EDITORIAL POLICY

Technical Services Law Librarian is a quarterly official publication of the Technical Services Special Interest Section and the Online Bibliographic 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 Section, or the TSLL Editorial Board. Issues are distributed in March, June, September, and December.

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EDITOR'S NOTE

It is always difficult to leave an enjoyable and worthwhile position. I find that to be the case now because I really have enjoyed being the editor of TSSL for the past four years. They have been four years of learning how to use WordPerfect, learning how to format in columns and to use boxes for column headings, figuring out how to change from a 7 x 8 1/2" format to a 8 1/2 x 11" format, deciding on a new font of the right size and appearance, and managing all the other endless details which come up in the process of producing a newsletter the size and caliber of TSSL.

Aside from the logistics of producing sixteen issues, however, I also must mention the great people who have come into contact with as a result of being the editor, including Evelyn Gardner, each of the Editorial Board members, the contributing editors, the section chairs, committee chairs, representatives, and other contributors. It has been a pleasure to work with each of them.

I am proud that I have been able to take an active part in this wonderful newsletter. I am sure that it will continue in the same tradition with the new Editor, Mary Dzurinko, Library Databases Administrator at Covington & Burling in Washington, D.C., and the new Business Manager, Lorraine Lorne, Assistant Director and Head of Technical Services at the University of Arkansas at Fayetteville. Mary can be reached at 202-662-6154 (fax: 202-662-6291).

The Seattle Convention was a busy place to be for OBS members. Our section had a high profile once again, with many energetic members involved with workshops and programs. Our outgoing Chair, Phyllis Post, is the new Chair of the SIS Council, proving once again that there's no end to her enthusiasm. Thanks to Phyllis for all the hard work she has put in as OBS Chair and for the advice and support she is always ready to give.

Our activities at this convention showed the importance of cooperation among SISs in putting together packages of educational offerings that respond to the needs of a varied AALL membership. The Internet workshops and programs demonstrated that there is a great demand for practical information and training on major technological changes. Cooperative SIS programming at the annual conventions can serve as a testbed before taking programs to the local and regional chapters where more members can be reached. Another lesson has been the important role in our educational activities played by volunteers from OBS.

Saturday began with back-to-back Internet Workshops sponsored by OBS and co-sponsored by Academic Law Libraries, Automation and Scientific Development, Readers Services, and Social Responsibility SISs. Jim Miles, Sally Wambold (OBS Education Committee member), Suzanne Devlin (OBS Local Systems Chair), and Ken Hirsh ran these workshops, while Marsha Baum synthesized the original proposals. The demand for Internet training was so strong that these workshops were filled shortly after the Convention packets were mailed out in the Spring. Interest has remained so high that the Internet Workshops will tour to local and regional chapters during the upcoming year under the aegis of AALL. The same group of organizers is proposing an Institute on the Internet to be held in conjunction with the next convention, at Case Western Reserve, a leader in electronic technology applications to law libraries.

Our business meeting on Sunday was followed by one of the most enjoyable receptions ever. Thanks to Innovative Interfaces for again sponsoring the TS/OBS/RS-SIS Joint Reception.

There were many excellent programs during the week, including several sponsored by OBS either alone or with Automation and Scientific Development (ASD). Elaine Sciolino coordinated Creativity Skills for Librarians, a hands-on introduction to mind-mapping techniques. Vianne Tang Sha and Lynette Louis-Jacques coordinated a program on Internet tools for technical services and ILL uses. Frances Bufalo and Keith Ann Stiverson coordinated another Internet program on legal research uses. Karin Den Blyker and Gordon Russell organized a program on the technical services/public services dichotomy in the electronic age.

Program planning for next year's Pittsburgh convention is in full swing. Proposals for Pittsburgh take into account the National Conference on Legal Issues, the innovative conference-within-a-conference, which has been discussed in the AALL Newsletter.

Anne Myers, OBS Vice-Chair, is chairing the OBS Education Committee. During the next few months, the committee will begin planning program proposals for the Indianapolis convention in 1996. The goal is to have proposals for 1996 finalized by the time the OBS Education Committee meets in Pittsburgh next summer. While the Education Committee forms the ongoing core for OBS program planning, volunteers are encouraged to join. There are many different roles each of us can play, from planning proposals to behind-the-scenes support. Anyone who would like to participate in this process should contact Anne Myers at amyers@bu.edu or by phone (617) 353-4790.
The resounding success of the Law Library Systems Directory will be reprised by a task force within the Local Systems Committee. Work on a second edition will begin later this year. Carol Avery Nicholson will coordinate the project with help from Linda J. Davis, Mary Louise Corbek, and others. OBS will supply the group with desktop publishing software to make their task easier and to make it possible to provide more indexes to the directory. Rothman is expected to publish the second edition of the directory in a loose-leaf format.

At the Executive Board meeting, we formed a group headed by Phyllis Post to revise the OBS by-laws. Revisions will include a proposal to formalize the Education Committee with the OBS Vice-Chair as Chair, and to discontinue the WLN Committee. Another group will work on orientation of new OBS members, and on outreach to new AALL members and AALL members who are not in OBS. Diana Osbaldston will coordinate these efforts. Again, volunteers are needed to work with Diana. Please contact her at n380021@uniscvm.csd.sc.edu or phone (803)777-5917.

Do you have ideas for activities that OBS should be involved in, or comments that you would like to share with us? Do you have suggestions for improving the quality of programming at the conventions that you didn't have time to share when the Program Evaluation Forms were passed around at the convention? Please contact me at chapmanm@acflower.nyu.edu or (212)998-6340. Let's build on the enthusiasm and hard work of the last few years to keep OBS moving forward with new and better educational activities and publications.

Greetings to All! I hope those of you who attended the Annual Meeting in Seattle have recovered from the excitement of collegiality and the time difference! It is always a joy to attend the meeting, put faces to names on the phone and e-mail, and to keep the business of the Section rolling along.

Many thanks to Hope Breeze for her hard work as chair last year. Thanks also to outgoing Secretary/Treasurer Martha Childers and to Caitlin Robinson, past-chair.

Officers for the coming year are:

Vice-Chair/Chair-Elect: Michael Petit
Secretary/Treasurer: Virginia Bryant
Members-at-Large: Stuart Spore and Judy Lauer
Past-Chair: Hope Breeze

Committee chairs for the next two years are:

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Awards: Richard Amelung
Cataloging & Classification: Marie Whited
Education: Joan Howland
Exchange of Duplicates: Bette Roeske
Nominations: Brian Striman
Preservation: Curt Conklin
Serials: Paula Tejeda
TSSL Board Liaisons: Mary Lu Lianne and Sandra Beehler

If you are called by any of the above individuals, consider serving on a committee. It's a great way to get to know others in the Section and AALL. If you would like to volunteer, please call any of the officers or committee chairs! We'd love to hear from you!

The 1993/94 Awards Committee, chaired by Janice Anderson, presented candidates for the third Renee D. Chapman award. The 1994 award was presented at the business meeting on July 10 by Chair Hope Breeze to Margaret Maes Axmann (Margie!).

Vice-Chair Michael Pettit will be creating, mailing out and compiling the annual membership survey. Please watch your mail boxes, as it will be arriving earlier than in past years and will also have an earlier due date! The AALL Newsletter SIS column will give you the dates involved. It is very important that all members RETURN THOSE SURVEYS so we can respond to member comments and suggestions. When I was compiling the surveys last year, it struck me that several members had the same comment: How do I get involved in the Section? The best way is to fill out the survey, volunteer for a committee or program, and mail it back in! I can assure you, you will be contact by someone!

The other reason the survey is being sent out earlier is to give our Education Committee, chaired by Joan Howland, sufficient time to work with the committees and develop program proposals for the 1996 meeting in Indianapolis.

I'm looking forward to serving TS/SIS as chair during the coming year. Please contact me with any suggestions, comments or concerns. You may contact me via phone at: (918) 631-2457 or by Internet: law kjt@vax1.utulsa.edu.

TECHNICAL SERVICES SIS
MESSAGE FROM THE CHAIR
Katherine Tooley
University of Tulsa

If you are called by any of the above individuals, consider serving on a committee. It's a great way to get to know others in the Section and AALL. If you would
ACQUISITIONS
Jean Eisenhauer
Washington & Lee University Law Library

In the July 18, 1994 Library Hotline, there is a note to the effect that according to Ebsco's inquiry to publishers in regard to 1995 rates, there will be an average increase in price of eight to ten percent. This does not account for currency fluctuations. Thus, U.S. libraries could pay an average of 15 to 17 percent more for European journals than they did last year. Often, there are articles in the professional literature about serials and costs. "Serial Killers: Academic Libraries Respond to Soaring Costs" by Paul McCarthy, LJ, June 15, 1994, at page 41 is quite readable and includes many examples of particular libraries and their endeavors to cut serial costs. For a different perspective, read "How the Journals Crisis Can be Solved: A Semi-Utopian Proposal" by Philip Altbach in the June 1994 issue of Against the Grain at page 37.

Evidently, Warren, Gorham & Lamont has gone back to being called Warren, Gorham & Lamont. At least, that's what they told me when I stopped by their exhibit booth in Seattle.

All the conversation about the Little, Brown change from a telemarketer representative to a customer service representative to whatever seems to have resolved itself, as what Little, Brown has really done is switch from outside telemarketing to in-house account representatives.

In late April, there was considerable discussion about Shepard's Citations, particularly the U.S. citations and its upcoming revision. The revision will have larger print, case names, boxed volume numbers, and a CD-ROM edition, among other enhancements. There are several options given at renewal time. We signed up for the "12-month level price version," which includes: all softbound supplements for one year, any hardbound supplements for one year, any revision for one year, effective after September 30, 1994, for $750. For $1050, you get the above plus CD-ROM updates for one year. A third option is a 12-month subscription which includes all softbound supplements for one year, for $490. What most concerns us in acquisitions is cost. During our fiscal year July 1993-June 1994, we spent $10,217 more than I had budgeted for citators. Previously, what I had budgeted and what we actually spent were pretty close.

What this new plan does is guarantee you will pay no more for a particular citator during a given year than what you have already paid. As the skeptics say, we'll see.

