

LIBRARY RESOURCES & TECHNICAL SERVICES

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Analytical Cataloging In British Public Libraries*

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Analytical cataloging is defined, several examples are given of practices in a number of British public libraries, and some suggestions are made for the future.

What Is Analytical Cataloging?

THE BRITISH TEXT of the *Anglo-American Cataloguing Rules* (AACR) defines an analytical entry as "an entry for a part or number of parts of a publication for which a comprehensive entry has already been made."¹ The definition in the North American text is longer: "an entry for a work or part of a work that is contained in a collection, series, issue of a serial, or other bibliographical unit for which another, comprehensive entry has been made. Analytical entries may be either separate, self-contained entries or added entries that are part of the cataloging of the larger work."²

Precise rules are laid down for the construction of such entries at Rule 156 of both texts. A description of the part analyzed is to be followed by a short citation (known as the analytical note) of the whole publication in which the part occurs. The description of the part analyzed consists (after the heading) of the title (and subtitle) of the part, the author statement (where appropriate), the edition, statement of important illustrative matter, and any other necessary details. The analytical note begins with the word "In" and is followed by the main

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entry heading, the title and edition statement, the place of publication, the size, the volume number (if appropriate) and the inclusive pagination occupied by the part analyzed.

Examples of entries constructed according to Rule 156 of *AACR* are given in Exhibit 1.

Libraries will not necessarily give all the information demanded by Rule 156 of *AACR*. Many of the examples here are much briefer, some being no more than index entries. At the other extreme are the libraries (like Manchester) which use unit cataloging. Here the "analyticals" are main entries containing an indication of the part to which attention is being drawn.

Types of Analytical Cataloging in British Public Libraries

Most British librarians would agree that not nearly enough analytical cataloging is done in British public libraries. There are very good reasons for this, not least of which is shortage of staff. Analytical cataloging requires a great deal of staff time, and most libraries find it difficult enough to keep the books passing through the cataloging department at adequate speed without indulging in the added refinement of analytical cataloging. Another obstacle is the extent to which analytical entries bulk catalogs often already too big to be used effectively. One solution is to file analytical entries in different sequences from the main catalog, but they are then likely to be overlooked.

A very important factor is the availability of published indexing and abstracting services like *British Technology Index*, *British Humanities Index*, *British Education Index*, the H. W. Wilson indexes, and the five abstracting journals on management published under the series title of *Anbar Management Services*. From a cost-effectiveness point of view, subscriptions to services like these may well be cheaper than internal analytical cataloging and the standard of indexing may well be higher.

There are many subjects, notably in the social sciences, which are not covered adequately by published indexing services, however. Without analytical cataloging, information on these topics which appears in periodicals may be lost to the enquirer. In 1953 a distinguished British librarian, Hugh Chaplin, suggested that libraries might give some thought to the possibility of cooperative analytical cataloging of periodicals.³ I shall return to this theme later.

Meanwhile, let us look at a few areas where British public libraries do provide analytical entries.

Collections of Plays

At Lancashire County Library (Exhibit 2) the entries are very brief, amounting to nothing more than index entries. Please note, however, that the entry also indicates the number of acts and scenes, and the number of characters, male and female.

As already stated, Manchester Public Libraries' analytical entries take the form of main entries which contain an indication of the part ana-

lyzed. Analytics of this type are made under author and title for individual plays in general collections (Exhibit 3), and under title and any other approach such as translator for collections by one dramatist (Exhibit 4).

Local Collections

Analytical cataloging and detailed indexing are absolutely vital in the local history department of the library if recorded information about a locality is to be preserved for local historians. As noted by Hobbs:

Analytical entries must be extensively used since their neglect leads to the value of many books being largely lost. It goes without saying that the transactions and proceedings of all local societies, magazines and newspapers should be fully analysed for both author and subject entries. For cataloguing purposes each article or contribution is treated as a separate work, except that the source of reference will be noted within brackets. Many of the standard local histories need such treatment. R. W. Eyton's *Antiquities of Shropshire* contains a scholarly summary of the early history of almost every village in the county, and although it is familiar to most historical students, catalogue entries under the villages will direct the attention of lesser qualified readers to its important articles. No rigid rules can be laid down for making such entries: the cataloguer should be guided by the value of the material, but their judicious use means that the catalogue will consist of miniature bibliographies under place, subject and author.⁴

The revisor of Hobbs's standard work is George A. Carter, borough librarian of Warrington in Lancashire, and at Warrington he certainly practices what he preaches. It is the policy to make analytical entries for local authors, printers, subjects, and places, wherever this information may appear. It may be in a yearbook (Exhibit 5), transactions (Exhibit 6) or a book (Exhibit 7). Note that in Exhibit 6, the work is not shelved in the local collection, and so the Dewey number is given as well as the class number from the special Warrington classification. Note also the use of cross-references in this example.

Also at Warrington, books, manuscripts, and deeds are indexed in some detail. Exhibit 8 shows that the Amicable Club Meetings Book for 1795 indicates that William Clare was a member; that Robert Booth's *Sketches in Pen and Ink of Warrington* includes a sketch of Clare's house at Sankey Bridge; and that *Harrison Deeds Relating to Warrington, 1600-1851* includes two deeds naming Clare in 1768.

The local history catalog at Wolverhampton Public Library (Staffordshire) contains some brief analytical entries, three examples of which appear at Exhibit 9. Here we have a report on pollution in the Wolverhampton council minutes and two periodical articles, one of which (on the Wolverhampton Exhibition) is by Wolverhampton's local history librarian, Hilary Boucher. The alphabetical subject index to Wolverhampton's classified catalog also includes some references to periodical articles, two examples of which are given in Exhibit 10.

Indexing of newspapers is particularly important for local collections. Chester Public Library has produced two volumes of *Chester*

Newspaper Index, volume 1 covering 1955–1959 and volume two covering 1960–1964 (Exhibit 11). Five local newspapers are covered by these indexes.

The Chester indexes were compiled by members of the library staff. At Warrington, twenty-six volunteers are indexing the *Warrington Guardian*, following an invitation for help published in the local newspaper. An instruction sheet was prepared to assist these volunteers, and each person was given a map to show the area covered by the local collection. The volunteers, indexing one month's issue at a time, produce about 800 cards every week, and these are edited daily by a member of the library staff. Entries are made under the names of persons, places, and subjects. Three examples are given at Exhibit 12, one relating to the opening of a new building for the Museum and Public Library in 1857, and two relating to the launching and wrecking of a sailing boat, the *Taylor*. So far the card index covers the period 1853–1859.

Volunteers have also been working at Nottingham since 1963 on the *Nottingham Journal*. So far they have produced an index of persons, places and subjects for the year 1801–1820.⁵

The libraries mentioned so far are small or medium-sized libraries. Analytical cataloging of local material in a very large library system is more difficult because it is obviously impossible for the local history librarian to read all the journals received in the library, and a great deal will depend on communications between the local history department and other departments. I was technical documentation officer and librarian at Liverpool City Libraries when the building of Liverpool's Roman Catholic Cathedral was completed, and many articles on it appeared in engineering and building journals. I sent these to the local history department as I saw them; if I had not, the local history staff could not have been expected to see them.

Other Subject Analyticals

Apart from the local collection, subject analyticals are, as already stated, rare in British public libraries. At Liverpool City Libraries, however, an extensive index to technical and commercial periodicals has been built as a by-product of the industrial service known as Ladsirlac (Liverpool and District Scientific, Industrial and Research Library Advisory Council). Each month Ladsirlac members receive a *Technical Information Bulletin* and a *Commercial Information Bulletin*, containing details of books, pamphlets, reports, and periodical articles likely to be of interest to them. The slips for these items are then classified by the Universal Decimal Classification and filed in the appropriate library (technical or commercial) as a separate "Information Index" adjacent to the main sheaf catalog. Two examples are given as Exhibit 13.

One factor affecting analytical cataloging is the existence of published indexing services, and these are particularly well developed in the technical field. Can the maintenance of these Information Indexes be justified, then, from a cost-effectiveness point of view? As a former tech-

nical librarian at Liverpool I say, unhesitatingly, "yes." I found it very useful to have *one* sequence only to consult, instead of having to check several annual volumes; the index was tailor-made for the subject interests of the Ladsirlac membership and therefore the kinds of enquiry which we were likely to receive; and the index was more up-to-date than many published indexes. Also, not all of the articles in our index would be covered by published services—for example, the article in *Technische Mitteilungen Krupp* at Exhibit 13. Many enquiries at Liverpool were answered from this index, though I appreciate that very few public libraries could be expected to emulate it.

Liverpool also issues a monthly *Municipal Research Bulletin* to members and senior staff of the City Council. This lists articles of interest to local government from newspapers and periodicals as well as a selection of books and government publications. There are other examples of this kind of bulletin, such as *Focus*, a monthly index of periodical articles on local government issued by Wandsworth Public Libraries (London). Particularly interesting is *LOGA (Local Government Annotations)*, a cooperative venture by nine London public libraries.

A number of British public libraries (including Manchester and Birmingham) treat publications in series like serials, cataloging them collectively and making analyticals for individual papers. Examples include reports issued by government departments, bulletins of universities, and publications of corporate bodies like the Fabian Society and the Smithsonian Institution. Two examples (from Manchester) are given in Exhibits 14 and 15.

One Library's Policy with Regard to Analytical Cataloging

The National Science Library (NSL) is not a public library in the sense of one maintained by a local authority for its citizens. It is, however, public in the sense that it is financed by the state and may be used freely by any member of the public.

Rule 10 of the NSL's cataloging code states that analyticals should be made for bibliographies in periodicals which are apparently comprehensive in their field and which contain 100 or more items collected together or are complete lists of publications emanating from or held by an organization; for glossaries in periodicals which form complete articles or papers; for biographies and obituaries which include apparently complete lists of the subject's published works; for reports of conferences and symposia; and, exceptionally, for extended items within other works, which are distinct from the rest of the work and occupy a complete issue, part or volume. Rule 11 states that classified catalog analyticals may be initiated by classifiers, on criteria of subject value.

Separate indexes are maintained of bibliographies and glossaries. The policy with regard to bibliographies and glossaries in periodicals has been mentioned. In the case of books, additional unit entry cards are made for the classified catalog and the bibliography or glossary catalog for bibliographies, apparently comprehensive in their field, which repre-

sent 250 or more items collected at one place or average 50 or more items collected for each chapter, and for glossaries, apparently comprehensive in their field, which contain 50 or more terms.

The method for making analytical entries is prescribed at Rule 84. They should "resemble the entry that would be made if the item were catalogued separately, followed by the 'In' reference to the periodical title, with sufficient details of volume, pages, etc., to enable the item analysed to be identified." An example is given at Exhibit 16.

The Future for Analytical Cataloging in Britain

The *British National Bibliography (BNB)* has been providing printed catalog cards since 1956. Making use of these printed cards can free the cataloging staff for other duties, including the making of analytical entries. The city librarian of Canterbury has stated that the compilation of a detailed analytical index to local material in newspapers, periodicals, books, letters, and other sources, now containing 100,000 entries, was made possible by the use of printed cards for general cataloging, which enabled the qualified staff to compile the index.⁶

Many libraries are also making use of computerized techniques, which can be expected to become more widespread with the development of the *BNB/Library of Congress MARC (Machine Readable Cataloging)* service. This should not only release more staff but is also having an effect on the form of catalog: instead of the familiar card and sheaf forms, more libraries are using book or microfilm catalogs, thus removing one of the objections to analytical cataloging—the increased size of the catalog.

I have previously referred to Chaplin's suggestion for cooperative analytical cataloging, one example of which already exists in the form of *LOGA*. The machinery for the development of this idea is present in the subject specialization schemes whereby public libraries agree to buy books within a specific subject field. I should like to see their responsibilities extended, so that they agree to provide analytical entries for periodical articles in their subject fields, especially when these are not covered by published indexing services. A similar activity has been reported in West Germany, under the auspices of the *Deutsche Forschungsgemeinschaft*. Bibliographic progress reports and surveys which are dispersed through many periodicals are being indexed: those in the fields of the natural sciences and technology by the Technical Information Library at Hanover in cooperation with the libraries of the technological universities, the University Library of Göttingen and the Senckenburg Library at Frankfurt; those in the humanities by a Central Office for the Humanities established by the *Staatsbibliothek der Stiftung Preussischer Kulturbesitz*, West Berlin. Subject areas in which efficient information services already exist are excluded.⁷

This excellent example of cooperation could surely be emulated in Britain. If the work were spread over a large number of libraries, the burden should not be too great.

Acknowledgments

I am grateful to the British Council for permission to publish this paper and to the libraries mentioned in the text for allowing me to refer to their practices.

REFERENCES

1. *Anglo-American Cataloguing Rules*. British text (London: Library Association, 1967) p.266.
2. *Anglo-American Cataloguing Rules*. North American text (Chicago: American Library Association, 1967) , p.343.
3. A. H. Chaplin, "Co-operative Cataloguing," *Library Association Record*, 55:275-78 (Sept. 1953) .
4. J. L. Hobbs, *Local History and the Library* ([2d ed., completely rev. and partly rewritten by George A. Carter] London: Deutsch, 1973) , p.251-52.
5. *Ibid.*, p.257
6. *Ibid.*, p.255-56.
7. Otto Löhmann, "The Subject Cataloguing of the Contents of Periodicals as a Task of Comprehensive Libraries," *Libri* 17:95-103 (1967) .

EXHIBIT I

Analytical unit entries constructed according
to *Anglo-American Cataloguing Rules*, rule 156

CHURCHES—Great Britain

Taylor, Joan.

Pre-Norman churches of the border, by Joan and Harold Taylor.

(In Chadwick, Nora K. *Celt and Saxon*. Cambridge, 1963. 23 cm. p.210-257) .

942.01

A. Subject analytical, alphabetical subject catalog

726.50942

Taylor, Joan.

Pre-Norman churches of the border, by Joan and Harold Taylor.

(In Chadwick, Nora K. *Celt and Saxon*. Cambridge, 1963. 23 cm. p.210-257) .

shelved at 942.01

B. Subject analytical, classified catalog

387.5

Wheeler, Sheila.
What's happening in the ports.

(*In Architect's Journal*, v.147, no.3, 17th Jan. 1968, p.124-141)

C. Subject analytical, periodical article

EXHIBIT 2

Lancashire County Library: Analytical entry
under title for a play

I HAVE BEEN HERE BEFORE, by Priestley, J. B.

also in PRIESTLEY. The plays, vol. 1
PRIESTLEY. Two time plays

3a. 1 int. sc. 4m. 2w.

Key: 3a., three acts
1 int. sc., one internal scene
4m., four men characters
2w., two women characters

EXHIBIT 3

Manchester Public Libraries: Analytical entries
for a play in a general collection.

822.908 PLAYS of the year.

P1 v.40, 1970-71. Ed. by J. C. Trewin, 1971.

v.40 Contents: Storey, D.: The contractor. Home, W. D.: The Jockey Club stakes. Peacock, J.: Children of the wolf. Harrison, J.: Unaccompanied cello.

A. Main entry

• 396 •

Library Resources & Technical Services

HOME, WILLIAM DOUGLAS
The Jockey Club stakes

822.908 PLAYS of the year.

Pl v.40, 1970-71. Ed. by J. C. Trewin, 1971.

v.40 Contents: Storey, D.: The contractor. Home, W. D.: The Jockey Club stakes. Peacock, J.: Children of the wolf. Harrison, J.: Unaccompanied cello. .

B. Analytical author entry

The JOCKEY CLUB STAKES

822.908 PLAYS of the year.

Pl v.40, 1970-71. Ed. by J. C. Trewin, 1971.

v.40 Contents: Storey, D.: The contractor. Home, W. D.: The Jockey Club stakes. Peacock, J.: Children of the wolf. Harrison, J.: Unaccompanied cello.

C. Analytical title entry

EXHIBIT 4

Manchester Public Libraries: Analytical entries
for an individual play in a collection by one dramatist

832.91 BRECHT, BERTOLT

Br 70 Collected plays. Ed. by John Willett and Ralph Manheim. 1970-
v. (Bertolt Brecht, Plays, poetry and prose.)

v. 1: (1918-1923). Baal. Tr. by Peter Tegel. Drums in the night. Tr. by John Willett. In the jungle of cities. Tr. by Gerard Nellhaus. The life of Edward II of England. Tr. by Jean Benedetti. A respectable wedding. Tr. by Jean Benedetti. The beggar or the dead dog. Tr. by Michael Hamburger. Driving out a devil. Tr. by Richard Grunberger. Lux in tenebris. Tr. by Eva Geisel and Ernest Borneman. The catch. Tr. by John Willett.

A. Main entry

BAAL

832.91 BRECHT, BERTOLT

Br 70 Collected plays. Ed. by John Willett and Ralph Manheim. 1970-
v. (Bertolt Brecht, Plays, poetry and prose.)

v. 1: (1918-1923). Baal. Tr. by Peter Tegel. Drums in the night. Tr.
by John Willett. In the jungle of cities. Tr. by Gerard Nellhaus. The
life of Edward II of England. Tr. by Jean Benedetti. A respectable
wedding. Tr. by Jean Benedetti. The beggar or the dead dog. Tr. by
Michael Hamburger. Driving out a devil. Tr. by Richard Grunberger.
Lux in tenebris. Tr. by Eva Geisel and Ernest Borneman. The catch.
Tr. by John Willett.

B. Analytical title entry. (A similar entry is made under TEGEL, PETER,
translator.)

EXHIBIT 5

Warrington Public Library: Analytical entry
in local collection classified catalog

CHURCHES AND CHAPELS A22

ST. MARY'S R.C. CHURCH, *Warrington*

Gilbey, *Rev. Father P.G.* St. Mary's, Warrington.

(In Warrington and District Guide and Yearbook. 1971. p. 68-69)

EXHIBIT 6

Warrington Public Library: Analytical entry
in local collection classified catalog

THEATRES M30

BAILEY, F. A. The Elizabethan playhouse at Prescott, Lancashire

(In Transactions of the Historic Society of Lancashire and Cheshire, vol. 103.
1951. p.69-81)

R942.7H

see also: Broadside Collection B.S.W.792
Pageants E10

EXHIBIT 7

Warrington Public Library: Analytical entry
in local collection classified catalog

TRADES: Individual I15

PIN-MAKING

HEAD, *Sir George*. A home tour through the manufacturing district of England, in the summer of 1835.

Includes Pin manufactory at Warrington. p.82-84.

EXHIBIT 8

Warrington Public Library: Index entries
in local collection

CLARE, William

Member, Amicable Club, 1795 (A)

House, Sankey Bridge, il. c.1830 (B2)

named as tenant, lease, 1768 (In abstract of title, 1837) (HW 15)

deed to declare uses of a fine, 1768 (HW 16)

Key: A, Amicable Club. Meetings Book, 1788-1802.

B2, Booth, Robert. Sketches in pen and ink of Warrington, 1830.

HW, Harrison deeds relating to Warrington, 1600-1851.

EXHIBIT 9

Wolverhampton Public Libraries: Analytical entries
in local collection classified catalog

L628

SEWERAGE COMMITTEE

Messrs. Lysaght Ltd. and the Corporation: report to the council. (Re alleged pollution of Smestow Brook)

In Council minutes and reports, 1896/67, p.41-100.

L9292
Shelf number LO7
THORNEYCROFT FAMILY
(Articles by A. R. Ankers)

In Wolverhampton magazine, July-September 1953.

L606
BOUCHER, Hilary
Wolverhampton Exhibition, 1902

In The Backcountryman, Winter 1971.

EXHIBIT 10

Wolverhampton Public Libraries: Entries in local collection subject index

COCK-FIGHTING

see Staffordshire Life and Country Pictorial, Vol. 7 no. 1.

FAMILY HISTORIES

S9292

see Staffordshire life, vol. 5, section 3.
Collections for a history of Staffordshire 1910 and 1925.

and The Wolverhampton antiquary, vol. 1.

EXHIBIT 11

Chester Public Library: Excerpt from *Chester Newspaper Index, 1960-64* (Chester: Chester Civic Amenities Committee, 1970)

HELSEBY GRAMMAR SCHOOL FOR GIRLS

deputy headmistress, Miss O. Lovegrove, new app., OB 18 Dec 1964 1c; *prizegiving*, OB 29 Oct 1960 21a-d (port), CHR 28 Oct 1961 22b-f (illus), OB 28 Oct 1961 21a-e (illus), CHR 27 Oct 1962 18c-e (illus), OB 27 Oct 1962 11a-g (illus), OB 8 Nov 1963 21c-f, OB 6 Nov 1964 5a-f (illus), CHR 7 Nov 1964 7c-h (illus); *productions*, 'Blithe spirit,' OB 29 Apr 1961 6e 20c-f (illus); 'Cranford,' CHR 30 Mar 1963 10f-h, OB 6 Apr 1963 6d; 'The Heiress,' OB 2 Apr 1960 8a

HELSEBY PLAYERS

pantomime, CHR 7 Dec 1963 19c-f (illus)

HELSEBY VILLAGE PRODUCE ASSOCIATION

show, OB 26 Aug 1961 9a-c, OB 25 Aug 1962 23gh

HEMPTON, Rev. George Basil

vicar, SS. Mary and Helen Church, Neston, app. hon. canon, Chester Cathedral, CHR 10 Mar 1962, 24g, OB 10 Mar 1962 1b

HENDERSON, J.

superintendent, Cheshire police, Northwich division, retirement, CHR 20 Jan 1962 7ef (ports), OB 20 Jan 1962 1a (port)

Henderson, J. H. Holmes-

see HOLMES-HENDERSON, J. H.

Key: CHR, *Chester Chronicle*
OB, *Cheshire Observer*

EXHIBIT 12

Warrington Public Library: Extract
from card index to *Warrington Guardian*

MUSEUM & LIBRARY

Bold St.

