CONVENTION ISSUE
ON-LINE BIBLIOGRAPHIC SERVICES SIS
Program

Retrospective Conversion
submitted by Ermina Hahn

A program on Retrospective Cataloging was sponsored by the On-Line Bibliographic Services SIS at the 1981 Annual Convention in Washington, D.C., on June 28 at 10:30 A.M. The panel, comprised of Rae Shepherd-Schlechter, SUNY, Cortland; Albert Wang, OCLC, Inc., and James Larrabee, Berkeley, was moderated by Joanne Scanlon.

Ms. Schlechter, the first speaker, persuasively cited the advantages a library might expect from accomplishing retrospective conversion. Among these, she listed integration of functions such as purchase records, interlibrary loans, and circulation, as well as bibliographic functions. These functions will underlie better service. Conversion will overcome the difficulties of filing and cataloging rules, will allow more sophisticated searching and lessen the need for cross-references.

Mr. Wang offered an alternative to in-house conversion; namely, contracting such a project to an outside vendor. He explained that OCLC offers this service utilizing its extensive database which is now in AACR II. To accomplish this conversion, the vendor would run a library's shelf list against its database and for each match would provide a new record. The charge structure from OCLC is based upon a unique unit charge. Factors influencing this unit charge are such things as the types of records, i.e., monographic, serial, AV; the language of the records; the expected hit rate; the percentage of cards with unique identifiers such as LC card number; and the individual library's editing requirements; that is, the extent of editing which may be required and the amount of local data required.

The unit cost, therefore, will vary from library to library but Wang cited that in his experience it has varied from $.50 to $1.40. If there is no match for a given record on the existing database, OCLC will input an original record and the contracting library receives the credit.

Larrabee, the last speaker, gave details of the conversion program which was initiated about two years ago at the University of California, Berkeley, Law Library. Financial sponsorship has been provided by the University Library System in order to develop the largest possible database for an on-line bibliographic system. This system is not designed as an integrated one to include
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Questions or comments should be addressed to the editor or appropriate contributing editor.

EDITORIAL POLICY

The Technical Services Law Librarian will carry reports or summaries of the convention meetings and programs of the OBS/SIS and the TS/SIS, act as the vehicle of communication for SIS committee activities, and carry current awareness and short implementation reports. TSSL will not usually publish substantive articles.

Subscriptions available from the editor at $4.00 per year, prepaid. Please make checks payable to American Association of Law Libraries.

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such functions as acquisitions or circulation. Nor are serials a part of the conversion effort. The project is being done through RLIN which offers a special rate for authorized conversion projects. Regular cataloging staff supervises and, in addition, there are about four and one-half library assistants assigned only to retrospective conversion. A flow chart is reproduced below to show elements in the procedure. It is anticipated that it will require about eight to ten years before the entire library's records are on line.

UC Berkeley Law Library
Retrospective Conversion FLOWCHART
OBS/SIS
Business Meeting

submitted by Ermina Hahn

The 1981 business meeting of the On-Line Bibliographic Services SIS was held on Wednesday morning, July 1, in order to avoid a time conflict with the Technical Services business meeting. Following is a summary of the Agenda.

1. Report of the Chair
2. Election
3. Report of the Secretary/Treasurer
4. Reports of Standing Committees
   a. RLIN
   b. OCLC
5. Report on AALL Statistics Project
6. Reports of Liaisons
   a. LAWNET
   b. Education and SIS Steering Committees
7. Report of TSLL editors
8. Program ideas for 1982

Gregory Koster presided; in his report he explained that he has assumed the chair prior to this year's meeting due to the resignation of former chair, Catherine Chenu-Campbell. He thanked the Program Chairs, Joanne Scanlon and Susan Roach, for their fine work, particularly under the pressures of delays due to the above-mentioned mid-year change in chairpersons. Also acknowledged by Koster were the efforts of the Nominating Committee, Patricia Piper, Peter Enyinji and Chairperson, Victoria Trotta; as well as those of other officers for 1980-1981: Secretary-Treasurer Ermina Hahn; Advisory Committee, Regina Waller, Susan Roach and Diane Hillman; TSLL editor, Melody Lembke, and the Standing Committees.