In the May 29, 1994 ACQNET (Vol. 4, no. 33) was a short report from the Feather River conference held this past spring. One of the discussions concerned a vision for acquisitions. I'll not go into detail, except to quote the purpose of acquisitions. "We facilitate the acquisition of access to material in any format in a cost-effective and timely fashion; we provide financial management information; we measure and evaluate sources of supply." I thought about this again during the past week when Jim Mumm asked my opinion about having an Acquisitions Institute next year before the AALL Convention. He sent me a brief outline of what might be covered at such an institute. As I read through it, it occurred to me that an Acquisitions Institute had been held at the University of Seattle back in 1973 and that I still had the materials which were given to each participant. So, I compared the outline of that institute with the one Jim sent me. There are a great many similarities between the two--selection of all types of material, formats of material, ordering, and vendors. The 1994 outline necessarily covers more formats, although microforms were included in 1973. There was a session on the computerization of acquisitions in 1973; maybe I should read those five articles in the reading list. The 1973 institute appears to have been a very practical one which concerned itself primarily with how you acquire law library materials. The 1994 outline does all of that, but also includes '90's topics--personnel management, collection development policies, statistics, and the future of acquisitions. Just because we may think that things were much simpler in 1973, doesn't mean they didn't talk about these '90's topics. I do think, however, that since 1973, technical services has changed so much that it's hardly recognizable now compared to what it was then. Selection, ordering, budgets, record-keeping, vendors are all still with us; it's the way we do these things that has changed. But, would not the purpose mentioned at the beginning of this paragraph have been the same in 1973?

AUTOMATION
Elaine Sciullo
Simpson, Thacher & Bartlett

I'd like to use the automation column this month to discuss the first week in a library which has just migrated to a second generation local system. The library profiled was using Sydney and is now using Cuadra STAR. This column is not meant to be a discussion of the pros and cons of the individual software packages but a discussion of the issues and expectations of staff members with a new system and their reactions to the implementation.

The first day that STAR became available began by the cataloger declaring "We have liftoff". Champagne corks were not literally flying but the reference staff was eagerly awaiting an improvement over Sydney. The main objection of the reference staff to Sydney was that it is TOO SLOW and that the patron interface is not intuitive or designed to facilitate easy searching by the casual user.

I have consistently found a lack of understanding among lawyers for what a catalog is, how to use it for research and how to read the displays. They absolutely have no understanding of what LC classification achieves. But, if you can master the West digest
system, you can definitely handle LC. These attitudes prove a big hurdle to jump in designing a user interface. STAR allows you to write your own patron access screen and change it at will - this feature proved especially advantageous. A few days into the launch of the new catalog an attorney walked up and said "I understand this is easy to use", though he certainly looked doubtful.

The reference staff looked at the new catalog with expectation but also with hesitation. I think there is a general tendency with people to not read screen help messages and instructions. Once they adjusted to the differences between STAR and Sydney in terms of the user interface, they launched into all out criticism. We had to keep checking if the cataloger had actually drawn blood yet. Surprisingly, he handled it very well. I think when you are committed to a software package because you have an overall concept of how the project will move forward and improve performance, you can easily defend any weaknesses.

The library director allowed the staff one week to use STAR; early in the second week she called a joint meeting to talk about problems and reactions. During the first week, the cataloger had already made some adjustments to the patron screen as a result of input from the reference staff. I think this approach was great because it allowed the reference group to buy into the success of the project. Because of disappointments with Sydney, the reference staff really wanted STAR to succeed. It is so important that both the technical services and reference services staff work together in this way.

The reference staff was really looking for a user friendly catalog. They were also looking for fewer steps before a record displayed. Primarily, they were in need of hits that were counted and displayed quickly. They were not entirely pleased with the user interface they were first presented with for STAR. There was a good deal of frustration with the title/author search and with word searching. They felt the screen was too cluttered with instructions and that not all the messages were that clear. They also wanted individual record displays to be split and displayed in pages, rather than continuously.

The serials librarian also expressed the need for a faster tool that would save time as serials were processed. During her training, she really looked doubtful. By the next day, she was helping the reference staff with searching and singing the praises of the software. The increased speed of input and in searching was what really sold her.

The cataloger had major complaints about Sydney. These ranged from the pseudo MARC record and lack of truncation, to difficulties moving from one function to another, for example from cataloging to label generation. He was looking for enhanced features and more flexibility. Although he had significant problems getting the STAR software working on the firm network, he was confident that the software would perform the way he expected and provide the features that Sydney lacked.

Throughout the whole process the cataloger remained cheerful and always took the time to listen to the suggestions and complaints of the reference staff. The needs of technical services and reference services were not that different, both were looking for improved performance. In hindsight, the cataloger felt that if he was not under the time constraints of a three month trial contract, he would have spent a lot more time developing the user interface before actually implementing it for the reference staff and lawyers. After the joint meeting, he was already busy the next day making the changes that would accommodate the reference staff's requirements. Another regret for the cataloger was learning the software as the implementation was taking place. He would often learn of a more efficient way of setting something up after the fact or while experimenting with other options.

The library received very good user support from the vendor during the entire process. There were many crucial issues that the vendor was helpful with and on a timely basis such as perfecting the power supply, software enhancements and UNIX commands. Obviously, a responsive vendor is an important part of any success story with library software.

Overall, many of the steps that the library took were the right ones. Especially, keeping the dialogue between the cataloger open to the suggestions of the reference staff and maintaining constant interaction with the vendor. Keeping faith in the software purchase decision you make is also important. The library also correctly recognized that in any training period there will be initial doubts and frustrations but they are temporary.

CLASSIFICATION
Regina Wallen and Marie White
Santa Clara University and Law Library of Congress

With this issue we are assuming the editorship of the classification column. We wish to express our sincere thanks to Cecilia Kwan for her outstanding work in editing this column since 1975. Her retirement is certainly our loss.

We plan to respond to problems, pose questions, solicit comments on proposed schedule changes, and, most importantly, answer any questions from you. In the next issue of TSLL, we hope to tackle the problem of comparative works on Australia and New Zealand. It has a number, but it's a couple of letters away!

Please send us all your problems, questions, and comments. We will do our best to answer them. You can also e-mail us: whited@mail.loc.gov -- rwallen@scuacc.scu.edu.
The following question is from Elizabeth Manouchehri at the Victor Miceli Law Library Riverside County, CA:

"I was hoping you would explain the apparent inconsistency among libraries when describing a series within a series. Please see the attached copy taken from OCLC's OLUC (#2239941 California appellate reports, #1761690 Pacific reporter, #3656058 Pacific reporter. Second series). It seems to me that the copy for the Pacific reporter and the Pacific reporter. Second series are clearer descriptions that the copy for California appellate reports. But, which is correct?"

The following information is from the OCLC catalog:

- **California appellate reports**
  - 246 19 California appellate reports$f<4th ser., v. 1 (Nov. 21, 1991
  - 500 Includes unnumbered table of cases and table of depublished opinions volumes.

- **Pacific reporter**
  - 245 260 0 Pacific reporter.$f1883-1931

- **Pacific reporter. Second series**
  - 246 18 California appellate reports$f2nd-3rd ser.
  - 260  Pacific reporter.$f2nd-3rd ser., v. 1-300 (July 10-July 31, 1931).

- **Pacific reporter. Second series**
  - 246 18 California appellate reports$f2nd-3rd ser.
  - 260  Pacific reporter.$f2nd-3rd ser., v. 1-300 (July 10-July 31, 1931).

The inconsistency lies in the description of the series within series. The California appellate reports seem clearer in their description, while the Pacific reporter and its second series are more confusing.
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According to AACR2R, "Second series" should be transcribed as part of the chronological and numerical designation per rule 12.3G. This means you would have one bibliographical record with a 362 like the one appearing on the California appellate reports.

If this information should appear in the chronological and numerical designation area (362), then why do you find successive records in OCLC and RLIN based on the presence of "Second series?" A couple of reasons come to mind. First is cataloger judgment: is Second series part of the numerical designation or part of the title? The libraries that catalog each series separately record the series as $n of the 245. Another possible reason for separate records is local practice, what makes the most sense for your library. That second rationale may sound a little radical to some people, but we need to remember that most of the LC rule interpretations are for what makes the most sense at LC. Your library has space constraints. You may need to record the holdings for one series on one record that you class at a different location. Reporters put a terrible strain on a lot of local automated circulation systems as to how many item records can be attached to one bibliographic record, so there are all kinds of local factors that may influence how one applies cataloging rules to legal materials.

MARC REMARKS
Diane Hillmann
Cornell University Law Library

One of the "sleeper" issues at this summer’s MARBI meetings in Miami was contained in Proposal 94-15: Field Link and Sequence Information in the USMARC Formats. As some of you know, link and sequence numbers for holdings is one of my absolutely favorite topics, and that fact, coupled with the potential this technique has for solving the multiple versions problem, drew me to the proposal. Nobody was really sure how it would be received by MARBI, but there was some concern about the details, the major thrust of the proposal was approved. We’re still a long way from seeing this technique used in real records, but as
The example in Proposal 94-15 for version elements showed a record for a microfiche reproduction map:

245 10 $a [Poland] $h [map].
255 ## $a Scale: 1:100,000.
300 ## $a 1,000 maps: $b color; $c 28 x 37 cm.
533 ## $a [SMARC discussion list].
500 ## $a [Santa Cruz, Calif.: Western Association of Map Libraries, $d 1988].
500 ## $a Includes multiple editions of some sheets.
500 ## $a Color maps reproduced in black and white.

The "field link type" appears in this record as the "\v" at the end of the $8, with "v" indicating a version element. This example, a 533 field was used for the reproduction information and a second 300 for the physical description for the reproduction.

At that meeting, I agreed to create some sample records for legal materials. Since my personal philosophy precludes choosing the easy route, I selected for my first stab at this technique a combined format record for the "Code of federal regulations." The record I've created below dispenses with 533's (as well as the 843's on the holdings records), and instead uses multiple 260 and 300 fields for the original and reproductions. Among other things, this example takes great liberties with repeatability, but in its defense it also eliminates some of the added complexity we've burdened ourselves with over time to deal with reproductions (the aforesaid 533's and 843's being a prime example). Those of you who find multiple 260 and 300 fields a bit frightening should take a look at some kit and AMC records which routinely use multiple 300's.

The example on below includes all the Cornell locations in our OPAC, but only selective holdings information (I took pity on all you who'd be looking at this). I linked the holdings to the description so that you can tell which version the holdings pertain to (if your eyes can focus through all those, that is).

Please note the extra spaces in the MARC tags that are not required, but were inserted to make the tags more readable.
515/6: $a Title 3 annual compilations for 1971-1975 called Title 3A, appendix to Title 3. Title 3 became the designation for a codification of certain regulatory Presidential documents. With 1976 ed., the former publication pattern was resumed.  
550/7: $a Issued by the Division of the Federal Register, 1949-1951; by the Federal Register Division, 1952-1959; by the Office of the Federal Register, 1960.  
650/1: $a Delegated legislation $2 United States.  
710/1: $a United States. $b Division of the Federal Register.  
710/2: $a United States. $b Federal Register Division.  
852: $a Latest edition only of each title, except Title 3 is retained.  
852: $b Current issues only, except Title 3.  
The hope is that ultimately, intelligent systems should be able to parse out displays based on these linked fields, so that if libraries chose to display versions separately (or a user has searched on an element that applies to only one version) a useful display can be produced. I'd be grateful for any frank and unlettered comments from those of you with the stamina to take a look at this and think about whether you think this technique would work. I'd also love some suggestions on other problem titles or sets (particularly those with complex supplementation), that might be further grist for my example mill.

