provincial, and municipal jurisdictions. The gazettes have been assembled and filmed in such a way that independent sections such as proceedings of legislative bodies, patents and trade marks, trade bulletins, subsidiary legislative documents and departmental reports may be purchased in many instances. The gazette project at the New York Public Library was suggested by the Association of Research Libraries. Requests for the list of films now available and other inquiries should be addressed to the Photographic Service Division, the New York Public Library, 5th Avenue and 42nd Street, New York 18, New York.

# Acquisitions Policy Statements in Colleges of Education

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CLARENCE GORCHELS, *Librarian*  
*Central Washington College of Education*  
*Ellensburg, Washington*

RARE is the library in a College of Education which can boast of possessing an acquisitions policy statement. Of eighty-six representative colleges of education in the United States cooperating in a study of library acquisitions policies, sixty-five librarians said they currently did not have policy statements. Moreover, fifty-seven librarians said their colleges never have had such guiding statements.

These negative conclusions were the most startling of the facts contributed for this study. Yet, it would be shortsighted to be critical of the librarians who are operating (and in most cases operating with full success) libraries which do not have such statements. It is not necessary to point out in detail the reasons why most of these libraries lack them. The well-known growth and changes in status of many of these colleges from two-year "normal schools" to four-year colleges to colleges and universities granting graduate degrees—all within a generation or two—shows all too clearly that the purposes and objectives of the colleges have been extremely fluid. It is somewhat academic, but necessary, to recognize the fact that statements of policy in a college library should be based on the objectives of the college as a whole.

The introductory letter which accompanied a questionnaire form sent to the cooperating librarians stated: "With minimal success, this study should provide information about the existence and characteristics of such statements. With maximum results, the study might show policy patterns which may lead to more significant research, perhaps concerning the possibilities of book acquisition cooperation among these colleges." Certainly, in view of the returns which showed the existence of so few policy statements, it is premature to discuss "the possibilities of book acquisition cooperation." Similarly, we must be realistic enough to admit that "the characteristics of such statements" revealed in this sample are of little significance. However, the facts which were brought out by this study should be reported in order to lay a foundation on which other research can be built.

A total of twenty librarians submitted copies of their acquisitions policy statements. The range in scope, number of words, kinds of factors considered, etc., is very broad indeed. For the sake of convenience, we can drop the statements into four categories:

*Category I—Dubious Statements.* At least three of the contributions should not be termed genuine acquisitions statements, for they are almost exclusively concerned with the mechanics of ordering books rather than with book selection policy.

*Category II—Short Statements.* A group of seven librarians depends on a pithy sentence or two to give the basic guidance desired. In this group, a Kentucky librarian says, in toto: "Our policy, for at least fifteen years has been that of working with the entire faculty to try to get the materials they need. Each department has a budget, arrived at by faculty committee." A New York librarian presents this conclusion: ". . . In general we avoid purchase of the following: a. Sensational or trivial, especially in fiction, religion, etc. b. Expensive editions, bindings, etc., and in general rare books. c. Material specifically for faculty research." A third example of brevity is this paragraph from a Nebraska librarian: ". . . We consider the faculty orders first, and get as many as possible. Then the librarians decide on the reference books and supplementary materials most needed and get them. Books for recreational and general reading are considered last."

*Category III—One Page Statements.* On one page five librarians have generally found enough space to express: A. Principles showing the relation of acquisitions policy to the objectives of the college, such as this summary from a Nebraska college: ". . . Inasmuch as we are a teacher-preparing institution it follows that much of the material purchased is very definitely slanted toward that portion of the Dewey System, and scholarly, rather than popular, treatment is evidenced throughout most of the collection. . . ." B. Principles concerning general works, such as this paragraph submitted by a Michigan librarian: ". . . It is necessary for the library to acquire both popular, or semi-popular, as well as scholarly material on a great variety of subjects. In so far as the budget permits, this material should represent divergent points of view in order that its use will make possible objective research, encourage freedom of inquiry and furnish well-rounded information." C. Principles concerning subject areas, such as this sentence from an Oregon librarian: ". . . The areas of Humanities, Science and Math, Social Sciences, Elementary and Secondary Education will receive special attention since these are the fields of . . . curriculum concentration." D. A few "don'ts," such as these from an Indiana librarian: ". . . Books which are essentially texts should not be requisitioned for the library. Two or more separate titles should be ordered in preference to two copies of the same title. . . ."

*Category IV—Detailed Statements.* Five librarians submitted rather elaborate statements, ranging from two to eight pages long. These statements generally contained, in addition to features cited above, references to: A. Discussion of the philosophy behind the program, such as this sample from a California librarian: ". . . Someone has asked, 'Are we, as librarians, responsible for keeping up a well-rounded general collection?' It is necessary for us to have a mutual understanding of what we mean by 'a well-rounded general collection' before we answer the question. If we mean that it is our responsibility to keep an equally strong collection (even relatively speaking) in all existing fields of knowledge, it is my opinion that the answer should be, 'No.' . . ." B. Materials other than books and periodicals, such as this group listed by a Washington librarian: ". . . Educational materials of a non-book nature, of interest to more than

one department: maps, micro-card and micro-print, microfilm; a few phonograph records; globes, charts, pictures related to courses. . . ." C. The persons involved in book selection, such as this roster from a Mississippi librarian: ". . . Participation in selection of the substantial kind should be anticipated from five groups: the administration, the faculty, the librarian and the library staff, the faculty library committee, and the students. . . ."

Among miscellaneous useful information sent in for this survey was a reminder from a New Jersey librarian that the *Standards for College Libraries*,<sup>1</sup> prepared by the Association of College and Research Libraries Committee on Standards, presents some valuable material on acquisitions policies.

Finally, at least five librarians indicated that this study had value even before the results were compiled, with expressions such as this one from a Tennessee librarian: "Congratulations on your beating us to getting an acquisition policy into statement form."

<sup>1</sup> *College and Research Libraries* 20:276-278. July, 1959.