The slate presented by the Nominating Committee, published previously in an earlier issue of TSLL, resulted in the election of the following officers: Vice-Chair, Chair-Elect, Ermina Hahn; Secretary-Treasurer, Sue Roach; Advisory Board, Dianne Hillman, Melody Lembke and Regina Waller.

The Secretary Treasurer's report indicated that the SIS is at present in fairly stable financial condition although bills for this year's program had not yet been submitted.

Koster related the plans for next year's programming. It is hoped that financial support for speakers and other expenses may be forthcoming since the projected offerings of the Special Interest Sections will constitute the Official Convention Program. This, however, will impose very severe deadlines upon the SIS program planners since fairly definite proposals will have to be in place by mid-September 1981.

The TSLL editor for the coming year will be Catherine Tierney. News items should be directed to her.

The RLIN Standing Committee addressed such problems as the lack of technical expertise of inexperienced coordinators, the failure of internal communications at RLIN, inadequacy of responses to questions on standards, and the unclear documentation which is disseminated. The OCLC Standing Committee in contrast reported less frustration in liaison with the network representation.
Hahn reported that the statistical survey is somewhat at a standstill awaiting some further information from the AALL survey coordinator. This will, however, be pursued further.

LAWNET liaison Tierney indicated that the fiche copies are sold out but since there is no copyright, those wishing to have one may make copies from a borrowed set. Vendors are being approached with a view to having LAWNET on line. The suggestion is offered that a Board is needed to negotiate for LAWNET since vendors are reluctant to deal with a group which has no official authority to act for LAWNET.

Koster also brought to the meeting a report of the Education and SIS Steering Committee liaison. Among items of discussion were suggestions to upgrade the AALL newsletter and perhaps incorporate SIS newsletters into it; the possibility of cross registration with other groups such as SLA and ASIS.

The final portion of the meeting was devoted to discussing program suggestions for next year. Several ideas were put forth. The two topics tentatively adopted deal with machine implementation of subject headings and public and reference access to on-line bibliographic files.

OBS/SIS
OCLC Subcommittee Meeting

submitted by Gregory Koster

Chris Grabenstatter of OCLC User Services Division participated in the meeting; she will forward comments from the meeting to OCLC and report back to Greg Koster with responses. These responses will appear in a future issue of TSSL.

SOLINET is having problems with its regional supervisor. OCLC blames the problems on vendor software, but as yet no solution is promised.

Requests from the group for system enhancement included the following:

- system response time;
- subject access; Solinet plans this function on a regional basis;
- on-line error reporting and on-line explanatory materials;
- peak-time corporate author searching;
- indexing of OCLC Technical Memoranda.

OBS/SIS
RLIN Subcommittee Meeting

submitted by Diane Hillmann

Discussion focused on user communication problems with RLG/RLIN. CLASS libraries seemed generally satisfied with their present level of service, but virtually all of the others present expressed dissatisfaction with RLIN's record of communication with their member and associate libraries.
Their unhappiness was centered in the following areas:

1. There was a strong feeling that the coordinators lacked the technical expertise to deal effectively with the catalogue departments they serve. In many cases the experience level of the coordinators is below the level of the catalogers with whom they deal. This disparity in experience level manifests itself primarily when complex questions are asked, and either the question is not understood, or the answer is inconsistent with previous statements on related issues.

2. Participants felt that a great deal of improvement was needed in the internal communications among RLIN staff members and departments. Newer libraries to the system were especially critical of the exchange of information between the Network Control Center and the coordinators.

3. Complaints were heard from several users about uneven, contradictory or untimely responses to questions on procedures and standards. The creation of Operations Update was perceived as a welcome first step but as no substitute for a prompt response to individual queries. One participant cited a case where he was given firm information about retrospective conversion costs, only to have that information contradicted after commitments had been made.

