



ALL NEWSLETTER

Gail Laster
Editor

Academic Law Libraries
Special Interest Section
SIU LAW LIBRARY

Winter 1988-89

CARBONDALE, IL 62901

DEC 19 1988

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NOMINATING COMMITTEE MEMBERS

The 1988-89 Nominating Committee members are Steve Barkan (Marquette), Chair, Marlene Alderman (Boston University), and Wes Cochran (U. of Miss.).

If you are interested in running for Academic SIS office or would like to nominate someone to run, please contact the committee. The offices of Vice Chair/Chair Elect and Secretary/Treasurer will be open.

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Notes from the Chair

I hope that you are catching your breath at the end of the semester, and readying yourself for the beginning of a new one in just a few weeks. AALS will be meeting in New Orleans in a month from the time I write this. Bob Berring, Nancy Carol Carter and Leah Chanin planned the program this year and it promises to be different than its predecessors.

Judy Wright and I are working with directors' questionnaires, in order to come up with a theme and format that meets your needs for our Reno meeting. If you have any suggestions, Judy will be attending AALS, so you can speak with her there. Or, feel free to call us.

Judy has identified a need for some kind of continuing management programs for academic library managers. I think this is an excellent idea. We are bringing back the rotating institutes on reference, cataloging and acquisitions, but how about adding a new one, for library managers? Our AALS meeting could focus on management techniques. In addition, these meetings could be taught by experts from outside AALS, in order to bring new ideas into our group. What do you think? Let us know; we're working on a proposal.

Our Reno programs are described immediately following this column. Don Dunn has done an excellent job of coming up with programs that will appeal to a wide range of members. I can especially recommend David Bauer, our workshop speaker, to you. I have attended one of his workshops, and he is outstanding!

Also in this newsletter is an article by Ed Edmonds, on Collection Development Roundtable matters; our SIS bylaws, printed at the request of Peter Schanck; and a message from our President about the proposed dues increase.

Finally, I hope you all have an enjoyable and relaxing holiday.

Lynn Foster



Annual Meeting Programs

The Academic Law Libraries SIS is sponsoring or co-sponsoring four programs and sponsoring one workshop in connection with this year's annual meeting in Reno. The programs and workshop should be as educational and informative as they are diverse. Perhaps the program organizers have saved some of the best for last since three of our four programs occur on the morning of Wednesday, June 21. Mark your calendars now.

Collection Development Policies: Hindrance or Blessing, a program coordinated and moderated by Joan Howland and co-sponsored with the TS-SIS, will address the recurring topic among academic law librarians pertaining to the usefulness versus the uselessness of collection development policies. The program will focus on a variety of issues regarding these policies, such as: advantages, disadvantages, necessity or lack thereof, content, purpose, amount of staff involvement, and implementation. Other members of the program are Frank Lee, Timothy Coggins, Vivian Campbell, and Claire Germain. Examples of collection development policies will be distributed. **Time: MONDAY, JUNE 19, 1989, 8:00 P.M. - 9:30 P.M.**

Sexist Language: What We Say, Hear, Read, and Write, coordinated and moderated by Donald Dunn, is intended to function as a consciousness-raising program with the underlying theme of "If sexist language offends some people, and non-sexist language offends no one, then there should be no reason for it to occur at all." Presentations will be by Professor Cathy Jones of Western New England College School of Law, who will focus on sexist language and actions in the academic environment; by Jane Tamanga, Training Director at the Bureau of National Affairs, who will stress gender-neutral writing and provide writing exercises for the audience; and by Randall Synder, who will discuss the problem from a library perspective. An exhibit and bibliography also are being planned. **Time: WEDNESDAY, JUNE 21, 1989, 9:00 A.M. - 10:30 A.M.**

