Vol. 15, no. 1 August, 1989

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EDITOR: Kaye V. Stoppel  
Drake University Law Library  
Des Moines, IA 50311  
515-271-3784 Telephone 515-271-2530

BUSINESS MANAGER: Alice McKenzie  
Brobeck, Phleger & Harrison  
Spear Street Tower, One Market Plaza  
San Francisco, CA 94105  
415-979-2619

ACQUISITIONS Q & A  
CONTRIBUTING EDITORS  
Marilyn K. Nicely  
University of Oklahoma Law Library

AUTOMATION: [To be named]

CLASSIFICATION: Cecilia Kwan  
University of California, Davis

DESCRIPTION: Rhonda K. Lawrence  
University of California, Los Angeles  
Melody Lembke  
Los Angeles County Law Library

MARC REMARKS: Evelyn L. Smith  
University of Michigan Law Library

PRESERVATION: Patricia Denham  
University of Cincinnati Law Library

SERIALS: Jean Pajerek  
Cornell University Law School Library

SUBJECT HEADINGS: Alva T. Stone  
Florida State University Law Library

TECH. SERV. ISSUES Susanna K. Scott  
IN SMALLER LIBRARIES Wachtell, Lipton, Rosen & Katz

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EDITOR'S NOTE

This is a full issue, so I will limit my comments to two. First, Volume 15 introduces a new column: Technical Services Issues in Smaller Libraries, edited by Sukl Scott. This column is offered in response to suggestions for information aimed at the smaller staff especially those in firm or court libraries. In these situations, one or a few people may have concerns ranging from classification schemes to automation choices and would like to know how others are dealing with such things.

Second, at their recent business meetings, the Online Bibliographic Services and Technical Services Special Interest Sections ratified TSSL Structure and Policies. This document calls for the full version of the Editorial Policy to be published in the first issue of each volume. As directed, that full version appears below.

TSSL EDITORIAL POLICY

Technical Services Law Librarian is the quarterly official publication of the Technical Services Special Interest Section and the Online Bibliographic Services Special Interest Section of the American Association of Law Libraries. It reports on section and member activities, and communicates news on developments in the two sections. TSSL will publish section organizational business such as election results and bylaw revisions. It features columns on specific areas of interest, including those in a question and answer format. TSSL will include short, practical articles on areas of interest to the sections and short implementation reports, but will not publish substantive articles, book reviews, or job advertisements.

All submissions may be edited for style. Any content editing will be done in cooperation with the author. Any person considering the submission of articles or other information is urged to contact the editor regarding appropriateness and style. Publication deadlines are listed in each issue.

All statements and opinions are those of the authors and do not necessarily reflect the views of the American Association of Law Libraries, the Technical Services or Online Bibliographic Services Special Interest Sections.

ONLINE BIBLIOGRAPHIC SERVICES SIS
MESSAGE FROM THE CHAIR
Carol Avery Nicholson
University of North Carolina Law Library

My name is Carol Avery Nicholson, and I am the Technical Services Librarian at the University of North Carolina at Chapel Hill Law Library. It is a pleasure to greet you at the start of the new membership year! The Annual Meeting in Reno was again filled with exciting programs which you may read about elsewhere. The enthusiasm of members who volunteered to work on next year's
committees and program proposals is very much appreciated, and by working together I am sure that much can be accomplished.

Program proposals for next year include Migration from one library system to another; Online acquisitions and fund accounting; Government Information available online; How to start a network or consortia; MARC "jargon" for the library administration; Understanding contract terminology; and possible workshops on Automated serials control, and, Barcoding and item record creation. Please let me know if you are interested in these or other program ideas, potential speakers and coordinators are welcome.

A major goal of the OBS/SIS officers and committee chairs will be to keep members informed of section activities and other items of interest through the TSLL newsletter. It has also been suggested by a member of the Executive Board that the Section consider establishing its own newsletter. Please contact me to share your thoughts about this idea and any others that may be of benefit to the Section. Thanks in advance for your cooperation and support. Now let's look forward to a very good year!

Planning for section activities for the coming year is already well underway! New appointments. Before the annual meeting in Reno, I appointed 3 new committee chairs, a new TS-SIS members to committees. The new chair of the Duplicates and Exchange Committee is Tim Watts from Valparaiso School of Law Library. Willis Meredith, Preservation Librarian at Harvard Law School Library is our new Preservation Committee Chair. Finally, Michele Finerty, Orange County Law Library, has agreed to chair the Nominating Committee. Lorna Tang at the University of Chicago Law Library, will serve a two-year term on the TSLL Editorial Board. If you would like to serve on a committee but haven't yet volunteered, please call me as soon as possible. There is plenty of section work for everyone who wishes to participate!

Nominating Committee. The Nominating Committee, chaired by Michele Finerty, has the following members for 1989/90: Carol Dave (Katten, Muchin & Zavis), Ella Lidsky (U.S. Court of International Trade), and Terri Saye (University of North Carolina). The committee is planning to have the slate of candidates for the 1990 elections completed by sometime in December. If you wish to be considered by the Nominating Committee as a candidate for an office, or wish to suggest someone else as a candidate, please contact Michele Finerty.
Candidate biographies will be published in the February issue of TSSL.

**Appointments.** Following is a complete listing of appointments for 1989/90:

- **Acquisitions Committee**: Joan Howland
- **Cataloging & Classification Committee**: Regina T. Wallen
- **Exchange of Duplicates Committee**: Tim Watts
- **Preservation Committee**: Will Meredith
- **Serials Committee**: Janis Johnston
- **Nominating Committee**: Michele Finerty
- **Ad Hoc Committee on Bylaws**: Lynn Randall
- **Ad Hoc Committee for Publishing**: Brian Striman
- **Acquisitions Roundtable**: Marilyn Earhart
- **Binding Discussion Group**: Pat Denham
- **Head of Technical Services Discussion Group**: Jean Stefanic
- **TSSL Editorial Board**: Ellen McGrath, Lorna Tang

**Minneapolis programs/workshops.** I received proposals for 13 programs and 3 workshops at the meeting in Reno. The theme for the 1990 annual meeting in Minneapolis is "Beyond Excellence." Joan Howland, Education Committee Chair, has asked that program and workshop proposals be submitted to her no later than **August 15**. Please call me if you would like to propose a program or workshop and need a form.

**Section projects.** The Executive Board decided to begin work on three section projects during the next year. A number of members had indicated on their membership survey a desire for the section to conduct a salary survey of technical services department staff. Another suggestion was to create some form of recognition for librarians who had made contributions in the technical services area. Finally, I plan to appoint an Ad Hoc Committee on Long Range Planning in the near future. This committee will concentrate on examining the section's future educational goals and eventually communicating this information to the Education Committee. If any of these projects sound interesting to you and you have any comments or would like to work with others on them, please call me. I will be happy to receive all comments. We need as many ideas as possible.

I would like to thank the TS-SIS members for giving me the opportunity to serve as Chair during the coming year. I will try to keep the members informed during the year by publishing news of our section's activities in both TSSL and the AALL Newsletter. We can look forward to a year of exciting activities!
Acquisitions

& A

By Marilyn K. Nicely

University of Oklahoma Law Library

AUTOMATED ACQUISITIONS. Thirteen years ago when I started as Acquisitions Librarian at the University of Oklahoma Law Library, nothing was automated (OCLC was the major technological innovation but it was some time before we got our own terminal). I have managed Acquisitions in a purely manual environment. We had ledger sheets, and I posted in pencil every encumbrance, expenditure, and adjustment (when the invoiced price was different from the encumbered price). The order file was a little file of 3 x 5 slips, and we recorded payments on the slips.

I don't want to go back to that system if I don't have to. We have been using OCLC's Acquisitions subsystem since the early 1980's when it was released. Its use has lots of pitfalls, but we have done fairly well when competent people entered the data on orders and expenditures. But we will be forced to make some changes soon because the OCLC acquisitions subsystem will be dropped from service on December 31, 1990.

This spring I attended a program at the Oklahoma Library Association Conference where I heard Richard W. Boss, a Washington, DC consultant, talk about automated acquisitions systems. He said that the reason it is so difficult to find an effective automated acquisitions system is that acquisitions is not a really profitable area for automation vendors. If a vendor sells an online or other computer generated public access catalog or circulation system, the vendor can anticipate sales of multiple stations in each library, making automation research and development attractive for such applications. But libraries rarely need more than one station for acquisitions use.

Mr. Boss said that acquisitions librarians have basically three choices. We can use the acquisitions component of an integrated library system if access to such a system is imminent; we can purchase a book vendor developed system; or we can operate manually. The last option might be made a little more palatable by using a spreadsheet for fund accounting.

Frequently, the choice of an integrated library system is determined by political factors and other considerations outside the realm of acquisitions work. However, administrators should verify that any integrated library system which is being considered for purchase has a viable acquisitions package.

Boss specifically mentioned two book jobbers as having developed good acquisitions systems that run on IBM or IBM compatible hardware together with a hard disk drive. These two were Midwest Library Service and Baker & Taylor. Our library
uses Midwest as monograph jobber. I have not yet seen a
demonstration of Midwest's MATTS (Midwest Automated Technical
Services System) but their promotional literature looks very
good.

Boss said that buying a vendor system is the best way to
automate acquisitions "on the cheap." The software alone for
MATTS costs $4,000.00, so it is not something to consider without
looking at what it would cost to do acquisitions manually. Our
library only orders 1,000 items per year, so that's less than 100
orders per month. However, the ability to generate reports that
would provide information about acquisitions trends might be
worth the cost of the software. Examples of possible reports
are: how many titles are purchased each year from which
publishers; how much money is spent with each publisher; what are
inflation rates over a period of years for library acquisitions;
what is the rate of unfulfilled orders by vendor, etc. Also,
libraries are likely to own already the hardware available that
can handle the acquisitions software and data storage
requirements of such a PC based system and perhaps share the use
of an IBM workstation with another function, such as interlibrary
loan or word processing.

In his book, Issues in Automating Acquisitions, Boss lists
seven areas to look at when evaluating and choosing a system
(part of integrated library system or free standing PC based).
The following is a summary:

Searching
1. What files can be searched--library's holdings?
on-order/in processing? bibliographic utility? vendor
search keys?

Ordering
2. Can it print orders? multicopy order forms? can it
order on-line? can user select vendor? Does it encumber
funds at time of ordering?

Monitoring
3. Can you track order status, e.g. on-order, shipped,
received? What statistics are available? Do claims and
cancellations meet library's needs? What error reports
are produced?

Receiving/Paying/Accounting
4. Are funds automatically and correctly updated as
expenditures are posted? Checks written automatically?
Audit trails?

Interfacing
5. Can Acquisitions system connect with other library
systems?--e.g. Circulation, Serials Control, Public
Access Catalog? Can system interface with bibliographic
utility? What machine readable records can be obtained
or migrated to other systems?

