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Conference Report Session L-4

Acquisition and Control of Electronic Legal Resources in the 21st Century

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Like many libraries today, the Edward Bennett Williams Library at Georgetown University Law Center was confronted with the challenge of adding more electronic resources to its collection. Kristina Kuhlmann and Janice Snyder Anderson, both of Georgetown, presented a well-attended program at the AALL conference in Philadelphia that described how the staff at Georgetown met this challenge successfully.

Ms. Kuhlmann, who is the acquisitions librarian at Georgetown, presented the first part of the program, which focused on the practicalities of selecting and acquiring electronic resources. The staff at Georgetown discovered that the procedures they used for acquiring paper titles had to be modified to accommodate the acquisition of electronic resources. It is very important, Ms. Kuhlmann stated, to have one person whose job is to coordinate the entire process of selecting and acquiring electronic resources, ensuring communication and cooperation among the parties involved.

In selecting electronic resources, Ms. Kuhlmann advises learning as much as possible about a resource from advertisements, reviews in the literature, and from peer libraries that already use the resource. A pre-purchase try-out period (typically 30 days) is another valuable way to glean important information, enabling librarians and users to evaluate a resource's content, quality, user interface, and appropriateness for the library's collection. Other factors to consider in the selection process include the format of the resource (i.e., CD-ROM vs. networked or Web-based resource), security (IP restrictions vs. user name and password), access (what is the number of simultaneous users; is off-campus access possible?), pricing structure, and add-ons (is there a paper or e-mail service that comes with the electronic resource?).

(continued on page 6)

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

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TSLL EDITORIAL POLICY

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Technical Services Special Interest Section

What a great time we had in Philadelphia! The Technical Services SIS sponsored several programs that were well received, on subjects as diverse as the Electronic Data Interchange (EDI), the Program for Cooperative Cataloging (NACO, BIBCO, etc.), the Z39.50 gateway in library systems, use of technology for dealing with vendors and publishers, understanding the new Library of Congress subclass KB for religious law, and use of the Text Encoding Initiative (TEI) for creating electronic legal resources.

I would particularly like to thank the TS-SIS outgoing chair, Janet McKinney, for her work getting these program proposals submitted and handling all the duties of chairing with great efficiency and aplomb during a year in which she also changed her job and her employer! Most people don't realize how much work is involved behind the scenes as a section officer—scheduling of section and committee meetings, appointing committee members, writing columns for *TSSL* and for AALL's *Spectrum*, planning the Joint Reception, responding to SIS Council issues, providing feedback and input to other AALL entities (such as the Professional Development Committee), motivating committee chairs and program coordinators to meet their deadlines, suggesting additions and changes to the TS-SIS Web site, monitoring the SIS's financial statements from AALL headquarters, and on and on. And remember, we do this as unpaid volunteers who try to keep up with our salaried position duties at the same time; ultimately, the section officers often give up more than a few Saturdays on our behalf. So, please join me in saying "thanks" to Janet and to other officers whose terms ended in July 2000: Linda Tesar (outgoing Secretary-Treasurer), JoAnn Hounshell (Member-

at-Large), Joe Thomas (Immediate Past Chair), Pat Turpening (Preservation Committee chair), and Carmen Brigandi (Acquisitions Committee chair).

Now, I would like to share some news with our members who were unable to attend the Annual Meeting this year. First of all, we were quite pleased to present the Renee Chapman Award for Excellence in Technical Services Librarianship to: Anna Belle Leiserson! As you know, Anna Belle is co-editor (with Linda Tesar) of this very newsletter. In addition, she is well known and respected among acquisitions librarians everywhere (not just in law libraries) for having created and maintained the superb *AcqWeb* site on the Internet. She has also served the TS-SIS well as a coordinator and speaker at annual meeting programs. A handsome plaque was given to Anna Belle at our Business Meeting, along with a moving speech delivered by the AALL president (and Anna Belle's "mentor-in-chief"), Margie Axtmann.

Speaking of mentors, also announced at the Annual Meeting is the new TS-SIS Mentoring Program, which will connect "newbie" catalogers (acquisitions librarians, serials librarians, etc.) with more seasoned or experienced cohorts. The idea is that the latter can serve as informal one-on-one advisors to the beginning librarian—by use of phone calls, e-mail, etc. The Mentor/Mentee Facilitator (i.e., matchmaker, record-keeper, etc.) for this program is: Mary Burgos (Columbia University). To obtain a copy of the application form to either become a mentor or be assigned a mentor, go to: <http://library.law.columbia.edu/tssis.html>

Another new initiative for the section this year will be the development of a

web-based Clearinghouse of Model TS Documents. It is hoped that such a "clearinghouse" of sample written policies, procedures and forms will be useful in Technical Services areas of both large and small law libraries. This might consist of the actual documents or hyperlinks to the documents. It will not be an exhaustive list, but rather, a selective list of representative documents that can be used as resources, for which individual law libraries would modify the texts to suit their own circumstances. Vendor- or system-specific procedures shall be avoided (or wordings revised to eliminate naming these). If you have a written policy or form you would like to contribute please contact either: Joyce Manna Janto (project director), or Chris Tarr (project assistant), or hey! we also need a volunteer from a private or state/court/county law library—could this be you?

Work will continue in 2000/01 on Strategic Planning for the section. The TS-SIS Strategic Planning Committee, chaired by Caitlin Robinson (University of Iowa), has submitted a first draft strategic plan, and the TS Executive Board was quite pleased with its content, although some re-wording and re-grouping of elements are desired. It was also decided that an actual survey should be done of the TS-SIS members, to help us prioritize the section's goals and objectives. This special survey will be sent to members later this year instead of the customary "annual membership survey." (Exception: We intend to include a separate sheet to allow members to volunteer to run for office or for committee work, and to suggest program ideas for upcoming AALL conferences.)

I would also like to note ordinarily the "charges" to TS committees are given

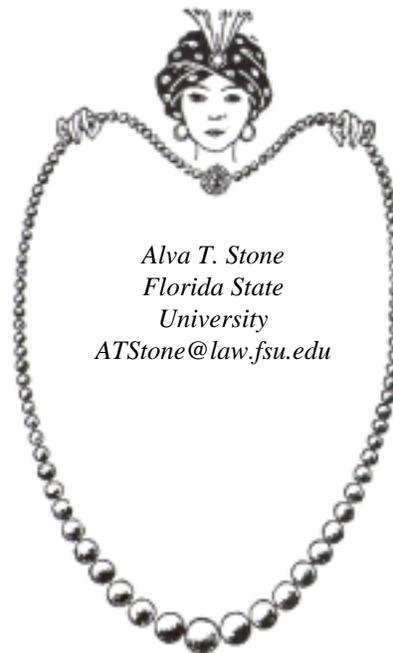
by the TS Executive Board. However, this year the TS Preservation Committee will be accepting an assignment from AALL Headquarters to implement one of the objectives of the *AALL Strategic Plan*, which is, to develop a preservation plan for the nation's law libraries. This project may also require that a survey be done. We may even appoint members to the Preservation Committee who are not TS-SIS members, at least for the duration of this project, which is expected to take two years. If you or someone you know would like to assist, please contact me or Will Meredith (chair of the Committee).

Other volunteers are still needed for 2000/01 for the TS-SIS Awards Committee, the Nominations Committee, and the Bylaws Committee. If you are interested in serving on any of these, please contact me at: tel. 850-644-2881 or e-mail: <atstone@law.fsu.edu>. (I should mention two things about the Bylaws. The amendment to delete the "Exchange of Duplicates

Committee" from our bylaws did not pass at the Annual Meeting. Members were concerned that we develop language for the bylaws specifically stating that this project will continue under either the Acquisitions Committee or the Serials Committee, but there was some disagreement about which committee was more appropriate for the task! The other major charge which the Bylaws Committee will receive is the revision of the TS-SIS Handbook; recently Joe Thomas (our outgoing Immediate Past Chair) found that there were some inconsistencies between the bylaws and the handbook, or the handbook and "actual practice.")

Phew! Well, that certainly seems like enough "news" to cover for now, except for one more thing ... I want to thank the TS Education Committee members (and especially its chair, Pat Sayre-McCoy), who are working furiously this weekend to put the finishing touches on one Workshop proposal and 10 Program proposals to be sponsored by our section for the Minneapolis 2001

meeting. By the time the next issue of *TSLL* comes out, we hope to be able to announce that several of the proposals have been approved (keep your fingers crossed!), and will be able to tell you what they are!



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Online Bibliographic Services Special Interest Section

From the Chair

Membership in the OBS-SIS yields many benefits. Some are tangible, some are not. There are the networking/interaction with colleagues, discussion forum, learning to lead, adding to your resume/vita, etc. aspects of OBS membership and these are very important. But there are a few tangible benefits too, and I would like to point them out. You are now reading one of the biggest and best benefits in my opinion, this newsletter. *TSLL* updates OBS members on what is happening in the world of OBS, AALL, law librarianship, and librarianship, in general. This is essential, both for those who are unable to attend AALL annual meetings and for those who do attend, but need to stay in touch throughout the course of the year. *TSLL* also serves as

a historic record of OBS' activities.

Another tangible benefit of OBS membership is the AALL annual meeting each year. Much of OBS' efforts are focused on making the experience a valuable one for its members. At the annual meeting, OBS-sponsored educational programs are presented, business and committee meetings are held (as well as a reception), and there is an OBS Table in the Activities Area of the Exhibit Hall. I am happy to report that the AALL annual meeting in July 2000 in Philadelphia was an unqualified success from OBS' perspective! Not that I'm biased or anything ...

The OBS Activities Table in Philadelphia was the busiest I think I

have ever seen it. And it was packed with great stuff! There was Biddle Law Library's copy of the *Law Library Systems Directory* on display (thanks Pat Callahan!), which generated a good deal of discussion, particularly as regards the future method of updating. (The *Directory* is another tangible OBS benefit.) Also present at the Table: the ever-popular paperback swap, sample issues of *TSLL*, OBS brochures, handouts from the MARBI representative (thanks Rhonda Lawrence!), handouts listing OBS meetings and programs, and candy. The new OBS key tag giveaway (thanks Georgia Briscoe!) proved to be quite popular too. Many visitors to the table commented on the key tag's utility and small size, a definite plus when packing

one's luggage in order to return home! I want to thank Georgia for coordinating the OBS Table content, as well as the schedule for the wonderful OBS members who spent time there greeting visitors and answering questions. On a related note, Diana Osbaldiston had a representative sampling of the goodies at the CONELL Marketplace, where she urged new law librarians to join OBS (thanks Diana!). And I think I can safely say that a good time was had by all at the TS/OBS/RIPS/CS reception sponsored by those SISs and Innovative Interfaces Inc. Thanks to Georgia for assisting with the planning of the reception for OBS.

Also present in the Activities Area, were the time capsules. AALL had organized this effort and supplied the boxes. Many SISs and committees participated, including OBS. Here is a list of what is in the OBS time capsule:

- March 2000 issue of *TSLL* (which has OBS history article)
- *Law Library Systems Directory* survey
- OBS/TS Joint Research Grant information & article by LeGrande Fletcher which was researched with Joint Research Grant funding and published in *Law Library Journal*
- OBS-SIS table giveaways (screwdriver, pen/highlighter, paper clip, key tag)
- *RLIN Searching Guide, Discovering RLIN* brochure & RLIN memory aids
- RLG's union catalog worldwide holdings sheet
- *Research Libraries Group News* (winter 2000) & *RLG Focus* (April 2000)
- Sample RLIN-generated catalog cards
- OCLC tape containing batchload records
- Assorted OCLC buttons & an OCLC pencil
- *What the OCLC Online Union Catalog Means To Me: A Collection of Essays* monograph
- OCLC 25th anniversary paperweight

- & Nylink FirstSearch bookmark
- Cataloger's Electronic Toolbox CD-ROM (sample from Rothman)

These are symbols of OBS that will hopefully inform whoever opens this time capsule in 2025 about what OBS did in the past. Thanks to Susan Chinoransky who spearheaded OBS' participation by collecting and documenting submissions and transporting the box to Philadelphia and to all who participated by contributing content!

Corinne Jacox announced at the OBS business meeting that Larry Dershem has been awarded the OBS/TS Joint Research Grant for this year in the amount of \$1,000. He will use the funds to assist him in his research of enhancement of the Library of Congress Classification (LCC) system.

The educational programs sponsored by OBS in Philadelphia were excellent! I plan to purchase tapes for those I could not attend. I hope you will do the same. Also look for reports of those programs and of the OBS business and committee meetings in *TSLL*. As always, we hadn't even begun this year's annual meeting, when planning for next year's programming was well underway. But never fear, OBS was hard at work and the proposals are in! The deadline for submitting program and workshop proposals for the 2001 AALL Annual Meeting in Minneapolis was August 14th and OBS was very busy right up until that afternoon finishing up the details. I want to especially thank Ismael Gullon, OBS Education Chair! Many thanks also to the members of the Education Committee: Pam Deemer, Richard Jost, Mary Jane Kelsey, and Anna Belle Leiserson. I also want to thank Pat McCoy (TS Education Committee Chair) and Alva Stone (TS Chair) for being so willing to collaborate on co-sponsoring proposals with OBS.

Here are the details on the 2001 program and workshop proposals that were submitted:

- Everything Old Is New Again: Second (or Third!) Generation System Migration (2 parts)
- New Roles? Retooling Yourself for Work in the 21st Century
- New Roles? Retooling Your Staff for 21st Century Technical Services
- Put a CORC In It: the Cooperative Online Resource Catalog's Attempt to Control the WWW Information Flow (2 parts)
- Implementing the MARC 21 Format for Holdings Data: the New Frontier in Technical Services
- What You Don't Know CAN Hurt You: Essential Technical Services Knowledge for Public Services Librarians
- Coping With the Wireless Revolution: the Impact of Wireless Technology on Libraries
- Subject Authority Cooperative Project (SACO) Workshop

In my next column, I will give an update on which of these proposals have been accepted. It's not very likely that all will be chosen, since the competition is fierce. But the presence of even a few of these on the program will make attending next year's meeting worthwhile for OBS members. I'm getting psyched already—I hope you are too!

There was a little problem with our previously announced chair for the OBS Nominations Committee. I felt that it would make sense for the OBS Chair to move into this position when s/he completed her/his term as Chair. Well, it seems this is not allowed, since that person is still serving on the OBS Board in the role of Immediate Past Chair. As sort of an extension of the same logic, Jack Bissett, who completed his Past Chair term in July, has graciously agreed to Chair the OBS Nominations Committee. Pam Deemer and Sue Roach will assist him. If you are contacted by the Nominations Committee, please do consider running for office. OBS has great members who volunteer to do all sorts of amazing things and thus make the officers' jobs that much easier.