PRESERVATION
Patricia Denham
University of Cincinnati Law Library

My column this time is a report of the program, "Writing a Preservation Policy," presented in Seattle on Wednesday, 13 July. I was the coordinator for the program, and Will Meredith, Preservation Librarian at the Harvard Law School Library, served as the moderator. There were three panelists, Roberta Pillette, Conservaton Laboratory Instructor at the University of Texas at Austin, Marty Hansen, Head of Preservation at Syracuse University, and myself, the Head and Preservation and Archives at the University of Cincinnati Law Library.

The major point of Ms. Pillette's talk was the importance of keeping a preservation policy appropriate to the particular institution for which it is written. Policies can be anywhere from one page long to fifteen or more pages long but the length is not important as long as they are written with the institution's needs in mind. It is important to involve staff members from other parts of the library in writing the policy. She suggested using Preservation Planning Program: An Assisted Self-Study, published by the Association for Research Libraries' Office of Management Studies to write a policy because it is a step-by-step program. The success of the policy depends on the level of support from the administration, as well as the feeling of involvement on the part of the staff.

To start the process of writing the policy, put any guidelines and policies together with the library's mission statement and collection development policy. Organize
them into general categories: overall operations, access issues, and preservation. The preservation issues can be further broken down into 1) organization and resources, 2) preventive measures, 3) physical treatment, 4) replacement, and 5) fundamental principles. The organization (1) pertains to whether preservation is in the collection development, technical services or a separate division within the library. The preventive measures (2) have to do with the physical environment. Make housekeeping, reshelving, and good stack conditions a part of your policy. It is necessary to work with building maintenance people and to explain why consistency in temperature and humidity levels are crucial. Collect emergency preparedness plans from several other libraries, compare them, and adapt them to your own particular needs. A source of such plans is CoOL (Conservation OnLine). Physical treatment (3) is concerned with determining how critical the different types of material are to the quality and effectiveness of the collection. What areas of the collection need to be retained regardless of format because of their importance to the mission statement? This is where collection development and preservation must work together. A statement about the quality of work expected from conservators should be included. You need to include guidelines for preferred formats for replacements (4) in the policy. Look at who uses the library, how they use it, and what resources are available. Fundamental principles (5) includes issues of ethics, standards, research and new technologies.

After the policy is written, staff members will be preservation aware. They will not be expert but they will be knowledgeable about how their actions affect the longevity of materials with which they come into contact.

Marty Hansen told us that after doing the OMR Preservation Planning Program, which Ms. Pilette discussed, her library had a total of 65 recommendations which needed to be distilled into a workable policy. She met with her consultant, Barclay Ogden, of U.C. Berkeley, to decide how to proceed. They developed a series of matrices based on issues of access, housing, condition, and value. From the matrices, they were then able to put together a preservation plan which is still in use. The first matrix combines access, which refers to the amount of use an item receives, and housing, which refers to the environmental conditions, to yield an exposure level. The exposure level combined with a poor or good condition rating yields a risk level of high, medium, low, or none. The risk level combined with a high or normal value rating results in a preservation priority of 1st - 4th level. Value refers to the uniqueness of the item and the part it plays in a comprehensive collection.

The next step is to take these identified priorities and to decide on the feasibility of the library being able to meet them, considering other priorities and available resources. The two components of feasibility are the capability of the institution, meaning are there existing services which can carry out the work, and resources, which refers to the staff, space, and money available for the project. Each priority identified from the previous matrices must go through a final matrix to determine its final priority rating.

The result of the self study is a 3-5 page plan which lays out exactly what you need to do and how much it will cost.

As the final speaker, I described the process my library used to write its first preservation policy and plan, completed this spring. There were three staff members on the committee, chosen because of our interest and knowledge in preservation. Due to the short time frame, it was not possible to do an involved self study. The committee members brainstormed about preservation issues we felt should be addressed in a policy, such as a food and drink rule, education of staff and patrons, interlibrary loan mailing containers, and keeping the collection clean. After I wrote a draft policy, I realized that its use was limited unless we also developed a preservation plan which would specifically address how each area in the policy would be implemented. I then wrote a plan to be used in conjunction with the policy. The final section of my presentation was spent discussing each of the fifteen areas of the preservation plan.

RESEARCH AND PUBLICATIONS

Ellen McGrath
University at Buffalo Law Library

Guest Editor, Brian Striman, Schmid Law Library, University of Nebraska

I'm holding this column hostage. In the absence of the regular column editor, I'm in charge now! Actually, Ellen wanted to know if I could write about some of the research and publication news I found out while in Seattle.

The OBS/TAS SIS Research Roundtable met again this year. Seven people came to the Roundtable for the informal discussions. One important activity we covered was to develop broad outlines for a draft proposal for a shared "research grant," the money coming from both OBS and TAS SIS's. The proposal will be drafted by Brian Striman in the next couple of months, using the ideas gathered at the Roundtable. Basically the grant will provide an opportunity for funding research for successful candidates who apply. Both SIS's would share in the grant, totaling $500, to help defray the expenses incurred in order to complete research necessary to publish. The grant would be available to any TS or OBS SIS member. Unused grant money would not carry over to the next year. The draft proposal is not completed as of this writing and will need a few revisions from the librarians who attended the Roundtable. If anyone reading this is interested in seeing the draft and contributing some insights, or wants to know details, please contact Brian (his numbers are in the AALL Directory). Neither TS nor the OBS Chairs have seen the proposal at this point, but they know it's in the idea stage. Before we do much else, we will first iron-out most of the details for them.

The Roundtable discussions also brought to light some authors in the group. Maria Okonska recently had a bibliography, "Legal Aspects of Passive Smoking,"
accepted for publication in the summer 1995 LLJ (Law Library Journal). Ms. Okonska also had a bibliography on labor law in Poland published in the Yearbook of Polish Labor Law. She is also working on a project that deals with foreign collection cataloging that may be published next year. Julie Bidden had a book review published in the International Journal of Legal Information. The review was on the latest Oceania volume "GATT." Ms. Bidden is also working with Lorraine Lester (U. of New Mexico) on some subscription pricing info for the CRlV sheet.

Other topics discussed at the Roundtable meeting included a program proposal for the 1995 Pittsburgh AALL meeting, titled, "Law Librarians: Getting Your Article or Book Into Print in a Variety of Formats." This program, if accepted, will be coordinated by Maria Okonska and Scarlett Lo (both from NYU).

Suggestions were made about ideas for future AALL programs also. These ideas need someone to propose them for the 1996 Indianapolis program. One program could be titled "Tenure and Promotion Guidelines for Technical Services Law Librarians: Ways to Build a Tenure Folder, Ways to Find Out What You Need for Success." Sally Wambold (U. of Richmond) mentioned a possible program dealing with the concept of "mind-mapping" and incorporating that into technical services workflow in their libraries.

Vianne Tang Sha (U. of Missouri-Columbia) is looking for someone to help her co-author an article on court and firm libraries' uses and access to the Internet. Contact her if you're interested. Her e-mail address is: tang@law.missouri.edu. All the folks who were at the roundtable agreed that the ORS/TS Research Roundtable is a valuable forum and that it should continue.

Ellen McGrath received a fax from Donna Herroy, Editor of the Legal Information Alert (312-525-7594, fax: 312-525-7015, or CompuServe 72164,507) who encourages technical services law librarians to consider doing book reviews or to be an author for a lead article. They are also looking for librarians who can review CD-ROM or database products for their Special Technology issue in February, 1995. The articles range from 1,500-2,000 words and they're looking at topics for publication for 1995. Lead article authors are paid, with the fee depending on several factors, but is usually around $100. They pay upon publication. You can submit topic ideas, or sometimes Donna has ideas and just needs a research/writer.

Brian Striman attended a program in Seattle "Your Name in Print! How to Start and Finish a Research Project." He recommends that you purchase the tape or try to purchase the fiche handouts. If you can't do either, contact Brian and he'll see what he can do about getting you some information that was in this program. One of the speakers, Debra Kaufman (who's not going to be with LLJ staff--what a great job she as done for authors over the years! Good job Deb!) had a great 1-page handout titled "Ways to Enhance Your Chances of Getting Published."

You may have heard this line before in this column, but repetition is the cornerstone of memory allocation in the human mind. I strongly urge you to get on the mailing list for the Haworth Press Library and Information Science catalog of books and journals. This is a great way to see what new stuff is being published and can give you ideas on topics for which you may be interested. For example, there's a new book to be published this summer titled Cataloging Government Publications Online. Another one is Librarians on the Internet. Just write them for a catalog; the address is: Haworth Press/10 Alice St./Binghamton, NY/13904-1580.

Here are several 1994 titles from ALA Editions: Guide to Technical Services Resources, Introduction to Automation for Librarians, and Guidelines for Bibliographic Description of Interactive Multimedia.

Neal-Shuman Publishers (100 Varick St./New York, NY/10013) has a nice selection of current acquisitions, management and cataloging books, most under $40.00. Although not geared exclusively for law librarians, the coverage seems useful to apply regardless of type of library.

Lastly, I have a printout from an AUTOCAT e-mail posting dated July 8 1994 which has a discussion outline of the ALCTS/CCS Cataloging and Classification Research Discussion Group. I will gladly make a copy and snail-mail it to you if you are interested.

Please contact Ellen McGrath or Brian Striman about your research and/or publishing needs. IF YOU ARE PUBLISHING OR RESEARCHING AND WANT TO TELL YOUR COLLEAGUES, TELL ELLEN AND SHELL PUBLISH THE NEWS HERE.

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SERIALS ISSUES

Mary Burgos
Columbia University Law Library

The North American Serials Interest Group (NASIG) meeting was held on June 2-5, 1994 at the University of British Columbia in Vancouver, Canada. The theme of this ninth annual conference was "A Kaleidoscope of Choices: Reshaping Roles and Opportunities for Serialists."

A preconference workshop focused on Internet Tools and Resources. It offered general session presentations on the Freenet movement and on the Internet, client-serving computing and the revolution in electronic publishing. The general session was followed by 5 breakout sessions including learning how to gopher, setting up and maintaining a gopher, using WWW and Mosaic, joining electronic discussion lists, and searching and retrieving from list archives.

The first plenary session was entitled Overviews of Change. Its speakers looked at the ways in which technological change influences scholarly communication, information management, and user expectations. Czeslaw Jan Grycz, Chair of the Scholarship and Technology Study Project at the University of California Office of the President, pointed to the "biggest" problem.
Technology Study Project at the University of California Office of the President, pointed to the "biggest" problem on the Internet, in terms of scholarly publishing as the loss of imprint. By that Grzycz meant the return of imprint to the individual. He felt that quality assurance, brand name recognition - imprint are important to the scholarly community and essential to marketing. He was optimistic that with the maturing of the net, better conditions would exist for scholarly communication, and that commercialization would bring standards and regulation.

