

TECHNICAL SERVICES LAW LIBRARIAN

Vol. 11, No. 2 November 1985

Newsletter of the Technical Services Special Interest Section and the On-line Bibliographic Services Special Interest Section of the American Association of Law Libraries

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TSSL EDITORIAL POLICY

The TECHNICAL SERVICES LAW LIBRARIAN will carry reports or summaries of the convention
meetings and programs of the TS-SIS and the OBS-SIS, act as the vehicle of communication
for SIS committee activities, and carry current awareness and short implementation
reports. TSSL usually will not publish substantive articles.

Subscriptions are available from the editor at \$4.00 per volume, prepaid; checks
should be made payable to: American Association of Law Libraries.

EDITORIAL DEADLINES

<u>Issue date</u>	<u>Deadline</u>
August	July 25
November	October 25
May	April 25
February	January 25

Review of LC Subject Cataloging Manual

James Larrabee

University of California, Berkeley

Subject cataloging took a great leap forward with the publication of the Subject Cataloging Manual last year. For the first time, the Library of Congress has made available a general sourcebook on its own subject headings--how they are constructed, how they are subdivided, how they are applied. In the past, catalogers working with LC subject headings have struggled with various sources of information, scattered in different places, none complete, many obsolete or obsolescent. This manual, while not the complete solution to the cataloger's quest, is well on the way. It brings together information previously published in the massive Library of Congress Subject Headings (the "Red Book") and its supplements, in the Guide to Subdivision Practice, and in the "Cataloging Service Bulletin," and much information probably not available before at all.

The Manual is encyclopedic both in its scope and presentation. Comprising over 500 looseleaf pages by my estimate, it has some of the advantages and disadvantages of an encyclopedia. It is intended neither as a textbook nor as a theoretical treatise on subject cataloging. The excellent brief introduction makes this clear. It is, however, good for looking things up--both the overall arrangement and the index are well suited for locating specific topics. It also makes excellent browsing. The cataloger with a working familiarity with LC headings will find it a gold mine of detailed practical information. I suspect the beginner will find it mostly hard going. The explanations, I should hasten to add, are generally as clear as the subject matter permits.

The book is divided into four main sections: General procedures and style rules; geographical names; subdivisions (i.e., non-geographical); and special subdivisions, materials, themes, etc. The first of these sections is primarily aimed at internal use by LC catalogers. Some of it, however, may be valuable to a cataloger who wishes to establish local headings in a style consistent with LC.

The other sections, though brought together under major themes, are a bit of a pot-pourri. To attempt a summary of all the material presented would be inappropriate here. But as an indication of its diversity, here is a random sample of the topics treated: Digests; government policy; China and Taiwan; legal research; ancient or early cities; foreign terms; interposition of geographic subdivisions; Washington (D.C.); multiple subdivisions; capitalization; trials; reference books; when to establish a new heading; free-floating terms and phrases.

Of the other three sections, the one on subdivisions has perhaps the clearest focus. For the first time, all subdivisions used under "pattern headings," formerly buried throughout the Red Book, are now brought together in alphabetical order and set alongside the free-floating subdivisions used under the various classes of geographical headings. This should make it clear that, in concept, these two types of subdivisions are really the same. The classes of geographical names are simply particular instances of pattern headings.

The section on geographical names deals with some of the knottiest problems encountered in subject cataloging. Much of it is devoted to establishing the correct form of the name to be used in headings. This will, I believe, be largely of academic interest to law catalogers. In the hierarchy of LC, coporate name headings--including all political jurisdictions--are established not by Subject Cataloging but by the Descriptive Cataloging Division, in accordance with AACR2 and their own guidelines. This leaves only those geographical names which would never be used as corporate headings--rivers,

lakes, canyons, continents, bays, planets, and the like. In my experience, the law cataloger seldom encounters such headings. On the other hand, there is plenty of very useful information on particular applications and uses of geographical names-- indirect subdivision, "[topic] in [place]" headings, specific places such as Berlin, etc.