The OBS Strategic Planning Committee members present in Philadelphia participated in a “jump start” session led by Gail Warren, who led a similar effort for the SCCLL-SIS recently. We met at the Biddle Law Library and all were energized by Gail’s enthusiasm for and advice about the strategic planning process. To summarize very briefly, we did some brainstorming exercises to help us focus on forming a mission statement for OBS. This is not the same as the “Object” stated in the OBS bylaws, though it flows in part from that. Next we did a SWOT analysis to determine the Strengths, Weaknesses, Opportunities, and Threats for OBS. An environmental scan will take place to gather input from you, the members of OBS. If you are contacted, please give some of your time to this valuable effort!

Sally Wambold, Chair of the Strategic Planning Committee, will monitor the assignment matrix and dole out the tasks to the Committee members. In addition, Sally and I will keep the OBS membership up-to-date about where things stand. We’ll do that here in *TSLL*, on the OBS-SIS electronic list (to which you are or will soon be automatically subscribed), and on the Web site. Strategic planning is a process that takes a long time and

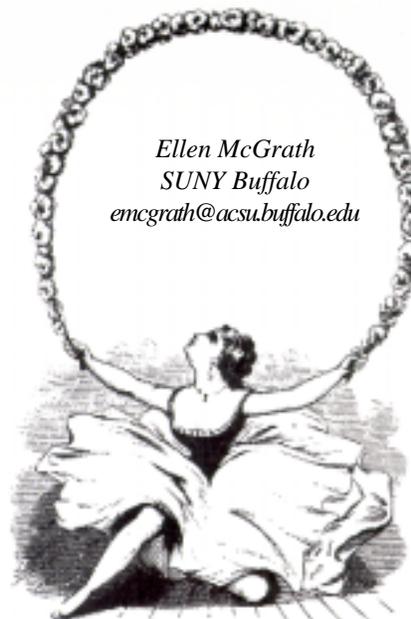
rightfully so, since great care and much consultation must take place. Strategic planning is a top priority for me as OBS Chair. I hope to see this project through to the point where an announcement can be made to the OBS membership in Minneapolis about the existence of an OBS three year strategic plan. Realistically, an organization never stops strategic planning. Almost constant reevaluation is essential as goals are achieved, new goals surface, or some goals continue to require steady attention.

Next time I also hope to fill you in on some developments with the OBS Web site. As I write this in late August, it’s still badly out-of-date and I do apologize for that. But I have already begun to work on turning that around. I am holding off on announcing anything until we have at least a slightly improved product. But this is definitely another top priority for me in this year. I don’t want to get too ambitious just yet, so I’m not planning a big graphic redesign or anything major like that. I simply want to give you, the OBS membership, a better OBS Web site with up-to-date and meaningful content.

So now you know my two major objectives as OBS Chair: moving the strategic planning process along and

improving the OBS Web site. Please hold me accountable! We all know how busy we can get with the daily crises. I need your help to keep on track with the OBS agenda. I plan to use this column, the OBS-SIS electronic list, and eventually the Web site, to communicate with you regularly. So could you do me a favor? When I post messages asking for any type of feedback, please drop me a quick response! It’s so much easier if I have some input to let me know if you like what OBS is doing or not. Tell me what you think—I promise to listen and try my best to make a change for the better!

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Electronic Legal Resources

(continued from page 1)

Once an electronic resource has been selected, licensing issues come into play. A basic understanding of electronic resource licensing is essential not only for those who negotiate such licenses, but also for those who need to know, for example, the interlibrary loan implications of a license. Licenses should be reviewed to make sure they reflect agreed-upon terms between the library and the vendor before being signed and returned. Librarians are well advised to make note of contact names for customer service and technical support, and to keep this information

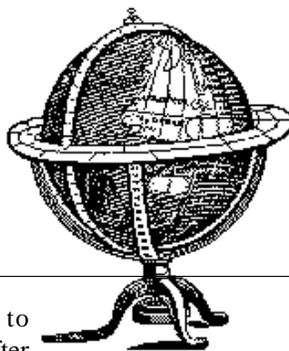
handy should problems arise. The library should publicize a new resource to its user community once the resource becomes available.

The second part of the program, presented by Janice Snyder Anderson, dealt with the bibliographic control of electronic resources, with emphasis on electronic serials. Ms. Anderson characterized the elements of bibliographic control as: describing items in the bibliographic universe (however we choose to define that universe); providing access to descriptions of items in the bibliographic universe; placing surrogate records into retrieval systems (like OPACs or other databases); and

having the surrogate records point to actual information packages.

Several options for the bibliographic control of electronic serials were discussed, including creating OPAC records for them; providing static lists of electronic resources on Web pages; and creating dynamic, Web-based databases (separate from a library’s OPAC) of electronic resources. Each approach presents its own advantages and pitfalls. According to Ms. Anderson, a combination of OPAC and Web-based access for electronic serials best ensures that users’ information needs are met as the library strives for comprehensive and accurate bibliographic control of these resources.

How Will the Law Library Work In a Paperless World? The Impact of Electronic Data Interchange (EDI) on Library Management



Conference Report Session B-1

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When mailing paper claim slips or sending book orders to publishers via US mail, who hasn't wondered if there was a more efficient way to accomplish these tasks? Well, the AALL session *How Will the Law Library Work in a Paperless World* promised to enlighten its audience on how Electronic Data Interchange, EDI, will free up staff time by electronically transferring claim, order, and payment information between libraries, vendors, and publishers. With more than a little curiosity, I approached this session wondering if the notion of EDI would make a significant impact on my job as an acquisitions librarian. The session proved enlightening, but pointed out that we are still a long way from the daily use of EDI in the law library.

Sandra Hurd of Northern Light and Pamela Bluh of the Thurgood Marshall Law Library at the University of Maryland addressed current and potential developments in EDI. Hurd provided an excellent introduction to the basics of EDI and began by defining EDI as machine to machine transmission of business information. The implementation of EDI promises to provide faster transmission of data between library, supplier/vendor, and publisher by transferring information from computer to computer, without human interaction. The computer accomplishes the same routine tasks, such as claiming or ordering, by direct communication between the integrated library system, ILS, and the computer system of the vendor or publisher. This gives library staff increased time to devote to more complex tasks.

Hurd cited several potential benefits for libraries using EDI: the elimination of printed order and claims slips sent via US mail and the need to post payments into the ILS. Wouldn't it be great to have an electronic interface post

payments to accounts after checks have been paid? Certainly, my acquisitions assistant would be pleased with this development!

In spite of these potential benefits, several roadblocks stand in the path of widespread acceptance of EDI. Currently, most EDI interfaces are proprietary. Hurd chronicled the push within the last ten years for library vendors to create a single standardized interface and gave examples of organizations working to develop standards for their respective stake holders: SISAC, BISAC, ICEDIS, ASC X12, and EDIteUR. As well, Hurd discussed a few concepts related to EDI that are currently in development: the SISAC Bar Code symbol and the Digital Object Identifier (DOI). The Serial Item and Contribution Identifier, SICI, identifies specific parts, issues, of serials publications. The SICI data is represented in the form of a machine-readable bar code, the SISAC bar code symbol, printed on the cover of many serial publications. The bar code contains information including the ISSN as well as volume and issue information. Potentially, library staff may check in a shipment of serials by scanning the SISAC bar code. The ILS interface records the appropriate issue in the library's check in records and avoids unnecessary check in errors.

Hurd spoke very briefly about developments in Digital Object Identifiers (DOI). She defined DOI as a means of permanently identifying the producer and copyright information for a work on a digital network. More information on DOI may be found at <http://www.doi.org>. Hurd closed her presentation by encouraging library staff to analyze situations in which EDI would be useful and commented that not all communications are suitable for

EDI. EDI should be used to free up staff time and improve efficiency in communication, not hinder or bog down communication lines.

Pamela Bluh's presentation built upon the EDI basics discussed by Hurd. Bluh began by dismissing common misconceptions about EDI. Often EDI is thought of incorrectly as a means of altering data. The simple fact is that in EDI, the data is not changed per se, only transferred between two parties. EDI transactions are seen as invisible and are perceived of as mysterious to the uninitiated. In reality, EDI depicts a transaction model with the library acting as the buyer and the vendor as the seller. Information passes between the two parties without human interaction. Bluh echoed Hurd's earlier comments about the importance for both players to create a single standardized interface.

Most importantly, Bluh examined the likelihood of EDI's implementation within the law library community. In this setting, legal publishers, subscription agents, and integrated library system vendors must actively work together to make EDI successful. As part of her research into EDI, Bluh said that of major law library vendors, the William S. Hein Co. has the most pro-active approach to EDI. In her opinion, legal publishers see no great impetus to pursue EDI research and development as the majority of their customers are not academic law libraries but individual attorneys or small firms. Neither of these two audiences has expressed a significant desire for developments in EDI.

Additionally, EDI has been slow to gain momentum within ILS vendors since most ILS enhancements are both customer and market driven. The majority of EDI functions occur behind

the scenes and are not perceived of as glamorous or visible activities. Certainly, some of the tasks EDI may accomplish are mundane and typically, are not at the top of the list of enhancements that customers request. Looking at the pros and cons of EDI, Bluh emphasized that EDI strives to improve efficiency of routine operations, providing staff with more time to handle complex problems, reducing errors, and improving response time in communications with

vendors. Still, EDI is expensive to implement and has not garnered significant interest or strong support within the law library community. Currently, there are too many modifications and proprietary versions of EDI software without a single, emerging standard. Bluh urged law librarians to participate in the process of developing standards for EDI interfaces and communicate our needs to vendors.

Overall, this session provided a useful introduction to the major issues surrounding EDI implementation and furnished a preview of EDI developments on the horizon. Hurd and Bluh presented the basic facts about EDI with a realistic look at its potential impact on the law library setting. Certainly, EDI is an emerging area that technical services librarians must monitor on a regular basis. 

Conference Report Session G-7

Religious Law in a Secular Setting: A Cataloging and Classification Approach

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This program introduced the new religious law schedules (KB-KBZ) which are in various stages of development. To provide context, Lucia Diamond, Senior Reference and Collection Development Librarian of the Robbins Collection at the University of California School of Law Library, spoke first on the concept of religious law. She noted that law, theology and ethics all interact and the categories of law and religion are culturally influenced. The division of secular and religious law is partly an artificial construct. For example, the laws in colonial New Haven included references to the scripture upon which they were based. To illustrate the distinction between these two types of laws, Diamond remarked that laws on Sunday business closings promulgated by a secular body would class in the jurisdiction-based law schedules and works on Sabbath Day laws promulgated by



a religious body would class in the religious law schedules. These schedules also allow the merging of theological works with legal texts which could be useful in different ways for different libraries. This flexibility might even be politically useful where the difference between the two types of law mentioned above is not recognized. Diamond illustrated this point by discussing how scholars use the Robbins Collection whose mission is to promote and sponsor historical and comparative research in the fields of civil law and religious law. Since this collection is primarily historical, the KBR (History of Canon Law) schedule will be particularly

important for them. In contrast, smaller or more general law collections may have less use for this and other KB schedules.

The next speaker was Jolande Goldberg of the Library of Congress, author of the religious law schedules. She spoke mainly on KBR and KBU which will be ready in the Fall of 2000, but also illustrated what was involved in creating all of the law schedules. For a more detailed look at this topic, Jolande's "Notes on Design and Suggested Use of the Schedules" are available on the Web at: http://lcweb.loc.gov/catdir/cpso/kbr_kbu.html, just click on the link to "Introduction by Jolande Goldberg". Her notes go into more detail than she was able to present during the program and are no doubt more useful than any summary I can provide. After discussing the development of the schedules, Jolande and Cheryl Cook, also of LC, demonstrated the draft schedules using LC's in house software system, Minaret. This system is currently used for the maintenance of classification data and a Web interface is being developed for it. LC's Cataloging Distribution Service plans to conduct a pilot test of this Web interface as a potential fee-based product, the advantages being that since it is LC's working database it would be completely up to date. The religious law schedules are in English, and in Latin or the romanized original. They are working to include the vernacular into the schedules in non-romanized form using Unicode. Without the original terms many of the topics have to be expressed in descriptive phrases because there are no equivalent translations. Cheryl demonstrated some sample searches using romanized and English terms to illustrate retrieval and the parallel structure of the schedules.

This was a very meaty program and I recommend looking at the CPSO's Web site to view the draft schedules and other notes at <http://lcweb.loc.gov/catdir/cpso/> for more information. 

The Alphabet Soup of Cooperative Cataloging: Leading Through Participation in NACO, SACO, BIBCO and CONSER



Conference Report Session C-1

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This session was designed to soothe the nerves of the acronymically-challenged, by explaining the meaning and history of the various terms and programs attached to LC's Program for Cooperative Cataloging (PCC). The lessons were that cooperative cataloging is easy and fun, that the eligibility requirements, training, and paperwork are not burdensome (though perhaps they used to be), and that LC wants you to help ... yes, you. Even small libraries not expecting to contribute many records are welcome to take part in this effort that benefits the entire cataloging community. It also enables individual catalogers to improve their skills and interact with their peers at LC and other institutions.

Thompson Yee of LC's Cataloging Policy and Support Office began by briskly outlining the programs. Details on all of them are available at PCC's Web site <lcweb.loc.gov/catdir/pcc/>. Two of the four programs are for cataloging records: CONSER members create high-quality serials records, and BIBCO members contribute full core bibliographic records, including authorities, subject headings, and classification numbers (LC or Dewey). The other two programs are for authority records: NACO members create records for names, uniform titles, and serials, and SACO members propose new subject headings and LC classification numbers.

Mr. Yee desired to promote SACO in particular. It is less formal than the other programs: training is optional, as is formal institutional membership. Twenty percent of new LCSH entries now come through SACO, so now you know why the red books have been multiplying lately. Sometimes it is easier to propose a new subject heading than to fuss around finding existing

headings to fit the work in hand. A proposal may be as simple as establishing "Law and legislation" under an existing topical heading. SACO is informal because all proposals are funneled through a thorough review process by LC. Funnel coordinators for NACO also exist - one each for OCLC and RLIN - so low-volume contributors may learn by doing without having to meet the high productivity standards required to pass fully out of review status.