Notice of opening to public

W.G. Nov. 21st 1857 p.1A

'TAYLEUR'

Launched on 4th October 1853

W.G. 8th October 1853 p.12B

'TAYLEUR'

Account of shipwreck

W.G. Jan. 28th 1854 p.6D, 8CDE

EXHIBIT 13

Liverpool City Libraries: Extracts
from technical information index

621.791:621-454

Use of forming deposit welding in the fabrication of large pressure vessel components
(in German)

R. Müller

Technische Mitteilungen Krupp v.29 no.2 p.73-78, October 1971

629.13 (09)

History of metal aircraft construction

M. Langley

Aeronautical Journal, v.75 no.721 p.19-30, January 1971

Volume 17, Number 4, Fall 1973

EXHIBIT 14

Manchester Public Libraries: Analytical entries
for publications in series

q362.1 HEALTH & SOCIAL SECURITY, Dept. of.
He7 Management services (NHS), no.1- . 1970- il.
Bibliogs.
Continuation of "Hospital O&M and Work Study reports" series.
(362.1 Hol) .

A. Main entry

362.1005
q362.1 HEALTH & SOCIAL SECURITY, Dept. of, & WELSH
He7 OFFICE.
No6 Organisation and management of hospital linen services. 1972. pamph-
let. il.
(Management services (NHS), 6) .

B. Analytical entry in classified catalog

q362.1 HEALTH & SOCIAL SECURITY, Dept. of, & WELSH
He7 OFFICE.
No6 Organisation and management of hospital linen services. 1972. pamph-
let. il.
(Management services (NHS), 6) .

C. Analytical entry in author catalog

WELSH OFFICE
q362.1 HEALTH & SOCIAL SECURITY, Dept. of, & WELSH
He7 OFFICE.
No6 Organisation and management of hospital linen services. 1972. pamph-
let. il.
(Management services (NHS), 6).

D. Analytical entry in author catalog

EXHIBIT 15

Manchester Public Libraries: Analytical entries
for publications in series

550.5 BRITISH MUSEUM (NATURAL HISTORY), London.
B1 Bulletin: Geology (Palaeontological) series.
(Irregular) v.1, no.1, Dec. 1949- . il. mps.

A. Main entry

551.809547

550.5 FATMI, ALI MASIR
B1 Stratigraphy of the jurassic and lower cretaceous rocks and jurassic
v.20 ammonites from northern areas of West Pakistan. 1972. mps.
no.7 (British Museum (Natural History) London. Bulletins. Geology series,
v.20, no.7)

B. Analytical entry in classified catalog

Volume 17, Number 4, Fall 1973

564.5309547

550.5 FATMI, ALI MASIR

B1 Stratigraphy of the jurassic and lower cretaceous rocks and jurassic
v.20 ammonites from northern areas of West Pakistan. 1972. mps.
no.7 (British Museum (Natural History) London. Bulletins. Geology series,
v.20, no.7)

C. Analytical entry in classified catalog

(An entry similar to Exhibit 15, B and C, appears in the author catalog under FATMI, ALI MASIR)

EXHIBIT 16

Science Reference Library (Holborn Branch)
Analytical entry in author catalog

SCHAFROTH, M. R.

Theoretical aspects of superconductivity. 1960. 197p. bibliog. (11p.)

In

SOLID STATE PHYSICS (New York)

Vol.10, p.293-489, 1960

A Preliminary List Of Geographic Subject Headings For Asian Countries

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The list is a guide to help catalogers identify materials pertaining to Asia for the World Study Center at the State University College at New Paltz. It also serves as a tool to up-date geographic subject headings to conform with the Library of Congress ruling adopted January 1970: "When the name of a country, state, city, etc. has been changed without substantially affecting its territorial identity, all subject entries are made under the new name regardless of the period covered by works being cataloged." (U.S. Library of Congress, Processing Dept., Cataloging Service. Bulletin 88:9 [Jan. 1970])

THE WORLD STUDY CENTER (WSC) of the Sojourner Truth Library of the State University College at New Paltz, the State University of New York, contains a collection of more than 20,000 volumes specifically concerned with Asia, Africa, and the Near East in support of the college's multidisciplinary non-Western programs. In addition, the center acquired in 1966 the library of the Comité Français pour l'Outre Mer, consisting of 24,000 volumes of unique research materials on French colonial history. Because area studies is the focus, a geographical approach is of prime importance for the center. The WSC vertical file is arranged by place name. The current periodicals housed in the center are grouped by area: Asia, Africa, and the Near East. In order to guide patrons in the use of card catalogs, bibliographies, and other research tools, a list of valid entries for Asian, African, and Near Eastern countries is necessary.

Because the Sojourner Truth Library has centralized acquisitions and processing, the concern of the center is that materials dealing completely or in large part with a World Study Center country are sent to the center. The Library of Congress (LC) classification is inadequate to identi-

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fy materials of area interests. *Who's Who in the Arab World* is classified D198.3, not with a DS number (LC card NE67-1244). Nor can LC subject cataloging fully meet our special needs. *The New States of Asia* receives **States, New—Politics** as its only subject heading (LC card 64-549). A cataloger has to examine the book to decide whether it is a WSC item. In 1971 the library first utilized its nonprofessional staff under supervision of a professional to undertake the reclassification project. A register of geographic headings of the WSC countries with cross-references is needed to assist the nonprofessional staff in determining the location of a book.

In January 1971 the Processing Department of the Library of Congress announced a subject heading decision for corporate bodies and political jurisdictions. The Subject Cataloging Division adopted the following policy for the use of political jurisdictions as subject headings:

When the name of a country, state, city, etc. has been changed without substantially affecting its territorial identity, all subject entries are made under the new name regardless of the period covered by the works being cataloged. All subject entries under the old name are changed to the new name. . . .¹

To be compatible with LC's cataloging, changes in geographic headings used as subject headings should be changed.

Thus, for cataloging reasons and the WSC's special focus, the compilation of a "List of Geographic Subject Headings for the World Study Center Countries" became a necessary project. The list is divided into three sections. The Asian section, namely, the present list, was completed spring 1972. The African section is near completion, and the Near Eastern section is in progress.

The boundary of Asia has been disputed. The traditional concept includes Asian Turkey while the modern concept excludes the Asian U.S.S.R. as well as the Near East. The choice of Asian political geographic headings in the list is based on the World Study Center's arbitrary definition of Asia, which may not agree with the views held by other institutions. Types of place names entered consist of geographic areas (e.g., **East (Far East), Mongolia**); large or better known islands (e.g., **Borneo, Hongkong**); and political units (e.g., countries: **Vietnam, India (Republic)**; and territories: **New Guinea (Territory)**). Names of smaller political divisions, such as provinces, prefectures, and cities are listed seldom. Exceptions are made, however, to distinguish governments or districts having identical conventional names like **Mindoro Island** and **Mindoro, Philippines (Province)**.

The entry of geographic headings follows LC practice as much as possible. The *Gazetteers* issued by the U.S. Board on Geographic Names (BGN) have been consulted also. When conflict exists between the Library of Congress and the Board on Geographic Names, the heading is marked with asterisks: one asterisk signifies a BGN entry (e.g., ***Sverdlovskaya Oblast', Russia**), and two asterisks signify an LC heading (e.g., ****Sverdlovsk, Russia (Province)**). In those rare cases where there is no

LC heading, and the BGN entry is not compatible with LC's pattern for similar headings, a local entry, coded with °, is created (e.g., °**Timor, Indonesian**).

Some adjustment has been made with Russian place names. First, smaller political units such as "kray" and "oblast" are entered because it is assumed that not many people can read Russian, and such entries may be helpful. Second, due to LC's inconsistencies in the use of the Russian and its English equivalent terminologies in cases like "kray" (territory), "okrug" (region), and "oblast" (province), official names listed in BGN *Gazetteers* are used. For example, LC sometimes uses the Russian term "oblast," but at other times, its English equivalent "province": **Chelyabinsk, Russia (Province); Magadanskaya Oblast', Russia. The WSC list prefers the official entries of the Board on Geographic Names: *Chelyabinskaya Oblast', Russia; Magadanskaya Oblast', Russia. Third, for the convenience of cataloging and processing, the shorter LC headings for the names of republics in the Soviet Union are chosen, instead of the lengthy official names given by the Board on Geographic Names. With the exception of Russian place names, transliterated names (e.g., "Chung-Kuo" for **China**, "Nihon" or "Nippon" for **Japan**) seldom appear in the list. Various transliteration systems for the Russian language exist; the list follows the BGN/PCGN 1947 system.² The system used by LC for all terms other than place names differs from the BGN/PCGN 1947 system in that when a word ends with "-yy" or "-ya" LC transliterates as "-ïï" or "-îâ."³ The Library of Congress, however, does not apply this system to Russian place names; thus, no cross-references have been made from such variant transliterations.

The library does not use see also references. Information cards are placed in the card catalogs instead. See also references in the list are, therefore, records to be transferred to information cards. When the information cards for Asian countries are filed in the subject catalog, such see also references will be eliminated from the list.

This is a working list used in the Sojourner Truth Library as a guide for the catalogs to send the proper materials to the World Study Center, and moreover, as the basis on which the system of WSC is built. Libraries of our size and nature which wish to bring their catalogs into agreement with the Library of Congress may be able to use this list as a guide for making necessary changes in geographic subject headings in their catalogs. We are sharing our experience in hopes that others may benefit, and also that we might receive comments and suggestions for future revision.

Geographic Subject Headings for the World Study Center Countries

Admin Divi Islands

See

Laccadives

Admindivi Islands

See

Laccadives

Afghanistan

Aga (Aginsky) Buryat National Okrug
See

*Aginskiy Buryatskiy Natsional'nyy Okrug, Russia

Aga Burgat National Okrug
See

*Aginskiy Buryatskiy Natsional'nyy Okrug, Russia

Aginskiy Buryat-Mongol'skiy Natsional'nyy Okrug
See

*Aginskiy Buryatskiy Natsional'nyy Okrug, Russia

***Aginskiy Buryatskiy Natsional'nyy Okrug, Russia**

Altay Kray
See

Altayskiy Kray, Russia

Altayskiy Kray, Russia

Amur Oblast
See

Amurskaya Oblast', Russia

Amur (Province)
See

Amurskaya Oblast', Russia

Amur, Russia (Province)
See

Amurskaya Oblast', Russia

Amurskaja Oblast
See

Amurskaya Oblast', Russia

Amurskaya Oblast', Russia

Andaman and Nicobar, India (Union Ter.)

See

Andaman and Nicobar Islands

Andaman and Nicobar Islands

See also

Andaman Islands

Nicobar Islands

Andaman Islands

See also

Andaman and Nicobar Islands

Annam

See also

Cochin China

Indochina (Federation)

Indochina, French

Tongking

Vietnam

Vietnam (Democratic Republic, 1946-)

Asia, Eastern

See

East (Far East)

Asia, Southeastern

Asia, Southern

See

South Asia

Asiatic Russia

See

Russia, Asiatic

Autonomous East Turkestan Republic

See

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Sinkiang

Australian Trust Territory of

New Guinea

See

New Guinea (Territory)

***Bac-Phan**

See

Tonking

Bali (Island)

Bangla Desh

See

Bangladesh

Bangladesh

See also

Bengal

Pakistan

* Board on Geographic Names entry.

Bengal
See also
 Bangladesh
 Eastern Bengal and Assam
 West Bengal

Bengal, Eastern
See
 Bangladesh

Bengal Nation
See
 Bangladesh

Bhārat
See
 India
 India (Republic)

Bhutan

Borneo
See also
 Brunei, Borneo (State)
 Indonesia
 North Borneo
 Sabah
 Sarawak

Borneo, Indonesian
See
 Borneo

Borneo, North
See
 North Borneo
 Sabah

British New Guinea
See
 Papua

British North Borneo
See
 North Borneo
 Sabah

Brunai
See
 Brunei, Borneo (State)

Brunei
See also
 Brunei, Borneo (State)

Brunei, Borneo (State)
See also
 Borneo
 Brunei

Brunei (State)
See
 Brunei, Borneo (State)

Burma

Cambodia
See also
 Indochina (Federation)
 Indochina, French

Celebes

Ceylon

Chelyabinsk Oblast
See
 *Chelyabinskaya Oblast', Russia

Chelyabinsk (Province)
See
 *Chelyabinskaya Oblast', Russia

****Chelyabinsk, Russia (Province)**
See
 *Chelyabinskaya Oblast', Russia

***Chelyabinskaya Oblast', Russia**

China
See also
 China (People's Republic of China, 1949-)
 Formosa

China, Communist
See
 China (People's Republic of China, 1949-)

China, Nationalist
See
 China
 Formosa

China (People's Democratic Republic of China, 1949-)
See

* Board on Geographic Names entry.

** Library of Congress heading.

- China (People's Republic of China, 1949-)
- China (People's Republic of China, 1949-)**
See also
 China
- Chinese Turkestan
See
 Sinkiang
- Chinese Turkistan
See
 Sinkiang
- Chishima-Retto
See
 Kuril Islands
- Chita Oblast
See
 Chitinskaya Oblast', Russia
- Chita (Province)
See
 Chitinskaya Oblast', Russia
- Chitinskaya Oblast', Russia
- Chosen
See
 Korea
- Choson
See
 Korea
- Chukchi National Okrug
See
 Chukotskiy Natsional'nyy Okrug, Russia
- Chukchi (R. Chukotsky) National Okrug
See
 Chukotskiy Natsional'nyy Okrug, Russia
- Chukotskiy Natsional'nyy Okrug, Russia**
- Cochin China
See also
 Annam
 Indochina (Federation)
 Indochina, French
- Tongking
 Vietnam
- Cochin-China
See
 Cochin China
- Cochin-chine
See
 Cochin China
- Communist China
See
 China (People's Republic of China, 1949-)
- Democratic People's Republic of Korea
See
 Korea (Democratic People's Republic)
- Dutch Borneo
See
 Borneo
- Dutch East Indies
See
 Indonesia
- Dutch New Guinea
See
 Irian Barat, Indonesia
- Dutch Timor
See
 °Timor, Indonesian
- East Asia
See
 East (Far East)
- East Bengal
See
 Bangladesh
- East (Far East)**
- East Indies**
See also
 Indonesia
- East Malaysia
See
 Sabah

° Local entry.

- East Pakistan
See
Bangladesh
- East Turkestan
See
Sinkiang
- East Turkestan Republic
See
Hsin-chiang Wei-wu-êrh tzü chih ch'ü
Sinkiang
- East Turkistan
See
Sinkiang
- East Turkistan Republic
See
Hsin-chiang Wei-wu-êrh tzü chih ch'ü
Sinkiang
- Eastern Asia
See
East (Far East)
- Eastern Bengal and Assam
See also
Bengal
- Eastern Siberia
See
Siberia, Eastern
- Eastern Turkestan
See
Sinkiang
- Eastern Turkistan
See
Sinkiang
- Evenki National Okrug
See
Evenkiyskiy Natsional'nyy Okrug,
Russia
- Evenkiyskiy Natsional'nyy Okrug, Russia
- Far East
See
East (Far East)
- Federated Shan States
See
Shan States
- Federation of Indochina
See
Indochina (Federation)
- Federation of Malaya
See
Malaya
- Federation of Malaysia
See
Malaysia
- Formosa
See also
China
- French Indochina
See
Indochina, French
- German New Guinea
See
New Guinea (Territory)
- Gorno-Altai Autonomous Oblast
See
Gorno-Altayskaya Avtonomnaya
Oblast', Russia
- Gorno-Altay Autonomous Oblast
See
Gorno-Altayskaya Avtonomnaya
Oblast', Russia
- Gorno-Altayskaya Autonomous Oblast
See
Gorno-Altayskaya Avtonomnaya
Oblast', Russia
- Hai-nan Tao
See
Hainan
- Hainan
- Hokkaido
- Hong Kong
See
Hongkong
- Hongkong

Honshiu

See

*Honshu

*Honshu

Hsi-tsang, China

See

*Hsi-tsang tzü chih ch'ü

Tibet

*Hsi-tsang tzü chih ch'ü

See also

Tibet

Hsin-chiang, China (Province)

See

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Sinkiang

Hsin-chiang Uighur Autonomous Region

See

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

See also

Sinkiang

India

See also

India (Republic)

India (Dominion)

See

India

India (Republic)

India (Republic)

See also

India

Indochina

See also

Indochina, French

Indochina (Federation)

See also

Annam

Cambodia

Cochin China

Indochina, French

Laos

Tongking

Vietnam

Indochina, French

See also

Annam

Cambodia

Cochin China

Indochina

Indochina (Federation)

Laos

Tongking

Vietnam

Indochinese Federation

See

Indochina (Federation)

Indochinese Union

See

Indochina, French

Indonesia

See also

Borneo

Celebes

East Indies

Java

Malay Archipelago

Moluccas

Sumatra

Indonesian Borneo

See

Borneo

Indonesian Timor

See

°Timor, Indonesian

Inner Mongolia

See

Mongolia (Inner Mongolia)

Inner Mongolian Autonomous Region

See

*Nei-mêng-ku tzü chih ch'ü

Irian Barat, Indonesia

See also

New Guinea

Irkutsk Oblast

See

*Irkutskaya Oblast', Russia

* Board on Geographic Names entry.

° Local entry.

- Irkutsk (Province)
See
 *Irkutskaya Oblast', Russia
- Irkutsk, Russia (Province)
See
 *Irkutskaya Oblast', Russia
- *Irkutskaya Oblast', Russia
- Islamic Republic of Pakistan
See
 Pakistan
- Jammu and Kashmir**
See also
 Kashmir
- Japan**
- Java**
- Jewish Autonomous Oblast
See
 *Yevreyskaya Avtonomnaya Oblast',
 Russia
- Kalimantan
See
 Borneo
- Kamchatka**
See also
 *Kamchatskaya Oblast', Russia
- Kamchatka Oblast
See
 *Kamchatskaya Oblast', Russia
- Kamchatka (Province)
See
 *Kamchatskaya Oblast', Russia
- Kamchatka, Russia (Province)
See
 *Kamchatskaya Oblast', Russia
- *Kamchatskaya Oblast', Russia
See also
 Kamchatka
- Kamschatka
See
 Kamchatka
- Karafuto
See
 Sakhalin
- Kashmir**
See also
 Jammu and Kashmir
- Kazakh S. S. R.**
See also
 Kazakhstan
- Kazakh Soviet Socialist Republic
See
 Kazakh S. S. R.
- *Kazakhskaya Sovetskaya
 Sotsialisticheskaya Respublika
See
 Kazakh S. S. R.
- Kazakhstan**
See also
 Kazakh S. S. R.
- Kemerovo Oblast
See
 *Kemerovskaya Oblast', Russia
- Kemerovo (Province)
See
 *Kemerovskaya Oblast', Russia
- **Kemerovo, Russia (Province)
See
 *Kemerovskaya Oblast', Russia
- *Kemerovskaya Oblast', Russia
- Khabarovsk Kray
See
 Khabarovskiy Kray, Russia
- Khabarovskiy Kray, Russia**
- Khakas Autonomous Oblast
See
 Khakasskaya Avtonomnaya Oblast',
 Russia
- Khakass Autonomous Oblast
See
 Khakasskaya Avtonomnaya Oblast',
 Russia

* Board on Geographic Names entry.

** Library of Congress heading.

- Khakass Avtonomnaya Oblast
See
Khakasskaya Avtonomnaya Oblast',
Russia
- Khakasskaya Avtonomnaya Oblast',
Russia
- Khanty-Mansi National Okrug
See
Khanty-Mansiyskiy Natsional'nyy
Okrug, Russia
- Khanty-Mansiisk National Okrug
See
Khanty-Mansiyskiy Natsional'nyy
Okrug, Russia
- Khanty-Mansiyskiy Natsional'nyy Okrug,
Russia
- Khmer Republic
See
Cambodia
- Kingdom of Afghanistan
See
Afghanistan
- Kingdom of Cambodia
See
Cambodia
- The Kingdom of Islands
See
Maldiv Islands
- Kingdom of Laos
See
Laos
- Kingdom of Thailand
See
Thailand
- Kirghiz S. S. R.
See also
Kirghizistan
- Kirghiz Soviet Socialist Republic
See
Kirghiz S. S. R.
- Kirghizistan
See also
Kirghiz S. S. R.
- Kirghizstan
See
Kirghizistan
- Kirgiz S. S. R.
See
Kirghiz S. S. R.
- Kirgiz Soviet Socialist Republic
See
Kirghiz S. S. R.
- Kirgizia
See
Kirghizistan
- *Kirgiziya
See
Kirghizistan
- *Kirgizskaya Sovetskaya
Sotsialisticheskaya Respublika
See
Kirghiz S. S. R.
- Korea
See also
Korea (Democratic People's Republic)
Korea (Republic)
- Korea (Democratic People's Republic)
See also
Korea
Korea (Republic)
- Korea, North
See
Korea (Democratic People's Republic)
- Korea (North Korean Government)
See
Korea (Democratic People's Republic)
- Korea (Republic)
See also
Korea
Korea (Democratic People's Republic)
- Korea, South
See
Korea (Republic)
- Korea (South Korean Government)
See
Korea (Republic)

* Board on Geographic Names entry.

- Koryak National Okrug
See
 Koryakskiy Natsional'nyy Okrug,
 Russia
- Koryakskiy Natsional'nyy Okrug, Russia**
- Krasnoyarsk Kray
See
 *Krasnoyarskiy Kray, Russia
- **Krasnoyarsk, Siberia (Kray)
See
 *Krasnoyarskiy Kray, Russia
- *Krasnoyarskiy Kray, Russia
- ***Kuang-hsi Chuang-tsu tzü chih ch'ü**
See also
 Kwangsi, China (Province)
- Kurgan Oblast
See
 *Kurganskaya Oblast', Russia
- Kurgan (Province)
See
 *Kurganskaya Oblast', Russia
- Kurgan, Russia (Province)
See
 *Kurganskaya Oblast', Russia
- **Kurgan, Siberia (Province)
See
 *Kurganskaya Oblast', Russia
- *Kurganskaya Oblast', Russia
- Kuril Islands**
- Kurile Islands
See
 Kuril Islands
- Kuriles Islands
See
 Kuril Islands
- Kurils Islands
See
 Kuril Islands
- Kuril'skiye Ostrova
See
 Kuril Islands
- Kwang-hsi, China (Province)
See
 Kwangsi, China (Province)
- Kwang-hsi Chuang-tsu Autonomous
 Region
See
 *Kuang-hsi Chuang-tsu tzü chih ch'ü
- Kwangsi, China (Province)**
See also
 *Kuang-hsi Chuang-tsu tzü chih ch'ü
- Kwangsi Chuang Autonomous Region
See
 *Kuang-hsi Chuang-tsu tzü chih ch'ü
- Kwangsi Chuang-tsu Autonomous Region
See
 *Kuang-hsi Chuang-tsu tzü chih ch'ü
- Kyushu**
- Laccadive, Amindivi, and Minicoy Islands
See
 Laccadives
- Laccadive, Minicoy, and Amindivi Islands
See
 Laccadives
- Laccadives**
See also
 Laccadives, India (Union Ter.)
- Laccadives, India (Union Ter.)**
See also
 Laccadives
- Laos**
See also
 Indochina (Federation)
 Indochina, French
- Laos, Siamese
See
 Shan States
- Laos States
See
 Shan States

* Board on Geographic Names entry.

