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SPECIAL LIBRARIES

DECEMBER 1959, VOL. 50, NO. 1

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Part II—Index to Volume 50, 1959

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Map collections in the U. S. and Canada; a directory, 1954	3.00	Translators and translations: services and sources, 1959	2.50
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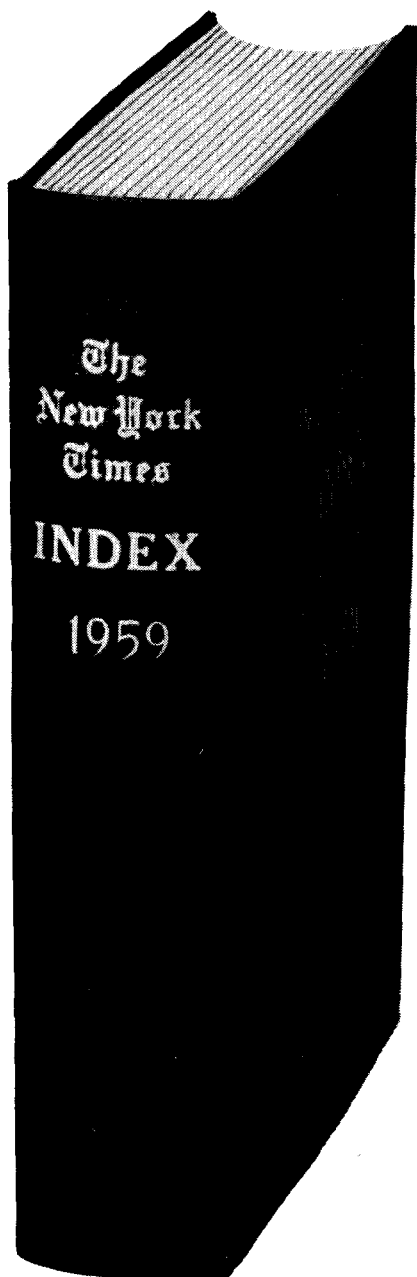
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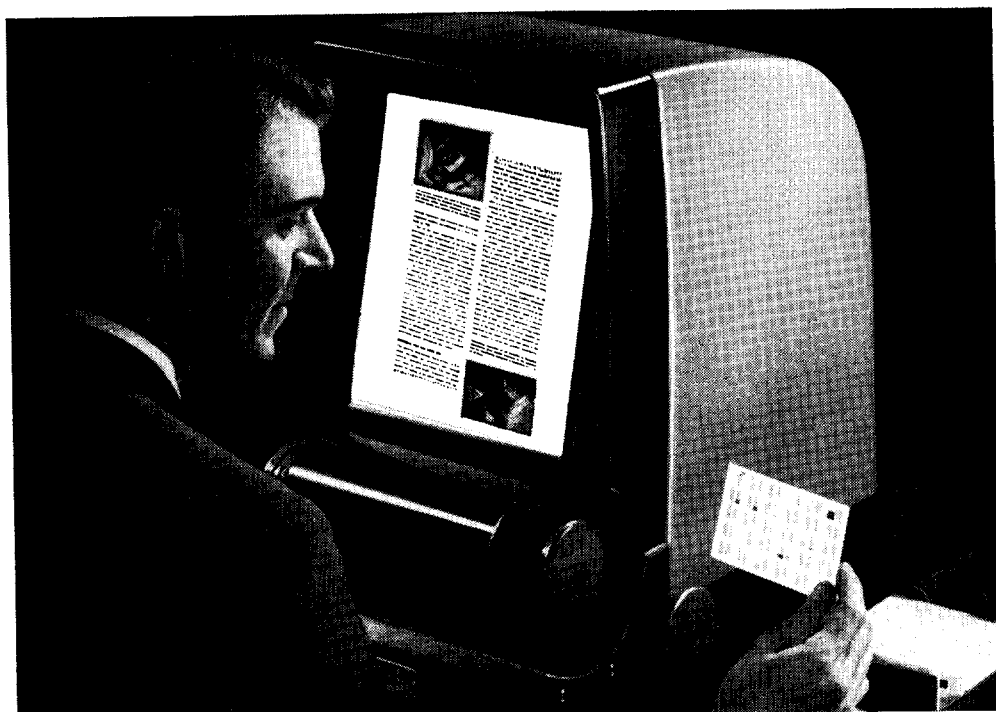
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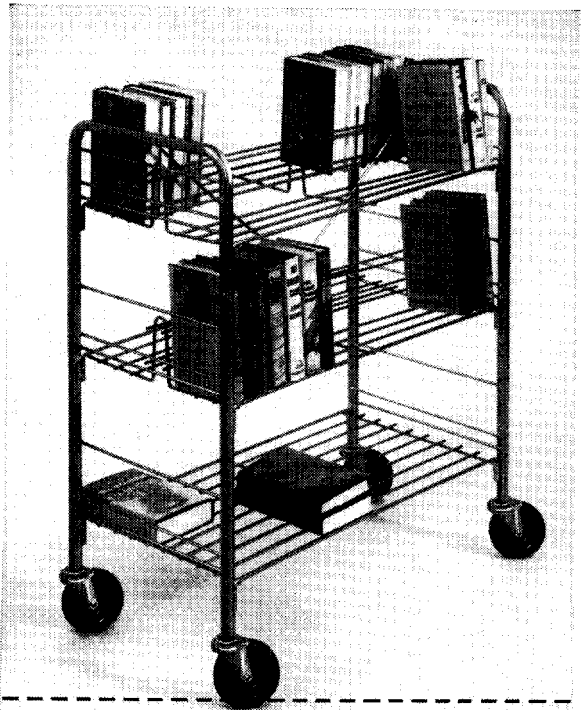
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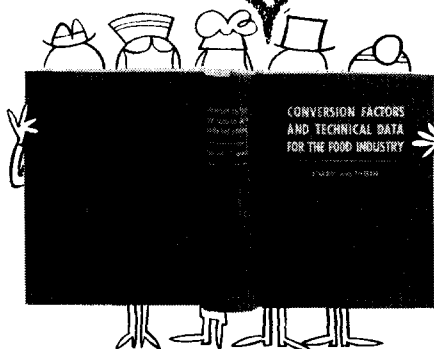
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Official Journal
Special Libraries Association

Volume 50, No. 10

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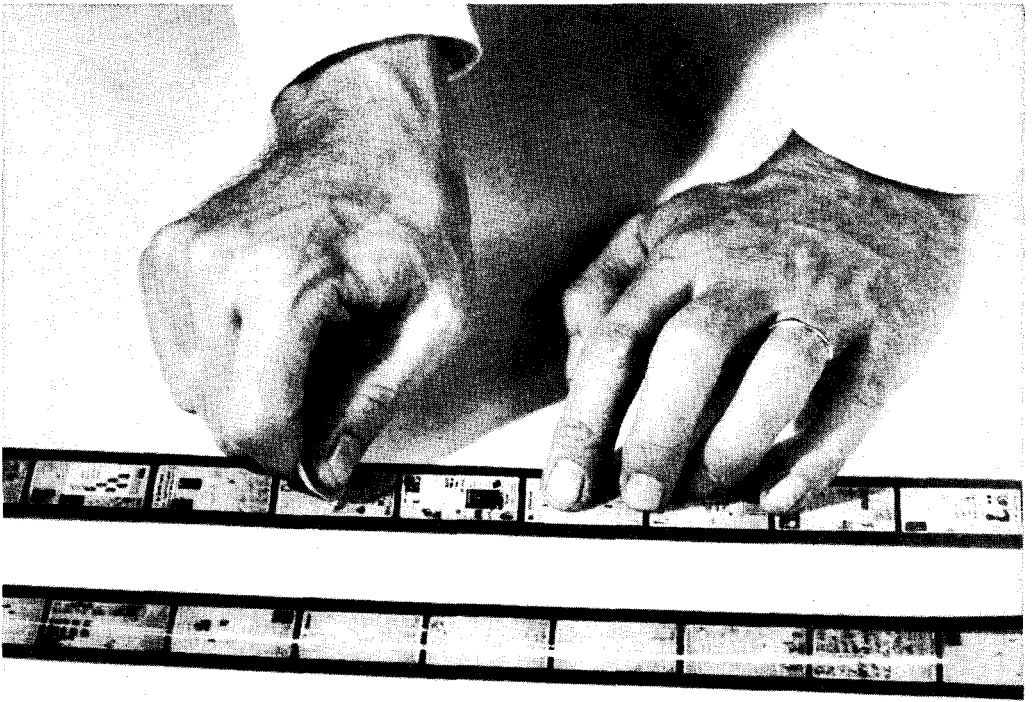
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MARY BONNAR

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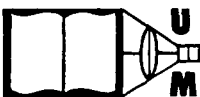
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International Cooperation In Documentation: Part I

THE PROBLEM OF DOCUMENTATION exists not only in one field of science but in many others as well. This is proved by the close relationship between the four Divisions sponsoring this session—Documentation, Metals, Military Librarians and Science-Technology. Joint meetings of this nature are perhaps the only solution to covering the many existing common problems in documentation.