Two NACO participants testified to their experience in this program. Richard Amelung of St. Louis University, describing himself as a "battle-scarred old codger," began creating NACO headings in 1985 for a major microform set of 19th-century legal treatises. At that time the hurdles for participants were great: institutions had to specify their areas of expertise in their applications, undertake to contribute at least 600 records per year, and foot the bill for sending their catalogers to LC for two-week training sessions. Then there was all the paperwork: not only did you have to create the headings, you had to learn how to type the forms. Review lasted four to six months and covered all types of headings, after which the institution was certified as fully competent in all of them.

Now, under what Richard dubbed NRN - the New Relaxed NACO - the review period has been shortened, the heading types have been uncoupled so that participants can be certified in what they do most while remaining under review in other areas, and the emphasis is more on the work itself than on the stressful process. The work is fully computerized: no more typing up forms. Cataloging can be a lonely job, but NACO offers training, confidence,

and a network of contacts through fellow institutions and through LC liaisons even after training is finished. Administrators may fear that NACO work crimps productivity, but being well-trained makes one better able to deal with problems that would come up anyway, so it saves work to do them right the first time. NACO ensures smooth record integration, and by cutting the number of split files improves the search hit rate for catalog users.

Christina Tarr of Boalt Hall is a new NACO participant who demonstrated the practical side of her work. She underwent a week of training at LC, and is the sole NACO contributor at her library. She creates 20 to 25 authority records per month, most of them authors of German doctoral theses. This is about one record for every four items she catalogs. She is only independent on personal names, remaining under review for the rare corporate names she creates. Another great thing about NACO is that you aren't required to establish every name on your bib records: anything too tough to deal with may be skipped. But most of her doctoral authors have never published anything before, and the process is so simple she uses a macro that takes information from the bib record and fills out the 040, 100, and 670 (source data) fields of the NACO online form automatically, with very little tweaking necessary. Her handout said "If I can do this, anyone can," and "It's quite easy, really."

Ellen McGrath of SUNY-Buffalo chaired the session and closed with a suggestion that a one-day SACO training session be attached to a future AALL annual meeting. Anyone interested in such a session is welcome to write her at <emcgrath@acsu.buffalo.edu>. 📧

Conference Report Session D-3

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Instant Gratification! The Z39.50 Gateway to Searching, Cataloging and ILL

This double program attempted to introduce the audience to what Z39.50 is, how it works, and how it can be used. The morning program featured three speakers who described Z39.50 and how it works. In the afternoon, four panelists demonstrated how they use it in real life.

In the morning, Mary Jane Kelsey of Yale went over some of the basics of a Z39.50 interface. Kelsey first gave thought to Z39.50 when Yale acquired Innovative's GUI catalog. She thought it would enable the kind of "better faster cheaper" workflow she wanted. Not surprisingly, things turned out to be a bit more complicated.

What Z39.50 does do is to enable OPACs to talk to one another. It means that you can search other, or "foreign" catalogs using the search interface of your catalog. Z39.50 is a NISO standard, and was begun as an attempt by LC, OCLC, WLN and RLIN to allow for cross-searching of databases using the home search interface. Since 1988, the standard has been maintained by LC. In 1990, the ZIG, or Z39.50 Implementers Group, was formed as a way to further evolve the standard.

Complications arise from the fact that while Z39.50 is a NISO standard, the implementation of that standard is not yet quite standardized. In addition, a standard for searching databases cannot compensate for local practices, i.e. eccentric local authority practice. And, since Z39.50 is not a search engine, it can't rank results for relevancy the way a search engine can. The first complication is perhaps the most difficult, but also the most likely to be solved. The Z39.50 standard allows for some options in how it is implemented, chiefly in allowing some variety in the way each library sets the "attributes" of



its Z39.50 connection. One such attribute is "use," or access point, as in author, title, subject, etc. Suppose that your database allows subject access, and you then use it to search, by Z39.50, a database that does not have the use attribute "subject." You won't get any hits. You may mistakenly suppose that the other library has no books on your subject. Without further research, it will not be clear that that database simply does not allow subject searching. Other attributes govern things like position, which specifies which position within fields data must occupy; structure, specifying type of search, i.e. phrase, word, year, etc.; truncate, specifying whether there is truncation, and if so, if it is left, right or both; and completeness, specifying whether the search term occupies an incomplete subfield, a complete subfield, or the complete field. What this means is, if you search another database whose attributes are set very differently from yours, you may get incorrect results. For this reason, most major databases publish guidelines to the way they have implemented Z39.50, and it is important to consult them when setting up connections to them. Also, there are default attributes that are supported by most major databases, which makes things easier.

To this end, a new effort at standardization of implementation is in the works. It is called the Bath Profile, and its efforts can be read at: <http://www.ukoln.ac.uk/interop-focus/bath/>. Since the Bath Profile seems likely to become the standard implementation of

Z39.50, Larry Dixon, the next speaker, recommended consulting the Bath Profile if you are in the market for a new system.

Kelsey concluded her talk by stating that although "a standard doesn't imply standardized implementation," a Z39.50 compatible database does provide the potential for cataloging at the point of ordering, does streamline workflow, and does by-pass the complexities of downloading from utilities in the traditional method.

Larry Dixon, of the Library of Congress, gave more background on how the Z39.50 standard came about, and how the implementation is being standardized through the Bath Profile. Ed Glazier, of Research Libraries Group, talked about RLG's Z39.50 server, Zephyr, <http://www.rlg.org/zephyr.html>, which provides access to, among other things, three remote catalogs in Great Britain, Germany and Australia. RLG is also working on a project that would allow access to members holding information on their local servers though RLIN, so that an RLIN search would provide access to the more up-to-date holdings information available in the libraries' local catalogs.

The afternoon session provided glimpses of Bookwhere <http://www.bookwhere.com>, courtesy of Tim Knight. Bookwhere is a product that uses Z39.50 to make it easy for a library to search a number of different catalogs simultaneously, and to download the desired records into its own catalog. It can be considered a cheaper alternative to a catalog utility. Kathryn Harnish showed how Voyager uses Z39.50, Sandy Westfall demonstrated the same in Innovative Interfaces, and Pam Deemer showed the same in Sirsi.

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Core Competencies for Library Support Staff

This program provided information and help for technical services librarians as speakers provided a clear description of core competencies, why they are important, and how they can be used. Attendees were referred to the work of the Online Bibliographic Services SIS Ad Hoc Committee, whose results are available at <[http://users.law.capital.edu/ppost/Core/Core Competencies.htm](http://users.law.capital.edu/ppost/Core/Core%20Competencies.htm)>. The final section of the program described an ambitious and interesting training program at a large academic (non-law) library. The first step of this training program was establishing core competencies for staff who had to learn a new library system.

Phyllis Post, chair of the Ad Hoc Committee, stated that core competencies are being used in non-library fields as well as in libraries, and that some of the items in her bibliography on page 55 of the *Educational Program Handout Materials* referred to jobs outside of libraries. However, they help with understanding the history and uses of core competencies.

Core competencies are observable and demonstrable skill sets that contribute to the successful completion of a task or job. They differ from a job description, which describes the end result. Core competencies detail what an employee needs to know to achieve the end results.

There are different types of core competencies:

1. *Behavioral or Personal Competencies*, often called “soft skills”, and most often included in upper level jobs. However, many are required to be successful in library support positions, e.g. “maintains courteous manner when dealing with difficult patrons” for circulation staff.

2. *Organizational Competencies*, or “professional competencies” describe knowledge needed by an organization to succeed in its work. Examples include “understands how legal information is organized” for a staff member who checks in serials, and “understands federal government documents depository rules” for a staff member working in the documents department of a law library.

3. *Work-based or Occupational Competencies*, or “hard skills” which are usually more rigidly defined. An example is “creates or updates local records to indicate location of issues” for a staff member who checks in bindery shipments.

Phyllis also described the stages of implementation: identify jobs, collect information, brief employees, create training, and modify as needed. It is important that employees be included, so that they understand they are not being evaluated. Input from staff is also needed so that core competencies can be described in ways they relate to and understand.

Training is the most important, and often, the most popular outcome of

establishing core competencies. Also, for evaluation, both supervisors and staff have a specific knowledge of what is expected. In the best outcome, staff will feel pride in recognizing how much they have mastered to accomplish their jobs. (I hope that an important outcome can be that administrators in the parent organization can understand the complexity of much of the work done by technical services staff.)

The work of the Ad Hoc Committee can be viewed at the URL given in the first paragraph. The committee based their work on functional areas rather than job titles, since job titles are not consistent from library to library. In job areas where libraries use different systems, e.g. inter-library loan services, and integrated library systems, descriptions of core competencies are generic. However, these can be expanded and tailored to specific libraries. Phyllis asked that librarians adapt these core competencies for their own libraries, then email her with suggestions <ppost@law.capital.edu>.

The final section of the program described the core competencies and the resulting training program at the University of Missouri-Kansas City when all U. of M. campuses moved to a new, shared, automated system. The speaker, Kathleen Schweitzberger, in cooperation with the music librarian, developed a far-reaching training program that would enable all one hundred staff to help patrons with basic searching and use of the OPAC. The program also aimed to give all staff a broad but fairly detailed understanding of the working of the shared system.

I found this part of the program very interesting, but it provided more information on the details of the training program than help with core competencies. One unusual detail was



that the small groups of eight to ten usually included both technical services and public services staff, and also included a mix of librarians and support staff from all levels. The training teams also included public services and technical services members. They used a high-tech electronic classroom to present a series of four weekly classes spread over a month to each group. The classes make good use of hands-on

exercises, and trainees are given follow-up exercises to do. Kathleen emphasized the necessity of approaching administration for support, and keeping them informed.

Examples of the training tools used, including the core competencies on which they are built are at <http://unofficial.umkc.edu/schweitzbergerk/AALL.htm>.

However, as of August 14th, this site was under construction.

The program suffered due to some *Powerpoint* problems. Also, one speaker was unable to attend. But the two speakers covered well with an interesting presentation that made a lively introduction to core competencies and the work of the Ad Hoc Committee.

Conference Report Session K-7

What I Like, Who Has It and Can I Have It? An Update on Integrated Library Systems

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The moderator, Tim Knight, began the program with an informal count of who was there and why. He estimated that about 25 librarians were from libraries without an automated system, and “a goodly number” were from libraries intending to replace their current system within a year. In my opinion, these librarians, and others who attended to keep current with trends and developments, all benefited from this program.

The first speaker, Rob McGee of RMG Consultants, Inc. began by stating that he would speak about current technology changes and trends, broadly. He does not recommend system solutions to clients but helps them make objective decisions about what are often subjective questions.

The library automation industry is currently going through a period of merger and consolidation, often with the support of outside capital. Dynix and Horizon are now part of epixtech, which received capital from Hicks, Muse, Tate and Furst, Inc., enabling it to become independent of former owner Ameritech; Sirsi received capital from CPA, N.Y.; TLC purchased CARL very recently; and Reed Elsevier purchased Endeavor.

A major challenge to integrated library systems will be the incorporation of access to digitized content, and access to the Web. Mr. McGee cited a study by CAVAL (Cooperative Action by Victorian [Australia] Academic Libraries), which predicted that the percentage of records for print items in library catalogs, currently about 75%,

will decrease by 70% over the next ten years. Dynamic access to the Web, now accounting for about 5% of items in library catalogs, will increase by 1000%.

Costs to libraries are a continuing challenge. One answer may be a new model, a variation on outsourcing known as “application service provider” (ASP). With ASPs, servers and software, including the database, are located at a centralized location and leased to libraries. This model has the potential to benefit small and medium-size libraries, typically those that have benefited from turnkey systems in the past. DRA and epixtech are exploring ASPs.

The speaker then quickly covered other developing or desired features that will

be important ILS features over the coming decade. They include the ability to create a user profile for personalized services; the adoption of UNI-CODE to support all languages in one catalog; a system’s ability to



authenticate users; document delivery; improved Z39.50 capability to create a virtual union catalog for users; much improved interlibrary loan products; relevance ranking of received sets of information from a search; an affordable self-check function in circulation; "rights management" to allow automatic copyright clearance and payment; the ability to search full-text databases; the use of XML (eXtensible Markup Language) in library systems; ebooks and the challenge of using them to advantage in libraries; and the need for standards for ebook readers.

The second speaker was Richard W. Boss, Senior Consultant, Information Systems Consultants, Inc. He first gave suggestions for ways to make sure an ILS vendor is financially viable. He referred attendees to a very helpful handout, "Vendor Viability Statistics" distributed at the session. He also supplied and referred to the combined February/March 2000 issue of *Library Systems Newsletter*, which is their annual survey of automated library system vendors. There was a long and interesting question session after the program, where he and Mr. McGee gave detailed answers concerning features and systems.

Mr. Boss follows 65 "integrated, multi-user, multi-function" systems worldwide. Of these, about 10% have more than two-thirds of the world market, and 85% of the American market. His first two guidelines for identifying financially viable companies include at least \$5 million in sales per year, and at least 20 "new-name" sales per year. The sales to new customers are important because this is where capital is accrued. The third guideline is a minimum of 100 installed systems, since this minimum gives the company a broad enough base to survive a bad year, and also makes the company big enough to attract a takeover. The fourth guideline is breadth of functionality. At a minimum, the basic functional modules for cataloging, acquisitions, serials, circulation, and the OPAC should all be mature and used by most client

libraries, giving the company the ability to focus on future products. The last two guidelines concern staff ratios: at least 1:12 for customer support, and at least 1:15 for product development. Mr. Boss suggested sending RFPs to all companies that satisfy or come close to satisfying these guidelines.

Next, Mr. Boss went through the list of companies on the "Vendor Viability Statistics" chart, pointing out which had strong market shares for different kinds of libraries – law, academic, corporate, special. He also broke down the companies that had a large share of the market for different kinds of law libraries – court libraries, academic, private, corporate. He suggested that a library would do well to choose a vendor that has as clients many similar libraries, judged by size and type. The library's needs for new features and future development are more likely to be addressed if they are typical of many of the vendor's other clients.

Much interesting information was given during the question and answer session. In answer to a question about how ILS vendors are developing XML in library systems, Mr. McGee did give some

Conference Report Session G-6

Gateways Through the Vendor Maze: Using Technology (and other Tricks) to Manage Legal Publishers

I attended the program at AALL 93rd Annual Meeting on *Gateways Through the Vendor Maze*. The PowerPoint Presentation that went with it was an excellent representation of the live performances by Frank Houdek and Rob Richards.

This presentation is available on the Web. The URL is listed here by permission of Rob Richards, Technical Services Librarian, University of Colorado Law Library: <<http://www.Colorado.EDU/Law/lawlib/ts/vendorsmaze/>>.

