ABSTRACTS

Reclassification, Conversion, and CETA: A Report on a Reclass and Conversion Project Utilizing CETA Workers in the Kent State University Libraries. By Anne Marie Allison. 1979. 66p. ED 191 423. MF—$0.83; PC—$4.82.

This paper describes the integration of a reclassification and conversion program staffed by CETA workers into the technical services work flow of a research library. It includes a brief overview of CETA with a bibliography of suggested readings, a review of the use of CETA in libraries, and two proposal narratives with sample job descriptions. Simplified work plans present the reclassification of a Dewey collection to Library of Congress (LC) and the conversion of LC record cards into machine-readable format. Suggestions are offered for other libraries contemplating the use of CETA.

Optimizing Library Staffing Profiles within State Guidelines to Accommodate Peak Demands: Radford University Library Staffing Report. By Fred Heath and Gary Lewis. Radford University, Radford, Va. 1977. 69p. ED 191 439. MF—$0.83; PC—$4.82.

This study determines the periods of peak demand on library services in the Radford University Library, establishes staffing profiles to meet these demands, and projects changes in staffing levels that may in the future modify the library's service capabilities. It is divided into three parts, the first of which applies a data analysis of library use statistics to staffing needs, critically examining current staffing patterns and making recommendations. The second section projects current levels into steady state, using both the current state staffing formula and the State University of New York (SUNY) public services staffing formula, and offers conclusions and recommendations based on the findings detailed in the first two sections. Attached are the State Council of Higher Education for Virginia (SCHEV) enrollment projections, Radford College enrollment projections, an appendix from the state budget manual, and the Library Advisory Committee report summary.

Plan for a Sign System at the Idaho State University Library. By Douglas Birdsall. University Libraries, Idaho State University, Pocatello. 1980. 11p. ED 191 441. MF—$0.83; PC—$1.82.

Emphasizing the importance of the development and maintenance of a system of signs to make the library patron aware that a reliable pattern of information exists within the library, this report includes a selection of statements excerpted from *Sign Systems for Libraries*, a collection of papers on visual guidance systems in various types of libraries edited by Dorothy Pollet and Peter C. Haskell (Bowker, 1979), and an outline, explanation, and list of recommendations for a proposed signage system for the Idaho State University Library.

Committee on the Future of the Card Catalog. Final Report. By Robert A. Seal and others. Alderman Library, University of Virginia, Charlottesville. 1979. 20p. ED 191 466. MF—$0.83; PC—$1.82.

This final report of the Committee on the Future of the Card Catalog at the University of Virginia considers the evaluative reports of three task forces on the effects of AACR2 and recommends that the university library set as a top priority goal the design, development, and implementation of an online catalog by 1983. The committee further recommends that the library not close its catalog in 1981 but wait until the online catalog is in place. After 1981 the open catalog should include full two-way links between the old and the new headings. The library should move to become a member of the Research Libraries Group as soon as possible to ease the transition, and task forces to help cope with AACR2 should be appointed without delay. This report summarizes alternative courses of action open to the committee and the discussion leading to these recommendations.

Resource Notebook on Organization. By Duane Webster. Office of University Library Management Studies, ARL, Washington, D.C. 1979. 184p. ED 191 475. MF—$0.83; PC not available from EDRS.

This resource notebook, one of three developed within the framework of management review and analysis self-study procedures, focuses on improvement of library organization. The introduction provides background and a review of analytical methods. The first section provides examples of data-gathering tools and approaches to gathering information. The second group of documents illustrates methods of describing and analyzing library organizational structures and relationships, and the final section contains examples of recommendations for change and improvement that have been made by libraries. A selected bibliography is included.

Resource Notebook on Planning. By Jeffrey J. Gardner. Office of University Library Management Studies, ARL, Washington, D.C. 1979. 166p. ED 191 476. MF—$0.83; PC not available from EDRS.

This resource notebook, the second of three developed within the framework of management review and analysis self-study procedures, focuses on library planning. An introduction provides background and a conceptual overview of library-planning processes. The first section of documents provides examples of data-gathering tools and approaches to gathering information. The second group of documents illustrates methods of describing and analyzing planning needs, and the final section contains examples of recommendations for new approaches to planning that have been made by libraries. A selected bibliography is included.

Resource Notebook on Staff Development. By Deanna B. Marcum and Duane E. Webster. Office of University Library Management Studies, ARL, Washington, D.C. 1979. 136p. ED 191 477. MF—$0.83; PC not available from EDRS.