Robert Weber, Principal, Northeast Consulting Resources, has for the past three and a half years been facilitating two day, highly interactive public workshops on Mapping the Future of Publishing and the Information Industries. Weber discussed emerging concerns of both publishers and users of information, including the personalization of information through modularization, and the use of encryption-based metering technology to control and charge for information access and use.

Dan Tonkery, President and CEO of Readmore Incorporated, acknowledged that the vendor industry must develop new products and services in order to remain in the information delivery chain. Subscription vendors must be creative to compete and survive in this changing environment of on-demand publishing and other electronic services.

Naomi C. Broering, Director of the Biomedical Information Resources Center, and Medical Center Librarian of the Georgetown University Medical Center spoke about moving beyond today's electronic libraries to tomorrow's networked virtual library by extending the institutional boundaries of our libraries. By providing direct access to many different print and nonprint formats, libraries will offer customized services that seamlessly bring the world of information to users through the Internet, super networks, and wireless communications. New strategic partnerships with other institutions will position libraries to become the high profile knowledge management centers of the future.

Approximately 20 NASIG workshops covered a wide variety of topics related to almost every aspect of serials work. Some of the topics discussed were: workflow issues in both traditional and electronic environments, business ethics, financial management, catalog enrichment and authority control, ergonomics, job hunting, journal prices, and more. One of the most exciting presentations concentrated on methods for collecting, processing, and providing access to electronic serials. Beth Weston, Coordinator of Serials Acquisitions at the University of Delaware, debated the access versus ownership issues of electronic journals and discussed the changing roles of systems and acquisitions librarians in the provision of access to these journals. Christa Reinke, Assistant Serials Librarian at the University of Houston, outlined the University of Houston's acquisitions process, an approach paralleling traditional serials acquisitions methods. Eric Lease Morgan, Systems Librarian at North Carolina State University, described the automated acquisitions process for electronic journals, "Mr. Serials," developed at the North Carolina State University.

Serialists were inspired by Linda Moore, Chief Executive Officer of tranSKILLS during the second plenary session. Using the metaphor of the North American Voyager, Moore's imaginative approach gave insights into how we can learn how to respond to change and change in a more positive way.

The speakers of the final plenary session focused on Choosing Change: New Products and New Skills. Richard Entlich, Technical Project Manager of the Albert R. Mann Library at Cornell University, described the CORE (Chemistry Online Retrieval Experiment) Project. The project has developed a system which will provide networked access to over half a million pages of machine-readable text and graphics from American Chemical Society journals.

The next speaker was Mark S. Boguski, M.D., Ph.D., Investigator, National Center for Biotechnology Information (NCBI) at the National Library of Medicine and Acting Director of Bioinformatics at the National Center for Human Genome Research, National Institute of Health. By the year 2005, the Human Genome Project will produce a complete blueprint of human biology. Scientists and physicians access these data in GenBank(R), an NIH database developed, maintained, and distributed by the NCBI. Software robots already maintain and update these data and "intelligent agents" will soon be available for the automated and targeted dissemination of new research findings.

The final speaker, Marjorie E. Bloss, Director of Technical Services at the Center for Research Libraries, gave some closing advice on Holding on During Change. Bloss encouraged her audience to take change in stride, and to see change as an opportunity rather than as a threat.

ONLINE BIBLIOGRAPHIC SERVICES SIS
GENERAL BUSINESS MEETING - MINUTES
Sunday, July 10, 1994

The meeting was called to order by Phyllis Post, Chair, at 1:30 p.m.

Mary Louise Corbett gave the Secretary/Treasurer's report. Ballots were sent to 403 members of the Section and 132 (32.5%) responded. The new officers for 1994/95 are Anne Myers, Vice-Chair/Chair-Elect and Kathy Faust, Member-at-Large. The balance in the treasury as of May 31, 1994 was $9,754.13. Dues received as of September 30, 1993 were $2,487. Expenses following the 1993 annual conference through May 31, 1994 were $793.87.

Phyllis Post reported that the Executive Board had agreed to spend some of the Section's funds to purchase software for the revised edition of The Law Library Systems Directory, to be coordinated by Carol Nicholson. She also reported that the Board would like for the Section to support Internet workshops based on the Treasurer's report of the healthy financial status of the Section.

The OBS-SIS Committee reports, OBS-SIS Representative and TSSL reports were then given and appear elsewhere in this issue of TSSL.
Following the report by Mary Chapman on the Education Committee’s work and the programs prepared for the 1994 conference, Chair Phyllis Post reported that next year’s program will have a different look with the program planning for the 150 delegates representing the legal community, the National Conference on Legal Information issues, which will be held in conjunction with the 1995 Annual Meeting. All SIS’s have been asked to work together to develop programs that will support this special conference.

Phyllis reminded members about the dues increase proposal that would be before the AALL membership and noted that Headquarters had offered much improved services in the past year.

Phyllis reported that the Section had colorful ballpoint pens to give to Annual Meeting attendees who stopped at the OBS-SIS table in the Registration area.

The pens and also frisbees which remained from the previous year’s meeting were distributed at CONELLE.

Phyllis Post thanked all those who had helped her during the year and expressed her gratitude for the opportunity given her by the membership to serve as Chair. She turned the meeting over to the new chair, Mary Chapman. Mary reported on several projects that are in progress, taking the Internet Workshop (held at this conference) to chapters and regional groups, the revised edition of the Systems Directory to be published as a looseleaf, the effort to sponsor an institute on the Internet at the Pittsburgh meeting, and a membership initiative with the plan for recruitment of AALL members to OBS.

Before adjournment at 2:45, members noted that Phyllis, Past Chair of OBS, is now the SIS Council Chair.

**GENERAL BUSINESS MEETING - MINUTES**

*Sunday, July 10, 1994*

**TS-SIS Chair Hope Breeze** called the meeting to order at 12 P.M.

The minutes of the 1993 TS-SIS business meeting were approved as published in the September 1993 issue of Technical Services Law Librarian.

Hope Breeze presented the Secretary/Treasurer report, in Martha Childers absence. As of June 27, 1994, the membership stood at 546, though Hope reported recently receiving from Headquarters a complete membership list totalling 663 members.

The results of the 1993/94 election were:

- Vice-Chair/Chair Elect: Michael Pettit
- Secretary/Treasurer: Virginia Bryant
- Member-at-Large: Judy Lauer

TS-SIS has had problems with financial records from Headquarters for several years, which the Board has been working to resolve. Staff changes at Headquarters give the Board hope that the forthcoming financial statements will be more accurate. The present fund balance as of May 1994 was $10,713.98.

The following Standing Committee reports were received:

Marie Whited, Chair of the Cataloging and Classification Committee, reported that the proposed panel program on Interactive Media was accepted. Also, TS-SIS will cosponsor the Tuesday program on "The Internet in Technical Services". The committee finished work on recommendations for the use of the Name of the Act as a subject heading, and will submit to CC:DA a document on Cross references for legal documents and headings.

Tim Watts reported for Betty Roeske, Chair of the Exchange of Duplicates Committee, that the project had 147 subscribers this year, and produced seven lists, including a special list on Reporters, state codes, and session laws. A development this year was that libraries were able to request materials by FAX. At their meeting, the committee will discuss changing formats to process the list via disk.

**TSLL activities** were reported by Editor Pat Denham. Volume 19 contained four issues, each approximately 25 pages in length. New this year was that contributors were able to submit copy via email. The September issue will be the final one for Pat, and Evelyn Gardner, the Business Manager. At their Wednesday meeting the Editorial Board will make a decision on the new Editor and Business Manager, which will be announced in TSLL’s September issue.

The Awards Committee report was presented by Hope Breeze, in the absence of Chair Janice Anderson. Hope announced that the recipient of the Renee D. Chapman Award this year was Margie Axtmann. She read a citation from Janice concerning Margie’s numerous outstanding contributions to AALL, TS-SIS, and the library profession.

The following reports from the AALL official representatives were received:

Ann Sitkine reported the major issue for CC:DA was the work on Cross references for legal documents and headings. Ann noted that Barbara Tillett from LC has deferred until fall a decision on series and series authorities. A document which CC:DA worked on for several years, Guidelines for Bibliographic Description of Interactive Multimedia, has been published by ALA.

Jean Pagerek reported SAC’s Subcommittee on the Nature and Use of Form Data recommended a new subfield should be established for form data. LC made objections to the recommendation, which SAC subsequently sent back to MARBI for development into a proposal. The Subcommittee on the Order of Subdivisions in LC Subject Heading Strings decided the prescribed order of topic-place-chronology-form cannot be beneficially implemented and the Committee is expected to report how they came to this conclusion.

Stuart Spore, representative to MARBI, reported the
there are problems at this time involved in having the Technical Services Law Librarian, Volume 20, No.

law community's disappointment at the dropping of the section symbol from the revised character set. MARBI's Subcommittee on Character Sets is exploring the use of UNICODE to handle character sets, but Stuart noted there are problems at this time involved in having the MARC set be the same as UNICODE. Stuart reported the addition of subfield u to MARC field 856, which allows a library to embed a Uniform Resource Locator into the MARC record, so that with appropriate OPAC software one is able to link directly from the MARC record to the Internet resource.

Will Meredith in reporting on the ALA Preservation of Library Materials Section noted it was the last year of the section's existence since ALA has reorganized preservation activities. Will reported on publications of interest, including a report on the continuing efforts to develop international standards for library binding. He noted a possible project to encourage states to use alkaline paper for documents of enduring value.

Nona Watt, representative to SISAC, reported that SISAC has been working extensively with the EDI X-12 standard. She reported on the complications involved in implementing the use of the SISAC bar code, since a libraries automated system will need to be able to read different kinds of bar codes. Publications must have ISSN to use the SISAC bar code, and many legal publications that law libraries treat as serials do not have ISSN.

The activities of the LC Advisory Committee on Class K were reported by Phyllis Marion. She noted the focus of the committee has enlarged and they now consider issues beyond classification itself. Phyllis reported that the LC classification schedules are rapidly being converted, and are available online for use at LC. Revisions were made in the Tables and in cutting in preparation for the online product. Progress is being made on the development of the JZ/KZ parallel schedules, where JZ will be International relations and KZ the Law of nations. Phyllis noted that the remaining schedule to be developed deals with canon law, so it will be one in which theological libraries will have a vested interest.

Hope Breeze reported on the Executive Board's plan for an Education Committee to finalize program and workshop proposals in order for them to be ready for the AALL Education Committee as soon as possible after the Annual Meeting. While the Education Committee plan did not work for planning the Pittsburgh meeting, it was decided to have earlier deadlines for program proposals next year, so the Committee would have time to finalize proposals for Indianapolis.

Hope stated that the Pittsburgh meeting will be special because of the planned "National Conference on Legal Information Issues" to be held in conjunction with the annual meeting. Programs showcasing the SIS's will be held on Sunday next year, instead of the SIS business meetings.