## Studies and Surveys in Progress

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MARIAN SANNER

*Catalog Department*  
*Enoch Pratt Free Library*  
*Baltimore 1, Maryland*

### *Catalog Code Revision Studies*

All library catalogs are going to be affected, in varying degrees, by the application of the new cataloging rules. In order to determine their impact on present catalogs and to work out a suggested methodology for effecting the changes, some studies and tests will be necessary. Wyllis Wright, Chairman of the Catalog Code Revision Committee, has endorsed the suggestion of planned studies under the jurisdiction of the *Cataloging Policy and Research Committee*. The latter Committee, at its Spring meeting, will map out a program for a coordinated series of studies. This column will be used as a clearinghouse for reports on studies and tests of the new catalog rules. The cooperation of the profession is needed!

If you have made any sample tests, extensive or incidental, which have been informative for your library, others would be interested in your findings. Perhaps you have started to apply some of the new rules in your cataloging; a report on your experiment would be of interest to the Catalog Code Revision Committee and to other libraries. Would you be interested in conducting a study on some aspect of the new rules: application-methodology-costs? The Cataloging Policy and Research Committee will be glad to know of libraries who would undertake such a project.

Let the Editor of this column hear from you if you have made some sample tests, if you are presently applying one or more of the new rules, or if you are interested in participating in any of the necessary studies.

## Regional Groups

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WILLIAM H. KURTH, *Chairman*  
*Council of Regional Groups*

A WIDE RANGE of significant topics characterized the meetings of the twelve regional groups reported here. The Chicago Regional Group of Librarians in Technical Services heard an interesting report from Gordon Williams, describing his recent one-month visit to the USSR. Mr. Williams, whose trip was made under the auspices of the National Science Foundation, examined at first hand the factors involved in the acquisition of dissertations from the USSR. (In the USSR dissertations are required, by law, to be published as monographs or in journals.)

Periodicals—their selection, processing, binding, housing, and servicing—provided a stimulating program, with active discussion, for the Arkansas Resources and Technical Services Groups. The complex but pertinent question of library statistics received the attention of the Nashville Catalogers. Stressed by the speaker, A. F. Kuhlman, former Director of the Joint University Libraries, was the need for comparability of library statistics in the university field and for a set of common rules for counting holdings. (The ARL Committee on Statistics of Library Holdings and the ALA Statistics Coordinating Committee have this question under study.) At the meeting of the Resources and Technical Services Section of the Iowa Library Association, James Ranz, Director of Libraries, University of Wyoming, presented an interesting historical vignette in his paper, *Alexander J. Rudolph, Pioneer Library Technologist*, recounting Rudolph's ideas on revolutionizing the card catalog system in the 1889's.

Documentation on the costs of a divided catalog constituted the topic for another successful meeting. The Michigan Regional Group of Technical Services Librarians heard from Paul Nitecki, Head of Technical Processes at the Library of Flint College, University of Michigan, who presented a carefully-prepared analysis of the cost of dividing a dictionary catalog and the cost of its maintenance. Mr. Nitecki's conclusions were that the costs of maintaining a divided catalog are about one-half the cost of maintaining a dictionary catalog.

The constantly expanded interest in automatic storage and retrieval was reflected in the meeting of the Resources and Technical Services Division of the Kansas Library Association, at which Joseph Shipman, Director of the Linda Hall Library, discussed the proliferation of science journals

and the factors involved from the standpoint of storage and retrieval systems.

Frances W. Smith, Public Library Consultant of the Public and School Library Services Bureau of the New Jersey State Library, presented a well-received summary of the *Contributions of the Cataloger*, along with an outline of cooperative library service, mentioning the Library Service Center of Eastern Ohio and the Southwestern Missouri Library Service. She expressed the hope that such a system might be inaugurated in New Jersey in the near future.

The Southern California Technical Processing Group addressed itself to the problem of cataloging costs, taking into consideration the type and size of the library, the type of cataloging whether brief or detailed, and attempted to isolate the items involved in making a cost study. Its Committee on the Cost Study developed a preliminary form identifying the pertinent cost factors.

The area of acquisitions was covered in the meeting of the Philadelphia Area Technical Services Librarians where the speaker, Paul Dufour of Dufour Editions, Philadelphia, reviewed the chain of processes of getting the book (on the basis of questionnaire responses and interviews) from the author to the publisher. He stressed the need for improved business methods in library routine directed toward eliminating unnecessary steps. Mr. Dufour indicated that only 10% of the library's budget in the U. S. is spent on books, whereas in England the figure is 21½ times as much. (Editor's note: Recent statistical releases of the U. S. Office of Education show a slightly higher figure for the U. S.)

The Ontario Regional Group of Catalogers held a program meeting, under the chairmanship of Marion Cameron, consisting of a panel discussion on current revision of the ALA cataloging code.

The Cataloging Section, Wisconsin Library Association, systematically organized its program into five 10-minute presentations on various topics, including a report on the Institute on Catalog Code Revision held at McGill University, June, 1960, translation for cataloging purposes of an increasing intake of Oriental materials, cataloging at the U. S. Forest Products Library at Madison, the use of *The Book Publishers' Record* as an aid to cataloging, and the purpose and progress of the Southwest Wisconsin Library Processing Center.

In the same vein, the Northern Ohio Technical Services Librarians held a panel discussion devoted to Lubetzky's *Code of Cataloging Rules*. Possible topics for the spring meeting include the acquisition and treatment of local history material, and discussion of centralized processing.

The Regional Groups mourn the untimely death of Thera Cavender, Chairman of the Resources and Technical Services Section of the Iowa Library Association, a week prior to the Section's fall meeting. The late Miss Cavender's many contributions to the Section's activities and to librarianship in general were expressed in a resolution read by Claribel Sommerville, Acting Chairman of the Section.