This resource notebook, the third of three developed within the framework of management review and analysis self-study procedures, focuses on library staff development. The introduction provides background and a brief conceptual overview of staff development. The first section of documents provides examples of data-gathering tools and approaches to gathering information. The second group of documents illustrates methods of describing and analyzing examples of recommendations for new approaches to staff development that have been made by libraries. A selected bibliography is included.

A Directory of Library Instruction Programs in Indiana Academic Libraries. Compiled by Jane Skinner and Judith Violette. Indiana Library Association. 1980. 68p. ED 191 487. MF—$0.83; PC—$4.82.

A survey of 40 reporting academic libraries in Indiana developed this directory of library user instruction programs, which provides an index profile of library resources and types of programs within the state. Entries are alphabetical in outline form and provide a library contact person, capsule information about the library instruction program, and lists of topics for which print and audiovisual materials are available. Libraries that issue lists of their instructional programs are indicated and published information about instruc-

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tional programs is included if the library supplied the information. The index presents resources by broad subject and format. The directory includes the survey report and questionnaire.

The Use of General Collections at the University of California: A Study of Unrecorded Use, At-the-Shelf Discovery, and Immediacy of Need for Materials at the Davis and Santa Cruz Campus Libraries. Final Report. Research Report RR-80-1. By Gary S. Lawrence and Anne R. Oja. Office of Bilingual Bicultural Education, Department of Education, Sacramento, Calif. 1980. 120p. ED 191 490. MF—$0.83; PC not available from EDRS.

Use studies were conducted in the main libraries and science branches at the Davis and Santa Cruz campuses of the University of California to gather data for use in the detailed planning for establishing regional compact shelving facilities for infrequently circulated library material. Analysis of preliminary data on the three areas examined—unrecorded use, browsing, and immediacy of need—suggest that (1) collection usage may be six times greater than indicated by circulation statistics; (2) unrecorded use is not synonymous with at-the-shelf discovery; (3) differences exist in recorded and unrecorded use rates between broad categories of materials; (4) techniques are available for recording use of materials consulted in the library and reshelved by library staff; (5) some library users are aware of differences in the immediacy of their needs; and (6) further investigation of browsing and/or immediacy of needs is unwarranted at this time. This report provides an executive summary as well as a detailed description of the methodology and findings in each study area. Appendixes include reports on a questionnaire response rate experiment and a regression analysis of the relationship between circulated and unrecorded use, a glossary, and a list of twenty-seven references.

A User Study of Public Catalogs: A Queuing Approach. By Charles Sage and others. Paper presented at the Annual Conference of the American Library Association (New York, June 30, 1980). 1980. 39p. ED 191 491. MF—$0.83; PC not available from EDRS.

As a means of studying the present public catalogs and possible catalog format alternatives at the Iowa State University library, a six-week queuing study was conducted. Objectives of the study were: (1) to determine the correlation between other library statistics (e.g., door counts and circulation records) and use of the public catalogs; (2) to calculate the ratio between use of the card catalog and the separate serials catalog; (3) to compare the library staff's use of the catalog with use by the public; and (4) to obtain information about use of the card catalog and the serials catalog in each of several autonomous library service points. The catalogs were observed in 234 ten-minute periods. Numerical data gathered from observations are presented in the form of scatter diagrams and histograms comparing card catalog use, circulation counts, and exit counts. The results indicate little correlation between numbers of card catalog users and other staff-gathered user statistics. It was also found that card catalog users arrive randomly, and neither their numbers nor their arrival patterns can be predicted through use of other library statistics.

Alternatives to the Card Catalog Committee, Northwestern University Library. Interim Report. Review of Recommendations, Status of Developments. By Janet W. Swan Hill. University Libraries, Northwestern University, Evanston, Ill. 1980. 11p. ED 191 494. MF—$0.83; PC—$1.82.

A committee was appointed in March 1978 to investigate feasible alternatives to the existing card catalog at Northwestern University Library; this interim report reviews the committee's activities and recommendations, identifies tasks still to be completed, and describes the status of a proposed online successor to the card catalog. Ten concerns related to the online catalog are discussed: (1) the need for a public services liaison, (2) the question of closing or freezing the card catalog, (3) alternative formats for the continuation catalog, (4) inclusiveness of the online catalog, (5) conversion of cross-references, (6) maintenance of the database, (7) index enhancements, (8) backup for the online catalog, (9) staff and user training, and (10) evaluation. Some additional concerns are briefly reviewed, as well as the current status of the project.