4. Participants overwhelmingly agreed that RLIN documentation is badly written, poorly supplemented, underindexed and unfathomable. Clearly, with the number of changes planned for the coming months, a concerted effort should be made to improve the usefulness and readability of manuals and instructions.

The participants agreed that a summary of the meeting would be forwarded to RLIN.

***********************

The following letter and summary were sent to Jamie Levine at RLIN at the end of July. Each participant at the meeting was given a copy of the summary and asked to respond to me before July 15 with suggestions for changes. I would urge those people who could not make the meeting but who might agree or disagree with the conclusions of the group to make their feelings known to Ms. Levine or their coordinator.

July 27, 1981

Jamie Levine
Research Libraries Information Network
Oak–Jordan Quadrangle
Stanford, CA 94306

Dear Ms. Levine,

On Monday, June 29, the RLIN Subcommittee of the On-Line Bibliographic Services Special Interest Section, American Association of Law Libraries, met in conjunction with the latter organization's annual meeting in Washington, D.C. This was the first meeting of the Subcommittee, though the formation of the group had been
effected two years ago, when the former OCLC Special Interest Section changed its name and its focus in response to the interest of the law library Ballots users.

It was the intention of the group that the appropriate persons in RLIN should receive copies of the meeting summary, in order that the concerns of the group should be communicated to those most likely to initiate change. I spoke to John Haeger later in the same week, at a meeting of the Law Program Committee, and he suggested that you were the appropriate person to receive our summary.

I have appended a list of the participants to the report, each of whom has seen and approved this summary. The summary will be published in the Technical Services Law Librarian, as part of its convention issue, and you may receive some further remarks as a result, especially from those who were not able to attend the meeting.

Please rest assured that the criticisms contained in the report are intended to be constructive, and that we are all fully aware that some of these points may have been made before. It was the sense of the Subcommittee, however, that a frank discussion of the problems was a necessary preliminary to what we hope will be a continuing dialogue with the RLIN staff.

Please feel free to call on me or the other participants for clarification or additional discussion on the points made at the meeting.

Yours truly,

Diane I. Hillmann
Head, Technical Services

* * *

TECHNICAL SERVICES SIS
Program

Legal Subject Headings After Day 1
submitted by Peter Enyngi

Peter Enyngi, Head Catalog Librarian of the Los Angeles County Law Library, introduced the program which lasted fifteen minutes longer than planned before an appreciative, overflow audience. He called attention to a panel discussion, "What Lies Ahead for Legal Subject Headings," which was held during the annual convention of AALL at Los Angeles in 1975, because the present program had the same purpose, namely to speculate on what can be expected to happen or not to happen in the next five years and to try to look even farther ahead if that is possible.

The first speaker was Paul Weiss, Assistant in the Office of the Principal Subject Cataloger, Library of Congress, which is the policy-making unit of the Subject Cataloging Division and operates directly under the Chief of the Division, Mary K. Pietris. Mrs. Pietris expressed her disappointment that she was unable to participate personally in the program due to conflicting dates of ALA and AALL conventions.
Mr. Weiss gave us a brief description of the organization and functions of Processing Services at L.C. as background for his explanation of the intricacies of establishing subject headings at L.C.

The most interesting and relevant section of Paul's presentation concerned the plans for the future of LCSH. The following limitations prevent LC from making more substantive changes in subject headings:

1) LCSH data is replete with non-AACR2 style headings and it is the highest priority to replace them with their AACR2 counterparts (e.g. Argentina and Soviet Union replacing Argentine Republic and Russia; every city of the world is in a conflicting form in LCSH);

2) the antiquated state of authority control of LCSH, which is a line-by-line cancellation system;

3) the new catalog is a thirteen-year-old data base full of obsolete headings, including subject headings. These can only be updated on a record-by-record basis presently.

Still, within these limitations LC made many substantive changes within the past years including all changes which were required to accommodate MARC. Therefore, there is no plan for a sudden or basic change in style, general structure or punctuation.