Screen Display
6. Are screen displays easy to interpret? Will extensive
staff training be needed?
Cost Breakdown

7. Is everything needed to make the system run included in the cost breakdown? Are costs capital or operational expenses? What will future costs be?

MORE COMMENTS ON BOOKLINK. In response to my last column regarding BookLink and its problems with cash flow as a book jobber aiming to serve law libraries, I received the following comments from Fred Mansfield, Law Bibliographer, University of Illinois Law Library, Champaign-Urbana.

"Our Library would never use BookLink due to their practice of drop shipments from the publisher directly to our Library. Our present vendors collect the titles we order and then ship the volumes with an invoice. Books received directly from the publisher often create confusion, unless the packing slip specifically identifies the Library as ship to and the vendor as bill to. We receive books all the time from unknown sources, and we tend to treat them as gifts. If we started to receive books on drop shipments, and the packing slips did not properly identify their source, we might lose control of the inflow of recently ordered materials.

Because the actual business arrangements are handled for us by the general University Library, we benefit from discounts offered by our major trade book vendors, based on the large volume of orders the University Library places. The lack of a discount from BookLink is another reason why we would not use this company."

FOREIGN AND INTERNATIONAL BOOK TRADE. This April I met with Mr. and Mrs. Anton Gerits of A. Gerits & Sons. Mr. Gerits was in the United States visiting libraries with which his company does business. Our main library uses Gerits for European books. Gerits always tries to make contact with some new librarians on each trip and is interested in law libraries particularly. Gerits mentioned Tom Reynolds at the University of California Berkeley Law Library as a reference regarding the bookseller's services. The Gerits company is a jobber for both modern and antiquarian European and British publications. They do accept out-of-print book search requests. He was particularly interested in telling me that Kluwer Is a publisher for which he can offer advantageous pricing. For your information the address is: A. Gerits & Sons; Modern and Antiquarian Booksellers; P.O. Box 664; 1000 AR Amsterdam; The Netherlands.

A FOND FAREWELL! This is my last article as Acquisitions columnist for TSLL. I have enjoyed the opportunity to write about acquisitions issues during the past two years. I think putting down some of what we know on paper is helpful because it is easy to return to and re-read whereas the spoken work all too frequently goes in one ear and out the other. My little stack of TSLL issues holds a special place in my office. It has been a privilege to participate.
ON DESCRIPTION AND ENTRY
Melody Lembke and Rhonda Lawrence
Los Angeles County & UCLA Law Libraries

Please send any questions that you may have about descriptive cataloging to the editors of this column. We will either answer your individual letter, or we will pass your question along to the Library of Congress. The editors want to thank Ben Tucker and his staff, particularly Adele Hallam, Senior Descriptive Cataloging Specialist, in the Office for Descriptive Cataloging Policy at the Library of Congress, for taking time to answer our questions.

Anglo-American Cataloging Rules, 2nd ed., 1988 revision. With the publication and implementation of AACR 2 revision, some changes have occurred in the wording and the numbering of the rules. Because there is often a considerable lapse of time between the date questions are submitted to the Library of Congress by the editors of this column, and the actual date answers to those questions are printed in the TSLJ newsletter, we have several questions relating to AACR 2 still in the mill. We will compare the text and the rule numbers for any changes between the two "editions," and indicate what those variations are.

At the 1989 AALL Annual Meeting in Reno, CCDA Representative Lee Lighton reported on the most significant changes between AACR 2 and AACR 2 1988 revision. At that meeting he did not mention the change in Chapter 21, at 21.12, for choice of entry for revised editions. That change had been reported by Lee in the February 1989 issue of TSLJ (TSLJ, vol. 14, no. 3, pg. 24). Because law catalogers frequently encounter this problem with choice of entry, we want to emphasize the rule change with an example. As is clear from the text of 21.12B1, if the original author is only named in the revised edition's title, the revised edition will be entered under the revisor, or title, NOT under the name of the original author. For example, Prosser and Keeton on the law of torts is entered under title, not Prosser.
Question no. 1
This question is from Lee Leighton, Harvard Law Library: Rules 1.7B3 and 2.7B3 (sources of title proper) seem to suggest that when the cover of a monograph serves as the source of the title, the note should be "Title from cover," but we've noticed that LC copy says "Cover title" on monographs and "Title from cover" on serials. If this a correct impression? Will you use one or the other when you implement the new revision?

Answer to Question no. 1
Ben Tucker responded, "Our practice for notes about titles on the cover was fixed some time ago and I don't believe we would be interested in changing it. For monographs we use the note "Cover title." to indicate that the title in the 245 has been taken not from a title page (absent) but from the cover. For monographs that have a title page title with a different title on the cover, we use the note "Cover title: ..." to show the differing cover title. For serials we prefer that this distinction be signalled more forthrightly in the introductory phrase. Therefore we use "Title from cover." for serials described from the cover because there was no title page, and "Cover title: ..." for the other situation in which we describe the serial from a title page but need to note a title on the cover differing from the title on the title page. The practice for serials is a little complicated by the fact that we adapt and use some CONSER participants' records in spite of the fact that they may show the note "Cover title." instead of the note "Title from cover."

Question no. 2
AACR 2, rule 21.31B1, Laws governing one jurisdiction, states: "...If the laws are enacted by a jurisdiction other than that governed by them, make an added entry under the heading for the enacting jurisdiction. Add a uniform title as instructed in 25.15A to the heading for the jurisdiction." The record for the District of Columbia's Home Rule Act, LC 81-602756, was entered under the United States. We asked the Office for Descriptive Cataloging Policy if this was an example of "jurisdiction governed," and whether the entry should be under the District of Columbia.
KFD1609.A334A2 1981 342.753—dc19 81-602756 81-602756 81-602756 AACR 2 MARC

Library of Congress


(Continued on next card) 81-602756
AACR 2 MARC

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Answer to Question no. 2
Ben Tucker's response to this was that the record was being revised to enter under D.C. See the authority record NAFL8011196 for the corrected version. The text of AACR 2 and AACR 2, 1988 revision are identical in this section of 21.31B1. Note, however, that following the LC RI on 21.31B1, the authority record has a reference for the enacting jurisdiction (United States) instead of the added entry called for in the text of the rule.
ALA's RTSD/LITA/RASD Committee on the Representation in Machine-Readable Form of Bibliographic Information (MARBI) has changed its name to: Machine-Readable Bibliographic Information Committee, RTSD/LITA/RASD! The name was changed so that people looking for it in the list of committee meetings in the 300-page ALA convention program will be able to find it more easily. The committee will continue to be referred to as MARBI.

MARBI met for eleven hours during the ALA convention in Dallas, June 24-27. The focus of discussion was the holdings
format. The ANSI standard for non-serial holdings statements has finally been approved, and the holdings format can now be adjusted to accommodate non-serials. There were so many problems with the holdings format proposals discussed in Dallas, however, that they will have to be studied and revised and discussed again. The holdings format will be re-published this fall in a form graphically similar to that of the other formats, but the holdings format will remain a "final draft" until non-serials have been dealt with adequately.

The "multiple versions" problem is a problem which arises with microforms of serials or with any items having identical content and appearing in different physical formats. A meeting of representatives of groups concerned with the multiple versions problem--groups such as MARBI, CC:DA, CONSER, LC--was supposed to have taken place last winter/spring. Funding for the meeting could not be found, however, so the meeting has not yet taken place. Funding is now being sought for a fall meeting.

LC is now drafting proposals for a separate MARC classification format. Last fall LC drew up proposals for expanding the existing MARC authorities format to accommodate subject classifications like LC and Dewey, but that approach was too messy and full of problems. The classification format proposals may be ready for discussion at the MARBI meetings in Chicago in January.

Update no. 2 to USMARC Format for Bibliographic Data should be available in September. Update no. 1 to USMARC Concise Formats and a new edition of USMARC Code List for Languages will be available this fall. Lots of languages have been added to the list.

This final paragraph concerns specific changes and proposals relating to the holdings format. MARBI voted to make bibliographic field 851 obsolete. Holdings field 852 has been modified to carry information which had been carried in 851. Field 852 can be embedded in a bibliographic record, and archivists are pleased that field 841 need not be present when field 852 is embedded in a bibliographic record. Instructions for indicators in fields 853 and 854 will be rewritten so that subfields u, v, w, x and y need not be present for compression and expansion to occur. These subfields relate solely to hierarchical or serial items, so requiring their presence would make compression or expansion impossible for non-serial items. A proposal to change tags 843 and 845 to 533 and 540 respectively (the same tags used for these kinds of notes in bibliographic records) met with disfavor. It may be desirable to be able to distinguish a holdings note from a bibliographic note by means of the tag. Holdings field tag 583 will be changed so that it can be distinguished from bibliographic field tag 583. Other proposals for modifying the holdings format to accommodate non-serials (use fields 866-868 for extent of unit; create a non-repeatable field 844 for name of unit; create field 842 for
physical form designator; make subfield o of field 854 and 855 obsolete) raised some serious concerns, of which was how to link separate holdings records. A lot of experimenting with actual examples will take place before holdings proposals are discussed again next January.

PRESERVATION
Patricia Denham
University of Cincinnati

U.S. Senate and House joint resolutions (SJR 57 and HJR 226) were introduced in February and March 1989, respectively, to establish a national policy to promote and encourage the printing of books and other publications of enduring value on alkaline, permanent paper. The Senate Joint Resolution was referred to the Governmental Affairs Committee, chaired by John Glenn (D-OH) and the House Joint Resolution was sent to the Government Operations and House Administration Committees. As of June, the bill needed 9 more cosponsors. Please write to Senator Glenn or your own state's Senators and Representatives asking for their support for this measure. The widespread use of alkaline paper in the future will save libraries millions of dollars. Books will not need to be deacidified, transferred to other formats or otherwise replaced in order to retain their intellectual content. In the not-too-distant future, the books we purchase may actually be manufactured to last hundreds of years. We should do all we can to see that that happens.

In my column in the May 1989 issue, I mentioned pamphlet binders from Archival Products. Now I am able to make a report about them. I ordered the minimum (25) of two different sizes. They are quick to assemble and can be used for pamphlets in signatures or side-stapled. The finished binder looks attractive and is sturdy on the shelf. The only drawback is the requirement of a minimum order. It would be difficult to trim too-large binders so they need to be as close to the size of the pamphlets as possible. The binders are available in 12 sizes from $1.76 to $4.40 per piece. No front labels are necessary since the front covers are clear.

There is a new title from ALA which may be of interest to the readers of this column: Preservation and Conservation in the Small Library. It was just published in June 1989 and it costs $5.00. I will obtain a copy and report on it in the November issue.