## REVIEWS

Tauber, Maurice F. *Cataloging and Classification*; and Frarey, Carlyle J. *Subject Headings*. New Brunswick, N. J. Rutgers University Press, 1960. v+271+92p. \$8.00. (*The State of the Library Art*, Vol. 1, pts. 1 & 2)

Catalogers are going to curse this book for it is a bibliographic mess, but they will not be alone; reference librarians, research workers, and everyone else who tries to use it will share the emotional reaction of the cataloger. Though the book has a single title-page, it is in effect two separate volumes—each with its own pagination, index, and technique of bibliographic citation—all bound together in one cover. The Editor of the series, of which this is the first volume, attempts to rationalize this slovenly editorial procedure by maintaining that "it appeared best to permit some variation in style from one volume to another rather than to devote a large percentage of our resources to achieving a standard style for all." The utility of a compilation of this kind largely depends upon its editorial excellence, and to pass on to the user the costs in time and energy that inadequate editing impose seems somewhat unfair, especially when the work itself has, as was true in this instance, been rather handsomely subsidized. But we are far in advance of our story.

The genesis of this work is to be found, so the Editor says, in a conversation with the late Pierce Butler, held "some thirty years ago . . . in his cubbyhole at the University of Chicago"—a rather unkind characterization of the book-lined office of this distinguished professor of bibliography and the history of scholarship. The real stimulus to the undertaking was, however, provided by a grant to Rutgers University of approximately one hundred thousand dollars from the Coun-

cil on Library Resources. The purpose of this grant was to provide a review of the status of current knowledge of librarianship and to identify targets for research in librarianship to serve as guides to the Council in developing its program of grants. The Council is, indeed, to be praised for such a systematic and rational approach to the problem of an effective utilization of its resources, though its ends might have been better met had it conducted the survey itself instead of farming it out to another agency.

The pattern of the work, as specified by the general Editor, was to present a survey of the "published and unpublished literature of each facet of the field . . . with a minimum of redundancy but without editorial comment," "this survey to be followed by" an examination of the evidence provided to support each allegation or statement in the literature . . . and the extent and reliability of the objective data provided to support it." The result, in the volume under review, at least, is a series of extracts and quotations from a wide variety of writings, presented without synthesis and with very little interpretation. The injunction against "editorial comment" and the illogical separation of the statements from the critical evaluation of the data upon which they rest, has made the book a hodge-podge rather than a mosaic. Or, to alter the metaphor, the forest is obscured not only by the trees, but also by the underbrush.

Tauber has arranged his materials under four major rubrics: Analysis of Library Materials; Recording of the Analysis; Administration; and Cataloging and Classification Procedures. Frarey has reviewed the literature under such headings as: Evolution of the Subject Catalog; Theory and Function;

Rules and Techniques; Use; Relation of the Subject Catalog to Other Bibliographic Resources; Effectiveness; etc. Both men have appended relatively brief sections on critiques, evaluation, and data for research purposes. Tauber has listed his bibliographic citations at the end of each sub-section, and Frarey has assembled his as the end of his section.

It is difficult to determine what the audience for this book was expected to be, or the need for its publication. Certainly it does not provide the Council on Library Resources with a valid blueprint for its grants program in cataloging and classification. And, since the work does not pretend to completeness, it is unreliable as a bibliographic guide. The practicing cataloger certainly is not served by it. To the student of cataloging and classification the absence of synthesis is a real deterrent to use. Perhaps students in library school courses dealing with the administration of technical processes might find it useful as "another place to look," but Tauber's own definitive text in that field has far greater utility.

But no one can rightfully say that Tauber and Frarey have not conscientiously fulfilled their assigned task. They have done with commendable thoroughness the job they were asked to do, and no one can properly criticize them for that. Moreover, the present reviewer knows from experience the pain these two must have endured as they relentlessly slogged their weary way through the quagmire of professional writings, and he hopes that they were well paid for their tedious toil. It is, therefore, all the more regrettable that so much painstaking effort should have been frustrated by unwise editorial planning and direction.

Still, this book'll make a good "fast curve over the inside corner" to throw at the bonus babies in descriptive cataloging courses whenever they get to stretchin' the seams of their britches and thinkin' they're all ready for the

big time. As "Silk" O'Laughlin was wont to say, "There's a hit in any bat if you swing it right."—*Jesse H. Shera, Dean, School of Library Science, Western Reserve University*

Bryant, Margaret S. *Bibliographies, Abstracts, and Indexes*, New Brunswick, N. J., Graduate Library School of Rutgers University, 1960. 108 p. \$5.00 (*The State of the Library Art*, vol. 2, pt. 2)

As the volume of material published increases with each succeeding year and information in every field of knowledge becomes more widely scattered in multiple sources, the question of bibliographic organization assumes greater importance. Hence, this study of indexing and abstracting services and of retrospective bibliographies is both timely and pertinent and should serve as a useful manual in the continuing search for the best method of organizing for use the vast amount of published material. Since it is a part of the series, *The State of the Library Art*, sponsored by the Council on Library Resources and prepared by the Graduate School of Library Service at Rutgers University, Miss Bryant, in presenting her material, has in general followed the plan laid down for the series and divided the study into three sections. The first section presents the "problems of indexing, abstracting, and bibliographies and the solutions adopted or proposed as discussed in the literature." The second section considers the evidence in support of the solutions, and the third suggests subjects for research. A list of references on the subject and a general index to the study complete the survey.

The presentation of the material covered in the survey is, on the whole, satisfactory. The limits set for the study are clearly defined at the outset by stating that library catalogs and indexes to special collections, union catalogs and personal files, all devices for organizing literature, reading lists, lists

of best books, bibliographies involving the description of books, indexes to single books or sets of books and to files of a single periodical, card indexes to collections of documents, indexing for machine retrieval except as it affects methods of indexing, and literature specifically on cataloging and classification are excluded from consideration. Furthermore, the review of the literature enables one who is unfamiliar with the subject to obtain from the review itself a basic knowledge of the problems of bibliographic organization and various proposals for their solution, while the citations to the list of references make it easy to locate the material necessary for a more thorough investigation of any aspect of the topic.