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examples of developments from different vendors. He referred librarians to Dick Miller's article, "XML: Libraries' Strategic Opportunity", at <<http://www.libraryjournal.com/xml.asp>> for a view of the future of XML and libraries.

One suggestion during the question and answer session was to find out from a vendor if/when the system would conform to the Bath Protocol (which enables international or extranational search and retrieval for Z39.50), and at what level they will conform to this protocol.

Both the program and the question and answer period included a lot of detail. I recommend the purchase of the tape from this session to anyone who is interested in doing groundwork for purchasing a new system. One warning: the session really did not satisfy either of the "learning outcomes" listed in the meeting program. However, I do think that this was an interesting and informative session, well worth attending, for its overview of the industry, future developments, help with evaluating systems, and some references to specific features of individual systems. 

The Text Encoding Initiative and Electronic Legal Texts

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The program's first speaker was Nicholas D. Finke, Head of Library Publications and Director, Center for Electronic Text in the Law at the University of Cincinnati College of Law. Finke began his presentation by discussing why libraries would want to use guidelines for electronic text markup. As libraries continue providing access to materials (particularly those that might otherwise not be made available), including preserving materials to ensure that access, they are increasingly becoming electronic publishers. The Text Encoding Initiative (TEI) guidelines represent one of the best standards available right now to academic electronic publishers.

After giving a brief introduction to document type definitions (DTDs), Finke moved on to discussing the TEI itself. The TEI was started in 1987 to develop a standard for academic electronic text markup. It was originally a cooperative initiative of the Association of Computers and the Humanities, the Association for Computational Linguistics, and the Association for Literary and Linguistic Computing, and was funded by the National Endowment of the Humanities, among others. In 1994, the current version of the Text Encoding Initiative Guidelines (called P3) was completed. These guidelines are not themselves a DTD, but rather a method for creating conformant DTDs.



The TEI Guidelines are an academic standard; they can handle legal text very well. For example, the guidelines support sophisticated cross-reference models (such as bi-directional links within the text) and complex annotation (which can be useful for marking up, for example, court opinions, linking them to related remote texts). The guidelines are also easily extensible, making them useful for encoding things such as Bluebook signals.

The TEI Guidelines and LegalXML were compared. They have some differences in scope: TEI is geared to academic texts, LegalXML to all texts used in law. There are some relatively small areas of scope overlap, such as with opinions, law reviews, and statutes and regulations.

Finke discussed the structure of a TEI document in detail. In particular, he covered many specifics of the TEI header, which functions as the title page for a TEI document.

A consortium of 4 universities now hosts the Text Encoding Initiative: the University of Bergen (Norway), Oxford University, Brown University, and the University of Virginia. The consortium is responsible for ongoing revision and expansion of the TEI guidelines.

Kevin Butterfield was the second speaker. He began his presentation by covering headers in encoded electronic texts. Headers were developed by the Text Documentation Committee of the Text Encoding Initiative and resemble highly structured citations or CIP cataloging records. Butterfield then explained the 4 elements of a TEI header: the file description, the encoding description, the profile description and the revision description.

He proceeded to cover the implications of the TEI header for cataloging. The header can map to MARC which can be useful for automatic MARC record creation for library catalogs. Such mapping is relatively easy to do, but that fact does not eliminate the need for cataloging rules to standardize the data being mapped. For legal texts, it may be necessary to add extra law statements, i.e. to indicate the type of document (brief, etc.) and the type of author (defense attorney, prosecutor, etc.).

The slides from Butterfield's presentation are available online at: <http://www.law.siu.edu/tei/>.

Acquisitions

Jim Mumm

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Dear Acquisitions Readers:



As I think back over the years that I have been reading *TSLL*, I realize that there have been plenty of issues discussed, topics considered, and significant changes made in our lives as a result of what we have said to each other and what has been reported through this column.

After reading Joann Hounshell's last Acquisitions article, I think we can all also realize that there is a lot more diverse communication going on in our lives than in years past. She spoke of the change e-mail has had on our lives (*TSLL*, v. 25, no. 4, June 2000, p.9), but I think the change reaches farther than just e-mail. I think of how CRIV and the *CRIV Sheet* have evolved over the past years, from the forum for complaining about publishers to a progressive means of communicating the needs of Law Libraries to the publishers. I think of how we are doing electronic ordering, going to publisher Web sites before the paper catalogs. I also think of how, at least in our library, we have essentially replaced searching "Books In Print" to favor "Amazon. Com" for book information.

Technology has certainly taken over in our libraries and in our lives in general. Consequently, it is imperative that we continue in our own education and in our ability to adapt to new and ever changing technology.

During the past AALL Conference, TS and Acquisitions people were actively involved in a variety of programs and workshops. Carmen Brigandi did a wonderful job putting together the workshop on License Negotiation. Considering the weather, and the fact that some of the speakers did not arrive until 4:00 on the morning of the workshop, Carmen held up

magnificently, and the workshop was very well received. Recognition should also go to the people who participated in other programs and workshops, not only those who put them together, but to each of us who participated. Thank you to Janice Snyder Anderson, Pam Bluh, Cecily Giardina, Joyce Manna Janto, Kristina Kuhlmann, Joan Liu, Anne Myers, Rob Richards, and many others both in and outside of TS-SIS and Acquisitions who made the many programs so successful.

I also feel that special recognition should be given to two acquisitions people. First, congratulations to Anna Belle Leiserson on receipt of the Renee

D. Chapman Award for her work with AcqWeb. Recognition should also be given to Margie Axtmann for her excellent work this year leading AALL. Both Anna Belle and Margie show the potential that all of us can strive toward.

Finally, Dick Vaughan and I are open to suggestions from you for direction on this column, but we need your support. He and I agreed to write this column with the understanding that you will be part of it. Please send or e-mail us thoughts or articles, so that they can be included in future Acquisitions Columns.

Take care, and I hope you find your work to be ever rewarding. ☺

TS-SIS Time Capsule Contents

Janet McKinney

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- One TS-SIS travel mug, given away at the Section's table in the Activities Area of the Exhibit Hall, 92nd Annual Meeting, Washington, DC. (Designed by the Co-Editors of *TSLL*, Anna Belle Leiserson and Linda Tesar.)
- *Technical Services Law Librarian* - one issue each of Volume 25, Number 3 (March 2000) and Volume 25, Number 4 (June 2000)
- Library of Congress Classification Plus CD-ROM, LC Classification Schedules and Subject Headings, 2000, Issue 1
- Library of Congress Cataloger's Desktop CD-ROM, AACR2, 2000, Issue 2
- Catalog cards - 3 bibliographic records, generated from OCLC
- Gale's Library of Congress Classification Schedules. Class K, Subclass KF, Law of the United States. c1997.
- TS-SIS Web site home page screen shot, printed approximately July 13, 2000
- Printout of TS-SIS Handbook from TS-SIS Web site, printed July, 2000

My thanks to those that contributed to the time capsule!

Miss Manager

To contact Miss Manager, please
write in care of the TSSL Editors



Dear Miss Manager:

I enclose the following article from the Wednesday, July 19, 2000, *New York Times*, p. G1, "To Shirkers, the Days of Whine and Roses" by Eve Tahmincioglu [available by searching the NYT archives at <<http://archives.nytimes.com/archives/>>]. The main point of the article can be summed up in the pull quote: "In this job market, managers put up with a lot more misconduct." The reporter cites many examples of behavior that in the past might have landed a worker in the unemployment line but which are now tolerated. She says, "employees are testing the boundaries of the American work ethic as employers, hammered by recruiting and training expenses and fearful that they will be unable to fill job openings, make allowances for just about every form of misconduct. Offenses like frequent tardiness and absenteeism, apathy and even insubordination that would have merited a pink slip a few years ago are now being shrugged off as inconveniences." I have had a great deal of difficulty in the past two years even coming up with a suitable pool of applicants for our staff openings. And the last person we hired is really an awful worker - whiney, uncooperative, lazy, demanding, and incompetent. But the local fast food places are offering \$2.00 an hour more than we do for our entry-level staff. What can I do?

Sincerely,
Flummoxed in Florida

Dear Flummoxed:

While you are in a difficult situation, one faced by many in the relatively low-paying field of library staff work, Miss Manager must pause just a moment to say that she is at least partially delighted to read articles like the one you enclosed. Perhaps it is the memory of days past (which may return again) when even the lowest level jobs attracted unlimited applicants, many with sad stories of maltreatment at other jobs, and usually in dire need of employment. The current employment situation creates a headache for managers at all levels, but since most of us are employees too, there is much to be happy about.

As to the real problem at hand, the question is whether one can merely shrug off bad work habits as the price to pay for a tight labor market, try to change the shirking employee's behavior without inducing him to quit, or risk the consequences of dismissing a bad worker and hoping the next one will prove different. Most of us would like to think that the behavior-changing model holds out the most promise. It is certainly the most appealing, but it is also probably the most naive. Consider this anecdote about a manager in a credit union from the *Times* article you enclosed: "A woman who worked for her was frequently late, gave customers incorrect information and just did not feel like learning new computer skills. ... If not for the tight labor market ... she would have dismissed the slacker within four months. Instead, she spent a year and a half counseling her, lecturing her and desperately trying to train her. Nothing worked, and finally she had to let her go." In this case, the choice to work on behavior resulted in an extra 14 months of inadequate performance plus the manager's devotion to the workplace equivalent of trying to teach a pig to sing, in which case you famously end up with no singing, much time wasted, and an annoyed pig. So in your case, I cannot advise too much effort directed toward improving the opprobrious wretch described by you (if all of those faults can indeed reside in a single human being). If she is that bad, I think it is safe to disagree with what seems to be the consensus opinion among managers according to the article that "a warm body is better than no body." Miss Manager can recall an employee whose dismissal resulted in an immediate 25% increase in production simply because of the improvement in morale among the remainders. If an employee is as bad as that, then even the pain of hiring and training all over again must be the preferred alternative. If the employee is not that bad, then you might look to some of the suggestions made in a previous column on handling that majority of average workers (*TSSL*, v. 25, no. 3 (March 2000)).

So, if behavior modification might work for decent workers who need a little help, and getting rid of truly bad workers is the best option even in a very tight labor market, when, if ever, is the "shrugging off as inconveniences" option for bad employee work habits the thing to do? This is the hardest choice for conscientious managers because it goes against our sense of justice. If that majority of workers who put in an honest day's work all decided to behave like the shirkers, it would be chaos. But they don't. Is it fair to expect your solid employees to come in every day and work well while,

without any consequences, the shirker shows up whenever he feels like it and behaves however he pleases? No, it is not fair. But, in your circumstances you will have to allow for a wider range of acceptable behavior. If the employee in question is not so bad that you must get rid of him, then you can still make it clear that he is not performing as well as he should. If he is willing to bear with the disapproval of his boss and his colleagues, and if you are not willing to get rid of him, then at some level you may just have to accept some new level of tolerable behavior.

This may be a time, in fact, to review the restrictions you place on all your employees. A tight labor market means that employees have the edge. If you can't offer higher salaries, can you offer anything else? Can you offer more flexible schedules, rewards (such as extra days off) for exemplary work, or a higher level of personal praise than you are used to giving? A plan like this will allow you to do something positive to keep your good workers happy and give your shirkers some incentive to do better. It will also offer benefits to those who deserve them at the same time you tolerate behavior you do not like in the less deserving employees, and that should help to alleviate some of the sense that justice is not being served.

Dear Miss Manager:

My department orders library materials, including books, of course. Professor A needed a book right away for his daughter's birthday (this was several years ago, before amazon.com and other such companies were widely available and well known.) Since we had the connections and the expertise, we placed the order for him, had the book sent overnight, and delivered it with a smile. He was very grateful, wrote us a check, and that was that (or so we thought.) Since then, Professor A has come to us at least once a month with one, three, several, or many books to order for his private collection. He told Professors B, C, D, and E about it, and now they are using this avenue for their own purchases. How do I get out of this mess?

Sincerely,
Caveat Emptor

Dear Miss Manager:

We have a policy that allows professors to purchase (up to a certain amount) materials for office use. This would include duplicate copies of library materials that a professor would like to have by permanently or materials that would normally fall outside our collection parameters. According to our policy, these materials belong to the library, but are under

the individual professor's control until such time as he or she leaves. This policy is constantly misinterpreted. Professors have us order books ostensibly under the policy, but treat those books as their own personal copies and sometimes demand that we not process them with labels and property stamps. We often do not see them again after professors leave. Reminders of the policy's terms produce few results. What can I do?

Sincerely,
Woeful out west

Dear Caveat and Woeful:

Miss Manager would first of all like to know the status of your law professors. There are places where the professors are fellow mortals and there are places where they are infallible Olympians. The possibilities for effective action in your cases are at least partially determined by the cultures of your institutions. In the first situation, you have allowed what was at first an extraordinary favor to become a regular service. To end it, I would explain that the purchasing of such materials for non-library use requires transactions outside the normal operations, that staff time is being expended for personal transactions, and that there is a perfectly easy alternative. It might be then necessary to demonstrate to Professors A through E the ease with which books for personal use can be ordered and shipped online. Woeful's situation is harder to deal with, partly because Woeful's policy was designed to go wrong. I don't say that there is anything wrong with such a policy per se, but that it was bound to be misinterpreted. And if the professors in a place with such a policy are even slightly on the Olympian end of the scale, they will not make any great effort to become familiar with the subtleties of such a policy, but will remember something like: the library will buy books for me. I would be inclined to 1) reissue the policy every year as a way to remind everyone of its stipulations; 2) send requests to departing professors to return materials purchased under the policy to the library; and 3) write off the losses.

These situations are complicated by a couple of factors. First of all, librarianship is a profession that offers service. We are there to help our patrons fill their information needs. And second, those of us in Technical Services departments sometimes have little direct interaction with patrons, and this is one of the ways we can fulfill needs more directly than we are usually do. So even if you are well within your rights to curb this behavior, and even if your professors are congenial folks who take you seriously, you may



want to finesse these interactions into opportunities to make your Technical Services personnel into direct interlocutors with library patrons. We all know that our work is likely to change dramatically in the next few years. Taking a chance to broker information in some creative way should not be overlooked.

Dear MM:

I am a real partier!! I love - LOVE - to have FUN!! Whoooooo!!!! But the people I work with are, like, SO asleep!! I mean, they wouldn't know a good time if it came up and hit them with a pie!! So, I come into work on Monday, and I'm like, hey, what'd ya do weekend-wise, and they're all like well gee I mowed the lawn. Talk about totally comatose! These people have no lives! I try to tell them about my friends and, you know, the clubs and stuff, and they're like, uh, I have to work now. And I'm like well aren't we the busy little bees. How can I get these people to cut loose??!!