Modern documentation had its birth during World War II, and since that time it has certainly come a long way. Thousands of documents are being written each year as a result of the tremendous amounts of money spent on research and development, and it is practically impossible to keep up with this in our documentary effort. However, to succeed in research and development, progress itself must be documented.

Documentation is the tool that we information people must have at our disposal to fulfill our obligation to our employers and their scientists. Such a tool can be in the form of bibliographies, indices, card catalogs, union lists or personal contact with other information offices. It requires multilingual techniques to handle such tools. The tools themselves may easily come to several hundred linear feet of bookshelves or file cabinets. Preparation of these tools requires a multitude of personnel and considerable time-consuming searching, and still all this does not give us the assurance that we have covered all resources in finding information needed by our scientists. The problem is a truly international one. Not only is each documentalist in the world faced with the problem of an ever-expanding volume of information, but also each country in the world is producing scientific information that may be helpful to the rest of the scientific family. Many attempts have been made in the past to explore, discuss and to resolve the problem, but the actual solution is yet to come.

The aim of this meeting is not to solve the problem; it is rather an information session on the availability of scientific information in or from countries which have agreed to participate. It shall further be an attempt to tell our foreign friends of the large amounts of scientific information being made available in the United States and to friends in other countries. It shall serve as an invitation to a more frequent and active exchange of information for the benefit of all countries concerned.

Thus, International Cooperation in Documentation shall not only be the avenue for making more information available but also the tool for better information retrieval. It might be the bridge for better understanding between nations dedicated to scientific progress rather than scientific destruction.

CHARLES K. BAUER, *Chairman*,
Manager, Scientific and Technical Information Department
Lockheed Aircraft Corporation, Georgia Division, Marietta, Georgia

The papers on documentation services and resources in Europe, Africa and Asia, which were presented at the Post-Convention Session of SLA's Annual Convention in Atlantic City, June 4, 1959, are published in this issue. The papers on documentation services in Canada and Latin America will be published in the January 1960 *Special Libraries* as will three of the talks on the services of documentation agencies in the United States.

Aslib's Services

LESLIE WILSON, Director

Aslib, 3 Belgrave Square, London, S.W. 1, England

ASLIB MAY PERHAPS be best described as a co-operative association of special libraries and information departments, whose purpose it is to develop the practice of special librarianship and information work by means of programmes of education and research. How does Aslib try to fill this role? First, by the education of management in the part which libraries and information services can play in promoting efficiency. Secondly, by helping to improve standards of work by means of courses, publications, conferences and research. And thirdly, by the provision of co-operative services that it would be impractical for individual libraries to undertake with their own limited resources. Each of these functions will now be considered briefly.

Education Of Management

Through its own enquiry service Aslib attempts to demonstrate to management, in practical terms, the assistance that an information service can provide. Among Aslib's 30,000 enquiries a year have been requests for information on the use of antibiotics in the preservation of whale meat, details of incentive schemes for long-distance transport drivers, constructional details of underwater pumps and the potential market for refrigerators in the Fiji Islands. In this sense, Aslib acts as an outstation information department for member firms having no library of their own, with the intention that satisfactory experience will lead them to establish their own facilities. Allied with this information service is the scheme for the inter-loan of publications between members which Aslib runs. Use of these two services frequently results in a decision to establish a library or information service within a firm. To ensure

that such services are properly planned, the Aslib Consultant Service is available. For a fee, detailed recommendations are drafted covering the organisation of services, recruitment and employment of staff, adaptation of premises and acquisition of equipment. Supervision during the first six months of operation is usually provided.

Professional Education And Research

These services are, of course, available to member organisations, in case of need, whether they have library services of their own or not. In general, however, those already employing a qualified or experienced library staff mostly tend to use those services of Aslib that have, as their principal object, the further education of that staff. Those services are not designed to include full-time training facilities or the award of a professional qualification. They do, however, include short intensive courses on specific aspects of information work such as the acquisition and use of Russian scientific literature, the compilation and issue of library publications and the library uses of patent literature. Aslib also runs regular introductory courses for graduates and non-graduates entering information work and a "conversion" course for non-scientific personnel undertaking technical information work.

For the benefit of members, the Aslib library has been built up as the main collection on special librarianship and allied subjects in the United Kingdom. It is therefore already a potent instrument of education and research, and plans are now being made to extend its usefulness as a test laboratory for library equipment and as a demonstration centre at which members may compare, in operation, parallel systems and equipment.

Conferences, if their purposes are clearly defined and pursued, can be among the most widely useful media of professional educa-

A summary of the talk given by Mr. Wilson at the Post-Convention session on International Cooperation in Documentation.

tion, and Aslib has had some notable successes. A conference on the availability of atomic energy information, for example, enabled representatives of the United Kingdom Atomic Energy Authority to explain to potential users what information was available and how it could be obtained; it also enabled the users to express their own needs in this field. Co-operative translation services have also been discussed at a conference of librarians and technical translators. In 1957, Aslib organised on behalf of the International Federation for Documentation an international conference of some 40 experts to discuss the future trend of classification studies. The proceedings of that conference are probably well known to many readers. These are, of course, only examples of Aslib's conference activities, but they serve to show the importance, in any scheme of professional education, of opportunities for exchange of information and ideas on both the practical and the theoretical plane.

American visitors have participated fairly frequently in Aslib's conferences. It is probably, however, through its publications that Aslib is best known in the United States and Canada, and many librarians whom I have visited have spoken appreciatively of the quarterly *Journal of Documentation* and the monthly *Aslib Proceedings*. I have also been gratified to see on many library shelves the *Aslib Handbook of Special Librarianship and Information Work*, the *Aslib Directory: a Guide to Sources of Information in Great Britain and Ireland*, the *Index to Theses Accepted for Higher Degrees in the Universities of Great Britain and Ireland* and other Aslib publications.

If Aslib's publications are useful to American librarians, we in our turn are heavily indebted to the United States, for it was the National Science Foundation which, by financial aid, enabled Aslib to start its first research project. This is an attempt to evaluate the efficiency of four subject indexing systems and it is being conducted at the College of Aeronautics, Cranfield, England. Much current practice in special libraries is the result of haphazard selection or, at best, of subjective judgment; we hope, by means of research, to assist library staffs to base their

procedures on scientifically established data. A small research department has now been set up at Aslib with a view to developing a programme of systematic research, part to be undertaken at Aslib, part under Aslib's supervision at other institutions.

Co-operative Services

To assist the use of foreign language material, Aslib maintains a location index of translations of scientific and technical articles held by some 300 organisations in the British Commonwealth; it also keeps a panel of about 300 translators who are qualified in a technical subject as well as in one or more languages and are available for ad hoc commissions. There is a similar panel of subject indexers. A document reproduction service locates material, clears copyright formalities and provides a photocopy or microfilm of the original. A register is maintained of vacancies for full-time and part-time posts in member libraries and information departments, and the names of suitable applicants are submitted for them. A system of subject groups and branches has also been developed, the former being an attempt to provide facilities for information workers in special fields within the main special library organisation.

Conclusion

The picture I have tried to give is one of a dynamic library organisation, attempting to contribute in a severely practical way to the improvement of special librarianship and information work and, in consequence, to national efficiency, especially in the industrial sphere. It is, I believe, a picture of an organisation which, though national in origin, is truly international in outlook and activity—as, indeed, any organisation concerned with information and communication must be. Of Aslib's 2,500 members, some 400 exist outside the United Kingdom and between 100 and 150 of these are in Canada or the United States. It is to make personal contact with them that I came to America, to learn something from their operations and to explain to them how Aslib is trying to relate the ideals that inspire all of us who work in the information field to the severely practical requirements of an industrial age.

Using Russian Scientific Literature in Britain

E. G. HILL, Library Lending Unit

Department of Scientific and Industrial Research, London, England

FOR SOME YEARS there has been a growing interest in the United Kingdom in Russian scientific work. It was found that there was an inadequate collection of Russian scientific and technical literature in the United Kingdom, and one of the first tasks of the Lending Library Unit (L.L.U.) of the Department of Scientific and Industrial Research (D.S.I.R.) was to remedy this defect.

Thanks to the co-operation of many organisations in the United Kingdom and elsewhere, this object has been achieved. Currently more than 400 regular Russian scientific journals are being received as well as more than 650 irregular serial publications. In addition more than 6000 books of post-graduate level have been catalogued. The L.L.U. collection of current Russian material is the largest in Western Europe and is at least comparable with that of the Library of Congress.

The Lending Library Unit (L.L.U.), established in 1957, is concerned with the planning of the National Lending Library for Science and Technology. This Library will be responsible for providing literature in the whole field of science and technology, with some limitations in the field of medical science. The National Lending Library is expected to be fully operational by 1961.

The new National Lending Library is to be a dynamic rather than passive organisation, and consequently one of its prime responsibilities—like that of its parent department, the D.S.I.R.—will be concerned with the promotion of the use of scientific literature. The L.L.U., which is the nucleus of the National Lending Library, started to exercise this function in 1957 when it announced the commencement of a Russian loan service (*L.L.U. News*, No. 2, 1957). In establishing this loan service D.S.I.R. was, in fact, con-

tinuing its efforts to try and make British scientists and engineers aware of the sort of information available in Russian scientific literature.