The most significant feature of the study, however, is Miss Bryant's statement of conclusions based on the review of the literature. Several of these are of particular interest. The most pertinent of them is the reminder that "the only purpose for bibliographic control is to enable the user to improve his performance through finding out what has been learned or thought in the past" and the admonition to avoid making "the service of information an activity in its own right, becoming more and more competent to take in, store, and hand out information regardless as to whether this information is superfluous, inaccurate, or unwanted".

The evidence of the literature, it seems, warrants the general belief that bibliographic organization is necessary both because of the amount of material published and the scattering of information in all fields to the extent that a great quantity of the pertinent information is found in peripheral publications. There is evidence, too, of much duplication in existing bibliographic services, with the result that some material is covered in many of the services while a vast amount of important information is not covered at all. According to some of the studies,

it seems possible to abstract all useful articles without increasing the number of abstracting services if duplication were eliminated. However, Miss Bryant feels that some duplication may be necessary and that further study should be made of this need and also of effective means of referring from one bibliography to another.

Another conclusion supported by the literature is that universal bibliography is no longer a goal of either scholars or bibliographers. Instead many advocate complete national bibliography as the basis for current selective bibliography. According to Miss Bryant the assumption that complete national bibliographies will solve the problem is not yet proved, and there is need especially for information on whether it is cheaper to make selective subject bibliographies from national bibliographies or from scratch.

One of the greatest needs revealed by the study is for more information on the cost of bibliographic services in the areas of production, use, and search. Little has been done on this phase of the subject and that little is not very convincing.

Of most interest to librarians probably is the evidence that scholars, especially scientists, make comparatively little use of bibliographic services, in spite of the fact that, whenever asked, they advocate greater bibliographic organization. Various factors contribute to this paradox, but the situation definitely indicates that present bibliographic services are inadequate.

These and other equally important facts brought out by Miss Bryant's survey indicate that further research regarding bibliographic objectives, the cost of bibliographic services, and techniques in abstracting and indexing is necessary for the solution of the problems of bibliographic organization.—*Clara Mae Brown, Reference Librarian, Joint University Libraries, Nashville, Tenn.*

Hawkins, Reginald. *Production of Microforms*. New Brunswick, N. J.: Graduate School of Library Service, Rutgers, The State University, 1960. 208 p. \$5.00. (*The State of the Library Art*, vol. 5, pt. 1)

Ambitious librarians who hope to remain abreast of several fronts of librarianship simultaneously are beginning to appreciate the problems besetting scientists and humanists in keeping their heads above the mounting waves of current literature in their fields. The volumes of *The State of the Library Art*, like the shorter state of the art papers in *Library Trends*, are designed to meet these problems in the several fields of library science. Perhaps in no other field of librarianship is such aid needed so much as in the highly technical subjects of photocopying and retrieval systems. The present volume will therefore be appreciated by the librarian who must have a detailed, if superficial, knowledge of the production of microforms, but who does not have extensive experience with the subject.

Under the rubrics of history, equipment and materials, types and characteristics, quality factors, production costs, preservation and storage, and retrieval and enlargement, Hawkins has abstracted 439 references. But the book is much more than merely a series of abstracts. By grouping the important parts of each article under one or more pertinent headings, by capping the review of literature with a fine summary chapter, and by outlining five areas in need of further research, Hawkins has produced an admirable state of the art review in a complex subject. While most of the references are articles and reports, about 10% are monographs. Also, the discovery that about 15% of the references are in French or German indicates that the literature search has not been superficial.

This otherwise excellent book has three faults. Two are minor: (1) Why  
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are the running head-lines not the book title and chapter title, instead of the series title and book title? (2) Why are chapter subheadings at the beginnings of paragraphs not underlined to distinguish them from the following text? While the format and photo-offset are of good quality, I do not believe that these two improvements in usability would have added to the cost. The third fault is more serious. A state of the art review should cover developments as close as possible to the date of publication. Hawkins has no reference later than 1957. Thus there is only a brief reference to Kalfax, and no mention of Ballou's excellent *Guide to Microreproduction Equipment* (1959) or of other recent developments.—*Rolland E. Stevens, Associate Director, Ohio State University Libraries.*

Stewart, Jean and others. *Reading Devices for Micro-Images*. New Brunswick, N. J., Graduate School of Library Service, distributed by the Rutgers University Press, 1960. 205 p. \$5.00 (*The State of the Library Art*, vol. 5, pt. 2)

The basic conclusion of this volume of Ralph Shaw's *State of the Library Art* series is stated in one sentence in the Summary and Evaluation, which is unconventionally placed as the first chapter: "The basic assumptions upon which the whole micro-form art is based have never been stated clearly and those that have been hinted at have not been supported by objective data." This conclusion is expanded topic by topic in such language as this: "unsophisticated discussion . . . in meaningless language," "confusion," "nothing was found in the literature," "no objective data are given," "without definition of the term," "not established," or, at best, "there is some general discussion."

The next and longest section of the book is a chronological account, made up principally of brief descriptions of

specific reading devices, but also including important publications, conferences, and other relevant events. This chronological section, with 405 references to somewhat fewer items in the literature, contains the raw material for a history of the use of microforms, but it is difficult to visualize the reading machines from the descriptions given. The many devices are examined again in a topical arrangement which discusses such features as cost, portability, ease of cleaning, effect on the eyes, etc. It is to be understood of course that remarks on various machines in these categories are simply drawn from the literature and are not based on an independent comparison of the devices, which would no doubt lead to different conclusions in many

cases. Unfortunately, there is no detailed table of contents to list the 42 sections and subsections of the topical part, and the index does not fully make good this lack. Thus to find the treatment of the important subject II-E-3, "Protection of Film During Advance," it is necessary to leaf through the 67 pages of the Topical Arrangement.