Profiles of Twelve Music Libraries at Academic Institutions Offering Graduate Degrees in Music. A Working Draft. By William M. McClellan. Council on Library Resources, Inc., Washington, D.C. 1977. 81p. ED 191 442. MF—$0.83; PC—$6.32.

An analysis of twelve music libraries presents documentation for the development of guidelines for music collections at institutions offering graduate music programs. The profiles examine library administration and organization, collection de-

velopment, collection organization, and services at the selected institutions. They include statistical information and twenty-four tables summarizing survey information gathered from a detailed report submitted by each library and a personal visit by the author.

Part-Time Students: Their Use of a Polytechnic Library. LLRS Publications. By Alan Pritchard and Philip Payne. Library and Learning Resources Service, City of London Polytechnic (England), 1980. 43p. ED 191 489. MF—$0.83; PC not available from EDRS.

Part-time students at City of London Polytechnic were surveyed regarding their use of the library. This report explains the methodology, presents survey results, and summarizes conclusions of the study. Analysis is based on a response rate of approximately 26 percent of the questionnaires that were distributed to a sample of students. In addition to characterizing users, the results measure use of the library according to academic department, type and grade of course, day and location of class, and length of traveling time. Responses also identify additional services desired by part-time students, reasons for not using the library, and the extent of the use of other libraries. Contained in the appendixes are a copy of the questionnaire and relevant correspondence.

Academic Library Development Program: A Self Study. University Libraries, Carnegie–Mellon University, Pittsburgh, Pa. 1978. 269p. ED 191 492. MF—$0.83; PC—$16.82.

Results of a four-month library self-evaluation program conducted by staff members at Carnegie–Mellon University Libraries are reported in this document. The study was conducted using the Academic Library Development Program (ALDP), a self-improvement strategy for libraries to evaluate and develop their performance. The study team consisting of four task groups addressed these issues: (1) services and collections, (2) management systems, (3) human resources, and (4) technology and facilities. A summary of the recommendations from each task force prefaces the report. An overview of the university and of the library, environmental analysis, assessment of library needs, and statement of university and library goals provide a framework for the study. Documented in each task force report are: scope of study, user surveys and other methods of data collection, procedures for evaluation, findings, and specific recommendations. Supporting materials contained in appendixes include statistical data, surveys, interviews, organizational charts, and pertinent correspondence.

Computer Output Microform Library Catalog: A Survey. By Steven D. Zink. 1977. 15p. ED 191 501. MF—$0.83; PC—$1.82.

This discussion of the use of computer output microform (COM) as a feasible alternative to the library card catalog includes a brief history of library catalogs and of microform technology since World War II. It is argued that COM catalogs are to be preferred to card catalogs, online catalogs accessed by terminals, and paper printouts. Advantages and disadvantages of film or fiche formats for a library catalog are explored in relation to retrieval performance, cost, and ease of use, and such features as updating procedures, readability, and possible patron reluctance to use COM are discussed in greater depth. It is concluded that COM appears to be the most viable answer to new demands placed on the library catalog.

Answering the Challenge of Teletext, Viewdata Systems and Other Fast Growing Communications, Such as Home Comput-

A Style Manual for Citing Microform and Nonprint Media

Eugene B. Fleischer

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74 pages Paper LC 78-9375
ISBN 0-8389-0268-5 (1978) $5.00

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ers. By Sandra K. Hall. Paper presented at the Summer Workshop of Arizona Newspaper Association (Flagstaff, Ariz., June 21, 1980). 1980. 16p. ED 192 738. MF—$0.83; PC—$1.82.

Newspapers are facing challenges from the new media of teletext, viewdata systems, and home computers. Teletext, which provides formated pages of text broadcast for viewing on a television screen, provides news immediately, simply, conveniently, and inexpensively. However, it does not provide the browse-and-scan options of newspapers. Of greater potential impact is the development of viewdata systems that use the television, telephone, and computer so that online searching can be done from the home. The system can also be modified to use a home computer rather than a television screen. Changes in how people spend their leisure time and their disposable income, combined with the stagnation of newspaper readership and the increasingly important role of information in society, suggest that newspapers should look into new options. If newspapers would utilize their information collection, analysis, storage, and dissemination capabilities, the production of a newspaper could be only one part of their business. Information-marketing possibilities for both the business and the home in the future include using electronic news records to develop online databases, selling information in both electronic and clipping forms, and providing research services.