** Library of Congress heading.

- Loo Choo Islands
See
Ryukyu Islands
- Luzon**
- Macao**
- Macau
See
Macao
- Magadan Oblast
See
Magadanskaya Oblast', Russia
- Magadan (Province)
See
Magadanskaya Oblast', Russia
- Magadan, Russia (Province)
See
Magadanskaya Oblast', Russia
- Magadanskaya Oblast', Russia**
- Malay Archipelago**
See also
Indonesia
Philippine Islands
Philippines (Republic)
- Malay land
See
Malaya
- Malay Peninsula**
See also
Malaya
- Malay States, Federated
See
Malaya
- Malay States, Federated and Unfederated
See
Malaya
- Malay States, Unfederated
See
Malaya
- Malaya**
See also
Malay Peninsula
Malaysia
- Malaya, Federated
See
Malaya
- Malaya (Federation)
See
Malaya
- Malayan Union
See
Malaya
- Malaysia**
See also
Malaya
North Borneo
Sabah
Sarawak
Singapore
- Malaysian Federation
See
Malaysia
- Maldive Islands**
- Maluku Islands
See
Moluccas
- Manchuria**
- Maritime Kray
See
Primorskiy Kray, Russia
- Maritime (Primorskiy) Kray
See
Primorskiy Kray, Russia
- **Maritime Province, Siberia
See
Primorskiy Kray, Russia
- Maritime Territory
See
Primorskiy Kray, Russia
- Mindanao**
- Mindoro Island**
See also
Mindoro, Philippines (Province)

** Library of Congress heading.

- Mindoro, Philippines (Province)**
See also
 Mindoro Island
- Minicoy Islands**
See
 Laccadives
- Moluccas**
See also
 Indonesia
- Mongolia**
See also
 Mongolia (Inner Mongolia)
 Mongolia (Mongolian People's Republic)
 Mongolia, Outer
 *Nei-mêng-ku tǔ chih ch'ü
- Mongolia, Inner**
See
 Mongolia (Inner Mongolia)
- Mongolia (Inner Mongolia)**
See also
 Mongolia
 *Nei-mêng-ku tǔ chih ch'ü
- Mongolia (Mongolian People's Republic)**
See also
 Mongolia
 Mongolia, Outer
- Mongolia, Northern**
See
 Mongolia (Mongolian People's Republic)
 Mongolia, Outer
- Mongolia, Outer**
See also
 Mongolia (Mongolian People's Republic)
- Mongolia (Outer Mongolia)**
See
 Mongolia, Outer
 Mongolia (Mongolian People's Republic)
- Mongolia, Southern**
See
 Mongolia (Inner Mongolia)
- Mongolian People's Republic**
See
 Mongolia (Mongolian People's Republic)
 Mongolia, Outer
- Mountainous-Altay Autonomous Oblast**
See
 Gorno-Altayskaya Avtonomnaya Oblast', Russia
- Nationalist China**
See
 China
- Negros (Island)**
See
 Negros, Philippine Islands
- °Negros Occidental**
See also
 Negros, Philippine Islands
- Negros Oriental**
See also
 Negros, Philippine Islands
- Negros, Philippine Islands**
See also
 °Negros Occidental
 Negros Oriental
- *Nei-mêng-ku tǔ chih ch'ü**
See also
 Mongolia
 Mongolia (Inner Mongolia)
- Nepal**
- Netherlands East Indies**
See
 Indonesia
- Netherlands New Guinea**
See
 Irian Barat, Indonesia
- Netherlands Timor**
See
 °Timor, Indonesian
- New Guinea**
See also
 Irian Barat, Indonesia
 New Guinea (Territory)

* Board on Geographic Names entry.

° Local entry.

- Papua
Papua-New Guinea (Territory)
- New Guinea, British
See
Papua
- New Guinea, Dutch
See
Irian Barat, Indonesia
- New Guinea, German
See
New Guinea (Territory)
- New Guinea (Territory)
See also
New Guinea
Papua-New Guinea (Territory)
- New Guinea, Territory of
See
New Guinea (Territory)
- Nicobar and Andaman, India (Union
Ter.)
See
Andaman and Nicobar Islands
- Nicobar and Andaman Islands
See
Andaman and Nicobar Islands
- Nicobar Islands
See also
Andaman and Nicobar Islands
- *Ning-hsia Hui-tsu tzŭ chih ch'ü
See also
Ninghsia, China (Province)
- Ninghsia, China (Province)
See also
*Ning-hsia Hui-tsu tzŭ chih ch'ü
- Ninghsia Hui Autonomous Region
See
*Ning-hsia Hui-tsu tzŭ chih ch'ü
- Ningsia Hui-tsu Autonomous Region
See
*Ning-hsia Hui-tsu tzŭ chih ch'ü
- Ningsia Hui-tsu Autonomous Region
See
*Ning-hsia Hui-tsu tzŭ chih ch'ü
- North Borneo
See also
Borneo
Malaysia
Sabah
- North Korea
See
Korea (Democratic People's Republic)
- North Vietnam
See
Vietnam (Democratic Republic,
1946-)
- Northeastern Siberia
See
Siberia, Northeastern
- Northern Mongolia
See
Mongolia (Mongolian People's
Republic)
- Novosibirsk Oblast
See
*Novosibirskaya Oblast', Russia
- **Novosibirsk (Province)
See
*Novosibirskaya Oblast', Russia
- Novosibirsk, Russia (Province)
See
*Novosibirskaya Oblast', Russia
- *Novosibirskaya Oblast', Russia
- Okinawa Island
See also
Okinawa (Prefecture)
Ryukyu Islands
- Okinawa (Prefecture)
See also
Okinawa Island
Ryukyu Islands

* Board on Geographic Names entry.

** Library of Congress heading.

Omsk Oblast
See
*Omskaya Oblast', Russia

Omsk (Province)
See
*Omskaya Oblast', Russia

Omsk, Russia (Province)
See
*Omskaya Oblast', Russia

**Omsk, Siberia (Province)
See
*Omskaya Oblast', Russia

*Omskaya Oblast', Russia

Outer Mongolia
See
Mongolia (Mongolian People's
Republic)

Pakistan
See also
Bangladesh
West Pakistan

Pakistan, East
See
Bangladesh

Pakistan, West
See
West Pakistan

°Palawan (Island)
See also
°Palawan, Philippines (Province)

°Palawan, Philippines (Province)
See also
°Palawan (Island)

Panay (Island)

Papua
See also
New Guinea
Papua-New Guinea (Territory)

Papua-New Guinea (Territory)
See also
New Guinea

New Guinea (Territory)
Papua

Papua, Territory of
See
Papua

People's Republic of China
See
China (People's Republic of China,
1949--)

People's Republic of Tannu Tuva
See
Tannu-Tuva

Philippine Islands
See also
Malay Archipelago
Philippines (Republic)

Philippines
See
Philippine Islands
Philippines (Republic)

Philippines (Republic)
See also
Malay Archipelago
Philippine Islands

Portuguese Timor
See
Timor, Portuguese

Primorskiy Kray, Russia

Republic of China
See
China

Republic of India
See
India
India (Republic)

Republic of Indonesia
See
Indonesia

Republic of Korea
See
Korea (Republic)

* Board on Geographic Names entry.

** Library of Congress heading.

° Local entry.

- Republic of Singapore**
See
 Singapore
- Republic of Sri Lanka**
See
 Ceylon
- Republic of the Philippines**
See
 Philippines (Republic)
- Republic of Vietnam**
See
 Vietnam
- Royal Afghan Government**
See
 Afghanistan
- Russia, Asiatic**
- Russian Turkestan**
See
 West Turkestan
- Russian Turkistan**
See
 West Turkestan
- Ryukyu Islands**
See also
 Okinawa Island
 Okinawa (Prefecture)
- Sabah**
See also
 Borneo
 Malaysia
 North Borneo
- Saghalien**
See
 Sakhalin
- Saghalin**
See
 Sakhalin
- Sakhalin**
- Sakhalin Oblast**
See
 Sakhalinskaya Oblast', Russia
- Sakhalin, Ostrov**
See
 Sakhalin
- Sakhalin (Province)**
See
 Sakhalinskaya Oblast', Russia
- Sakhalin, Russia (Province)**
See
 Sakhalinskaya Oblast', Russia
- Sakhalinskaya Oblast', Russia**
- Samar**
- Sarawak**
See also
 Borneo
 Malaysia
- Shan State**
See
 Shan States
- Shan States**
- Shikoku**
- Siam**
See
 Thailand
- Siberia**
See also
 Siberia, Eastern
 Siberia, Northeastern
 Siberia, Western
- Siberia, Eastern**
See also
 Siberia
- Siberia, Northeastern**
See also
 Siberia
- Siberia, Western**
See also
 Siberia
- Sikhim**
See
 Sikkim
- Sikhim, India**
See
 Sikkim, India
- Sikkim**
See also
 Sikkim, India

Sikkim, India

See also

Sikkim

Singapore

See also

Malaysia

Sinkiang

See also

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Sinkiang Uighur Autonomous Region

See

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Sinkiang Wei-wu-êrh tzü chih ch'ü

See

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

South Asia

South East Asia

See

Asia, Southeastern

South Korea

See

Korea (Republic)

South Vietnam

See

Vietnam

Southeast Asia

See

Asia, Southeastern

Southern Asia

See

South Asia

Southern Mongolia

See

Mongolia (Inner Mongolia)

Sovereign Democratic Republic of

Bangla Desh

See

Bangladesh

Soviet Far East

Sri Lanka

See

Ceylon

State of Jammu and Kashmir

See

Jammu and Kashmir
Kashmir

Sulawesi

See

Celebes

Sulawesi, Pulau

See

Celebes

Sultanate of Brunei

See

Brunei, Borneo (State)

Sumatra

See also

Indonesia

Sverdlovsk Oblast

See

*Sverdlovskaya Oblast', Russia

Sverdlovsk (Province)

See

*Sverdlovskaya Oblast', Russia

****Sverdlovsk, Russia (Province)**

See

*Sverdlovskaya Oblast', Russia

***Sverdlovskaya Oblast', Russia**

Tadjik S. S. R.

See

Tajik S. S. R.

Tadjikistan

See

Tajikistan

Tadshikistan

See

Tajikistan

Tadzjik S. S. R.

See

Tajik S. S. R.

Tadzhikistan

See

Tajikistan

* Board on Geographic Names entry.

** Library of Congress heading.

*Tadzhikskaya Sovetskaya
Sotsialisticheskaya Respublika
See
Tajik S. S. R.

Taiwan
See
Formosa

Tajik S. S. R.
See also
Tajikistan

Tajik Soviet Socialist Republic
See
Tajik S. S. R.

Tajikistan
See also
Tajik S. S. R.

Tannu Tuva
See
Tannu-Tuva

Tannu-Tuva

Tannu-Tuvinskaya Respublika
See
Tannu-Tuva

Taymyr (Dolgano-Nenets) National
Okrug
See
*Taymyrskiy Natsional'nyy Okrug,
Russia

Taymyr National Okrug
See
*Taymyrskiy Natsional'nyy Okrug,
Russia

***Taymyrskiy Natsional'nyy Okrug,
Russia**

The Territory of New Guinea
See
New Guinea (Territory)

The Territory of Papua
See
Papua

The Territory of Papua and New Guinea

* Board on Geographic Names entry.

** Library of Congress heading.

° Local entry.

• 422 •

See
Papua-New Guinea (Territory)

Thailand

Thibet
See
Tibet

Tibet
See also
*Hsi-tsang tzü chih ch'ü

Tibetan Autonomous Region
See
*Hsi-tsang tzü chih ch'ü

Timor
See also
°Timor, Indonesian
Timor, Portuguese

*Timor Barat
See
°Timor, Indonesian

Timor, Dutch
See
°Timor, Indonesian

°Timor, Indonesian
See also
Timor
Timor, Portuguese

Timor, Portuguese
See also
Timor
°Timor, Indonesian

Tomsk Oblast
See
*Tomskaya Oblast', Russia

Tomsk (Province)
See
*Tomskaya Oblast', Russia

Tomsk, Russia (Province)
See
*Tomskaya Oblast', Russia

**Tomsk, Siberia (Province)
See
*Tomskaya Oblast', Russia

***Tomskaya Oblast', Russia**

Tongking

See also

Indochina (Federation)

Indochina, French

Vietnam

Vietnam (Democratic Republic,
1946-)

Tonkin

See

Tongking

Tonking

See

Tongking

Trust Territory of New Guinea

See

New Guinea (Territory)

Turkestan

See also

Hsin-chiang Wei-wu-êrh tzü chih ch'ü

Sinkiang

West Turkestan

Turkestan A. S. S. R.

See also

Turkestan

West Turkestan

**Turkestan Autonomous Soviet Socialist
Republic**

See

Turkestan A. S. S. R.

Turkestan, Eastern

See

Sinkiang

Turkestan, Russian

See

West Turkestan

Turkestan, Western

See

West Turkestan

***Turkistan**

See

Turkestan

Turkistan A. S. S. R.

See

Turkestan A. S. S. R.

**Turkistan Autonomous Soviet Socialist
Republic**

See

Turkestan A. S. S. R.

Turkistan, Eastern

See

Sinkiang

Turkistan, Russian

See

West Turkestan

Turkistan, Western

See

West Turkestan

Turkmen S. S. R.

See also

Turkmenistan

Turkmen Soviet Socialist Republic

See

Turkmen S. S. R.

Turkmenia

See

Turkmenistan

Turkmenistan

See also

Turkmen S. S. R.

***Turkmeniya**

See

Turkmenistan

Turkmenkaya S. S. R.

See

Turkmen S. S. R.

***Turkmenkaya Sovetskaya
Sotsialisticheskaya Respublika**

See

Turkmen S. S. R.

Tuva

See

Tannu-Tuva

Tuva A. S. S. R.

See

Tannu-Tuva

* Board on Geographic Names entry.

- Tuva Autonomous Region
See
Tannu-Tuva
- Tuvonian People's Republic
See
Tannu-Tuva
- Tuvinskaja A. S. S. R.
See
Tannu-Tuva
- Tuvinskaya A. S. S. R.
See
Tannu-Tuva
- Tuvinskaya Autonomous Oblast
See
Tannu-Tuva
- *Tuvinskaya Avtonomnaya Sovetskaya
Sotsialisticheskaya Respublika
See
Tannu-Tuva
- Tuvinskaya Narodnaya Respublika
See
Tannu-Tuva
- Tyumen Oblast
See
*Tyumenskaya Oblast', Russia
- Tyumen (Province)
See
*Tyumenskaya Oblast', Russia
- **Tyumen', Russia (Province)
See
*Tyumenskaya Oblast', Russia
- *Tyumenskaya Oblast', Russia
- Union of Burma
See
Burma
- Union of India
See
India
India (Republic)
- Union of Indochina
See
Indochina, French
- Ust-Orda Buryat National Okrug
See
*Ust'-Ordynskiy Buryatskiy
Natsional'nyy Okrug,
Russia
- Ust'-Ordynskiy Buryal-Mongol'skiy
Natsional'nyy Okrug
See
*Ust'-Ordynskiy Buryatskiy
Natsional'nyy Okrug,
Russia
- *Ust'-Ordynskiy Buryatskiy
Natsional'nyy Okrug,
Russia
- Uzbek S. S. R.
See also
Uzbekistan
- Uzbek Soviet Socialist Republic
See
Uzbek S. S. R.
- Uzbekistan
See also
Uzbek S. S. R.
- *Uzbekskaya Sovetskaya
Sotsialisticheskaya Respublika
See
Uzbek S. S. R.
- Viet Nam
See
Vietnam
- Vietnam
See also
Annam
Cochin China
Indochina (Federation)
Indochina, French
Tongking
Vietnam (Democratic Republic,
1946-)
- Vietnam (Democratic Republic,
1946-)
See also
Annam
Tongking
Vietnam

* Board on Geographic Names entry.

** Library of Congress heading.

- Vietnam, North
See
 Vietnam (Democratic Republic,
 1946–)
- Vietnam, South
See
 Vietnam
- West Bengal**
See also
 Bengal
- West Irian
See
 Irian Barat, Indonesia
- West Malaysia
See
 Malaya
- West New Guinea
See
 Irian Barat, Indonesia
- West Pakistan**
See also
 Pakistan
- West Papua
See
 Irian Barat, Indonesia
- West Turkestan**
See also
 Turkestan
 Turkestan A. S. S. R.
- West Turkistan
See
 West Turkestan
- Western Siberia
See
 Siberia, Western
- Western Turkestan
See
 West Turkestan
- Western Turkistan
See
 West Turkestan
- Yakut A. S. S. R.**
See also
 Yakutia
- Yakutia**
See also
 Yakut A. S. S. R.
- Yakutskaya A. S. S. R.
See
 Yakut A. S. S. R.
- *Yakutskaya Avtonomnaya Sovetskaya
 Sotsialisticheskaya Respublika
See
 Yakut A. S. S. R.
- Yamal-Nenets National Okrug
See
 Yamalo-Nenetskiy Natsional'nyy
 Okrug, Russia
- Yamalo-Nenetskiy Natsional'nyy Okrug,
 Russia**
- *Yevreyskaya Avtonomnaya Oblast',
 Russia

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3. U.S. Government Printing Office, *Style Manual* (rev. ed.; Washington, D.C.: Govt. Print. Off., 1967), p. 490-92. Indicates the differences between BGN and LC transliteration systems.

* Board on Geographic Names entry.

ROMA GREGORY

At its first meeting of the ALA Annual Conference in Las Vegas, the Acquisitions Section Executive Committee incorporated the following statement into its minutes:

Our friend Roma Gregory died on April 20, 1973.

Roma was chairman of the Acquisitions Section of RTSD during the year 1970/71. She did not have the benefit of the warm-up year as vice-chairman, chairman-elect which most chairmen have, since she was elected to fill in for a chairman-elect who resigned shortly before taking office. Nonetheless she did a superb job, gathering up the loose ends which are inevitably lying around at the end of a year and tugging on them, to find out where they led, just why they were loose, and taking steps to tie them up. Those of us who were on the Executive Committee that year remember her progress reports, breezy, clever, yet very much to the point, informing, exhorting, nagging if necessary, but always in the interest of getting done what needed to get done.

Blunt, straightforward, yet warm and outgoing, with a marvelous dry wit, Roma did not suffer fools or the undercommitted gladly. A committee chairman who did not turn in a report, or anyone who did not finish a project he had committed himself to, made her furious. And we all remember her talk at the Acquisitions pre-conference in Chicago last year, in which she took publishers to task in a clever yet devastating manner which neither we nor they will soon forget.

Dedication is a word which has been cheapened through careless and excessive use, but it is neither careless nor excessive to apply it to Roma Gregory. She was a truly dedicated librarian, and all of us who knew her are richer for it.

25 June 1973

EDWIN B. COLBURN

The Executive Board notes that the library profession has suffered an incalculable loss in the untimely death of Edwin B. Colburn. It is a personal loss felt by his countless friends and associates as well as by those who knew him from afar for his many professional achievements. His contributions to librarianship were widely recognized, especially his concern for the special needs of very small libraries, as reflected in his direction of the cataloging and indexing services of the H. W. Wilson Company and in his membership on the Decimal Classification Editorial Policy Committee. The list of offices that he held in national and local library associations reflects the depth and scope of his interests as well as his willing acceptance of professional responsibility. Not only did he bring to those positions a wealth of wisdom and understanding, but a personal charm and extraordinary ability that converted problems into effective solutions.

For many years Ed Colburn took an active part in the deliberations of the Resources and Technical Services Division, of which he was chairman of the organizing committee as well as first president, and in those of its predecessor, the Division of Cataloging and Classification, of which he was for four years the executive secretary. We, the 1973 successors of one of RTSD's most distinguished leaders, extol his virtues, cherish his memory, and mourn his departure.

Margaret Mann Citation, 1973:

Doralyn Hickey

The Margaret Mann Citation in Cataloging and Classification in 1973 is awarded to Doralyn J. Hickey for her many outstanding contributions in all aspects of the field. Her practical experience in cataloging, her many association activities, her ability as a consultant, her numerous, always penetrating publications, all combine to produce a dynamic and perceptive teacher in a difficult and most demanding part of our profession. By her enthusiastic teaching, Dr. Hickey has encouraged many of her students to become effective in the field of cataloging and classification, so that they, too, may make their own contributions.



Doralyn Hickey

WESLEY SIMONTON
Library School
University of Minnesota

The award of the Margaret Mann Citation to Dr. Doralyn J. Hickey in 1973 brings official recognition to a career of solid accomplishments quietly achieved.

Dr. Hickey is a native of Houston, Texas, and a graduate of Rice University with a B.A. degree with honors in mathematics in 1951. Her work in libraries began at Rice as a student assistant and continued at the Presbyterian School of Christian Education in Richmond, Virginia, where she earned an M.A. in 1953. Following a period of work at Duke University, including two years as assistant librarian of the Divinity

School library, she enrolled at Rutgers University Graduate School of Library Service, earning her M.L.S. in 1957 and working with the late Ralph Shaw on the "State of the Library Art" series, to which she contributed *Coding in Yes-No Form*, published in 1961. In 1958 she returned to Rice for two years as a serials cataloger. Since 1960 she has made her home in North Carolina; in 1962 she received her Ph.D. in religion from Duke, and since 1962 she has been a member of the faculty of the School of Library Science at the University of North Carolina, where she currently teaches as an associate professor.

