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Brigham Young University

Mary Gilligan (1992-94)
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SUBJECT HEADINGS
Alva T. Stone
Florida State University Law Library

TECHNICAL SERVICES IN SMALLER LIBRARIES
Carol Dawe
Katten Muchin & Zavis

Questions or comments should be addressed to the Editor or appropriate contributing editor.
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New York State Supreme Court

Preservation Committee:
Mary Cooper Gilliam
University of Virginia

Serials Committee:
Mary Burgos
New York University

TSLL EDITORIAL POLICY

Technical Services Law Librarian is a 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. TSLL 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. TSLL will include short, practical articles on areas of interest to the sections and short implementation reports, but will not publish substantive articles, book reviews, publication announcements or job advertisements. AALL announcements, forms and similar information will not be printed if there is reasonable expectation of their being readily available elsewhere.

Any submission may be edited for style and length. 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, or the TSLL Editorial Board. Issues are distributed in March, June, September, and December. ISSN 0195-4857

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EDITOR’S NOTE

This issue is full of changes, some of which are more visible than others. Of course, the most visible one is the new format. I hope you like it. It has been a challenge to create a new look that is easy to read and pleasing to the eye.

Another change with this issue is the way it was mailed to you. The Editorial Board decided in San Francisco to send the issues by bulk mail for this year at least. Next year we will decide if the cost savings are worth the longer mailing times.

By using bulk mail, we are able to include even more pages in the issues. As a result, a new column, Research and Publications, has been added, which brings the total of columns to ten. We welcome Brian Striman as its contributing editor. I am now able to solicit single-issue articles for the same reason. Those of you who are interested in writing an article on a topic of interest to TSLL readers are encouraged to do so. Please contact me with your ideas.

The Editorial Board is interested in having a column of news on library systems. This could include updates on which libraries have installed which new systems, when they were installed, etc. We need a column editor to gather information from individual members. Contact me if you are interested in handling this column.

Included in this issue are reports of three programs from San Francisco. More will be included in the next issue.

SPECIAL NOTICE: The schedule of TSLL issues is changing with this issue to more closely correspond with the Annual Meeting in July. The date on this issue is September, and the following issues will be distributed in December, March, and June. Please make note of the new deadlines, which are listed on page 2. Issue #4 now will be issued much closer to the convention, making it a true pre-convention issue.

With the next issue, I will require that copy be sent to me on a 5 1/4” floppy disk. The time involved in keying in and proofreading the copy has become too burdensome and it has become necessary for me to find a way to cut the time involved. If you send me a disk, indicate clearly the name of your file and allow sufficient time before the deadline for mailing. I will return your disk to you.

I would like to thank the outgoing Editorial Board members, Jack Bissett representing OBS-SIS and Michele Finerty representing TS-SIS. They have been a great help to me during the past two years. At the same time, I welcome the two new members of the Board, Mary Gilligan from OBS-SIS and Cynthia May from TS-SIS.

Special thanks go to the staff of the Creighton Law Library who took over the arrangements for this issue while Evelyn Gardner recovered from bypass surgery in August. Welcome back, Evelyn.

ONLINE BIBLIOGRAPHIC SERVICES SIS
MESSAGE FROM THE CHAIR
Elaine Sciohio
Simpson, Thacher & Bartlett

Well, the whirlwind of convention is over. I would like to personally thank everyone who contributed their energies to make the activities of the Online Bibliographic Services SIS so successful this year. It takes the personal commitment, leadership and ideas of many members to keep the section vital.

The highlights of the convention for our section included two panel programs - "New Directions in Interlibrary Loan and Document Delivery" coordinated by Janice Anderson and "The Future of the Bibliographic Utilities" coordinated by Gail Daly. In addition, Alva Stone and Alice McKenzie coordinated the Online Subsystems alternative format sessions which allowed attendees to visit with the experts in informal sessions.

I have made a number of appointments for the coming year. Marsha Baum, University of Connecticut, has been appointed Chair of the Nominations Committee. Mary Gilligan, Pennie & Edmonds, has been appointed to the TSLL Editorial Board. Members were appointed from both private and academic libraries to all committees of OBS. Chairs, who are elected by the committee members, include: Pat Callahan, University of Pennsylvania, Local Systems Committee; Stuart Spore, New York University, RLIN; Carol Shapiro, Fordham University, OCLC Committee. Please feel free to contact the appointees or chairs if you have suggestions you would like to make or if you are interested in joining a committee or volunteering your time.

I am hoping to keep many members busy during the coming year. If you are looking for a volunteer opportunity, please call me. I have asked Anne Myers to investigate the need for an Education Committee for OBS-SIS. The committee would be responsible for developing programs for the convention on an ongoing basis. Right now, we are in the crunch of having only three weeks since the end of convention to submit program proposals. Call her with any ideas you might have for this committee.

We will also be working on firming up some of our procedures this year by writing a Procedures Manual for the Section. This would include deadlines for projects and job responsibilities of each officer and committee chair.

Other opportunities for participation from our members will include article writing. I am particularly interested in accomplishing some of the goals set out for us in the AALL Operating Plan. Increasing the visibility of our SIS and the role of law librarianship in general is one of these goals. I encourage all members to read the plan and to contact me with any implementation ideas you might have and suggestions for article topics.

We have been encouraged by AALL to develop a Strategic Plan for our Special Interest Section. While this is an ambitious project, I think it is a necessary one and I would like to ask for volunteers to help develop a plan and set our Section goals for the next few years.

By the way, election results are in. The officers for the coming year are: Elaine T. Sciohio, Chair; Phyllis Post, Vice-Chair/Chair-Elect; Susan Goldner, Secretary/Treasurer; Karin den Bleyker and Anne Myers, Members-at-Large. We are available to represent you as OBS members. Please let us know what you are thinking.
What a great Annual Meeting! Kudos to all you TS-SIS program organizers and presenters. We sponsored 18 programs and meetings in San Francisco and provided a little something for everyone. I hope you all enjoyed the meeting offerings and local sights as much as I did; the Association and the Local Arrangements Committee did us all proud. Although most of us left our hearts in San Francisco, we are already turning our minds towards Boston. I will soon be receiving the program summaries for the 1993 Annual Meeting. From the summaries presented at the incoming Board meeting, the SIS’s educational offerings should be every bit as strong next year. The theme of the Boston meeting is “Law Libraries, the next generation.” Unfortunately, I’m told that there is no truth to the rumor that the SIS Council will shave their heads for a Picard look-alike contest.

Three new committee chairs were appointed for 1992/93. Marie Whited will be serving as incoming Chair of the Cataloging Committee, Joyce Manna Janto has taken the helm of the Acquisitions Committee, and Mary Burgos will lead the Serials Committee. The other committee chairs are Judy Lauer, Exchange of Duplicates and Mary Cooper Gilliam, Preservation. All committee members were notified by phone prior to the Annual Meeting; follow-up letters are being mailed out even as we speak. You should hear from your committee chair several times this year, either by phone, mail or through the lists. Please don’t hesitate to contact them directly with suggestions or (bless you) to offer your assistance.

We were excited to award the first Renee Chapman Memorial Award for Outstanding Contributions in Technical Services Law Librarianship during the 1992 Annual Meeting. The award was presented to Phyllis Marion for her excellent service both to the SIS, which she helped establish, and to the technical side of our profession. Our thanks to the Awards Committee. I would encourage you to read their remarks included elsewhere in this issue.

The outgoing TS-SIS Executive Board discussed and the incoming Board approved two policies, forwarded by outgoing Chair Janis Johnston, related to funding and budgeting. The first provides the framework for projecting a TS-SIS budget each year. The second provides guidelines for evaluating requests for travel expenses. The policies are reproduced following this column and will be included in the TS-SIS Board Handbook. Janis completed a revision of the Board Handbook which was distributed in San Francisco. She and her crackerjack staff also revised the Section’s descriptive flyer, which looks really slick. If you’d like a copy, let me know.

Building on the excellent work of the Ad Hoc Committee to Investigate Publishing Opportunities for Technical Services Law Librarians, the TS and OBS-SIS Research Roundtable met in San Francisco. I would commend to you the excellent report which is printed in this issue. The TS-SIS Board will be discussing the recommendations soon. As always, we would welcome your comments.

I am excited and a little awed by the prospect of serving as Chair of our vibrant SIS. The other TS-SIS officers will be a wonderful source of support. Incoming officers include: Hope Breeze, Vice-Chair/Chair-Elect; Gary Vander Meer, Secretary/Treasurer; and Members at large Regina Wallen and Phoebe Ruiz-Valero. Janis, of course, remains "Chair Emeritus." The officers and committee chairs are looking forward to a busy and challenging year serving you. Please contact any of us with your concerns or suggestions. I’d be particularly interested in hearing from people who do not, for whatever reason, respond to the survey. You don’t even have to volunteer for anything. We truly are interested in your opinion regarding the SIS and the services we provide. You may reach me by phone: 319-335-9049, fax: 319-335-9019 or e-mail: caitlin-robinson@uiowa.edu. Even snail mail comes to Iowa. Onions or roses, anyone?

### Technical Services Special Interest Section

#### Policy on Budgeting

In order to insure a balanced budget and adequate funds for necessary activities, the Technical Services SIS adopts the following policy:

**Annual Budget:**

At the beginning of each fiscal year (The AALL fiscal year begins October 1, but for purposes of financial planning, the TS-SIS will utilize a July 1 to June 30 calendar), the Secretary/Treasurer, in conjunction with the Chair, will prepare an estimate of expenses for the coming year. To insure a complete estimate, budget projections should be solicited from the Business Manager of TSIL and the Chair of the Exchange of Duplicates Committee. Copies of these budget estimates are to be sent to all Executive Board members.

**Approval of Expenditures**

Committee Projects/Activities:

Each committee chair should prepare a budget estimate for any project the committee plans to undertake. If the total expenses exceed $150, approval must be given by the TS-SIS Chair prior to initiation of the project.

2. Exchange of Duplicates Committee

Before production of each list, the committee chair must receive and approve a budget estimate for the copying and mailing charges. If the expenses for a list exceed $600, approval must be given by the TS-SIS Chair.

3. TS-SIS Chair

The Chair may approve any expenditures deemed necessary that do not exceed $500. All approvals made by the Chair should be communicated to the Secretary/Treasurer. If the anticipated expense exceeds $500, approval by a majority of the TS officers is required.
Phyllis Castle Marion is the first recipient of the Renee D. Chapman Memorial Award for Outstanding Contributions in Technical Services Law Librarianship. The award was presented at the business meeting of the Technical Services SIS on July 19, 1992 in San Francisco. The award honors the memory of Renee Chapman, a colleague who exemplified service to the Technical Services SIS and the profession.