There is a misrepresentation in the so-called LC opposition to PRECIS, stated Mr. Weiss. There has not been a serious proposal that LC should replace LCSH with PRECIS, only to apply it as an additional subject analysis. To do this would have been economically impossible.

The present subject headings policy is to create headings in inverted order or to use subdivisions instead of natural language and to avoid colloquialisms and trendy terms. The goal is to create headings which will stand the test of time. An explanation of how LC establishes policy followed.

A detailed explanation of the order of different types of subdivisions was illuminating.

Finally, the speaker emphasized that LC welcomes outside efforts in subject heading theory and is extremely receptive to recommendations. He urged the audience to participate in the AALL working group on legal subject headings.

The second speaker was Marlene C. McGuirl, Chief of the American-British Law Division of the Law Library of Congress who came to our section to tell us what reference librarians think of LC subject headings and what are their expectations for the coming years. Her presence and presentation turned out to be a "first chance to speak before a public forum about what a reference librarian thinks of legal subject headings" and gave needed balance to catalogers' thinking. After explaining the role of a reference librarian in a law library Miss McGuirl stated that many users are uncomfortable in using the subject catalog. Computer, book or card catalog, she stated, let's get the most pertinent tool for the user of the catalog. Subject headings should be a rational way to get at books. In her view, these are some of the problems encountered:
Since the LCSH is prepared for a general library, legal subject headings are either not specific enough for a law library (e.g., Maritime law) or too specific (e.g., the rights and obligations between an employer and employee are listed under ten headings starting with Employee, Dismissal of to Employee, Transfer of); use of the red book; terminology selected and its current usage. She strongly spoke for the use of natural language (as against the inverted form) and systematic update of the language.

Solutions offered were the desirability of cross fertilization between subject catalogers and reference librarians and rotation between catalog and reference departments.

A question-and-answer period followed.

John Zenelis, Columbia University Law Library Head Cataloger, reviewed the subcommittee's work and explained what is on the agenda for the next year.

The third part of the program consisted of a presentation by Marie Whited, law subject cataloger at LC, to offer comments and solutions to everyday problems in assigning legal subject headings. Her speech was so popular that, by public demand, it will be published in the next issue of Technical Services Law Librarian.

Subject Cataloging Subcommittee

The Working Group on Legal Subject Headings continues its work in 1981/82. If you would like to become a member of the group, there are three prerequisites:

You should be:

1) a member of the Technical Services Special Interest Section;
2) willing to work on the project;
3) able to meet reasonable deadlines.

(Note to "willingness to work." Only members who are interested in participation should respond. The subcommittee will use the TSLL to inform the section about its work.)

Interested persons should contact, as soon as possible:

Peter Enyingi
Head Catalog Librarian
Los Angeles County Law Library
Los Angeles, CA 90012

TS/SIS
Business Meeting

submitted by Colleen M. Raker

Colleen Raker, Chairperson, opened the meeting by presenting the chairperson's annual report and the secretary-treasurer's report. There were 205 members in the Technical Services SIS as of May 31, 1981. The Section dues account contains $668. Total expenses for 1980/81 were $523.68.
Election of officers for 1981/82 was by mail ballot. Approximately 60% of the membership returned ballots. The elected officers are:

Chairperson--Margaret Axtmann, National Center for State Courts
Chairperson-elect--Gayle Edelman, University of Chicago Law Library
Secretary/Treasurer--Gay Roesch, Davis, Graham & Stubbs
Members at large--Vivian Campbell, Georgetown University Law Center Library;
Margaret Hall, Hennepin County Law Library

The Chairperson announced that the Cataloging and Classification Standing Committee would meet that afternoon (June 30, 1981) at 4:10 p.m. LC's plans to discontinue the assignment of LC class numbers to federal documents will be discussed. The Cataloging Policy Section Special Committee on Long Range Planning report begun at the TS/SIS business meeting would be continued at the Cataloging and Classification meeting.