Dr. Hickey is a member of nine professional associations, reflecting her wide range of interests: special (most notably, the American Theological Library Association), regional (North Carolina and Southeastern Library Associations), and national (particularly the American Library Association). In ALA she has served on the Committee on Accreditation and, within RTSD, on the Decimal Classification Editorial Policy Committee, as managing editor of *Library Resources & Technical Services*, on the Acquisitions Section Executive Committee, and as chairman of the Serials Section. In 1973 she was elected vice-president, president-elect of the division. She has served as an officer or committee chairman in the American Theological Library Association, the North Carolina Library Association, and the Southeastern Library Association.

Her academic and professional honors include membership in Phi Beta Kappa, Sigma Xi, Beta Phi Mu, and Delta Kappa Gamma, and the award "Outstanding Resources and Technical Services Librarian" from the Trustees Section of the Southeastern Library Association in 1971.

Her numerous publications reveal the range and focus of her special interests: "Library Education in Perspective," "Education for Theological Librarianship," "Cataloging Procedure Manual as a Teaching Device," "Plea for Selective Recruitment," "Advanced Referencemanship," "Bridging the Gap between Cataloging and Information Retrieval," "Prospects for Cooperative Cataloging among Theological Librarians," "Problems Associated with Presenting and Teaching the Schedules: Philosophy (100); Religion (200); and the Fine Arts (700)," "Machines and the Humanization of Library Service." Her most recent book is *Problems in Organizing Library Collections* (Bowker, 1972).

Those who have known her in the academic setting can attest to the respect and affection in which she is held by her students and her colleagues. The skill of her formal classroom presentations and her ability to develop students' research potential have made her a valued member of the teaching profession. Responding to an obligation to the profession, she has extended her teaching activities beyond the university, offering tutorials on the Dewey classification and on the relation between public and technical services in libraries at the Texas Library Association and the North Carolina Library Association, and short courses on the *Anglo-American Cataloging Rules* for the staffs of Duke University and Rice University.

Those who know her as a section and division officer of RTSD can attest to the care and attention which she has brought to the concerns of the division, both large and small.

Those concerned with professional journals have recognized the magnitude of her contribution to *Library Resources & Technical Services* during her term as managing editor, an assignment all too frequently unrecognized by the members of the profession.

Those who have worked with her on the Committee on Accreditation can attest to her willingness to devote long hours to the service of the association, to her ability to prepare and secure the acceptance of major, substantive documents, and, most of all, to her insistence on high standards for library education and her integrity in their application.

To all of these assignments, Doralyn has brought not only professional competence and enthusiasm, but also a recognition of the needs of the individual and a concern for his welfare and development. This recognition and this concern found apt expression in her remarks upon acceptance of the Mann Citation.

Response to the Award of the Margaret Mann Citation, 1973

DORALYN J. HICKEY
*School of Library Science
University of North Carolina
at Chapel Hill*

There is considerable precedent, on occasions such as this, for the recipient to thank the many friends, relatives, and colleagues who contributed to his career and made the award possible. Such "thank yous," while valid and often commendable, are never adequate to convey the gratitude felt and seldom interest the hearer more than peripherally. In this instance, therefore, I would like to express my appreciation by calling to your attention a situation which each of us has the power to affect, namely, the recruitment of new colleagues to the work of the American Library Association in general, and of the Resources and Technical Services Division in particular.

It seems clear to me that those of us who have been allowed to participate in various association activities because of reasonable and often generous travel allotments in the past, now have the obligation to link that past with the future not only by encouraging our new colleagues to participate in ALA and RTSD but also by making it possible—if nec-

essary, through the use of our own financial resources—for them to attend the conferences of the association.

Had it not been for the aid of library school faculty members and professional colleagues, I would never have been able to afford to go to a number of conferences scheduled in the 1950s and early 1960s. They did such things as share taxicabs and hotel rooms, pay for meals, and introduce me to various officers of the association. Beginning professionals in librarianship seldom have much money, and those emerging into the field today have perhaps less than many of us who graduated during earlier years. Infrequently does the first job provide travel money. The beginner is caught in the old cycle of not being given any funds until he has a reason for going to the conference—a committee assignment at the least—and yet not able to acquire a reason unless he can go to the conference.

What I want to ask of you is that you help your new colleagues break out of this cycle; and I would like to suggest three concrete ways in which you might do it. (1) Establish in your own libraries an endowed fund to provide "scholarships" for younger colleagues to attend their first library association meetings. Solicit contributions from your friends to such a fund, and make sure that it is large enough at least to pay travel expenses of one newcomer to ALA each year. (2) Consider paying personally the expenses or part of the expenses of a new colleague to his first ALA meeting. If you fear that he may be too proud to accept your generosity, deposit the money anonymously with your library's chief administrator, with the proviso that it be used to support the travel of a junior colleague to an ALA conference. (3) As a last resort, consider requesting that the travel money which would normally come to you next year, be used instead to provide funds for a new colleague to go in your place. Because the present open-meeting policy of ALA permits newcomers to become more quickly visible and thus more quickly integrated into the workings of the association, such a one-time gesture may be all that is required to get the newcomer "involved" with ALA.

Our association has recently been somewhat conscience-stricken about the amount of money and time spent on awards in a day when money is scarce and beginners in the field are often coming to ALA at considerable financial loss. From my standpoint, the finest thing that the award of the Margaret Mann Citation could do each year would be to remind you that there may be, back home, a potential winner who may never come to the attention of the association unless you, personally, accept some responsibility in making sure that he gets to his first conference.

Esther J. Piercy Award, 1973:

Glen A. Zimmerman

The Resources and Technical Services Division of the American Library Association presents the Esther J. Piercy Award for 1973 to Glen A. Zimmerman in recognition of his contributions to technical services. Within six years Glen A. Zimmerman has shown an outstanding promise for continuing contributions to technical services, specifically for the work he has performed at the Library of Congress on the Cataloging in Publication (CIP) Program. The impact of his work will have a far reaching effect upon cataloging practices. His numerous publications in periodicals and service in professional associations attest to his commitment to the library profession as a whole, and to the standards of excellence honored by this award.



Glen A. Zimmerman

WILLIAM J. WELSH
*Processing Department
Library of Congress
Washington, D.C.*

Writing about Glen Zimmerman, a former Piercy Award winner said:

As the first Project Manager of the Cataloging in Publication Program, Glen was necessarily involved in designing the CIP system and proved to be a primary force in putting technical services theories into successful action. He helped to insure immediate and long-term success for CIP. He accomplished this with modesty and a certain charisma that stimulated publisher participation. I can vouch for these accomplishments for I have worked

closely with Glen and others at LC and with the participating publishers. That CIP is alive and well, that the Program's potential for saving libraries many thousands of dollars yearly is being realized, that the CIP staff is well-trained and informed reflects Glen's pioneering efforts. Add to this major accomplishment Glen's sensitivity and work towards improving personnel relations at the Library of Congress, his concern for minority peoples employed there, his public relations efforts on behalf of librarianship as evidenced in his speeches and articles, and there is no doubt that the Piercy Award Jury has a deserving winner. I believe that Esther Piercy would agree, and be joyous.

Born in Chicago in 1941, Glen Andrew Zimmerman entered Iowa State University in 1959 and received his bachelor's degree in history in 1963. Among his honors was membership in Phi Kappa Phi. Fulfilling his military obligation, he then served for two-and-a-half years as an artillery officer (successively second and first lieutenant) in the United States Army. His military duties were of an administrative character, and he was stationed for most of the time at Fort Knox. Executive officer and later commanding officer of a basic combat training company of 250 men, he was then made assistant adjutant and subsequently adjutant of a brigade of 6,000 men. Upon his release from the armed services he was given the Army Commendation Medal for outstanding service and performance of duties.

Returning to the academic world in 1966, Glen was the recipient of a Margaret Mann Scholarship at the University of Michigan in 1966-1967. Earning his M.L.S. with ease, he was tapped for Beta Phi Mu and made such a good impression on the staff and faculty of the School of Library Science that he was invited a few years later to be one of the two "distinguished alumni" participating in the school's 1972 Alumnus in Residence Program. Meanwhile, he had topped off his professional training with courses in public administration at American University.

Selected for the Library of Congress Special Recruit Program for outstanding library school graduates, Glen came to the Library in June 1967 and worked until September as a bibliographer in the Congressional Research Service. Completing his internship in March 1968 he served until the summer of that year as a cataloger for the social sciences in the Subject Cataloging Division. Chosen from a considerable number of candidates for appointment as executive assistant in the Processing Department's administrative setup, Glen performed so notably in the position that after only one year he received an Outstanding Performance Rating which cited, among other admirable qualities, his grasp of all aspects of his complicated job, an exceptional ability to work well with others, initiative, and thoroughness.

In order to provide a most promising young librarian and administrator with broader experience, Glen was transferred during 1969 to the Descriptive Cataloging Division where he served from June 1970 to October 1972, in successive promotions, as assistant to the chief, acting chief (during the six-month detail of the chief to another position),

and assistant chief. It was during this period that he received a second Outstanding Performance Rating, his new rating officer making use of such terms of praise as productivity, logic, common sense, vigor, and tenacity. After a busy day Glen still had energy and enthusiasm to spare and the ALA, RTSD, the District of Columbia Library Association, the Potomac Technical Processing Librarians, not to mention LC's own Professional Association, Welfare Committee, Credit Union, and Human Relations Committee, were among the beneficiaries.

It was for his work in connection with the Cataloging in Publication Program that Glen received in 1972 the Library's seldom-bestowed Superior Service Award. Those recommending him for the award pointed out that he had drafted the initial request for funds from the National Endowment for the Humanities and the Council on Library Resources, had prepared the budget upon which the request was based, and had expended prodigious amounts of dedication and zeal in getting the program moving forward. They attributed to his effectiveness in dealing with publishers much of CIP's success to date.

In October 1972 Glen was promoted to his present position, executive officer of the Processing Department. Despite a multitude of other responsibilities he retains a lively and active interest in the CIP Program. Married, he shares with his wife Bonnie, their son Craig, and two dogs, a house in Oxon Hill, Maryland.

WHAT'S LC DOING NOW? A SERIALS WORKSHOP

The Serials Section of RTSD and the Library of Congress are sponsoring two workshops on serials procedures at the Library of Congress in Washington, D.C. The workshops are intended primarily for serials librarians involved in daily serials processing and are designed to acquaint the serials librarian with the processing activities, with an emphasis on cataloging, of the Serial Record Division of the Library of Congress. The first workshop on Friday-Saturday, 5-6 July 1974, is intended for librarians who reside outside the metropolitan Washington D.C. area and is scheduled immediately preceding the Annual Conference of the American Library Association in New York City. The second workshop on Tuesday-Wednesday, 1-2 October 1974, will be a repeat of the first workshop and is intended for those librarians in the Washington D.C. area.

Because of space limitations, preference will be given to those applications bearing the earliest postmark. Preregistration (by 1 July for the July workshop and by 1 September for the October workshop) and confirmation are required. Application forms may be obtained from Herbert Linville, Chairperson, Serials Section, RTSD, University of California Library, Santa Barbara, CA 93106 (telephone 805 961-2854), or Joseph Howard, Chief, Serial Record Division, Library of Congress, Washington, DC 20540 (telephone 202 426-5302).

Resources and Technical Services Division: Annual Reports, 1972/73

President's Report

CONNIE DUNLAP, *President*

Contributions to the profession by the Resources and Technical Services Division, through the members of its sections and committees, continue to increase and to become more significant each year. A number of the areas now under study and development are international in scope, and these, in addition to others on a more localized scale, will have a major impact on the future practice of librarianship. RTSD members are working with international committees and organizations on, among other things, the development of international standards for the bibliographic descriptions of monographs and of serials, computer filing codes, the cataloging of nonbook materials, and the revision or completion of sections of the *Anglo-American Cataloging Rules*; with the U.S. National Task Force on Cooperative Activities on the development of a standard order form and of standards for subscription dealer performance; with the American National Standards Institute's Committee Z39 on revision of periodicals format and arrangement, bibliographic information interchange on magnetic tape, systems for the romanization of Japanese and Arabic, a standard number for book dealers (SBIN) and for libraries (SLIN) in addition to a number of other standards; and with other agencies on standards for micropublishing projects, specifications for the filming of catalog cards, standards for format and for reduction ratios, and a standard card image size for printed book catalogs. Many committees are working on projects aimed at solving more routine, day-to-day problems. Some of the soon-to-be-published results of these projects are the Library Materials Price Indexes, the Bookdealer-Library Relations Committee's *Guideline* series, the third edition of *International Subscription Agents*, the fifth edition of RLMS' *Directory of Library Reprographic Services*, the acquisitions textbook written by Stephen Ford, and a pamphlet on microforms.

Another significant contribution to the profession is the division's journal, *Library Resources & Technical Services*, which serves as a forum for the exchange of ideas and which provides practicing librarians with information about major changes and developments in the field of technical services. *LRTS* has had only three editors, up to now, in its sixteen-year history. The fourth editor, Wesley Simonton, has just been appointed, and it is anticipated that he will maintain the standards of excellence all have come to expect and that he will strive continually to improve the quality of articles published.

The paucity of in-depth courses in library schools on technical services subjects and the lack of an effective means by which new developments can be communicated to practicing librarians have long been of concern to the division. In

an attempt to fill these voids, a joint committee was established with the Library Education Division to investigate the coverage of resources and technical service subjects in library schools, to develop a statement of the kinds of education in these fields considered essential, and to seek all appropriate means of furthering such a program. Liaison has been established with the Association of American Library Schools Continuing Library Education Network. Composed of representatives of library schools, library associations, and state libraries, the network serves as a communications and advisory link with AASL and with all organizations concerned about the development of library education throughout the nation.

The Council of Regional Groups has continued to serve as an important link between RTSD and the state and regional associations. In an attempt to establish or strengthen liaison with all groups, council chairman Carolyn McMillen produced and distributed four newsletters and sent a questionnaire asking for reactions to the format of the newsletter, for ways to improve it, and for suggestions on other means of communicating to and between the regional associations. Twenty-seven state and regional groups are currently affiliated with RTSD. The council chairman is also working with the Subject Analysis Committee in an attempt to establish communications between Regional Groups, the Library of Congress, and the Subject Analysis Committee.

The need to exchange ideas and to discuss common problems seems to be an ever-increasing phenomenon. In the early sixties, a group of technical service directors began the first of a series of discussion groups within RTSD which now cover most major areas of division involvement. When interest in any of the discussion groups produced such crowds that free and open discussion was impeded, additional groups, sometimes organized both according to size and to type of library, were formed. The most recently established groups are in RLMS and Acquisitions. The technical service directors of emerging libraries, those having fewer than 1,000,000 volumes and recently squeezed out of the medium-sized library group by a change in membership criteria, organized a discussion group at the Las Vegas Conference and members interested in nonprint materials made tentative plans to form another discussion group.

In keeping with the expressed wishes of the last several association presidents, the division has continued to revise its organizational structure and to eliminate units no longer felt essential. At Midwinter the Organization Committee presented plans to merge the Resources Committee, responsible for one of the most important but most-neglected areas of the division, with the Acquisitions Section to form the Resources Section. Under this plan, the subcommittee of the Resources Committee (National Union Catalog and Micropublishing Projects) became full standing committees of the new section, a new committee (Collection Development) was established, and the National Union Catalog PL-480 Group was dissolved. The Executive Committee of the Serials Section voted unanimously to endorse the proposal that the Serials Section be merged with the newly-formed Resources Section; however, the Serials Section Policy and Research Committee was unanimous in its opposition to such a merger. At Las Vegas the membership of the Serials Section rejected the move to consolidate at this time. The Organization Committee also announced the establishment of an RTSD Nonbook Materials Committee to replace the Audio-Visual Media in Libraries Committee recently dissolved by the Cataloging and Classification Section. Efforts are being made to coordinate the work of the new RTSD committee with the many audiovisual committees in ALA. Other board action

taken at the request of the Organization Committee included the termination of RTSD representation to the Conference on Interlibrary Communication and Information Networks and the establishment of a division Committee on Interlibrary Networks; instruction to the Section Policy and Research Committees to coordinate their work with that of the RTSD Planning Committee; appointment of the chairman of the RASD/RTSD/ASLA Public Documents Committee as liaison to the Government Documents Round Table; and, in compliance with new association regulations, a change in the limitation on the number of consecutive years of membership on all standing committees.

With reorganization of Council, divisions lost their seats and voices on Council. In order to compensate in some measure for the loss of direct representation, the RTSD board invited all councilors who were also RTSD members to attend the board's meetings in order to serve better our mutual interests. Attendance at Midwinter was astoundingly good, but the complicated logistics of Las Vegas resulted in somewhat lowered participation.

Controversy about the proposed *International Standard Bibliographic Description [ISBD(M)]* raged at Midwinter with many interested librarians assuming that a *fait accompli* was being "sprung" on them and with special interest groups fearing that changes in MARC records would nullify many of their computer programs. The authority of the Descriptive Cataloging Committee to decide all matters relating to the *Anglo-American Cataloging Rules* was challenged; and with so many different organizations and committees working on cataloging standards, this conflict is likely to recur. During the week so much interest in *ISBD(M)* was generated that the meeting of the Representation in Machine-Readable Form of Bibliographic Information Committee looked more like a program meeting than a committee session. Concern was also expressed about how the ISBD for serials [*ISBD(S)*] would be implemented in the National Serials Data Program and the MARC Distribution Service—Serials; but since the draft of the *ISBD(S)* is still in a very preliminary stage, less excitement was engendered. *ISBD(M)* was also the main topic of a special lecture given on Wednesday afternoon of Midwinter by Dorothy Anderson, executive secretary, IFLA Committee on Cataloguing.¹ Mrs. Anderson spoke to a packed hall and clarified many points for all those present.

During the year the Cataloging and Classification Section has been primarily concerned with problems relating to the maintenance and revision of the *Anglo-American Cataloging Rules*, and at Las Vegas it accepted the Descriptive Cataloging Committee's proposal for code revision. The organization and objectives of this proposal have been tentatively accepted by the Canadian Library Association, the Library Association, the Library of Congress, and RTSD/CCS. Work on the proposal progressed much more rapidly at Conference than usual because of the presence of P. K. Escreet of the Library Association's Cataloguing and Indexing Group, Cataloguing Rules Committee and Jack Cain representing the Canadian Library Association. The descriptive cataloging section of Chapter 6 of the *AACR* was tentatively accepted, and final approval is expected after the IFLA meetings in Grenoble. DCC plans to publish Chapter 6 as a pamphlet as soon as it has been completed.

The handling of nonbook materials has become an increasing concern to several committees; and because the range of involvement is broader than any one

1. Dorothy Anderson, "International Developments in Cataloging," *Library Resources & Technical Services* 17:134-43 (Spring 1973).

section, the CCS Audiovisual Media in Libraries Committee was disbanded and a new committee was established at the division level. As one of its first official acts, the committee will review and evaluate, along with many other interested units within and without ALA, the new manual, *Non-Book Materials: The Organization of Integrated Collections* published as a result of work done by the Joint Advisory Committee of CLA/ALA/AECT/EMAC/CAML. This publication is being used by some libraries as an interim guide for the cataloging of nonbook materials. A number of committees were asked to study the manual prior to Las Vegas to determine the extent to which the manual can be recommended on behalf of ALA as a cataloging guide. Recommendations by a number of other groups for basic procedures, terminology, and codes essential to the organization of nonprint media will also be reviewed by the committee in conjunction with the Cataloging and Classification Section.

The highly successful "Acquisitions Preconference: Focus '72" demonstrated once again the practical utility of dialogue between librarians and the publishing world. A major area of concern felt by the conferees to be worthy of another preconference was that of serial publications. Since it was already too late by the end of "Focus '72" to plan a preconference for Las Vegas, the four sections of RTSD decided to join forces and to combine program meeting times to present a day-long "conference within a conference" on all aspects of serial publications. The program was co-sponsored by ISAD and by several ACRL units. The formal morning session consisted of prepared papers given by the top experts in the field. William Huff opened the program with a general overview on serials department organization, general acquisitions problems, bibliographic control of serials, and serials service to users. Paul Vassalo reviewed the National Serials Data Program and reported recent developments. A report on the development of the International Standard Bibliographic Description (Serials) and the implication of its adoption in the *AACR* was given by Lawrence Livingston. Norman Shaffer spoke about serials on microform, the suitability of format, evaluation of the product, relationship of serials in microform to serials in hard copy, reader dissatisfaction, and protection of microform collections. The afternoon sessions were divided into twenty-seven "mini-conferences" with a librarian of special expertise in the particular area acting as discussion leader. In some cases, publishers, subscription agents, or binders acted as co-chairmen of the discussion groups. The over-flow crowds contained many of the "big names" in the field which permitted in-depth discussion of many complex issues in all areas. With over fifty people participating directly in the presentations and discussion groups, the program surely must have set a record for membership participation in a program meeting.

In addition to the serials program, the Reproduction of Library Materials Section sponsored a state-of-the-art review of catalog card production systems now in use, the RTSD Book Catalogs Committee presented a program on catalogs in microform at which formal papers were read, followed by a general discussion, the Bookdealer-Library Relations Committee sponsored a panel discussion on the acquisition of antiquarian materials, and the Association of American Publishers/RTSD Joint Committee gave a progress report on the Cataloging in Publication program.

As co-sponsors of "Focus '72" the AAP/RTSD Joint Committee has been actively seeking ways to fulfill many of the recommendations resulting from the preconference. One of the major areas of concern has been the use, by publishers and by the Library of Congress, of the International Standard Book Num-

ber. A subcommittee has been appointed to study the current and future use of ISBN in both manual and computerized systems. The AAP's School and Library Promotion and Marketing Committee, also in response to a preconference request, proposed a system to expedite a single copy rush order service (ROS). During the Conference, the study of acquisitions procedures was frequently mentioned as an area which should be treated by library schools. As a direct result, one library school is known to be planning a new course on publisher-book-dealer-library relations.