Research and Demonstration for a Comprehensive Package of Computer Programs to Serve Community College Learning Resource Centers. Final Report. By Jack A. Weiss. Office of Libraries and Learning Resources, Bureau of School Systems, Washington, D.C. 1980. 61p. ED 192 747. MF—$0.83; PC not available from EDRS.

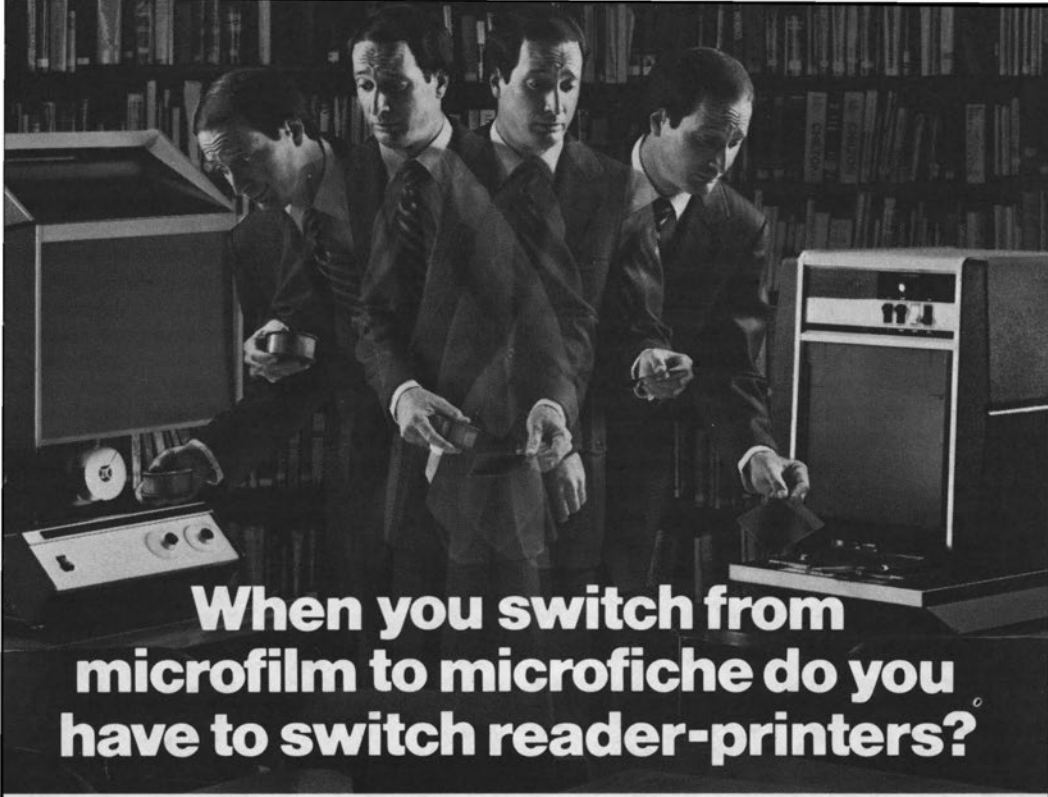
Elgin Community College, one of fifteen members of the Northern Illinois Learning Resources Cooperative (NILRC), served as host institution for a project to design, develop, test, and install computer programs in a community college resource center environment. The service functions identified for systems development included circulation, serial holdings, equipment scheduling, materials preview and rental control, and media production. The development for the project took place within an IBM technical environment (Model 370/125 computer) and is designed for ease of transfer to other medium-size or larger IBM computer systems. Special technical features include modular programming, COBOL coding, online documentation and programming, database management system design (DL/1), CICS teleprocessing with command level coding, and the extensive use of tables in the system design. The project report includes results of the activities, problems encountered, and extensive appendixes.

A Library User's Guide to ERIC. 1980 Edition. By Robert M. Simmons. National Institute of Education, Washington, D.C. 1980. 36p. ED 192 781. MF—$0.83; PC—$3.32.