In addition to other serials, I will now also be abstracting articles from the Alkaline Paper Advocate. I encouraged librarians to subscribe to this publication in my presentation in the program, "Law Book Paper and Binding" in Reno. Published by Ellen McCrady, who also does The Abbey Newsletter, this title focuses on alkaline paper. It is issued 6 times a year and costs $25.00. Since it started just last year, all available issues and a current subscription can be purchased for $50.00. It is an
excellent means for librarians to learn about this vital topic without wading through scientific jargon.

The Preservation of Library Materials Section of the Resources and Technical Services Division (RTSD) of A.L.A. is sponsoring "New Directions in Library Binding" on 3-4 November 1989, in Portland, Oregon. I reported on a previous version of this series in the November 1988 TSL. The program will teach attendees how to administer, evaluate and improve their operations to provide an effective, preservation-conscious binding program. Registration fees are $200 for ALA/RTSD personal members, $235 for ALA personal members, and $260 for non-members of ALA. Contact Debra McKern, Preservation Office, Emory University Libraries, Robert W. Woodruff Library, Atlanta, GA 30322, (404) 727-0306 for more information.

SELECTED SERIAL ARTICLES ON PRESERVATION

"Authors and Publishers Pledge to Use Acid-Free Paper." Abbey Newsletter, 13, no. 2 (1989): 31. A list of the 40 publishers who signed the "Declaration of Book Preservation" on 7 March, "Commitment Day." They have committed themselves to use acid-free paper (when available) for all first printings of quality hardcover trade books.


Tigelaar, Mary Peelen and Marcia Duncan Lowry. "The Conservator in the Library: Two Perspectives," Library Administration and Management, 3, no. 3 (1989): 122-130. The intent of the article is to present the issues that confront library management when seeking to attract, employ, and integrate professionals in library conservation.

QUARTERLY QUOTE: "Alkaline paper can be mechanically weak [due to the use of short paper fibers]. What is needed is strong, durable paper, not just acid-free paper." Paul Banks

SERIALS
Jean Pajerek
Cornell University

The following serials changed title recently and were caught by the Cornell Law Library acquisitions staff:

Bermuda consolidated index of statutes and subsidiary legislation to ...
   Changed to: Bermuda consolidated index of public acts and subsidiary legislation to ... 1st Jan. 1987-

New York (State). Division of the Budget. New York State mid-year report

New York State oil and gas annual production report
   Changed to: New York State oil and gas drilling and production. 1985-

Pravna misil
   Merged with: Sotsialistichesko pravo
   to form: Dürzhava i pravo. g. 1 (1) (1988)-

Queensland Institute of Technology law journal
   Changed to: Queensland University of Technology law journal. Vol. 4 (1988)-

Texas rules of court
   Split to form: Texas rules of court. State and: Texas rules of court. Federal. 1986-

University of Florida law review
   Changed to: Florida law review. Vol. 41, no. 1 (Winter 1989)-

U.S. tax week
   Changed to: Bender’s Federal tax week. No. 18 (May 3, 1989)-

West’s Louisiana rules of court
   Split to form: West’s Louisiana rules of court. State and: West’s Louisiana rules of court. Federal 1988-
The third edition of LC's Subject Cataloging Manual: Subject Headings (1988. 2 v. $65.00) was released in spring 1989. Both in form and content, there are significant improvements over the earlier editions. There's a more detailed, comprehensive index, and the main text now includes captioned tab dividers, which are helpful when you aren't in need of the index.

A new section, "Assigning and Constructing Subject Headings" (H 1801), provides guidelines on specificity, the number of subject headings to use, the 20% content rule, choosing between one general topic or 2-3 specific headings, title words vs. the actual content of the work, and the order of subdivisions in subject strings. Any cataloger who reads and re-reads this section will learn some important underlying principles and gain confidence both in choosing and formulating LC subject headings.

Some changes were made to order sections to reflect changing terminology at LC. "LCSH" has changed to "the SUBJECTS file", "Indirect" is now "(May Subd Geog)", and "see references", etc. have become "used for references", etc.

For the subdivision GOVERNMENT POLICY, an exception is now noted: "Do not use under headings that are inherently governmental in nature (e.g. City planning; Finance, Public; Crime prevention)." The section on LAW AND LEGISLATION now omits any reference to earlier variants (--Law; --Laws and legislation; and --Laws and regulations). And there's been a complete turnabout in one rule for establishing headings for TRIALS: "Include the name of the city as a qualifier even if it appears as part of the name of the trial itself, e.g. Chicago Seven Trial, Chicago, Ill., 1969-1970."

But the most impressive changes are the new annotations within sect. H 1095, FREE-FLOATING SUBDIVISIONS, and the new instruction sheets with guidelines for the use of about 50 of those subdivisions. These actually expand and update the guidelines from the softcover Library of Congress Subject Headings: a Guide to Subdivision Practice (out of print), which itself was reprinted from LCSH 8th ed. (1975).

As an illustration, let's look at EMIGRATION AND IMMIGRATION. In the aforementioned Guide to Subdivision Practice, there was a one-sentence instruction on the use of that subdivision. But now, in the new Subject Cataloging Manual, there are 5 pages detailing the distinction in the use of the heading and the subdivision EMIGRATION AND IMMIGRATION, as well as IMMIGRANTS, ALIENS, and related headings.
There's also some useful guidance for PERIODICALS: "Do not use ... under headings assigned to publications that are revised and reissued in full on a regular basis ... but are not periodicals as defined above. For example, West's Florida probate code with related laws and court rules." In addition it is noted that the subdivision PERIODICALS is never used following the form subdivisions CASES or DIGESTS.

The Manual is not generally used independently; it is important to also consult individual authority records in the SUBJECTS file (or LCSH). For example, when we read the guidelines under PROFESSIONAL ETHICS we might conclude that the headings LAWYERS--PROFESSIONAL ETHICS and JUDGES--PROFESSIONAL ETHICS are valid strings. But the instructions under CLASSES OF PERSONS (H 1100) say "Determine if the use of a free-floating subdivision from this list conflicts with a previously established subject heading. In the event of a conflict ... use the established heading ..." The established headings in this case are LEGAL ETHICS and JUDICIAL ETHICS, each of which is listed as a narrower term heading under PROFESSIONAL ETHICS in the subjects file.

Our library's cataloging staff is pleased with the expanded index in the Manual's 3rd ed. I did wonder why under the entry "Legal headings" in the index there is a pointer to the subdivision SOURCES (H 2080), but not also to TERMS AND PHRASES (H 2184); both of these instruction sheets refer explicitly to law-related headings. But this is a minor flaw. If your library has never previously acquired the Subject Cataloging Manual: Subject Headings, now is the time to add it to your working tools. This new edition goes a long way toward making LC practices more comprehensible to practitioners like you and me!

P.S. At the TS/SIS Cataloging and Classification Committee meeting during the AALL Convention in Reno, Marie Whited announced that two major subject headings have just been cancelled by LC. The compound heading CRIME AND CRIMINALS has been replaced by three separate headings: CRIME, CRIMINALS, or CRIMINOLOGY. And LABOR AND LABORING CLASSES has been replaced by separate headings: WORKING CLASS and LABOR MOVEMENT.

**TECHNICAL SERVICES ISSUES IN SMALLER LIBRARIES**

Susanna K. Scott  
Wachtell, Lipton, Rosen & Katz

This article marks the beginning of a new column - Technical Services Issues in Smaller Libraries. Some of the issues I see, as a firm librarian, include automating library functions; training of technical services personnel and building relationships among information professionals inside and outside the office. I would like to hear about interests of TSLR readers, especially those of state and court librarians. Please contact me at Wachtell, Lipton, Rosen & Katz, 299 Park Avenue, NY, NY 10171 - (212) 371-9200.
At the June convention in Reno many issues were addressed. "The Effectiveness of Libraries" was presented by Thomas Childers and Nancy van House. While their research concerned public libraries, their resulting report is intended to create a foundation upon which effectiveness in other types of libraries may be measured.

Effectiveness is a complex idea and the speakers examined it in a number of ways. One can understand the idea, most readily, in terms of goals or, secondly, in terms of a process model where various dynamics of a library's operation are considered. Effectiveness can also be considered as a "system resource" where a library's functions are valued in relation to their environment or lastly through a "multiple constituency approach."

The most challenging requirement presented was our need to establish measures of effectiveness; many useful ones were identified by Childers and van House which we could adopt such as awareness of services, inter-library cooperation, total expenditures, goal achievement, materials availability, materials quality, range of materials, amount of planning and evaluation, written policies, staff continuing education, staff morale, staff quality and staff size. (A complete list of measures is included in the handouts.)

It is not uncommon, in our busy and pressured environments, to be only conscious of how our efforts seem inadequate; by utilizing some of the measures identified in this report, we have the opportunity to recognize and to demonstrate how effective our work really is.

Also interesting was the program: "Standard Classification or Deviation in Firm and Corporate Legal Collections." Joni Cassidy presented a clear and practical argument for use of LC. LC is complex enough to handle the vagaries of law firm collections; it is also usually the classification scheme most familiar to incoming patrons. Ms. Cassidy showed how the scheme can be flexible enough to accommodate a variety of librarians' decisions as to arranging law firm collections.

On the other hand, a librarian may prefer to design his or her own classification scheme to accommodate the smaller collection. Brian Striman showed his "steps for creating and implementing a specialized customized classification scheme." As usual, the handouts for these, as for other programs, were informative and practical. A fiche set of the convention's handouts is available for $5.00 from AALL in Chicago. In addition, cassettes for any number of the AALL programs in Reno may be ordered from Mobiltape Co., Inc. - 25061 West Avenue, Stanford, Suite 70, Valencia, CA 91355 - (805) 295-0504.
SECTION AND COMMITTEE MEETINGS AND REPORTS

ONLINE BIBLIOGRAPHIC SERVICES SPECIAL INTEREST SECTION
GENERAL BUSINESS MEETING - MINUTES
Sunday, June 18, 1989

The meeting was called to order at 1:15 p.m. by the Chair, Janice Snyder Anderson; also present were Carol Avery Nicholson, Vice-Chair/Chair-Elect and John P. Bissett, Secretary/Treasurer.

General Announcements. The AALL Committee on Organizational Structure has recommended that their own proposal to merge the Online Bibliographic Services and Technical Services SISs be dropped as it does not appear to have sufficient support at this time. A member added from the floor that the Executive Board, on Saturday, had in fact accepted the recommendation and dropped the proposal.

The joint OBS-, TS-, and RS-SIS reception on Saturday evening, partially sponsored by Innovative Interfaces, was well attended. Thanks were expressed to the sponsor.

In welcoming members to the business meeting the Chair commented that she saw great potential for this SIS to grow in coming years, and for its activities and influence to enlarge, judging by the current and continuing developments in law libraries.

An invitation was extended to attend the Local Systems Committee meeting on Tuesday morning.