Following the merger of ASD and RSD, RTSD became the second largest type of activity division. If the proposed ALA dues structure is adopted, it is probable that RTSD, like all divisions, will lose members if the recent prediction holds true that fewer than 40 percent of the membership will join more than one division. The RTSD membership flyer was redesigned, revised, and presented to the board for approval. The handsome new flyer was made available at the division's booth in the exhibition area at Las Vegas.

Under mandate from its parent committee, the RTSD Planning Committee began the work of revising the division's "Goals for Action" statement and of preparing a plan to indicate the direction division activities would take over the next three years in order to provide COPES with better information for making budgetary decisions. With little help or guidance from either the ALA Planning Committee or the division, the committee drafted and revised proposals several times during the year and prepared a final statement for approval of the board at the Annual Conference.

The Preservation of Library Materials Committee requested that the text of "Minimum Specifications for Class A Binding" be removed from ALA policy statements. These specifications are out of date and are already being superseded by standards developed by the Library Binding Institute. The ANSI Committee Z39 has also established a committee on binding standards. The Preservation Committee plans to sponsor a program on conservation at the New York Conference.

At Midwinter the RTSD/RASD/ASLA Joint Public Documents Committee, RLMS Standards Committee, and the Micropublishing Projects Subcommittee sponsored a meeting at which Rowland Darling, acting superintendent of documents, and Robert Haynes discussed the status of the GPO's micropublishing projects which at that time were being held in abeyance because of the death of the Public Printer. Of major concern was the inadequacy of standards for bibliographic control and indexing of material to be included in the project.

In the course of the year two giants of the profession died, S. R. Ranganathan and Ralph Shaw, as did Edwin Colburn, former RTSD president, and Roma Gregory, active participant in division affairs and beloved friend to many. The division has paid separate tributes to each of these outstanding contributors to the library profession.

Although all units of the division can feel justifiably triumphant over the long list of significant contributions made this past year, it is not a time for rejoicing nor for relaxing (except for past presidents); but it is rather a time for renewed vigor and renewed commitment, a time to begin again. Much remains to be done.

In closing on a personal note, I should like to thank the membership for entrusting so important a job to me. I have tried earnestly to justify that trust. The highest tribute must be paid to the section chairmen, the committee chairmen, and especially to the committee members who are the real "doers." A very

special kind of thanks and expression of appreciation (the kind of appreciation that perhaps only a president can have) is due the RTSD executive secretary, Carol Raney Kelm, who each year must work with a new "greenhorn," who will never know the luxury of an experienced staff, who must convince busy people that they really do have time to accomplish all they must if the division's work is to progress, who must have a million answers at the tip of her tongue, who must put up with all manner of complaint and unreasonable demand, and who must pretend it is all great fun and no trouble at all. On behalf of the entire division, a heart-felt *Thank You*.

Executive Secretary's Report

CAROL R. KELM, *Executive Secretary*

During this busy year, the division office has carried on its usual activities of requesting and acting upon reports from RTSD units; preparing for Midwinter and Annual Conferences; and responding to requests for information and assistance from the field. Adjusting to the changing personnel at all levels of ALA headquarters and to the stringent financial situation of the association has also been a part of the year's work. In succession during the year, two excellent secretaries have assisted me.

It is important to keep in touch with developments in the field. During the year I traveled to New York City for a 14 December 1973 meeting about the *International Standard Bibliographic Description [ISBD(M)]* which was sponsored by the New York Metropolitan Reference and Research Library Agency (METRO). On 23-24 May 1973 I attended a seminar on centralized processing sponsored by the same organization. On 26 January 1973 I went to Washington, D.C., for a one-day session on government documents. The Second LIBGIS Review Panel sponsored by the U.S. National Center for Educational Statistics on 7-9 May 1973 provided an excellent opportunity to participate in the development of the statistics gathering instruments of the Library General Information Survey. When I spoke to a cataloging class of the Department of Library Science at Northern Illinois University on 14 May 1973, I was impressed with the great interest and enthusiasm these students have for their chosen field.

The RTSD president's annual report reviews RTSD's accomplishments which are many this year. Annual reports also provide an opportunity to look ahead. The controversy which developed during the year about the acceptance of the *International Standard Bibliographic Description* points up what should be one of the division's major concerns now and in the future, i.e., how to communicate better with people who need to know about RTSD activities. Many channels are open to the division, e.g., articles in *Library Resources & Technical Services*, in *American Libraries*, and in other national and regional library periodicals. Program meetings at national and regional meetings provide another means. The RTSD Council of Regional Groups is already developing ways to channel comments about subject headings from the field to RTSD and to the Library of Congress and vice versa.

One aspect of communication is listening, but another is responding. It is important for the division and its subunits to be responsive to the needs of tech-

nical services librarians and others. How can RTSD through its organizational structure respond more quickly to the needs of RTSD members and others? To keep RTSD activities vigorous, the division must have active officers and committee members. The division and section officers have an important responsibility to appoint or reappoint only those persons (both new and experienced from all types of libraries) who have the time and energy to make the RTSD's committees effective.

Where does RTSD fit in the overall list of priorities of the association? RTSD members know of the importance of the work of the division, that is why they joined. What about other ALA members? RTSD sometimes suffers in the scramble for the limited ALA funds, because its work is taken for granted and because its concerns are not stated explicitly in any of the ALA ACONDA priorities. What are the division's own immediate priorities? I would suggest that the development of the new edition of the *Anglo-American Cataloging Rules*, continuing education workshops, and cost studies should be high on the list.

No executive secretary's annual report would be complete without saying thank you to the division and section officers, committee personnel, and representatives for their enormous contribution. These people give their time and energy to make the division's program vigorous and meaningful.

Acquisitions Section Report

MATHILDA O'BRYANT, *Chairman*

At the Las Vegas Conference the membership of the Acquisitions Section voted to merge the Acquisitions Section with the RTSD Resources Committee to form the Resources Section; so this will be the last annual report for the RTSD Acquisitions Section. The merger is the result of over a year's work undertaken by a few committees. Two years ago several people voiced dissatisfaction with the overlapping responsibility between the Acquisitions Section and the Resources Committee and suggested they be merged. The suggestion is now a *fait accompli* after having been approved by all the necessary committees and voted on by all required boards, executive committees, etc. The new Resources Section will be responsible for the acquisition of materials and collection development. If the actions of the former Resources Committee, now the Collection Development Committee, at the second session of the new Resources Section are any indication, the merger is going to be a revitalizing move. Juanita Doares reported for chairman Elizabeth Rodell, who was ill, and suggested that the new committee give programs at future conferences on various aspects of selection of library materials, description and evaluation of library collections, library material and formulas, and allocation of funds in support of collections. These should be exciting and informative programs and the Collection Development Committee is to be commended for its enthusiasm.

Stephen Ford's book, *Acquisitions of Library Materials*, is being printed by ALA and should be out soon. Everyone who has read Mr. Ford's book is very enthusiastic about it and says it is a winner. Peter de la Garza is completing his work on the third edition of *International Subscription Agents*. This, too, will be published by ALA. Both titles will be very helpful to acquisitions librarians

and the former Acquisitions Section Executive Committee is grateful to both authors for their very capable work on these books.

Much was accomplished by the members of the Bookdealer-Library Relations, Library Materials Price Index, Plans and Policy, and Reprinting Committees. Many hours are given by people already heavily loaded with jobs and other activities. I wish there were space to list each member of the committees and express my thanks for the work that was done.

Murray Martin, chairman of the Bookdealer-Library Relations Committee, reported that the RTSD board approved the "Guidelines for Handling Library Orders for In-Print Monographic Publications," and it will be included in Stephen Ford's book. The serial guidelines were distributed to the Resources Section Executive Committee and to the RTSD board. Each member will read the guidelines and mail in a yes or no vote by July 15. An antiquarian or o.p. guidelines will be presented in a revised draft form at Midwinter. Microform guidelines are being worked on in joint activity with RLMS and Micropublishing Projects Committee. Other guidelines being considered are paperback and dealer services guidelines. The Bookdealer-Library Relations Committee gave a program at the Las Vegas Conference on "O.P. Antiquarian Buying" which was attended by about 150 librarians and o.p. dealers. It was a very lively meeting consisting largely of questions and answers. Each speaker gave a brief statement and then asked for discussion.

"Serials on Microform," an article by Mr. Martin (*American Libraries*, Feb. 1973), warns librarians about "quick sales approach." Mr. Martin is also representing the Resources Committee on the Z39 committee to work on a Standard Book Order Form. Jennifer Magnus is the chairman of this project which has been instigated by the U.S. National Libraries Task Force on Cooperative Activities. She reports that a good form is being designed. Finally a program on "Acquisitions and Distribution of Paperbacks" is recommended by this committee for the New York Conference in 1974.

The Library Materials Price Index Committee is chaired by Betty Meyer who reports that the committee had prepared information for the publishing of the 1971/72 price indexes in the *Bowker Annual, 1973*. *Publishers' Weekly* had sent its galleys to the chairman at Midwinter which made meeting Bowker's new February deadline almost impossible. Formerly Bowker had allowed some leeway for the committee to get the indexes ready. The data for the "Microfilm Rate Indexes" for 1972 was not available at the time of the deadline for the *Bowker Annual, 1973* so was released for publication in the *Directory of Library Reprographic Services*, edited by Joseph Nitecki. Work is in progress on a price index for out-of-print materials. Eleanor Herling and Paul Birkel are making a price index pilot study in the field of psychology. The committee has a volunteer to make a German price index and hopes to have someone do one for French.

The Policy and Research Committee has been affected greatly by the reorganization plans. As recently as Midwinter 1972, the then chairman questioned the committee's existence and purpose because "the topics which seem . . . to be of value and interest, seem recently to have been acted upon by various . . . groups at the same time as our suggestions are made." One year later the committee, along with other RTSD Sections' committees, has the very important function of coordinating its work with planning for the RTSD as a whole through participation (by Erle Kemp the committee chairman) in the work of the RTSD Planning Committee. Current projects include assisting Ashby Fristoe in the preparation of his review of the year's work in acquisitions, and studying the

need for a group to monitor developments in the acquisition of foreign materials and to make recommendations in the area of possible cooperation for acquiring such materials.

The Reprinting Committee is revising the policy for lending to reprinters. The chairman, Henry James, says he hopes to have it wrapped-up by Midwinter. It is also consulting with *Choice* about including more reviews of reprints. The editor of *Choice* has agreed to this, but has not yet done so because of the work involved in adopting the new format for the magazine. The Acquisitions Section Executive Committee approved the request of the committee that it be enlarged from four members plus the chairman to six members plus the chairman and forwarded the request to the RTSD Organization Committee.

Roma Gregory was missed greatly. Norman Dudley read a very moving tribute in her memory which is included in the minutes.

A Discussion Group on the Acquisition of Library Materials has been formed and approved by the RTSD Board of Directors. A meeting of the group in Las Vegas was attended by about fifty people. This group is to provide an informal forum for exchanging information and views and for discussing trends, problems, and developments in the procurement of library materials.

It has been a great experience for me to be able to serve as chairman of the RTSD Acquisitions Section. I have enjoyed the opportunity to get to know so many really marvelous and hard working people. I appreciate everyone's help and guidance, especially Carol Kelm's. Many a time she came to my rescue with reminders that I should get on the ball and get out a report, or sent me needed information.

I hope Mike Bruer as chairman of the Resources Section will have the same good experiences as I have had. I could not wish him anything better.

Cataloging and Classification Section Report

RONALD HAGLER, *Chairman*

This was the year of two notable controversies on matters within the field of cataloging and classification concern: the *International Standard Bibliographic Description [ISBD(M)]*, and rules for cataloging nonbook materials. Both issues brought clearly into perspective the implications of increasing internationalization of some of CCS' most important work, as prophesied in the CCS 1970/71 report. And if these international issues happen to focus on descriptive cataloging this year, it will not be long before similar problems arise anew in the field of subject cataloging.

Seventy-five years ago, strains were felt by individual American libraries when varied local practices were gradually supplanted by Cutter's standard, spread from the Library of Congress (LC) on its printed cataloging copy. Today, those following the Anglo-American tradition are beginning to realize that "international" does not just mean "Anglo-American." In the interests of standardization, further strains will be felt as differences with the Teutonic, Francophone, Slavic, and other cataloging traditions, still unresolved by the 1967 *Anglo-American Cataloging Rules (AACR)*, are resolved and the compromises incorporated

into our practices as changes to *AACR*. Compromises are also being required by that impersonal and therefore most unyielding of all ingesters of cataloging data, The Computer.

Nowhere in ALA is this concern for international standards felt more directly than in CCS. Despite ALA's financial distress, it is necessary for CCS to be represented at meetings such as the 1973 IFLA conference where the final text of the *ISBD(M)* was resolved, and where the theme "Universal Bibliographic Control" was developed. It was also beneficial to have the executive secretary of the IFLA Committee on Cataloguing present at the 1973 Midwinter meetings, where she spoke to a large gathering as reported in the Spring 1973 *Library Resources & Technical Services*.

Parenthetically, it may be worth advancing a radically different method of presenting the American viewpoint in the world of cataloging. Many other countries have a "national cataloging committee" combining efforts of the national library and the association(s). The present liaison between CCS and LC is always friendly and cooperative, but is formally loose and sometimes quite inefficient. (Such a change might also be an avenue to government grants-in-aid to committee work and travel, at a time when ALA budget lines for nonsocial activities are almost unobtainable.)

The aforementioned concerns also demonstrate the increasingly interrelated nature of various committees' areas of concern. Part of the acrimony of the *ISBD(M)* controversy as reported in the library press early in 1973 stemmed from the fact that independent committees from several sections and even several divisions were concerned with the end product, yet each knew too little of the others' work. But this is no place further to belabor ALA's organizational problems, to which CCS has itself added by requesting the formation of yet another ALA committee on nonbook materials (within RTSD), since no hope was held out for a rationalization of the existing ones. That move will not relieve CCS of its responsibilities in the nonbook field, however, and the internal strains were visible during the year between CCS committees and other groups clamoring for present guidance on the development of cataloging rules for these materials, and other groups insistent that no guidelines should be endorsed before we have completed the standard: a new Part III of *AACR* reconciling the British and Canadian working drafts now in existence—even though this work will take quite some time yet.

Against this background of unresolved problems, it is gratifying to be able to report substantial progress in the section's activities. Front and center in the year's spotlight, the Descriptive Cataloging Committee reaffirmed its earlier stand ratifying *ISBD(M)*, and all but completed its contribution to the rewriting of Chapter 6 of *AACR*, the first portion of Part II to be revised in accordance with the demands of *ISBD(M)*. But it had to table further action on previously reported work on Parts I and III in order to pay full attention to the urgent need to establish new organizational arrangements for the preparation of a second edition of *AACR*, in conjunction with the large number of bodies outside ALA now directly concerned with the code. Draft proposals have been prepared for the approval of those bodies, and a new formal agreement will have to be ratified to supplant the 1966 ALA/Library Association agreement on the preparation, publishing, and revision of *AACR*.

The recent edict that ALA committee memberships shall be limited to four consecutive years thus comes at a particularly bad time. It is no reflection on the intelligence or good intentions of our committee members to say that when they

meet with other national committees, they do not always advance the proceedings as effectively as might be expected. Most other national cataloging committees have an almost permanent membership of acknowledged "experts." Despite pleas, the ALA Committee on Organization was unwilling to make a distinction between areas in which each ALA member's opinion is as valuable as another's and should find scope to be heard, and areas requiring long-term international contacts and expertise in highly detailed technical matters, for which even the former six-year limit was hardly adequate time. Now, unfortunately, tactics will have to be adopted to circumvent the intent of the four-year-limit ruling. At least for the period during which a new edition of *AACR* is in preparation, the answer to involving more people in committee work will not be shorter terms, but more committees, many of them "ad hoc."

The pattern is demonstrated by an existing ad hoc subcommittee of DCC, on the cataloging of machine-readable data files. This group, working in a detailed area of specialization for four years, has quietly but effectively produced a definitive series of papers on the problem, but their work is far from finished. Similar working groups will be needed on all the major topics to be reviewed for a revised *AACR*.

The work of the other CCS committees may have been less visible during the year, but is no less important. The other "function" committee, on subject analysis, is having a little difficulty getting its major new project off the ground, but this is due to the intractability of the problem and not to foot-dragging. To establish a mechanism for cooperating with the Library of Congress in improving the LC list of subject headings, this committee has started with a subcommittee project on headings for correctional materials. If it proves successful, other areas can be explored. CCS had two "types of material" committees: the one on children's materials began its life as a standing committee with an open forum on Cataloging in Publication and the acceptance of LC cataloging of children's materials. That on audiovisual materials was ad hoc, and was discharged after presenting as "guidelines" the Canadian Library Association publication *Non-book Materials: Their Organization in Integrated Collections*, with which it had been associated for five years. For reasons mentioned earlier this publication was not formally endorsed by CCS, but it has been received as a basic document in the revision of *AACR*.

The "housekeeping" committees, as usual, kept the section on an even keel. Nominating produced a strong slate. The Margaret Mann Award was presented, and was defended before the ALA Awards Committee. Conference Program had an easier time than usual, as the RTSD president courageously undertook most of the work of the joint Las Vegas program. Finally, Policy and Research established a plan of looking both for research topics and for the money to finance them.

CCS was represented on two other committees: the RASD Catalog Use Committee completed a pilot project on the use of book catalogs, as reported in the Spring 1973 *RQ*. The Decimal Classification Editorial Policy Committee heard of first steps toward Dewey 19, which not surprisingly include a review of the crowded 301s, and of the differences between the 910s and 940-999.

To all who took part in the work mentioned here, and to the long-suffering RTSD executive secretary, who had a particularly troublesome time this year keeping our organizational lines untangled, go heartfelt thanks. To next year's committees go projects advanced somewhat, if less than we might have hoped, and wishes for better success with them.

Reproduction of Library Materials Section Report

JOSEPH Z. NITECKI, *Chairman*

In compiling this inventory of last year's RLMS activities, I am, in effect, paying a tribute to the few dedicated librarians who initiated and implemented these activities. These are the people who, in spite of an almost natural apathy among many members of the section, permeated the RLMS committees with optimism, guided the less experienced members, like myself, through the maze of organizational complexities, and who by discussing, disseminating, and developing the concept of reprography made a significant contribution to librarianship.

It is perhaps only natural that the most recently formulated committees were also the most talked about. This was definitively the case of the year-old Standards Committee. Under the leadership of its chairman, Steve Salmon, and together with the Interdivisional Committee on Public Documents and RTSD Micropublishing Projects, the RLMS Standards Committee sponsored a very successful Midwinter Conference with the representatives of the Government Printing Office. At the meeting, the issues of micropublication programs contemplated by the GPO were discussed. A very lively audience participation in a debate testified to the importance of the meeting.

The Committee's Subcommittee on Microfilming Catalog Cards, chaired by Charles LaHood, has prepared a draft on "Specifications for the Microfilming of Catalog Cards." The draft was distributed for comments among the librarians, and it is now ready for publication by GPO.

The committee has completed the standard for the identification labels to be used on roll microfilm containers. The draft on microfiche headers, requested by the Standards Committee, is ready for submission as an official ANSI standard. The list of other items reviewed by the committee included the standardization of microfiche format and reduction ratio, the screen image quality of microreaders, and the coding requirements for computer-output microfilm.

The Discussion Group, organized only two years ago, is quickly establishing its own reputation as an "informal forum for exchanging information and views" on the issues relevant to reprography. At its Midwinter Meeting, the group discussed the "fly's eye" camera and reader, a recent invention of Dr. Waly; it reviewed the hypotheses developed in the *Bibliographic Control of Microforms* by Reichmann and Tharpe; and it discussed a closely related recommendation to form a national microfilm cataloging center, proposed by the Florida State University group. The Las Vegas program, planned by Francis Spreitzer, the group's chairman, included information exchange on recent developments in publishing and technology as they affect libraries and their reprographic activities.

The project on the revised ALA Photoduplication Order Form under the leadership of the subcommittee's new chairman, Charles LaHood, approaches its completion. Assuming "all things being equal," the form should be ready for use in the near future.

The Telefacsimile Committee (Lynn R. Hard, chairman) is interested in the possible production of a directory of library installations of telefacsimile equipment. The committee is continuously monitoring the development in tele-

facsimile systems during its regular meetings; discussing issues such as Information Transfer Experiments at MIT (INTREX), and the Xerox telecopier.

The liaison with other organizations on issues of mutual interest has been actively maintained by the RLMS official representatives.

Rob Sullivan, in his capacity as a *LRTS* assistant editor, has successfully solicited articles covering subjects of interest to RLMS. The discussion of economic factors affecting microfilming, the place of reprography in the curricula of library schools, and the use of microforms in college libraries are among the topics now in preparation. One of the subjects that should, and most probably will, have better coverage in the near future will be a regular report on developments in micrographic standards.

Very close contact with the National Microfilm Association exists through the RLMS representative, Charles LaHood. We are encouraged by the NMA's work on standards related to libraries, such as standards on newspapers. We also endorse the attention NMA pays to the library user's needs, illustrated by the recent establishment of library relations committee.

Another very important link is provided through Mary Lou Lucy's liaison with the Interlibrary Loan Committee. Developments in the copyright field are closely followed by Sam Boone, recently appointed RLMS's Copyright Representative; he has the assignment to maintain a liaison with the ALA Legislative Committee and to review the activities in the field. Congressional legislation on photocopying, cable television regulations, and the outcome of the Williams and Wilkins case, are all of paramount importance to any future activities of RLMS.

Among the on-going projects are the library photoduplication services publications and the library microtext reading room manual. In the near future a decision will have to be made on the disposition of the Special Directory Fund. In the last decade, Cosby Brinkley single-handedly compiled and distributed four editions of the *Directory of Institutional Photocopying Services*. This publication was not only highly praised by its users but also turned out to be a successful publishing venture. At the time of his resignation in January 1972, Mr. Brinkley transferred the savings accumulated from the past sales of the *Directory* to RLMS, with the recommendation that the money will be used in support of an educational program in reprography. Although the total fund to date is too small for establishing a meaningful scholarship, the executive committee is now searching for the best way to fulfill Mr. Brinkley's wish, and thus expressing its deep appreciation for his editorial contribution.