Use of the ERIC database is explained in the 1980 edition of the guide. Presented first are the major components of the ERIC document collection and journal index, including the thesaurus, indexes, and source materials. A step-by-step procedure for searching Resources in Education (document index) and Current Index to Journals in Education by subject using the 1980 revision of the thesaurus is described, and a brief explanation of searching by author, institution, or type of publication is provided. The guide also includes general information about computerized ERIC searches, an annotated bibliography of ERIC materials (indexes and thesauri) and guides to ERIC, and a directory of the sixteen ERIC clearinghouses.

An Adaptive Model of Information Policy: A Methodology for Studying the Control of a Powerful Resource. By Eilean M. Trauth. Paper presented at the Mid-Year Meeting of the American Society for Information Science (9th, Pittsburgh, Pa., May 1980). 1980. 14p. ED 192 801. MF—$0.83; PC—$1.82.

In the policymaking process, one of the important steps is the consideration of the consequences deriving from the alternative choices. For the case of information policy, the present research has begun the development of a methodology for doing so. The methodology chosen was modeling. Information policy modeling serves the dual purposes of further clarification of the phenomenon under study, along with the provision of an avenue for quantitative analysis through computer simulation. Following an examination of three policy model configurations—maximization, optimization, and adaptive—the adaptive or cybernetic representation was chosen as the most appropriate way to represent the information policymaking process. In addition to the intended role of modeling in this research setting, another perhaps more important function emerged. It was the use of modeling as a tool for better understanding of information policy itself. A list of references is attached.



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Application of the Anglo-American Cataloguing Rules, Second Edition, in the General Libraries. Texas University, Austin. 1980. 58p. ED 192 804. MF—$0.83; PC not available from EDRS.

Developed in anticipation of the adoption of AACR2 by the library community, two plans reported by the General Libraries address the impact on the catalog and staff training. No conflict is anticipated in the absorption of AACR2, and the focus of the first report is on the mechanics of integrating AACR2 headings with headings already in the catalog. This report provides sections on methods and principles, procedures, special problems, special recommendations, a timetable, costs, a bibliography, and appendixes on corporate entries and serial identification. The second report examines staff to be trained and the structure of training; staff to do the training and preparation of training aids; user orientation and training; training methods for instruction of the staff; a training timetable; and utilization of external resources. An appendix provides a 1980–81 schedule of regional institutes sponsored in cooperation with the Library of Congress.

Network Terminations: A Compilation of Possible Answers. By John S. Wilson. 1980. 9p. ED 192 806. MF—$0.83; PC—$1.82.

An examination of twenty library network terminations reveals five major reasons for termination: lack of adequate funding, absorption by larger networks, loosely structured governance, partial termination of services, and networks programmed for short durations. Two tables present survey data.

A Survey of On-Line Search Service Centers in Canada. By Gilles H. Deschatelets. Paper presented at the National On-Line Information Meeting (New York, March 25–27, 1980). 1980. 181p. ED 194 053. MF—$0.83; PC—$12.32.

This survey of online search service centers in Canada was conducted to provide data on these centers and, more specifically, on the characteristics of the human search intermediary, and to provide an accurate overall picture of online searching in Canada. The survey questionnaires were mailed to approximately 765 Canadian customers of seven commercial online vendors and yielded a response rate of 49.7 percent. Questions on the survey were divided into two parts: data on the search service center itself, and data

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on search intermediaries. Findings were analyzed for each question using frequency distributions, and cross-tabulations were performed on some groups of questions. The survey instrument and sixty tables and figures that illustrate findings are included in the report.

A Statistical Survey of the Full-time Faculty in Library Education, 1979–1980. By Russell E. Bidlack. 1980 41p. ED 194 098. MF—$0.83; PC—$3.32.

This survey of faculty salaries and related information on library educators includes data gathered from sixty-seven library education programs holding American Library Association accreditation as of January 1, 1980, as well as from twenty-seven unaccredited programs. Deans and directors of library schools provided salary figure, academic rank, appointment period, tenure status, sex, highest degree earned (including the discipline represented by the degree), ethnic origin, age category, year of initial full-time appointment, and the year of appointment to present rank for all full-time faculty members. No school or individual is identified with specific data.

The Undergraduate Library: Lamont and the American Experience. By Larry R. Oberg. 1979. 27p. ED 194 116. MF—$0.83; PC—$3.32.