The last section of the book is an alphabetical listing of many of the commonly used subdivisions which appeared in the scope notes section of the Guide to Subdivision Practice. It also includes general classes of materials or subject areas, e.g., treaties, local history and genealogical source materials, Biography, Islam, etc. The topics selected for inclusion are mostly those which present special difficulties of various kinds. This is a welcome change from many published works on cataloging, which tend to tell you only what you know already. The explanations given are clear and to the point, sometimes including helpful background material and definitions. Many related headings and subdivisions are compared and distinguished. The format I find easier to use than that of the LCSH scope notes for subdivisions.

A minor point of confusion in this section: Numbers H 1780-1800, Drama, Fiction, and Poetry, appear at first sight to be out of alphabetical order. The umbrella title for these numbers (Literary Form Headings and Subdivisions), which appears in the table of contents, seems to have dropped out of the text.

If I were to make any criticism of this manual, it would really be to ask for more of a good thing. It's an excellent beginning, not the definitive work. It lacks comprehensiveness. With the inclusion of some additional material it could readily become the complete source on how to use LC subject headings. It has brought together all the pattern heading subdivisions. If the same principle were applied to the floating subdivisions and to the scope notes for subdivisions which are still in effect, this work would be still more valuable. As it is, it is not clear to what extent the Manual has superseded the Guide to Subdivision Practice and other previously published material.

LC may already be moving in this direction. The current version of the Manual is called a "preliminary edition," and a more complete first edition is promised. Meanwhile, it is an essential tool for the cataloger using LC headings and a rich source of information on all aspects of the headings. It is available for \$20 (binder not included) from the Cataloging Distribution Service, Library of Congress, Washington, D.C. 20541.

OBS-SIS OCLC Committee
Janice Snyder Anderson
Georgetown University

The OCLC online catalog is now being augmented with MARC-UK records. The Library of Congress reformats the records and enhances them with LC subject headings, and the records are then tapeloaded into the OCLC database.

Another link to the British Library has been forged with an arrangement to permit libraries to use OCLC to request documents from the British Library Lending Division. A library that wishes to use this service needs first to fill out a registration form and mail it to the Lending Division (forms are available from the network offices). As soon as a deposit account is opened, a library can begin to use the OCLC Interlibrary Loan Subsystem to transmit requests to BLLD. BLLD ships photocopies by airmail within 48 hours, for an average cost per document, including handling and shipping, of \$6.50.

It is now possible to have subject access to a subset of one million records in the OCLC database. Records of recent imprint in the OCLC Electronic Access to Subject Information (EASI) Reference Database are searchable on BRS, at a discounted rate to OCLC member libraries.

OCLC's new Gateway Service permits a library to have access to both the OCLC system and the BRS system from a single, OCLC dedicated-line terminal. Through the OCLC terminal (Model 100, 105, 110, or M300), a library can have access to more than 80 BRS databases, using the BRS system commands. The library logs on to the OCLC Gateway Service, then enters the BRS password. OCLC is responsible for the telecommunications link between the library's terminal and BRS. Billing for this service is done by BRS directly or through the library's network office. For more information, a library can contact its network office or call the BRS toll-free number: 800-345-4BRS.

OBS-SIS RLIN Committee News

Susanne Nevin

University of Minnesota

First, I would like to briefly introduce myself. I am the new chair of the RLIN Committee. I am the principal cataloger at the University of Minnesota Law Library. We have been using RLIN since February 1984. By Fall of 1986 (projected), we will move on to NOTIS.

Secondly, may I remind all of you to mail in the Shared Cataloging Questionnaire which you should have received at or soon after the Annual Conference in New York City. So far I have received only four questionnaires. The purpose of the questionnaire is to determine to what extent cataloging departments place similar priorities on processing materials so that the subcommittee can explore the possibility of shared cataloging projects at a future time.