Hope thanked Innovative Interfaces for their sponsorship of Saturday night's reception, and Reggie Wallen who was responsible for setting up the reception. She also thanked Stuart Spore for producing the new TS-SIS brochure.

Diane Hillmann noted at the recent ALA meeting that the law library community was recognized as an effective lobby, as the outside organization besides LC which has pushed for the most rule interpretations.

Hope Breeze thanked all the members for coming to the meeting, which was adjourned at 12:50 P.M.

Respectfully submitted,

Virginia Bryant
Secretary/Treasurer

OBS LOCAL SYSTEMS COMMITTEE
Suzanne Devlin and Caitlin Robinson
Deckert, Price & Rhoads and University of Iowa Law Library

The Online Bibliographic Services SIS Local Systems Committee held an informal breakfast meeting at the AALL Convention in Seattle on Wednesday July 13, 1994 from 7:30-8:30am. A total of 18 people were in attendance and eager to share their thoughts.

Suzanne Devlin, Committee Co-Chair, welcomed everyone and made some general comments about the value of this committee.

LOCAL SYSTEMS EXPERT DIRECTORY
Carol Nicholson reported on the progress of the 2nd edition of the Law Library Local Systems Directory. The questionnaires expect to be mailed to the membership by January 1995. Therefore, she requested that interested volunteers contact her by early Spring 1995. She anticipated that most of the volunteer work will be data entry but a few people with desktop publishing skills would be appreciated since a new package called Framemaker will be used to design the layout. As with the first edition, the Fred B. Rothman & Co. will coordinate the publishing. A question came up about royalties from the first edition and Carol responded that at this point, none had been paid out. Other discussion points included the use of one questionnaire per institution and posting an announcement in the AALL Newsletter, TSLL and on internet's LAWLIB. Carol also noted that a suggestion from the last edition, to create more indexes, will be implemented. All committee members agreed that we would proofread a test sample of the questionnaire and provide Carol feedback. Upon doing so, one members suggested that internet addresses should be reported, both the library system address and the e-mail address of the primary contact for that library system.

LOCAL SYSTEMS EXPERT DIRECTORY
It was agreed that this effort would be terminated. Aware of the additional information Carol is planning for the new Law Library Local Systems Directory, we unanimously agreed that there was no need to publish a separate directory.
TSLL NEWSLETTER ARTICLE

Georgia Briscoe reported that she recently submitted her article on a shared database of automated legal serial patterns to Law Library Journal and hasn’t received a confirmation of acceptance. Regardless of whether LLJ accepts it, the committee decided that a summary of her article should be printed in an upcoming issue of TSLL, preferably September 1994. Both Mary Chapman and Elaine Sciliano asked that members submit article topics to them, whether you are interested in writing about it or simply interested in seeing an article about it.

EDUCATIONAL PROGRAM SUGGESTIONS

It was agreed that the committee’s effort should focus on assisting the Local Systems Directory project. Therefore, there were no formal suggestions for possible programs for next year’s convention in Pittsburgh. Some discussion followed about enhancements to MARC format, such as MARBI proposing the URL be placed in a 500 notes field. From that point, committee members began to talk about migration issues. Georgia Briscoe mentioned that her institution is moving from CARL to Innovative Interfaces and highlighted some of the key issues. Suzanne Devlin added that her firm has begun to switch from The Assistant to Datatrek. From the comments that followed, Mary Chapman restated that OBS Education Committee would be meeting later today and should consider ‘small library migration’ as a possible program topic.

ADJOURN

The meeting adjourned at 8:30 and everyone was pleased with the exchange of information. Suzanne indicated that she will continue communication via the Internet for most and fax for the others. The next official meeting will be at the next convention when co-chair, Caitlin Robinson will reside.

OBS OCLC COMMITTEE
Carol Shapiro
Fordham University Law Library

The OBS-SIS OCLC Committee held its meeting on Tuesday morning, July 12, 1994. A special thanks to Sally Wambold who recorded the minutes which appear here in a slightly edited version. After calling the meeting to order, Carol Shapiro introduced three representatives from OCLC: Nancy Mead, Colleen Way, and Chris Mottaway. Nancy Mead began the meeting with the OCLC Update. She described FirstSearch and its features of document ordering, a link to Prism, user ease, full text articles, access via a dedicated line or dial-up or Internet, 24 hour availability on Monday through Saturday and 20 hour availability on Sundays, and, lastly, FASTDOC. She also mentioned electronic publishing which is available in electronic journal online.

Not surprisingly, Nancy said that resource sharing is experiencing high activity, a white paper on resource sharing will be mailed to members this year. She then reminded everyone to remember that there will be a hot cutover of PRISM union listing and the Name-Address Directory on the August 27 weekend; The system will be down for the weekend and available again on Monday, August 29. There are also plans for an Inter-library Loan PRISM transfer from local libraries through the Internet with less paperwork involved. OCLC plans to use Inter-library loan fee management to reduce costs. That is something to look forward to. Although Nancy Mead reported that the PRISM authorities corrections now total 5.6 million, the general comment in the question and answer session was that OCLC still has much work to do in other areas of the records before the next item Nancy discussed can be of value to end users. In 1995 PromptCat will enable the receipt of books and cataloging simultaneously.

Another OCLC service Nancy described is the TechPro outsourcing. OCLC is involved in several projects. It might be of interest to survey libraries that have availed themselves of the TechPro service. Nancy also pointed out that the Internet access is in a one year trial period and that it offers lower communication costs. She concluded her update by informing the group of an international video conference on October 4, 1994, on the electronic library of the future with participation at various sites.

The questions following the update dealt with the costs of FirstSearch and the lack of call numbers. Some inquired about sign up procedures for the services on FirstSearch. As so often in the past, error reporting appears to be a problem that has not been solved satisfactorily. Several members of the group suggested ways to improve the reporting procedure, the most popular being electronic error reporting.

After the question and answer period, Carol Shapiro reported on updating serial records with a call number and a closing date, a project which needs work. She pointed out the success the music catalogers have had in their subject area and urged that this project be promoted with enthusiasm. Carol then asked for volunteers to chair the OCLC Subcommittee. Karin Den Bleyker and George Prager offered to serve. Karin was selected by the members present. When the question was raised as to who were the members of the OCLC Subcommittee, Carol responded that the members were those who volunteered when they filled out the OBS-SIS survey.

As the new chair of the committee, I suggested that volunteers contact me via internet, telephone or fax. (cbleyker@mc.edu; (601)944-1370; (601)944-1377.) Since people like to know what they are volunteering for before they commit their time and expertise, here are a few project suggestions: updating serial records, upgrading CIP records, error reporting, clean-up of duplicate records. None of these tasks, I realize, will be easy to accomplish, but we can make a beginning. I believe in order to be productive, a committee does not necessarily have to have a multitude of projects; overall continuity in pursuing specific goals will lead to success. Carol’s work over the last two years has been excellent and I hope to continue the projects she has begun.
OBS RLIN COMMITTEE
Phoebe Ruiz-Valera
Association of the Bar of the City of New York

The OBS-SIS RLIN Committee meeting took place in Seattle, on July 12, between 7:30 and 8:30 am. Pat Callahan chaired the meeting (Phoebe Ruiz-Valera was unable to attend) and introduced the speakers to an audience of approximately 30 participants.

1. Evelyn Ma and Win-Shin Chiang (RLIN) spoke about the RLIN database, database status, and about their intentions to come up with a revised and simplified set of dataload procedures as well as the dataload request form, by the end of the year. The FTP testing is presently only available to the on-going RLIN members, and not yet to libraries that are currently only testing dataloading. They announced that RLG is now involved in two major projects: a. Setting up a database server, which will be implemented in spring of 1995 and b. Improving the database batchload rate.

2. Margaret Leary (University of Michigan Law Library, RLIN database Advisory Group) spoke about the automated copy cataloging proposal and record transfer by FTP. The conclusion of a survey was that there is general consensus among several institutions that some sort of "automated source copy extraction and delivery service" is needed. The target audience for this service would be those who have: 1. A local system which can import and export MARC records, 2. FTP services in operation, 3. A library would create an FTP file of minimized described records, and from this file RLG would do searches against RLIN, and append local information to the records that are matching. These matching records (full level of cataloging) would be then delivered back to the FTP server designated by the library.

3. Suzanne Thorpe (University of Minnesota Law Library) spoke about Eureka Law Guide Project. The project was started in 1991 and was intended to help the reference librarians use RLIN more effectively. Since this meant some training for them, the "Eureka Law Reference Guide" was created and eventually transferred into electronic format on Internet. It contains four topical scenarios and one overview. It is a great success.

4. Ann Myers (Boston University, Pappas Law Library) informed the group about the results of a survey on FTP uploading. 50 libraries answered the survey, which was, among other things, inquiring about the libraries' preferred method of data uploading. A considerable number of the surveyed libraries expressed their interest in FTP uploading as well as their interest in acquiring more information about it. The Committee will be writing a full report on the survey.

5. Diane Hillman (Cornell Law Library) spoke about MARC fields and RLIN, specifically MARC holdings fields, announcing that the first stage of implementation of the project will come up in August, and presented handouts showing the FULL and PAR display of MARC holdings for different type of materials. For the moment, the holdings will only be static displays, and there will be no possibility of editing them.

In the end, Evelyn Ma announced that RLIN is currently offering free search accounts for the Citadel database.

Submitted by Aurora Ioanid (New York University Law Library)

TS CATALOGING & CLASSIFICATION COMMITTEE
Marie Whited
Law Library of Congress

The Chair called the meeting to order at 3:00 p.m. and requested a Secretary for the meeting, announced upcoming programs and then moved on to the reports of the AALL Representatives to various committees:

Phyllis Marion (William Mitchell College of Law Library), LC Advisory Committee on Class K: The JX schedule will be replaced by KZ (International law) and JZ (International relations) in parallel schedules, which will allow libraries leeway to use either. The new schedules handle international documents very well and both should be available in draft form later in the year. JX will become obsolete, although it should be kept because it will not be republished. There is discussion as to a special project to design the new numbers to existing titles in the bibliographic databases. Library of Congress is converting all schedules to machine readable form. At the same time there will be a cleanup and simplification of the tables, which will appear in the new print versions. Phyllis reported that the shelflisting process is still manual but LC is investigating cutting by machine with simplification of numbers. The work on law schedules will be done after KZ is finished. LC expects some controversy with the remaining schedules since some theological libraries have classed law in B.

Ann Sitkin (Harvard Law School Library), CC:DA: CC:DA referred back to AALL the document entitled Cross References for Legal Documents which was originally submitted to CC:DA by Ben Tucker and others. The document contained alternative rules for cross references for 21.31, 21.33, and 21.35 and had been given to AALL for revisions at ALA Midwinter. The document was revised, a section was added for Chapter 26, and the whole resubmitted. The reason for referring it back again was that CC:DA felt the international community and Joint Steering Committee would not accept the changes. The membership of CC:DA had changed to such an extent that it necessitated asking AALL for a history of the alternative rules proposal. We are to resubmit the document. Other changes accepted included 21.33A, where the word issuing was changed to given.