The work on the fifth edition of the *Directory* is completed; the edition, completely revised and significantly enlarged, is now available from the publisher. The *Directory* contains 242 entries, glossary of terms, and the "U.S. Microfilm Rate Index" prepared by Robert C. Sullivan.¹

The RLMS contribution to the Annual Conference program in Las Vegas has been two-fold. First, Norman Shaffer read his paper on "Technical Aspects of Microforms in Serials Acquisition and Management" at the RTSD "conference within a conference" on serial publications. He also participated in a follow-up discussion meeting. Second, the RLMS two-hour meeting was a state-of-the-art review of catalog card production systems now in use. The panel consisted of most of the contributors to the collection of reports on the same subject, microfilmed and distributed for RLMS by the Photoduplication Service of the Library of Con-

1. Joseph Z. Nitecki, ed., *Directory of Library Reprographic Services* (5th ed.; Weston, Conn.: Microform Review, 1973).

gress.² The collection, prepared in advance of the Conference, contains twenty-one papers submitted by librarians in this country, Canada, and England, describes and evaluates some of the equipment now in use, and includes a bibliography on the subject.

Among this reporter's discouraging assignments was the witnessing of the ALA's relinquishing its sponsorship of the ANSI Committee PH5 to the National Microfilm Association. In spite of the high relevance of that committee to RLMS's own objectives, the economics of participation has forced RLMS to give up its responsibility for the secretariat of the ANSI PH5. To make up for the lost direct participation, it was agreed that the permanent RLMS representative to that committee, presently Ladd Sajor, become a member of the Standards Committee, thus providing a more direct channel of communication between the two committees.

Equally disappointing was the resignation of the chairman of the RLMS Policy and Research Committee in the middle of the year. Discouraged by the prospect of having to "coax an exhausted horse into action," he listed as some causes for his frustration the organizational structure of ALA, and the dependence on part-time, unpaid, geographically remote individuals to carry the responsibilities for ALA. Perhaps these are warning signs, worthy of careful consideration.

It is a real comfort to conclude this report with the realization that the exit used by the departing chairman is, like a revolving door, simultaneously an entrance for the incoming chairman, Harold Morehouse. He comes with strong and imaginative leadership and is warmly welcomed with our very best wishes of success.

Serials Section Report

HERBERT LINVILLE, *Chairman*

"To be or not to be" was the section's overriding business during the past year: should the section continue as a Serials Section in RTSD or should it become a part of the new Resources Section composed of the former Acquisitions Section and RTSD's Resources Committee?

The implications of this topic were discussed by all section committee members and some section members at the Midwinter Meeting in Washington, D.C. A statement concerning the reasons for and against this merger was sent to the membership along with the annual ballot and also published in *American Libraries* in order to obtain as much participation by the members of the section as possible. With these two written statements as background, the section members met in Las Vegas and discussed their organization for almost two hours. After this lively discussion the members present agreed overwhelmingly that the answer to the question is "to be" a Serials Section.

From this discussion of merger, the purpose and function of the section as well as enthusiasm for the section seemed to emerge renewed from the Las

2. Joseph Z. Nitecki, comp., *RLMS Micro-File: Current State of Catalog Card Reproduction* (Washington, D.C.: Library of Congress, Photoduplication Service, 1973).

Vegas Conference. This was no doubt aided by the day long "conference within a conference" on serials sponsored by all sections of RTSD on Monday. Good discussion of common serial problems and new ways of coping with these problems may be remembered as highlights of Las Vegas as well as the continuous sound of slot machines and endless neon signs. The comments on the afternoon discussion groups seemed to indicate that a definite benefit was gained by those present.

In addition to participation in the discussions of structure and organization, each of the section committees continued its own specific assignment. The Duplicates Exchange Union Committee remains one of the most visible committees of the section. New member libraries were added to the Union during the past year, bringing the total to 404 libraries. The committee gained approval to raise to fifty cents the minimum postage to be refunded to the shipping library. A tabulation of exchange lists mailed to the committee chairperson is continuing, and a questionnaire on use of the Exchange Union was sent to member libraries. Results of the questionnaire are expected to be available at Midwinter in Chicago.

The Committee on Manually-Maintained Serials Records has finalized its questionnaire to solicit information on the operation of serials records. It expects to collect forms used in serials records as well as statements concerning organization of serials work in all types of libraries. It is anticipated that a compilation of some of the responses and sample forms will be available at the New York Conference. The availability of the results should be useful to libraries studying their organization or procedures relating to serials records.

It was determined at Midwinter that the information which the approved Ad Hoc Committee on Computer Programs for Producing a Serials Holdings List was to obtain had been included in the Joint Survey of Library Automation Activities. The committee was not formed but the information obtained by the Joint Survey relating to serials has been requested for use of the Serials Section. Availability of these programs will be made known to the section members when the results of the Joint Survey are received.

The Section's Policy and Research Committee has been involved in studying new developments in serials activities, e.g., the National Serials Data Program, the International Standard Serials Number, and the International Standard for Bibliographic Description for Serials. It also has contributed to the division's three year plan, which all ALA units have been requested to prepare. The committee has studied and commented upon the "Guidelines for Publishers, Agents and Librarians in Handling Library Orders for Serials and Periodicals" prepared by the Acquisitions Section's Bookdealer-Library Relations Committee, and it continues to keep abreast of such matters as copyright, library copying, and institutional subscription rates for libraries. The committee heard a report on the Drexel University house journal research project at the Las Vegas Conference. Through the committee's recognition of the need for a better understanding of serial practices and policies of the Library of Congress, a workshop is being planned for 5-6 July 1974.

The discussion groups are one of the ways the section fulfills its purpose "to contribute to library service and librarianship . . . concerning serials literature by reports and free discussion at general meetings. . . ." The Medium-Sized Library Discussion Group has become active again for exchange of ideas among serials librarians in libraries having a book collection less than 1,000,000 volumes and \$75,000 budget for books and periodicals. The Serials Discussion Group for

Large Research Libraries helped provide leadership for the fourteen discussion groups of the "conference within a conference" on serials and did not meet as a separate group this year. Its scope includes libraries larger than those in the medium-sized group.

The generous help of the section's committee members and their support and encouragement, especially the Executive Committee, have made this past year one of renewed activity among serials librarians within ALA. Without their help, my year as "instant" chairperson certainly would have been much harder. Also the support and patience of the RTSD Board of Directors and RTSD president Connie Dunlap during our year of reappraisal have been most appreciated. A vigorous outlook is the prospect for the coming year.

Council of Regional Groups Report

CAROLYN J. McMILLEN, *Chairman*

In an effort to continue the communication link between RTSD and the regional groups, four communiques were sent to the officers of the twenty-five active groups. Four informal newsletters were sent during the year. The results of a questionnaire, included with the January newsletter, indicated that the newsletter was of importance to the officers of the regional groups, especially the news of RTSD committee work and news of the program meetings presented by the various groups.

During the months of 1972/73, the CRG chairman heard from all twenty-five of the active regional groups—some reporting on changes of officers, twenty-two chairmen answered the January questionnaire, and twelve reporting on the meetings held by their groups.

The Resources and Technical Services Group, Arkansas Library Association, Marion R. Jones, *chairman*, held its annual meeting on 9 October 1972, in Hot Springs, Arkansas. The program consisted of a panel discussion on the Union Catalog of Henderson State College and Ouachita Baptist University, and the merits of a divided catalog. Members of the panel were Frank Turner (head librarian, Henderson State College), Jean Raybon (assistant librarian and cataloger, Ouachita Baptist University), and Juanita Barnett (head librarian, Ouachita Baptist University), with Mrs. Jones serving as panel moderator. A business meeting followed the presentation of the program. The spring meeting of the RTSG, a joint meeting with the College and University Division and the Arkansas Council on Library Education, was held in Russellville, Arkansas on 27 April 1973. A general discussion of mutual problems and solutions was planned for this noon luncheon meeting. Tentative planning for the fall 1973 meeting of the RTSG calls for a discussion of the eighteenth edition of Dewey.

The Connecticut Library Association Technical Services Section, Joyce Herndon, *chairman*, met for its annual business meeting on 26 April 1972 in Norwich, Connecticut. The fall meeting was held on 16 November 1972 in Hamden, Connecticut. This meeting was held in association with the Adult Services and Reference Section of the Connecticut Library Association. Sixty-five members were in attendance to hear Ruth Tighe (assistant director of NELINET) describe the purpose and functions of the New England Library Network.

The twenty-fifth annual program of the Florida Library Association Technical Services Roundtable, Susan Vastine, chairman, was presented at the St. Petersburg Hilton Hotel on 4 May 1973. The speakers and their topics were: Frederick Kilgour (Ohio College Library Center): "Computerized Cooperation-Coping with Change"; John Kennedy (Georgia Tech): "SOLINET"; Paul Parker (Florida Board of Regents' Office): "The State of Florida's Role in SOLINET"; Imogene Hixson (University of Florida): "A Cataloging Department's Role in SOLINET"; Mary Lou Harkness (University of South Florida): "A State University's Role in SOLINET." Following the speakers' presentations, there was a period of general discussion.

A "Workshop on Cataloging and Processing in a University Setting" was held by the Resources and Technical Services Section of the Illinois Library Association, on 5 June 1972 on the campus of Southern Illinois University-Edwardsville. The all-day meeting was co-sponsored by the Lovejoy Library Technical Services Committee of SIU-E. A panel composed of members of the Lovejoy Library staff used the case study approach in its detailed examination of selected technical services activities. Members of the panel were: Milton Moore (head, Catalog Department), Frank Oakes (senior cataloger), Margaret Sherwin (head, Recataloging Section), and Eugene Herscher (associate director). The panel presentation was followed by a general discussion and exchange of information on the topics covered. The morning session of the workshop focused on book materials only. The luncheon speaker, John Abbott (director of Lovejoy Library) spoke on "Cataloging as a Pervasive Library Activity." The speakers for the afternoon session were: Mabel Murphy (fine arts librarian) who spoke on the processing of music materials, and Robert Fortado (documents librarian) who discussed the care and handling of government documents. The program was concluded with a tour of the library and demonstrations of various equipment. At the annual ILA conference in Chicago, the RTS held a combined business and program meeting on 13 October 1972. The speaker was Edward P. Miller (professor, School of Library and Information Science, University of Missouri). His subject was "Cost Effectiveness," a most timely topic.

The Iowa Library Association Technical Services Section held a joint two-day meeting with the College and University Libraries Section, on 12-13 October 1972, in Waterloo, Iowa. The objective of the program was: "To encourage the librarians of Iowa to appreciate, collect, and conserve local history before the materials are destroyed; and to become involved with its dissemination." Part one of the program was entitled "Local History to the Libraries" and consisted of the following speakers and topics: Thomas A. Campbell (historian, State of Illinois, Department of Conservation, Division of Parks and Memorials) on "Acquiring Local History," which covered such items as objectives of acquiring the material, definition of local history, what to collect and how to get it; Ron Dubberly (director, Sioux City Public Library) on "Organizing Local History for the Patron," which covered a discussion on how the material is cataloged, what rules are to be followed, and problems and cautions; and James Hippen (assistant professor, History of Technology, Luther College) on "Preserving the Documents of Local History," which covered how the materials are stored, how they are made ready for use, and conservation/preservation techniques. Part two of the two-day program was entitled "Local History to the People," and included the following speakers and topics: Peter T. Harstad (director, Iowa State Historical Society) on the "Role of the Iowa State Historical Society—Plans for the Future," John Christianson (professor and chairman, De-

partment of History, Luther College) on "Local History in the Academic Library," with the discussion centering on the Winneshiek County Historical Society Depository at Luther College library; and James Leonardo (government documents librarian, Cowles Library, Drake University) on "Problems of Finding and Using the Sources of History—A Personal Experience." The programs were under the chairmanship of the section chairmen, Duane Fenstermann and Elizabeth Kaschins.

The Resources and Technical Services Section of the Kansas Library Association met for breakfast and business on 4 May 1973 in Topeka. Following the business meeting, Linda Griffen (reference librarian at the University of Kansas) spoke of her experiences in "Affirmative Action: What One Person Can Do."

The spring meeting of the Michigan Library Association Technical Services Section was held on Friday, 27 April 1973, in Lansing. The noon luncheon was followed by a panel discussion of various systems of catalog card production. Participating as panelists were: Rita Runchock (assistant acquisitions librarian, Oakland University library) who discussed use of the Library of Congress proofslips; Elizabeth Overmayer (head of technical services, Flint Public Library) who spoke on the use of the MCRS system; and Eugene Holtman (assistant librarian for technical services, Eastern Michigan University library) who discussed the use of the CARDSET system. A general discussion and question and answer period followed. Members attending the meeting then left to tour the several libraries in the Lansing-East Lansing area.

The New England Technical Services Librarians, Jacqueline Colby, chairman, presented a "Workshop on Cost Reduction in Technical Services" on 19 May 1973 at the Boston Public Library. The morning session was opened by the chairman, and program director Richard Palmer (Simmons College) then introduced the workshop attendees to the basic concepts of modular costing. The second presentation during the morning was given by Timothy Sineath (Simmons College) who spoke to the point of improved resource allocation, citing specific case studies. Following luncheon and a business meeting, the afternoon session of the workshop was begun. The speakers and their topics were: Gunars Rutkovskis (Boston Public Library) discussed the monitoring of serials discounts; Mr. Macleod of Information Dynamics showed a film relating to BIBNET, a company product; Richard Palmer (substituting for Robert Watts, Simmons College) delivered the presentation on commercial card services and the cost of various plans as determined in the Simmons College library; Richard Talbot (University of Massachusetts) spoke on the procedures in effect at his institution for searching the MARC tapes; and James Matarazzo (Simmons College) discussed serial subscriptions and subscription agencies. A period of small group discussions with the speakers concluded the program.

The executive board of the Resources and Technical Services Section of the New York Library Association, Laura Dudley, chairman, met in Rochester on 10 November 1972. It was announced that the 1973 conference would be held in Atlantic City, 24-28 October 1973, and would be a joint regional meeting of the Mid-Atlantic States Library Association and the New York Library Association. On Friday, 4 May 1973, a joint meeting of the NYLA Resources and Technical Services Section and the Library Educators Section was held in Albany. The theme of the meeting was "Manpower and Training for Technical Services." The purpose of the meeting was to bring teachers and practitioners together; and it covered such subjects as continuing education for librarians, training of

technical staff, trends in technical services, and improvements in library education.

The New York Technical Services Librarians, Richard Hyman, chairman, enjoyed a most active and interesting year. The fall dinner meeting was held on 3 November 1972 at the United Engineering Center, New York City. The featured speaker was Elizabeth Hesser (head librarian, Osterhout Free Library, Wilkes Barre, Pennsylvania). Miss Hesser's topic, "Agnes and Aftermath," was concerned with that catastrophe and the experiences of those involved in it. On 14 December 1972, the NYTSL co-sponsored with METRO (New York Metropolitan Reference and Research Library Agency) a meeting on the proposed changes in descriptive cataloging rules which will be necessary to implement the *International Standard Bibliographic Description [ISBD(M)]*. Speakers and resource persons were C. Sumner Spalding (assistant director [cataloging], Processing Department, Library of Congress), Henriette Avram (chief of the MARC Development Office), and Elizabeth Tate (then chief librarian of the National Bureau of Standards and now chief of the Descriptive Cataloging Division, Library of Congress). Mr. Spalding presented a paper on the origins, rationale, and implications of the *ISBD(M)*, and this was followed by Mrs. Tate's "DCC (Descriptive Cataloging Committee) and the *ISBD*." The meeting was chaired by Forrest F. Carhart, Jr., executive director of METRO. The formal presentation was followed by a series of questions, prepared in advance, to which Mrs. Tate, Mrs. Avram, and Mr. Spalding responded. The meeting closed with questions from the floor. NYTSL received much acclaim for its co-sponsorship of this event.

The fourth annual student career orientation reception, co-sponsored by NYTSL, SLA, and ASIS was held Friday, 2 March 1973 at the New York Public Library. Local library school students were again invited to talk with librarians from a variety of job situations. Emphasis in the invitation was on exploring areas encouraging the attendance of students other than those in technical services, as well as those in technical fields.

The spring dinner meeting of the NYTSL was held 27 April 1973 at the United Engineering Center, New York City. The featured speaker was Edward J. Blume (chief of the Library of Congress Subject Cataloging Division). His topic was, "Where Did LC Get That Subject Heading?" Mr. Blume was assisted in his presentation by David Remington (assistant chief, LC Subject Cataloging Division).

The Northern Ohio Technical Services Librarians, Ann Voorhees, chairman, met on 29 September 1972 at Bowling Green State University. The day's activities began with a buffet luncheon, followed by a business meeting. The afternoon program featured William Schark (head of the Popular Culture Collection at Bowling Green) speaking on the acquisition, handling, and preservation of these materials. Following a question and answer period, the members in attendance toured the university library, with special emphasis placed on the Popular Culture area.

The Southeastern Regional Group of Resources and Technical Services Librarians, Olive Branch, chairman, met on 3 November 1972 at the Jung Hotel, New Orleans, Louisiana. This was a SELA/SWLA Joint Technical Services meeting presided over by Mary Pound (chief catalog librarian, University of Texas at Austin), and Imogene Hixon (head, Catalog Department, University of Florida Libraries). The program topic was "Technical Services Today: Critiques of Technical Services Operations," and serving as moderator of the panel

discussion was Jay B. Clark (chief, technical services, Houston Public Library).

The panelists and their discussion topics were: Nathan A. Jesel (head, History and Travel Department, Memphis Public Library) on "Oral History in a Public Library"; Lynn Gamble (acquisitions librarian, University of Texas) on "Blanket Ordering at the University of Texas"; Marietta G. Franklin (media specialist, Ravenscroft Lower School, Raleigh, North Carolina) on "Public School Librarians Liberated from Technical Services"; Sarah Law Kennerly (professor, North Texas State University) on "Integrating Non-Print Media into the Library via Classification"; Robert Gibbs (assistant to the director, Auburn Libraries) on "Library Periodicals Re-evaluation Project"; and Ruby Miller (head cataloger, Trinity University) on "Catalog Production from MARC II Tapes."

The Texas Regional Group of Catalogers and Classifiers, Daisy Ashford, chairman, held its twenty-fifth annual meeting on 5 April 1973 at the Fort Worth Convention Center. Following the business meeting, at which the new officers were elected, Miss Ashford introduced the speaker, Rodney Hutton. Mr. Hutton, an instructor in the School of Library and Information Sciences, North Texas State University, formerly worked for four years as a section head in the Descriptive Cataloging Division of the Library of Congress. The focus of Mr. Hutton's talk was a description of the specific procedures and work flow routines of this LC division. Following his presentation, there was an active question and answer period covering many topics, such as: Cataloging in Publication work procedures, establishment of work load in the division, the addition of material to the MARC tapes, establishment of series authority, use of the *ISBD(M)*, operations of the Serials Division and the Serial Record Division, publication of card sets on demand, and many other items of interest to all.

The Wisconsin Library Association Technical Services Section, Leora McGee, chairman, held its spring meeting on 22 April 1972 in Wassau. The program was centered around the topic of "Cooperative Processing." James Krikelas (associate professor at the University of Wisconsin Library School) discussed centralized processing and commented on the results of a study he made a few years ago for the Division of Library Services. He suggested that librarians should think more about ways of exchanging bibliographic information and less about the physical preparation of books in their attempts at cooperative processing. Donald Lamb (coordinator of the Dane County Library Service) traced the history of the Library Service and described the Dane County-Madison Public Library joint technical processing operation. Following lunch, the members in attendance viewed a film, "SPIRES-BALLOTS Report," which explains the automation and information retrieval system at Stanford University. Also during the afternoon, a presentation on shared cataloging at the Ohio College Library Center was given by James Riley (director of the Marquette University library), and Richard Harris (Xerox Corporation). The OCLG presentation sparked a good deal of enthusiastic discussion.

During the ALA Annual Conference in Las Vegas, a workshop session was held for the regional groups. The topic under discussion was, "A CRG/LC Subject Cataloging Division Interface." Members of the panel participating in the workshop were, Edward Blume (chief, LC Subject Cataloging Division), David Remington (assistant chief, LC Subject Cataloging Division), and Marguerite Soroka (chairman, RTSD/CCS Subject Analysis Committee and an active member of two regional groups). Present at this meeting were the incoming CRG officers for 1973/74 and they were introduced. The new chairman is Betty

Meyer (assistant director for technical services, Ohio State University libraries); and the new vice-chairman/chairman-elect is James Soester (director, Central Kansas Library System, Great Bend, Kansas). Present at the workshop were ten representatives from eight regional groups, plus fifteen observers. The first part of the workshop was devoted to a discussion of a possible mechanism for a meaningful communication structure. The CRG chairman's newsletter should serve as the basic focus to carry communication from RTSD to the regional groups and from LC to CRG to the regional groups and vice versa. All ideas concerning the concept of such an interface were passed on to the incoming officers and follow-up on these will be carried forward by Miss Meyer and Mr. Soester.

The annual CRG luncheon followed the two hour workshop session. Honored guests at the luncheon were the recipients of the Margaret Mann Citation, Doralyn J. Hickey (School of Library Science, University of North Carolina), and the Esther J. Piercy Award, Glen A. Zimmerman (Library of Congress).

May I express my gratitude to the officers of the regional groups who were so cooperative and helpful this past year; and my special thanks go to Carol Raney Kelm and Carol Ishimoto for their invaluable assistance during this most interesting year.

Decimal Classification Editorial Policy Committee Report

FRANCES HINTON, *Chairman*

The Decimal Classification Editorial Policy Committee held its annual meeting on 19-20 October 1972 at the Lake Placid Club. Betty Croft was elected vice-chairman for a two-year term. A second meeting was held on 26-27 April 1973 in Washington, D.C., at the Library of Congress. All members were present at both meetings.