Thirdly, there is no news yet from the two working groups appointed at the New York meeting. The working group appointed to study the implications and alternatives of RLIN record maintenance as more member libraries use local online catalogs is trying to develop guidelines for updating RLIN records and adding holdings once a library has moved to a local online system. Any recommendations, suggestions, strong positions for or against) are welcome. Please contact me, the new Chair of the working group telephone: 612-376-2361; electronic mail: BM.MNA). Phoebe Ruiz-Valera is no longer chair, but is still part of this working group.

Several persons and groups at RLIN are currently addressing some of the issues we are interested in. A recent paper by David R. Richards entitled "RLIN Support for Linked Local Systems" is being discussed by several groups--e.g., by the Board of Governors and the Collection Management Development Committee. During a meeting on September 10, the Steering Committee of the CMDC discussed the following questions: 1. Does the full local call number need to be in the central database? (The answer is yes.) 2. Should all local maintenance transactions be forwarded to RLIN and winnowed by RLG staff? (The consensus was that those transactions which affect programs should be transmitted to RLG.) 3. Is it a problem that fewer choices for copy cataloging will result from the reduced number of SCM's? (This will be answered by the Bibtech Committee.) At the same meeting it was announced that, subject to review by the Board of Governors, the database will include in-process records--an issue our second working group was asked to address.

New Developments at RLG: By now, you should have received the new combined version of the field guides. They were distributed to member libraries in early September.

New Method of NUC Reporting (cf. Memo of September 27, 1985): As of November 4, 1985, RLG will no longer send NUC cards to LC. Libraries who choose to continue using cards for reporting to NUC will receive their NUC cards from RLG, sorted into a separate packet; they will be responsible for sending them to LC. Libraries who choose to have RLG report to NUC via tape may have their card profile modified to accept a "z" value in the INS field in the HOLDings segment (contact Martha Girard at RLG). The new INS value "z" may be used only in the BKS file; it instructs the system to place a copy of the record on a special tape, which RLG will send to NUC once a month. There will be a charge of \$.039 per record placed on the NUC tape. LC is working out formal guidelines for the reporting to NUC, which will be published by RLG as soon as available.

Update No. 1 to the 2nd ed. of the RLIN II Card Profile Handbook was distributed on October 11, 1985. Update No. 3 of the RLG Terminal Manual was distributed on September 23, 1985. It concerns the new version of the RLIN Terminal Emulation software designed to work with IBM's Enhanced Graphic Adaptor (EGA). On September 23, MARC Updates 9, 10 and 11 were implemented: revised MARC formats for archival and manuscript materials, machine-readable data files, and visual materials (formerly films). The VIM file is now clustered; the Serials file will be next. Also, new indexes have been added to the list of general and local indexes. The "Sho Ind" command will display this new list.

RLIN News from September 10:

1. During the weekend of August 24-25, upgrading of the Amdahl computer was completed which resulted, among other things, in an improvement in response time and in productivity of RLG staff.
2. On September 3, RLG began to receive online new and updated name authority records from LC using the protocols developed by the Linked Systems Project. Receipt by RLIN from LC of name authority records is phase one of the authorities implementation of LSP. Phase two will enable NACO participants, beginning early in 1986, to create and maintain online name authority records for subsequent transmission to LC. Phase three will permit users of one network to search another participating network for name authority records (contact C. James Schmidt at RLG for more information).

Press Release from Richard McCoy, President of RLG (September 6, 1985): There was an agreement between LC and RLG to plan and implement jointly a nationwide program of Coordinated Cataloging. The purposes of the program are "to enhance access to library materials and to rationalize shared cataloging for gains in processing efficiency." Planning sessions will begin in October. The Coordinated Cataloging Program is being planned in the context of several related efforts in which LC and RLG already cooperate-- e.g., the RLG Conspectus, coordinated collection development by assigning "Primary Collecting responsibilities;" RLG's Cooperative Preservation Microfilming Projects; the NACO project; and the Linked Systems Project. The new program, however, will involve only those RLG members "whose collection strength, cataloging resources, ability to commit resources to long term national purposes, and willingness to accept likely changes in cataloging focus and specialization are assured."