At CC:DA there was a work force to look at 21.184.
It was recommended that this section be deleted from the rules because 21.161 & 2 would cover all cases. Also, in rule 2.502 where illustrations are listed, the prescribed order is changed to alphabetical order.

Other items: LC is postponing decisions on series and series authorities until later this year. Guidelines for description of multimedia are now complete and can be ordered from ALA. Pre-conferences are taking an in-depth look at the Paris principles (AACR2000).

Jean Pajerek (Cornell Law Library), Subject Analysis Committee: LC program report of the study committee and subcommittees to implement Airlie House recommendations. The order of subdivisions in subject strings ought to be topical, geographical, chronological and form. However, feasibility studies came out with a negative vote.

Other items: The subcommittee on the nature of form data and the possibility for coding is report no. 74. Report no. 79 is a new discussion paper on authority control, including user opinion.

MARBI is going to ask LC again for a proposal to make field 755 obsolete. More on elements of subject strings came in a proposal to code differently topic and form e.g. add subfield v for form.

All recommendations of the subcommittee on form data were accepted and the subcommittee was disbanded.

Jean Pajerek (Cornell Law Library), Subject Analysis Committee: LC program report of the study committee and subcommittees to implement Airlie House recommendations. The order of subdivisions in subject strings ought to be topical, geographical, chronological and form. However, feasibility studies came out with a negative vote.

Division of the World Task Force is working on subject authorities for subject subdivisions, reconciling name authorities and subject authorities, revision of the subject cataloging manual, and projects of British Library and the National Library of Canada. NLC is proposing headings to LC.

Stuart Spore (New York University Law Library), MARBI: A formal proposal from LC in February at Philadelphia to add the section symbol to the character set was not accepted. MARBI is studying the implementation of UNICODE, which includes all languages at all times.

There will be changes to linking field 856 to include subfield u, an internet uniform resource locator. MARBI provisionally approved the methodology for linking different formats.

Stuart referred those present to Diane Hillmann's MARC remarks in the next TSSL.

Study Group reports followed.

Regina Wallen (Santa Clara University Law Library), Name of act as subject: The group presented a draft of their final report to recommend to LC that it adopt the name of act as subject in order to assist retrieval, arguing that acts should be treated the same as treaties. The report proposes: If the text of legislation is in non-topical form, use the general non-topical heading. If text is in a topical collection relating to a subject, use the topical heading. If the item is the text of an act, use the topical heading. If a work is about legislation, if the item is a collected work dealing with several laws, use a topical heading, if about a single law, use the name of the act. For legislative histories assign a topical heading plus a new subdivision - Legislative history. This is proposed for a single act also, so that it is possible to find legislative histories as well as books about acts.

Regina requested that any comments be sent to her by 1 August, and she pointed out that Legislative history is not a done deal as a subdivision, and there was also the question of whether it might be used as a secondary heading, and whether, when used as a subdivision it became a form or a subject subdivision. She asked for a show of hands, and those present were unanimous in wanting to use the name of the act as subject, and to institute the subdivision Legislative history.

Pam Deemer (Emory University Law Library), on Series: The Library of Congress had been making new authority records for classified together series and technical reports only. Series are stated in 490 fields but not traced. The study group looked at the effect of this change on law libraries. Several people gave reasons for the importance of series authorities control. It appears more important that there be series authority records for numbered classified separately series. The group's recommendations and comments are many and varied. Unnumbered series with general titles should be stated in a note field. Where series authority is part of cooperative cataloging there should be an authority record. With the increase in foreign series, authority control becomes very important.

Marie White suggested that comments be made to Pam by 1 August, preferably on Auto-cat. Carol Shapiro suggested that this issue be brought to the attention of Acquisitions and Interlibrary Loan personnel. Marie commented that publishers push series. Brian Striman's opinion was that as we globalize we need series authority records to give consistency. A vote on this issue was strongly that series authorities should remain.

Jolande Goldberg (Library of Congress) gave a Class KZ creation update: The new organization chart for the Library of Congress Cataloging Policy and Support Office was distributed. Jolande reported that she will now handle descriptive cataloging problems concerning uniform titles. The total conversion of the classification schedules should be completed by the end of the year. Class H has already been printed from MARC records. The classification format allows for form numbers to be calculated by machine rather than manually. The inputting of the schedules into the MARC format necessitated changes in some of the K form division tables. The form tables will look different but will not actually be different. Jolande distributed a synopsis of the new JZ (International relations) and KZ (International law) schedules. The same number spans will occur in both. The printed version of JX should be retained. LC Cataloging Policy and Support Office will now be able to mount a cooperative reclassification of JX with Berkeley by inserting in bibliographical records a repeatable call number field that can be searched. Reference librarians should learn the schedules. In the new CDS catalog, catalogers' desktops are available.

Among the new business items were Program proposals for the 1995 Meeting. Rhonda Lawrence (University of California at Los Angeles Law Library) reported on the new TS SIS Education Committee which will not go into operation until next year. A proposal for a one-day workshop on rare book cataloging has already been sent to the Chair of the TS SIS. Two panel proposals should be submitted. Regina Wallen asked if there should be a JZ-KZ workshop. Marie White thought it might be too soon and Diane Hillmann (Cornell Law Library) suggested that we wait until people have access to online schedules. Carol Shapiro (Fordham University Law Library) suggested a small title changes and looseleaf services cataloging problems.
panel. Diane commented that we had done problem areas several years ago but by now it is needed again. Rhonda suggested that we join with the Private Law Libraries ISIS on this topic. Marie offered to talk to PLL with Carol. Then Marie asked for more panel suggestions. Melody Lembke (Los Angeles County Law Library) asked about discussion group time for catalogers. Jacqueline Paul (Widener University School of Law) suggested outsourcing of cataloging; Rhonda Lawrence, new guidelines; Ann Sitkin, cataloging of internet resources.

New projects, study group proposals, etc.:

Marie asked what projects the group wanted. Suggestions came from: Regina Wallen, Job descriptions, manuals, organizational charts, clearinghouse for procedure manuals; Brian Striman (University of Nebraska Law Library), collect and publish notes from the Dershem publications; Marie, update Piper & Kwan with comments from senior catalogers and from TSLL columns; Pam Deemer, criteria for choosing a new system.

The meeting adjourned at 4:30 p.m.

Submitted by Diana Osbaldiston (University of South Carolina Law Library)

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**TS SERIALS COMMITTEE**

Mary Burgos
Columbia University Law Library

As in years past, most of the activity in the Serials Committee happened in the Special Sub-committees:

The Special Committee on Statistics, chaired by Paula Tejeda, submitted its proposal on the definitions of serial title and serial subscription as related to ABA statistics to the AALL Statistics Committee for consideration. In addition, the committee prepared the first draft of a questionnaire to survey law libraries on their methods of counting serials for ABA statistics.

The Special Committee on ANSI Standards for Uniform Barcodes and EDI, chaired by Nonie Watt, lost a valuable member with the retirement of Cecilia Kwan. The committee began planning to shift its focus away from efforts to educate law librarians on SISAC and EDI, towards efforts to communicate with publishers, vendors, printers and the automation industry on these issues.

The Special Committee on Technology, chaired by Joe Thomas, examined the feasibility of promoting a new internet discussion list focusing on law library technical services issues. The committee's evaluation was that at this time such a list was not needed.

The Special Committee on recruitment and mentoring, chaired by Maria Okonska, began two projects. A draft brochure on the Serials Committee has been developed for future distribution at CONELL and/or the TS activities table at the Annual Meeting. In addition, work was begun on a sample lesson plan on law serials for library schools.

**Report of the AALL Representative**

to the Committee on Cataloging: Description and Access (CC:DA)

Ann Sitkin
Harvard Law School Library

CC:DA held two meetings during Annual meeting. Most agenda items consisted of wrapping up of old business and receiving reports from various Representatives. Particularly noteworthy was the discussion on the document Cross references for legal documents and headings. During the past months, a small workgroup consisting of Regina Wallen, Marie Whited, and Ann Sitkin, finalized the text of proposed alternative rules for headings for some legal documents and treaties (particularly rules 21.31B2, 21.33A and 33B, and 21.35) and proposed a new rule in Chapter 26 under "References instead of added entries" to cover the references proposed in the alternative rules.

After some discussion the proposal for alternative rules was referred back to the AALL Workgroup for additional information and justification.

During the workgroup's examination of rules 21.33 and 21.35, it was determined that two examples in the rules were incorrect and some of the wording in 21.33A was confusing. We recommended and CC:DA approved the following changes which will be presented to the next meeting of the Joint Steering Committee:

21.33A - replace last two sentences with:
If the document is a law enacted by a jurisdiction other than the one governed by it make an added entry under the heading for the enacting jurisdiction. Add the appropriate uniform title as instructed 25165A to the added entry heading.

21.35A - delete first example because the treaty is trilateral; Portugal was never a signatory.

21.35B1 - delete fourth example; main entry is incorrect and the example is too confusing.

Other items of interest:
- Recommended to the Joint Steering Committee deletion of 21.1B4 (entry for named subordinate unit of a corporate body) Apply 21.1B1 or 21.1B2.
The prolonged form subject subdivision saga continued in Miami; unfortunately, its resolution still lies in the future.

The form subdivision initiative is from SAC and grew out of discussions held at the Airlie House Subject Subdivision Conference in 1991. This is the second time that the question has come to MARBI as a discussion paper. It was discussed at the Midwinter meeting in Los Angeles where it was approved. Instead of bringing it back to MARBI this summer as a proposal (as was expected), LC resubmitted it as a new discussion paper. LC took this action because they believed that implementation problems had not been adequately discussed. In fact the issues and opinions discussed in Miami were pretty much the same as those discussed at the Los Angeles meeting.

The SAC initiative calls for adding a $v for form subdivision to 6xx and 755 fields in the bibliographic format and other appropriate fields in the community information, authority, and classification formats. Users of non-LCSH subject thesauri appear to be unanimously in favor of the form subdivision. NLM and the AAT community expressed frustration that the form subdivision was not going forward quickly, as did the SAC representative. On the other hand, LC expressed concern that implementation for LCSH was still problematic. Clearly, LC was worried that addition of the form subdivision might oblige them to convert very large numbers of existing records. Conversion would be a mammoth undertaking and one that would be made more difficult by the acknowledged fact that in LCSH it is not always possible to automatically determine if a subdivision functions as a form or as a topic. Thus some conversion could only be accomplished by human intervention. Representatives from local systems vendors also expressed concern with the long term costs of some of the display options envisioned by SAC as possible after form subdivisions have been implemented.