Phyllis' accomplishments on the local and national level are known to many of us. Helped to found the Technical Services SIS and served as its first chair from 1978-80. She was a co-director of the Institute on AACR2 for Law Catalogers in 1980. She was also a member of the Minnesota AACR2 Trainers group, leading several workshops throughout the state on the new rules. In 1981 she published A Manual of AACR2 Examples for Legal Materials. Phyllis also served as the AALL representative to the ALA Committee on Cataloging: Description and Access from 1979-1984, and she currently represents AALL on the Library of Congress Advisory Committee on Foreign Law Classification. She has been a member of several AALL and TS/SIS committees and is a frequent speaker at AALL programs and workshops.

The achievements noted above are among the formal contributions Phyllis has made to the profession. Phyllis also was cited as a "role model for an entire generation of law librarians in technical services." Indeed, she has been an exceptional mentor and teacher for many librarians, not just in law and not just in technical services. She has shared both her knowledge and her enthusiasm unselfishly, always having time to answer a question or provide advice.

The Technical Services SIS Awards Committee is proud to recognize these achievements and to present Phyllis Marion with the Award for Outstanding Contributions in Technical Services Law Librarianship.

TS/SIS Awards Committee:
Margie Axtmann, Chair
Michele Finerty
Virginia Melroy
Gary Vander Meer

ACQUISITIONS
Jean Eisenhauer
Washington & Lee University Law Library

The 1992 AALL convention at San Francisco is over. For those who didn't go, there were several programs of interest to acquisitions librarians. One of the best attended programs was probably the Wednesday morning session, "New Players in the Legal Publishing Arena: A Visit With the Emerging Super-Publishers." Panelists were Richard J. Harrington, President-CEO of Thomson Professional Publishing, Jack W. Simpson, President of Mead Data Central, and Ira Siegel, President of Reed Publishing. I am sure most of us were there to hear what Mr. Harrington had to say about Thomson, and I don't think we were disappointed. Thomson Professional Publishing aspires to become the number one legal publisher; West, Mead Data and Bender are still ahead, but the competitive Thomson is moving up on them.

Mr. Harrington definitely knows where the problems lie in Thomson's acquisitions and seems determined to get them straightened out as quickly as possible. He hopes that the billing problems which Warren, Gorham & Lamont and Clark Boardman Callaghan have will soon be resolved; he implied that heads will roll if they are not. When Thomson purchased Maxwell Macmillan, they didn't know the many problems that company had, but Mr. Harrington believes most of these problems can be resolved. Speaking from personal experience, I certainly hope so.

Mr. Harrington appreciates the fact that there is some confusion as to just what publication is where now. Thomson's goal is to make everything they have purchased a profitable venture. In order to do that, they have had to look at all products and have had to make sure they were not competing with themselves. This, then, is one reason for combining Clark Boardman and Callaghan and for transferring publications between Lawyers Coop and Clark Boardman Callaghan.
Mr. Simpson presented a history of Mead Data Central. It began with the idea of using computers for legal research in 1965, the formation of Mead Data in 1970, the acquisition of the Illinois Code Co. and the Michie Co. in 1988, and ending with the acquisition of JurisSoft in 1989. He noted that in the past Mead Data has not been as responsive as it might have been to its customers' needs and requests, but they are trying to remedy that.

To show just how fast things are changing, the convention program indicated that Mr. Siegel was with R.R. Bowker/Martindale-Hubbell, when in fact the company is Reed/International. I think we got notification of that sometime within the past two or three months. Mr. Siegel had about five or ten minutes to tell us about Reed (a hazard of being the last speaker on a panel), Reed purchased Bowker in 1985 and Martindale-Hubbell in 1990. Mr. Siegel noted some of the improvements that have been made and will be made to Martindale-Hubbell, such as an alphabetical attorney name index.

There was very little time for questions at the end of the presentations and most of these were directed toward Mr. Harrington. Ideally, the program could have used more time; however, all three of these corporations had exhibits in the Exhibit area, so individuals could voice their questions and concerns directly. Also, Mr. Harrington spoke at the Committee on Relations with Information Vendors meeting on Sunday, so there were several opportunities to hear more about Thomson.

Shortly before the AALL convention, Unisys notified its customers that it will no longer supply UN documents. While visiting the Readex exhibit, I was asked if my library would be interested in using Readex as a supplier of UN documents, as someone else had suggested the idea to Readex. I think we will see a need for someone to supply UN documents, so I hope Readex will follow up on this.

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AUTOMATION
Suzanne Devlin
Dechert Price & Rhoads

"Processing Materials-Get Them on the Shelves!"

When technical processing materials in a library, getting them on the shelf quickly is a primary concern. This is especially true in a private law firm library. Over the past 25 years at Dechert Price & Rhoads, the steps involved in processing materials have increased in number and complexity.

The most dramatic changes to the "processing system" were made 4 years ago when the library began to install an integrated online library system. At this time, the strength of the old manual processing system was questioned. Was automating some of the technical functions worthwhile? YOU be the judge. Presented below are the main tasks comprising Dechert's technical processing. First the manual, or "old" system is highlighted. Finally, the advantages and disadvantages to each system is highlighted.

CHECK-IN

Old: b) new serials - set up new cardex card, give material to head librarian for cataloging
c) new book - if supplemented, create cardex card. Otherwise, give to acquisitions librarian to mark received then give to head librarian to cataloging
a) continuation - note volume/issue on cardex file, type spine label and put on shelf

New: a) new serial - input record into serial module database then give to acquisitions librarian to mark received then to technical librarian for cataloging
c) new book - if supplemented, note in online serial database. Otherwise, give to acquisitions librarian then to technical librarian for cataloging

C) continuation - perform automatic check-in of the title, put computer generated spine label on and give to technical librarian for processing

CATALOGING

Old: a) subjects - head librarian assigns 1 of 35 subject classification categories (e.g. SECURITIES)
b) call number - head librarian assigns 2-digit author or title cutter number
c) catalog cards - head librarian, later word processing personnel, type cards, usually 1 author, title and subject each
d) other - cards filled in card catalog drawers and materials placed on the shelf

New: a) other - photocopied title pages of new materials submitted to outside catalogers, they search OCLC for match or perform original cataloging, then download
b) subjects - catalogers follow Library of Congress classification scheme
c) catalog cards - OCLC produces MARC card catalog cards
d) other - catalog cards are forwarded from OCLC and filed in the card catalog drawers

POST CATALOGING PROCESSING

Old: a) Place ownership stamp on title page
b) Type spine label, place on material and put on shelf

New: a) Load MARC records into online catalog
b) Place computer-generated spine label on material
c) Place ownership stamp on title page and outside top edge of materials
d) Assign unique barcode to the material(s), insert date on cataloging/circulation records
e) Place barcode number tag on printed shelflist card
f) Place material on shelf

ADVANTAGES/DISADVANTAGES

Old: In general, the old system required less time than the new system in terms of getting the material on the shelf. Until recently, the old classification scheme was simple; patrons found it easy to follow. As legal materials have become more multidisciplinary, it is more difficult to place them within a few broad categories. To its credit, the old system allowed the head librarian to really know the collection (often remembering details such as color and size as we all do!) since she performed all the cataloging steps. A "new books list" was compiled from cataloging cards and was produced usually twice a year by typing a list. The card catalog because it was "created" by 4 librarians in the span of 23 years, was not consistent. The treatment of subject headings and card catalog
The new system and more steps, many of which are clerical and work time will need to be arranged through the library administration. Student workers should be paid their regular hourly wage for the time spent in the workshop; this can be an incentive for them to attend.

(If you first need to attend a workshop on preservation before you can present one and if your knowledge of preservation issues is slight, don’t hesitate to contact a nearby university library or state library for information. They should be able to help you learn what you need to know. Care and handling issues are not complex and would be a good starting point for a novice in library preservation.)

The workshops I have conducted for our library staff, student workers, and the College of Law staff have been received favorably, especially by those who were not previously aware of library preservation. It doesn’t take long to organize a workshop but the benefits to the library can be long-lasting.

In my workshops I first tell the staff members that they are very important to the workings of the library. Most libraries could not do all of the necessary work without support staff and student workers. Everyone needs to be told of their importance from time to time; too often the only feedback given is negative. Next, I explain that not only are they vital in their assigned jobs but they could help in the efforts to preserve the materials in the collection. They should look at their jobs as repetitive. The tradeoff however, is increased efficiency: a) new acquisitions lists can be produced at any time, b) current bibliographies can be produced in minutes, c) branch libraries, which never had a catalog before, now have a book catalog of their collection, and d) an automated circulation system has been implemented identifying each item with a unique barcode.

CONCLUSION

It is important to note that technical processing was only one function that was dramatically changed from automating the library. Other significant changes were the rearrangement of the collection to Library of Congress call numbers and the use of lasers and barcodes to circulate materials. All these changes could not have occurred without the addition of another staff member in the library. A person who was responsible for implementing all phases of automation. Yet, automation has greatly improved the management of one collection. We believe that this increase in efficiency results in better service to our users.

PRESERVATION

Patricia Denham
University of Cincinnati Law Library

Education of library support staff and student workers is an important but frequently overlooked area of library preservation efforts. Unless you are in a one-person library, you have between one and dozens of library employees in this category who have the potential to do good or harm to your materials. It is up to you to see that their effect is favorable rather than harmful.

Preservation awareness workshops, 30-60 minutes in length, including the showing of a videotape or slides, are excellent forums for discussing issues, demonstrating correct methods of care and handling, and discussing the options available in dealing with deteriorated and damaged volumes.

Permission for the employees to attend a workshop during work time will need to be arranged through the library administration. Student workers should be paid their regular hourly wage for the time spent in the workshop; this can be an incentive for them to attend.

The library workshops I have conducted for our library staff, student workers, and the College of Law staff have been received favorably, especially by those who were not previously aware of library preservation. It doesn’t take long to organize a workshop but the benefits to the library can be long-lasting.

In my workshops I first tell the staff members that they are very important to the workings of the library. Most libraries could not do all of the necessary work without support staff and student workers. Everyone needs to be told of their importance from time to time; too often the only feedback given is negative. Next, I explain that not only are they vital in their assigned jobs but they could help in the efforts to preserve the materials in the collection. They should look at their jobs as more than just "shelving books" or "labeling books." I show them how they can make a positive impact by doing their jobs a little differently and by becoming aware of problems and changing them. They may not realize their value to the library in that context. The student workers in particular may not realize that their shelving of the books, for example, promotes library goals other than just the shelving of the books. They need to be shown that they can make a difference.