These are the news items I was able to gather for you during the past months. I shall try to follow up on some of these developments for publication in the next newsletter. If you have any additional news items that you would like to have clarified, please let me know and I will try to find out for you.

Technical Services SIS
News from the Chair

Marilyn Nicely
University of Oklahoma

Listed below are the 1985/86 TS-SIS standing committee appointments. Members were selected on the basis of their preferences as indicated in the Fall 1984 TS-SIS Survey. Everyone was assigned to a committee of his/her first or second choice.

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Susanne Nevin
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Ellen Ouyang

Lynn E. Randall
Betsy Reidinger
Merle Slyhoff
Kaye Stoppel
Sue Welch
Judy Westhuis

TS-SIS programs for the 1986 Annual Meeting in Washington, D.C. are very good. TS-SIS is sponsoring nine full-fledged programs. The following are the working titles of those programs selected:

Latest vs. Successive Entry;
Cataloging in Serials
Coordinator: Betsy Ginkel

Collection Preservation Survey
Coordinator: Patricia Denham

How to Handle Replacement Volumes
Coordinator: Kaye Stoppel

MARC Holdings Format
Coordinator: Diane Hillmann

Mass Deacidification as a Conservation
Measure
Coordinator: Willis Meredith

Problem Publications in Law Libraries
Coordinator: Brian Striman

Regional Law Classification
Coordinator: Dr. Jolande Goldberg

Technical Services Librarian's Role in
Today's Law Library
Coordinator: Sharon Firestone

Voices of LC Policy
Coordinator: Peter Enyingi

Additionally, of course, there may be short specific programs offered during the business meetings of the standing committees. Members with ideas for good mini-program topics should contact the appropriate Committee Chair, or in case of doubt, the Chair of TS-SIS.

TS-SIS Acquisitions Committee
Margaret Axtmann
Cornell University

The Acquisitions Committee will again be co-sponsoring programs with the Committee on Relations with Publishers and Dealers at the 1986 Convention in Washington, D.C. "FTC Guidelines for the Law Book Industry: Have They Worked?" is being coordinated by Joanne Scanlon (Harvard) and will include participation by a representative from the Federal Trade Commission. A program on the effective use of sales representatives is being planned by Aimee Ruzicka. A post-convention workshop for experienced acquisitions librarians has been approved by the Education Committee and will be co-directed by Leonette Williams (USC) and Margie Axtmann (Cornell). All of the programs are in the planning stages now, and ideas or suggestions would be welcomed by the coordinators.

The Association of Research Libraries has published a SPEC Kit on the Gifts and Exchange Function (SPEC Kit #117, September 1985). The kit was compiled by Julieanne V. Nilson, Head, Acquisitions Department, Indiana University Libraries. It includes results of a survey of university gifts and exchange departments, with sample policies and procedures,

and a discussion of the continued feasibility of maintaining this function on a major scale. SPEC Kits are available for \$10 to ARL members and \$20 to non-ARL members from the SPEC Center, Office of Management Studies, Association of Research Libraries, 1527 New Hampshire Avenue, N.W., Washington, D.C. 20036.

The Georgetown Law Library is using the INNOVACQ system for acquisitions and serials control. A menu-driven system, INNOVACQ provides multiple-screens for checking in issues, pocket parts, and other supplementation. Staff can see a summary bibliographic screen as well as a grid check-in screen. Spine labels and routing slips can be printed for each title. Further information is available from Janice Anderson at Georgetown (202-624-1223) or from Innovative Interfaces, Inc., 1409 Fifth Street, Berkeley, CA 94710.