From 1950 to 1958 the D.S.I.R. published the *Translated Contents Lists of Russian Periodicals*, and more recently the L.L.U. has issued lists of the Russian literature it has received. Requests for loans of Russian material now amount to only 35 each day, and it seems, therefore, that the linguistic difficulty is still of paramount importance when one thinks in terms of using Russian literature. This difficulty was highlighted as early as 1956 when a survey taken by the D.S.I.R. showed that less than two per cent of practising scientists and engineers could read Russian. It seems, therefore, that the need for stimulating the current output of Russian translations is as great as ever.

L.L.U. Russian Translating Programme

With the object of increasing industrial and academic interest in Russian literature, a D.S.I.R. Russian Translating Programme was initiated. In order to minimise duplication of effort, this programme is being planned and operated in conjunction with the similar and larger American programme. As in America, the heart of the British Translating Programme is the regular cover-to-cover translation and publication of important Russian journals (Cover-to-Cover Translations of Russian Journals. *L.L.U. Translations Bulletin*, January 1959, p. 50). In America about 60 journals are being handled in this way, and in the United Kingdom we are considering the desirability of having another 24 translated and published on a regular basis. Firm plans for 14 British cover-to-cover translations have already been announced, and it is expected that the plans for another 8 will shortly be completed

(these titles are listed in the Appendix). The initial list of British cover-to-cover translations was decided at a meeting with representatives of the National Science Foundation. This followed detailed discussions between the D.S.I.R. and various British research and industrial organisations.

It happens, owing to the different responsibilities of the National Science Foundation and the D.S.I.R., that one can regard the American cover-to-cover translations as dealing primarily with pure science whilst the British translations are more concerned with technology. This means that the United Kingdom is primarily responsible for journals in the engineering field, a field in which the Russians excel and, incidentally, one in which there is a dearth of high grade Western language literature.

We are planning to produce the British cover-to-cover translations as rapidly as possible. Our aim is to publish the translations within two or three months of receiving the Russian originals.

Cover-to-cover translations will provide a good indication of the range of Russian scientific activities, but this programme must, for financial reasons, be limited. In consequence we think it important for the cover-to-cover programme to be supplemented with a scheme for providing selected translations from other Russian scientific publications. It is here that the difficult problem of selection arises, and we are trying to overcome this problem by enlisting the active assistance of the specialist scientist and engineer. Scientists and engineers are invited to consult the L.L.U. whenever they need translations of recent Russian scientific papers. If the appropriate translation does not exist, we will generally agree to commission a translation if the requestor will agree to edit the draft translation for us. We ask for editing assistance, not because it is invariably necessary but because we are particularly anxious to ensure that every translation we produce is of the highest technical standard. Under this scheme the requestor who edits a draft receives a free copy of the translation he requires, and other people can purchase copies from the L.L.U. at a nominal charge of 2s. 6d. (35 cents) per page of the Russian

original. With books the procedure is essentially the same, but we try to arrange publication through normal commercial channels.

In addition to new translations commissioned by the L.L.U. in this way, we are willing to purchase copies of suitable translations made by other people whenever they cost less than the actual cost of making the translations and so long as we are allowed to lend them in the United Kingdom. British industry also helps to build up the L.L.U. collection of Russian translations by presenting copies of translations made for its own purposes. We already possess in the L.L.U. more than 12,000 translations of individual scientific papers, and all of these are available on loan. About 50 per cent of requests for translations currently being received can be satisfied through this collection, and in addition we are often able to supply enquirers with translations of relevant articles whose existence was unknown to them.

Co-operation With The United States

I have already said that the British cover-to-cover translation programme was planned in conjunction with the American programme sponsored by the National Science Foundation. We have also agreed to keep the National Science Foundation informed of our progress and day-to-day thinking. This exchange of information is at present limited to our major translation projects, i.e., books and journals, but the desirability of extending it to take in all our Russian translating activities is being borne in mind. By now readers will have realised that the D.S.I.R. Translating Programme combines many of the functions which, in America, are looked after by the National Science Foundation and the Office of Technical Services. It is to be expected then that we also have close and friendly relations with John Green as well as with Dr. Burton Adkinson. The L.L.U. and O.T.S. now have a formal agreement that provides for the regular exchange of Russian translations procured by our two organisations. Our main effort today is concentrated on an attempt to co-ordinate all the British Russian translating activities, and I hope we shall eventually be as successful

in the United Kingdom as the National Science Foundation and the Office of Technical Services have been in the United States. Up-to-date information on the United Kingdom translating activities is published in the *L.L.U. Translations Bulletin*.†

I hope that I have already convinced you that a considerable effort is being made in Britain to help scientists and engineers to use Russian scientific literature. Nevertheless, we regard the considerable and expensive translating programmes that are now gathering momentum merely as interim measures. Whilst one may look with some confidence to the successful outcome of research on machine translation for a long term solution of the problem, it will always be necessary for scientists and engineers to have a working knowledge of the important languages of science. Even a slight knowledge of these languages is a valuable aid to the scientist in helping him to decide what papers of the world's increasing output of scientific literature he needs to read in full.

APPENDIX

Cover-to-Cover Translations of Journals

The first 22 journals for this part of the programme have been selected as a result of consultation with specialist organisations in the United Kingdom and coordination with parallel activities in the United States. The publication of an English version of 14 of these will have started by January 1960. These journals will be available about four months after the date of issue of the corresponding Russian originals.

AVTOMATICHESKAYA SVARKA (Automatic Welding)

Publication started April 1959 with Russian January 1959 issue.

Order from: B.W.R.A., Abington Hall, near Cambridge.

Annual subscription*: £10.10.0, \$32; £5.5.0, \$16.

DEREVOBRABATYVAYUSHCHAYA PROMYSHLENNOST' (Woodworking Industry)

Starts with Russian July 1959 issue.

Order from: T.D.A., 21 College Hill, London E.C.4.

Annual subscription*: £5.5.0, \$16; £2.12.6, \$8.

† The *L.L.U. Translations Bulletin* is published monthly by Her Majesty's Stationery Office, York House, Kingsway, London, W.C.2. Annual subscription £2.13.0, including postage.

KAUCHUK I REZINA (Soviet Rubber Technology)

Publication started May 1959 with Russian January 1959 issue.

Order from: Maclaren and Sons Ltd., 131, Great Suffolk Street, London, S.E.1.

Annual subscription*: £10.10.0, \$50; £5.5.0, \$25.

KOKS I KHIMIYA (Coke and Chemistry)

May start with Russian July 1959 issue.

Annual subscription*: £5.5.0, \$16; £2.12.6, \$8.

PRIBOROSTROENIE (Instrument Construction)

Publication started May 1959 with Russian January 1959 issue.

Order from: Taylor and Francis Ltd., Red Lion Court, Fleet Street, London, E.C.4.

Annual subscription*: £6.0.0, \$17.10; £3.0.0, \$8.55.

STAL' (Steel)

Publication started June 1959 with Russian January 1959 issue.

Order from: I.S.I., 4, Grosvenor Gardens, London, S.W.1.

Annual subscription*: £20.12.0, \$58; £16.19.4, \$50.

STANKI I INSTRUMENT (Machines and Tooling)

Publication started April 1959 with Russian January 1959 issue.

Order from: P.E.R.A., Melton Mowbray, Leicestershire.

Annual subscription*: £3.10.0, \$12; £2.5.0, \$9.

SVAROCHNOE PROIZVODSTVO (Welding Production)

Publication starts September 1959 with Russian April 1959 issue.

Order from: B.W.R.A., Abington Hall, near Cambridge.

Annual subscription*: £5.10.0, \$16; £2.15.0, \$8.

USPEKHI KHIMII (Russian Chemical Reviews)

Starts with Russian January 1960 issue.

Order from: Cleaver-Hume Press Ltd., 31, Wright's Lane, London, W.8.

Annual subscription*: £15.0.0, \$45; £7.10.0, \$33.75.

USPEKHI MATEMATICHESKIKH NAUK (Russian Mathematical Review)

May start with Russian July-August 1959 issue.

USPEKHI SOVREMENNOI BIOLOGII (Russian Review of Biology)

Starts with Russian July-August 1959 issue.

Order from: Oliver and Boyd Ltd., Tweeddale Court, Edinburgh

Annual subscription: £6.10.0, \$20.

VESTNIK MASHINOSTROENIYA (Engineering Journal)

Starts with Russian April 1959 issue.

* The lower rate in each case is offered to libraries of universities and colleges.

Order from: P.E.R.A., Melton Mowbray, Leicestershire.

Annual subscription*: £8.0.0, \$24; £6.0.0, \$18.

ZHURNAL FIZICHESKOI KHIMII (Russian Journal of Physical Chemistry)

Starts with Russian July-August 1959 issue.

Order from: Cleaver-Hume Press Ltd., 31, Wright's Lane, London, W.8.

Annual subscription*: £30.0.0, \$90; £22.10.0, \$67.50.

ZHURNAL NEORGANICHESKOI KHIMII (Russian Journal of Inorganic Chemistry)

Publication started June 1959 with Russian January 1959 issue.

Order from: Cleaver-Hume Press Ltd., 31, Wright's Lane, London, W.8.