I explain the importance of preserving the materials. The books are added to the collection after a selection process and the expectation is that they will be in the collection for many years. It is the responsibility of the library staff to care for the materials so they can be used as long as possible. It also makes economic sense to take care of what you own, since it may be difficult or impossible to replace the volumes if they are damaged or become deteriorated. Library staff members cannot afford to forget about new books after they are acquired and added to the shelves. In many cases, support staff and student workers have more actual contact with the physical volumes and pieces of microfiche than do the librarians since they are directly involved in labeling, processing, shelving, binding, and circulation tasks.

I discuss the various factors which affect longevity of books, including the parts of books (paper, binding, glue), the environment (temperature, humidity, light, pollution), and care and handling. Several problem books are shown to them and I discuss what the particular problems are and how they happened (e.g., books with torn headcaps which had been forced from a tight shelf). In some cases, poor manufacture is a contributing factor but poor handling and shelving exacerbate the conditions.

The next part of the workshop is the viewing of the video. I have been using the 15-minute "Murder in the Stacks" produced by the Columbia University Preservation Department in 1987. In a clever Sherlock Holmes takeoff, it makes the point that preserving collections needs to be done diligently by every staff member and patron.

I next inform the attendees of the options available to me in dealing with deteriorated, damaged or mutilated volumes,
including rebinding, repairing in-house, replacing with a newer edition, a reprint, or the same edition (if still in print), replacing with microfilm, photocopying onto acid-free paper and binding, placing the book in a phase box (made in-house), and withdrawing the volume. I explain that a volume should not be viewed in isolation, that each volume, copy and edition of a title needs to be addressed at the same time.

I demonstrate the correct methods of shelving, such as using bookends to support books in an upright position at right angles to the shelves, not forcing books into a too-small space, turning oversize books onto their spines so the textblocks don't fall down toward the shelves, pushing books together rather than leaving gaps where books can fall on each other, using bookends to separate oddly shaped binders from other books where possible, and pushing books back from the edge of the shelves so they don't collect more dust (but not all the way to the back which inhibits air flow and promotes mold growth; ideally, books should be one inch from the edge of the shelf).

I also explain to circulation staff students what they should look for in books returned to the circulation desk: books loose in their cases, torn or loose headcaps or specs, torn or loose pages, Scotch tape on pages, paper clips, slips of paper, and Post-it Notes in books, pencil markings, pages turned over, brittle paper, mutilation of pages, and loose paper covers. They are instructed not to make any repairs themselves but to bring the books to me.

Processing students are instructed to examine the books they label, especially older volumes being relabeled. New books which have been damaged in transit or which have an obvious manufacturing defect can be caught by these students before they are processed. Replacements should be obtained at no charge.

A 2-page handout listing the proper methods for shelving books and the problems to look for in mail check-in, processing/labeling, and circulation is given to the workshop attendees. I will send a copy of this handout to readers of this column who request it.

Workshops should be repeated at least once a year to reinforce the objectives of diligence in caring for the collection and to make sure new staff members and student workers are aware of the importance of preservation in the library.

The April 1992 issue (No. 49) of Conservation Administration News contains an article on pages 8-13 pertaining to this subject. Entitled "Audiovisual Aids on the Preservation and Conservation of Library and Archival Materials" by Susan G. Swartzburg, the article lists and describes sixty-three slide programs and videotapes which have been produced since 1969. This is the only list of this type of which I am aware. The listings do not include prices but they do have the names and addresses of the distributors. As the author states, "most of the material is available through state and regional agencies, library schools, or from the Library of Congress Preservation Office."

RESEARCH AND PUBLICATIONS
Brian Striman
University of Nebraska Law Library

The purpose of this new column is to provide the following information: 1) to report on the research activities of our colleagues (if known); 2) to provide a research "ideas pool," 3) to discuss research methodology; and 4) to include publishing opportunities for technical services law librarians. It is hoped that this column will stimulate interest in publishing books within and outside of the arena traditionally viewed as technical services librarianship, regardless of the type of library. Information presented in this column will be concise, so interested readers are encouraged to contact the contributing editor for more detailed information.

Elsewhere in this issue of TSLL, you will find a report from the OBS/TS Research Roundtable which had its first meeting at the AALL Annual Meeting in San Francisco. At this time, it is not certain what will come from the recommendations in the report.

The purpose of this first column is to introduce the column and to solicit help. If you are interested in contributing ideas for the column, or want to tell me what you are doing, or are thinking of doing, for research and publication, contact me (see info at the end of the column). I prefer e-mail to other forms of contact in this case, but contact me by whatever means are best for you. If I don't receive any contacts, then I plan on structuring the columns as a mixture of research and publication information in each TSLL, the content emphasis being to provide most current and relevant nuts and bolts information before theory and historical-type information.

For this column I include two relevant items. First, a publication project possibility. The Managing Director of an English publishing house is looking for someone to participate in a project which would adapt a legal thesaurus indexing appropriate English legal journals, to a legal thesaurus for a North American market. If you're interested in the project, contact Alva Stone at Florida State U. Law Library for details. --The second item is to alert you to a publication titled "Legal Information Management Index" published bi-monthly by Legal Information Services, in Sudbury, Mass. This nifty publication indexes 112 legal information management and law librarianship journals, newsletters, newspapers and annuals. Two things that make this publication especially valuable are the keyword index to the articles and that it indexes many of the AALL chapter newsletters, TSLL and a host of AALL section publications like PLL, the CRIV Sheet, etc. If you have access to this publication, I urge you to look at a few issues to get an idea of all the research ideas inside.---

[CONTACT: Brian D. Striman/ U. of Nebraska College of Law Library/ Lincoln, NE 68583-0902; e-mail: brians@unlib. unl.edu/ or bitnet: brians%unlib@unlax1.bitnet; phone 402-472-8286]
The following serials title changes were recently identified by the Cornell Law Library Acquisitions staff:

Air law
  Changed to: Air and space law. Vol. 17, no. 1 (Feb. 1992)-

Annotations to acts & regulations of the Australian Parliament
  Changed to: Federal legislation annotations to...31 Dec. 1989-

CTC reporter
  Changed to: Transnational corporations. Vol. 1, no. 1 (Feb. 1992)-

Canadian citations
  Changed to: Canadian case and statute citations. 1992, issue no. 1 (Jan. 10, 1992)-

Current digest of the Soviet press

European law digest
  Changed to: European current law. Jan. 1992-

Florida international law journal
  Changed to: Florida journal of international law. Vol. 6, no. 1 (fall 1990)-

Info trends: medicine, law & ethics

Jurisprudence (Scarborough, Ont.)
  Changed to: Case law digests (Scarborough, Ont.) No. 1 (Jan. 17, 1992)-

Legal service bulletin
  Changed to: Alternative law journal. Vol. 17, no. 1 (Feb. 1992)-

Malaya law review
  Changed to: Singapore journal of legal studies. July 1991-

National Institute of Justice (U.S.). Research program plan
  Changed to: National Institute of Justice (U.S.). Research plan. 1991-

Schweizerisches Jahrbuch fur internationales Recht
  Changed to: Schweizerische Zeitschrift fur internationales und europaisches Recht. 1/1991-

United States. Tariff schedules of the United States annotated

United States. Office of Export Administration. Export administration annual report
  Changed to: United States. Bureau of Export Administration. Export administration annual report. FY 1986-

Zeitschrift fur Rechtsvergleichung
  Changed to: ZfRv. 32.Jahrg. 1(1991)-

The following serials cessations were identified by the Cornell Law Library Acquisitions staff:

  Ceased with: 2nd (1986)

Correctional Association of New York. Annual report to the Legislature
  Ceased with: unknown

Dictionary catalog of official publications of the State of New York. Serial supplement
  Suspended publication, date unknown

Dispute resolution
  Suspended publication with: no. 27 (1990)
Florida supplement second  
Ceased with: v. 50

FreddieMac reports  
Ceased with: Dec. 1991

International bibliography; publications of intergovernmental organizations  
Ceased with: v. 19, no. 4 (1991)

New York State Commission on Judicial Conduct. Determinations of the New York State Commission on Judicial Conduct  
Ceased with: v. 3 (1982/1983)

New York State criminal justice processing. Felony offenders disposed in...  
Ceased with: 1983?

New York (State). Division of Criminal Justice Services. Annual report  
Ceased with: 1986

Der Schoffe: Zeitschrift fur Schaffen und Schiedsmanner  
Ceased with: 37. Jahrg., no. 9 (1990)

Staat und Recht  
Ceased with: 40. Jahrg., 3 (Marz 1991)

Yearbook on socialist legal systems  
Ceased with: 1989?

N.B. Thanks to Maria Cap, Acquisitions and Serials Librarian at the Los Angeles County Law Library, who has brought to my attention a confusing situation surrounding the Papers and proceedings of the Transportation Law Institute. This title was listed in the last issue of TSLL as having ceased in 1982. Ms. Cap alerted me to the fact that her library is currently receiving a publication with the same title. After making some phone calls, I found out that in 1988, the Transportation Law Institute and the Association of Transportation Practitioners joined forces to issue a new set of Papers and proceedings. The original Papers and proceedings, issued by the Transportation Law Institute alone, did indeed cease publication in 1982.

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**TECHNICAL SERVICES IN SMALLER LIBRARIES**

Carol Dawe

Katten, Muchin & Zavis

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The Roundtable for Technical Services in Law Firm Libraries met in San Francisco for the 5th consecutive year. The idea for a roundtable was first introduced in Chicago in 1987 by Colleen McCarroll, a PLL Board member. From that point on, the Roundtable has been committed to information sharing for the librarian in a firm environment.

At last year's Annual Meeting, we decided to publish a directory of our members. In Minneapolis, a mentor program was developed. This year we are busy working on analyzing the survey on technical services in law firms and recommending guidelines/standards that we can follow. We are a busy, committed group that has achieved a lot in the past few years because of many hardworking, intelligent people who are willing to give a little bit of time and effort to make a difference.

It was my suggestion to the Roundtable that we associate ourselves with TS-SIS because their expertise would better serve our needs. Now I am not so sure. I am beginning to wonder what the focus of AALL's Special Interest Sections is or should be.

The Roundtable was one of the only time slots at this year's Annual Meeting that was directed toward the technical service needs of law firm librarians. Why is this? This was one of the topics discussed by the eighteen Roundtable participants. We have heard over and over that PLL members do not volunteer enough. We have heard over and over that meetings must simply overlap because there isn't enough time at the convention to accommodate everyone.