Election results. The new Vice-Chair/Chair-Elect is Susan Roach; Secretary/Treasurer (new two-year term) is Kathy Faust; and the Members-at-Large are Pamela Gregory and Jacqueline Paul. Jackie Paul will serve a two-year term; when Pam's term is up next year, her successor will serve a two-year term, and the two Members-at-Large will be elected in alternating years.

At the request of the Chair, it was moved, seconded and voted to destroy the ballots and to accept the minutes of the 1988 Business Meeting as published in Technical Services Law Librarian, August 1988.

Committee reports. Local Systems Committee, Anne K. Myers. At the Committee's organizational meeting in Atlanta, 1988, attendees established the scope and interest of the group and determined that their meeting time would be used to discuss among themselves ideas and problems rather than for planned programs. For this year the OBS membership was surveyed for discussion group topics: barcoding, authority control, workflow changes and holdings formats were most popular. Anne expressed interest in a proposal to update the local systems portion of the membership
directory as a project on institutional automation history, to be submitted for publication as one of the AALL Occasional Papers. The chair responded that the Committee would need to "... request money from AALL to publish." Anne requested a volunteer for Co-Chair/Chair-Elect for next year.

WLN, Suzanne Harvey. WLN is very actively changing and now has a new structure. The Washington State Library is creating a non-profit corporation for WLN which will incorporate this year. This is seen as presenting greater potential for development. The organization is looking for a new director and has announced a new MARC tape service, de-duping, authority control and record upgrade.

OCLC, Chris Corcos. OCLC was introducing some new services for law libraries in Reno and was to discuss equipment upgrade requirements. She asked the members to consider and express their opinions on the agenda of the OCLC representatives who come to our meetings. Chris also requested appointment of a Chair-elect to replace her.

Janice Anderson announced that she has been appointed to the OCLC Resource Sharing Advisory Committee, which has been restructured to be less technical services oriented and act more as a sounding board. She requested that members direct all appropriate concerns to her for consideration at their twice yearly meetings. For example, she suggested, new services like the CD-based collection analysis service should be shown to us even if OCLC does not see us as a primary market for them.

RLIN. Caitlin Robinson was not present.

Secretary/Treasurer's report, John P. Bissett. The first financial statement of the year shows a balance of $3532.14 on September 30, 1988 and as of April 30, 1989, the balance is $4628.89.

Income from dues so far received was $602.50, and the Convention contribution from Headquarters was $600.00 for a total income to that date of $1202.50. Expenses represent the following: the new brochure printed last year for distribution at the SIS Booth ($269.00); the Chair's trip to Headquarters for new SIS chair orientation ($324.50); the Local Systems Committee's questionnaire sent to all SIS members in March ($105.75); "TSLL Structure and Policies" ($201.75); printing of the program questionnaire sent to members from the Vice-Chair/Chair-Elect ($37.47); printing and distribution of the election slate ($124.86); printing and distribution of the election ballots ($260.64); and the Section's share of the cost of the reception ($375.00) for total expenses of $1698.97. Some of these expenses have been submitted but not yet posted, so there is some uncertainty at any given moment, but the unofficial balance on July 13 appears to be $3035.67.
Janice briefly outlined the new AALL practice of bringing new SIS chairs to Headquarters for orientation, noting the upcoming change in timing, from Fall for the recently installed Chair, to Spring for the current Chair-Elect.

*Technical Services Law Librarian*, Kaye V. Stoppel, Editor. Kaye distributed a detailed report which will be separately published in TLSL, but highlights are included here. The Editor's responsibilities have been divided with the printing and subscription functions now delegated to the new position of Business Manager, currently Alice McKenzie. The Editor's function is to correspond with columnists and officers, request and receive material, input copy and forward camera-ready issues to the Business Manager. The second major activity of the year was the review and revision of the 1982 *Report of the Committee to Study TLSL*. The year long project was led by Cindy Larter and the resulting draft document *TLSL Structure and Policies* had been distributed to the membership and awaited official adoption by each section at its 1989 Business meeting.

Alva Stone has been appointed to a second two-year term as "Subject Headings" columnist, and a new Acquisitions columnist was about to be named. A new column will be inaugurated in volume 15 to address the technical service concerns of small libraries. Indexing for volume 14 is scheduled for inclusion as an insert in vol. 15, no. 2. The need for or possibility of retrospective indexing is yet to be determined. To be discussed at the Board meeting were alternative methods of publication, additional columns, reappointment or replacement of outgoing columnists and the need to stimulate increased awareness of TLSL.

TLSL began the year with 307 subscriptions and ended it with 325; income during the year was $1761.10 and expenses were $1455.62 (excluding costs of producing vol. 14, no. 4), leaving a balance of $305.48.

*TLSL Structure and Policies*, Cindy Larter. As the document had been distributed to the membership ahead of time, Cindy moved for approval, which was seconded. A member asked if this is mostly a formalization of traditional practices, rather than proposal of new policies; the answer was yes. The document was adopted by the membership.

Final remarks of the Chair, Janice Anderson. Janice reminded the members of the OBS sponsored programs upcoming during the week, then thanking the membership for the privilege of leading us this past year, turned the meeting over to the new Chair, Carol Nicholson.

Remarks of the new Chair, Carol Nicholson. The Chair of the 1989-90 Nominating Committee will be Elaine Sciolino; the rest of the Committee will be named later.
Additional program suggestions, if there are any, were solicited, and the ad hoc program committee proposed. Carol read some of the program suggestions she had received, and added that the barcoding workshop proposal is going to be re-submitted at the behest of the 1990 program chair.

Member comments: Chris Corcos expressed interest in a program on government documents in local systems; Diane Hillman remarked that barcoding as a topic might be more interesting if it included planning for automated circulation; Elaine Sciolino requested that we not yet eliminate some of the program ideas from Carol's list that had not specifically been mentioned, and suggested two further topics: moving the library from one system to another, and networks, especially state-wide, etc., and how to get them underway. Carol invited interested members to meet with her on Tuesday afternoon at 4:45 to talk over program ideas.

A logo contest and T-shirts to wear (and/or sell?) next year were proposed. More will be forthcoming from the Chair. Finally, Carol mentioned that she will be encouraging more members to contribute to the newsletter next year.

The meeting was adjourned shortly before 2:30, just in time for the TS-SIS Business meeting.

Submitted July 13, 1989 by John P. Bissett, Secretary/Treasurer

LOCAL SYSTEMS COMMITTEE
Minutes - June 20, 1989
Anne Myers
University of Maine

The Local Systems Committee met on Tuesday, June 20, 1989 at 7:30 a.m. Twenty people attended. The chair reported on the two projects discussed at last year's meeting that were to be done this year: an "institutional history of automation" project, which was abandoned due to lack of clarity and lack of interest, and an SIS survey of topics of most concern.

It was suggested and agreed that the Committee support the preparation of an update to the Library Systems Profile portion of the 1987 TS/OBS SIS Joint Directory. The goal is to have this available by the next convention, hopefully published as an AALL Occasional Paper. Anne Myers and Carol Nicholson will work on this with Suzanne Harvey, who was involved with the original project. Additional names will be solicited.

Pat Callahan was selected to be Co-Chair/Chair Elect.

The bulk of the meeting time was spent discussing, as a single group, the following areas:

**Workflow changes:** impact of physical space changes (terminal locations) as well as system capabilities; differing reactions to
initial ambiguity as procedures change who does what, ranging from ready acceptance to hostility; additional serials librarian positions in three libraries; impact of ongoing conversion especially of Kardex, on workflow.

**Barcoding & Linking:** physical location of barcodes on material (majority place on inside front cover); department/step when barcoding is done; including barcode number in downloaded RLIN record.

**Holdings:** manual holdings (on shelflist) seem to be being discontinued, regardless of local system; NOTIS and INNOPAC use different formats to record holdings, making common ground difficult to find; changing responsibility of Technical Services/Public Services in reordering item records and updating locations as material is replaced or moved.

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**OCLC Committee**
*Patricia Neff*
National Center for State Courts

On Tuesday, June 20, Sonya Thelin and Paul Cappuzzello of OCLC brought 35 AALL attendees up to date on new products and services available from OCLC. Two new products designed for law libraries have been added to OCLC's cataloging, resource sharing, and reference services. The new CAT CD450 Law Cataloging Collection, on one compact disc, includes approximately 650,000 LC and member-created law-related records extracted from the 19 million records in the OCLC Online Union Catalog. The records chosen are those most frequently used by law libraries and represent about 74% of the total law records in the Online Union Catalog. The CAT CD450 systems provide offline searching and editing and permit online access for records not found on compact disc.

In the area of resource sharing, LEGEND, the Legal Electronic Network and Database, is a new group database that compiles the bibliographic records, locations, and serials holdings of nearly 500 OCLC law libraries. LEGEND is designed to facilitate interlibrary lending and cooperative collection development among law libraries. Current OCLC law libraries can retrieve holdings information with the following commands on the ILL Subsystem:

- "dhleg1" for monographic locations
- "ulleg1" for serials holdings

Use of LEGEND does not require OCLC membership and could prove to be a useful resource sharing network not only for regular OCLC law library members, but also for the many union list contributors who are not OCLC members.

Sixteen CD-ROM databases are available through OCLC's SEARCH CD450 System. The four series of databases include general reference, education, agriculture, and science and technology. OCLC's newest database is a CD-ROM version of the U.S. GPO
Price information has just been released: annual subscriptions are $300 for OCLC members and $350 for non-members. A special introductory price of $249 ($199 for members) is being offered until September 30, 1989.

OCLC's new EPIC Service is scheduled for release in January 1990. EPIC will be an online reference service providing greatly improved and expanded access to the entire OCLC Online Union Catalog as well as other databases, such as titles in the Search CD450 series. Features include keyword and phrase searches including subject fields; multiple record formats, including formats with state, regional, or all holding institutions; user-defined formats; boolean and proximity operators; command stacking; nested searching and range searching; right truncation and internal character masking; online and offline prints; saved searches; online help and practice files; indexes that are scannable by keywords and phrases; and estimated time and cost at logoff. The OCLC Online Union Catalog will be Database 23 in the EPIC service.

During his presentation about resource sharing, Paul Cappuzzello noted that AALL is the only major library group without an OCLC users group, and that OCLC could provide help in forming such a group for OCLC law library users. There was a good deal of interest displayed during discussions after the meeting, and Phyllis Post of Capital University Law Library has taken responsibility for investigating the issues involved in starting a users group. Is there more interest out there? Pertinent topics include quality control, uses and charges for access to the cataloging and reference systems described above, and other areas of concern to both public and technical services staff. Phyllis contacted Kate Nevins of OCLC, who has also offered her support for a law library users group. Phyllis is examining the organization of other users groups, and would like to receive any feedback that you may offer on your interest and concerns about establishing a group of our own. Phyllis will be sharing what she learns in an upcoming issue of TELL. She also hopes to schedule a discussion session on the topic to be held during next year's convention. You may contact her at Capital University Law Library, 665 S. High St., Columbus, Ohio, 43215 (614-445-8836; FAX 614-445-7125). Please share this request with your colleagues in public services as well as technical.