Annual subscription*: £30.0.0, \$90; £22.10.0, \$67.50.

Other Journals under Consideration

AVTOMOBIL'NAYA PROMYSHLENNOST' (Automobile Industry)

KHIMIYA I TEKHOLOGIYA TOPLIV I MASEL (Chemistry and Technology of Fuels and Oils)

LITEINOE PROIZVODSTVO (Foundry Production)

MEDITSINSKAYA RADIOLOGIYA (Medical Radiology)

TEKHOLOGIYA TEKSTIL'NOI PROMYSHLENNOSTI (Technology of the Textile Industry)

TEPLOENERGETIKA (Heat and Power Engineering)

VESTNIK AKADEMII NAUK SSSR (Journal of Academy of Sciences U.S.S.R.)

VESTNIK RENTGENOLOGII I RADIOLOGII (Journal of Roentgenology and Radiology)

Ad Hoc Translations of Articles

More than 600 requests for translations of articles have been accepted under the L.L.U. Russian Translation Scheme (RTS), which started in January 1959. Completed translations are listed monthly in the *L.L.U. Translations Bulletin* under the heading "Translations Available for Purchase from L.L.U." For new translations, please apply to L.L.U. for request forms.

Translations of Books

The following 12 books have been, or are being, translated and are expected to be published by British publishers in 1960 or earlier.

BOICHENKO, M. S. *Nepreeryvnaya Razlivka Stali* (Continuous casting of steel). Metallurgizdat, 1957. (Butterworths Scientific Publications Ltd.)

DAVIDENKOV, N. N., Editor. *Voprosy Proektirovaniya, Izgotovleniya i Sluzhby Pruzhin* (Problem of design, manufacture and servicing of springs). Mashgiz, 1956. (Chapman and Hall Ltd.)

GLIKMAN, L. A. *Korroziionno-Mekhanicheskaya Prochnost' Metallov* (Corrosion-mechanical strength of metals). Mashgiz, 1955. (Butterworths Scientific Publications Ltd.)

LIVSHITS, A. L. *Elektro-Eroziionnaya Obrabotka Metallov* (Electro-erosion working of metals). Mashgiz, 1957. (Butterworths Scientific Publications Ltd.)

LYCHAGIN, A. S. *Proektirovanie Martenovskikh Pechei* (Design of open hearth furnaces). Metallurgizdat, 1958. (Butterworths Scientific Publications Ltd.)

MEEROV, M. V. *Vvedenie v Dinamiku Avtomaticheskogo Regulirovaniya Elektricheskikh Mashin* (Introduction to the dynamics of automatic control of electrical machines). AN SSSR, 1956. (Butterworths Scientific Publications Ltd.)

SAVERIN, M. M., Editor. *Povyshenie Nagruzochnoi Sposobnosti Zubchatykh Peredach i Snizhenie Ikh Vesa* (Increasing the loading on gearing and decreasing its weight). Mashgiz, 1956. (Pergamon Institute)

SAVIN, G. N. *Kontsentratsiya Napryazhenii Okolo Otvorstii* (Stress concentration around holes). Gostekhteorizdat, 1951. (Pergamon Institute)

SAVINOV, O. A. *Fundamenty Pod Mashiny. Osnovy Proektirovaniya* (Machine foundations. Principles of design). Gosstroizdat, 1955. (Butterworths Scientific Publications Ltd.)

SOKOLOVSKII, V. V. *Statika Sypuchei Sredy* (Statics of earthy media). Gostekhteorizdat, 1954. (Butterworths Scientific Publications Ltd.)

UNKSOV, E. P. *Inzhenernye Metody Rascheta Usilii Pri Obrabotke Metallov Davleniem* (Engineering methods of calculating forces in working metals by pressure). Mashgiz, 1959. (Butterworths Scientific Publications Ltd.)

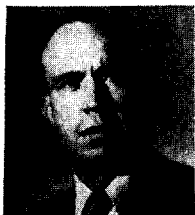
YAKUSHEV, A. I. *Vliyaniye Tekhnologii Izgotovleniya i Osnovnykh Parametrov Rez'by Na Prochnost' Rez'bovykh Soedinenii* (Effect of technique of production and chief parameters of the thread on the strength of screw joints). Oborongiz, 1956. (Butterworths Scientific Publications Ltd.)

ZAIDEL, A. N., **PETROV, A. A.** and **VEINBERG, G. V.** *Spektral'no-izotopnyi Metod Opredeleniya Vodoroda V Metallakh* (Spectral-isotope method for determination of hydrogen in metals). Leningrad University, 1957. (Butterworths Scientific Publications Ltd.)

Scientific and Technical Documentation and Information in the Union of South Africa

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THE SOUTH AFRICAN Council for Scientific and Industrial Research (CSIR) was established by Act of Parliament in 1945 as a corporate body; it does not form part of the normal Civil Service.

At the head of the Council's organization is a full time president who is at the same time chairman of the Council and its chief executive officer. The Council reports to Parliament through the Minister of Economic Affairs, and its basic revenues are provided by annual parliamentary appropriations.

Two of the duties imposed upon the Council under its Act (the Research Council Act, No. 33 of 1945) are directly concerned with scientific and technical documentation:

- "4.1.(j) To establish and control facilities for the collection and dissemination of information relating to scientific and technical matters;
- 4.1.(k) To act as liaison between the Union and other countries in matters relating to scientific and industrial research."

During the past 15 years, the Council has built up a branch of its organization that is specifically concerned with the discharge of these functions. This is known as the Information and Special Services Department and comprises the following divisions: 1) library; 2) information; 3) international scientific cooperation; and 4) industrial economics.

In a young country such as South Africa which is separated by great distances from the main centres of learning, the first requirement was to build up local resources of information. The Council therefore estab-

lished a central library, and the collections were built up by the purchase of books and journals for its own national research laboratories which cover the following fields of research: physics, chemistry, mechanical engineering, building, roads, telecommunications, water, nutrition and personnel. The services of this library are available as a national free lending library, and those who wish to make use of its services receive a monthly list of accessions, *C.S.I.R. Information*. Publications listed in it can be borrowed on postal loan, and copies of the catalogue cards are issued on request to readers who wish to build up their own reading lists. Features of the collection are some 100,000 pamphlets, fully catalogued and classified, and 2,000 journals including 200 abstracting journals.

Based on the library is an information service through which enquirers can obtain information on a particular subject. If requested, advice can be obtained first-hand from specialists in the Council's laboratories and other research organizations in South Africa or overseas. For those who want to know what has been published on a particular subject, bibliographies are compiled in the form of reference lists; if requested, an enquirer is assisted in locating publications listed in these and, if they are not available in South Africa, single photographic copies are obtained from overseas.

In addition to the enquiry service, a national service is provided in the compilation of guides and directories to sources of information in South Africa. These include the Union's list of serial publications, *Catalogue of Union Periodicals: vol. 1, Science and Technology; Register of Current Research*

at South African Universities; *Directory of Research Organizations in the Union of South Africa*; *Directory of Scientific, Technical and Medical Libraries in South Africa*; and *Directory of Scientific and Technical Societies in South Africa*.

Liaison with other countries in scientific matters, through the agency of the Council's scientific liaison offices in London, Washington and Cologne, and adherence to the International Council of Scientific Unions and its affiliated unions is aimed largely at improving the flow of scientific information and particularly at promoting direct contacts with scientists in other countries. These activities include the organization of international scientific conferences, making arrangements for visiting scientists and organizing South African participation (often through the co-operation of different scientific organizations) in international scientific programmes, e.g., the International Geophysical Year.

Reviewing the research needs of industry and encouraging the application of science by industry is a major field of responsibility. This includes fostering and promoting the development of industrial research associations and encouraging associations of industrial firms and public bodies to sponsor co-operative research programmes. This activity might be described as building a two-way communication bridge between science and industry. To do this effectively, however, it was necessary to assist industry in determining the objectives of research and to review the research services provided by the Council for branches of industry not served by their own research associations. To this end an Industrial Economics Section has been built up gradually over a number of years. It is also responsible for investigating all research programmes in the field of industrial economics.

In addition to the activities of the Council for Scientific and Industrial Research in the field of documentation, a number of specific bibliographic projects have been undertaken by individual libraries in Cape Town, Johannesburg and Pretoria. The South African Library in Cape Town regularly publishes lists of all South African publications re-

ceived, maintains a record of "births and deaths" of serial publications and prints in its *Quarterly Bulletin* particulars of new Union and provincial government publications, annuals and supplements to the *Bibliography of African Bibliographies* (Grey bibliography no. 6, 1955). The new current bibliography of works published in or about South Africa is *Africana Nova*, a quarterly (10/-subscription). It comprises the book lists (not serials) that formerly appeared in the *Quarterly Bulletin* (the July 1958 *Bulletin* was the last to contain these lists, and the first *Africana Nova* appeared in September 1959).

The State (Central) Library in Pretoria maintains the Union Catalogue which aims at being a complete catalogue of the non-fiction books in all libraries—large and small, public, institutional and governmental—in the Union of South Africa. The Inter-Library Loans Service which is based on this Catalogue is an indispensable service to scholarship and research. The University of Witwatersrand, Johannesburg, produces the *Catalogue of Union Periodicals; Humanities*, and the Johannesburg Public Library undertakes the *Index to South African Periodicals*.