Technical Services Librarians: Fight or Flight?, which is co-sponsored with the TS-SIS, addresses the problems associated with the shortage of technical services librarians (including the decline in interest of technical services as a career path being expressed in library schools, attempts to transfer to other departments, and relocation to academic libraries and special libraries). This program will focus on the changing role of technical services librarians and the ways that these librarians and their directors should work together to improve working conditions, enhance job recognition, and thereby reverse the trend of losing technical services librarians to other libraries or other departments. Janice L. Johnston and Gary L. Vander Meer are co-coordinators. Other participants are Jane Hill Swan of Northwestern University Libraries, Roger F. Jacobs, and Phyllis Marrion. **Time: WEDNESDAY, JUNE 21, 1989, 10:45 A.M. - 12:15 P.M.**

How to Run an Effective Meeting should be especially beneficial to anyone who has to conduct or attend meetings (and isn't that just about everyone?). This program, a one-person show, will feature Martha Wyeth who had extensive experience in the federal government running and organizing meeting and training others how to do the same. The format of the program should be especially interesting. A mock meeting, consisting of 8-10 participants, will be conducted with the agenda being "how to run an effective meeting." Thereafter, the audience and the participants in the simulation will critique the meeting, discussing those techniques that were found to be successful and unsuccessful. **Time: WEDNESDAY, JUNE 21, 1989, 10:45 A.M. - 12:15 P.M.**

In addition to these eclectic programs, the ALL-SIS also is sponsoring a one-day **Workshop on Grant Writing and Fund Raising**. The instructor will be David C. Bauer, one of America's most successful grant writers. He has raised millions of dollars for universities and government agencies. Mr. Bauer will present a comprehensive one-day seminar geared to the grant writing and fund raising needs of law librarians. Among the topics he will cover are: how to develop a fund raising philosophy and understand donors; developing a project plan for funding; where the money is; raising money fast; individual giving; corporate funding, foundation funding; government grants; memorial programs; and organizing and writing grant proposals. The \$135 registration fee is a terrific value. It covers the seminar (often priced at over \$300); a grants manual, a proposal development workbook, and a grant writing packet (materials selling in excess of \$35.00); a deli buffet luncheon; and morning and afternoon refreshments. For those interested in enhancing their library's resources, this program will be an outstanding investment. Steve Barkan of Marquette University Law Library is the Workshop Director. **Time: THURSDAY, JUNE 22, 1989, 8:30 A.M. - 4:30 P.M.**

Don Dunn

COLLECTION DEVELOPMENT ROUNDTABLE

Collection Development Policies Clearinghouse

The Technical Services SIS Acquisitions Committee conducted a survey in 1987-88 of academic law libraries to gather information on the nature of written collection development policies and to establish a clearinghouse to aid in the distribution of these policies. The survey received an 84% response disclosing that only 49% of the 176 libraries surveyed had formal policies. Thirty percent of the reporting libraries noted that they were considering the development of such a policy. The policies of 73 schools have been collected and are available from the two clearinghouse centers which have been established. Joan Howland, Deputy Director, Boalt Hall Law Library, University of California, Berkeley, California and Byron Cooper, Director, University of Detroit School of Law Library, Detroit, Michigan, head the two centers. Both Joan and Byron will be happy to assist anyone interested in information regarding the policies or in viewing specific policies. Schools which have policies and did not participate in the initial project or have made changes in policies since their submission should consider forwarding the information to either Joan or Byron. Members of AALL who borrow policies from the clearinghouse are encouraged to return them promptly so as not to inconvenience other members.

Program on Collection Development Policies

The Academic Libraries SIS and the Technical Services SIS will co-sponsor "Collection Development Policies: An Unnecessary Hindrance or a Needed Blessing?" at the 1989 Annual Meeting of AALL in Reno. The program's origin is the TS-SIS Acquisitions Committee survey on collection development policies. An outstanding panel will present different perspectives of the issue. Frank Lee of the Los Angeles firm of Latham & Watkins will discuss the implementation and usefulness of a policy in the law firm environment. Timothy Coggins of the University of North Carolina will address the issue of the development and implementation of a policy in an academic library while concentrating on his recent experience at UNC where a new policy was produced. Vivian Campbell of Georgetown University will discuss the long-term use of a very sophisticated policy in a large research oriented library. Claire Germain of Duke University will offer a discussion on collection development without a formal policy. Joan Howland, the program coordinator, will distribute a selection of policies collected from the survey.