Totally yours,
Complete Party Animal!!



Dear CPA:

Trying very hard not to jump to conclusions, Miss Manager still cannot help suspecting that you might be several years younger than some of the hopelessly dull colleagues you refer to in your intriguing letter. You may be interested to learn that in some cultures of the ancient past, youth was on occasion expected to defer to age in matters of behavior and taste. Miss Manager wouldn't dream of suggesting that you question whether or not your own interests would be at all appealing to other people. Nor would she presume to introduce the idea that many people who are quiet and introspective have extremely rich interior lives and might prefer a serene evening at home with a book to a raucous night on the town gyrating with the sub-literati. But, the suggestion that those who choose to engage in the work they were hired to do rather than discuss their personal lives with you are somehow at fault is not an idea Miss Manager can allow to pass without notice. You should learn early on in your career that you must first of all be able to work with the people at work. This may include a reasonable amount of chat and fun, of course, but that is icing on the cake. If you do not enjoy your work unless you are avoiding it, then you should look elsewhere for employment. Also, try putting yourself in the other person's shoes when you are feeling dissatisfied: there may be as much interest in getting you to calm down as you have in getting others to loosen up. 🏠

The Internet

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Interface Design and the Web OPAC

As we move our OPACs away from character-based systems and into the world of Web interfaces, graphical user interface design becomes a hot topic. Typically, we have focused our efforts on building the inside of the catalog, not necessarily focusing on how information is displayed to the public or in what ways the public is accessing information from the catalog. This is changing as vendors give individual libraries greater control over designing how the catalog looks. There are lessons we can all learn in this area from the field of HCI, Human Computer Interface design. It sounds complicated, but is really very common sensical. Jeff Johnson lists eight basic principles to follow when designing an interface in his book *GUI Bloopers: Don'ts and Do's for Software Developers and Web Designers*. These principles apply as well to the design of OPAC screens as they do to overall Web design.

Focus on the users and their tasks, not the technology. Although it seems that defining our clients is the easiest step, it is not always as obvious as it seems. The temptation is to

simply say that we are a library, our clients are everyone. But an interface designed for everyone is useful to no one. Are you a firm, court or academic library? Will your users be primarily attorneys, students, faculty, judges, clerks or the public? What are the characteristics of your users? Your catalog should be designed neither for your users nor by them, but rather with them.

Consider function first, presentation later. It can be very easy to spend days debating which shade of cream the background color of your screens should be.

- Conform to the user's view of the task
- Don't complicate the user's task
- Promote learning
- Deliver information, not just data
- Design for responsiveness
- Try it out on users, then fix it! 🏠

OCLC/WLN Committee



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Permission to Speak!

My favorite television show is the BBC series, "Dad's Army." Set in the fictional town of Walmington-on-Sea (on the English Channel), the show details the exploits of a unit of the British Home Guard during World War II. The unit is a motley crew of individuals, including the manager of the local bank and several of his employees, the local undertaker (who is Scottish), the local black marketer (who is a Cockney), and a variety of others. The lance corporal of the unit is Jack Jones, the local butcher in his 70's, and a veteran of numerous military campaigns when he was much younger. Whenever Jones wants to say something, he always asks the captain for "permission to speak, sir." So, in the spirit of Corporal Jones and Dad's Army, I ask for permission to speak.

Less than two months ago (as I write this), I was laboring over some corporate body authority records, thinking about my library system's conversion from NOTIS to Sirsi, and looking forward to the upcoming conference in Philadelphia and my trip afterwards to Gettysburg. Suddenly, out of the blue, an e-mail arrived from Ellen McGrath asking me if I was interested in becoming the chair of the OCLC/WLN Committee. Ellen has a way of being very persuasive-she quoted from what I had said on the OBS survey about how membership on the OCLC/WLN Committee was one of the most important benefits I receive from OBS. There was no denying that I said that. So here I am, faced with the daunting task of following Susan Chinoransky. A high standard has been set for these columns by the past chairs of this committee. I hope to continue that high standard over the next two years.

In some ways, it is appropriate for me that this is the OCLC/WLN Committee. I attended the University of Washington Graduate School of Library and Information Science from 1986 to 1988. Although the University of Washington Libraries were on OCLC (except for the Law Library), the instruction in the library school cataloging classes was focused on WLN. Consequently, I learned WLN before OCLC. Upon my graduation from the University of Washington, I came to the Indiana University Law Library in Bloomington, an OCLC library since 1977. So I have experienced both systems, although I know a great deal more about OCLC than WLN.

2000 Annual Meeting - Philadelphia

The OCLC/WLN Committee met in Philadelphia on July 17th. Our guest speaker was Meryl Cinnamon, the manager of OCLC services for PALINET. Her presentation highlighted a variety of significant developments, both in OCLC reference services and technical services.

Reference Services—

New First Search- She reported that OCLC had begun the transition to the new version of First Search. The transition had to be completed by August 20th. Of interest to law libraries is the availability of the Wilson Select Plus database, with full-text articles linked to the citations.

OCLC WebExpress- This service provides a single, customized Web interface to different databases. A demo

is available on the OCLC Web site. An alternative to WebExpress is SiteSearch, which gives a library even more control and sophistication, but is more expensive.

Collections and Technical Services-

CatExpress- This was one product Ms. Cinnamon sought to highlight, and which seemed to generate the most interest. This is a Web-based cataloging interface designed for smaller libraries who do 1000-2000 copy-cataloging records per year. Current OCLC members are able to use it as well as a cataloging interface on the OCLC Web site. The cost is the same as regular OCLC, but there is no access to the authority file.

CORC- The other significant development for technical services that Ms. Cinnamon highlighted was CORC. As of July 1st, CORC became available to all users with OCLC full-level cataloging authorizations except for CatExpress and OCLC Cataloging agents. Pricing is similar to regular OCLC. According to Technical Bulletin 239, CORC "began as an OCLC research project to explore ways to apply the cooperative cataloging model used to build WorldCat to the Web," and it "is the foundation of the next generation of OCLC cataloging services." The bulletin goes on to say that "CORC is a Web-accessible set of automated cataloging tools and databases designed as an integrated platform to allow libraries to create records that describe electronic resources." Technical Bulletin 239 provides a basic overview of CORC. In addition, there is much more information on OCLC's Web site.

As I was preparing this column, an intense discussion arose on AUTOCAT concerning CORC. It began when a librarian asked a question concerning fixed fields in CatME. In his note thanking others for their replies, this librarian stated that he had heard rumors that OCLC was planning on eliminating Passport and CatME, converting libraries to CORC. That started a flood of messages from people on both sides and in the middle of the issue. Many were people who attended the OCLC-sponsored CORC sessions at ALA and had actually used CORC. Opinions ranged from the assertion that CORC is "Marc-light" since it is based on the Dublin Core with only 15 elements, with the result that it is "cheap cataloging." Others took a more middle of the road view, believing that both Marc and CORC have a place in the cataloging world. Still others thought that Marc was out-of-date and that CORC represents the

future direction of cataloging. The discussion continued unabated for nearly two weeks and at one point reached the level of people exchanging ideas of possible alternatives to OCLC. CORC clearly concerns many catalogers and other technical services librarians on a variety of core issues.

This discussion on AUTOCAT was interesting in revealing the views many catalogers and technical services managers have concerning the World Wide Web and the future of Marc and cataloging. The suggestion that Marc could be on the way out touched a nerve with many catalogers. Is CORC going to replace the current system? Are our jobs as catalogers going to be reduced to simple data entry by CORC if many of the description rules are actually eliminated? I do not know the answers, and I doubt that any of us really know what is going to happen. However, I am certain that CORC is going to continue to grow and develop, and since it is now available to all of us, I believe

that it behooves us as OCLC customers and users to be familiar with the interface.

Meryl Cinnamon made the point at the meeting in Philadelphia, and one in which I concur, to check the OCLC Web site frequently for updates and announcements. For example, with CORC, there is a list of frequently asked questions, lists of participants, Powerpoint presentations from the ALA conference, and complete documentation for downloading. Another important source is *Bits and Pieces*, which OCLC bills as their "Electronic support news for OCLC users." This is issued monthly on the Web site and is an excellent source of information and developments. It is located at <<http://www.oclc.org/oclc/menu/bit.htm>>.

I thank you for granting me permission to speak. Feel free to contact me with comments and/or suggestions. ☺



The Preservation Committee of TS/SIS was formed more than seventeen years ago in June, 1983. Over the years, the work of this committee has been carried out by a small but dedicated group of people (see *TSLL*, v.18, no.4, p.14 for a discussion of activities through 1993). At the top of that list of people is Pat Turpening, who chaired the committee on two occasions, wrote the Preservation column in *TSLL* for many years, and was responsible for the committee's very existence.

In a recent interview Pat discussed the background of the Preservation

Committee, what challenges it faces, and what the future might hold for committee activities.

How and when was the TS/SIS Preservation Committee created?

In 1981, there was no ongoing group in charge of preservation within AALL and I thought this was an issue that should be dealt with. I wrote to Roger Jacobs, AALL President, and he suggested we see how many other people were interested in this. I placed a note in the December 1981 newsletter and started hearing from people. We got together at the 1982 convention. We were so disorganized that we didn't have a meeting room arranged so we ended up in a storage room. We

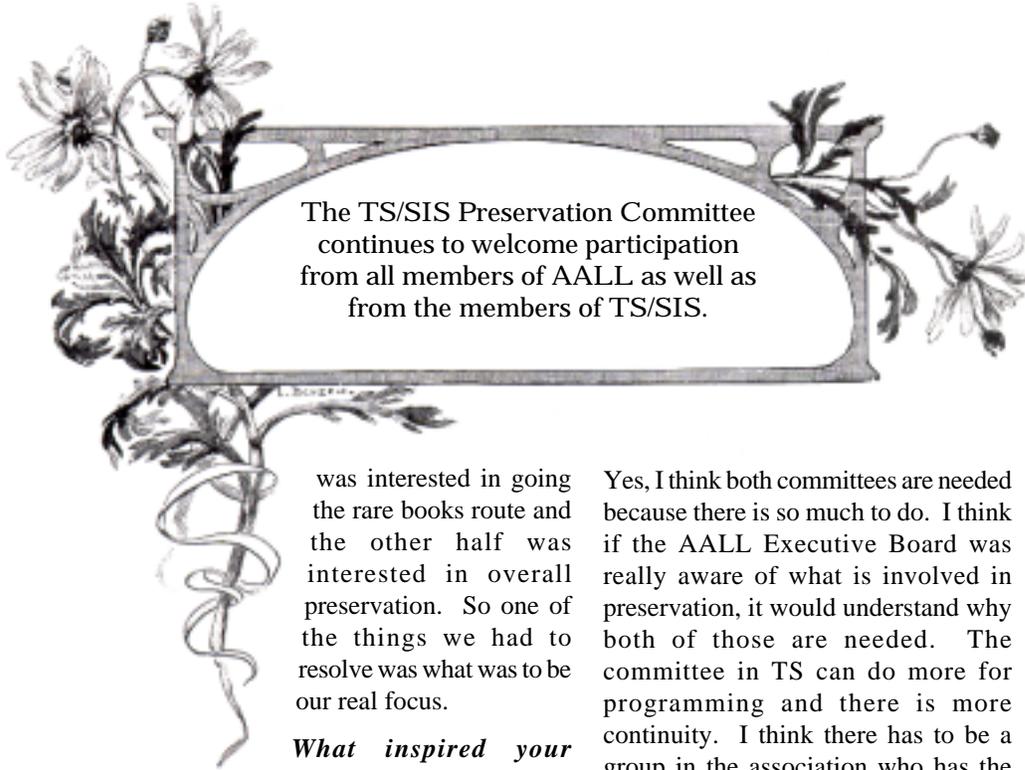
discussed how we were going to be organized. I can't remember who, but someone in TS came forward and said that preservation was already in the TS bylaws although there was no committee. Some people thought that an AALL level committee would be better and thought there would not be enough recognition as a committee in an SIS, but the group voted to become a part of TS/SIS. The committee was officially created in June, 1983.

Who were some of the people at that first meeting?

I know Will Meredith was there. Also, Morris Cohen. Laura Bedard was probably in the group. There were ten to fifteen of us. About half the group

Preservation

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The TS/SIS Preservation Committee continues to welcome participation from all members of AALL as well as from the members of TS/SIS.

was interested in going the rare books route and the other half was interested in overall preservation. So one of the things we had to resolve was what was to be our real focus.

What inspired your interest in preservation?

Were you a preservation librarian at the time?

No, I was the Acquisitions Librarian for my first ten years at the University of Cincinnati. I went to some kind of preservation workshop at our main library in the spring of 1981. That was really the first time I knew about preservation at all. After that, I thought we needed to do some things in our own library. I talked to our director, Jorge Carro, and said we need to buy more bookends and we need to educate the staff. We had no budget at this time, but I got his support. He said whatever I could do go ahead, so I bought some books and started to learn. I also learned from the librarians at the UC library. In 1986, I was a Mellon intern in Preservation Administration at Yale University's Sterling Memorial Library.

Do you think that being a part of TS/SIS has placed any limitations on the Preservation Committee?

In a way. We don't get as much visibility in TS as we would at the associational level.

Do you think there should be a committee at the associational level* as well as in TS/SIS?

Yes, I think both committees are needed because there is so much to do. I think if the AALL Executive Board was really aware of what is involved in preservation, it would understand why both of those are needed. The committee in TS can do more for programming and there is more continuity. I think there has to be a group in the association who has the knowledge of what programs have been done and how preservation has evolved and expanded and the TS committee provides this. The associational level committee would be more focused on what is being done that year since members would only serve two years and membership would be limited, but there would be a broader representation. That committee would be in a better position to work on overall policy for the association, and to work with other library associations and other groups within AALL.

What are some of the challenges faced by the TS/SIS Preservation Committee?

Attracting members...that's the big one. Also, keeping the active members interested enough to continue.

Preserving digital information has become a hot issue. What attention should a preservation committee give to preserving digital information as opposed to the preservation of paper resources?

I don't think preserving digital information should get more attention just because it's the big thing. I think

we need to look at all methods of preservation.

What about digitizing as a means of preservation? Do you have any opinions about that?

I think there should be research into that just as there was into mass deacidification and microfilming. There needs to be more research to determine how digitization can be incorporated in preservation plans in individual libraries as well as entire disciplines.

What do you see in the future for preservation efforts within TS/SIS and AALL?