Through these services, which have been very briefly described, students, scholars, research workers and industrialists in South Africa are provided with the means of access to the world's resources of published scientific and technical information. While the resources are not as comprehensive as might be wished, they are in a state of vigorous growth and development, and constant contact is being maintained with current trends in scientific and technical documentation in other parts of the world.

South African research publications are made available to the United States through the office of the South African Scientific Attache (South African Scientific Liaison Office, 1907 K Street N. W., Washington 6, D. C.). This office operates a number of document exchange arrangements with various United States Government and private research organizations and also prepares and distributes each month an accessions list giving details of reprints and other similar literature available free of charge upon request.

Japanese Documentation Organizations and Facilities

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Blackstone

THIS BRIEF report on documentation activities in Japan is, by necessity, an interim report because a definitive report on almost anything Japanese could never be written until it has long since become a tradition. In the meantime, however, it is possible to list a number of organizations and publications in the field which can be helpful *now* in understanding what is going on in Japan scientifically, technologically and industrially. But first, here are a few candid comments to serve as background to any report on Japanese activities in just about any field and to point out some of the problems that seem to be inherent in a treatment of science-technology documentation activities in Japan.

General Problems

To begin with, there are certain characteristics usually identified as peculiarly Japanese that must be taken into account in trying to understand what one may know about Japan and its people. Individualism or egocentricity certainly is one of these traits (and yet, family ties are strong). Factionalism is one (but so is nationalism), and another is traditionalism (but so is industriousness). Imitativeness is often mentioned (and so is originality in art). The concern for face or prestige (and for nature), the urgency of winning (and of being polite), the emphasis on status and "rank has its privileges" (and on education and literacy), these, too, are characteristic. Some of these traits overlap, many of them are admirable and all of them could describe other nationalities about equally well, but even the Japanese them-

selves feel there is something decidedly Japanese about most of them.

These factors may help to explain the great numbers of local organizations, the scarcity of strong national ones, the lack of cooperation between universities and industry and the unfortunate profusion of separate and competing agencies in so many areas of endeavor. They may help to explain the frequently haphazard publication (by usually responsible bodies) of directories, bibliographies or other lists which are incomplete, inaccurate, poorly indexed or poorly printed just to be published first. And they may help to explain those professional and learned society journals that are as good as any anywhere, those government and private research institute journals that report only on their own work, good or bad, and those trade and university journals that are not worth bothering about—even according to a good many Japanese themselves. A recent report from Japan about periodicals, incidentally, lists a total of 1062 bulletins presently being published just by research laboratories:

81 government agencies	publish	113 bulletins
72 national universities	publish	486 bulletins
19 local-government (city-ken) universities	publish	85 bulletins
93 private universities	publish	228 bulletins
79 junior colleges	publish	92 bulletins
48 incorporated laboratories	publish	58 bulletins
392 research laboratories	publish	1062 bulletins

Of the 1062, 211 are in foreign languages, 185 of them from universities, 18 from government agencies and eight from private laboratories.

Some of the more obvious problem areas that must be reckoned with in investigating possible sources of information in Japan are:

1. Language is a major problem—and I don't mean just translation from Japanese into English. Even to a Japanese expert the precise meaning of a great many articles in the Japanese language is actually impossible to pin down, and highly recommended bilingual translators (on more than one test occasion) have come up with diametrically opposite meanings, including interchanged causes and effects. Perhaps the problem of finding the exact meaning in a Japanese journal is one reason why so many Japanese research workers, scientists, professors and others prefer to read foreign scientific journals rather than their own. So please don't shoot your translator! And, of course, there is the parallel problem of understanding the precise meaning of a great many articles written in what is known as Japanese-English.

2. Knowing what is being published and where, when, by whom and for how much is certainly a problem—or several problems. Inaccurate, incomplete and poorly printed bibliographies and lists don't help.

3. Evaluating what is being published is certainly a problem, not only in the Japanese field, of course. Just because an article or a journal is abstracted or indexed doesn't guarantee its value. Many international abstracting journals simply refuse to abstract Japanese materials because the editors feel the materials are not worth abstracting. This is an area, incidentally, in which much work needs to be done and probably on a cooperative and coordinated basis among users in various Western countries.

4. Obtaining what is being published, even after knowing about it and deciding it's worth having, is still another problem that has to be overcome. Correspondence in English doesn't seem to help much, although some of the larger export agencies in Japan handle many overseas accounts. Idiosyncrasies and vagaries of Japanese publishing being what they are tend to compound any initial troubles, and even some of the better-known international periodical and book dealers have been known to be remiss occasionally.

I have discussed these and other problems at some length in an article which appeared in *Serial Slants* (April 1955, p. 76-84) en-

titled "Japanese Science-Tech Periodical Publishing Practices."

Perhaps many of these comments could be made about other countries, including the United States, but by and large we have been better able to cope with the results, or rather, machinery has been set up and has been functioning for a good many years to handle most of the problems that come up. So far there have been very few, if any, organized and concerted efforts to bring some semblance of order out of the chaos of Japanese publishing, either in Japan or anywhere else, although I gather both the Library of Congress and the National Science Foundation are working on the problem.

One more point must be made before discussing the documentation facilities existing in Japan. The greatest activity by far in Japanese science-technology documentation circles is in making foreign material more readily available to Japanese users. There is much more interest and activity in translating *from* Western languages than *into* Western languages. There are at least 30 abstract journals covering science and technology being published in Japan in Japanese for domestic use; three more cover social sciences, law and political economy. But there are only five science-tech abstract journals for foreign countries, while there are eight such journals in the humanities and social sciences.

These data should be of no surprise to anyone; after all most of American abstract journals are in English just as most of the German ones are in German. But these facts should be kept in mind when we try to acquire material from Japan that is either already in English or translated into English. Not everybody in Japan cares about our problems that much! Perhaps some American agency ought to do something about this problem, as is being done (at a price!) about Russian publications; here is another area for cooperation and coordination of effort.

Organizations And Their Activities

There are at least five agencies in Japan at present engaged in activities that could come within the meaning of documentation.

The newest of these and the one with perhaps the greatest potential usefulness is the Japan Information Center of Science and Technology. The Center was established in August 1957 as a semi-official body (with both governmental and industrial support) for the purpose of collecting, storing and retrieving information in science and technology (excluding agriculture, forestry and medicine) from both foreign and domestic sources. Its budget for 1958 was 100,000,000 yen (about \$300,000); its library includes 2000 foreign and 1000 Japanese learned society periodicals, reports, proceedings, etc.; and its staff is made up of some 90 university graduates in science-technology. (The Chief of its Investigation Section, I am pleased to report, is a graduate of the Japan Library School at Keio University, and I understand that at least one other JLS graduate is at the Center also.)

The Center offers four special services which are available to foreign organizations and individuals:*

1. *Investigation*: "Bibliographical, documentary and referential investigations into published and unpublished information." The charge for this service is \$2.50 an hour of working time, with time limits of one hour to one month.
2. *Abstracting*: English abstracts of 150-200 words from articles and patent specifications in Japanese. The charge for this service is \$2.50 an abstract, with a time scale of ten days to one month.
3. *Translation*: From Japanese into English. The charge is 80 cents per 100 Japanese characters, with a time scale of ten to 45 days.
4. *Photoreproduction for private use*: Microfilm charge, five cents per page, 50 cents per article minimum; paper print charge, 30 cents per sheet, \$1.50 per article minimum. Time scale is one week if material is in its

* Its major publication effort is in Japanese for domestic use: *Current Bibliography on Science and Technology* (6 series), *Foreign Patent News* and *JICST Monthly*, plus three separates, *General Index to Complete Abstracts of Japanese Chemical Literature*, *Abstracts of the Papers for the International Conference on Scientific Information 1958* and *Present State of Scientific Information Activity in Japan*.

own collection or ten days to one month if it's somewhere else.

Surface postage is included in these charges; air mail, registered mail and so on are extra. Any special projects not mentioned here could be arranged for and would be charged separately.

Between April 1958 and March 1959, the Center reported it received requests from some 500 foreign institutions for 777 items: 68 investigations, 274 photoreproductions, 75 translations and abstracts and 360 "others." Domestic business, incidentally, ran to 25,800 items, 24,000 of which were photoreproductions with 600 each of the other categories.

The oldest of the five organizations and perhaps the most proudly traditional is the Ministry of Education, with its higher Education and Science Bureau. One of its major contributions in the area of documentation is sponsoring the publication *Japan Science Review*, which contains abstracts and bibliographies in English from Japanese science periodicals. Different agencies select and edit the material but Monbusho helps foot the bill. The subsidy for the medical sciences section in 1954, for example, amounted to 4,000,000 yen (something over \$11,000), while mechanical and electrical engineering cost Monbusho 400,000 yen and biological sciences a million yen. Along this same line, the Ministry helps a large number of universities and learned societies which are already publishing journals with English abstracts in them.