However, the volume is a useful reference source on reading devices and the literature relating to them. It performs a valuable service in surveying the field and pointing out the paucity of basic studies of microform systems.—*Foster M. Palmer, Assistant Librarian for Reference, Harvard College Library.*

### RTSD EXECUTIVE SECRETARY

Announcement was made at the 1961 Midwinter ALA Conference in Chicago of Mrs. Orcena Mahoney's resignation as Executive Secretary of the Resources and Technical Services Division of ALA, effective May 1.

Mrs. Mahoney was appointed as the first Executive Secretary of the Division of Cataloging and Classification, May 1, 1954, and became Executive Secretary of the RTS Division at the time of ALA reorganization in 1957. She is now leaving Chicago to make her home at Wonder Lake, Illinois, and planning (for the present, at least) to devote her full time to being Mrs. Eldon Peterson.

A special committee, consisting of Helen Welch, Esther Piercy, and F. Bernice Field (Chairman) has been appointed to select people from whom the RTSD Board of Directors can make recommendations to the ALA Executive Director (Mr. Clift) to aid him in appointing a new Division Executive Secretary.

It was with deep regret that the Division officers learned of Mrs. Mahoney's resignation. Her organizational ability, her cooperative helpfulness, and her knowledge of RTSD and ALA operations have been invaluable to officers and committees of the Division and its sections.

Also, knowledge of processes in libraries has enabled her to aid libraries everywhere in solving their problems, thus making the Office of Executive Secretary, not only an administrative position, but providing at the same time a much needed consulting service. This combination of service to the Division and its activities and to libraries everywhere has resulted in great demands of time and effort which she has given unstintingly.

Thus, not only the officers, committees, and members of RTSD, but all librarians owe a great deal to Molly Mahoney's years of service to ALA.

As President of RTSD, I am happy to have this opportunity of paying tribute to Mrs. Mahoney and to her important contributions to the library profession as RTSD's Executive Secretary.—

MELVIN J. VOIGT, *President*  
*Resources and Technical Services Division*  
*American Library Association*

*Library Resources & Technical Services*

## FRAREY RESIGNATION FROM LRTS

Ray O. Hummel, Jr., Assistant Librarian, Virginia State Library, has been appointed by the Board of Directors of the Resources and Technical Services Division as Managing Editor of *Library Resources and Technical Services*, effective December 1, 1960. The Division is very fortunate that Ray was available for this important position. He has participated in many activities of RTSD, the Cataloging and Classification Section, and earlier, the Division of Cataloging and Classification. At present he is a member of the Division's Bylaws Committee and Chairman of the CCS Bylaws Committee. Before coming to the Virginia State Library from the University of Minnesota in 1948, Dr. Hummel had been on the staff of the Folger Shakespeare Library. He has also taught in the library schools at Minnesota and Catholic University.

The Division owes a great deal to Carlyle J. Frarey who has been Managing Editor of *LRTS* from its beginning and of its predecessor, *The Journal of Cataloging and Classification*, beginning in 1953. In view of his nearly eight years of time-consuming, voluntary work for these journals, the Board of Directors of the Resources and Technical Services Division could hardly do other than accept Carl's resignation. Pressure of other activities, particularly his appointment as acting Dean of the School of Library Service at the University of North Carolina, prompted the resignation.

The profession has been most fortunate in having Carl's devoted services for this long period of time. This is a job which requires not only long hours of work, but one which is subject to criticisms, pressures, and conflicting suggestions of members, boards, and authors.

*LRTS* has often been spoken of as one of the more attractive and appealing library publications, and it is the continuing and tireless cooperative attention of Carl and the William Byrd Press that has made this so. During his last year in the position, he effected recommended format changes of the magazine.

The Board of Directors of the Division, at its meeting on January 31, 1961, voted to extend to Carlyle Frarey an expression of appreciation for his long and effective service.—

MELVIN J. VOIGT, *President*  
*Resources and Technical Services Division*  
*American Library Association*

## Bylaws of the Sections

**B**ECAUSE new bylaws were accepted by the Resources and Technical Services Division membership at the June, 1960, regular meeting of the Division, it became necessary to review the bylaws of the sections. The sections' bylaws committees, in cooperation with the Division Bylaws Committee, have made such a review, and they recommend the following proposed revised bylaws be accepted by the sections' memberships to replace the present bylaws of each section.

Because of organizational similarity among the sections and for ease of use, the bylaws committees decided to make the bylaws as uniform as practicable. The Chairman of the Division Bylaws Committee, Bella E. Shachtman, has coordinated the work of the section committees.

Below are printed the texts of the proposed bylaws of the four sections. Because the text of these bylaws is identical except in Articles I and II, Article VIII, Sec. 1 and Article IX, Sec. 1(d), the full text of the Bylaws of the Acquisitions Section is being printed, and *only* those articles which vary are being printed for the other sections. Members of the Cataloging and Classification Section, Copying Methods Section, and Serials Section may determine the bylaws proposed for their respective sections by reading proposed Articles I and II for their own section, and the proposed Articles III through XII of the Acquisitions Section Bylaws, noting the exceptions called for in Articles VIII and IX as applicable.

Each member should study these bylaws prior to the regular meeting of his section to be held during the ALA Conference in Cleveland in July, 1961. These bylaws will be voted upon at those meetings. Any member who wishes to communicate his comments or views in advance of the Conference is urged to send them to the chairman of his section's bylaws committee:

Howard Rovelstad, Chairman, Acquisitions Section Bylaws Committee, University of Maryland Library, College Park, Maryland  
Ray O. Hummel, Jr., Chairman, Cataloging and Classification Section Bylaws Committee, Virginia State Library, Richmond, Virginia  
Samuel Boone, Chairman, Copying Methods Section Bylaws Committee, University of North Carolina Library, Chapel Hill, N. C.  
Frederick L. Arnold, Jr., Chairman, Serials Section Bylaws Committee, Princeton University Library, Princeton, N. J.

### ACQUISITIONS SECTION BYLAWS

#### **Article I. Name.**

The name of this body is the Acquisitions Section of the Resources and Technical Services Division of the American Library Association.