TS-SIS Preservation Committee
Patricia Denham
University of Cincinnati

The Preservation Committee will be sponsoring two programs at the 1986 Annual Meeting. The first, Collection Survey for Preservation Needs, will feature two speakers who have recently completed surveys of their law collections. Linda Siler-Regan (Georgetown) will discuss the library's Collection Analysis Project which was sponsored by RLG. The results showed that of the 250,000 hard copy volumes studied, 12% were brittle and 8% needed repair. The project took about one year with each participating staff member spending 20% of his/her time on it. In 1984, LC's Preservation Office undertook a statistical study of its General and Law collections to determine what portion of the collection could benefit from mass deacidification. Carolyn Clark Morrow, National Preservation Program Specialist, will speak to us about LC's survey, which indicated that 25% of the titles were brittle and another 46% were weak-to-moderate in paper strength. The third speaker, James Cain (National Library of Medicine), was Chair of the task force which assessed the physical state of NLM's collection. The final phase of the survey, which was completed in July 1985, indicated that 8.8% of its collection is brittle.

The second program to be sponsored by the Preservation Committee will be Mass Deacidification. Speakers Richard Smith, President of Wei T'o Associates, and Merrily Smith or Peter Sparks from the Library of Congress will discuss pros and cons of different methods of mass deacidification, including the diethyl-zinc (DEZ) and Wei T'o processes. Since this is the only way of treating large quantities of books simultaneously, we need to be aware of the methods now being used. At least two states, Illinois and Ohio, in addition to LC, are making plans for construction of mass deacidification facilities. Willis Meredith (Harvard) is the Chair of the program.

Four current awareness periodicals in preservation are:

The Abbey Newsletter
c/o Preservation Department
Brigham Young University Library
6216 HBL
Provo, Utah 84602 6/yr \$30 1975-

Conservation Administration News
University of Tulsa
McFarlin Library
600 South College Avenue
Tulsa, OK 74104 4/yr \$18 1979-

National Preservation News
Library of Congress
National Preservation Program Office
LM G07
Washington, D.C. 20540 4/yr N/C 1985-

The New Library Scene
Library Binding Institute
150 Allens Creek Road
Rochester, N.Y. 14618 6/yr \$18 1953-

In order to keep current in preservation, it is necessary to subscribe to one or more of the above titles. Each one has a special focus with only a small percentage of the material being duplicative. Conservation Administration News, winner of the 1984-85 H.W. Wilson Library Periodical Award, features substantive articles about conservation activities. Recent articles described flood recovery in Tulsa, the conservation facilities at the Newberry Library, the Mellon Internship at Stanford University, and the care and preservation of sound recordings. CAN includes an extensive bibliography of new titles in preservation in each issue, as well as meeting reports of American and Canadian groups such as the American Institute for Conservation and the Northeast Document Conservation Center. Other columns are "Products & Services," and "Grant News." National Preservation News, coming out of the National Preservation Program Office, is an excellent new title in this growing field. It is primarily a newsletter on preservation programs around the country. If you are interested in what other groups such as the National Endowment for the Humanities and the Association of Research Libraries are doing about preservation, this title will be of interest to you. Another benefit of subscribing to this title is that you will be kept aware of activities within LC. For instance, the October 1985 issue included updates of LC's Optical Disk Pilot Program, plans for its facility for mass deacidifying books, and its County Atlas Project. Look for news of our own Preservation Committee in the January issue of National Preservation News. The Abbey Newsletter is especially strong in listing upcoming meetings and programs and positions available for conservators, conservation bookbinders and others in the field. The September issue included the text of the 1984 New York state law making half a million dollars available to New York libraries and related institutions, an article on using a data management program to assist in accessing information from a collection survey, and a list of firms which can supply custom fit book boxes from measurements supplied by the client. Although much of the content of The New Library Scene is of a technical nature relating to library binding, there is generally one scholarly article in each issue on the subject of library preservation, as well as news about recent programs. There is no better source for learning about current binding methods. The Technically Speaking column, accompanied by excellent illustrations, is always fascinating reading. Depending on your budget, you may want to subscribe to all four of these titles. But if that is not possible, I would recommend that you acquire National Preservation News and Conservation Administration News. These two titles provide current information on library preservation in a thorough and readable style.