This review of the literature on undergraduate libraries, the historical context from which they arose, and their status at the end of the 1970s points out that a long tradition of lack of concern for undergraduate bibliographical needs was broken dramatically in 1949 by the construction of Lamont Library, the Harvard undergraduate facility. Although designed to solve problems unique to Harvard, Lamont was an exemplary construction that soon captured the imagination of the academic library world. It became the model for a rash of new libraries aimed at satisfying "unique" undergraduate needs. These libraries proliferated during the 1950s and 1960s, a period of accelerated growth in academe. By the 1970s, however, the general financial retrenchment of American colleges and universities had virtually halted new construction. Further, the thesis that presumed the needs of undergraduates to be somehow "different," as well as the advisability of facilities effectively segregating them from the rest of the academic community, came under attack in the professional literature. Few undergraduate libraries were built during this period and several were closed or converted to other uses. A bibliography of twenty-four references is included.

OTHER PUBLICATIONS OF INTEREST TO ACADEMIC LIBRARIANS

American Educational History: A Guide to Information Sources. Ed. by Michael W. Sedlak and Timothy Walch. V.10, American Government and History Information Guide Series. Detroit: Gale, 1981. 265p. $32. LC 80-19646. ISBN 0-8103-1478-9.

American Theological Library Association. Summary of Proceedings. 3v. Thirty-second Annual Conference, Saint Vincent College, Latrobe, Pennsylvania, June 19–23, 1978; Thirty-third Annual Conference, Bethel Theological Seminary, New Brighton, Minnesota, June 11–15, 1979; Thirty-fourth Annual Conference, Iliff School of Theology, Denver, Colorado, June 16–20, 1980. Philadelphia: American Theological Library, 1980. $10 each volume. ISSN 0066-0868.

American's Foreign Policy 1945–1976: Its Creators and Critics. Ed. by Thomas Parker. New York: Facts On File, 1980. 221p. $22.50. LC 80-21192. ISBN 0-87196-456-2.

Bass, Eben E. *Aldous Huxley: An Annotated Bibliography*. Garland Reference Library of the Humanities, V.198. New York: Garland, 1981. 200p. $30. LC 79-7907. ISBN 0-8240-9525-1.

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Black Index: Afro-Americana in Selected Periodicals, 1907–1949. Ed. by Richard Newman. Critical Studies on Black Life and Culture, V.4. New York: Garland, 1981. 280p. $34. LC 80-835. ISBN 0-8240-9513-8.

Books for Secondary School Libraries, Sixth Edition. Comp. by the Ad Hoc Library Committee of the National Association of Independent Schools. New York: Bowker, 1981. 844p. $29.95. LC 80-26369. ISBN 0-8352-1111-8.

British Books in Print 1980: The Reference Catalogue of Current Literature. Author, Title & Subject Index. Volume I, A–J; Volume II, K–Z. New York: Bowker, 1981. 5,677p. $130/2v. set. ISBN 0-85021-119-0.

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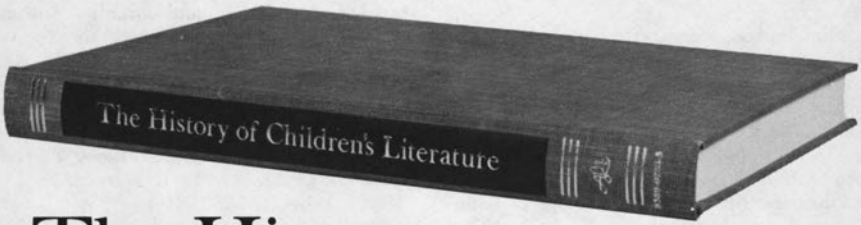

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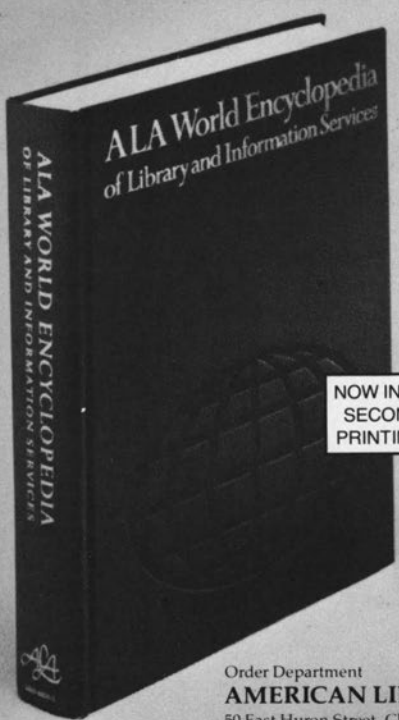

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