We will be working to develop the national preservation plan called for by the AALL 2000-2005 Strategic Plan. This will include deciding what that is and trying to get people involved and interested in having some input into its development. As a starting point, we could look at what other disciplines have done. The American Theological Library Association has been systematically preserving their materials for over twenty-five years. I think we could use their model to help us begin.

The Preservation Committee will continue to educate the membership of the association through programs and workshops. There are always new members and libraries that are just getting on board and may not know much about preservation. Also, librarians may have this added to their job description and don't know where to start. I have always seen education of members as a prime goal of the Preservation Committee.

In the fall, Pat will begin a sabbatical during which she plans to visit thirty or more law libraries in the Midwest to survey them about their preservation activities and initiatives. She hopes to publish the results of her study.

*An AALL Preservation Committee did exist from 1991-1998. 



RLIN Committee

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RLIN users who are not from RLG member institutions may not know that the RLG law library members meet during the annual conference. Since the OBS RLIN Committee was on sabbatical this year and did not meet during the 2000 annual meeting, this report covers the RLG Law Roundtable meeting that took place in Philadelphia. Robin Dale, RLG program officer for law, facilitated the meeting.

News from RLG:

- RLG's work over 2000 to 2003 is focused in initiatives with a significant impact for three areas: resource sharing, long-term retention of digital resources, and access to cultural materials. More information about these initiatives is available

from RLG at <<http://www.rlg.org/keyinits.html>>.

- RLG is also working with OCLC on two joint projects on attributes of digital archives and metadata.
- ILL manager is now a full-blown system available for purchase and installation.
- RLG is getting some funding support for digitization as well as to support the human intervention necessary to adequately describe what is in digital resource files.
- RLG Law community has a web presence on the RLG site <<http://www.rlg.org/law.html>>

Report on Foreign Law Materials Project (FLAG):

This is a cooperative effort of 5 UK libraries (including the British Library, the Bodleian at Oxford, and Squire Law Library, Cambridge) to describe the holdings of primary legal materials in

the UK. Currently in the data collection stage, FLAG will not be a union list but a description of collections and will be used as a resource for research and for collection development. The resulting database, which will be limited strictly to print resources, will be available on the Web.

Updates on Local Initiatives:

Libraries reported on local issues ranging from plans for new buildings or renovations, digitization projects, and progress on reclassing portions of their collections.

Discussion on ILL:

Some libraries requested an extended loan period for ILL transactions between law libraries. However, the majority felt that having one loan period for non-law transactions and a longer period for law library transactions would create confusion for both patrons and staff. The idea was dropped.



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Serials

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The following serial title changes were recently identified by the University of San Diego Legal Research Center serials staff and the University of California, Berkeley Law Library cataloging staff:

Counselor-s computer & management report

-v. 8, no. 5 (summer/fall 1998)?
(OCoLC 27355872)

Merged with:

Leadership & management directions;

-v. 9, no. 1 (fall/winter 1999)?

(OCoLC 23166195)

Litigation applications;

-v. 9, no. 4 (spring/summer 1998)?

(OCoLC 23166652)

Network 2d;

Vol. 1, no. 1 (Aug. 1992)-v. 7, no. 1 (summer 1998)

(OCoLC 26184803)

Practice development and marketing;

-v. 9, no. 1 (fall 1998)?

(OCoLC 37823309)

and:

Word progress

-v. 12, no. 3 (fall 1998)?

(OCoLC 18081249)

To form:

Law practice quarterly

Vol. 1, no. 1 (Dec. 1999)-

(OCoLC 43919442)

Detroit College of Law at Michigan State University law review

Vol. 1995, issue 3-v. 1998, no. 4

(OCoLC 34344575)

Changed to:

The law review of Michigan State University Detroit College of Law

Vol. 1999, no. 1-

(OCoLC 43919442)

Domestic violence and stalking
2nd (July 1997)
(OCoLC 39032280)

Changed to:

Stalking and domestic violence
3rd (July 1998)-
(OCoLC 40542396)

Journal of gay, lesbian, and bisexual identity

Vol. 1, no. 1 (Jan. 1996)-v. 4, no. 4
(Oct. 1999)

(OCoLC 32890811)

Changed to:

International journal of sexuality and gender studies

Vol. 5, no. 1 (Jan. 2000)-

(OCoLC 43598793)

Journal of international law and practice

Vol. 1, issue 1 (fall 1992)-v. 8, no. 1
(spring 1999)

(OCoLC 27093467)

Changed to:

Michigan State University-DCL journal of international law

Vol. 8, issue 2 (summer 1999)-

(OCoLC 44417623)

Journal of Islamic law

Vol. 1, no. 1 (spring/summer 1996)-v.
4, no. 2 (fall/winter 1999)

(OCoLC 33409742)

Changed to:

Journal of Islamic law & culture

Vol. 5, no. 1 (spring/summer 2000)-

(OCoLC 43533574)

Loyola of Los Angeles entertainment law journal

Vol. 12, no. 1 (1992)-v. 19, no. 3
(1999)

(OCoLC 25267742)

Changed to:

Loyola of Los Angeles entertainment law review

Vol. 20, no. 1 (2000)-

(OCoLC 44488751)

Osterreichisches Archiv fur Kirchenrecht

1.-45. Jahrg., Heft 1/2 (1950-1998)
(OCoLC 2627203)

Changed to:

OARR : Osterreichisches Archiv fur

Recht & Religion
46. Jahrg. (1999)-
(OCoLC 43067241)

Revue du marche unique europeen
1991-1-1999-4

(OCoLC 24488504)

Changed to:

Revue du droit de l'Union europeene
2000-1-

(OCoLC 44455689)

Significant incidents of political violence against Americans

-1997

(OCoLC 22342563)

Changed to:

Political violence against Americans
1998-

(OCoLC 42758687)

Suffolk journal of trial & appellate advocacy

Vol. 1 (1995)-v.3 (1998)

(OCoLC 34991633)

Changed to:

Suffolk University journal of trial & appellate advocacy

Vol. 4 (1999)-

(OCoLC 43796865)

The following serial cessations were identified by the University of San Diego Legal Research Center staff and the University of California, Berkeley Law Library acquisitions staff:

Criminal law review (Clark Boardman Company)

Ceased with: 18 (1996)

(OCoLC 5014984)

Current legal theory : international journal for the theory of law and its documentation

Ceased with: v. 16, no. 2 (1998)

(OCoLC 11135148)

Journal of taxation of employee benefits

Ceased with: v. 7, no. 6 (Mar./Apr. 2000)

(OCoLC 27942396)

Letters of credit report

Ceased with: v. 14, no. 6 (Mar./Apr. 2000)

(OCoLC 12817653)

Library management briefings

Ceased with: v. 10, no. 2 (spring 1998)

(OCoLC 36830550)

Life (Chicago, Ill. : 1978)

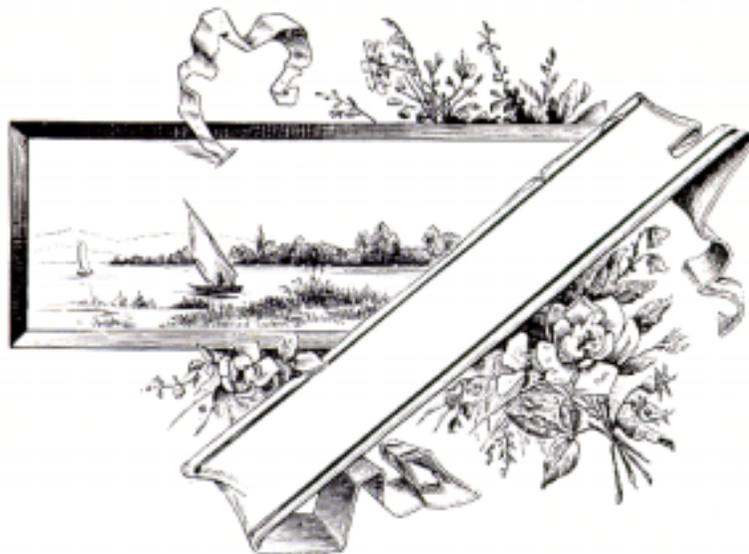
Ceased with: May 2000

(OCoLC 4267940)

The trial lawyer's guide

Ceased with: v. 43 (1999)

(OCoLC 1767750) 





Subject Headings

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It has been over a year since the new “form and genre” headings were imposed on us (and let’s be real, it wasn’t OUR idea). Other than causing havoc in OPACs which don’t believe in them, we’ve survived. We did have to explain to “them” (the non-law librarians) that “Law and legislation” is a phrase that means more than statutes, but they listened. This column is on how we might want to be using them. From an initial reaction (“why are they doing this to us?”), to a more realistic (“we can live with it”) - it is time to take this new dog and teach it some new tricks that will make our subject headings more powerful. If you need an introduction on “form and genre” one could probably start with Alva Stone’s column from the June 1999 issue <<http://www.aallnet.org/sis/tssis/tsll/24-04/subjhead.htm>>.

One result of the introduction of “subfield v” is to distinguish (and perhaps preserve) the law community’s use of “Handbooks, manuals, etc.” to indicate a book written for a specific group of non-lawyers. “Handbooks, manuals, etc.” as used by non-law catalogers is almost always a “subfield v” indicating a relatively compact reference work. For example a book on law written for English fools would get the heading “Fools and jesters—Great Britain—Handbooks, manuals, etc.” with the final subdivision being a “subfield x”. To a non-law cataloger, that subject string would mean a short reference book about fools and jesters covering all of Great Britain. To a non-law cataloger, our usage indicates: 1) that we don’t know the difference between Britain and England (foolish us); 2) we don’t know when to use subfield “v”; and 3) we don’t realize

that the *Subject Cataloging Manual* doesn’t authorize “Handbooks, manuals, etc.” under classes of persons. While “our” use of “Great Britain” and “Handbooks, manuals” reflects law practices that go back so far that the memory of catalogers runneth not to the contrary, by coding our heading with “subfield x” we avoid the charge that we are violating the rules of cataloging that everyone else subscribes to. Whereas “subfield v” indicates that the book is a handbook (and most legal treatises meet the definition of a “handbook” which is one reason we don’t use the subdivision for short reference books), a “subfield x” indicates that the subdivision represents something about the contents. Through no fault of our own, one of our most useful “non-standard” practices no longer conflicts with what the rest of the cataloging community is doing.

We’ve always used “—Cases” to indicate that the book is a collection of cases, so this was a natural for “subfield v”. In a common law jurisdiction, virtually all law books discuss cases. Even a trailblazing statute will eventually be studied by discussing the cases that analyzed the legislation. Therefore there would rarely be a reason to use “—Cases” as a “subfield x” in a common law jurisdiction, since everything is about cases. The only exception would be a book examining the opinions of a specific court or a specific judge which isn’t all that common, but the addition of “—Cases” with “subfield x” would warn users that the discussion is only about the case law of the subject, and therefore isn’t going to be useful for most types of legal research.

The phrase “Law and legislation” traces its origins to the duality of the judge-made customary “common law” as well as the statutory king/parliament

“legislation”. Once you explain this to the non-law catalogers, they realize why “law and legislation” shouldn’t be “subfield v”. Virtually every discussion of law in a common law country includes discussion of the “law” and the “legislation”. However in civil law systems, the rules are quite different. Their “norm” is a statute and scholarly commentaries on statutes are the “bread and butter” for their legal professions. Citing a judicial precedent is usually a weaker argument than citing a well-known treatise. However some authors do write books discussing the “jurisprudence” as they call the discussion of the case law. If the book is a collection of cases, “subfield v” is appropriate, but if it is a discussion of the case law, using “subfield x” would be appropriate since such discussions are atypical in such jurisdictions. Thus we can indicate a book is an analysis of the “jurisprudence” as opposed to a collection of cases. That is a new trick that we couldn’t do before form-genre were introduced.

At present, we indicate that a book includes statutory materials by the presence of an “l” in the fixed field for contents. Would we want a way to bring out “legislation” or “statutes” in a subfield “v” and under what conditions? Virtually all law books discuss legislation, so there is really never a case where a statutory heading would be a “subfield x” (unlike every other “form” subdivision which can be a “x”). There is no reason to bring out that a law discussion is about this “form” since all legal discussions are about legislation.

BUT the reverse isn’t true. For sake of argument, suppose there was a “subfield v” “Statutes and regulations” (telling the difference cross culturally would be impossible). A subject heading for: “Widgets—Law and legislation—Ruritania” would indicate any book on

the law pertaining to Ruritanian widgets. If the book has substantial statutory materials it gets the fixed field "1". If the book is limited to the legislation (likely in a civil law country, unlikely in a common law country) it could get an additional subdivision for: —Statutes and regulations. However a special rule could prohibit that subdivision from ever being a "subfield x" (which deviates from the general rule that all "form" subdivisions can also be "topical" when the book is about the form). However if a book were both a collection of statutes and about statutes, would it get the "v" subdivision? What if a book consisted almost totally of statutes (i.e. was an unannotated

edition)? Since many law books include some statutes (at least as quotes), suppose we defined the "form" to indicate a book is exclusively consisting of statutes, i.e., no commentary, no discussion, nothing. That would be useful information for a user (grab this book for a quick reference for texts, avoid it if you need an explanation). Under this scenario, the presence of the fixed field "1" and perhaps the 710 headings for statutes would indicate the presence of actual laws but the absence of a "form" subdivision would indicate that the work was more than the mere text of the statutes. A "form" subdivision could indicate a work that was no more

than the text of the actual laws. Would this be useful? Would this merely be more work for catalogers? Would it add anything to the record that anyone could use?

The above rules for coding "—Handbooks, manuals, etc." and "—Cases" as a "subfield x" are as legitimate as they can be without being mentioned specifically in the *Subject Cataloging Manual*. If we, as law catalogers, use them consistently then our public service colleagues can use the data to better locate materials. Establishing a form subdivision for statutes is an idea that we should talk about. ■■



2000 Report of the AALL Representative to the MARC Advisory Committee



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I. Overview

The MARC Advisory Committee advises the Library of Congress concerning changes to the MARC formats. The Committee membership includes the nine voting members and three interns from MARBI (Machine-Readable Bibliographic Information), an interdivisional committee of the American Library Association (ALA): ALCTS (Association for Library Collections and Technical Services); LITA (Library and Information Technology Association; RUSA (Reference and User Services Association) Also represented are national library liaisons from LC, NLM, NAL, and the National Libraries of Canada and Australia. Representatives from OCLC, RLG, ISM and WLN bibliographic utilities are also present. Finally, there are the rest of us—liaisons from various library associations, including the ALCTS Audiovisual Committee, CC:DA and SAC, the Art

Libraries Society of North America, the Music Libraries Association, AVIAC, Map & Geography Round Table, MicroLIF, Visual Resources Association, and of course the American Association of Law Libraries.