#### **Article II. Object.**

The object of this Section is to contribute to library service and librarianship through encouragement, promotion of, and responsibility for those activities of the Resources and Technical Services Division of the

American Library Association relating to the acquisitions of library materials in all types of institutions.

#### **Article III. Relationship to the Resources and Technical Services Division.**

This body is a section of the Resources and Technical Services Division. The Bylaws of that Division and the Constitution and Bylaws of the American Library Association, to the extent to which they are applicable, take precedence over these bylaws.

## Article IV. Membership

*Sec. 1. Members.* Any member of the Division who elects membership in this Section according to the provisions of the By-laws of the Division thereupon becomes a member of this Section.

*Sec. 2. Classification.* Membership classes of the Section consist of the same classes as those of the American Library Association.

*Sec. 3. Dues, rights and privileges.* All members of the Section have the right to vote, but only personal members have the right to hold office. Dues paid to the American Library Association constitute the dues of members. The date of payment of dues to the American Library Association is considered the date of payment of dues to this Section.

*Sec. 4. Membership, fiscal, and conference years.* The membership, fiscal and conference years are the same as those of the American Library Association.

## Article V. Meetings.

*Sec. 1. Regular meetings.* The regular meeting of the Section shall be held at the time and place of the regular meeting of the Division.

*Sec. 2. Special meetings.* Special meetings may be called by the Executive Committee and shall be called by the chairman upon the written request of twenty-five members of the Section. At least thirty days notice shall be given and only business specified in the call shall be transacted.

*Sec. 3. Regional meetings.* Regional meetings may be called by the Executive Committee at the time and place of regional meetings of the Division.

*Sec. 4. Votes by mail.* Votes by mail may be authorized by the Executive Committee between meetings, or when, for reasons beyond the control of the Section, no meeting is held during any one year. When no meeting is held during any one year, votes by mail shall be submitted at the written request of twenty-five members. Whenever an action is submitted to a mail ballot, each ballot shall be accompanied by a written report stating the purpose of each specific proposal and the principal arguments for and against its adoption.

Mail ballots shall be conducted in such manner as the Executive Committee shall determine. A copy of the ballot shall be mailed to each member of the Section. A period of at least thirty days from the

date of mailing shall be allowed for the return of ballots. A proposal is carried if it receives the same proportion of affirmative votes from all the votes cast as would be required to carry the same proposal at a meeting. Unless otherwise specified in the proposal, if carried, it becomes effective upon publication of the result of the ballot.

In the case of a vote by mail the Executive Committee may designate publication of the ballot or questions submitted in the official journal of the Division as the appropriate method for submitting the matter to the members for their determination.

*Sec. 5. Votes by institutional members.* The vote of an institutional member shall be cast in accordance with the Bylaws of the Division.

*Sec. 6. Quorum.* Twenty-five members constitute a quorum.

## Article VI. Nominations and Elections.

*Sec. 1. Nominations.* The Nominating Committee shall present candidates for the positions of vice-chairman (chairman-elect), secretary, and members at large of the Executive Committee. Other nominations for these offices may be submitted in writing by any ten members and shall be filed with the chairman of the Section and with the executive secretary of the Division. Any such nomination shall be included on the official ballot.

No candidate shall be presented whose written consent has not been filed with the executive secretary of the Division. No candidate shall be presented who is not a personal member in good standing of the Section at the time of his nomination.

### *Sec. 2. Nominating Committee.*

(a) Composition. The Nominating Committee consists of three members at large of the Section, no one of whom shall be a member of the Executive Committee.

(b) Terms of office. The Nominating Committee shall be appointed for a one-year term, ending with its final report to the membership, by the vice-chairman (chairman-elect) under whose term of office as chairman its final report will be made, and with approval of the Executive Committee. Members of the Nominating Committee, upon expiration of their terms, shall not be eligible for immediate re-appointment.

(c) Duties. The duties of the Nominating Committee are those specified in the Bylaws of the Division. In addition, the Nominating Committee shall report nominations to the chairman of the Section and to the executive secretary of the Division simultaneously, and the executive secretary shall notify each member by mail of the nominations for elective offices in the Section at such time as is prescribed by the Bylaws of the American Library Association.

*Sec. 3. Elections.* Elections shall be conducted in accordance with the Bylaws of the Division and the American Library Association.

*Sec. 4. Extraordinary circumstances.* If, for reasons beyond the control of the Section, no regular meeting is held in any one year, terms based on the date of the regular meeting shall be determined by the anniversary of the last regular meeting at which an election was reported, unless a different date is authorized by the American Library Association. The election results shall be mailed to each member.

#### Article VII. Officers.

*Sec. 1. Titles.* The officers of this Section shall be a chairman, a chairman-elect who shall serve as vice-chairman, and a secretary.

*Sec. 2. Duties.* Except as otherwise provided in the bylaws, the duties of the officers are such as are specified in the parliamentary authority adopted by the Section, and such other duties as may be approved by the Executive Committee.

*Sec. 3. Terms of Office.* All officers shall serve until the adjournment of the regular meeting at which their successors are announced.

(a) Chairman. The chairman shall serve for one year. He shall not be eligible for the office of chairman or chairman-elect for a period of at least one year following his service as immediate past chairman.

(b) Vice-chairman. The vice-chairman shall serve for the first year after election as vice-chairman, the second year as chairman, and the third year as immediate past chairman. In case of a vacancy in the office of chairman, the vice-chairman shall succeed to the office of chairman and shall serve in that capacity until the expiration of the year for which he was elected chairman.

(c) Secretary. The secretary shall serve for three years.

#### Article VIII. Executive Committee.

*Sec. 1. Composition.* The Executive Committee consists of the officers of the Section, the immediate past chairman of the Section, and three (3) members at large. The executive secretary of the Division and the representative of the Section on the editorial board of the Division's journal shall be *ex-officio* members of the Executive Committee, without the right to vote.