Some will say that firm librarians aren't involved enough in TS-SIS. Very few firm librarians attend the annual business meeting because it is always held during the time of the PLL luncheon. We can't be in two places at the same time. I have skipped the luncheon four years in a row. I am debating what to do next year. I attend the TS-SIS business meeting and the only items of interest to a firm librarian are usually reported by me in regards to the work of the Roundtable.

I think as an SIS we have to evaluate what our purpose is. Who is our audience? Who do we serve and what are their needs? We need to retool and rethink because firm librarians for one are tired of the same old reports year after year. What are we doing that truly effects us as professionals? That should be the question for the Association as a whole and not just the many dedicated members of various Roundtables who are given an hour a year to serve the needs of many interested and yet frustrated individuals.

The TS-SIS Board is aware if these concerns but we need to hear from the membership as a whole.
The meeting was called to order by Alva Stone, Chair, at 3:15 p.m. Thirty-two members of the section were present. The minutes of the 1991 business meeting were approved.

Susan Goldner gave the Secretary/Treasurer's report. Ballots were sent to the 505 members of the Section and 32% responded. The new officers for 1992/93 are Phyllis Post as Vice-Chair/Chair-Elect and Karin den Bleyker as Member at Large. Destruction of the ballots was approved. On June 30, 1991, the balance in the OBS-SIS treasury was $4,703.96. Expenses were $170.68 for food and beverages at the 1991 Board meetings and $242.47 for printing and mailing the 1992 ballots. Income for the year was $3,130.21. Effective June 30, 1992, the balance was $7,421.02.

As old business, Alva Stone announced the OBS-SIS sponsored programs at this year's Annual Meeting. The system oriented discussion groups she proposed last year in TSLL received no response. If there is interest expressed at the program "Online Subsystems: Revisiting the Experts," perhaps it will be pursued in some form in the future. The Research Roundtable's first meeting was announced. A new OBS-SIS brochure was distributed.

A news release was prepared and distributed concerning the Local Systems Survey. A $1410 grant was received from AALL to complete the survey. The first edition of the resulting Directory of Law Library Systems has been approved for inclusion in the AALL Publications Series. It will be published by Fred B. Rothman & Co. before the end of 1992. Special thanks went to: Carol Nicholson, Project Manager; Ann Myers and Suzanne Harvey who developed the survey instrument; Mary Cleland, Karin den Bleyker, Linda Davis, Brenda Grasmick, Barbara Szalkowski, Janetta Paschal, and Jane Walsh who did data entry; and Mary Lou Corbet and Linda Davis, copy editors.

The final item of old business was a revision of the bylaws. The revisions were published in the May, 1992 issue of TSLL. They include: changing the nomination and election timetables; defining office holding eligibility; clarifying the procedures for filling an office vacancy; and establishing informal discussion group formation. All revisions were approved without discussion.

Alva Stone gave a report on the SIS Council meeting on Saturday, July 20, 1992. Issues include: proposed changes in the SIS accounting methods; SIS newsletter package plan subscription contribution of $2.70 to each SIS for each subscription; and proposed removal of "Special Interest" from the name of the Sections.

The OBS-SIS Committee Chairs gave reports as did the Editor of TSLL. These appear separately in this issue of TSLL.

Elaine Sciolino took over the meeting as new Chair. She reported that of the 400 membership surveys sent out this spring, only 10% were returned. She has made committee appointments, but encourages other members to volunteer. Marsha Baum will be Nominations Chair.

The AALL Public Relations Committee will do PR for the Sections. They need input in the form of articles about Section and Section member activities. Each Section has been asked by AALL to do long range planning, and that will be a goal for this year. In conjunction with this, Elaine would like to create a procedures manual for the Section.

Elaine is particularly interested in starting Roundtables that appeal to more than just academic librarians. One she proposed is a Roundtable for Reference Users of Local Systems.

The final portion of the meeting was devoted to program planning. Changing the scheduled time for program planning from Saturday afternoon to some other time was discussed. It was decided to create an Ad Hoc Committee for Education to consider programs for upcoming Annual Meetings. If successful, this could become a standing committee. A number of programs were suggested and discussed. They included: ergonomics; improving RLIN and OCLC searching skills is a possibility.

The meeting was adjourned at 4:40 p.m.

Respectfully submitted,
Susan Goldner
OBS-SIS Secretary/Treasurer
available to all. A new project to collect gift policies from all types of libraries was just started by the committee. Carole Hinehcliff is the coordinator and all members are encouraged to submit their policies to her at Ohio State University.

2) Cataloging & Classification Committee: Ann Sitkin reported that the committee is presenting four programs this year (listed in the Committee’s report). The committee also scheduled a roundtable discussion with Jolande Goldberg and Rebecca Guenthej of LC to speak on the new US classification format. Other activities this year include sending Alva Stone as the AALL representative to ALA’s Subject Analysis Committee, a poll of the membership at the request of CC:DA and Ben Tucker on LC’s cataloging modifications proposal. The response of the library community was so overwhelmingly negative that LC withdrew the proposals for descriptive cataloging changes. Ann introduced Marie Whited as the incoming chair of the committee.

3) Preservation Committee: Mary Cooper Gilliam reported that the committee sponsored and co-sponsored two programs this year: “Disaster Planning for the Law Library: Why and How,” and “Ephemera: To Collect or Not.” The committee sent Will Meredith as its first AALL liaison to ALA. An ongoing dialogue with the AALL Preservation Committee, chaired by Margaret Leary, was begun.

4) Exchange of Duplicates Committee: Janis Johnston presented the summary report for this committee. There were 172 libraries participating in this project during 1991-92, including 7 new libraries and a loss of 15 libraries from 1990-91. The committee sent out six lists and will send one more. One of these lists is a special list on ABA newsletters.

5) Serials Committee: Janis also presented a summary for her committee. No program proposals were accepted for this year’s convention, but the Education Committee asked them to resubmit “Europe 1992: Materials to Meet Information Needs” for the Fall meeting. (Current projects of the three special committees are listed in the committee report.) Mary Burgess will be the new Chair.

Margie Axtmann reported for the Awards Committee. Phyllis Marion is the first recipient of the Renee D. Chapman Award. Phyllis was recognized, and presented a plaque.

TSLL editor Pat Denham presented the 1991-92 annual report for the newsletter. This report is included elsewhere in this issue.

Janis Johnston reported on SIS Council: Merle Slyhoff is the incoming Chair. The major issue this year was a proposal for the SIS’s to take control of their treasuries, that the SIS Secretary/Treasurers establish individual accounts. All transactions would go through the SIS Treasurer rather than sending checks and bills to Headquarters. All SIS’s have to choose the same option. Three SIS Chairs are to study the possibilities and to report to the Council next year. Another issue is to drop the term “Special Interest” from Special Interest Sections and just retain the term “Section.” There will be a poll in the AALL Newsletter to gather opinion.

Janis then asked the AALL representatives to present their reports:

Reports of CC:DA and MARBI representatives Regina Wallen and Diane Hillmann are included elsewhere in this issue.

Subject Analysis Committee representative Alva Stone reported that the forthcoming Subject Cataloging Manual will contain a volume for classification which is helpful for classification and shelllisting, that the LC Subject Cataloging Division and Office of Cataloging Policy monitor AutoCat and consider their own online newsletter to be available on Internet or Bitnet. There was discussion on whether LC should convert all its classification to any kind of machine readable form and not to wait for the completion of the MARC format. Reclassification of JX to KZ and its impact on general academic libraries was discussed. Finally, the results of the questionnaire in the Cataloging Service Bulletin about alternate classification numbers were mentioned. Because libraries overwhelmingly depend on these numbers, LC will possibly not discontinue this practice. LC is also considering developing a new code for authority records and to define whether a subject heading can be divided geographically.

NASIG (North American Serials Interest Group) representative Cecilia Kwan explained that NASIG’s purpose is to promote communication between various segments of the serials community. This year’s annual meeting focused on scholarly communication and networking technology. Subscription agents and system vendors demonstrated a great deal of enthusiasm and librarians’ input is vital. She urged librarians to participate.

PLMS (ALA’s Preservation of Library Materials Section) representative Will Meredith reported on some of the interests of PLMS, including imaging education, disaster training, and a survey of micro publishers.

SISAC (Serials Industry Systems Advisory Committee) representative Norma Feld reported mainly on barcoding unbound serial items. There were demonstrations at ALA on the uses of the technology of barcoding.

Janis recognized Jolande Goldberg for her effort in completing the K schedule. Jolande thanked the members for their encouragement and support. She announced that the schedule will be published soon.

Carol Dawe reported on the Roundtable for Technical Services Librarians at Law Firm Libraries. A discussion is taking place in association with the PLL Committee on Standards.

Martha Childers reported on the TS/ONS/Reader Services SIS joint reception at the Circle Gallery. Janis recognized Martha’s hard work.

The meeting was turned over to Caitlin Robinson, the new Chair. Caitlin commented that about 100 members attended this meeting. She sent out more than 620 surveys with a 22% response rate. She appointed 80 members to five standing committees. She recognized Janis and the outgoing committee chairs Jack Montgomery, Ann Sitkin, and Mary Hudson.

The meeting was adjourned by Caitlin.

Respectfully submitted,

Mon Yin Lung
TS-SIS Secretary/Treasurer
OBS LOCAL SYSTEMS COMMITTEE
Patricia Callahan
University of Pennsylvania Law Library

The Online Bibliographic Services SIS Local Systems Committee met at the AALL Annual Meeting in San Francisco on Sunday, July 19 from 12:00-1:00. There were 15 people present.

Pat Callahan, Committee Chair, made some general announcements. Carol Nicholson, University of North Carolina, reported on the Law Library Local Systems Directory, which will be published by Fred B. Rothman (look for more information on the directory in the OBS column).

Pat then asked if there were any suggestions for programs for the 1993 convention in Boston. Several topics were mentioned, including one on the impact of technical services local systems decisions on public services-sometimes what technical services staff think are good decisions don't work well for the public. The possibility of a roundtable discussion for reference users of online catalogs was also mentioned.

A respondent to the OBS survey had requested a listing of Internet addresses for online catalogs. This will be a good project for the Committee to undertake during the next year.

The group then discussed several local systems issues, including documenting decisions and enhancing online catalogs by adding periodicals indexes, etc. The second topic will probably be discussed in detail at next year's meeting.

Since there was no further time for discussion, the meeting was adjourned.