Continuing members of the committee are William J. Welsh, representing the Library of Congress; John A. Humphrey, representing Forest Press; and Clare E. Ryan, representing the American Library Association. Regular members are Margaret Cockshutt, Betty Croft, Doralyn Hickey, Frances Hinton, Mary Louise Mann, and Marietta Daniels Shepard. Joel C. Downing represents the Library Association.

In addition to the committee members, the editor and assistant editor of the *Dewey Decimal Classification*, and the executive director and assistant executive director of Forest Press regularly attend meetings.

At the October 1972 meeting the Committee welcomed as guests Melba Adams from the Decimal Classification Division of the Library of Congress (LC) and Ross Trotter from the *British National Bibliography (BNB)*. They were participants in a most successful six week exchange program between the two institutions responsible for applying Dewey numbers to most books published in the English language. Most international visiting is at the executive or administrative level and for a rather short time. Their personal contacts and day-to-day work experience have already been of great value to the committee as well as to *BNB* and *LC*.

Perhaps the most exciting development of the year was a general loosening of the constraints that have governed revision of Dewey. There is a feeling of greater responsiveness to expressions of needs from librarians in this country and abroad. The necessity still exists to walk a tightrope between the changing demands of knowledge and the constant demand for continuity, but some of the rigidity is disappearing. At Mr. Sealock's suggestion, the committee has recommended that a number left vacant in two successive editions may be reused freely in a third edition. This is much more realistic than the former rule, which forbade reuse of such a number for twenty-five years after publication of the edition in which it is first vacated.

Joel Downing urged the committee to stand aside from the ten-area framework of Dewey and view knowledge in broad areas so as to make better decisions about priorities for revision. At the April 1973 meeting he presented an outline of subjects represented by DDC class numbers, but arranged in slightly different groups, none of which, except "Chronological History," is contained wholly within any major DDC class. This proved to be a stimulating springboard for discussion of areas within these broad groups that are most in need of extensive revision in Edition 19. Papers and drafts of schedules are being prepared for committee consideration, and reactions will be solicited from both subject experts and practicing catalogers.

Ad Hoc Committee on New Directions for RTSD Final Report

GLEN A. ZIMMERMAN, *Chairman*

In considering the ACONDA-ANACONDA *Joint Report*, its effect on the Resources and Technical Services Division and the role of the Ad Hoc Committee on New Directions for RTSD (AHONDA), the committee members realized that RTSD, like all divisions and units of the American Library Association, is obliged to follow the tenets of the *Report*. AHONDA did not perceive itself as the originator of a lengthy and complex report filled with truisms and "blue sky," philosophical ideas and theories. Rather its intent is to outline several of the points and recommendations of the *Joint Report* that it feels are more germane and crucial to the operation of a viable RTSD. What has evolved, therefore, is an outline limited in length but unlimited in scope and importance, which can be used as a benchmark to point toward new and refined directions for RTSD. The efficacy of this report, like any other group of suggestions and comments, will depend upon the time, energy, and emphasis that the RTSD board and member committees will devote to its implementation.

RECOMMENDATIONS

I. AHONDA endorses the principle of equality of opportunity in all aspects of manpower activities with particular emphasis on elimination of inequities on the basis of sex in library employment and on active recruitment of ethnic and racial minorities. RTSD should provide firm leadership in this area, acting as the model for the American Library Association. The principal officers of RTSD should work closely with the Office for Library Personnel Resources and any of-

face dealing with recruitment and training in the area of technical services. RTSD should vigorously encourage participation in affirmative action programs. *Library Resources & Technical Services* can serve as a communications link, perhaps publishing a survey and follow-up report on the present status of equal opportunity in the technical services area. In order to break down the immensity of this problem, individual members of the division must become involved.

II. AHONDA recommends that RTSD be "decentralized," not in organization but in function. This is another way of stating that "grass roots" participation at the Regional Group level and state level is absolutely necessary to serve the needs of both RTSD and its members. Robert Wedgeworth's editorial, "Reorganization of ALA/RTSD" (*Library Resources & Technical Services* 16:422 [Fall 1972]), touches upon this need. The following two proposals/recommendations also reinforce this point. RTSD and the regional groups must encourage more active participation of younger members beginning at the state level and encourage the regional groups to take an active part in recruiting librarians into active participation. Care must be taken to encourage, as much as possible, a balance of participation among public, school, university, and college libraries. Paraprofessional as well as professional staff members should be encouraged to participate. Concurrent committee assignments should perhaps be limited to a maximum of two committees; those responsible for RTSD committee appointments should be encouraged to tap all available human resources. At the same time this would allow committee members to do justice to their committees. AHONDA proposes that a survey of committee membership be made, tabulating the results by sex and race. Such a survey would reveal the number of committee assignments held by individuals.

Democratization of the committee assignment should be instituted. Openings on various committees should be "posted" in *LRTS*. A poll or survey should be undertaken by RTSD, compiling in this manner a pool of volunteers who could accept committee assignments and obligations.

III. AHONDA recommends that a concerted effort be made to improve communications, a generality easier to say than accomplish. AHONDA readily recognizes that the success of communicating rests equally on RTSD and the responsiveness of its members. Such things as a welcoming letter from RTSD presidents to new members may be a start. A brief fact sheet outlining the goals statement of RTSD and providing useful facts about RTSD and identifying staff, committee members, and committees would give the new members immediate information at their fingertips. A brief newsletter or memo section in *LRTS* could provide an effective method of updating information. Perhaps regular sessions should be held with RTSD presidents to discuss communications and other issues. Working through the RTSD representative on the Membership Committee, "contact people" could be designated in libraries or states to promote RTSD. AHONDA heartily endorses ACONDA's statement:

A membership organization depends on communication for its survival. The American Library Association therefore sets communication with its membership as a top procedural priority.

IV. AHONDA recommends that professional and social issues become better balanced as important areas of consideration. RTSD programs should be more specific and practical in their content rather than treating subjects in a general nature. Where feasible the workshop approach should be used. Miniconferences, such as the ones used in the Acquisitions Preconference (Chicago, 1972) and Serials (Las Vegas, 1973) can be an effective means of presenting varied

topics centered around a theme to members with specific interests. They also allow more direct participation. Proposed solutions to social problems which concern librarians can be woven effectively into such an environment; however, direct social concerns should be the responsibility of such groups as Social Responsibility Round Table (SRRT). In order to encourage more participation at the regional level AHONDA recommends that the possibility of convening ALA Midwinter Meetings in more cities be studied.

V. AHONDA recommends that RTSD become more involved with international library relations, working through the present organizational machinery. Exchange of personnel may be desirable. A successful example was a recent exchange of decimal classification specialists between the Library of Congress and the *British National Bibliography*.

AHONDA feels that these proposals, if implemented, will not only take considerable time, talent, and effort but will also help strengthen the purpose and direction of RTSD. The committee does not wish to perpetuate itself; however, it does recommend that such ad hoc committees be convened at regular intervals in the future in order that "new looks" and "new directions" can become a part of RTSD's long range planning process.

PAPERBACKS SEMINAR

A seminar on "Paperbacks: Acquisition, Distribution and Use" will be held on Monday, 8 July 1974, from 2:00-6:00 p.m., in New York City during the American Library Association Annual Conference. The program will be co-sponsored by the Association of American Publishers/Resources and Technical Services Division Joint Committee and the Bookdealer/Library Relations Committee of the RTSD Resources Section. Program Planning Committee chairman is Alfred H. Lane, head, Gifts and Exchange, Columbia University libraries.

Patterns of paperback purchase and use in school, public, and academic libraries will be discussed by experts and audience participation will be encouraged. Advance registration is not required nor will an additional fee be charged. Further details will be printed in the conference program.

American Library Association Resources and Technical Services Division Bylaws

BYLAWS OF THE DIVISION*

Article I. Name

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

Article II. Object

The object of this Division is to contribute to the professional welfare of its members and to librarianship generally as the Division of the American Library Association responsible for activities related to the acquisition, identification, cataloging, classification, and preservation of library materials in all types of institutions and to the development and coordination of the country's library resources.

Article III. Relationship to the American Library Association

This body is a division of the American Library Association. The Constitution and Bylaws of that association, to the extent to which they are applicable, take precedence over these bylaws.

Article IV. Membership

Sec. 1. *Members.* Any member of the American Library Association who elects membership in this Division according to the provisions of the Bylaws of the American Library Association thereupon becomes a member of this Division.

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

* As adopted at June 1960 ALA Conference (*Library Resources & Technical Services* 4:183-90 [1960]) and incorporating amendments adopted at ALA Conferences through the June 1973 Conference.

Sec. 3. *Honorary members.* Honorary members are those honorary members of the American Library Association nominated to such membership in this Division by the Board of Directors and elected for life by the membership. Honorary members of the former Division of Cataloging and Classification of the American Library Association are honorary members of this Division.

Sec. 4. *Dues, rights, and privileges.* All members of the Division are eligible for membership in any one or more of the sections. Only personal members have the right to vote and 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 Division. The designation by a member of the American Library Association, on its membership form, of this Division as a division to which the member wishes to belong is considered as election of membership in this Division.

Sec. 5. *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. *Annual meetings.* The regular meeting of the Division shall be held at the time and place of the annual conference of the American Library Association.

Sec. 2. *Special meetings.* Special meetings may be called by the Board of Directors and shall be called by the president upon the written request of fifty members of the Division. 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 Board of Directors at the time and place of regional meetings of the American Library Association.

Sec. 4. *Votes by mail.* Votes by mail may be authorized by the Board of Directors between meetings, or when, for reasons beyond the control of the Division, 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 fifty 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 by the executive secretary in such manner as the Board of Directors shall determine. A copy of the ballot shall be mailed by the executive secretary to each member. A period of at least thirty days from the date of mailing shall be allowed for the return of ballots to the executive secretary. A proposal is carried if it receives the same proportion of affirmative votes from among all votes cast as would be required to carry the same proposal if voted upon 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 Board of Directors may designate publication of the ballot or questions submitted in the official journal of the Division as the appropriate method of submitting the matter to the members for their determination.

Sec. 5. *Quorum.* Fifty members constitute a quorum.

Article VI. Nominations and Elections

Sec. 1. *Nominations.* The Nominating Committee shall present candidates for the positions of vice-president (president-elect), vice-chairman (chairman-elect) of the Council of Regional Groups and directors at large when required. Other nominations for these offices may be submitted in writing by

any ten members and shall be filed with the executive secretary. Any such nominations shall be included on the official ballot.

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

Sec. 2. *Nominating Committee.*

(a) *Composition.* The Nominating Committee consists of the chairman of each section's Nominating Committee *ex officio* and three members at large. No member of the Board of Directors shall be appointed to the Nominating 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-president (president-elect) under whose term of office as president its final report will be made, and with the approval of the Board of Directors. Members of the Nominating Committee, upon expiration of their terms, shall not be eligible for immediate reappointment.

(c) *Duties.* The Nominating Committee shall present at least two candidates for each office to be filled at the next election. It shall select the candidates in such manner as to assure as broad a representation as possible of different types and sizes of libraries, types of service, and of the geographic distribution of the membership.

The Nominating Committee shall report nominations to the executive secretary, and the executive secretary shall notify each member by mail of the nominations for elective office in the Division at such time as is prescribed by the Bylaws of the American Library Association.

Sec. 3. *Elections.*

(a) *Ballot.* Elections shall be held by mail ballot. The executive secretary shall mail a copy of the ballot to each member of the Division. The ballot shall be returned to the executive secretary at such time as is prescribed by the Bylaws of the American Library Association.

(b) *Election results.* Candidates receive

ing a plurality of the votes cast are elected and shall be so reported at the next regular meeting. In case of a tie vote the Election Committee of the American Library Association shall decide the election by lot.

Sec. 4. *Extraordinary circumstances.* If, for reasons beyond the control of the Division, no regular meeting is held in any one year, terms based on the date of the regular meetings 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 Division are a president, a president-elect who shall serve as vice-president, a chairman of the Council of Regional Groups and an executive 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 Division.

(a) President. In addition to his regular duties, the president shall see that the bylaws are observed by the officers and members of the Board of Directors and that the orders of the Board of Directors and of the Division are carried out. He shall recommend to the Board of Directors such action as he deems to be in the interest of the Division. He shall perform such other duties as the Board of Directors may assign to his office.

(b) Vice-president. In addition to his regular duties, the vice-president shall perform such duties as the Board of Directors may assign to his office.

(c) Chairman of the Council of Regional Groups. The Chairman of the Council of Regional Groups shall perform such duties as are specified in Article XI, Sec. 5 of the bylaws of the Division.

(d) Executive secretary. In addition to his regular duties, the executive secretary shall submit an annual report to the Division and other reports as required to the Board of Directors. He shall perform such other duties as the

Board of Directors may assign to his office.

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

(a) President. The president shall serve for one year. 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.

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

(c) Chairman of the Council of Regional Groups. The chairman of the Council of Regional Groups shall serve for one year.

(d) Executive secretary. The executive secretary shall be appointed by the Executive Director of the American Library Association, with the concurrence of the Board of Directors of this Division, and shall serve at his pleasure.

Article VIII. Board of Directors

Sec. 1. *Composition.* The Board of Directors consists of the officers of the Division, the immediate past president of the Division, the vice-chairman (chairman-elect) and the immediate past chairman of the Council of Regional Groups, the editor of the Division's journal, the presiding officer of each section of the Division, two directors at large, and other *ex-officio* members as shall be from time to time so designated by action of the Board. The vice-chairman (chairman-elect) and the immediate past chairman of the Council of Regional Groups, the executive secretary, and the editor of the Division's journal do not have the right to vote.

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

(a) President. If the offices of both president and vice-president become vacant within the same year, the Board

of Directors shall appoint one of its members to act as president until a president is duly elected. At the next election two candidates shall be elected, one to take the office of president immediately and to serve for one year, the other to serve as vice-president (president-elect).

(b) Vice-president. If the office of vice-president becomes vacant, two candidates shall be elected at the next election, one to take the office of president immediately and to serve for one year, the other to serve as vice-president (president-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 president in the following year.

(c) Chairman of the Council of Regional Groups. If the offices of both chairman and vice-chairman of the Council of Regional Groups become vacant within the same year, the Board of Directors shall appoint a chairman to serve 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).

(d) Chairman-elect of the Council of Regional Groups. If the office of chairman-elect of the Council of Regional Groups 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 coming year.

(e) Directors at large. If the office of a director at large becomes vacant, a director at large shall be elected at the next election to complete the unexpired term.

(f) 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.* Directors at large shall serve for three years. They shall be elected for terms expiring in different years. Directors shall not be eligible for consecutive terms.

The vice-chairman (chairman-elect) of the Council of Regional Groups shall serve for the first year after election as vice-chairman, the second year as chairman (during which year he shall be an officer of the Division). In the third year he shall serve as immediate past chairman. In case of a vacancy in the office of chairman, he 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.

Sec. 4. *Officers.* The officers of the Division shall *ex officio* be the officers of the Board of Directors.

Sec. 5. *Powers and duties.* The Board of Directors has authority over the affairs of the Division during the period between meetings of the Division, provided however that none of its acts shall conflict with or modify any actions taken by the Division. The annual and any other budget requests are subject to the approval of the Board of Directors, prior to submission to the American Library Association. The Board of Directors shall perform such other duties as are specified in these bylaws, and shall report upon its work at the regular meeting of the Division.

Sec. 6. *Meetings.* The Board of Directors shall meet in conjunction with each regular meeting of the Division and of the American Library Association. Special meetings may be called by the president, and shall be called upon the written request of a majority of the members of the Board.

Sec. 7. *Quorum.* A majority of voting members constitutes a quorum of the Board of Directors.

Sec. 8. *Votes by mail.* Votes may be taken by mail as provided in Article IX, Sec. 7.

Sec. 9. *Rules of order.* The Board of Directors may adopt rules for the transaction of its business, provided they do not conflict with the bylaws of the Division.

Sec. 10. *Duties of members.* Each member of the Board of Directors shall perform the duties attached to his membership in the Board. In the case of continued failure of a director to participate in the deliberations of the Board, the Board may, by vote of three-fourths of its members, declare the office of such director vacant.

Article IX. Committees

Sec. 1. *Standing and annual committees.*

(a) *Organization committee.* The Organization Committee consists of the immediate past president as chairman and two members at large, to advise the Board of Directors and through it the Division on the establishment, functions, and discontinuance of sections, committees and other groups, as the needs of the Division may require.

(b) *Establishment.* The Division may establish other standing and annual committees to consider affairs of the Division which require continuous or repeated attention by the members. The Organization 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.

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

(d) *Terms of office.* Unless otherwise provided for by these bylaws or by action of the Division, 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.

Sec. 2. *Special committees.* Committees not authorized as standing or annual committees are special committees. Special committees may be authorized by

the Division or by the Board of Directors. Each special committee shall continue in existence until its purpose is accomplished or it is discharged by the Division or by the Board of Directors.

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

Sec. 4. *Joint committees.* The Division, or a section with approval of the Division, 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. The Committee on Organization of the American Library Association shall be notified of the establishment of joint committees with other bodies in the American Library Association. Joint committees with organizations outside the American Library Association shall be established only as provided for in the bylaws of the American Library Association.

Representation of the Division in organizations outside the Division may be authorized by the Division, with the approval of the American Library Association.

Sec. 5. *Notification.* The executive secretary shall inform the Committee on Organization of the American Library Association annually of the establishment and functions, or discontinuance of any standing, annual, special, or joint committee of the Division and of its sections. He shall have published annually a complete list of existing committees, together with their functions and membership, for the information of the Division.

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

Vacancies on committees shall be

filled by the president with the approval of the Board of Directors.

Sec. 7. *Votes by mail.* Committee votes may be taken by mail, provided all members are canvassed simultaneously. In case of dissent among members, a second vote shall be taken after each member has been acquainted with the views of every other. Each committee shall have the authority to set a time limit within which the votes of its members shall be recorded, but if no such time limit is set, no vote shall be counted unless received within thirty days from the day the text of the matter voted upon was mailed properly addressed to those entitled to vote.

Sec. 8. *Reports.* Unless otherwise specified in these bylaws, or in the act authorizing a committee, each committee shall report on its work at the regular meeting of the Division in the following manner:

Committees shall transmit their reports to the executive secretary not later than thirty days before the regular meeting of the Division.

Reports containing recommendations for action by the Division shall be presented at the regular meeting. If a copy of a report was distributed to the membership either before or at the beginning of the meeting, and unless a majority of the members present and voting demand a reading of the report, its presentation may be limited to a summary of the findings and a reading of the recommendations.

Other reports shall be published in full or in summary or be transmitted otherwise to the membership not later than four months after the regular meeting. Such reports shall be cited, and their disposition announced, at the regular meeting.

Article X. Sections

Sec. 1. *Establishment.* Any group of fifty or more members of the Division or of the American Library Association, whose special field of interest falls within the Division but is distinct from that of any existing section, may be established as a section upon written petition, and upon approval by the Division. Members of a group in the American Library Association but outside

the Division, newly affiliating with the Division as a section must be members of the Division or become members within three months after such affiliation, or lose their membership in the section.

The name of the section shall clearly indicate its field of activity.

Sec. 2. *Membership.* Any member of the Division may affiliate with as many sections as he may wish, and shall enjoy all privileges of membership in each section he may join. The designation by a member of this Division, on the American Library Association membership form, of any section as a section to which the member wishes to belong, is considered as election to membership in that section by such member.

Sec. 3. *Relation to the Division.*

(a) *Autonomy.* Each section defines its own functions, subject to the approval of the Division, and manages its own affairs, provided however, that no section may adopt bylaws or other rules for the transaction of its business which are inconsistent with those of the Division, or engage in any activity in conflict with the program of the Division.

(b) *Representation on the Board of Directors.* The presiding officer of each section shall be a voting member of the Board of Directors of the Division. If the presiding officer of a section is unable to attend a meeting of the Board of Directors, he shall notify the executive secretary promptly, and the presiding officer-elect of that section shall become a voting member of the Board of Directors for that meeting. If the presiding officer-elect of the section is unable to attend a Board of Directors meeting as a substitute voting member for the presiding officer of the Section, he shall notify that presiding officer and the executive secretary promptly; under these circumstances, the section presiding officer may designate a substitute voting member from the governing body of the section which he represents.

Sec. 4. *Finance.* Each section shall receive allotments made on the basis of need as approved by the Board of Directors and as determined by the Executive

Board of the American Library Association.

Sec. 5. *Jurisdiction.* The Organization Committee shall decide conflicts between sections and rule upon the jurisdiction of each section, subject to the approval of the Division.

Sec. 6. *Discontinuance.* The Organization Committee shall recommend that a section be dissolved when, in its opinion, the usefulness of that section has ceased. If the recommendation is adopted by the Division, the section shall be dissolved.

Article XI. Regional Groups

Sec. 1. *Composition.* Regional groups of librarians and other persons interested in the objectives of the Division may be affiliated with it in accordance with these bylaws.

Sec. 2. *Affiliation.* Any regional group with a membership of ten or more persons, the activities of which fall within the object of this Division, may be affiliated with this Division upon written petition from the group, and upon approval by the Division. Affiliated regional groups shall conform to the conditions noted below; exceptions may be granted to individual groups in specific cases, upon written petition from the group.

(a) *Membership.* Membership is open to anyone within the region of a group who is interested in problems of library resources and technical services or related fields, provided however, that a regional group which is part of a state or regional library association may limit its membership to members of the parent association.

(b) *Bylaws.* Each group shall have bylaws, a copy of which shall be filed with the executive secretary. No group shall adopt bylaws inconsistent with those of the Division, or engage in any activity in conflict with the program of the Division.

(c) *Officers.* The officers of each group shall be elected by its members.

(d) *Meetings.* At least one meeting shall be held each biennium.

(e) *Reports.* Within one month after any meeting a report on the meeting shall be sent to the chairman of the Council of Regional Groups, and a

copy of it to the executive secretary. A copy of each paper presented at the meeting shall be sent, if available, to the chairman of the Council of Regional Groups.

Sec. 3. *Discontinuance.* The Organization Committee may recommend that the affiliation of a regional group be terminated when the group has become inactive or its usefulness, in the opinion of the committee, has ceased. If the recommendation is adopted by the Division, the affiliation of the regional group with the Division shall be discontinued.