RILIN COMMITTEE
Lee Leighton
Harvard Law School

Lee Leighton substituted for Caitlin Robinson as discussion leader because she was not able to attend the conference. No representative from RLG attended the meeting.

Mary Chapman, NYU, asked about a rumor she heard about RLG terminating their contract with CLASS. Other members present responded that the rumor was true. RLG notified CLASS that they
wished to terminate their contract for the 525 libraries served by CLASS. RLG intends to service the additional libraries directly under their new, reorganized user services division. The relationship between RLG and CLASS is currently under legal review.

The group discussed the new pricing structure and the algorithm RLG suggested for computing the new costs. The general consensus was that the suggested 4 searches per title was low. Most libraries estimated at least 6 searches per title (including authorities) and were better able to estimate their actual costs.

Discussion then focused on on-line maintenance. Most members of the group have reevaluated their maintenance procedures and perform them only on their local systems. The exception is LA County which regards the RLIN database as a backup for their local system making heading changes, etc., in both systems.

The group noted that both Berkeley and Northwestern have pulled away from RLIN and are relying more on OCLC for their bibliographic processing. Mary Chapman reported that the workstation interface with OCLC is superior to ordinary OCLC searching, but costs more.

Stuart Spore, NYU, asked if anyone had succeeded in obtaining an SDLC card for IBM workstations. He had a great deal of difficulty in dealing with IBM over the part and can suggest an alternative if anyone wishes to contact him.

Pat Callaghan, Penn., was unanimously elected the next discussion leader.
1) Proposal to delete requirement for "active" membership. (Art. III) Proposal passed.

2) Proposal to refer to the Chairperson-elect as Vice-Chair/Chair-Elect. (Art. V, Sect. 1, 2, 3, Art. VII, Sect. 2) Proposal passed.

3) Proposal to require special ballots if the office of Vice-Chair/Chair-Elect becomes vacant. (Art. V, Sect. 3) Proposal passed.

4a) Proposal to strengthen outreach efforts by adding an extra member to the Executive Board. (Art. V, Sect. 1) It was the recommendation of the Bylaws Committee that this proposal NOT PASS and that outreach be treated as a separate issue. Proposal failed.

This motion having failed, Bylaws Committee recommends that a standing committee on outreach be formed and that the chair of this committee should sit on the Executive Board.

4b) Proposal to define and structure the duties of Members at Large. (Art. V, Sect. 1) Bylaws Committee is not making a proposal to define duties of Members at Large. It is hoped that we will better utilize the talent in the section and perhaps attract more non-academics if left flexible.

5) Proposal to delete reference to the "ex officio" status of Standing Committee Chairs and to make them full members of the Executive Board. (Art. VI, Sect. 1, Art. IX, Sect. 1) Proposal passed.

6) Proposal to revise wording to make standing committee chairs responsible for appointing committee cabinets. (Art. IX, Sect. 1) Proposal passed.


The following committee reports were given:

Cataloging and Classification. Regina Wallen, Chair, reports that Evelyn Smith, AALL's representative to MARBI and her working group have completed the draft of Caption Abbreviations and submitted them for comment to the membership in TGLL. The Cataloging and Classification Committee is presenting four programs and one workshop at the Reno meeting. Proposals for two workshops and three programs are being worked on for Minneapolis.

Serials. Janis Johnston, Chair, reports formation of two new groups: Ad Hoc Committee to Study the ANSI Standards for Computerized Serial Orders, Claims, Cancellations and Acknowledgements headed by Cathy Conroy and a group to investigate methods for sharing MARC holdings records for legal publications among law libraries led by Mary Ann Van Cura. The Special Committee on Uniform Bar Codes for Legal Publications headed by Norma Feld continues work on this project to find ways for law libraries to assist in bar code development and to insure its usefulness for legal publications.
Membership Involvement. Jean Pajerek, Chair, reports that her committee feels that the mentor program should be continued. However, the membership will be surveyed after the Reno convention.

Ad Hoc Committee for Publishing. Brian Striman has headed this new project to investigate potential publishing opportunities for technical services librarians as well as possible research topics.

TSSL Report. Kaye Stoppel, Editor, reports that Alice McKenzie is serving as TSSL's first Business Manager. TSSL will be indexed beginning with volume 14, and the subscription cost will go up to $6 beginning with volume 15.

CC:DA. Lee Leighton polled the Cataloging and Classification Committee on proposed rule interpretation from LC for changes from added entries to cross references and then drafted a response to LC. Lee also proposes other changes from added entries to cross references.

MARBI. Evelyn Smith, AALL's representative and her working group have completed the draft of Caption Abbreviations. They were published for comment in TSSL 14, no. 1 (Aug. 1988).

Cindy Larter presented a proposal to approve the structure and policy document relating to TSSL which was mailed out in May. Phyllis Marion chaired the 1982 committee whose charge was to review and recommend changes in editorial policy of TSSL as well as to explore how TSSL could be published given time and financial constraints and limited number of volunteers. The document produced by this committee was intended to be approved after a suitable period of examination. After being used as a working document through terms of 2 editors, it was thought approval of both sections should now be sought. The Editorial Board examined the document, made minor changes throughout—the most important being the addition of the position of Business Manager who would also become a member of the Editorial Board. Cindy Larter moved that TS/SIS approve the document, Paula Perry seconded, and the motion was adopted.

Incoming AALL President Dick Danner has asked that TS/SIS forward 3 names for AALL official representatives. Since other SIS's also have input, Renee declined to announce the names submitted for ALA RTSO MARBI and LC Special Committee on Foreign Class K Schedules. The Cataloging and Classification Committee has forwarded the name of Regina Wallen for ALA RTSO CC:DA representative.

Renee announced that she has received no official word on the Technical Services/Online Bibliographic Services merger proposal. In November, Renee, on the recommendation of the Executive Board, submitted a report recommending TS and OBS not merge. The SIS Council made the same recommendation to the AALL
Executive Board. There has been no official word but the consensus, according to the Chair of the SIS Council, is that the proposal is dead.

The meeting was then turned over to Cindy Larter who thanked Renee and other outgoing Board members. Cindy reported she had received 115 responses to the annual membership survey. She has also made over 100 committee appointments. Meeting adjourned.

Respectfully submitted, Betty Kern, Secretary/Treasurer

CATALOGING AND CLASSIFICATION COMMITTEE
Minutes, Business Meeting, Wed., June 20, 1989
Regina Wallen
Santa Clara University

I. Report of the Chair: Regina Wallen reported that there were not many major projects, most of the activity during the year was done by two small working groups: Caption Abbreviations, and a group looking at proposals for rule revisions of AACR2. Regina announced the new Co-chair for the committee, Ann Sitkin from Harvard. Regina will stay on as Chair for one more year, with Ann taking over in 1990.

II. Report of Lee Leighton, AALL Representative to CC:DA. Lee reported that in response to a proposal from Ben Tucker for rule revisions affecting legal materials, the old Laws, etc. group was "resurrected" and LC's proposals were sent to them and to the standing committee in December. The responses indicated unanimous agreement to change added entries to cross references in Rule 21.33-35, etc. It was also suggested that LC extend the change also to laws enacted by a jurisdiction other than that governed by them. Ben Tucker and Adele Hallam will study this suggestion.

Lee also asked the group present for input on CC:DA's proposal that all abbreviations in place names that are access points/qualifiers be dropped. He asked for the formation of three small working groups: one to work on a list of jurisdictions for medieval laws, excluding England and France; one to review the criteria for citation practice for court reports done by Phyllis Marion in 1981; and one to review the rules for British and Canadian administrative regulations and to reevaluate the list published in Cataloging Legal Literature.

Lee's report on CC:DA activities appears elsewhere in this issue of *TSLL*.

III. Report of Evelyn Smith, AALL Representative to MARBI. Evelyn reported that MARBI finished its report on MARC format integration in July, 1988, and it will be published as a separate volume of the USMARC Format for Bibliographic Description. She mentioned some of the more important fields and tags that have
been added, changed or deleted. The authority format still has some problems with respect to accommodating call numbers.

Evelyn's report on MARBI activities appears elsewhere in this issue of TSSL.

IV. Report of the Caption Abbreviations Working Group. Evelyn Smith reported that the Caption Abbreviations Working Group has finalized the list of abbreviations and will try to get them published. The list represents hours of hard work, and for some abbreviations, quite a lot of compromise with other standards. The working group has suggested to NISO that a caption standard be written. NISO is considering appointing a committee to write the standard for caption abbreviations.

V. Announcements. Phyllis Marion announced that the Law of Europe classification schedule is available for purchase from LC Cataloging Distribution Service. She also reported that the LC Law Classification Advisory Committee has requested that LC expedite the revision of the XJ schedule.

Marie Whited, from LC, reported that the Africa, Asia and the Pacific schedules were being worked on. The common law tables and list of jurisdictions were almost done and Jolande Goldberg is working on the civil law tables. When these schedules are completed, she will work on the revision of XJ, after XJ the ancient and religious schedules will be worked on.

VI. Program Proposals for Minneapolis. Ann Sitkin reported on program proposals submitted for the 1990 AALL meeting: Workshop, Technical Services Librarians as Supervisors; Workshop, Library of Congress Law of Europe Classification Schedule; Program, Title Varies: Avoid the Embarrassment of Sloppy Serials and Looseleaf Cataloging; Program, Beyond the Technical Services Department within the Profession; and Program, Law Librarian/Computer Programmer: Another New Hat to Wear.

PRESERVATION COMMITTEE
Linda Nainis
Georgetown University

The standing committee on Preservation met from 7:30 to 8:30 on Tuesday morning, June 20. Linda Nainis chaired the first part of the meeting with reports on committee projects. Willis Meredith, chairman for 1989-90, chaired the second part, with discussion of programs and workshops for 1990 and ideas for new directions and greater visibility for the coming year.

Linda announced that she will be working at Georgetown in a new capacity, coordinating a project on preservation for four law and seven general libraries, members of the Washington Research Library Consortium, and funded by the National Endowment for the Humanities.
Pat Denham had received an overwhelming response to her report on the ALA binding institute she had attended last fall. This prompted her to begin an informal discussion group on binding, scheduled to meet in Reno on Wednesday from 12:30 to 2 p.m.

Pat Denham invited everyone to attend the program meeting on "Law Book Paper and Binding: Why They Aren't Better and What We Can Do," at 10:30-noon. Production managers from West and Lawyers Co-operative will speak. She will be reporting on the results of the survey done in conjunction with the Committee on Relations with Information Vendors in the spring. Twenty-five law book publishers and reprinters were surveyed about the quality of paper they use and about the quality of bindings they produce; the results are a handout at the program.