Monbusho has been publishing for several years now a series of science-technology vocabularies giving the Japanese in both kanji and romaji along with the English equivalent; math, physics, chemistry, botany, zoology, and mechanical, electrical, civil and naval engineering are among the sections already published. It also publishes occasional handbooks or directories that can be useful in identifying names, e.g., *Handbook of Societies and Associations in Japan* (1958) lists journals, annual reports and proceedings, and *List of University Research Scholars and Their Research Topics* (1958, two volumes and index) gives pertinent information about the schools and their scholars (by department) and includes attached research insti-

tutes. The Library of Congress *Quarterly Journal of Current Acquisitions*, February 1959, discusses these two items at some length; they are both in Japanese.

Another government agency active in the areas of translation and publication is the National Diet Library, the L.C. of Japan so to speak. It is the Diet Library that sends translation information to the *Index Translationum* and always includes any scientific translations. Requests for scientific translations from abroad are turned over to the authors of the original articles who presumably then produce the translations. The library publishes a quarterly index to science periodical articles since 1950, which covers only Japanese journals and only in Japanese. It also puts out directories and indexes: *Directory of Japanese Learned Periodicals* (1957), in parts and in English; *General Index to Statistical Materials* (1959), in Japanese, lists all statistics ever published by the government or other agencies and gives contents of each publication noted; *Comprehensive Catalog of Government Publications* (1952+), in Japanese, is arranged by name of agency. The Diet Library also is the official agency for handling exchange of government publications, and it has facilities for photoduplication of its materials.

A third government agency of some interest here is the Science Council of Japan, established in 1948 to take over the functions of the former National Research Council. For international distribution it publishes in English a number of review journals which are available on exchange or through purchase from the Maruzen Co. These include the several Japanese journals of astronomy, botany, geophysics, mathematics and zoology, *Report of Ionospheric Research in Japan* and so on. It also puts out an *Annual Review of Agricultural Development* in Japanese. Attached to the Science Council is the National Committee for Documentation, which is Japan's representative to FID and other similar international organizations. It hasn't been very active in any publication, exchange, translation or distribution program, however.

The agency directly concerned with patents in Japan is the Tokkyo Cho, which publishes the *Tokkyo Kōhō* (Official Patent Reports),

comparable to the American *Official Patent Gazette*, and, of course, the patents themselves. In this government agency is another body, an old one established 1904 and since 1919 subsidized by the government, called the Hatsumei Kyōkai or Invention Association. This is the organization that handles requests for Japanese patents from anyone who wants them. It also puts out its own monthly journal, *Hatsumei*, which gives current patent information and news and illustrations of new inventions; unfortunately it is in Japanese.

Incidentally, a word or two about Japanese patents may be in order. It has been called to my attention that the patent application published first in the *Tokkyo Kōhō* is almost always the same as the patent itself, which is actually granted some time later; however, the granted patent *may* be different, especially in supplementary claims, for instance. Another point of some interest is the feeling that, in general, Japanese patents are less informative than others. Perhaps the language impreciseness has something to do with this feeling, or perhaps the most important and worthwhile processes and equipment are not patented—but not everything is patented in the United States either.

Among a few other agencies that may be of some interest here is the Japanese Government Publications Service Center, open within the past year to handle requests for any and all publications that are put out by any Japanese government agency. These include, presumably, those of such organizations as the semi-governmental Atomic Energy Research Institute and, possibly, its subsidiary, the Atomic Industrial Forum, which has some government support. This latter forum was organized in March 1956 and is made up of some 400 industries interested in the use of atomic energy or of radioactive materials. It publishes a *Monthly Report of Atomic Energy (at Home)*, one (*Abroad*) and *Atomic Energy Data*, besides other reports for domestic use. The Atomic Energy Commission of Japan, organized in 1955, is under the Atomic Energy Bureau, which is part of the Science and Technics Agency of the Prime Minister's Office; the AEC publishes a *Monthly Report*.

Efforts At Cooperation In Translations

A few years ago the International House of Japan, partly at my instigation, undertook to survey the area of translation—translation from Japanese into some Western language—with the possibility in mind of establishing some sort of clearinghouse and documentation center at one address in Japan for information about both translations and translators. Such a center would serve to avoid duplication of effort and scattering of attention as well as to arrange for translation upon request. A number of meetings were held, and eventually a questionnaire was sent out to some 50 organizations interested in translation activities. In the meetings and in the results of the questionnaire survey, two points stood out clearly: 1) there was a need for such a translation clearinghouse in Japan, and 2) there was amazement on almost everybody's part that *anybody* else was interested in translations, much less doing anything about it. For a number of very good Japanese reasons (each organization felt it was the only one that should be doing translations; the innate suspicion one kind of organization has for another—government vs. university vs. industry vs. learned society, etc.—began to show; the more literary groups such as PEN Club and the Unesco Commission in Japan took to presenting long essays on what they had been doing, what they planned to do and what any such translation organization should be named; and so on) and, possibly, for an American reason (I left Japan to come back to New York), the International House interest in a translation and documentation center faded away. But the ice had been broken, and for the first time there was general awareness of translation and documentation activities in Japan.

The Unesco group (sponsored by Monbusho, incidentally) formed its own bibliographical committee, which was organized originally, it seems likely, as a kind of defense mechanism against any such "upstart" group as suggested above. The international exchange of information about translations (literary ones, largely) became one of its activities. The individual scientific and technical societies continued their own projects

as before, some better than others, but all of them, it is believed, were more interested in doing as good a job as possible. Some time during these discussions or very shortly thereafter the idea of the Japan Information Center of Science and Technology was born, so maybe all was not lost.

Among the professional library and documentation associations, two are more active than others: the Japan Medical Libraries Association, founded 1927, and the Japan Pharmaceutical Library Association, founded 1955. Perhaps these two, with the Japan Documentation Association, can become more active in international exchange of information and materials.

APPENDIX

Publications

Besides the publications already mentioned in this report, there are a few others that should be included as guides to what is published in Japanese science-technology circles:

Butsuri Tankō Chōsa Kenkyū Ichiran (Collection of Summary Results of Geophysical Survey)

Published in two series, one distributed by the Society of Exploration Geophysicists of Japan and one by the Geological Survey of Japan.

Address (same for both): Hisamoto-chō 135, Kawasaki

Genshiryoku Kankei Shiryō-mokuroku (Index to Literature on Atomic Energy)

Published since 1955.

Address: Nihon genshiryoku sangyō-kaigi; Shiba Tamura-chō 1-1, Minato-ku, Tokyo

Nippon Kagaku Sōran (Complete Chemical Abstracts of Japan)

Published since 1926; now has author and subject indexes covering 1877-1955 (1941-55 distributed by JICST).

Address: Higashi-sanbanchō 187, Sendai

Seitetsu-Gijutsu Sōran (Metallurgical Abstracts)

Published since 1941.

Address: Japan Iron and Steel Federation, Marunouchi 1-1, Chiyoda-Ku, Tokyo

Sekai Jōhō (Abstracts on Television and Related Subjects)

Published in English.

Address: Akasaka Tameike 2, Minato-ku, Tokyo

Tetsu to Hagane Abstracts (Abstracts from the Journal of the Iron and Steel Institute of Japan)

Published in English.

Address: Marunouchi 2-10, Chiyoda-ku, Tokyo

Addresses of Organizations and Journals Mentioned:

Atomic Energy Commission of Japan
2-2 Kasumigaseki, Chiyoda-ku, Tokyo

Atomic Energy Research Institute and Atomic Industrial Forum
Shiba, Tamuracho 1-1, Minato-ku, Tokyo

Hatsumei Kyōkai
c/o Patent Agency of Japan
1 Sannen-chō, Chiyoda-ku, Tokyo

International House of Japan
2 Toriizaka-machi, Azabu
Minato-ku, Tokyo

Japanese Government Publications Service Center
Kasumigaseki, Chiyoda-ku, Tokyo

Japan Information Center of Science and Technology
15 Ichibanchō, Chiyoda-ku, Tokyo
(C.P.O. Box 1478, Tokyo)

Japan Medical Libraries Association
c/o Tokyo University Medical Library
Motofuji-chō, Bunkyo-ku, Tokyo

Japan Pharmaceutical Library Association
c/o Tokyo University Pharmaceutical Library
Motofuji-chō, Bunkyo-ku, Tokyo

Japan Science review: Biological Sciences
Japanese Association of Agricultural Science Societies
c/o Ministry of Education

—*Medical Sciences*
c/o Ministry of Education

—*Mechanical and electrical engineering*
Japan Society of Mechanical Engineers
Marunouchi Building 561, Marunouchi 2-2
Chiyoda-ku, Tokyo

—*Mining and metallurgy*
Mining and Metallurgical Institute of Japan
Ginza-Nishi 8-9, Chuo-ku, Tokyo

Ministry of Education
Higher Education and Science Bureau
Kasumigaseki, Tokyo

National Diet Library
Akasaka, Minato-ku, Tokyo
Science Council of Japan
Ueno Park, Tokyo

Addresses of Periodical Dealers:

INTERNATIONAL BOOK AND PERIODICAL DEALERS

Kinokuniya Co.
Shinjuku, Tokyo

Maruzen Co.
C.P.O. Box 605, Tokyo

USED PERIODICAL DEALERS

Bunkado
5, 2-chōme, Jimbo-cho, Kanda, Chiyoda-ku, Tokyo

Kawanabe Shoten
2, 2-chōme, Jimbo-cho, Kanda, Chiyoda-ku, Tokyo

Meirankan
9, 1-chōme, Jimbo-cho, Kanda, Chiyoda-ku, Tokyo

Sasaki Shoten
92, Morikawa-cho, Bunkyo-ku, Tokyo

UNITED STATES IMPORTERS

Perkins Oriental Books
5-11 York Boulevard, Los Angeles 42, California

Charles E. Tuttle Co.
Rutland, Vermont

AUTHOR'S NOTE: Some of the recent data for this report came from Miss Naomi Fukuda, Librarian, International House of Japan; Mr. Y. Kobayashi, Chief, Information Section, Japan Information Center of Science and Technology; Alan Smith, Japanese Consulate General, New York; and Dr. Frank McKenna, Supervisor, Information Center, Central Research Department, Air Reduction Co., Inc., Murray Hill, New Jersey.