*Sec. 2. Vacancies.* Vacancies in the elected membership of the Executive Committee shall be filled as follows:

(a) Chairman. If the offices of both chairman and vice-chairman become vacant within the same year, the Executive Committee shall appoint one of its members to act as chairman until a chairman is duly elected. At the next election two candidates shall be elected, one to take the office of chairman immediately and to serve for one year, the other to serve as vice-chairman (chairman-elect).

(b) Vice-chairman. If the office of vice-chairman becomes vacant, two candidates shall be elected at the next election, one to take the office of chairman immediately and to serve for one year, the other to serve as vice-chairman (chairman-elect). If the vacancy occurs between the close of nominations and the adjournment of the regular meeting, the vacancy shall be considered as having occurred in the office of chairman in the following year.

(c) Secretary and members at large of the Executive Committee. If the office of secretary or a member at large becomes vacant, a secretary or member at large, as the case may be, shall be appointed by the Executive Committee to serve until a replacement is elected at the next election to complete the unexpired term.

(d) General provisions. If the successful candidate for an elective office dies or withdraws between the close of nominations and the adjournment of the regular meeting, the resulting situation shall be considered as a vacancy having occurred during the term for which he was elected.

*Sec. 3. Terms of office.* Members at large of the Executive Committee shall serve for three (3) years. They shall be elected for terms expiring in different years, or in

case of more than three members at large, so that the terms of no more than two shall expire each year. They shall serve until the adjournment of the regular meeting at which their successors are announced.

*Sec. 4. Officers.* The officers of the Section shall *ex-officio* be the officers of the Executive Committee.

*Sec. 5. Powers and duties.* The Executive Committee has authority over the affairs of the Section during the period between meetings of the Section, provided however that none of its acts shall conflict with or modify any actions taken by the Section. The Executive Committee shall perform such other duties as are specified in these bylaws, and shall report upon its work at the regular meeting of the Section.

*Sec. 6. Meetings.* The Executive Committee shall meet in conjunction with each regular meeting of the Section. Special meetings may be called by the chairman, and shall be called upon the written request of a majority of the members of the Committee.

*Sec. 7. Quorum.* A majority of voting members constitutes a quorum of the Executive Committee.

*Sec. 8. Votes by mail.* Votes may be taken by mail as provided in the Bylaws of the Division.

## Article IX. Other Committees.

*Sec. 1. Standing and annual committees.*

(a) Establishment. The Section may establish standing and annual committees to consider affairs of the Section which require continuous or repeated attention by the members. The Executive Committee shall recommend the name and size of each such committee, and may recommend special regulations for its appointment, composition, and term of office of members.

(b) Composition. Unless otherwise provided for by these bylaws or by action of the Section, each standing and annual committee shall be composed of an odd number of not less than three (3) members, each of whom shall be an active member in good standing of the Section.

(c) Terms of office. Unless otherwise provided for by these bylaws or by action of the Section, members of standing committees shall be appointed for terms of two years, and may be appointed

for a second and third term, but in no case shall a person serve on a committee for more than six consecutive years. The terms of approximately one-half the members shall expire each year. Members of annual committees shall be appointed for terms of one year.

(d) Individual committees. The standing and annual committees include the following committees, with functions, size and special regulations as may be deemed necessary by the Section:

Acquisitions Policy and Research Committee	(standing)
Bylaws Committee	(standing)
Conference Program Committee	(annual)
Nominating Committee	(annual)

*Sec. 2. Special committees.* Committees not authorized as standing or annual committees are special committees. Special committees may be authorized by the Section or by the Executive Committee. Each special committee shall continue in existence until its purpose is accomplished or it is discharged by the Section or by the Executive Committee.

*Sec. 3. Intersectional and other intra-division committees.* Intersectional and other intra-division committees may be established by the Section as required upon notification to the Organization Committee of the Division.

*Sec. 4. Joint committees.* The Section, with approval of the Division and in accordance with its bylaws, may establish joint committees, either standing or special, with other organizations, when the functions of the proposed committee cannot appropriately be delegated to a single division or section committee.

*Sec. 5. Notification.* The secretary shall inform the executive secretary of the Division annually of the establishment and functions, or discontinuance, of all committees of the Section.

*Sec. 6. Appointments.* Unless otherwise provided for by these bylaws or by action of the Section, each committee member and representative shall be appointed, with the approval of the Executive Committee, by the vice-chairman (chairman-elect), or the chairman of the Section, under whose term of office as chairman the member shall commence his service and shall serve until the adjournment of the meeting at which the member's successor is appointed.

Vacancies on committees shall be filled by the chairman of the Section with the approval of the Executive Committee.

*Sec. 7. Votes by mail.* Committee votes may be taken by mail as provided in the Bylaws of the Division.

*Sec. 8. Reports.* Unless otherwise specified in these bylaws, or in the act authorizing a committee, each committee shall report on its work at least once annually. Copies of the report shall be transmitted to the chairman of the Section and to the executive secretary of the Division at least 30 days prior to the regular meeting of the Section.

#### **Article X. Notice by Mail.**

Publication of notices in the journal of the Division or in the *ALA Bulletin* shall be considered sufficient to fulfill the requirement of notice by mail.

#### **Article XI. Parliamentary Authority.**

Robert's Rules of Order (Revised) in the latest edition governs the Section in all cases to which it can be applied, and in which it is not inconsistent with these

bylaws or special rules of order of the Section.

#### **Article XII. Amendments.**

*Sec. 1. Proposals.* Amendments to the bylaws may be proposed by the Executive Committee, by any other Section committee, or by petition signed by ten members of the Section. Proposed amendments shall be presented in writing to the chairman of the Section and to the executive secretary of the Division at least three months prior to the meeting at which they are to be acted upon; they shall then be referred by the chairman to the Bylaws Committee, which shall report upon them at a meeting of the Section.