Introduction of The CRIV Sheet

The AALL Committee on Relations with Information Vendors introduced The CRIV Sheet in the September issue of the AALL Newsletter. The CRIV Sheet replaces The Publications Clearing House Bulletin as the newsletter for the Committee on Relations with Information Vendors. Following a recommendation from the Special Committee on Committees, the AALL Executive Board decided to change the name of the Committee (formerly the Committee on Relations with Publishers and Dealers) and to include the newsletter work of the Committee in the AALL Newsletter. The CRIV Sheet is edited by Kendall Svengalis of the Rhode Island State Law Library. This represents a strong move forward in the Association's attempt to insure input in the process of publication and dissemination of legal information.

Traditionally the Committee's focus has been on educating the membership on all aspects of the delivery of legal information and on handling complaints from law librarians regarding practices of information vendors who deviated from the FTC Guides for the Law Book Industry (16 CFR, Chapter 1, part 256, 40 Federal Register, 33436, August 8, 1975). The addition of the newsletter as an insert in the AALL Newsletter should help bring this important information to a larger readership. Academic SIS members interested in collection development should make The CRIV Sheet mandatory reading. Furthermore, all librarians involved in collection development are encouraged to read and consider the FTC Guides and bring any items of concern to the attention of the Committee. A form for filing a complaint is attached to the back of volume 11, issue number two, of The CRIV Sheet, in the November 1988 issue of the AALL Newsletter.

Tracking Vendor Price Increases and Budget Allocations by Type of Publication

How much does your library pay on a monthly or annual basis to each of your major vendors? How much did each of those vendors increase prices from the previous year and what is the impact on your budget? How much did your library spend on specific types of material (e.g. looseleaf services, treatise supplementation, citators)? How much did prices increase by type of material on an annual basis? A surprising large number of libraries do not seem to track this information, yet it is a critical feature in understanding the nature of your collection development policy and the impact of that policy on your budget. Reliance upon national figures from the information industry or library surveys distorts the actual impact of pricing trends with respect to any particular collection due to the differences inherent in each individual collection.

The Collection Development Roundtable would like to act as a forum for the discussion of this issue. Anyone interested in one librarian's attempt to track definite information by publication type or specific vendor or who wishes to express a viewpoint should send a letter or make a telephone call to Ed Edmonds, Law Librarian, Loyola University, 7214 St. Charles Avenue, New Orleans, LA 70118 (504-861-5543).

Ed Edmonds

TENURE DOCUMENTS AVAILABLE

This year, Kathie Price referred several deans who are conducting job searches for librarians to me. They were looking for a collection of tenure documents for law librarians. Such a collection is available, and has been published as AALL Occasional Paper No. 8. You may wish to order this collection for your library, or suggest it to your dean or search committee, if your law school is conducting a librarian search, or if you are changing your system of promotion and tenure.

The collection was compiled by Martha C. Byrnes and Barbara Bintliff, and is titled A Representative Sample of Tenure Documents for Law Librarians. An order form can be found on p. 24 of the August 1988 AALL Newsletter. The cost is \$20.

Lynn Foster

WHAT'S AALL'S FINANCIAL STATUS?

It's a very rich association: it has a one million dollar investment fund that annually generates income worth about \$30 for each of its 4,300 members; vendors contribute thousands of dollars to its scholarship funds and annual meetings; it publishes a newsletter, a journal, and an index to foreign legal periodicals; its annual income exceeds a million dollars, and its most recent annual meeting generated a \$58,000 profit.

OR.....