Pat also reported on a survey begun to determine the quality of the paper in new books. She used a pH testing pen on about 120 books received in the last year from 23 publishers. She suggested a project for this coming year: monitor papers in new acquisitions from 19 law book publishers and reprinters in order to, at the end of the project, be able to generalize about the paper that each publisher uses. Publishers confirm that pressure from consumers is needed to encourage paper mills to switch to alkaline paper.

Will Meredith reported on this year's AALL permanent paper resolution. It originated from our committee, the Special Committee on the Preservation Needs of Law Libraries, and the Committee on Governmental Relations. It supports Congressional legislation calling for a national policy supporting the use of permanent papers. It was approved by the AALL Executive Board during this conference. It would be desirable to have a vote on the Senate floor before the August recess. A letter or phone call now could make a big difference.

Will Meredith also reported on a project he and Linda Nainis are doing for the Special Committee on Preservation. It involves surveying micropublishers of legal materials to find out what standards they follow to produce their microfilm masters. RLG was also planning a survey on a much larger scale. We have joined efforts with them, while keeping the idea of a separate survey to target just law micropublishers. We have convinced the Commission on Preservation and Access to fund a pretest of the survey instrument, together with site visits of a selected number of micropublishers, including the major publishers in law.

Robert Connell did a bibliography on standards and articles on the subject of environmental conditions in libraries. However, now ANSI is circulating a new draft standard. Linda urged one of the committee members to update Robert's work for a report to the committee next year.
Another project, started but not completed: brief guidelines on preservation, especially useful to the smaller library. An outline and bibliography has been compiled thus far. One of the objectives of whomever takes on this project would be to decide how the guidelines are to be distributed. Will Meredith and Diana Vincent-Daviss mentioned that the Special Committee on Preservation is working on a document for recommended minimum standards for preservation programs, a two page document. ARL has its minimum standards for preservation programs. The Special Committee's document would be directive, whereas the brief guidelines would be a "helping document."

Diana Vincent-Daviss circulated the questionnaire draft that she has written for academic law libraries. This project is being coordinated between the Standing and Special Committees. She would like to get this questionnaire out by the end of September. She could use help writing a questionnaire for firm libraries and other law libraries.

Diana said that the Special Committee will be coming out with a final report in January. It will make recommendations for the formal role of the association in the future. There will be several parts, including: (1) the academic library survey, (2) the microform standards project, (3) a prototype document on what needs microfilming, (4) the minimum standards for preservation, (5) a housekeeping document, (6) a document on CD-ROM, (7) a model of how the preservation clearinghouse function could work, (8) a section on permanent paper. The survey of publishers on paper quality, done this spring, will be helpful to the Special Committee.

Will Meredith listed some of the programs that have been done in the past. He introduced several topics of interest for next year: (1) "hard choices" in preservation, how do you decide what to preserve, and how to preserve them, (2) how do you hire an outside conservator, (3) workshop on administering a preservation program.

Will asked what the committee should be doing besides what has been heard this morning. He also asked what the committee can be doing for more visibility. Several ideas have come up: (1) a rare book conservation discussion group, (2) cosponsoring a program on the conservation of rare books with the new SIS on Legal History and Rare Books, (3) a display in the exhibit area, (4) running "Slow Fires" at specific times at the convention.

Will suggested that we examine how we interact with other associations, ALA for example. We may need more communication with preservation efforts elsewhere. How could this committee help you find out about what's going on in preservation? Pat Denham added that we need greater visibility within the organization. While this committee is under the Technical Services SIS, there may be as many public service librarians interested in preservation. Diane said that recommendations for
future structure of AALL regarding preservation are being made by the Special Committee, and Willis will be acting as a coordinator on this topic. The meeting was adjourned at 8:30.

SERIALS COMMITTEE
Business Meeting
Janis L. Johnston
University of Notre Dame

The Serials Standing Committee held its annual business meeting in Reno on Monday, June 19, 1989 from 7:30 to 8:45 a.m. The meeting was conducted by Janis L. Johnston, Chair with 28 people in attendance. First on the agenda were reports for the various subcommittee chairs.

Norma Feld, Chair of the Special Committee on Uniform Bar Codes for Legal Publications, reported on activities for the year. The group continued to monitor the progress of SISAC in developing a bar code standard for use on individual serial issues. Norma discussed several of the challenges and obstacles involved including getting legal journals to acquire ISSNs and persuading publishers and automated system vendors to accommodate issue specific bar codes. Those in attendance at the meeting gave support to the continuance of this special committee and its work. Mary Ann Van Cura and Betsy Reidinger have worked with Norma on this committee this year.

Lorna Tang, Chair, reported on the work of the Ad Hoc Committee to Study ANSI and MARC Holdings Statements. The ANSI Standard for non-serial holdings has been officially approved. Her committee will continue to comment upon developments within the MARC Holdings format which is still in draft form. Working with Lorna this year have been: Curt Conklin, Robert Connell, Kiyoshi Otsu, Naomi Ronen, Phoebe Ruiz-Valera and Mary Ann Van Cura.

Cathy Conroy, Chair of the new Ad Hoc Committee to Study the ANSI Standard for Computerized Serial Orders, Claims, Cancellations and Acknowledgements, was unable to attend the meeting. Lorna Tang reported on her behalf. This committee will be commenting on drafts of this standard as they are proposed. During the past year ANSI has taken no action on this standard. Serving with Cathy on this committee are: Curt Conklin, Janis Johnston, Phoebe Ruiz-Valera, and Kate Stacey.

Mary Ann Van Cura reported on the activities of the new Special Committee to Study Sharing of Serial Holding Pattern Records. Mary Ann is the Chair of this group. The committee hopes to develop ways for law libraries to share holdings records to minimize this labor-intensive work, and to participate in a national pattern database. It was also suggested that the group could look into developing model specifications for implementing the MARC format in automated systems.
Michele Finerty attended the 4th Annual Conference of North American Serials Interest Group (NASIG) meeting and reported on the conference activities. Sessions included topics on serials vendors, CD-ROM, commercial binding agreements, the cataloging and utilization of non-print serials, title changes, serials management and automation, serials analysis for budget and collection review, and the process of scholarly communication. One of the programs Michele attended reported on a study done by ARL's Committee on Collection Development. This study has determined that publisher costs did not justify the level of subscription increases which were incurred by research libraries from 1973-1987.

The Chair presented the programs to be proposed for the Minneapolis Annual Meeting. They include "Bar Coding Collections", "Law Serials Management", "Technical Services Space Design", and "Marketing Technical Services". An institute on serials management will also be proposed. The meeting was adjourned at 8:45.

BINDING DISCUSSION GROUP
Patricia Denham
University of Connecticut

The first meeting of the Binding Discussion Group was held on Wednesday, June 21, 1989. Although there were only nine librarians present, we had a good discussion of our binding problems, and we shared information about binding and binderies. Two of the librarians were in the process of looking for new binderies, and the rest of us shared our knowledge about binderies with which we were familiar. Of the nine librarians, seven were from academic libraries, one was from a private firm and one was from a court library. Most of the attendees directly supervise the person (student worker or support staff) who does the actual bindery preparation. I hope to continue this group at next year's annual meeting.

HEADS OF CATALOGING DEPARTMENTS IN LARGE LAW LIBRARIES
Report of Meeting, June 21, 1989
Rhonda K. Lawrence, Meeting Coordinator
University of California, Los Angeles

The Heads of Cataloging Departments in Large Law Libraries held its discussion group at the AALL 1989 Annual Meeting in Reno on Wednesday, June 21st, 1989. Twenty-four member libraries were represented, and additional cataloging staff from other libraries also attended. Prior to the meeting, most of the heads of cataloging had prepared annual reports of cataloging activities at their institutions, and these reports were mailed to members in advance of the meeting.

The first item on the agenda, the report on the annual statistical survey for 1987/88 prepared by Lorna Tang, D'Angelo Law Library, University of Chicago Library, sparked the usual
discussion on the difficulty of comparing statistics collected by various libraries. In particular, the group identified the problem of determining how many full-time equivalent hours are spent in true "cataloging" activities versus other technical service tasks. Additionally, some members mentioned how retrospective conversion projects, or certain copy cataloging functions, can create very inflated figures for the supposed number of items cataloged in one year.

In an effort to provide meaningful statistics for its members, the group decided to establish a subcommittee that would investigate the methodology used to collect and present cataloging statistics from large libraries. The Subcommittee on Cataloging Statistics, comprised of R. Andrew Barnes, Tarlton Law Library, Univ. of Texas at Austin; Patricia Sayre McCoy, D'Angelo Law Library, Univ. of Chicago; Nan Hoegerle, Ohio State Univ. Law Library; and Rhonda Lawrence, Univ. of Calif., Los Angeles Law Library, is charged with investigating the type of statistics presently collected by large libraries, and proposing recommendations for changes to the Heads of Cataloging.

The Subcommittee on Cataloging Statistics has requested that every library that is a member of the Heads of Cataloging in Large Law Libraries Discussion Group send blank copies of the form(s) used to collect cataloging statistics to: R. Andrew Barnes, Tarlton Law Library, Univ. of Texas at Austin, 727 E. 26th St., Austin, Texas 78705-3224. This will enable the Subcommittee to identify what common statistics seem to be most useful to most members.

Because the Heads of Cataloging found the current statistical survey useful until such time that it can be revised, Lorna Tang was asked to produce the cataloging statistical survey again for this coming year, 1988/89. When Lorna has completed the survey, she will mail the results directly to the Heads of Cataloging, as requested by the group, and not to the law library directors.

Following the discussion on statistics, the members reported in a round robin the highlights of various cataloging activities, retrospective conversion projects, automated systems, etc., in their individual law libraries. Some discussion also ensued regarding cataloging maintenance in the bibliographic utilities, such as OCLC and RLIN, when the library has an online catalog as well. Some libraries are now doing maintenance only to the local online catalog record, and are no longer correcting or updating the bibliographic utility record. Other libraries only update access points, or correct major errors that would affect access. Factors affecting this decision include: the high cost of catalog maintenance charged by the bibliographic utilities; double maintenance needed to correct both local and utility records because uploading is not yet available; and lack of staff available to do catalog maintenance.
The last item on the agenda was the election of a new chair for the 1990 meeting. Stuart Spore, of the New York Univ. School of Law Library, was elected by acclamation. The meeting was adjourned just before two o'clock.