Lee Leighton, Chairperson of the Heads of Cataloging of Large Law Libraries Discussion Group, introduced the agenda for the meeting later this afternoon. A questionnaire about the larger law cataloging departments will be distributed at the meeting.

Margaret Axtmann, TS/SIS Chairperson-elect, reported on a project to develop a consulting network to help librarians of smaller libraries. At the present time, handbooks on technical services matters for librarians in small libraries are being deferred in favor of developing a network of regional consultants. The Private Law Libraries SIS is assisting us with this project.

A proposal to form a TS/SIS Acquisitions Standing Committee was presented by Merle Slyhoff, University of Pennsylvania Law Library. The chairperson opened the floor for discussion but received no comments or questions. Those present at the business meeting voted unanimously to establish an Acquisitions Standing Committee. Officers will be appointed by the 1981/82 TS/SIS chairperson.

Gail Daley, University of Minnesota Law Library, introduced a proposal to form a TS/SIS Serials Standing Committee. A discussion concerning the problem of overlapping interests with the Acquisitions Standing Committee and the Cataloging and Classification Standing Committee followed. Clarification was requested concerning the difference between a discussion group and a standing committee. Colleen Raker, TS/SIS Chair, explained that a standing committee is more formal and has official AALL recognition, while a discussion group is not a formally recognized body and cannot develop policy. A unanimous vote of those present favored establishment of a Serials Standing Committee. The incoming TS/SIS chairperson will appoint the officers.

Phyllis Marion recommended that each new standing committee should write a statement of responsibility and goals.

The Library of Congress Classification schedule report was presented by Marie Whited, Library of Congress. Subclass KK (Germany) is complete except for the index, which will be bilingual. LC expects to publish it in June or July of 1982.

The schedule for Latin America is being edited. It will be sent to the Editorial Office. After the current classification specialist retires, however, the position may be frozen. This would delay the completion of the schedule for France for two years.
The European schedule is just being developed. EEC (also the countries within the community) and Roman law are being considered for inclusion.

Marie Whited asked those present to write to Mrs. Goldberg, Mary Kay Pietris, or Mr. Howard with suggestions or concerns about unwritten K schedules.

Phyllis Marion asked if a final outline of the K schedule could be finished in view of the completion date.

The newsletter financial report and announcement of a new editor were presented by Melody Lembke. The newsletter subscription account has a balance of $604. There are 233 subscriptions. Repayment of money that was borrowed from the SIS dues account will be deferred another year.

The editor requested discussion on how to handle the higher cost of foreign subscriptions. John Zenelis, Columbia University Law Library, moved that the subscription price for foreign subscriptions, excluding Canada, be raised to cover the cost of postage.

Melody explained that TSSL is a joint publication of the Technical Services SIS and the On-Line Bibliographic Services SIS with the editorship rotating every 2 years between the two groups. She introduced Catherine Tierney, Boston University Law Library, as the new editor.

Catherine asked about the need for a 4th issue of the newsletter, which would be published after the convention. The TS/SIS chair stated that this 4th issue should be published at the discretion of the editor.

Margaret Axtmann, Chair-elect, announced that the AALL National Program Chair for the Detroit meeting wants to allow greater participation of SIS's in the program. The deadline for submission of SIS program topics and length of program is August 1, 1981. September 15th is the deadline for details on speakers.

TS/SIS plans for Detroit include three topics: 1) a workshop on workflow and procedures analysis to be presented by Professor Arlene Dowell, University of Chicago Graduate School of Library and Information Science; 2) a joint TS/SIS-AV/SIS program on the acquisitions, bibliographic control, and cataloging of microforms; 3) a joint TS/SIS-0BS/SIS program on the state of the art of automation in Technical Services.

Colleen Raker, Chair, announced the publication and distribution of the first annual membership directory, which includes the telephone number and area of responsibility of all TS/SIS members. Southern Illinois University at Carbondale Law Library produced the directory on their word-processing equipment.

The Cataloging Policy Section Special Committee on Long Range Planning report was presented by Phyllis Marion, University of Minnesota Law Library. Discussion of this report would occur at the Cataloging and Classification Standing Committee meeting.