OBS OCLC COMMITTEE
Carol Shapiro
Fordham University Law Library

The OCLC Committee of the OBS-SIS met Tuesday morning, July 21, 1992, in San Francisco. Carol Shapiro [212-636-6912] was elected as the new Chair to serve a two-year term through 1993/94. Ann Dodson was present as OCLC liaison.

The focus of the meeting was on the new authorities search enhancements which were installed by OCLC in May 1992. Phyllis Post led the group through a presentation on these enhancements which included an emphasis on the basic organization of phrase indexes. Examples of the various ways to search for complex headings such as congresses, treaties and manuscripts were shown. (Anyone who would like to have photocopies of these examples may have them by calling or writing to Phyllis.) Law librarians should especially be aware of the various options for searching for treaty headings successfully. The important point to keep in mind is that with these enhancements now all authority records can be retrieved.

After this discussion a question and answer session was held. One concern expressed by several present was that they did not always receive certain mailings and/or announcements from OCLC. The consensus of the group was in support of publishing checklists in TSLL of such recent mailings. [Thanks to Phyllis Post for these meeting minutes.] We may be able to do this for some but not for all the networks’ mailings which are often more useful. My two bits on this is to know who is the OCLC and network contact person in your institution and be sure to request routing. If possible, use a position title (e.g., Cataloger) rather than a specific name for mailing lists so when a person leaves the mail sorters don’t dump their mail. Also alert check-in staff (perhaps with a dummy record) to route OCLC materials.

Reminder: PRISM ILL cutover is Dec. 14, overnight. Encourage ILL staff to start learning now—it’s not just a matter of the screen looking different. It may help to emphasize that the features such as the combined author/title searches and title browse will be especially useful for their work.

Warning: glitch in combined derived author/derived title searches using the "in" command: the program searches only the 245 field for the title, resulting in false no-matches when the title you want is a 740 (or maybe a 4xx or 246). Various author fields, however, are indexed for this search. Lauren Pinsley of the SUNY/OCLC network staff has confirmed and complained about this to OCLC headquarters.

It seems to me, despite the duplicate record check programs in place at OCLC, multiple records exist for many legal titles in the database. In these times of increased search charges and decreased staff, having to sort through three or four records per title when doing a big project such as the LLAGNY Union List or cataloging state primary materials or serials or the large looseleaf service is frustrating. Might we want to initiate OCLC some cooperative projects to clean up and monitor these kinds of records? Would marking model records be useful? If such projects sound useful, let me know so the committee can work on proposals for them.
The RLIN Committee meeting was held on July 21, 1992 at 7:30 a.m. Karen Bendorff and Win-Shin (Stella) Chang from RLG were present to answer questions.

1) Future RLIN access options

Win-Shin explained that RLG had two ongoing initiatives relating to access to RLIN for input/output (e.g., cataloging and ILL work).

a) Asynch access via SPRINTNET. This is intended for libraries who do not wish to maintain a dedicated line. This option is expected to be economical only if used less than 24 hours a month.

b) EtherTerm. This is software for accessing a dedicated line from an ethernet LAN. It will allow multiple PC terminals to share a single bisynch modem.

c) Internet. RLG is pessimistic about doing real time input/output via the Internet. This is mostly due to diffuse Internet governance and consequent reliability problems.

2) Pricing policy

Win-Shin said that there will probably be little change to basic pricing policies for technical processing, but more and more subscription based resources will be loaded on the system. She reviewed the status of ShaRes.

3) Online indexes

Win-Shin explained that law oriented index files would be available on an annual subscription basis. Subscription costs will be based on user population. Sample costs for the Index to Foreign Legal Periodicals are from $900.00 to $1800.00 and the World Law Index are from $600.00 to $1200.00.

Alternatively, indexes may be made available on a per search basis where each search would count as multiple RLIN searches. The exact multiplier has not yet been set.

Index to Foreign Legal Periodicals and World Law Index will be available as of August 1st. Win-Shin will be surveying law libraries to get ideas for other indexes that may be loaded in the future.

4) Index to legal essays

Legal essays indexing has been tabled and is not expected to move forward until a more complete array of legal periodicals indexes is available online. This project was intended to catch articles missed in the other indexes.

5) MARC holdings

Karen Bendorff explained that RLIN can now store holdings data and that RLG is working on a project to map MARC holdings information to RLIN holdings records for Harvard Law. RLG will support true storage, display, and passing of MARC holdings following format integration (i.e., sometime in 1993). MARC holdings fields will be concatenated on bib record and the system will allow multiple holdings records to be attached to a single bib record. Karen noted that MARC holdings records were complex and the implementation is a difficult job.

Asked if it would be possible to map the MARC holdings fixed field "Intent to Cancel Date" before 1993, Karen replied that in general partial implementations were not a good idea, but that RLG would consider the idea.

6) Dataloads

Karen explained that the RLG Dataloads Group was at present understaffed and had been very busy with Citadel work. Consequently, they "have not been able to give data loads the attention they deserve." She reviewed the process for arranging test and ongoing data loads, both of which should be requested through RFC.

She announced that RLG would install equipment to support Innovative Interfaces cartridge tape data loads by Halloween 1992. Following installation, III data loads will be scheduled. Karen says RLG considers that it is obliged to support tape equipment actually in use by member libraries. She also indicated that DAT tapes would be supported if these came into wide use.

Karen went on to announce that a pilot project using ftp for data loads will begin in November with six institutions and that she would try to see that a law library was included. So far problems with using ftp for data loads have involved special MARC record character sets, among other things.
TS ACQUISITIONS COMMITTEE
Joyce Janto
University of Richmond Law Library

The Acquisitions Committee is starting a project to collect weeding/cancellation/deselection policies. The policies should be sent to Alice Pidgeon at Pace University.

TS CATALOGING AND CLASSIFICATION COMMITTEE
Ann Sitkin
Harvard University Law Library

The business meeting was held July 19, 1992. Brian Striman agreed to be secretary for the meeting. The Chair reported on the committee activities of the past year, including a summary of the four programs at the San Francisco meeting and the 1992 Cataloging Institute. The four programs sponsored by the committee were: “Hooked on Holdings”—a two-part program on MARC holdings format for summary and item data; “Law of Asia, Eurasia, the Pacific Area and Antarctica”; “Breaking the Codes: Cataloging for Non-Catalogers,” and, “On the Cutting Edge: CC:DA, MARBI and SAC.”

Ann Sitkin made the following announcements: 1) a cataloging and research exchange program pilot project at LC will begin, in which non-LC catalogers work for a time at LC and LC catalogers exchange with the institution that sent the non-LC cataloger to LC, 2) Alva Stone agreed to be our AALL representative to ALA’s Cataloging and Classification Subject Analysis Committee (SAC), 3) read a letter addressed to Ben Tucker honoring his many years of outstanding service and commitment to law cataloging particularly in the area of descriptive cataloging helping advise law catalogers with their questions (the letter was signed by those present after the meeting was adjourned), 4) Marie Whited is our law representative to the Library of Congress, 5) Rebecca Gunther will demonstrate LC’s format classification on a computer at the convention, and 6) that Jolande Goldberg has finished the law, class K schedules.

Reports were given by Diane Hillmann, AALL representative to MARBI; Regina Walen, AALL representative to CC:DA, Alva Stone, AALL representative to CC:SAC; Jolande Goldberg from LC; Phyllis Marion, AALL representative to LC’s Law Classification Advisory Committee. Those reports should be reported in detail elsewhere in this issue of TS.

Ann introduced the new Chair of the committee, Marie Whited, Law Cataloging Liaison Specialist at the Library of Congress (no longer at George Washington U.). Marie asked for program ideas for the 1993 AALL Boston meeting, and spoke about the need for a “discussion program” where catalogers/classifiers could meet and just talk open-forum style; she also talked about a Law of Asia workshop. Marie said she will get an Internet electronic mail address and will announce her address so members could contact her via e-mail.

TS PRESERVATION COMMITTEE
Mary Cooper Gilliam
University of Virginia Law Library

The TS-SIS Preservation Committee met on July 19, 1992 from 12 p.m. to 1:30 p.m. in San Francisco. The report of the Special Committee on Preservation Needs of Law Libraries was discussed in some detail, particularly the areas that relate to the TS-SIS Preservation Committee. The TS-SIS Committee will retain the main responsibility for programs and workshops, and the Committee will encourage its members to submit articles for the preservation column in the AALL Newsletter. Several other items were left on the agenda for the committee, such as collecting preservation instruments for deposit at Headquarters. Potential topics for programs for the Boston meeting were also discussed. The committee will be submitting four program proposals: Scanning, Mass Deacidification, Hard Choices, and the Selection of Materials and Condition Surveys. Also, the committee members discussed a day trip to the New England Documents Conservation Center in 1993 and plans to have a table in the activities area to publicize the committee and its work.
During 1991-92, members of the Serials Committee were involved in a variety of activities. Three special committees were active. They are:

SPECIAL COMMITTEE ON ANSI STANDARDS FOR UNIFORM BAR CODES AND EDI was co-chaired by Norma Feld and Cecilia Kwan. Committee members examined a variety of legal publications and, in most cases, recommended that the SISAC symbol will be useful for serials check-in. During the next year the committee will work with automation vendors, publishers, law reviews, printers, and agents to encourage use of the SISAC symbol.

SPECIAL COMMITTEE ON SHARED HOLDINGS, chaired by Mary Ann Van Cura, has been monitoring current developments in shared holdings. The Chair also serves on an ALA committee that is carrying out a survey to determine whether there is interest in a shared holdings database. Several system vendors have shown interest in shared holdings.

SPECIAL COMMITTEE ON SERIALS STATISTICS GUIDELINES, Paula Tejeda chairs this committee. She prepared a motion to the AALL Statistics Committee regarding problems and inconsistencies in the collection of ABA serials statistics.

Norma Feld served as Liaison to SISAC and Cecilia Kwan served as liaison to NASIG. On behalf of the Serials Committee, Mary Ann Van Cura reviewed the proposed NISO standard Z39.71 on Holdings Statements for Bibliographic Items.

The Heads of Cataloging met on Sunday, July 19, from 3:00-4:00 p.m. Attending were representatives of 15 member libraries, as well as 7 observers. Judy Vaughan-Sterling, meeting coordinator, served as secretary.