TS-SIS Serials Committee
Betsy Ginkel
University of Maine

The Serials Committee would like to thank Donna Hirst (Iowa) for her commitment and dedication in serving as editor for the serials column the past three years. The title changes for this issue were worked on jointly by Donna and Jean Pajerek (Cornell); Jean will take over the helm with the next issue.

TITLE CHANGES

The following serials changed title recently and were caught by the Cornell University and University of Iowa staff members.

Alaska statutes advance legislative service.

Changed to Alaska statutes advance code service. no. 1 - Jan. 1985-

ALSA forum: a journal of interdisciplinary legal studies.

Changed to Legal studies forum: an interdisciplinary journal. vol. 9, no. 1- 1985-
Amicus curiae (Arkansas Judicial Department).

Changed to Friends of the court. vol. 1, no. 1- Jan. 1982-

Annual report of the caseloads and operations of the courts of Washington.

Changed to Annual report of the courts of Washington. 1984-
ATLA law reporter.

Changed to Law reporter. vol. 28, no. 5- June 1985-

Bernan Associates checklist of congressional hearings & committee prints.

Merged into Congress in print. Sept. 27, 1985-

Cable T.V. law & finance.

Changed to Cable T.V. and new media law & finance. vol. 3, no. 7- Sept. 1985-

Cassell & the Publishers' Association directory of publishing in Great Britain, the
Commonwealth, Ireland, South Africa & Pakistan.

Changed to Directory of publishing. 1985 (11th)-

Comparison of selected tax rates in the District of Columbia.

Changed to Comparison of tax rates and burdens in the Washington metropolitan
area. 1984-

Conference on charitable organizations. Proceedings of the...

Changed to Conference on tax planning for the charitable sector. Biennial con-
ference on tax planning for the charitable sector. 14th- 1985-

Conference on ERISA (Pension Reform Act of 1974). Annual Conference on ERISA.

Changed to Conference on employee benefits and executive compensation. Annual
conference on employee benefits and executive compensation. 42nd- 1984-

Denver law journal.

Changed to Denver University law review. vol. 62, no. 4- 1985-

Estate planners quarterly.

Incorporated into Financial and estate planners quarterly. 2v. (looseleaf) 1985-

Governmental finance.

Merged with Government financial management resources on review to form:
government finance review. vol. 1, no.1- April 1985-

Hofstra labor law forum.

Changed to Hofstra labor law journal. vol. 2, no. 1, Spring/Fall 1984-

Michigan court rules.

Changed to Michigan rules of court. 1984-

Natural resources lawyer.

Changed to Natural resources & environment. vol. 1, no. 1- Winter 1985-

North Dakota. Judicial Council. Annual report.

Changed to Annual report of the North Dakota judicial system. 1983-

Notre Dame international law journal.

Changed to Notre Dame international and comparative law journal. vol. 2- 1984-

Pennsylvania. Bureau of Correction. Division of Planning and Research. Records
and Statistics Section. Annual statistical report.

Changed to Pennsylvania. Department of Corrections. Division of Finance, Planning
and Research. Annual statistical report. 1984-

Private bar involvement directory.

Changed to Directory of private bar involvement programs. 1985-

Reports of tax cases.

Changed to Tax cases reported under the direction of the Board of Inland Revenue...
vol. 55, pt.6- 1985-

Tennessee court rules.

Changed to Tennessee rules of court. 1985-

United Nations. Economic Commission for Latin America. Economic survey of Latin
America.

Changed to Economic survey of Latin America and the Carribean. 1982-

United States. District Courts. Federal rules: civil procedure, evidence, appel-
late procedure. Title 28, U.S. code.*.

Changed to Federal civil judicial procedure and rules. 1985-

Utah State Archives and Records Service. State of Utah bulletin. no. 85-9-
May 1, 1985-

Yale journal of world public order.

Changed to Yale journal of international law. vol. 10, no. 1- Fall 1984-



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