It's a very poor association: it expects to spend some \$200,000 more than it will take in this year; at the November 5 Board meeting, nearly \$70,000 worth of funding requests from groups and individuals were deferred indefinitely for lack of money; and the budget for the 1989 Reno meeting wouldn't generate income until we raised the registration fee to \$150.

Which is the correct answer?

Both of the above statements are true. To solve the problems associated with the second set of statements, I asked the Financial Advisory Committee to make recommendations to the Board by March. Roger Jacobs, chair of that committee, has advised the Board that the recommendation will almost certainly include a dues increase, and that it probably won't include a recommendation to reduce the size of the investment fund. I want everyone to have as much information as is possible about this situation, so here is a sketch of what has happened:

Over the last several years, our dues remained constant; the amount of income from dues rose as our membership rose; other kinds of income have risen; but the total increase in income has not matched the increase in expenses, even though we raised the price of everything we sell to non-members by 50-100%: the mailing list, the publications, and advertising, as well as exhibit space at the annual meeting. Charts at pages 56-57 of the September NEWSLETTER show the trends clearly.

Continued
on p. 10

ACADEMIC LAW LIBRARIES

Special Interest Section

BYLAWS

Article I: NAME

The name of this special interest section of the American Association of Law Libraries (AALL) shall be the Academic Law Libraries Section.

Article II: OBJECT

The object of the Academic Law Libraries Section shall be:

1. To provide a forum for the exchange of ideas and information on Academic Law Libraries; and
2. To represent its member's interests and concerns within the American Association of Law Libraries.

It shall conduct its affairs in conformity with the Constitution and Bylaws of the American Association of Law Libraries.

Article III: MEMBERSHIP

Membership shall be open to any AALL member requesting affiliation with the Academic Law Libraries Section as provided in the AALL bylaws.

Article IV: MEETINGS

There shall be an annual meeting of the Academic Law Libraries Section, held in connection with, or during, the annual meeting of the AALL.

Article V: OFFICERS AND COMMITTEES

Section 1. Officers.

The officers shall consist of a Chair, a Vice-Chair/Chair-elect, and a Secretary/Treasurer. The Vice-Chair/Chair-elect shall automatically become Chair one year after being elected Vice-Chair, and shall serve as Chair during the second year following that election. The Secretary/Treasurer shall be elected biennially.

Section 2. Duties of Officers.

The Chair, Vice-Chair/Chair-elect and Secretary/Treasurer shall perform the duties usually pertaining to their respective offices, and such other duties as may be assigned by the Executive Committee of the membership.

Section 3. Executive Committee.

There shall be an Executive Committee consisting of the Officers named above, and the immediate past Chair.

Section 4. Committees.

There shall be such standing or special committees as the Executive Committee, or the membership of the section, shall create. There shall be a standing Nominating Committee, appointed by the Executive Committee, to consist of three members, no one of whom shall be a member of the Executive Committee, and no one of whom shall be a candidate for office at the succeeding election. Each member of the Committee shall serve for a term of one year.

Article VI: NOMINATION AND ELECTION OF OFFICERS

Section 1. Nominating Committee.

The Nominating Committee shall submit the names of candidates for the office of Vice-Chair/Chair-elect and Secretary/Treasurer, together with their written acceptances, to the Chair in sufficient time to enable the Chair to inform the members of the Section of the nominations prior to April 1, either by publication in the AALL Newsletter, the SIS newsletter, or by mail.

In the event that the Vice-Chair/Chair-elect cannot assume the duties of Chair, and such fact is known prior to March 1, the Committee shall also submit the names of candidates for the office of Chair for the term of one year.

Section 2. Nomination by Petition.

Further nominations may be made upon written petition of five (5) members of the Section. Such petitions, accompanied by written acceptance of the nominees, must be filed with the Chair not later than May 1.

Section 3. Ballots.

The Secretary shall prepare an official ballot, including nominations by petition. The professional position of each nominee shall appear on the ballot.

Section 4. Election.