After a thorough airing of concerns on all sides of the form subdivision issue, MARBI again decided to bring the initiative back as a formal proposal. Presumably, this will be considered at the 1995 Midwinter meeting in Philadelphia. MARBI agreed that concerns related to this issue should continue to be discussed on the USMARC listserv in the interim. Josephine Crawford of the University of Wisconsin will be coordinating this discussion.

A potentially important methodology for describing both a parent item and its component parts in a single bibliographic record was approved provisionally. This method uses linking fields to unambiguously identify the component parts. The method is extendable, so it could be used to handle other version and part situations. There appears to be a real possibility that this methodology might resolve at least some of the problems associated with the difficult and much discussed issue of multiple version treatment. For more on this initiative see Diane Hillman's MARC remarks column in this issue.

The Program for Cooperative Cataloging (PCC), which is attempting to promote streamlining of the cataloging process, is in the process of defining a set of standards for "core records." Such records are intended to be faster to produce than full (NLBR) records, while still being adequate for most descriptive and retrieval purposes. In order to distinguish records that meet the core record standard, the PCC asked MARBI to create appropriate codes. MARBI approved a new code "4" for "Leader/Byte 17 ("Encoding Level"); in addition, the string "pcc" will be added to the 042 field of core records created by PCC libraries.

Issues related to bibliographic records for "online systems and services" continued to be the subject of intense discussion. At Midwinter MARBI approved important additions to the 856 ("Electronic location and access") field to accommodate the Internet Uniform Resource Locator (URL) and related data. This summer these developments were extended and refined.

Proposal 94-9 grew out of the ongoing GILS ("Government Information Locator Service") project, which is building a system for the uniform description and access to federal government information. Wishing to be able to map GILS records into MARC formats for integration into library catalogs, GILS identified a number of MARC field changes it believed were necessary. These include changes to fields to accommodate description of help/support phone lines, eligibility and fees notes, record control numbers, and other data. After some tweaking the proposal was provisionally approved.

A separate discussion paper dealt with the question of how to accommodate dial access systems. This paper envisioned adding subfields for telephone number, communications parameters, and other data to the 856 field. It was approved for resubmission at Midwinter as a formal proposal. The consensus was that there would...
probably be a great deal of discussion of the 856 field next winter, as libraries begin to implement URL links and as online access options mature.

Other proposals concerning geospatial metadata, multimedia coding, technical report numbers, and extensions to the MARC authority record to better accommodate local modifications were approved. A proposal concerning coding of patent information was postponed for further discussion at the 1995 Midwinter meeting in Philadelphia.

If you wish to have a closer look at any of these papers or proposals I can make copies available on request. You can also retrieve them from the USMARC listserv (usmarc@loc.gov) or from the LC gopher (marvel@loc.gov). In addition, I am anxious to hear from law libraries using the 856 field for URL connections. Let me know what your experience is so that I can represent your points of view to MARBI next winter.

On another order of business, it is already time to begin thinking about the selection of a successor to the post of AALL representative to MARBI. The representative serves for 3 years and 1994 was my first year. In order to ensure continuity of representation it is desirable for the incoming representative to use the last year of outgoing representatives' tenure to learn the ropes. This means that the representative for 1997-1999 should selected in time to attend ALA Midwinter in 1996. If you are interested or know someone who would make a good representative contact me.

Karen Calhoun of the SAC Subcommittee on the Nature and Use of Form Data was accepted by SAC and the Subcommittee was dissolved.

The recommendations of the Subcommittee on the Nature and Use of Form Data were accepted by SAC. The Subcommittee was dissolved.

Karen Calhoun of the SAC Subcommittee on the Order of Subdivisions in LCSH Subject Strings reported on a feasibility study she conducted in response to issues that were raised at the Midwinter meeting. The study attempted to measure the impact on an existing database (a set of commonly used, highly subdivided subject heading strings) of recoding the subdivision "--History" as a chronological subdivision, using subfield y. These results were compared with the impact of recoding "--History" as a form subdivision, using the proposed subfield v. After recoding the subdivisions, the subject strings were reordered in accordance with the order proposed by Airlie House recommendation no. 1: topical, geographic, chronological, form (subfield x, subfield z, subfield y, proposed subfield v). Coding "--History" as a form subdivision had the greater impact on the subject strings in the study, leaving fewer heading strings unchanged.

After discussing these and other findings, the Subcommittee took a vote on the question: Can we beneficially impose the Airlie recommended order of subject subdivisions and meet the other purposes of Airlie House? The vote resulted in a negative response from the Subcommittee, whose next task will be to write a report stating its findings and the basis for its decision.
The Subcommittee will also recommend that LC continue to increase the number of subject subdivisions that may be geographically subdivided (a process already begun), and that long subject strings be shortened to help improve user comprehension.

Bill Garrison reported on the progress of LC's so-called "Division of the World" task force. The task force is investigating ways of reconciling heading conflicts between the name authority file and the subject authority file. Among the group's recommendations:

That authority record control numbers NOT be reused when a heading is cancelled - Lynn El-Hoshy of LC reported that this has become a new LC policy.

That when a heading is changed from one type of authority record to the other type, the obsolete control number from the cancelled record be recorded on the record that remains.

That subject authority records be created for subject subdivisions.

Lynn El-Hoshy of the Library of Congress updated the Committee on various developments at LC. Among the highlights:

The conversion of the LC classification schedules into machine-readable form continues. Seventeen schedules have already been converted, another 17 are in process and a couple are as yet unassigned to a contractor. The new machine-readable schedules will be made available in print, on tape, and on CD-ROM. Jolande Goldberg continues to work on the new KZ (international law) schedule, which will eventually make the JX schedule obsolete. She expects a draft version of the new schedule to become available by the end of the calendar year.

The Library of Congress plans to revise the Subject Cataloging Manual. A survey will be posted on the Autocat and Coopcat lists to elicit information from the library community about the manual as to how the manual may be improved.

There have been a number of developments in the area of cooperation between LC and other national bibliographic agencies, notably the British Library and the National Library of Canada. Efforts to establish an Anglo-American authority file are ongoing. The National Library of Canada will begin proposing new subject headings to LC for inclusion in LCSH.

The upcoming 6th edition of LC's "Free-floating subdivisions: an alphabetical index" will reflect changes made recently to free-floating. Among the changes: cancellation of the subdivision "-Industries," it is now a main topical heading. Lynn issued a caveat for users of the just-issued 5th edition of "LC period subdivisions under names of places." In the time since this edition went to press, some of the headings have already become obsolete.

ALCTS plans to sponsor a series of regional subject analysis institutes called "Demystifying Subject Cataloging." Two of the institutes have already been scheduled: one is planned for Anaheim, CA in November of this year and another for Rochester, NY in October 1995. It is hoped that a third institute will take place in Dallas in April 1995. The institutes will combine lectures by a number of presenters with small group practice in applying what has been taught. ALCTS is also planning to sponsor a program at the 1996 ALA annual conference called "The Crisis in Subject Cataloging."

Sponsored by the Online Bibliographic Services/Special Interest Section at the 1994 Seattle AALL Convention, this program covered significant resources and usage of Gopher, WWW, OPACs, and email discussion lists for both public and technical services librarians.

Brian Striman, spoke in place of Patricia McCoy, discussed the tools on Internet that could be used to contribute to the workflow of acquisitions, serials, and cataloging. They included the publishers' catalogs and addresses on Gopher, vendors' electronic ordering services, pre-order searching and data verification by telneting to library OPACs, the email discussion lists, as well as the Mr. Serials system to help subscribing, organizing and claiming serials. Catalogers could also use OPACs, LC MARVEL, etc. to verify copy cataloging and authority headings.

William Schwesig demonstrated the current discussion lists for law and technical activities, and used data to present the usage of the Usenet newsgroups. He then outlined the resources for reference, ILL, and collection development. Examples of those were directories in Gopher and WWW, full text legal documents and government information, USA and foreign library catalogs, and bibliographic databases. He also covered the problems and recommended solutions of dealing with inconsistent interfaces and commands on Internet.

Lyonette Louis-Jacques presented the legal aspects of Internet-related activities. Posting, forwarding, and copying messages on email discussion lists might infringe someone's copyright and privacy. Users also needed to be aware of the censorship issue. Established guidelines and policies for using Internet could be taken as references.
"Internet as a Library-Wide Resource: Using the Internet for Legal Research"
Reporter/Coordinator Keith Ann Stiverson

The meeting room was equipped with 1,150 chairs, and one participant estimated that 1,100 of the chairs were filled, for one of the most popular programs of the Annual Meeting. Louis Drummond of the Congressional Research Service, Library of Congress, began the program with a general discussion of the resources available via the Internet. Louis showed a number of examples of legislative and government information sources, including LC Marvel. Frances Bufalo, a legal information specialist in the Congressional Research Service, covered a number of sources of legal information, including World Wide Web, emphasizing how she had answered reference inquiries using Internet. Attendees were treated to a preview of the Law Library of Congress's Global Legal Information Network (GLIN), a prototype of which is now available through World Wide Web. The prototype utilizes natural language search software to transform the data in LAWL, the Law Library's database of foreign law developments available through the Library of Congress Information System (LOCIS) on the Internet. The final speaker, Jeanette Yackle of Harvard Law School Library, covered foreign and international resources on Internet. Like Frances, Jeanette demonstrated the practical uses of Internet, thereby illustrating how it can serve as a "reference shelf" limited only by the imagination.

The program was very well received, and moderator Keith Ann Stiverson of the Law Library, Library of Congress, reports that she has had several Email messages and telephone calls singing the praises of the three speakers. "I think we should take their show on the road!"

The speakers had expected that perhaps 800 people would attend and brought sufficient handouts for that number (no small feat!). As a consequence, the only complaint some had was that they did not get copies of all handouts. You can now get a copy by doing the following: ftp to ftp.loc.gov, then go into pub/iug, where there are seven aall files. Get the aall-readme.txt for a description of all handouts to decide which of the seven you want. In the same pub directory, go to /lc.internet to find two handouts on LC Marvel (lcmarvel.overview.wp51 and lcmarvel.menu.wp51) and one on LC World Wide Web (lcweb.overview.wp51).

"Technical Services/Public Services: New Wine in Old Bottles--The Organizational Structure of Libraries in the Electronic Age"
Reporter/Co-Coordinator Karin Den Bleyker

This OBS-SIS sponsored program was presented Tuesday July 12 from 3:00 p.m.-4:30 p.m. The co-coordinators had envisioned a program that would give public and technical services librarians a glimpse of changes to come. The topic dealt with a facet of librarianship that is not easily interpreted. One can draw detailed diagrams of the most complex organizational structure, but it is quite another task to recognize and interpret the changes that may occur due to the influence of technology. The three speakers willing to approach the subject, John Doyle, Associate Law Librarian, Washington & Lee University School of Law Library, Kathie Price, Director of the New York University Law Library, and Diane Hillmann, Head of Technical Services at Cornell Law Library, did an excellent job of presenting their views on a particular aspect of the topic. John Doyle, by request, took a look at the future and his findings may not have been to the liking of some of the audience. However, if one remembers that he did preface his statements by saying that he was not talking about the immediate future, it is not so difficult to follow his reasoning. John presented a view of libraries that functioned without librarians, hence the discomfort in the audience. His suggestions were not all that futuristic, though. He did quote recent articles and conference reports that suggested a change in technical services, a redefining of some public services functions. He also pointed out that the division of public services and technical services is artificial and non-productive; we are all librarians.