As usual, MARBI meetings were held at the American Library Association's January 2000 midwinter meeting in San Antonio, and the annual meeting last week in Chicago, totaling three, three-hour sessions per conference. The MARBI meetings follow a fixed agenda, including presentations of prepared discussion papers on exploratory topics, which often develop into specific proposals designed to expand, change, or modify the MARC formats. Formal proposals are also discussed and voted on. These discussion papers and proposals may be prepared by anyone, although most come from LC, MARC Advisory members, or by outside library or vendor groups seeking changes in the formats. If a discussion paper identifies a clear issue for which there seems to be a viable solution within the MARC

21 formats, the presenter is encouraged to return to the Committee with a specific proposal. If the proposal (which may be changed or amended several times by the Committee in a process that can take months or even years to complete) is approved by the voting majority, then LC independently reviews the proposal. While generally LC will approve and implement the proposal that MARBI has passed, in many cases the proposal is not implemented until the next MARC update is released. Often implementation is delayed even further, either by LC or the bibliographic utilities, due to the complexity and the cost of changing codes and tags.

II. Update on Seriality Issues

Following the 1999 meeting of the Joint Steering Committee for the Revision of AACR (JSC), Jean Hirons, CONSER coordinator, was charged with preparing rule revisions based on recommendations in the report *Revising AACR2 to Accommodate Seriality*. At the January 2000 meeting, Jean Hirons (LC) reported on ongoing efforts to modify AACR2 to reflect a revised view

of seriality in Part I of the descriptive cataloging code. Since MARBI's discussion of seriality at ALA Annual in New Orleans, the Joint Steering Committee had met in October and came to some conclusions about the general direction of this exploration. The JSC plans on expanding AACR2 Chapter 12 by the end of 2000 to cover continuing resources (including "integrating resources"). A fully-developed rule revision packet should be ready for consideration by CC:DA at ALA Annual in Chicago. Three areas that will affect MARC 21 are:

- **Bibliographic level:** JSC approved the ISBD(S) model of continuing resources. All of the rules covering integrating resources (regardless of material type) will be in Chapter 12. The JSC also will be considering a total reorganization of Part I of the code by ISBD bibliographic areas of description. This, however, will take some time to accomplish and no final decisions on this subject have been made.
- **Publishing statement:** JSC did not approve description from the latest issue, but there was interest in this from the ISBD(S) user community. JSC feels that this can be addressed by coding and display.
- **Successive/latest indicator:** Would call integrating resource "integrating entry," possibly with a new value *i*.

The rule revisions were submitted in February 2000 and are currently under review. While final decisions have yet to be made on a number of issues, it is clear that the concepts of 'continuing' and 'integrating resources' have been firmly embraced by the JSC and other international standards. Thus, the impact of the new model on MARC 21 needs to be considered.

Under the new model, latest issue information will be recorded in a 500 'description based on:' note. There is a lot of interest in getting access to the latest title information and there are few additional 24X fields available. Jean Hirons confirmed that the intent is to further develop all three of the options. Sherman Clarke asked whether Chapter 12 would come out as a chapter or a pamphlet as Chapter 9 did? Jean Hirons replied that the problem is they are not just updating chapter 12; many other chapters are affected. John Attig mentioned that there is also a major revision in the works for Chapter 9. A discussion paper will be prepared for the summer meeting to further develop Leader/07 options and consider making field 260 repeatable.

III. Discussion Papers

A. Discussion Paper No. 119 : Seriality and MARC 21

This paper is a continuation of the issues covered in Discussion paper no. 114, which was discussed at the MARBI meeting in June 1999. In that paper, Hirons outlined issues relating to leader/07 (Bibliographic level) and 008/21 (Type of serial), field 260 (Publication, distribution, etc.), and field 008/34 (Successive/latest entry indicator). This paper further developed these and other issues.

The revisions to AACR2 include a complete revision to

chapter 12, which now encompasses all "Continuing Resources." Rules for integrating resources in both print (loose-leafs) and electronic format (updating databases, and Web sites) have been added to this chapter in order to accommodate the seriality aspects of both serials and integrating resources. (Note that for purposes of this document, a Web site is defined as a collection of data, documents, and links to other sites on the World Wide Web that is generally updated over time.) The new category of integrating resources is a major change to the monograph/serial dichotomy that now exists. Both the International Standard Bibliographic Description for Serials (ISBD(S)) and the ISSN Network have also embraced the idea of continuing resources. The ISBD(S) Working Group will recommend that ISBD(S) become ISBD(CR) and the ISSN Manual Revision group is recommending a revised scope that would encompass updating databases and many Web sites.

A **continuing resource** is defined as:

A bibliographic resource that is issued over time, usually with no predetermined conclusion. Continuing resources include serials and integrating resources.

An **integrating resource** is defined as:

A bibliographic resource that is added to or changed by means of updates that do not remain discrete and are integrated into the whole. Examples include items that are loose-leaf for updating and Web sites.

A **serial** is defined as:

A continuing resource in any medium issued in a succession of discrete parts, usually bearing numeric or chronological designations, that usually has no predetermined conclusion. Examples of serials include journals, magazines, electronic journals, directories, annual reports, newspapers, newsletters of an event, and monographic series.

2.2 Current situation.

Most items that would be treated as integrating are currently coded as 'm' (monograph) in leader/07 and are cataloged as monographs. The negative impact of this policy is evidenced by numerous complaints from participants in conference discussions about the duplicate records for loose-leafs in OCLC. When the title of a loose-leaf changes, catalogers tend to create a new record, either because they lack the ability to change the record or do not think about changing it in the way serial records are maintained. There is no equivalent of the CONSER Program for loose-leafs and maintenance of records has not been an emphasis for BIBCO. As more and more records for electronic updating resources are being added to catalogs, it is important that we be able to identify and maintain them appropriately.

2.3 Impact.

Coding the bibliographic level byte in the leader is very important to the identification, retrieval, and control of records in both shared and local catalogs. It can be used to limit searches, identify duplicate records, and validate who can change records. Because of the importance of this byte and the eventual need for large systems such as OCLC to

make changes and potentially recode existing records, any change can have a major impact.

It is possible that loose-leaves could be retained as code 'm' if this is the desire of the loose-leaf community; however, it may be desirable to recognize the seriality inherent in the updates. Furthermore, as loose-leaves go electronic, they could become databases and thus, it makes sense to treat these resources similarly.

2.4 Proposal: Defined new code i for integrating resources to be used in conjunction with serials 008 (renamed 'seriality' 008).

2.4.2. Proposal. Define a new code 'i' in leader/07 for integrating resources. Redefine the serial 008 as 'seriality' or 'continuing resources' 008. Treat code 'i' similar to code 's' and use the seriality 008 when type (leader/06) is 'a' (textual material).

While most integrating resources are textual in nature, it is possible that there can be other appropriate formats. If the type code is 'm' (computer file), the computer file 008 would be used with a seriality 006. If it was determined that certain cartographic material were integrating, the cartographic 008 would be used with code 'i' in leader/07 and a seriality 006.

2.4.3. Rationale. By following this option, MARC 21 would embrace the continuing resources model: the use of the same 008 would bring out aspects of the seriality of all continuing resources, while the separate leader codes would express the form in which the seriality is realized.

2.4.4. Pros and cons. The following pros and cons are based in part on articles by Robin Wendler, Robert Bremer and others in a *Serials Review* "Balance Point" column, edited by Jean Hirons ^{*1}.

Retrieval and display:

Pros:

1. Allows for indexing of serials and integrating resources within utilities and local systems as a special subset of library materials without expanding to an unrecognizably broad category (i.e., all continuing resources)
2. Enables more accurate record identification and labeling
3. Enables search limitations and grouping of displays in large catalogs, such as OCLC

Cons:

1. Requires that common terminology be found for labeling integrating resources that will distinguish them from serials (such as "updating works"?)

Record processing

Pros:

1. Identifies records with similar characteristics for duplicate detection
2. Identifies a manageable subset of records (important to large collections)
3. Allows current CONSER validation by OCLC to remain for serials without extending to all continuing resources
4. However, identifies records that will require updating and the need for some form of CONSER-like processing

5. Provides flexibility in how these records will be managed

Cons:

1. Could require conversion of records now coded as monographs and there may be no easy way to determine which are integrating
2. Record distribution would be more complex; would records with code 'i' be distributed with those with code 's' or separately? Since leader/07 is used to determine CDS distribution product criteria, it would not have much impact if "i" is equated with "s." However, if any records previously coded as "m" are changed to "i," it could have a major impact since a delete would first have to be issued.

Cataloging and other library functions

Pros:

1. Is consistent with the revision of AACR2 Chapter 12 and emphasizes the seriality of integrating resources while allowing for differences
2. Catalogers would not have to distinguish between integrating resources that are finite and those that are continuing; all would be treated the same
3. Provides more flexibility for cataloging workflow; cataloging could be done by serials, electronic resources, or monograph catalogers
4. Enables serials processing (e.g., check-in, claiming) of materials, such as loose-leaves, for local systems that are unable to handle this on non-serial records

Cons:

1. It may not always be easy to distinguish which records are to be coded as 's', 'i', or 'm' (e.g., there are serially-issued loose-leaves, electronic journals without parts, electronic resources where intent to update is not clear)

2.5 Alternatives

2.5.1. Expand code 's' in leader/07 to cover all continuing resources. This option is not currently favored because the cons outweigh the pros. Some of these are:

1. Would lump together a very broad array of resources that do not share the same needs for identification and control.
2. Would make it more difficult to limit searches and to identify true serials
3. Would be difficult to continue OCLC validation and restricted access to CONSER records, or would require opening up CONSER authorization to all PCC
4. If further identification of type of resource was required (e.g., periodicals, loose-leaves, it could only be made at a lower level (008/21) that would not be as likely to be used by systems

2.5.2. Use existing codes 'm' and 's' for integrating resources, as determined appropriate (e.g., Web sites and loose-leaves as monographs; databases as serials). While easier to implement, this option is not currently favored because it negates the seriality of a large portion of integrating resources and is not seen as a good long-term option. Some of the cons associated with this option are:

1. Not consistent with AACR2 and other standards for continuing resources (e.g., ISSN)

2. Not logical and could cause confusion
3. Does not enable identification of records requiring updating for purposes of record validation, cooperative cataloging, etc.
4. Maintains status quo for loose-leaves which may be a pro or con depending on point of view
5. Who would determine how integrating resources are to be treated?

3.008/18 and 006/01 Frequency; also field 853, 854, 855 in Holdings format

3.1. Proposal.

Define code 'k' to indicate an electronic resource that is continuously updated where the updates are seamlessly integrated into the whole. This code could also be used for loose-leaves but since the updates are generally less frequent and more determinable, the existing codes for irregular or a know frequency might be more applicable. Examples of resources that would receive code 'k' are the LC Web site, the OCLC database, an online directory or encyclopedia that is updated on a constant basis.

3.2. Rationale.

Field 008/18 currently contains codes that indicate the frequency of issues to serials. There is no code that implies constant updating. A new code could clearly identify an integrating resource whose seriality is expressed by seamless updates unknown to the user (other than by a revision date) rather than a succession of issues or tangible updates.

4. 008/21 and 006/04. Type of serial.

4.1. Proposal.

Rename as "Type of continuing resource" and define a new code 'l' (loose-leaf).

4.2. Rationale.

Because of the special nature of loose-leaves, it may be desirable to be able to identify them from other types of integrating resources. The codes in this byte identify serials requiring special forms of control. They are:

- blank (none of the following)
- m (monographic series)
- n (newspaper)
- p (periodical)

Loose-leaves would fit into this category very nicely as they require a special form of control. It would also make it possible to retrieve the number of loose-leaf services maintained in a library. Code blank, which now encompasses other kinds of serials (e.g., annuals, statistical reports), would also include electronic integrating resources such as updating databases.

5. 008/34 and 006/17. Successive/latest entry indicator

5.1. Background.

AACR2 is introducing a new form of title change convention, *integrating entry*, which is very similar to latest entry conventions but is being used in different ways and for different forms of material. Under both latest and integrating

entry, a single record is used to record all changes in title, with description based on the latest issue. The difference applications of latest and integrating entry are as follows:

Latest entry (008/34 code '1')

1. Used for serials prior to adoption of AACR in 1971
2. A new record was made when the numbering was succeeded or when the title merged or split
3. Latest entry records are considered allowable duplicates of successive entry records
4. Many libraries have made a systematic effort to get rid of latest entry records
5. Latest entry is never used for current cataloging with the exception of some reproduction microforms

Integrating entry

1. To be used for integrating resources once AACR2 is revised and, more infrequently, for electronic serials that do not retain earlier titles.
2. This is the only form of cataloging that can be applied to these materials, unlike latest entry records which can also be accommodated by successive entry records
3. A new record would be made only when there is a major change in edition (loose-leaves) or when the title merges or splits

5.2. Proposal.

Define new code '2' for integrating entry.

5.3. Rationale.

Use of code 008/34. Libraries currently use this code for:
 Quick identification of good cataloging copy
 To retrieve latest entry records to convert to successive
 To determine whether record duplication may be ignored

Use of the bibliographic level (leader/07) code 'i' alone would not be sufficient to identify the type of cataloging convention applied. Some electronic journals will not retain earlier titles and will require the use of integrating entry cataloging. To clarify, the term 'integrating resource' applies to resources where the updates do not remain discrete; 'integrating entry' is a convention used when only the current title is retained on the resource. An electronic journal has discrete articles but may not retain its earlier titles. Defining a new code would allow us to still identify all electronic journals as serials (code s in leader/07) while also stating the convention under which they are cataloged (008/34 code 2). It would not be desirable to code these as latest entry records (008/34) and have them included with old records that are being deleted or ignored.

Note: Fields 247 and 547, previously used for latest entry records, would also be used in integrating records to include the former title(s) and this new usage will require some revision to the description of these fields. No coding changes are foreseen.

6. Publication, Distribution, etc. (Field 260)

6.1. Background.

Serials and other continuing resources often undergo a

change in publisher and/or place of publication. Current rules are to record the earliest place and publisher in field 260 and give all later changes in notes (field 500). The latest publishing information is needed by acquisitions departments for ordering, claiming, and check-in. The latest information is also more useful to reference librarians. However, the earliest information is needed as a constant identifier for the record for record matching and duplicate detection. For many continuing resources in fact, particularly rare and legal, it may be desirable to have better access to each successive publisher.