TS/SIS
Acquisitions Committee Meeting

submitted by Merle J. Slyhoff

The first meeting of the Acquisitions Standing Committee took place on Tuesday, June 30, at 4:00. Thirteen librarians attended the meeting, with
approximately six more librarians expressing an interest but unable to attend.

It was decided that although no chairperson had yet been appointed to the Acquisitions Standing Committee, the group meeting would begin discussing topics for investigation within the coming year. It was the unanimous opinion that the Acquisitions Standing Committee begin working this year rather than wait until the 1982 convention to start planning its work.

The topics which were discussed for investigation to begin this year were:

1. Acquisitions Forms: Send a survey/request to law libraries (size and type not yet determined) to determine types of forms used and their functions; the Committee would then establish a central file of forms which would be made available to all law libraries.

2. Acquisitions Policies/Collection Development Statements: Law libraries would be requested to contribute to a central file of acquisitions policies/collection development statements; libraries requesting information on these policies/statements would be sent copies for the cost of copying.

3. Budgeting and encumbering systems: a study would be begun, investigating the procedures used by law libraries for budgeting.

Margie Axtmann, chairperson of the Technical Services SIS, requested that the Acquisitions Standing Committee help to find a speaker to discuss the "technical" aspects of microform purchasing as part of the 1982 Technical Services SIS/Micrographics-Audiovisual SIS program. A discussion to clarify the speaker's topic proved "confusing," and it was decided that when appointed, the Acquisitions Standing Committee chairperson would further clarify this matter.

Questions to be brought to the Technical Services SIS board by the to-be-appointed Standing Committee chairperson include finances, publications and membership.

It was also felt that since the Acquisitions Standing Committee will have many topics to investigate that will be of interest to the Relations with Publishers and Dealers Committee of AALL, we should appoint a liaison person to the Committee. This was mentioned to Margie Axtmann, who said she would check into the "legality" of such an action.

TS/SIS
Cataloging and Classification Committee

submitted by Curt E. Conklin

The Standing Committee on Cataloging and Classification of the Technical Services SIS met on Tuesday, June 30 in Washington, D.C. There was a total of 49 people in attendance.

John Zenelis of Columbia University reported that LC still plans to drop classification of documents into the KF 27-32 numbers and utilize both cataloging and classification from SUDOC. This is a serious problem for many of our member libraries, as, in John's words, "The last thing Columbia Law Library needs is another classification scheme." Colleen Raker and Phyllis Marion sent LC an official letter on behalf of the Technical Services SIS requesting LC to continue to issue
call numbers for the documents they collect. The letter was addressed to Mr. Joseph Howard, Assistant Librarian for Processing Services at LC. John recommended that individuals send Mr. Howard a letter as well, indicating a desire to see LC continue its classification of government documents.

Phyllis Marion gave a report concerning the Cataloging Policy Section of the proposed Long Range Planning Policy. The full text of the proposed policy as it affects cataloging and classification was published in the TSLN newsletter earlier this year. Some people in the Association have expressed reservation over the proposal and have suggested that any proposed policy statements generated under the system the proposed policy sets up be submitted to an "Independent Policy Review Board" before going to the AALL Executive Board. After a rather lengthy discussion on the matter, it was decided to send in the proposal as is, with a note of explanation for rejecting the "Independent Policy Review Board" proposal.

Phyllis Marion then discussed the recent San Francisco meeting of the ALA Committee on Cataloging: Description and Access, at which she represented AALL. She reported that the ALA committee voted to recommend to the AACR2 Joint Steering Committee that chapter 11 (microforms) include an option to allow for LC's decision not to apply the chapter. LC plans to continue to catalog microforms under AACR, using descriptive cataloging of the original form with a note regarding microform details. Phyllis indicated that the majority of law catalogers concur with the LC decision.

TS/SIS
Serials Committee Meeting

submitted by Gail M. Daly

The newly formed Standing Committee on Serials of the Technical Services SIS met on Tuesday, June 30, in Washington, D.C. Eight people attended the organizational meeting.