*Sec. 2. Notice.* The text of any proposed amendment shall be mailed to each member of the Section at least thirty days prior to the meeting at which it is to be acted upon.

*Sec. 3. Voting.* The bylaws may be amended by a two-thirds majority vote of those members present and voting at the regular meeting of the Section.

*Sec. 4. Adoption.* A proposed amendment or new bylaw becomes effective when it has been approved.

## CATALOGING AND CLASSIFICATION SECTION BYLAWS

### **Article I. Name.**

The name of this body is the Cataloging and Classification Section of the Resources and Technical Services Division of the American Library Association.

### **Article II. Object.**

The object of this Section is to contribute to library service and librarianship through encouragement, promotion of, and responsibility for those activities of the Resources and Technical Services Division of the American Library Association relating to the cataloging and classification of library materials in all types of institutions.

Articles III through XII are identical with those articles in the Bylaws of the Acquisition Section, except:

Article VIII, Sec. 1, at the end of the first sentence, substitute 5 for 3 to have the phrase read: five (5) members at large.

Article IX, Sec. 1(d), delete: Acquisitions Policy and Research Committee.  
Insert: Cataloging Policy and Research Committee.

## COPYING METHODS SECTION BYLAWS

### Article I. Name.

The name of this body is the Copying Methods Section of the Resources and Technical Services Division of the American Library Association.

### Article II. Object.

The object of this Section is to contribute to library service and librarianship through promoting the usefulness of photocopying and other duplicating processes in library work; publicizing new developments in copying methods and their application; and evolving suitable guides for library use of copying methods.

Articles III through XII are identical with those articles in the Bylaws of the Acquisitions Section, except:

Article VIII, Sec. 1, at the end of the first sentence, substitute 1 for 3 to have the phrase read: one (1) member at large.

Article IX, Sec. 1(d), delete: Acquisitions Policy and Research Committee.  
Insert: Copying Methods Policy and Research Committee.

## SERIALS SECTION BYLAWS

### Article I. Name.

The name of this body is the Serials Section of the Resources and Technical Services Division of the American Library Association.

### Article II. Object.

The object of this Section is to contribute to library service and librarianship through the distribution of information concerning serials literature by reports and free discussion at general meetings and through publication; to encourage specialized training for librarians in the field of serials; and, to coordinate the activities within the Resources and Technical Services Division and within the American Library Association with respect to serials.

Articles III through XII are identical with those articles in the Bylaws of the Acquisitions Section, except:

Article IX, Sec. 1(d), delete: Acquisitions Policy and Research Committee.  
Insert: Serials Policy and Research Committee.

## AMENDMENTS TO THE BYLAWS OF THE DIVISION

In working with the sections' bylaws, it became apparent to the Division Bylaws Committee that some minor changes are desirable in the Division Bylaws for clarification and simplification. These Bylaws were published in *Library Resources and Technical Services*, volume 4, no. 2, pages 183-190, Spring 1960.

*Volume 5, Number 2, Spring 1961*

Each member should study the proposed amendments listed below prior to the meeting of the Division. These amendments will be voted upon at the regular meeting of the Division during the ALA Conference in Cleveland in July 1961.

Each member who wishes to communicate his comments or views in advance of the Conference may send them to: Bella E. Shachtman, Chairman, Bylaws Committee, U. S. Department of Agriculture Library, Washington 25, D.C.

**Article VII. Officers.**

- Sec. 3. Terms of office. Change the first sentence to read: All officers of the Board of Directors shall serve until the adjournment of the regular meeting at which their successors are announced:
- Sec. 3(a) President. Change the final sentence to read: He shall not be eligible for the office of president or president-elect for a period of at least one year following his service as immediate past president.

**Article VIII. Board of Directors.**

- Sec. 3. Terms of office. Insert as a new sentence after the first sentence: They shall serve until the adjournment of the regular meeting at which their successors are announced.

**Article XI. Regional Groups.**

- Sec. 2(e) Reports. Change the final sentence to read: A copy of each paper presented at the meeting shall be sent, if available, to the chairman of the Council of Regional Groups.

**Article XV. Amendment of bylaws.**

- Sec. 1. Proposals. Change the first sentence to read: Amendments to the bylaws may be proposed by the Board of Directors or, in writing to the Board of Directors, by any Division committee, by the governing body of any section, or by petition signed by ten members.
- Sec. 4. Adoption. Change the sentence to read: A proposed amendment or new bylaw becomes effective when it has been approved.

## CANADIAN INSTITUTE ON CATALOGUING PRINCIPLES AND RULES

The Cataloguing Section of the Canadian Library Association is sponsoring an Institute on Cataloguing Principles and Rules which will be held on Saturday, June 17th, immediately preceding the 1961 Annual Conference of the Canadian Library Association, at the Algonquin Hotel, St. Andrews-by-the-Sea, New Brunswick. The Institute has been organized by the Canadian Committee for the International Conference on Cataloguing Principles for the purpose of providing the official Canadian delegates to Paris with an expression of national opinion on the topics to be discussed there.

Papers will be prepared and distributed in advance to all registrants, summarizing and commenting upon the working papers prepared for the IFLA Conference. These will be discussed at morning, afternoon, and evening sessions.

Advance registration (fee, \$5.00) must be made by May 15th, 1961. For information concerning registration, hotel accommodation, and transportation write to: Mrs. Yvonne Northwood, Canadian Library Association, Room 606, 63 Sparks St., Ottawa 4, Canada.

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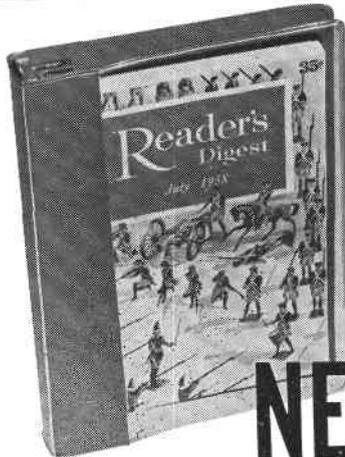
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