The recommendation to the JSC to describe from the latest publisher was rejected; however, they recommended that this be accommodated through the format and displays. Making the 260 field repeatable was discussed in June 1999 and the idea was favorably received. The proposal below reflects the technique that was considered most desirable during that discussion.

6.2. Proposal.

Make field 260 repeatable for changes in the publisher. Do not repeat a 260 field for a change in place only. Define the first indicator as "Publisher status" and define values blank, 3 and 4. (Note that prior to 1990 the first indicator was defined as 'presence of publisher in imprint' with values 0 and 1 defined which are now obsolete.) Field 260 with first indicator value 4 would be repeatable; value 3 would not be repeatable. The order of fields should be shown chronologically from first to last.

Define subfield \$3 (Material specified) to be used with indicator values 3 and 4 to include the date or enumeration of the subset of materials to which the publisher applies. Give subfield \$c beginning and ending dates of publication only in the 260 field with first indicator value blank (i.e., the first 260).

First indicator -	Publisher status
#	Original
3	Current
4	Intervening

Example:

As first cataloged:

260 \$a Boston, MA : \$b Holt, \$c 1983-

Publisher changes:

260 \$a Boston, MA: \$b Holt, \$c 1983-

260 3 \$a New York, N.Y. : \$b Pergamon

Subsequent change:

260 \$a Boston, MA : \$b Holt, \$c 1983-

260 4 \$3 1986-199<6> \$a New York, N.Y. : \$b Pergamon

260 3 \$3 1998- \$a New York, N.Y. : \$b Elsevier

Publication ceases:

260 \$a Boston, MA : \$b Holt, \$c 1983-1999.

260 4 \$3 1986-199<6> \$a New York, N.Y. : \$b Pergamon

260 3 \$3 1998-1999 \$a New York, N.Y. : \$b Elsevier

6.3. Discussion

Use of code 4 for intervening publishers may not always be desirable. Feedback from the rare serials and loose-leaf

communities has indicated a desire to record all publishers in 260 fields; CONSER might prefer to record intervening publishers in a note.

The publication dates in subfield \$c and dates recorded in subfield \$3 dates need to be kept separate as they describe different things. The publication dates refer to the entire item and need to remain discrete within the record. Keeping these dates together would also keep newly-created records compatible with existing records. The \$3 dates specify the subset of the serial published by a particular publisher and would be those now given in a 500 note. Enumeration would be given in place of dates when applicable.

Example with enumeration:

260 3 \$3 no. 5- \$a Washington, D.C. : \$b Brookings Institute

6.4. Questions for discussion

1. Would the use of multiple 260 fields also be used for multi volume monographs?
2. How would this apply to integrating resources, such as loose-leafs, where the rules say to change the publishing statement to reflect the latest? We could interpret this in documentation, such as "add an additional 260 field with indicator value ..." since the rules do not anticipate multiple publishing statements.
3. How would other publishing data, such as the distributor be affected? Would it be repeated with each publisher to which it applies?

Example:

260

\$a Washington, D.C. : \$b Office of Personnel Management ; \$b for sale by the Supt. of Docs., U.S. G.P.O., \$c 2000-

260 3

\$3 2001- \$a Washington, D.C. : \$b General Services Administration ; \$b for sale by the Supt. of Docs., U.S. G.P.O.

1. What are the implications for indexing and display of multiple publishers and dates?

B. Discussion Paper 120: Community Information Format Integration with the MARC 21 Bibliographic Format

At the January 2000 meeting, Rebecca Guenther introduced the discussion paper which explores the possibility of integrating the community information format into the MARC 21 bibliographic format, as there is considerable overlap between the two formats. In some cases such as address and hours, community information fields have been defined in the bibliographic format. The distinction between the two formats is not always clear to some catalog users. Some electronic resources could be described as community information or as bibliographic information.

The overlap is also coming up in mapping some Dublin Core data elements to MARC 21. There has been little response to this discussion paper from the community information community. A straw vote was taken to assess the level of interest in pursuing a consolidation of the bib and CI formats. Thirteen were in favor of pursuing this; 30 favored dropping the effort.

IV. Proposals

A. Proposal No: 2000-01: & Proposal No: 2000-01R: Definition of Subfield \$z (Enumeration Scheme)

At the January 2000 midwinter meeting, Rebecca Guenther first introduced the proposal which recommends adoption of a new subfield in fields 853-855 of the holdings format. This came out of the CONSER Publication Pattern Task Force which is working on

a project to communicate publication pattern information in coded form. The numbering scheme cannot be fully encoded in the holdings format, and this affects libraries' ability to predict when issues should appear. After discussion about several issues, the proposal was rejected, although Option 2 was preferred. Changes that the Committee wanted to see in a revised proposal included: Ability to indicate script for numerals; Consider breaking out the "lower numeral" and "no case numeral;" Deal with an alphanumeric numbering scheme; Consider indicating symbolic vs. ordinal numbers; Consider having the data in a fixed length; consider not separating upper and lower case.

At the July 2000 meeting, the proposal was revised to take care of most of the suggested changes. After some discussion, the following additions (and others) were made: 1) adding a code for symbols and special characters in the 1st position (\$z, position/00) Type of Designation, which would address the "****" designations that Oceana assigns to its loose-leaf volumes; and adding a code for mixed case in the 2nd position (\$z, position/01), which would take care of volumes that include alpha/numeric components, e.g, vol. 1A, 2B, etc. The motion to approve carried 8-0, with the chair not voting.

B. Proposal 2000-03: Definition of Subfield \$2 (Source of term) in Field 583 of the MARC 21 Bibliographic and Holdings Format

At the January 2000 meeting, the ALCTS Preservation and Reformatting Section, Intellectual Access Committee asked for subfield \$2 in the 583 field (Actions Note) to indicate the source of a term if it is a controlled term. They will be working on a standard terminology document. Subfield \$2 would not be mandatory if using a non-standard term. LC reported that the committee believes there are four communities (archives, rare book, collection development, and preservation) that might want to use this subfield and so potentially four thesauri. NLM is in favor of this proposal, especially for retention of electronic resources, and would probably define their own codes. The archive community also favors the use of a subfield rather than employing an indicator. There are so many possible other uses of the indicator that it would be like that indicator values would be easily exhausted.

Discussion followed concerning whether different sources could be used in different subfields. The conclusion was that one would use multiple 583 fields. The issue of whether there was a place to indicate 'local' as a source and whether there would be a place for the library to identify itself, and the local institution could be identified in subfield \$5. The motion was approved with no objection. Subfield \$2 is non-repeatable; if different sources are recorded, separate fields are used.

C. Proposal 2000-04: Anonymous attribution information

Elizabeth O'Keefe (ARLIS/NA) introduced this paper which proposed changing the MARC 21 bibliographic, authority, classification, and community information formats to either:

- Use subfield \$g (miscellaneous information) in the X00 fields for anonymous attribution information, or;
- Define subfield \$j (anonymous attribution information) in the X00 fields.

Because it is often impossible to attribute a work of art to a known artist, art historians routinely use qualifiers such as *pupil of, follower of, or school of* to convey a relationship between an unknown artist and a known artist or group. [Discussion Paper 115](#) (1999) had suggested using subfield \$c, but MARBI objected to that because of its long-established use for titles such as *sir, dr., etc.* Field 720 (Uncontrolled names) was also rejected because it isn't indexed the same way that 1XX and 7XX fields are.

There was some discussion about whether these would be coded AACR2 (general agreement followed that these would not necessarily be). Discussion then ensued about the order of the information on the display, with a consensus that from a user standpoint the order should be names of artists first, then the qualified artists in alphabetical order. This information is a part of the heading and not treated like "editor" or "joint author." ARLIS plans on providing a standardized list of terms that could be used in the subfield. The motion to approve option 2 then carried 8-0, with the chair not voting.

D. Proposal No. 2000-07: Definition of Subfield \$y (Link text) in Field 856 in all Formats

This paper proposes the addition of subfield \$y in field 856 to record link text to be used in an online display instead of the URL. Field 856 (Electronic Location and Access) has several places to record information to help the public in interpreting a URL. This data may be used by an application such as an online public catalog or commercial search service when generating a display.

The proposed change in field 856 (Electronic Location and Access) in all MARC 21 formats:

1. Define subfield \$y (Link text) as follows: This subfield contains link text which is used for display in place of the URL in \$u . When subfield \$y is present, applications should use the contents of \$y as the link instead of the content of \$u when linking to the destination in \$u.

There was general support for this proposal, which passed with little discussion.

E. Proposal No. 2000-08: Definition of Additional Subfields in Field 754 in the Bibliographic Format

This paper proposed adding subfields to field 754 to provide different levels of hierarchy to record taxonomic identification. This would be used instead of repeating subfield \$a if desired to allow for more flexible searching and display of the data in the field. After some discussion, the Committee voted down the proposal.

V. Joint CC:DA/MARBI Discussion

On Monday July 10th, CC:DA met with the MARBI group to discuss "*XML and MARC: A Choice or a Replacement?*", led by Dick R. Miller, Head of Technical Services at Stanford's Lane Medical Library.

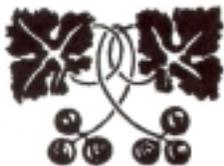
Background

In Apr. David Dorman cited Lane Medical Library's (Stanford University) *XMLMARC* conversion software (announced in mid-Feb.) under the header "The End of MARC?" There are indicators of a growing recognition of the limitations of the MARC formats in permitting effective deployment and integration of bibliographic data with other resources on the Web, beginning perhaps as early as LC's literal mapping of MARC to SGML from 1995-1998, followed by work in Hong Kong and Australia and other commercial mapping software. Lane's investigation differs in advocating changes to MARC to take advantage of XML's strengths— a permanent change to XML rather than another version used as an adjunct to "real" MARC.

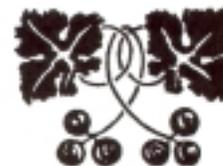
Issues that were discussed at the joint meeting:

- a. XML's suitability as a universal data format for the Web
- Open standards and extensibility
- Separation of content, presentation, linking
- Computer platform and software application neutrality, interoperability
- Unicode and data longevity < interfacing> 

SAC REPRESENTATIVE'S REPORT FOR 2000:
Report on Mid-Winter and Annual Meeting activities of the
Subject Analysis Committee (SAC) of the Cataloging and Classification Section
of the Association for Library Collections & Technical Services,
a division of the American Library Association



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Although much of the work of the Subject Analysis Committee (SAC) is conducted via email during the year, I still have a very full binder of agenda items, correspondence and reports after only two meetings. SAC has not only very active subcommittees, but also numerous representatives to SAC make reports at its meetings. Much of my first year has just been "getting with the program," that is discovering what each of the subcommittees of SAC does. I have listed in an appendix all of the current subcommittees as of ALA annual meeting in July 2000. For the latest information, see also the SAC page at: <<http://www.ala.org/alcts/organization/ccs/sac/subjecta.html>>.

Two SAC subcommittee reports should be of interest to the law cataloging community. *Report on Proposed Headings*, by the SAC Task Force on Library of Congress Subject Heading Revisions Relating to the Poor People's Policy <<http://www.ala.org/alcts/organization/ccs/sac/pptfreport.html>>, has already been accepted by the ALCTS Board. Library of Congress considered the report as recommendations for change and is already moving forward on revisions to some of its headings. *Subject Data in the Metadata Record, Recommendations and Rationale*, <<http://www.ala.org/alcts/organization/ccs/sac/metarept2.html>> by the Subcommittee on Metadata and Subject Analysis, has already been shared with the IFLA community by Lois Mai Chan. SAC has proposed a program for ALA 2001 in San Francisco on "Subject Access and Classification in Metadata for Digital Resources."

In addition to the above reports, the Subcommittee to Promote Subject Relationships/Reference Structures has

drafted a letter to Winston Tabb, the Associate Librarian of the Library of Congress, stressing the need for Web-based access to a thesaurus-style display of LC Subject Headings. Such an on-line display has not been available since LC implemented its integrated library system and LCXR was taken off line in January 2000. The LC representative to SAC, Ms. Lynn El-Hoshy, announced that name and authority records should again be available for down loading via Z39.50 by the end of this year.

Mr. Giles Martin, an assistant Editor of the Dewey Decimal Classification,

asked for the legal cataloging community's help. A discussion paper on proposed changes to 340 Law is mounted at the Dewey Web site: <<http://www.oclc.org/fp>>. The editors of Dewey are soliciting outside opinions on these proposed changes. The comments are due to the Dewey Editorial Office by August 31, 2000. Mr. Martin said that some of the changes are to the European Union and the comparative and international sections of the scheme. The SAC Subcommittee to Review Dewey 340 Law includes two law librarians, John Hostage and Marie Whited. ☛

Appendix to
2000 SAC Representative's Report

Current structure of the Subject Analysis Committee of Association for Library Collections & Technical Services, a division of the American Library Association.

- Subcommittee on Form Headings/Subdivisions Implementation (disbanded midwinter 2000)
- Task Force on LCSH Subject Headings Revisions Relating to the Poor (report submitted midwinter 2000)
- Subcommittee on Revision of the Guidelines on Subject Access to Individual Works of Fiction.
- Subcommittee on Metadata and Subject Analysis
- Subcommittee to Promote Subject Relationships/Reference Structures
- Subcommittee to Review Dewey 540 Law
- Subcommittee to Review Dewey 305-306 Social groups, culture and institutions
- Subcommittee to Review Dewey 004-006 Data processing; Computer Science

Representatives to SAC include

- Decimal Classification Editorial Policy Committee, Pamela P. Brown
- LC Decimal Classification Division, Julianne Beall
- Sears List of Subject Headings, Patricia Kuhr
- MARBI, Bonnie Dede
- LC Cataloging Policy and Support Office, Lynn El-Hoshy



Research Grant Awarded to Larry Dershem

The 1999/2000 TS/OBS Joint Research Grant Committee is pleased to announce that Larry Dershem has been awarded a \$1000 grant. His research will focus on exploring and developing ways to extend the Library of Congress Classification system to:

- make it suitable for detailed analysis of specific topics (such as Internet Law, Intellectual Property Law, etc.),
- make it suitable for use as an organizational tool for Web resources, and
- make it easier to use for catalogers unfamiliar with particular areas of the law.

The purpose of the TS/OBS Joint Research Grant is to provide support necessary for research which will benefit technical services law librarianship. If anyone is interested in applying for a grant during 2000/2001, information about the grant is available on the TS and OBS Web sites.

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