The Officers of the Section shall be elected by mail ballot. The Secretary shall mail ballots to each member of the Section prior to May 15. Ballots shall be marked and returned to the Secretary prior to June 10. The candidates receiving the largest number of votes for each office shall be declared elected, and shall be reported by the Secretary at the annual meeting of the Section. All candidates shall be notified of the results of the election at the earliest possible time.

Section 5. Tie Votes.

In case of a tie vote, a run-off election shall be held at the business meeting of the Section at the annual AALL convention. Run-off elections shall be by secret ballot. The ballots shall be immediately counted, and the candidate with the largest number of votes declared elected.

Section 6. Destruction of Ballots.

If there are no challenges to the results of the election, the ballots may be destroyed by the Secretary after the annual meeting.

Article VII: AMENDMENTS.

Section 1. Bylaws of the Section may be adopted, amended or suspended at the annual meeting of the Section by a majority vote of the members present and voting. Or, bylaws may be adopted, amended, or suspended through a mail ballot. Whenever the bylaws are to be changed by mail vote, the Secretary shall mail ballots to every member in good standing of the Section. Such ballots shall state the text of the proposed change, the purpose of the change, and the date by which ballots must be returned to the Secretary. Proposed changes in the bylaws by mail must receive a majority vote of the ballots returned to the Secretary in order to pass. Tie votes shall be considered failure to pass.

Section 2. Any amendment shall take effect after it has been approved by the AALL Executive Board.

Article VIII: PARLIAMENTARY AUTHORITY.

Roberts' Rules of Order, in the latest edition, shall govern all deliberations of the Section when not in conflict with the bylaws of the Section.

Our investment fund—also referred to as our "endowment" although that is not technically correct—was set up a couple of years ago to ensure the highest rate of return for money we had previously kept in more liquid form. The accumulation of excess funds in the first place was the result of great prudence on the part of the officers, and the income generated by the fund has delayed the need to raise dues. The Board has the power to spend all of the investment fund, and if we did so, it would be gone in about five years at the present rate of spending \$200,000 more than we take in each year. We would, of course, then have lost the income it had generated, and would need a substantially larger dues increase.

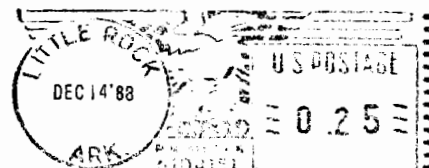
Another tack to avoid a dues increase would be to cut expenses. That's a real option, although it would completely reverse the direction in which members have decided previously the Association should head. For example, we could scale back the newsletter, and have a quarterly, typed, photocopied newsletter as we did in 1981, instead of a monthly, printed, 32 page newsletter like September's, which included the CRIV SHEET from the Committee on Relations with Information Vendors. We could have a Directory like that of the 1970's—listing members completely only under their library's name and about 150 pages long; instead of one like the 1988-89 edition, over 500 pages long with an alphabetical member list, law library locator, geographical listing, and expanded Handbook. The Directory is possible because of computer equipment at headquarters, and a programmer consultant—both of those cost money.

Those who belong to other associations will realize our dues are relatively low: I just paid my State Bar dues of \$150 exclusive of a PAC contribution; and my ALA dues, including a couple of divisions, for \$192. My AALL membership, including all 12 SIS's, was just \$125. Most members don't join all SIS's, and I'd guess the average dues are under \$100. The Newsletter, Directory, and Law Library Journal would cost over \$100 at the non-member rate. And if you compare the 6% increase in AALL dues since 1982 to the increase in your library's book and salary budget—or your own salary—you'll see what a bargain our dues are.

It appears virtually certain that we need a dues increase; it seems wise to keep an investment fund of some size to minimize the dues increase needed. The Board will make decisions, based on the Financial Advisory Committee's recommendations, in March. Any dues increase needs membership approval. I invite your comments and suggestions.

Margaret A. Leary

11-8-88



Ms. Heija B. Ryoo
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