**HEADS OF TECHNICAL SERVICES DISCUSSION GROUP**

Jean Stefanlc, Coordinator  
University of San Francisco

This year fifty-two technical services librarians crowded into a space dominated by two long rows of tables and chairs. The size of the group and the accommodations worked against sustained large group discussion. It is clear that after meeting for two years in a row, the group will remain large if not grow larger. Forty-seven librarians represented forty-five academic law libraries. Four county law librarians (all from California) attended, as well as a librarian from the National Center for State Courts. Nineteen participated in last year's discussion group in Atlanta.

Coordinator Jean Stefanlc presented a list of topics which had been suggested in advance. They included these questions:

* Is the technical services/public services division becoming less distinct?
* How do differing backgrounds of technical services librarians, i.e., serials, cataloging, and acquisitions, affect decision-making?
* Is it helpful to talk to technical services librarians in other specialized fields, such as medicine?
* How secure are non-J.D. librarians in academic law libraries?
* What are the opportunities for learning reference work? What kind of support is provided? How can this improve cooperation and services?
* Which academic libraries offer tenure and faculty status?
* How are libraries adjusting to automation?
* What happens when acquisitions records go public?
* Do we need an information clearinghouse for automation projects?
* How do we handle personality conflicts?

Some of the topics were discussed by the group at large until it became apparent that interest centered in the areas of 1) automation, 2) management, and 3) defining the concept of "holistic librarianship" and how it applied to the technical services librarian in academic law libraries. Three groups formed to continue discussions about these subjects. Sally Selmer and Jim Dopp took notes for the first two groups. If anyone from the "holistic group" was cool enough to take notes, I would appreciate receiving a copy.

Time ran out too quickly, and discussions continued in various forms for the next two days. On Wednesday morning we heard some of our concerns eloquently reiterated in the excellent Technical Services Librarians: Fight or Flight? program. If you missed the Reno meeting, be sure to purchase this tape.
Suggestions for improving and maximizing next year's discussion include: developing a useful survey, selecting topics and discussion leaders in advance, securing an appropriate space to accommodate our needs. We can continue our collective thinking during the year through the newsletter, personal letters, phone calls, and regional meetings. Each of us can keep a technical services librarians "ideas" notebook, and talk to colleagues. You can send me suggestions. The basis for next year's discussion begins now.

REPORT OF THE AALL REPRESENTATIVE
TO THE COMMITTEE ON CATALOGING: DESCRIPTION AND ACCESS
Lee Leighton, Harvard Law School

The Committee on Cataloging: Description and access met on Saturday and Sunday, June 24-25, 1989 during the ALA annual summer conference in Dallas.

Jay Lambrecht substituted as Chair for Verna Urbanski who was unable to attend the conference. He announced that Ben Tucker had been appointed the new Chair of the Joint Steering Committee for AACR2 and that Janet Swan Hill was replacing Helen Schmierer as ALA representative to the JSC.

Anne Highsmith reported that the planned fall seminar on the problems of multiple versions has not yet been funded. The Committee then discussed what role, if any, it should take in studying the problem and participating in the seminar when it is actually held. The discussion focused on general bibliographic information versus local information and what parts of the catalog record are affected by the issue of multiple versions. A task force will be appointed to deal with the Committee's response to the general problem.

Helen Schmierer suggested that the Committee draft a paper on its view of future rule maintenance, revision policies and procedures for the JSC after publication of the 1988 revision. This will be done. The role of the editors in the workings of the JSC will also be addressed.

It was decided that the Committee's archives will reside at the University of Illinois, Champaign-Urbana with the rest of the ALA archives.

Jennifer Bowen, representative from the Music Library Association, submitted several instances of typographical errors and some more substantive "errors" in the published text of the 1988 revision. She will prepare formal proposals on these for the Committee's next meeting in Chicago.

Jay Lambrecht presented the final report of the task force studying qualifying the names of federated states. The report in essence suggested that the practice of qualifying local place
names in some countries, but not all federated states, grew out
of historical accident, but no advantage could be derived from
either adding to or deleting from the list in rule 23.4C. The
Committee accepted the report.

Several other preliminary task force reports were also
presented but will not be discussed until the Committee's next
meeting at ALA Midwinter in Chicago in January 1990.

TSSL EDITORIAL BOARD
Minutes - June 17, 1989

The TSSL Editorial Board met on Saturday, June 17 at 4:00
p.m. in Orpheum B of Bally's Reno with the Editor, Kaye Stoppel,
presiding. Members present were: Ellen McGrath, Alice McKenzie,
Gary Vander Meer and Cynthia Larter, Past Editor. Observers in
attendance were: Janice Anderson, Carol Nicholson, Jean Pajerek,
and Suki Scott. Elizabeth Duncan, Board member, and Lorna Tang,
incoming Board member, arrived in Reno too late to attend the
meeting. Lorna is replacing outgoing TS Board member, Gary
Vander Meer. Carol Nicholson, incoming OASIS Chair, reported
that a replacement for outgoing OASIS Board member, Alice McKenzie,
had not yet been named. The latter will continue on the Board in
her capacity as Business Manager.

The Editor distributed copies of the agenda and of the
Annual Report which she was to present at the business meetings
of the Technical Services and Online Bibliographic Services
Sections. It includes both her report and that of the Business
Manager. She then summarized her report, and Alice read her
portion of the report. It was felt that the financial report
clearly indicated that the dues increase beginning with vol. 15
was needed.

Under old or continuing business, vacancies in contributing
editorships were discussed. It was agreed to renew Alva Stone's
appointment as Subject Headings Editor for another two-year term.
Following the reading of her letter of application, Joyce Janto
was appointed to a first term as Acquisitions Editor. This left
the vacancy for Automation Editor. Some names were suggested
which the Editor was to contact either at the Annual Meeting or
afterwards and present a candidate to the Board for approval by
mail.

Alice had suggested that since a large portion (forty
percent) of the subscriptions go to state, court and firm
libraries, a column addressed to their needs be started. The
idea met with enthusiasm and after some discussion, was expanded
to include all small libraries. Tentatively-titled Technical
Services Issues in a Small Library, it would include essays on
deciding about type and extent of classification, technical
services management for a one-person library, online options,
etc. If the column proposal meets with favorable reaction, the
Editor will proceed to find an editor for it.

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Cindy Larter then described the year's efforts in drafting *TSSL Structure and Policies* which is to be presented to the OBS and TS Section meetings for approval. Since the draft had been mailed to section members prior to the Annual Meeting, Cindy had received some responses which she summarized. One suggestion was to include a statement about ads and how to distinguish between an ad and a publication announcement. There had also been confusion on why a specific style manual was not given, and it was agreed that it should be more clearly stated in each reference that the choice was left to each succeeding editor. There was also confusion on when a contribution was accepted and why the editor's position and the columnists terms should not coincide. Other questions were raised during the Board's discussion. One was whether Board members should be contributing editors or hold other appointments. It was agreed that this could be construed as a conflict of interest and that this should be stated in the policy document. Another issue yet to be resolved was whether columnists should be members of one of the sponsoring sections. Once adopted, *TSSL Structure and Policies* should be reviewed for needed changes at the Board's annual meeting each year.

Under new business, the format of the publication was discussed. The Editor mentioned that the masthead should be changed to take the hyphen out of "Online." The matter of OBS having a logo at the head of the Chair's column similar to that for TS was discussed. It was suggested that the design from the new OBS-SIS brochure could easily be adapted.

Jean Pajerek, who volunteered to index vol. 14, was present and discussed her progress and how the result should be set up. It was agreed that the index should be a colored insert which could readily be detached to place with the volume. Discussion of whether to undertake a retrospective index was deferred to the next meeting.

The discussion then turned to various publishing options. At a meeting for Chairs or Chairs-elect in Chicago in Nov. 1988, three possibilities had been mentioned for publishing newsletters. These were to publish as an insert in the *AALL Newsletter*, to send camera-ready copy to Headquarters for printing and distribution, or to explore desktop publishing. The first option is apparently now moot with the realization that many recipients of the *AALL Newsletter* would not be interested in some of the newsletters. The second suggestion was seen as offering an economy of scale. The section dues would include the cost of the newsletter and a package price would be available for all newsletters to non-members. Since this system is not as applicable for *TSSL* and since *TSSL* is more than a newsletter of the sections, there was concern over how this would work. As far as the third option, that of the Section's purchasing software for desktop publishing, the Editor reported on her research, having done some reading and attended demonstrations. She
concluded that most hardware would have to be upgraded to provide the necessary memory and graphics ability and that software costs alone would run from $495 to $895 depending on the type chosen. She expressed concern that software chosen for a current Editor's PC and printer capabilities might not be portable to the next Editor's equipment. Learning the software would be very time-consuming. The Sections would realize no cost savings since the Editor's time and other costs are donated by the Editor's library. The Board agreed that purchasing software was not feasible at this time.

The final item on the agenda was the suggestion that sample copies of TSLL be given to new Section members. TS-SIS had particularly recommended the possibility, citing as another advantage the promotion it would provide. Alice said that she has some back issues on hand which could be used or that she could routinely run extra copies if the requesting section would underwrite the costs. It was agreed that this could be done if the sections request it.

The meeting adjourned at 5:40 p.m.

TECHNICAL SERVICES LAW LIBRARIAN
Editor's Report 1988-1989
Kaye V. Stoppel

The four issues of Volume 14 of the Technical Services Law Librarian have been published in the year since the Editor's last report. No. 1 was handled by outgoing editor, Cynthia Larter, and the following three by the present editor. Vol. 14 totaled 140 pages, making the average per issue 35 pages. Information on the number of subscriptions and the budget summary are a part of the Business Manager's report which is appended.

Two aspects of the year's activities should be highlighted. First, the responsibilities of the Editor were divided with the actual printing and subscription functions now delegated to the new position of Business Manager. Alice McKenzie assumed this role effective with Vol. 14, no. 2 and has overseen the printing and distribution of the subsequent issues. She handled the invoices for Vol. 15 which reflect the increase to $6 agreed upon at the 1988 TSLL Board meeting.

My responsibilities as Editor have been limited to corresponding with columnists, section and committee chairs; requesting and receiving material; inputting copy and forwarding camera-ready issues to the Business Manager. Columnists for Vol. 14 were: Marilyn Nicely, Acquisitions; Caitlin Robinson, Automation; Cecilia Kwan, Classification; Rhonda Lawrence and Melody Lembke, Description; Evelyn Smith, MARC Remarks; Pat Denham, Preservation; Jean Pajerek, Serials; and Alva Stone, Subject Headings. Marilyn Nicely, Caitlin Robinson and Alva Stone are completing the second year of their two-year appointments.
The second major activity of the year was the review and revision of the 1982 Report of the Committee to Study TSSL. Cindy Larter led the year long revision project assisted by the other members of the Editorial Board. The resulting draft document, TSSL Structure and Policies, has been distributed to members of the OBS and TS Sections and will be considered at each Section's Business Meeting.