The next speaker, Kathie Price, focused her comments on managerial matters. She discussed the different management philosophies and how the approaches to management in general have changed. The trend to flatten the organizational structure, i.e. redefining some middle management positions, is an example of the change. In her opinion, based on recent studies and seminars, the flexible managerial types that are willing to accept changes and group input will be the ones that have the least problem in adapting to new structures emerging under the influences of new technologies.
Diane Hillmann, the last speaker, rounded out the program by talking about the immediate future. She likened the organizational structure to an endoskeleton rather than an ectoskeleton which can be easily shed once the organism, institution, outgrows it confines. The endoskeleton, much like the human skeleton, will grow and once matured, suit and serve the organization quite nicely, her point being that drastic changes will not occur within the next ten or so years.

Considering that the speakers clearly expressed very diversified points of view and visions of the future, the program as a whole was very enlightening. It is rare when the individual speakers of a program with such a complex topic as future trends in organizational structures can leave the audience with an idea of a whole concept rather than glimpses of each speaker’s views and opinions. John Doyle, while agreeing with Diane Hillmann that changes will not occur quickly, stressed the impact technology will have on the way information is categorized, stored, retrieved, and disseminated. Kathie Price’s discussion of managerial characteristics necessary to accept the changes in a positive manner nicely bridged the gap between the far and immediate futures.

"Internet for the Novice: An Introduction to Internet Access and Use" (Workshop)
Reporter/Co-Director Sally Wambold

Internet for the Novice began with a history of the Internet. Among other things, participants learned the Internet dates back to 1969 and ARPANET. From the historical background, the workshop moved on to what the various uses of the Internet are: email, conferences (like Law-Lib), file transfer (ftp), remote terminal emulation (telnet), gophering, and World-Wide-Web. Each application was discussed in detail. During this discussion, terms frequently encountered (like Archie, Veronica, and Jughead) were explained with actual examples from an online computer projected onto a screen. The Gopher and the Web received more time in the afternoon session for the experienced users. Cello and Mosaic were explained as efforts to index the Web. A term that users will probably hear more often was introduced into these discussions: Hypertext Markup Language or HTML.

Both the workshop for the novice and the workshop for the advanced user advised on ways to increase skill: by using email to ask for help, by attending workshops, by joining user groups of all flavors (to benefit from library members and to influence non-library members in favor of libraries), and by identifying experienced colleagues to be mentors. Law schools have been the pioneers with the Internet. There is usually a host computer in place and there are microcomputer labs connected to that computer. Bitnet has been in place in these academic scenarios for many years. Firms and corporate law departments have also promoted the Internet. Not only is it possible to communicate and share information, but also it allows firms to save time and phoning effort. Access to government information is a large bonus for firms. Furthermore, the Internet gives visibility which can promote a firm’s business. Needless to say, the workshops gave ample reason for the participants to use the Internet.

Electronic publishing was a major topic for the advanced audience. The mechanics of running a discussion list were highly interesting and practical, from determining the amount of interest to learning where to go for help to choosing the software and host. Internet workshop audiences even learned a tactic for avoiding flame wars! One possible way to get into electronic publishing is to set up a gopher, in which the choice of content is an important consideration. The audience also learned much about the mechanics of the Web.

The presenters of the workshop were Suzanne Devlin, Ken Hirsh, and Jim Milles. They have already begun work on bringing the workshops to AALL Chapters which would like to have local presentations. Plans are afoot for an Institute associated with the Pittsburgh Annual Meeting.

Four issues of volume 19 of Technical Services Law Librarian were published in 1993-94. Volume 19 totaled 100 pages, for an average of 25 pages per issue. The March issue contained the 9-page index for volume 18, compiled by Jean Pajerek.
new columns were added: Serials Issues and Internet. Mary Burgos is the contributing editor for the former and Sean Doherty wrote the latter this year. There are now twelve regular columns.

These contributing editors will continue their appointments for 1994-96: Rhonda Lawrence and Melody Lembke, Description and Entry; Diane Hillmann, Marc Remarks; Pat Denham, Preservation; and Jean Pajerek, Serials.

The TSLL Editorial Board met on 14 July 1993, in Boston and will meet this Wednesday, 13 July 1994, in Seattle. Serving on the Editorial Board in 1993-94 were Mary Gilligan and B.J. Segal, representing OBS-SIS, and Cynthia May and Sandy Beehler, representing TS-SIS. Mary Gilligan and Cynthia May are completing the second of their two-year terms at the Annual Meeting.


The only major change this year was in the way contributors sent their copy to me. Starting with the June issue, I was able to accept copy via e-mail. This greatly shortened the amount of time needed to produce each issue.

The September issue will be the last one produced by Evelyn Gardner and myself. We have served as the Editor and Business Manager for two two-year terms. The Editorial Board will decide on our successors at the Wednesday meeting. Their names will be announced in the September issue and they will begin with the December issue.

The deadline for the September issue is Friday, 29 July. I urge all committee chairs and program and workshop coordinators to submit reports for inclusion in issues in volume 20.

TECHNICAL SERVICES LAW LIBRARIAN
Business Manager’s Report 1993-94
Evelyn Gardner

TSLL began the fiscal year with 87 subscriptions. During the year we had a gain of 10 subscriptions, making a total of 97 paid subscriptions as of June 15, 1994. Twenty-five copies of each issue are distributed free of charge. One copy each is distributed to the following: AALL Headquarters; AALL Archives; Donald Dunn, Western New England College School of Law Library; Kay M. Todd, President/AALL; Carol D. Billings, Vice-President/President-Elect/AALL; Roger H. Parent, Executive Director/AALL; Michael Maben, SIS News Editor, AALL Newsletter; Richard Danner, Law Library Journal Editor; Kathy J. Sullivan, Chapter News Editor, AALL Newsletter; Peter Beck, AALL Newsletter Editor, and Chairs of each Special Interest Section/AALL.

We have survived another year with a positive balance of $1061.44 but not because of good fiscal accounting but rather because of creative bookkeeping from Headquarters. Because of the audit which was conducted last year, we gained an income of $2823.92 because of errors made by Headquarters. When Headquarters was questioned about this substantial balance, their response was that an audit cannot be changed so we should not worry about the discrepancies and accept it as is. So that is what I plan to do but “for the record” it make me very uncomfortable.

We did, however, receive an additional income of $338 23 from the sale of SIS package plans to libraries. Although I feel that this figure only covers one SIS, I will endeavor to get this straightened out by the time I turn this over to my successor.

Since we have only 97 paid subscriptions at $10.00 domestic, $11.00 foreign, we cannot possibly finance TSLL alone. So we will still need to try and promote as many new subscriptions as we can by publishing in chapter newsletters and the AALL Newsletter as we have in the past, and we will need to continue to count on gracious donations as we have from TS-SIS and OBS-SIS.

I just want to take a minute to tell everyone that it has been a pleasure to serve as your Business Manager, and to thank everyone for their patience during these past four years. If you have any questions regarding your account, please do not hesitate to call me.
The cost breakdown of expenses and income for 1993/94 is as follows:

**TECHNICAL SERVICES LAW LIBRARIAN**  
1993/94 BUDGET SUMMARY  
AS OF JUNE 15, 1994

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**BALANCE**

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Respectfully submitted,

Evelyn M. Gardner  
Business Manager  
Technical Services Law Librarian

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**TECHNICAL SERVICES LAW LIBRARIAN**  
EDITORIAL BOARD MEETING  
Minutes - July 13, 1994

The TSSL Editorial Board met on Wednesday, July 13 at 7:15 a.m., with the Editor, Patricia Denham, presiding. Members present were Evelyn Gardner and B.J. Segel. Incoming Board member Mary Lu Linnane was also present. The Editor announced that the following Contributing Editors had accepted two-year renewals of their appointments: Mary Chapman, Automation; Rhonda Lawrence and Melody Lembke, Description and Entry; Diane Hillmann, Marc Remarks; Pat Denham, Preservation; and Jean Pajerek, Serials. New contributing editors for the Classification column will be Regina Wallen and Marie Whited, who are replacing Cecilia Kwan who retired this year. Elaine Sciolino will replace Suzanne Devlin as the co-contributing editor for the Automation column. The Editor is still in the process of locating a replacement for the contributing editor for the Internet column.

The next item of business was the appointment of the new Editor and Business Manager. The Editor will be Mary Dzurinko, Legal Databases Administrator at
Covington and Burling in Washington, D.C., and the Business Manager will be Lorraine Lorne, Assistant Director and Head of Technical Services at the University of Arkansas. They will begin their duties with the December issue.

The 1993-94 Editor's Report and Business Manager's Report were distributed to members. If we receive the same amount for the package plan and for subscriptions next year as we did last year, we will need only about $800 in subsidies from both TS and OBS to meet the expenses for volume 20.

The meeting was adjourned at 7:45 a.m.

Continuing Education Calendar

1994

September 30- "Library Binding Institute," sponsored by Preservation of Library Materials Section, ACTLS, ALA. Contact Yvonne McLean or Karen Whittlesey at 800-545-2433, ext. 5032 or 5034, or by sending e-mail to alcts.office@ala.org.

October 1  Yvonne McLean or Karen Whittlesey at 800-545-2433, ext. 5032 or 5034, or by sending e-mail to alcts.office@ala.org.


October 29-30  "The Electronic Library: Administrative Issues for Organization & Access," San Antonio, Texas. Preconference to EDUCOM. Designed to provide senior-level decision makers with information they need in order to articulate a vision and formulate strategies for their institutions as they move from trends and concepts to the concrete reality of electronic libraries. Contact Yvonne McLean or Karen Whittlesey at 800-545-2433, ext. 5032 or 5034, or by e-mail to alcts.office@ala.org.

November 11  "The Fundamentals of Acquisitions," Anaheim, California. ALCTS preconference held in conjunction with the California Library Association Meeting. Contact Yvonne McLean or Karen Whittlesey at 800-545-2433, ext. 5042 or 5034, or by e-mail to alcts.office@ala.org.

November 10-11  "Demystifying Subject Cataloging," Anaheim, California. ALCTS preconference held in conjunction with the California Library Association Meeting. This day-and-a-half-long continuing education opportunity will look at the dramatic changes being developed in LCSH based on the integration of modern classification theory, faceted indexing, and thesaurus construction principles into subject retrieval. Contact Yvonne McLean or Karen Whittlesey at 800-545-2433, ext. 5032 or 5034, or by e-mail to alcts.office@ala.org.