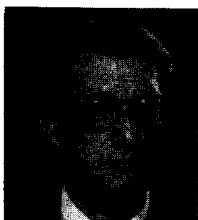
NFSAIS VISITS FOREIGN SCIENCE INFORMATION CENTERS

Representatives of the National Federation of Science Abstracting and Indexing Services, including its executive secretary, Raymond Jensen, recently visited science information centers in Moscow, Warsaw, Amsterdam and Copenhagen. The reception accorded them in each country was most cordial, and the group was permitted to make a detailed inspection of equipment and procedures. About a week was spent at the All Union Institute of Scientific and Technical Information, which carries out the major abstracting and

information reporting programs in the Soviet Union. Although there were distinct differences in organizational structure, size of staff and methods of operation in each country, the NFSAIS group found that all the centers were well administered and staffed by competent and dedicated individuals. The group also found that there was no single national plan of organization meriting adoption by all, since the design of each science information program reflected the history, culture, economy and geography of the country.

Technical Documentation in the Netherlands

JAN C. DIELS, Scientific Attaché
Netherlands Embassy, Washington, D. C.



I PROPOSE TO approach my discussion of documentation in the Netherlands by means of case studies. This will consist of more or less a "guided tour" of some of the major documentation institutions and organizations in the Netherlands. During this guided tour, I want to dwell on specific developments or features of the Netherlands documentation scene and their possible significance.

Koninklijke Bibliotheek

The first installation I would like to discuss is the Koninklijke Bibliotheek or Royal Library, which is located in The Hague (Lange Voorhout 34). This is the largest library in the Netherlands. I might mention the fact that large in Netherlands terms may not be judged as large in American terms. The collections of the Royal Library approach one million items. The Library constitutes the center of the bibliographic activities of the Netherlands.

Perhaps the most significant aspect of the activities of the Royal Library in science and technology, aside from the maintenance of collections, the lending of books, etc., is in the coordination of the science holdings of about 70 major university and institutional libraries in the Netherlands. This coordination takes the form of a union catalog for books and a union list for serials. Both the union catalog and union list cover scientific publications, but of course they go far beyond them, encompassing the entire spectrum of subject coverage. This activity, which is not particularly novel, does nevertheless play a very important role in fostering the use of scientific publications in the Netherlands.

Technische Hogeschool Delft

Turning now to libraries specifically dedicated to science and technology, the largest in the Netherlands is at the Technische Hogeschool or Technological University in Delft (Doelenstraat 101). This library is under the direction of Dr. L. J. van der Wolk, who is well-known as an information expert on the continent. His staff consists of 105 people, of whom six are subject specialists, 14 are librarians and the rest are supporting staff.

Delft, in addition to being the largest, is the oldest scientific library in the Netherlands. It is the best equipped in terms of collections, reading facilities and services. The collection consists of approximately 250,000 volumes. As in the case of the Royal Library, the holdings of the Delft library are extended greatly through a program of coordination of some 80 libraries. These 80 libraries are connected with government laboratories, scientific and technical societies and institutions, and with industrial firms. Here also the coordination is done by the maintenance of a union catalog, known as the *Centrale Technische Catalogus*. In addition to books and bound periodicals, the Delft library maintains an extensive collection of current periodicals from all over the world; these number at the present time approximately 2500.

The library at Delft maintains an extensive circulation service, making available scientific and technical publications from its collections to all qualified scientists and engineers, and, of course, to the 80 libraries whose collections comprise its union catalog. You might be interested in the fact that in 1958 approximately 65,000 items were lent on the spot, 58,000 were requested through the mails, 7000 were requested by telephone and ap-

proximately 4700 were requested by teletype. Teletype has been in use in Netherlands libraries for three years. At the Delft library it is anticipated that document requests via teletype will soon exceed requests via the telephone.

In addition to the maintenance and circulation of its literature collections, the Delft library uses its collections on behalf of a variety of requesters. The reference services it performs for requesters are done free of charge. They vary from routine question-answering and bibliographic services, which are generally handled by the library staff, to detailed searches for highly technical information, which are performed by members of the technical staff and faculties of the University.

Another very important activity, closely related to the reference activities at Delft, is the maintenance of a large card file compiled from 18 bibliographic services to which the library subscribes. Some of these services are those maintained by Dutch industrial firms; others are more general in scope. An example of these more general bibliographies would be the card service of the *Engineering Index*. All of these services are interfiled on cards and arranged by subject to facilitate searching.

Nederlands Instituut voor Documentatie en Registratuur

The Nederlands Instituut voor Documentatie en Registratuur is more popularly known as NIDER (Willem Witsenplein 6, The Hague). This is the approximate equivalent of the Association of Special Libraries and Information Bureaux. Like Aslib, NIDER is a non-profit organization subsidized in part by funds from the government. NIDER is very close to the center of world documentation, since it is in the same building in The Hague as the Secretariat of the *Fédération Internationale de Documentation*. It is the Netherlands member of FID.

Like most organizations of its kind, NIDER conducts a variety of programs to foster progress in documentation. It holds annual meetings of documentalists and librarians; it conducts courses in librarianship; and it publishes two basic publications which are made broadly available to documentalists. One of the publications is the *Nederlandse Tech-*

nisch-Wetenschappelijke Literatuur,¹ which is a monthly index to the major scientific and technical publications in the Netherlands. The other is the *Tijdschrift voor Efficiëntie en Documentatie*,² which is the Netherlands equivalent of *American Documentation* or *Special Libraries*. The TED is published in co-operation with three other technical societies.

Besides the functions already mentioned, NIDER has a role somewhat similar to the Office of Technical Services, in that it collects and distributes unclassified reports from various government agencies, including those of the United States. Incidentally, one of the major sources of the American documents that NIDER distributes is the Office of Technical Services. NIDER performs these document distribution services on a cost basis.

NIDER also performs patent searches on a cost basis, taking advantage of the fact that it is in the same building as the Netherlands patent office. I want to emphasize that the patent searches NIDER performs are for the general public and not for the patent office, which has its own searching staff.

In addition to patent searches, NIDER does searches and compiles bibliographies on the non-patent literature, again on a cost basis. It also maintains current literature scanning services for subscribers in various subject fields. It also performs photoreproduction and translation services.

Technisch Documentatie en Informatie Centrum voor de Krijgsmacht

Technisch Documentatie en Informatie Centrum voor de Krijgsmacht (Van Alkemadelaan 774, The Hague), when translated, means Technical Documentation and Information Center for the Armed Forces. At a glance, many people will recognize a resemblance between this agency and the Armed Services Technical Information Agency in the United States. There is, of course, a strong resemblance to ASTIA. However, in addition to research reports, the Technisch Documentatie en Informatie Centrum voor de Krijgsmacht

1. Office at Laan van Meerdervoort 436, The Hague; one year's foreign subscription, 10 Dutch florins.

2. Office at Prins Hendrikplein 17, The Hague; one year's subscription, 15 Dutch florins.

macht, shortened to TDCK, handles all other forms of publications containing information of interest to the Netherlands military program. I should make clear that TDCK is a far smaller operation than ASTIA, but it covers a greater variety of forms of literature.

The activities of TDCK may be divided roughly into four major areas. The first is concerned with the collection, processing and dissemination of literature of various forms and from a variety of sources. The second major area of activity involves the issuance of 11 abstracting publications, each devoted to a different subject of interest to the armed forces. With the exception of those containing classified reports, these abstracting publications are prepared in close cooperation with a number of firms, institutions and government agencies that exchange abstracts with TDCK.

The third area of activity is in the performance of reference services for military and civilian personnel involved in military research and development. TDCK prepares bibliographies and, as the need arises, it prepares critical reports on the search subject. These critical reports, which are prepared by highly specialized personnel on the TDCK staff, perform much the same function as critical review papers. The one difference is that they are prepared on request for specific individuals or groups.

The fourth major activity is a very interesting one. Its purpose is to ensure the most effective communication between personnel in the military laboratories and those in the documentation center. This is accomplished by having engineers and scientists from the military establishment periodically spend a day (or longer if necessary) at TDCK headquarters discussing their documentation problems and becoming better acquainted with the facilities and services of TDCK. Thus, there is a feedback, and TDCK is in a position to evaluate its work and to improve it where necessary.