Sec. 4. *Finance.*

(a) *Dues.* Regional groups may assess their own dues.

(b) *Expenditures.* The Board of Directors may, with the approval of the American Library Association, authorize the expenditure of funds for activities of the regional groups in general or of individual groups.

Sec. 5. *Council of Regional Groups.*

(a) *Composition.* The Council of Regional Groups consists of its chairman, its vice-chairman (chairman-elect), its immediate past chairman, and the chairman of each group. Chairmen of groups may appoint substitute delegates. Each member of the Council or each substitute delegate shall be a member of this Division.

(b) *Meetings.* The Council shall meet at the time and place of the annual conference of the American Library Association. Special meetings may be called by the chairman and shall be called upon the written request of a majority of its members. The annual meeting shall be open to members of the Board of Directors, the members of the governing bodies of the several sections, and to the chairmen of such committees of the Division, of its sections, and of the American Library Association as, in the opinion of the Council, deal with matters affecting the work of the regional groups as such, provided, however, that the Council may meet in closed session for part of any meeting.

(c) *Duties.* The Council shall encourage activities of the groups and assist them with information and advice relevant to their programs. The Council

shall consider problems common to or affecting the work of regional groups and shall recommend to the Division such action as it deems to be in the interest of group activities.

(d) Committees. The Chairman of the Council may appoint, from members of the Council, such committees as he deems necessary for the performance of the Council's duties.

(e) Reports. The Chairman of the Council shall report to the Division at its regular meeting on the work of the Council and on the work of the groups.

Article XII. Discussion Groups

Sec. 1. *Establishment.* Any group of ten or more members of the Division interested in discussing common problems which fall within the object of the Division, but which are not within the responsibility of a single section may form a discussion group upon written petition from the group, and upon approval by the Board of Directors. The petition shall include the purpose of the group and the requirements for membership, if any.

Sec. 2. *Membership.* Membership is open to members of the Division who are interested in the purpose of the group and who fulfill the requirements for membership in the group.

Sec. 3. *Officers.* Each group shall elect a chairman annually. In addition to his regular duties, the chairman shall see that the group's activities are limited to discussion of common problems within the purpose of the group, that the group engages in no activity in conflict with the program of the Division or its sections, and that the Division bylaws are observed by the group.

Sec. 4. *Discontinuance.* The Organization Committee shall recommend that a discussion group be dissolved when the usefulness of that group has ceased. If the recommendation is adopted by the Board of Directors, the group shall be dissolved.

Article XIII. Publications

Sec. 1. Publications may be authorized by the Board of Directors subject to the approval of the membership, and of the Executive Board of the American Library Association. The Board of Di-

rectors shall determine the policy and manner of their distribution, and exercise financial control over them. The Division's journal shall be *Library Resources & Technical Services*.

Sec. 2. *Editors.* Editors for Division publications shall be appointed by the Board of Directors. The editor of the Division's journal shall be appointed for a three-year term, renewable for three-year terms by approval of the Board.

Article XIV. Notice by Mail

Publication of notices in the journal of the Division or the Association is considered sufficient to fulfill the requirement of notice by mail.

Article XV. Parliamentary Authority

Robert's Rules of Order (Revised), in the latest edition, governs the Division 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 Division, or with the Constitution and Bylaws of the American Library Association.

Article XVI. Amendment of Bylaws

Sec. 1. *Proposals.* 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. Proposed amendments shall be presented in writing to the executive secretary at least three months prior to the meeting at which they are to be acted upon; they shall then be referred by him to the Bylaws Committee, which shall report upon them at a meeting of the Division.

Sec. 2. *Notice.* The text of any proposed amendment shall be mailed to each member of the Division 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 Division.

Proposed amendments to the bylaws which fail to receive approval by a two-thirds majority vote at the regular meeting shall be submitted under the

same terms (by mail to the Division's membership at least thirty days prior to the vote) upon petition by fifty members and submitted to a vote at the following regular meeting.

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

BYLAWS OF THE SECTIONS*

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.

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 Bylaws 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.

* As adopted at July 1961 ALA Conference (*Library Resources & Technical Services* 5:168-73 [Spring 1961]) and incorporating amendments as adopted at ALA Conferences through the June 1973 Conference.

Sec. 3. *Dues, rights and privileges.* Only personal members of the Section have the right to vote, and 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. *Annual 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. *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 five 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 reappointment.

(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 five (5) 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 elect-

ed 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 ac-

tion 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.

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. Discussion Groups

Sec. 1. *Establishment.* Any group of ten or more members of the Section interested in discussing common problems which fall within the object of the Section may form a discussion group upon written petition from the group, and upon approval of the Executive Committee. The petition shall include the purpose of the group and the requirements for membership, if any.

Sec. 2. *Membership.* Membership is open to members of the Section who are interested in the purpose of the group and who fulfill the requirements for membership in the group.

Sec. 3. *Officers.* Each group shall elect a chairman annually. In addition to his regular duties, the chairman shall see that a group's activities are limited to discussion of common problems within the purpose of the group, that the group engages in no activity in conflict with the program of the Section, and that the Section Bylaws are observed by the group.

Sec. 4. *Discontinuance.* Each group shall continue in existence until its usefulness has ceased when it shall be dissolved by action of the Executive Committee.

Article XI. Notice by Mail

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

Article XII. 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 XIII. 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 to the chairman of the Bylaws Committee of the Division, 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.

REPRODUCTION OF LIBRARY MATERIALS SECTION BYLAWS

Article I. Name

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

Article II. Object

The object of this Section is to assist libraries by providing an organization for (1) the discussion of problems in the dissemination of information about the production, storage, and use of reproductions of library materials; and (2) the fostering of studies and research and the promotion of uniform practices and policies in this field.

Articles III through XIII are identical with those articles in the Bylaws of the Cataloging and Classification Section, except:

Article VI. Nominations and Elections

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.

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 one (1) member 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.

Article X. Discussion Groups

Sec. 3. *Officers.* Each group shall elect a chairman annually. In addition to his regular duties, the chairman shall see that a group's activities are limited to discussion of matters of common interest and concern in accord with the purpose of the group, that the group engages in no activity in conflict with the program of the Section, and that the Section Bylaws are observed by the group.

RESOURCES SECTION BYLAWS

Article I. Name

The name of this body is the Resources 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 collection development including selection, acquisition, and evaluation of library materials in all types of institutions.

Articles III through XIII are identical with those articles in the Bylaws of the Cataloging and Classification Section, except:

Article VI. Nominations and Elections

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.

Article X. Discussion Groups

Sec. 3. *Officers.* Each group shall elect a chairman annually. In addition to his regular duties, the chairman shall see that a group's activities are limited to discussion of matters of common interest and concern in accord with the purpose of the group, that the group engages in no activity in conflict with the program of the Section, and that the Section Bylaws are observed by the group.

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 XIII are identical with those articles in the Bylaws of the Cataloging and Classification Section, except:

Article VI. Nominations and Elections

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.

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 two (2) 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. 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. They shall serve until the adjournment of the regular meeting at which their successors are announced.

Article IX. Other Committees

Sec. 1. *Standing and annual committees.*

(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. Members of the Serials Policy and Research Committee shall be appointed for terms of five years and shall not serve consecutive terms.

Article X. Discussion Groups

Sec. 3. *Officers.* Each group shall elect a chairman annually. In addition to his regular duties, the chairman shall see that a group's activities are limited to discussion of matters of common interest and concern in accord with the purpose of the group, that the group engages in no activity in conflict with the program of the Section, and that the Section Bylaws are observed by the group.

RTSD NOMINEES—1974 ELECTION
Resources and Technical Services Division

Vice-president (President-elect) (1974-76):

Dale M. Bentz, University of Iowa, Iowa City, Iowa.

Stephen R. Salmon, University of Houston, Houston, Texas.

RTSD Director-at-Large (1974-77):

Curtis W. Stucki, University of Washington, Seattle, Washington.

Thomas E. Sullivan, H. W. Wilson Company, New York City, New York.

Vice-chairman (Chairman-elect) Council of Regional Groups (1974-76):

Helen F. Schmierer, University of Chicago, Chicago, Illinois.

Marguerite C. Soroka, Engineering Societies Library, New York City, New York.

[Nominating Committee: Carol Ishimoto, chairman; Howard Cordell (RLMS); Laura Dudley (RS); Peter Gellatly (SS); Frances Needleman (CCS); Marian Sanner; James Soester.]

Cataloging and Classification Section

Vice-chairman (Chairman-elect) (1974-76):

David Batty, School of Library Science, McGill University, Montreal, Quebec, Canada.

Jane Ross Moore, Brooklyn College, The City University of New York, Brooklyn, New York.

Secretary (1974-77):

Nancy L. Eaton, University of Texas, Austin, Texas.

Judith Hopkins, Graduate School of Library Science, University of Illinois, Urbana, Illinois.

Member-at-Large (1974-77):

Jacqueline Colby, Massachusetts Institute of Technology, Cambridge, Massachusetts.

Eva I. A. Schroeder, The Monterey Institute of Foreign Studies, Monterey, California.

[Nominating Committee, CCS: Frances R. L. Needleman, chairman; Paul E. Birkel; Florence Burmeister; J. Phillip Immroth.]

Reproduction of Library Materials Section

Vice-chairman (Chairman-elect) (1974-76):

Francis F. Spreitzer, Micrographics and Reprography Department, University of Southern California, Los Angeles, California.

Peter Spyers-Duran, Florida Atlantic University, Boca Raton, Florida.

Member-at-Large (1974-77):

Charles H. Baumann, Library Services, Eastern Washington State College, Cheney, Washington.

Paul H. Spence, University of Alabama, Birmingham, Alabama.

[Nominating Committee, RLMS: Howard W. Cordell, chairman; Charles G. LaHood, Jr., Mary Lou Lucy.]

Resources Section

Vice-chairman (Chairman-elect) (1974-76):

John E. Galejs, Iowa State University, Ames, Iowa.

Murray S. Martin, Pennsylvania State University, University Park, Pennsylvania.

Secretary (1974-77):

Virginia Conrad, University of Massachusetts, Amherst, Massachusetts.

Lucy P. Winslow, Yonkers Public Library, Yonkers, New York.

Member-at-Large (1974-77):

Robert W. Miranda, Pergamon Press, Elmsford, New York.

Rodney Borlase, Rice University, Houston, Texas.

Member-at-Large (1974-77):

William De Alleaume, New York State Library, Albany, New York.

Paul Birkel, University of San Francisco, San Francisco, California.

[Nominating Committee, RS: Laura E. Dudley, chairman; David Henington; Charles R. Long.]

Serials Section

Vice-chairman (Chairman-elect) (1974-76):

Joseph H. Howard, Library of Congress, Washington, D.C.

Susan Brynteson, University of Massachusetts, Amherst, Massachusetts.

Member-at-Large (1974-75):

Gwendolyn Haegert, Topeka Public Library, Topeka, Kansas.

Rosemary Shold, Washington State Library, Olympia, Washington.

Member-at-Large (1974-77):

Doris Anne Bradley, University of North Carolina, Charlotte, North Carolina.

Clairann Schickler, University of Washington, Seattle, Washington.

[Nominating Committee, SS: Peter Gellatly, chairman; Elizabeth Greer; Kenneth Soderland.]

Amendments to RTSD Division and Sections Bylaws Adopted at June 1973 Conference

DIVISION BYLAWS

Article V. Meetings

Section 1 amended by striking out "Regular" and inserting "Annual" after the words "Sec. 1."

Article VI. Nominations and Elections

Section 1 amended by striking out second paragraph:

"The Nominating Committee shall present candidates for representative on the Council of the American Library Association, and their names shall be referred by the executive secretary to the Nominating Committee of the American Library Association for inclusion on the ballot of the American Library Association."

Section 3 amended by inserting the word "next" after the words "reported at the".

Article VII. Officers

Section 2 (c) amended by striking out "." and inserting "of the bylaws of the Division." after the words "as are specified in Article XI, Sec. 5".

Article VIII. Board of Directors

Section 1 amended by striking out "the American Library Association's councilors elected upon nomination of the Division, and" after the words "the presiding officer of each section of the Division,"; and by striking out "." and inserting ", and other *ex-officio* members as shall be from time to time so designated by action of the Board." after the words "two directors at large".

Article IX. Committees

Section 1 amended by striking out "(e) Individual committees. The standing and annual committees include the fol-

lowing committees, with functions, size and such special regulations as may be deemed necessary to be determined by the Division:

Bylaws Committee (standing)

Conference Program Committee (annual)

Nominating Committee (annual)

Organization Committee (standing)".

Section 8 third paragraph amended by striking out "read" and inserting "presented" after the words "Division shall be"; and by striking out "oral" before the words "presentation may be limited".

Article XI. Regional Groups

Section 5 (a) amended by inserting "or each substitute delegate" after the words "Each member of the Council".

Section 5 (b) amended by striking out "all or" after the words "Council may meet in closed session for".

Article XIII. Publications

Section 1 amended by inserting "The Division's journal shall be *Library Resources & Technical Services*." as the third sentence of that section.

Section 2 amended by inserting "The editor of the Division's journal shall be appointed for a three-year term, renewable for three-year terms by approval of the Board." as the second sentence of that section.

SECTION BYLAWS

ACQUISITIONS SECTION BYLAWS

Article I. Name

Article I amended by striking out "Acquisitions" and inserting "Resources" after the words "The name of this body is".

Article II. Object

Article II amended by striking out "the acquisitions" and inserting "collection development including selection, acquisition, and evaluation" after the words "American Library Association relating to".

Article IX. Other Committees

Section I amended by striking out "(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)
- Conference Program Committee (annual)
- Nominating Committee (annual)".

CATALOGING AND CLASSIFICATION SECTION BYLAWS

Article IX. Other Committees

Section I amended by striking out "(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:

- Cataloging Policy and Research Committee (standing)
- Conference Program Committee (annual)
- Nominating Committee (annual)".

REPRODUCTION OF LIBRARY MATERIALS SECTION BYLAWS

Article IX. Other Committees

Section I amended by striking out "(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:

- Reproduction of Library Materials Policy and Research Committee (standing)
- Conference Program Committee (annual)
- Nominating Committee (annual)".

SERIALS SECTION BYLAWS

Article IX. Other Committees

Section I amended by striking out "(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:

- Serials Policy and Research Committee (standing)
- Conference Program Committee (annual)
- Nominating Committee (annual)".

The Bylaws of the Division and the Bylaws of the Sections incorporating these amendments and amendments adopted at previous Conferences are published elsewhere in this issue.

CORNMARKET REPRINTS

Murray Martin, chairman of the Resources and Technical Services Division Resources Section Bookdealer-Library Relations Committee, reports, "Many libraries in the United States, Canada, and elsewhere have been affected by the bankruptcy of Cornmarket Reprints. Some have paid in advance for series not delivered; some have received and paid for part orders; others have advance orders but no payments. For those who do not already know, the following summary covers what I know about the situation:

1. Cornmarket Reprints Limited is a subsidiary company of Cornmarket Limited, which is in bankruptcy and receivership.
2. On 8 March 1973, the following Receiver was appointed: P.F.M. Shewell, Cooper and Lybrand, Abacus House, Cutter Lane, Cheapside, London EC2V 8 AH.
3. The Receiver is currently attempting to recover debts, etc., in the usual manner, in order to satisfy liabilities in accord with priorities.
4. Mr. M. J. Spencer has been appointed liquidator and libraries which have not already sent in notice of a claim resulting from advance payments should write directly to him at the following address: Mr. M. J. Spencer, Stoy, Hayward and Company, 95 Wigmore Street, London, W.1, England.

"Any library wishing further information may contact me directly. Information is sought in particular from libraries who had not already been informed of the bankruptcy. Correspondence with me will be treated as confidential."

"Any library wishing to pursue the matter with Cornmarket Reprints Limited and Cornmarket Limited is advised to consult legal counsel about the obligations and liabilities under their agreements and to correspond only with the Receiver or the Liquidator and only through their attorney. I would appreciate receiving copies of such correspondence for the Bookdealer-Library Relations Committee's files." Mr. Martin's mailing address is:

Murray S. Martin, Chairman
Bookdealer-Library Relations Committee
Resources Section
ALA Resources and Technical Services Division
505 B Pattee Library
Pennsylvania State University
University Park, PA 16802
Telephone: AC814-865-0401.

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General Procedures Used in Compiling the Index

- (1) The following types of entries are included:
 - a. authors—of articles, of ERIC/CLIS abstracts, of letters, of reviews, and of books reviewed (the latter two categories identified by “(r)” following the name)
 - b. subjects of articles and of books reviewed (the latter identified by “(r)”) ; subject entries for individuals and corporate agencies are provided sparingly and are identified by “(about)”
 - c. titles of articles and of books reviewed (the latter identified by “(r)”)
- (2) Cross-references have been inserted sparingly; in most cases, multiple listings have been preferred to the use of syndetics.
- (3) Corporate names have been indexed under the common form of the name as it normally appears in print (not in inverted form). Acronyms and initialisms are recorded as such, and they are filed as words, whether they are so pronounced or not.

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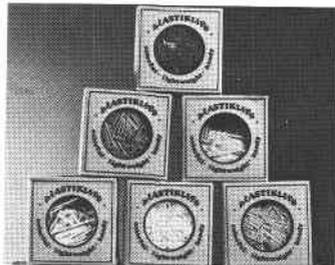
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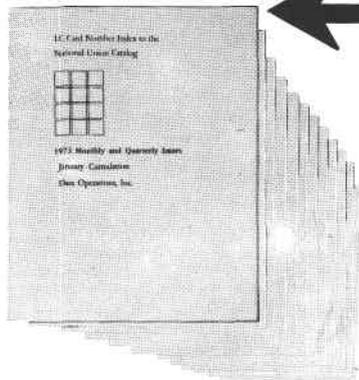
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INFORMATION STORAGE & RETRIEVAL has expanded its editorial coverage to include papers on applied research in libraries, information systems, and networks. This is to assure rapid publication of all papers accepted for publication. We would also like to announce an immediate increase in its publication schedule from bi-monthly to monthly.

Additionally, in order to ensure more rapid dissemination of the information contained in the Journal, we have made arrangements to deliver subscribers' copies in the U.S. and Canada by airmail. In spite of the substantial increase in volume and expense, no increase in the annual subscription rate is planned for the current year.

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To implement the large scope of the Journal, additional consulting editors have been added to the Board to augment the expertise and experience of editors in areas of libraries, information systems, and networks. They will have the special task of encouraging the submission of papers reporting how the results of research may be applied to solving some of the current and pressing problems in information storage and retrieval.

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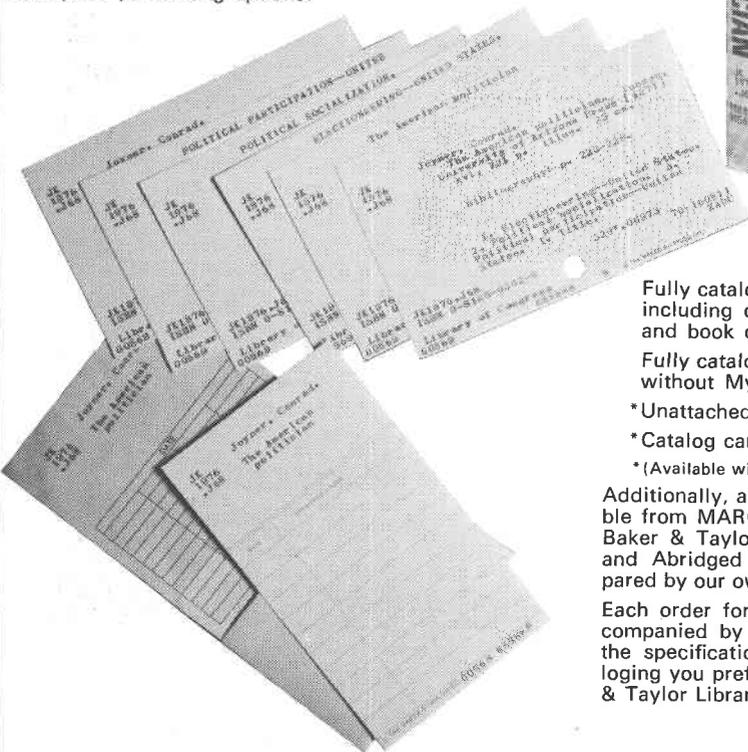
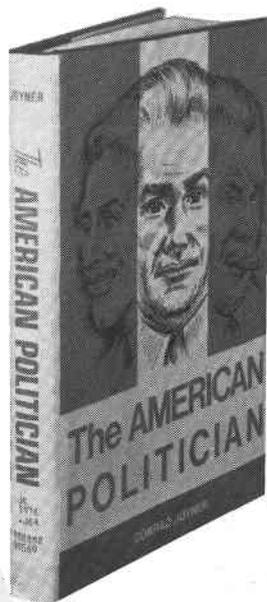
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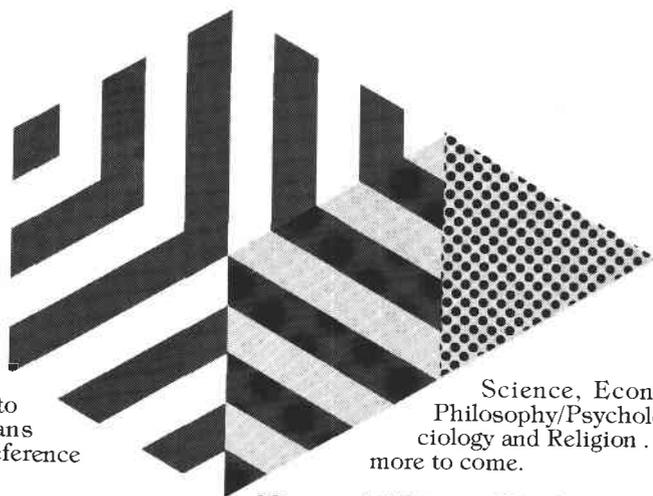
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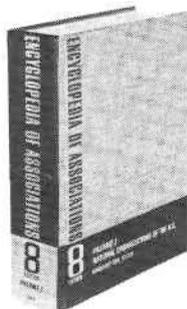
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