The main topic of discussion was the future of the group's annual collection and dissemination of cataloging statistics in light of the great variability of libraries' definitions of retrospective conversion, recataloging, and catalog maintenance activities revealed by the survey undertaken in 1990 by the Committee to Study Cataloging Statistics, chaired by Patricia McCoy (University of Chicago Law Library). The group decided that the collection, dissemination, and discussion of yearly statistics is still a useful process, but that it is not worth attempting to standardize the aforementioned statistical categories across institutions. A decision was also made not to include with each year's statistical results the worry suggested by Stuart Spore; instead, the listing of libraries in rank-order by level of productivity will still appear on the final statistics. Additionally, the group agreed to cease reporting LC/member hit rate, due to the feeling that the figure reported tends to reflect, in some libraries, only the ultimate source of cataloging copy, and not an actual hit rate at the time of the first search of a bibliographic utility.

Backlog reporting was also discussed, with some libraries indicating that they report actual backlog only uncataloged current work, not all older, uncataloged materials. Some libraries indicated, in fact, that they had actually been weeding their backlogs, thus reducing their size.

Also discussed was the amount of catalog maintenance done on existing RLIN/OCLC records. Some libraries have had to curtail such maintenance because of financial, hardware, or staffing constraints; those who are able to tapload to the utilities are able to keep their records up to date much more easily. Libraries using Innovative Interfaces systems are particularly eager for RLIN to develop the capacity to read their tapes.

Noting the number of observers present at the meeting, and on the annual mailing list, and in response to questions received from several observers over the course of the past year, Judy Vaughan-Sterling asked for a clarification of membership criteria for the Big Heads group. Melody Lembke (Los Angeles County Law Library) explained that membership has long been limited to libraries with collections of 300,000 volumes or more, mainly to keep the size of the gathering small enough to facilitate active discussion each year. The meeting time expired with no time for further discussion.

The Research Roundtable met on July 21st in San Francisco. This was the first Roundtable created jointly by both SISs to foster shared information on research with the emphasis on activities of technical services law librarians.

Although the meeting began at 7:30 a.m. and was scheduled concurrently with 8 other TS-OBS meetings, the Roundtable did have 8 attendees. After some initial discussion about the Roundtable's purpose and direction, the group made the following recommendations which were submitted to the current TS and OBS Chairs:

1) That an AALL educational program be proposed for the 1994 AALL Annual Meeting in Seattle. The proposal would call for a two-part program, to include speakers in technical services law librarianship who have published (e.g., Alva Stone,
Jean Stefancic, Elizabeth Matthews). The speakers would discuss how they went about the process, from the idea, to the research, to the final publishing. Another portion of the program would be speakers who would talk about publishing opportunities for tech services law librarians. Plenty of good, useful handouts would be included with a lot of nuts and bolts aspects of research and publishing.

2) That a column be started which would include all elements of research, from bibliographies on the topic which relate to librarianship research, to current articles and books being published. That the column appear in TS-OBS.

3) That the Research Roundtable continue and that it should be scheduled not to conflict with so many other TS-OBS meetings, and that coffee and rolls be sponsored by the sections if it meets prior to 9:30 a.m.

4) That more discussion be generated, looking at the question of how we, as tech services law librarians, can foster research; establish and maintain a "research ideas pool;" disseminate the ideas in the "pool" out to the membership; and, can create an awareness and interest in research that goes beyond the traditional topics in the technical services area, reaching out also to librarians from all types of law libraries.

5) That someone, or group, needs to look at all the avenues for research support, from our own association (AALL), our local AALL chapters, our institutions, firms or agencies, and any other outside funding to support research in our areas of interest. Then, after finding research support opportunities, the person or group publishes the findings via TSLL, or the AALL newsletter.

6) Finally, that we use the AALL Newsletter as the vehicle to create awareness of current activities tech services law librarians.

There were several issues of interest to the law library community discussed at MARBI this year, though in general this set of meetings was remarkably devoid of controversy. Controversy will come, however, as we return to the Multiple Versions issue within the next meeting or so.

92-10: Addition of Subfield $k to Bibliographic Field 651 and to X51 Authority Fields

This proposal sought to define $k in geographic headings to accommodate the phrase portion of headings such as "in art."

The proposal engendered a great deal of discussion, some of it more general in nature than might have been expected. Some of the discussion centered on the fuzziness of the principle of separate entries for different editions. The document and related guidelines have been forwarded to MARBI for consideration. The MARC format will need to be changed to allow for additional bibliographic fields. The MULI?ER document will be available shortly for comment.

CC:DA also approved the guidelines for the formulation of bibliographic descriptions for items of interactive media, such as the CD-ROM. The Harvard Law School Multimedia Video Library. Basically, the container will be the chief source of information and if an item is made up of more than one physical part, each of which is contained in a container, the containers collectively will be treated as the chief source. These guidelines will be forwarded to the Joint Steering Committee to consider adding a new chapter to Part I to AACR2. They will also be available soon from ALA.

The Library of Congress has withdrawn its cataloging modifications document mentioned in my last report. The proposed simplifications were overwhelmingly rejected by the cataloging community.
92-18: Addition of 7XX Linking Fields to the Authority Format

This proposal pertained to the definition of the 7XX block in the authority format, to be used for linking purposes. Linkage would be between established headings and subdivision records, and between established forms in different thesauri. A suggestion was made to add a $5 to the proposal to parallel other authority usages. Discussion $8 in this context was deferred for further discussion of $8 generally (prompted by a concern brought up during a $8 discussion in the holdings format last year.)

The proposal passed, with the 784 portion dropped (it was felt to be too similar to 781).

92-12: Addition of 18X, 48X, 58X Fields to the Authority Format

This proposal called for new fields in order to specifically tag data pertaining to separate subdivision records. There was some discussion about the difference between the 181 and 184 headings (see above), and it was decided that whatever difference had been seen at the time of the writing of both proposals had been lost to memory. All $X4 headings were dropped throughout the proposal and it was passed.

92-13: Changes to Bibliographic Fields 024 and 037

This proposal attempted to regularize the uses of the 024 standard recording number and 037 stock number by changing field definitions and subfields so that all barcode information would be handled in the 037 field.

Discussion focused on the differences between eye-readable and scannable numbers and their potential uses in bibliographic records. Problems brought out included the need for detailed instructions for inputting these kinds of numbers in order for them to be useful and the variation in standards for barcodes in general.

The proposal was rejected and sent back to LC for additional work.

92-15: Enhancing Field 505 (Formatted Contents Note)

This proposal called for the addition of new coding to the 505 field in order to facilitate access to contents information. Though earlier iterations of this proposal had received intensive scrutiny at prior meetings, several issues remained for discussion. A suggestion to add a display constant "table of contents" was dismissed, and a change in the definition of first indicator value 8 was made ("none of the above" rather than "no display"). The first indicator definition was also changed, from "type of contents note" to "display content controller."

There was some discussion of $5 for statement of responsibility, but the consensus was that there was no other way to distinguish authors from titles without hindering the continued use of $5 in older contents notes.

Some discussion continued on the usefulness of an increased level of enhancements and content designation for this field, but there was not much support for it. There was a suggestion that SGML be used for contents information, but most felt that this felt too much like full-text-retrieval.

This proposal passed, with changes.

92-21: Addition of Fields 873-875 (Item Information) to the USMARC Holdings Format

This proposal suggested the addition of new fields to accommodate item level information, as opposed to a separate item format.

As expected, this proposal generated a great deal of discussion. The subcommittee which developed the proposal used as its model situation the transfer of circulation information from one vendor's system to another. They decided to limit severely the amount of transaction oriented information they included, with the exception of circulation history, and possibly, item status.

The point was made that in many systems the loan period or code means different things depending on its interaction with a patron group. There was a suggestion that a date be associated with the item status, but some felt that was too transaction oriented. It was pointed out that a Z39.50 query between systems might need both information on a loan period and a transaction date to relay information on circulation to a non-local patron. Further discussion on options for dates associated with item status brought out the point that a distinction needed to be made between transmitting textual dates (which would need no separate field) or processable dates (which would need separate coding.)

The place of cost information was also discussed. The Microfil community [a vendor group which provides books and pre-processed MARC records to public and other small libraries] was very interested in this information, though some felt that like other cost information carried in the bibliographic record, its usefulness might be limited over time. Suggestions were made to add an area for a processing fee to be associated with the purchase price of materials, and also mention was made of a need for currency information.

Considerable discussion was generated on the parallelism between 863/4/5 and 866/7/8, and what options would be available for linking 873/4/5 information to particular pieces of a holdings statement. The original proposal did not allow for compression of 863/4/5 information when adding item information, but this was determined to be unnecessarily restrictive. There was general consensus that the use of $3 as a "linking" technique (really a "referral" technique) was useful, and that either $3 or $8 linking techniques could be used with 863/4/5. The $8 links might be more appropriate with 866/7/8. There were questions from the Microfil group concerning the efficiency of these techniques with multiple copies (rather than complex or long holdings, which others were focusing on.)

Some concern was also expressed about prior uses of the 873/4/5 block, and a decision was made to move the proposed fields to the 876/7/8 block.

The proposal was sent back to LC for redraft, to use the new number block and include more flexible wording on compression and multi-copy and mixed order examples.

92-22: Additional Changes to Subfield $y (regularity) in Fields 883-885 of the USMARC Holdings Format

This proposal emanated from discussions last year on coding complex publication patterns. Extensive discussions of some examples provided with the proposals uncovered some problems and inconsistencies.

The proposal was accepted in part, but the $y repeatability portion and exceptions was sent back to LC for further study. The use of last, and next to last codes were redefined to apply only to weeks of the month, not weeks of the year.

Discussion paper 57: USMARC Data Elements for Qualifiers

This paper discussed the possibility of defining new USMARC data elements for certain qualifiers included in access fields.

There was fairly weak support and varied opposition to this proposal, which died quietly.

As always, inquiries, requests for clarification and opinions are welcome. Please contact me at dh5@cornell.cit.cornell.edu (or dh5@cornell.bitnet for Internet.)
The Subject Analysis Committee (SAC) met three times at the ALA conference in San Francisco in June. Topics addressed which are of interest to law libraries include: ongoing developments with LC law classification; revisions to Soviet Union headings; new LC publications and changes in LC authority records; and the examination of form data in subject headings, including ‘problem’ subdivisions like LAW AND LEGISLATION.

Class KL-KWX (Law of Asia, Eurasia, Africa, Pacific Area and Antarctica) is almost completely indexed; publication is expected in late 1992 or early 1993. The revision of subclass IX, affecting a removal of public international law subjects to a new class, KZ, Law of Nations, has generated controversy among some general academic libraries. One concern is that these libraries may not be able to continue collecting such materials if they no longer fit the ‘political science’ selection criterion.

The break-up of the Soviet Union means that about 1,000 authority records need revision. The republics are being changed first; LC will deal later with ‘Soviet Union’ headings, after further consultation with the Bureau of Geographic Names.