The meeting opened with a discussion of the issues the Committee might address. A consensus was reached on the following: claiming, retention of obsolete volumes, subscription services, technical services organizational structure and systems analysis, automation, binding, cancellation practices, and statistics. There was a lively discussion concerning the overlap among the three standing committees. Some people felt that Serials Committee members would have to be careful not to step on the toes of people on the other two committees. Others felt that the committees are all part of the Technical Services Special Interest Section and that there should be no need to worry about the many areas in which there are common interests, as long as the three chairpersons involved maintained frequent communication and an attempt is made to see that the three committees are never scheduled simultaneously in the future.

Those attending urged the establishment of a regular column in the Technical Service Law Librarian for the Standing Committee on Serials. This column should be a responsibility of the chairperson, and should include all committee announcements, as well as acting as a clearinghouse for the exchange of information about serials changes and closings problems and questions.

Looking ahead to next year's annual meeting, those attending felt that the Committee should probably request a period of 1-2 hours for a combination business meeting and program. Topics which were felt most urgently in need of addressing
were statistics, claiming and cancellation, and automation, but all felt that further opinion should be solicited in the TSLL column. Very strong interest was expressed in the possibility of including someone from the AALL Committee on Standards to discuss statistics.

TS/SIS
Heads of Cataloging Departments in Large Law Libraries Discussion Group
submitted by Diane Hillmann

Lee Leighton, Chair, convened the meeting, and suggested that for the purposes of identification, participants and observers sit on opposite sides of the room's center aisle. Some discussion ensued concerning the criteria for participant status, and the chair indicated that the 300,000 volume cut-off was intended to be arbitrary, and was primarily intended to limit the size of the initial organizational meetings. The group may decide at a later point to modify that number, and in any case, no restriction was placed on participation by observers.

The first agenda item was a draft questionnaire about staffing, tools and cataloging and classification practices of the large cataloging departments, prepared by Diane Hillmann. Diane requested that suggestions be made to her for improvements or modifications in the questionnaire by the end of July, so that a completed form could be sent to participants and collated by fall.

A document exchange was also suggested by Diane Hillmann. The original proposal was that one person volunteer or be designated to receive one copy of documents (i.e., analysis of systems, workflow, procedures, etc.) that might be of interest to the group. The exchange person would then duplicate these documents and mail them to participants at stated intervals. The proposal was modified by suggestions from the floor to reduce the work done by the central person to the collation of abstracts or short descriptions of documents available, the abstracts to be sent by the originating library and collated for mailing to all of the group. Requests will be forwarded to the originating library rather than a central person. Donna Hirsh from Iowa has volunteered to collate and mail the summaries.

Phyllis Marion suggested that the group consider cooperation on retrospective conversion or classification projects for proposals to granting agencies, since individual proposals are rarely accepted these days. Preliminary discussion centered on Phyllis' proposal to request LC to prepare a shorter classification set-up, perhaps to include country tables, to allow some classification to begin before detailed schedules are available. It quickly became clear that the group was more interested in mounting a project to reclassify German material according to the detailed schedule due in 1982, since only 2 libraries were without any classification scheme in use at present. Phyllis agreed to coordinate the compilation of suggestions and information for the preparation of a grant proposal for the project, and urged interested members to talk to their head librarians about such a project.

The fourth agenda items consisted of a suggestion to have the discussion group offer its services as technical advisors to the RLG Law Program Committee, which had indicated a need for such advice. The group felt that such an offer would not be appropriate, since not all the group were users of RLIN and would rather not get
involved in the political aspects of the competitive situation between the utilities. They suggested that the RLIN Subcommittee would serve that purpose better.

The next two agenda items were considered together, and provided a lively exchange of views on the exploitation of support staff for essentially professional work, and the relatively high proportion of time devoted to administrative duties by head catalogers. A show of hands indicated that most of the group spent less than 10% of their time on actual cataloging.