The TSSL Editorial Board met on June 20, 1988 in Atlanta and will meet in Reno on June 17, 1989. Serving on the Editorial Board for 1988-89 were Alice McKenzie and Elizabeth Duncan representing OBS-SIS and Gary Vander Meer and Ellen McGrath representing TS-SIS. Alice McKenzie and Gary Vander Meer are completing the second year of their two-year terms.

At the 1988 meeting, the Editorial Board decided to begin indexing TSSL with volume 14. Jean Pajerek volunteered for this task, and her first effort is now scheduled as a colored insert for Vol. 15, no. 2. The need for or possibility of retrospective indexing is yet to be determined. Also in the planning stage and to be discussed at the 1989 Board meeting are alternative methods of publication including software, additional columns, the reappointment or replacement of outgoing columnists and increasing awareness of TSSL.

Business Manager's Report 1988-1989
Alice McKenzie

TSSL began the fiscal year with 307 subscriptions. During the year, we received a total of 18 new subscriptions, leaving a total of 325 subscriptions as of May 31. Five copies of each issue are also distributed at no charge. Three copies are sent to AALL headquarters, 1 copy is sent to Urbana, Illinois for inclusion with the AALL Archives, and one issue to the editor of TSSL. A total of 330 TSSL subscriptions are distributed.

The subscriptions are predominantly sent to academic institutions but 40% are sent to private, court or state libraries. The percentages are listed:

- Academic Law Libraries: 60%
- Court or State Law Libraries: 21%
- Private Law Libraries: 19%

AALL changed the beginning of their fiscal year from June to September. This necessitates the following budget summary be from September 1, 1988 through May 31, 1989. The price of volume 15 of TSSL has been increased from $4.00 to $6.00 to cover the increase in postage and printing costs. The cost breakdown of expenses and income for 1988/89 follows.
1988/89 Budget Summary (as of June 1, 1989)

1988/89 INCOME

87/88 Balance carried forward $1,449.10
Subscriptions 312.00
TOTAL INCOME $1,761.10

1988/89 EXPENSES

Printing (does not include v.14 #4) $915.62
Postage (does not include v.14 #4) 540.00
TOTAL EXPENSES $1,455.62

BALANCE $305.48

'Includes 4 issues, Vol. 13, no. 4, 14, 1, 2, 3

REPORTS ON PROGRAMS AT 1989 ANNUAL MEETING

Authority Control in Local Systems
Peter Enyingi, Los Angeles County Law Library

The panel discussion, aimed at library directors and public services librarians as well as catalogers, presented issues concerning authority control in local systems, probably the biggest problem facing libraries today that automate. The first speaker, Susan B. Epstein, a consultant, presented what she would tell a client about authority control in local systems. A general discussion of authority control was followed by an explanation for the need for authority control, system dependent features and methods of update.

The second speaker, Stephen R. Salmon, a vendor, talked about cost elements in local authority control, unnecessary references and the need for both keyword approach and authority control. The third speaker, Jo F. Calk, library system specialist and a former authority control librarian, represented the end user by putting the issues in proper perspective. I urge anyone interested in the subject to listen to the recorded program. It is well worth the effort.

Law Book Paper and Binding:
Why They Aren't Better and What We Can Do
Patricia Denham, University of Cincinnati

This program, jointly sponsored by the Preservation Standing Committee of TS-SIS and the Committee on Relations with Information Vendors, was presented on Tuesday, June 20, 1989. Co-coordinators were Patricia Denham and Steve Barkan.
The purpose of the program was to present the results of a survey of law book publishers and reproducers and to hear from two publishers about the decisions they have made in paper and binding.

As the first speaker, I discussed the results of this spring's survey which was sent to 25 law book publishers and reproducers. Thirteen of them responded. Eighty percent of their books are meeting the minimum requirements of ANSI Standard Z39.48-1984. The Michie Co. and Carswell Publications are converting to acid-free paper in 1989. Only 38% of the responding publishers indicated that they plan to advertise about their publications being on acid-free paper when they are. Eighty-five percent of the publishers would be able to comply if a prospective author insisted on alkaline paper and permanent bindings.

Two publishers told us that alkaline paper is not available or it is cost prohibitive but other publishers said the opposite is true. In fact, many paper mills are converting to alkaline production, and the cost of the paper is very competitive.

I encouraged librarians to write to publishers when they are not satisfied with their materials. We purchase law titles which need to be kept permanently, but they will last through only one or two generations if the components are not durable and alkaline. I also suggested that the authors among us insist on alkaline paper. In addition, we can bring up the topic with our publishing faculty members. Subscribe to the Alkaline Paper Advocate in order to inform yourself about the issues involved in alkaline papermaking.

The second speaker, Craig Jilk, Production Manager for West Publishing, has been involved in book manufacturing for 28 years. He spoke with us about the various components of law books and the methods West uses in the production of the books. In the mid-1970s West told their four then-acidic paper mills that they had decided to switch to only alkaline paper. The two mills which converted to alkaline production were pleased that they made the switch because their machinery lasts longer (acid wears down the parts), less water is used in making the paper, there are no deleterious effects to the environment, and the alkaline paper is brighter and thinner. West has developed long-term relationships with their paper mills, and they use detailed specifications for the paper they require. Their law books are primarily Smythe sewn with nylon thread. Mr. Jilk said that side sewn books are the strongest, but since books manufactured that way can not lie flat, law books can not be made with this type of binding. West's law book cover materials exceed NASTA (National Association of State Textbook Administrators) standards. The standard is not rigorous enough for law books which are used so heavily. Their cover boards are made from recycled fiber. West will no longer use styrofoam in packaging but will begin to use recycled cardboard pieces.
Mike Peters, Vice-President of Manufacturing for Lawyers Co-operative for 6 years, described the processes in book manufacturing, demonstrating with bookblocks in various stages of production. He discussed what is done in each stage, showing where adhesive is applied and describing the processes used. He emphasized the necessity of strong endsheet attachment in the vital joint area. LCP uses alkaline paper but they don't advertise that fact. They were not aware that librarians wanted that information.

New Anglo-American Cataloging Rules 1988
Lee Leighton, Speaker and Reporter
Harvard Law School Library

Mr. Leighton began his discussion of the new cataloging rules by pointing out that the 1988 revision is not a new edition of AACR2, but is only a compilation of 10 years of rule changes since AACR2 first was published in 1978.

The rule revision process is driven by the five author bodies who make up the Joint Steering Committee for the Anglo-American Cataloging Rules (JSC). They are the American Library Association, the Library Association (of Great Britain), the Canadian Library Association, the British Library and the Library of Congress. These groups together with the two editors, Michael Gorman and Paul Winkler, actually write the cataloging rules. Since 1986 the Australian Committee on Cataloging has also been a full participant in the JSC.

The new revision incorporates corrected errors; modified wording; changed and added rules; and modified examples. The largest change in the 1988 revision is the addition of chapter 9 on computer files.

The American position on AACR is formulated by the ALA/RTSD Committee on Cataloging: Description and Access (CC: DA). CC: DA is made up of 7 members and about 40 liaisons from other sections of ALA and representatives from non-ALA bodies such as AALL. Mr. Leighton is currently the AALL representative to CC: DA. Suggestions for rule changes originate in the policy committees of the author bodies where they are discussed and voted upon. Then they are forwarded to the JSC for approval. The JSC may make further modifications before approving a new rule or rule change, and the author bodies have a chance to review the proposal and make suggestions before the idea is passed to the two editors to write or rewrite the rule.

Legal catalogers often become familiar with rule changes in the form of rule interpretations issued by the Library of Congress long before the JSC even considers a revision of a rule. This is another reason why the 1988 revision contains so little material that will be a surprise to practicing catalogers.
Mr. Leighton then pointed out some similarities and differences between AACR2 and the new revision. The definition of "prominently" remains important and can be found in the introduction to the revision.

The examples which accompany the rules are still meant to be "descriptive" rather than "prescriptive", but the examples in rule 1.4D4 about shortening the name of a publisher show only unbracketed publisher statements. The intent of the original ISBD (G) rule was that the statement should not be bracketed, but neither AACR2 nor the rule interpretations explicitly state that. Several changes in cataloging practice have also been instituted by the new rule interpretations which accompany the 1988 revision.

Technical Services Librarians: Fight or Flight?
Janis L. Johnston, Co-coordinator, Notre Dame
Gary L. Vander Heer, Co-coordinator and Reporter
Northern Illinois University

Nearly 200 individuals gathered Wednesday morning in the last program slot of the convention. It was an appropriate slot for a program dealing with motivating technical services librarians and directors to face the challenges that law libraries are confronting in recruiting and retaining capable professionals in technical services.

After a Monday meeting of Technical Services Librarians, and some others, where a lively discussion of the "holistic librarian" continued in smaller groups after the formal discussion ended, many in the audience eagerly listened to three speakers discuss the challenges of technical services, and some solutions.

Janet Swan Hill, Assistant Director for Technical Services at the University of Colorado at Boulder, focused on the challenges facing the general library profession. She stressed the importance of cultivating ties to the dwindling number of library schools, but noted that this only helps attracts into technical services those who have already stumbled into the library profession. Janet noted that the larger need is to attract a wider variety of students into librarianship, citing a need for engineers, scientists, and business students. Good potential catalogers might originate in such field as linguistics, mathematics, taxonomy, and music. Individuals will be attracted to technical services, and stay in it, if they are suited to it, and sense a pride, or as Janet noted, a creative arrogance about it from those already in the profession.

Phyllis Marion, Assistant Director and Head of Technical Services at William Mitchell College of Law brought her expertise to the particular situation of law libraries. She spoke on various challenges (not "problems") such as the JD/non-JD issue,
and the question of required reference participation, with little reciprocation possible. Phyllis stressed the intellectual challenge and the cutting edge of technology concepts as positive forces in attracting and retaining individuals, as well as the challenges of a lack of intra-institutional mobility, institutional support, and overall recognition. The relationship between public and technical services is an ever-evolving one, and in an automated environment, the rate of evolution is always increasing.

Roger F. Jacobs, Associate Dean and Director of the Law Library at Notre Dame Law School, presented a director's viewpoint, and discussed what possible options exist for a director to help technical services librarians maintain the drive their positions require. Roger demonstrated a deep understanding of the nature of technical services, particularly in his examination of plateauing, promoting the development of solid citizens as opposed to those described as deadwood.

While no ultimate answer came out of the program, it was one which went far beyond the hand-wringing, woe are we, scenario. Those in attendance were challenged to take pride in their careers, to not apologize for working in technical services, and to press for increased visibility in the profession and in the individual institution. As Janet Swan Hill noted, technical services is a vital, and the ultimate public service. It is up to us to promote this, and convince others of it.
TECHNICAL SERVICES LAW LIBRARIAN

c/o Alice McKenzie

Brobeck, Phleger & Harrison
Spear St. Tower, 1 Market Plaza
San Francisco, CA 94105