The 15th edition of Library of Congress Subject Headings has just been issued, in four volumes. A new volume of the Subject Cataloging Manual, volume F, Classification, will be available in August or September. Results of a questionnaire regarding the assignment of dual classification numbers for titles in series which LC classes as a set indicate that many libraries are dependent on the separate class number; there is no official announcement, but it is doubtful that LC will discontinue the practice.

SAC was asked by LC’s new Director for Cataloging, Sarah Thomas, if the LC class schedules should be converted to any kind of machine-readable form, or if it should only be done in the new MARC Format, which would take longer. While the first method might help LC with ongoing revision and new editions of the schedule, the Committee members were concerned that such a version would not be as easy to use by online classificationists, nor by systems designers wishing to enhance subject access in online catalogs.

The Committee also considered a proposal submitted by Mary K.D. Pietris for expanding the ‘direct/indirect geographic subdivision’ byte values in subject authority records. The new values would carry more meaning and provide more control. For headings like MEDICARE or AFRO-AMERICANS, for example, a code might show that these may be subdivided by place, but not by UNITED STATES because United States is inherent in the heading. After some discussion, SAC endorsed the proposal and encouraged Mrs. Pietris to request that a discussion paper be written and submitted to MARBI.

Two of the recommendations from the 1991 Airlie House Subdivisions Conference will not be acted upon by LC until the SAC Subcommittee on Form Data has made its report. The Subcommittee has nearly completed its first charge, that of defining what ‘form’ means, whether a subdivision or a main heading. At ALA Midwinter we will continue to discuss the possible use of special codes for form subdivisions (perhaps a subfield j) and form headings (tag 655). Coding which distinguishes forms from topics is deemed desirable for machine validation of the order of subdivisions; it may also increase the patron’s options for access to these types of materials in post-coordinated online searching. The Subcommittee also plans to make specific recommendations concerning certain problem subdivisions. For example, we may propose that --CONGRESSES be revised to --CONFERENCE PROCEEDINGS, to make this more descriptive of the actual form of the content. We will also look at anomalies such as --LAW AND LEGISLATION, which has always been used as either a form or a topical subdivision. If separate coding is established for forms, and all form subdivisions must come last in the subject string, then how can we show the difference between a book about laws and a book which consists of transcripts of the laws themselves? Any opinions on this matter would be appreciated. (I have a discussion paper, listing various options, which I will be happy to copy and send to anyone who requests it.) Write to: Alva T. Stone, Law Library, R-46, Florida State University, Tallahassee, FL 32306. (My Internet address is: alva@rai.cc.fsu.edu)

The theme of the annual conference of the North American Serials Interest Group this year held June 18-21 was Scholarly Communication and Networking Technologies. Scholars, publishers and librarians analyzed past, present and future modes of scholarly communications and how technological changes might affect ways research and teaching would be carried out.

One view was that the economic and organizational roles of libraries have gotten out of sync. Economically, budget pressures mean that libraries are narrowing their focus on a single part of scholarly communication, that of the journal, at a time when they should be taking the widest possible approach in their collecting mission. Change of focus from collection to access (e.g., articles on demand) also has ramifications on the traditional role of libraries. Patrons already have a very narrow idea of what libraries are good for. Focusing on getting patrons what they say they need only serves to emphasize that narrow view and strengthens a passive role for librarians that is discomforting.

The sea of networked information is posing a dilemma for the library’s organizational role. Cataloging assumes that materials are of lasting value. Electronic ‘publishing’ jumbles things of lasting value and those that are transitory. Techniques of information organization to manage small pieces of information that need to be accessible quickly must be developed based on a very different model than the one we have. Librarians have not contributed significantly in the organization of networked information as they should.
One workshop held at the conference brought together librarians, publishers, subscription agents and scholars to discuss developing standards of X12 and SICI. Several automation vendors have made progress towards scanning the SISAC symbol to facilitate serials check-in. A representative from Kluwer explained the process of getting the bar code representation of the SISAC symbol on their journals. Publishers can purchase the bar codes from an external vendor or create the bar code in-house using software that is available for purchase that has code 128 facility.

Kluwer has been purchasing bar codes from an external vendor. The process works very smoothly. After experiencing some initial logistical problems, they now feel that implementation is easy. The issues are as follows:

1) Timing - Production teams must time the order of the bar codes accurately so that they will arrive at the right time. If it arrives too soon and if some of the factors necessary for the bar code change, the bar code will be inaccurate. If it arrives too late, it will hold up production.

2) Location of the symbol - Bar codes are not attractive to production managers and they try to hide them. SISAC guidelines provide for location of the SISAC symbol along the bottom of the front cover 1/2 inch from the left. If that is not possible, the back cover is acceptable. While there is no provision for placing it inside the covers, it is generally acknowledged that it is better to not have it there at all.

3) Cost - Bar code film masters cost about $15 each. This cost is minimal when one multiplies the cost by the number of journals a publisher publishes in a year. The cost for software to produce bar codes is higher, from several hundred dollars to $5,000. Scanners that will read a variety of bar codes including Code 128 symbology are available for purchase.

The problem appears to be that not many publishers are putting bar codes on the journals and journals at this point. The AALL Serials Committee has set up a subcommittee to publicize the benefits of utilizing the bar code symbol for libraries. Kluwer wants to emphasize that for them implementation has been easy. Other potential applications include inventory management and control. Kluwer has a task force looking into downloading the bar code information that has been scanned to provide more efficient systems of receiving stock.

Other matters of interest from the NASIG Conference will be reported in the next TSLL issue.

Report of the Representative to the Serials Industry Systems Advisory Committee

Norma Feld
Yeshiva University Law Library

SISAC, the Serials Industry Systems Advisory Committee, had an active year. The Committee's focus was the implementation of the SISAC SYMBOL and work on EDI ASC X12 formats.

The SICI, Serial Item and Contribution Identifier (ANSI/NISO Standard Z39.56-1991), was approved in July, 1991. (The SICI includes the ISSN as well as the chronology and enumeration of a specific issue of a journal.) Faxon is acting as the Maintenance Agency for the SICI and has created a "help desk." Assistance is available Monday-Friday.

A new guideline for the SISAC SYMBOL entitled SERIAL ITEM IDENTIFICATION: Bar Code Symbol Implementation Guidelines was completed in March, 1992. The GUIDELINES are for assisting in the creation of the "machine readable" SISAC SYMBOL. (The SISAC SYMBOL is the representation of the SICI.)

At the ALA Midwinter meeting in San Antonio, SISAC sponsored programs which demonstrated the use of EDI ASC X12 format for invoices. This past summer SISAC was involved with two programs. SISAC members demonstrated the use of the SISAC SYMBOL at the NASIG annual conference and co-sponsored with ALCTS (preconference ALA) a program entitled EDI & THE LIBRARY.

The work of SISAC is taking on an international flavor. CSISAC, Canadian SISAC, held their first official meeting Sept. 26, 1991 in Toronto. The SICI has been adapted for Canadian use and the SISAC SYMBOL is now appearing on the back cover of all National Council Research journals.

Law librarians are particularly interested in the SISAC SYMBOL. This year nine volunteers worked on a project to systematically evaluate the usefulness and possibility of the application of the SISAC SYMBOL to legal materials. The final recommendations were supportive of the use of the SISAC SYMBOL. Its applications include serials check-in and circulation control. The SISAC SYMBOL (barcode) allows one to wand materials in and out within 15 seconds.

At the TS-SIS Standing Committee on Serials meeting, we decided to pursue two goals. The first goal will be an attempt to have the SISAC SYMBOL printed on academic law reviews. The second goal will be to communicate with the serials community (publishers, vendors, etc.) information about SISAC; about the SISAC SYMBOL; and to encourage the serials industry to support the SYMBOL and EDI ASC X12 formats.
PROGRAM REPORTS FROM THE ANNUAL MEETING

"Breaking the Codes: Cataloging for Non-Catalogers"
Reporter/Coordinator Martha Childers

Held in the morning of the last day of the convention, the program attracted an estimated 225 librarians. The catchy title was created by Sandra Beehler, Acquisitions Librarian, Cornell Law Library. The program was conceived to present a simple overview of cataloging for librarians who perform other tasks with the intent to provide both basic, understandable information and improve communication.

The coordinator, Martha Childers, Head of Cataloging, San Diego County Law Library, introduced the speakers who presented the four elements of cataloging: description and access points, subject headings, classification, and the MARC formats.

The heart of the program began when Lee Leighton, Head, Cataloging, University of California, Berkeley, began with description and access points. Subject headings and classification were discussed by Marie Whited, Law Catalog Liaison Specialist, Library of Congress Law Library. Naomi Ronen, Reference Librarian, Harvard Law Library, presented the MARC format in a palatable, lively fashion. At the end, the speakers fielded questions, some heated, from the audience. Interest was high, and the audience clearly had more questions than could be addressed in the allotted time.

The handout was a compilation of definitions written especially for the non-cataloger by the speakers. The coordinator encouraged the audience to give copies to their staff in order to improve communications with catalogers; they disappeared quickly. Copies are available upon request from Martha Childers, San Diego County Law Library, 1105 Front St., San Diego, Calif. 92101-3999.

Reporter/Coordinator Gail Daly

This program, moderated by Phyllis Post from Capital University Law Library, offered a wide-ranging discussion about present and future library relationships with the three major bibliographic utilities. Although this was one of the last programs on the last day of the Annual Meeting, more than one hundred people attended and many stayed to ask questions.

Gail M. Daly, Director of the Underwood Law Library at Southern Methodist University, began the panel discussion with a short introduction to the three major bibliographic utilities in the United States (RLIN, OCLC, and WLN) and a summary of the current issues facing libraries which led to this program. With local systems largely in place and bibliographic data offered in a variety of formats at competitive prices, many libraries are re-examining their relationships with the large utilities. Gail suggested that it is time to decide whether law libraries should seek an alternative to the utilities.

Phyllis C. Marion, Associate Director at the William Mitchell College of Law, described the smaller law library's relationship with its major utility (usually OCLC). Listing the variety of products and services for which these libraries rely upon their bibliographic database vendor(s), Phyllis suggested that abandoning them for locally-based sources of bibliographic data would be a mistake. Staff training, support of national standards, hardware maintenance, telecommunications assistance, and a low-cost source of cataloging and interlibrary loan were only a few of the services Phyllis discussed she suggested that smaller libraries lack the resources to offer these services locally.