Colleen Raker requested suggestions from the group on operations manuals. Several members of the group threw out ideas, including circulation drafts before including changes in a manual, providing indexes when possible, and numbering items in the manual-like sections.

Item number 8, communication with RLIN BIBTECH, was dispensed with, being considered moot after the earlier discussion on relations with RLIN.

Treatment of superseded material was discussed briefly, with most participants expressing the need for fuller discussion at a later date.

As 6:30 p.m. approached, the group asked Chair Lee Leighton to serve for another year, and to set up next year's meeting with three or four subjects with time to discuss them more fully. Some participants suggested that materials be circulated prior to the meeting, to aid the discussion.

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Results of Election of Technical Services SIS

Chair: Margaret Maes Axtmann
       National Center for State Courts
       Williamsburg, Virginia

Vice-Chair/Chair-Elect: Gayle Smith Edelman
                        University of Chicago Law Library
                        Chicago, Illinois

Secretary/Treasurer: Gay Ellen Roesch
                    Davis, Graham & Stubbs
                    Denver, Colorado

Members-at-Large: Margaret Hall
                 Hennepin County Law Library
                 Minneapolis, Minnesota

                                Vivian Campbell
Georgetown University Law Center
Washington, D.C.

In addition to the above, the Executive Board of the Technical Services SIS consists of the immediate past chairperson (Colleen M. Raker) and the chairpersons of the standing committees.
The following appointments have been made:

**Cataloging and Classification Standing Committee** (fulfilling the second year of a 2-year appointment):

Curt Conklin, Chairperson, Brigham Young University  
Gayle Edelman, University of Chicago  
Cecilia Kwan, University of California-Davis  
Phyllis Marion, University of Minnesota

**Serials Standing Committee** (fulfilling the first year of a 2-year appointment):

Gail M. Daly, Chairperson, University of Minnesota  
Ann T. Fessenden, University of Mississippi  
Donna Hirst, University of Iowa  
Jim Larrabee, University of California

**Acquisitions Standing Committee** (fulfilling the first year of a 2-year appointment):

Merle J. Slyhoff, Chairperson, University of Pennsylvania  
Karen Braucht, University of Missouri-Columbia  
Vivian Campbell, Georgetown University Law Center  
Mary Ertl, University of Iowa

**Nominating Committee** (one-year appointment):

Sue Welch, Chairperson, College of William and Mary  
Lee Burstein, Cook County Law Library  
Suzanne Harvey, University of Puget Sound  
Margaret Lundahl, Isham, Lincoln & Beale

Liaison to AALL Education Committee: Margie Axtmann  
Liaison to AALL Public Relations Committee: Catherine Tierney  
Liaison to AALL Committee on Relations with Publishers and Dealers: Merle Slyhoff

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<td>OBS/SIS</td>
<td>Retrospective Conversion</td>
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Dear Readers,

The publication of this issue of the Technical Services Law Librarian was delayed because of a number of printing and printer—related problems. I apologize for the delay and the confusion.

Even though this issue was published so late, I still intend that the first regular issue (vol. 7, no. 2) will be out in early January. Articles for inclusion may still be sent to me.

Another result of the printing problems is that this issue must be published in a format larger than previous issues. At this time it is unknown if we will have to stay with the 8½ x 11 size or if we can afford the increased cost of having the pages reduced and folded. I am aware of the difficulties that such changes force on Technical Services staffs; I hope that this issue can be rectified with a minimum of difficulty.

Sincerely,

Catherine Tierney
Editor
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1982 OBS/SIS Program

OBS/SIS is planning two programs for 1982. Tentative titles are "Public and Reference Access to On-Line Bibliographic Files" and "Machine Manipulation of Subject Headings." Tentative speakers for the "Public and Reference Access" program are: LC representative from public services working with SCORPIO and MUMS; Direct Patron Access Program representative from Northwestern; University of California, Division of Library Automation representative; CLSI on-line catalog representative. If you have any ideas for other speakers on this topic, please notify Melody Lembke immediately in order to make AALL program deadlines.