Finally, Charlene Mason, Assistant University Librarian for Automated Systems at the University of Minnesota Central Libraries, described the changing relationships of a large research library system with its bibliographic utilities. A series of studies conducted at Minnesota has supported the cost-effectiveness of obtaining bibliographic data from both RLIN and OCLC, while locally loading Library of Congress tapes, GPO tapes, and data from a variety of other sources. Charlene suggested that obtaining bibliographic data from a variety of sources could save money, and offered to make copies of Minnesota's cost study available on request.

Questions from the audience at the conclusion of the prepared presentations suggested a lively interest in the relationship of law libraries with the national utilities, and raised some questions about the advisability of abandoning them.

A fourth scheduled panelist, Peter Ward, of Ward & Associates, was unable to be present because he was testifying before a United States Congressional committee about the proposed fees-for-services plan at the Library of Congress.
"On the Cutting Edge: CC:DA, MARBI and SAC"
Reporter/Coordinator Diane Hillmann

(CC:DA=Committee on Cataloging: Description and Access; MARBI=Machine-Readable Bibliographic Information; SAC=Committee on Cataloging, Subject Access Committee)

For the last few years, AALL has supported representatives to CC:DA and MARBI; SAC was added just this year. These representatives attend meetings at ALA summer and midwinter sessions, and make sure that the interests of the law library community are heard when rules, formats and policies are devised and changed. In addition, representatives report to their law library constituencies and solicit their opinions on matters before the ALA groups they monitor.

Regina Wallen, representative to CC:DA, began with a short explanation of AALL's long-standing relationship to CC:DA. Law catalogers have traditionally had a strong and cordial relationship with the LC Office for Descriptive Cataloging Policy and this has helped us to maintain visibility and credibility. Reggie discussed the current controversy over cross references for treaties, which has taken a strange twist with the recent Australian proposal to enter treaties under title (opposed by LC and AALL).

Diane Hillmann, representative to MARBI, summarized the structure of that group and its shorter, but equally strong history with the law cataloging community. She discussed how the Holdings Format had been influenced by the needs of the law libraries. MARBI is now dealing with the issue of item level information, as well as cataloging online information resources, both of which are of strong interest to the law community.

Alva Stone, newly appointed representative to SAC, spoke briefly about the structure of the group she monitors. Her area of particular interest on SAC is form subdivisions, and she distributed a copy of a report she has prepared concerning legal form subdivisions, and the options for dealing with them in view of the Airlie House subject recommendations.

TECHNICAL SERVICES LAW LIBRARIAN
Editor's Report 1991-92
Patricia K. Denham

Four issues of volume 17 of Technical Services Law Librarian were published in 1991-92. Volume 17 totaled 132 pages, for an average of 33 pages per issue. The November issue contained the eleven-page index for volume 16, compiled by Jean Pajerek.

Jean Eisenhauer from Washington & Lee began her two-year term as the new contributing editor for the Acquisitions column and Carol Dawe from Katten Muchin & Zavin began her term as the contributing editor for the Technical Services in Smaller Libraries column. Alva Stone, editorship of the Subject Headings column was renewed in 1991 for a two-year term.

These contributing editors will continue their appointments: Cecilia Kwan, Classification; Rhonda Lawrence and Melody Lembke, Description and Entry; Patricia Denham, Preservation, and Jean Pajerek, Serials. Suzanne Devlin and Mary Chapman will begin two-year terms as contributing editors for the Automation column with volume 18. They will write in alternate issues, Mary on public services aspects of automation and Suzanne on technical services.

The TSLL Editorial Board met 23 July 1991, in New Orleans and on 21 July, 1992, in San Francisco. Serving on the Editorial Board in 1991-92 were Jack Bissett and Curt Conklin, representing OBS-SIS, and Michele Finerty and Pat Callahan, representing TS-SIS. Jack Bissett and Michele Finerty are completed the second year of their two-year terms at the Annual Meeting, Mary Gilligan and Cynthia May, from OBS-SIS and TS-SIS, respectively, began two-year terms in San Francisco.

At the business meetings of OBS-SIS and TS-SIS in 1991, members voted for TSLL to remain available only by subscription and for the two sections to publish their own newsletters. That solution would have satisfied the Executive Board's decision that a newsletter be sent to every member of an SIS as a benefit of dues. However, the AALL Executive Board did not approve of this solution. As a result, volume 17 had to be sent to the nearly 900 members of the two Sections.

The issues of volume 17 were partially funded by a $1,440 grant from the AALL Executive Board. In addition, Editorial Board members were able to obtain funding from two underwriters and printing assistance at a reduced cost from a third vendor, Innovative Interfaces, Inc. provided $700 and Ebsco Subscription Services, $800. This funding, in addition to subscription monies from more than 40 libraries at $10.00 per issue, was sufficient to cover expenses for the volume.

The Executive Boards of OBS-SIS and TS-SIS have been asked to consider specific subsidy amounts for TSLL so we well be able to plan our budget for the next year. It is anticipated that we will also continue to solicit underwriting expenses from vendors.

Another source of revenue is the profit from the newsletter subscription plans. The profit for TSLL for every 100 subscriptions is $538. As of 10 July, the total number of subscribers was 96. The editor sends camera-ready copy to Headquarters where they arrange for the printing and mailing of the issues.

The current editor, Patricia Denham, and business manager, Evelyn Gardner, will continue for additional two-year terms.
TSLL began the fiscal year with 311 subscriptions. During the year we had a loss of 266 subscriptions, leaving a total of 45 paid subscriptions as of June 30, 1992. Six copies of each issue are distributed free of charge. Three copies are sent to AALL Headquarters, one copy is sent to Urbana, Illinois to be included with AALL Archives, one copy is sent to Donald Dunn, Western New England College School of Law Library, and copy to Mark Estes, Vice President, AALL Executive Board.

The loss in paid subscriptions is primarily due to the fact that it was mandated by Headquarters that each member of the Special Interest Sections be mailed the newsletter as a benefit of membership dues to the various SIS's. Therefore, approximately 840 newsletters are mailed to TS and OBS-SIS members free of charge (that is as a benefit of membership to TS or OBS-SIS).

To finance the cost of printing and postage for the extra mailings, Innovative Interfaces graciously donated $700.00 and likelike Ebsco donated $800.00. In addition, the printing was done at substantial reduction in cost by an anonymous donor. With the assistance of the donors plus the balance in our treasury, we were able to end the year with a balance of $76.14.

The projected printing cost for next year (1992-93) will be $2,448.00 using 34 pages per issue. In addition, postage will be $1,880.85 @ $.52 per copy. Thus, the total cost for TSLL, v. 18 will be $4,328.85. With only 45 paid subscriptions, anyone can see that we will not be able to finance TSLL alone. We will need to rely on gracious donors as we have done in the past. One way to cut costs, however, is by sending TSLL bulk rate which would reduce our mailing cost from $.52 to $.198 per copy. Additional cost for the permit plus renewal would be $150.00 ($75.00 for permit which would be needed every time the Business Manager changes location and $75.00 annually for renewal.) Even at the additional costs, the entire cost for mailing for 1992/93 could be as little as $815.28 instead of $1,880.85. One drawback would be the delay in mailing, TSLL at bulk rate will be mailed after all first class has been mailed.

In my opinion we are talking economics here and the luxury of receiving TSLL in first class mail may be a thing of the past.

I hope I do not sound like gloom and doom, but I see three alternatives to our predicament: 1) solicit donations for each issue; 2) use bulk rate for mailing, or 3) be subsidized by TS and OBS Special Interest Sections.

The cost breakdown of expenses and income for 1991/92 is as follows:

**1991/92 INCOME**

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<tr>
<td><strong>TOTAL INCOME</strong></td>
<td><strong>$3695.28</strong></td>
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**1991/92 EXPENSES**

<table>
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<tr>
<th>Description</th>
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<tr>
<td>Printing</td>
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<tr>
<td>Postage</td>
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<td><strong>TOTAL EXPENSES</strong></td>
<td><strong>$3619.14</strong></td>
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**BALANCE**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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<td></td>
<td>$76.14</td>
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</tbody>
</table>

Respectfully submitted,

Evelyn M. Gardner, Business Manager
Technical Services Law Librarian
The TSLL Editorial Board met on Tuesday, July 21 at 7:00 a.m., with the Editor, Patricia Denham, presiding. Members present were Evelyn Gardner, Jack Bisset, Curt Conklin, Michele Finerty, and Pat Callahan. Incoming Board members Mary Gilligan and Cynthia May were also present. The Editor announced that the following Contributing Editors had accepted a two-year renewal of their appointments: Cecilia Kwan, Classification; Rhonda Lawrence and Melody Lembke, Description and Entry; Patricia Denham, Preservation; and Jean Sajerek, Serials. During the past year, Mary Chapman and Suzanne Devlin volunteered to write for the Automation column. Each has written one guest column. The Board voted approval for them to be the new contributing editors for the column, starting with the August issue. They will each write two columns per year, alternating issues.

The 1991-92 Editor's Report and Business Manager's Report were distributed to members.

Members next discussed using bulk mail instead of first class mail to send issues to section members. The Editor will set early deadlines to compensate for the longer mailing time. Considering a $75.00 annual fee and a $75.00 one-time permit, the cost savings for one year is about $1000.00. The Board voted to use bulk mail for the next year on a trial basis.

The Editor expressed optimism about the current financial position of TSLL. The OBS-SIS Executive Board voted a subsidy and the TS-SIS is expected to do the same. The vendors who provided underwriting funds last year expressed interest in continuing to do so. TSLL will realize a profit from the newsletter subscription plan of $538 for every 100 subscribers; there were 96 as of July 10. There was also discussion about soliciting subscriptions from non-TS and OBS members. Cynthia May will contact chapters about placing a notice about TSLL in their newsletters.

With the use of bulk rate mailing, TSLL is able to expand the number of pages and thus its overall coverage. Brian Striman will be asked to write a column on publishing opportunities in technical services, the Editor will solicit short articles and Annual Meeting program and workshop reports. A column on member news was tabled but a column on news on library systems will be investigated. Evelyn will write a guide to technical services abbreviations which will appear in one issue per year (probably the second).

Jean Sajerek will do the index for volume 17 in issue #3 or 4. She is not able to do it for issue #2 as her new Macintosh system is not compatible with the indexing system. She can take continuing ed classes in the fall at Cornell.

The Editor passed out samples of the new look of TSLL. The Editor mentioned that desktop publishing could take many more hours to format than using WordPerfect 5.1 with a font cartridge (according to a speaker at the Newsletter Editors Workshop on Saturday). The members said it would not be necessary for the Editor to use desktop publishing.
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