Nationaal Luchtvaart Laboratorium

Another documentation activity is the program of the Nationaal Luchtvaart Laboratorium (Sloterweg 145, Amsterdam-W), or National Aeronautical Research Institute,

which, as its name suggests, is the center of aeronautical research in the Netherlands. The Nationaal Luchtvaart Laboratorium, abbreviated as NLL, is somewhat like the National Aeronautics and Space Administration. It is the Netherlands member of AGARD, the Allied Group for Air Research and Development.

NLL has two primary documentation functions in the field of aeronautics and aeronautical engineering. The first is the operation of a collective abstracting service. The members of the "collective" are the Netherlands Air Force, KLM, the Royal Dutch Airlines, the Department of Civil Aviation and NLL itself. The subscribers to this abstracting service are the cooperating organizations, of course, and also other documentation centers such as TDCK and the University of Delft as well as a number of industrial firms involved in aeronautics. The abstracts are distributed in two forms, as booklets and as cards, which permit interfiling in a card file.

The second basic documentation activity of NLL is the operation of what is called the Card Catalog of Aerodynamic Measurements. This catalog is in the form of marginal punched cards on which abstracts are prepared, reproduced and distributed. In addition to the textual material on the body of the card, there is, on the lower right hand corner, a Hollerith code for indexing the material on Hollerith or IBM cards. Thus, subscribers have the choice of a marginal punched card retrieval system or an internal punched card system. This choice is in anticipation of the time when the card files become so large that they cannot be readily searched by marginal punched card methods.

Bouwcentrum

One other center of documentation in the Netherlands is the Bouwcentrum (Weena 700, Rotterdam) or, translated, the Building Center. The Bouwcentrum, which serves as the physical headquarters of the major building organizations in the Netherlands, performs a variety of documentation services and related services for individuals and organizations involved in building design and construction.

Basic to the Bouwcentrum's documentation activities is its library, which maintains a very extensive collection on all phases of building and building materials. It performs reference services extending from the answering of routine questions to the performance of special studies which may be commissioned by architects, builders and government agencies.

The Bouwcentrum issues a variety of publications dealing with such fields as hospital building, home building, school building, office building, the use of specific materials in building, etc. However, perhaps of more specific interest to documentalists is the publication, *Documentatie Bouwwezen*, which scans and summarizes the international literature of building. It is published in Dutch and English and is available on subscription from the Bouwcentrum.

Going beyond its formal documentation activities, the Bouwcentrum performs a very important service in keeping builders and architects currently aware of new techniques and materials of construction. It does this by giving courses, which are attended by builders, architects and other interested persons, and by means of a semi-permanent exhibit of building materials and components. This exhibit is supplemented by national and international files of vendors of materials and components. These files are used by visitors to the Bouwcentrum or by the staff of the Bouwcentrum, which answers questions regarding available materials and components and where to get them.

Conclusion

This very brief tour of documentation centers in the Netherlands is, of course, incomplete. I have discussed only a small, but perhaps a representative, fraction of the documentation activity in the Netherlands. In

order to make my discussion more fully representative, I should mention the rather extensive libraries and documentation activities maintained by such firms as Philips, the large electrical and electronic enterprise in Eindhoven, Royal Dutch Shell in The Hague, Netherlands P.T.T. in The Hague, van Doorne's Automobielfabrieken in Eindhoven and Unilever in Rotterdam. The libraries and documentation programs of these firms resemble in scope and purpose the many excellent special libraries maintained by industrial firms in the United States. The industrial libraries in the Netherlands constitute an extremely important part of its library and information resources.

This brings me to one final point. As you know, the Netherlands is a very small country; its total population is about 11 million. Being of such a small size, there is no need and it would be wasteful for the Netherlands to attempt to maintain repetitive or overlapping documentation activities. Each documentation activity, whether maintained by an industrial firm, a society or a government agency, must assume its role as part of the national documentation program. This is the explanation for the very extensive use of union catalogs, union lists and programs for the exchange of abstracts. We have to be absolutely certain that scientific information, an extremely important national resource, is exploited to the fullest extent possible.

APPENDIX

Two publications of general interest not mentioned in the paper are:

Bibliotheek—en Documentatiegids voor Nederland (Directory of Libraries in the Netherlands, in Dutch). The Hague: Nederlands Instituut voor Documentatie en Registratuur, Willem Witsenplein 6, 1957.

List of Scientific and Learned Periodicals in the Netherlands (in English). The Hague: Martinus Nijhoff, Lange Voorhout 9, 1953.

AUTHOR'S NOTE: I would like to give credit to Dr. L. J. van der Wolk of the Technological University at Delft and to Saul Herner of Herner and Company, Washington, D. C., who gave me valuable information and offered assistance in the preparation of this paper.

TIME TO RENEW SPECIAL LIBRARIES ASSOCIATION MEMBERSHIPS

Please direct checks and invoices for payment of dues to the attention of the Bookkeeping Department; direct changes of address to the attention of the Addressograph Department.

The Gmelin Institute and Other West German Documentation Services

DIMITRI R. STEIN, American Representative

The Gmelin Institute, Larchmont, New York

GERMANY TODAY is divided into two countries, West Germany—or as it is officially called, The Federal Republic of Germany—and East Germany—the so-called German Democratic Republic. This division has resulted in the development of separate organizations in nearly all areas of national activity. For this paper I have selected a few organizations with which I am familiar to some extent and which may illustrate the state of the documentation work in West Germany.

Documentation Organizations

The West German counterpart to the American Documentation Institute is the German Documentation Society in Frankfurt/Main. This organization publishes a quarterly journal *Documentation News*, which is comparable in scope to *American Documentation* and reflects, to a large extent, the state of the art in the documentation field in Germany. The German Documentation Society plays an active role in the advancement of documentation science. Its work is carried out largely by committees investigating, in conjunction with other groups, such fields as terminology and language studies, mechanical documentation, economics of documentation, standardization and coordination, documentation in medicine, etc. Much attention is also devoted to documentation in the patent field, translations of scientific and technical literature and photomechanical reproduction systems.

The German Documentation Society cooperates closely with allied organizations, such as the Society of German Librarians, the Committee of Technical and Scientific Libraries and other bodies whose main activities lie in the special library field. The German Standards Association has been very active in furthering and coordinating docu-

mentation activities in industry. Other important organizations taking a direct interest in documentation work are the German Association of Technical and Scientific Societies and its member organizations. The Association of German Engineers (VDI), for example, maintains a technical information service in Düsseldorf. The German Society of Electrical Engineers (VDE) publishes a series of express reports in order to acquaint its membership rapidly with the pertinent literature in the electrical and electronic sciences.

Industry, in particular, seems to be well aware of the importance of the various documentation centers and services. To some extent this recognition may be due to the fact that Germany today, technologically, is much less self-sufficient than it was before the last war. There are entire areas, such as nuclear technology and certain fields in electronics, e.g., semi-conductor technology and high-temperature resisting resins, in which the basic work was conducted in other countries, mostly in the United States. Industry, therefore, needs well organized information in these and other fields in order to eliminate duplication of effort and to maintain its competitive position in the world markets.

The awareness of the significance of documentation services has resulted in an increased demand for trained documentalists who can combine special knowledge in a given technical discipline with basic training in documentation methods and languages. Uehrlin¹ suggests the term "documentation or literature engineer" for this new profession. The German Documentation Society has devoted a great deal of effort to the training of young documentalists. Special six-month, 100-hour courses in documentation are being held in Frankfurt, at the end of which the participants must pass verbal and written examinations.²

Another organization playing an important role in the documentation field is the German Productivity Council (RKW). This group cooperates closely with the Organization for European Economic Cooperation (O.E.E.C.) and serves as a clearing house for the exchange of documents and publications between the national O.E.E.C. bodies.

On an international plane, a close cooperation exists between the West German documentation groups and their sister organizations in other European countries and in the United States. The Fédération Internationale de Documentation (F.I.D.) has been instrumental in facilitating contacts between the various national documentation groups and in organizing meetings for the exchange of information among documentalists.

There are a number of organizations in West Germany that are active in documentation research and in special applications of modern documentation methods. Heimerdinger, of the Max-Planck-Society for the Advancement of Science in Göttingen, has investigated the feasibility of using Uniterm-type descriptors for encoding on punched cards a large collection of papers relating to aerodynamics.³ It was found that it was possible to cover the entire subject matter adequately with 500 descriptors that could be encoded on one standard IBM punched card.

The Gmelin Institute has done a great deal of work in devising and applying automatic documentation methods to the chemical literature falling within the scope of the *Gmelin Handbook*. These investigations started in 1946 and were discussed by E. Pietsch in a paper presented at the 1948 National Meeting of the American Chemical Society in New York. Some results of the early Gmelin work were published in the 1951 edition of the Perry-Casey book, *Punched Cards: Their Application to Science and Industry* (New York: Reinhold). The Institute's more recent work is treated in the 1958 edition of the aforementioned Perry-Casey book. Investigations of specific documentation problems relating to the Gmelin Institute's literature work may be found in papers by Kubach⁴ and Gagarin.⁵ The latter paper describes the use of mechanical aids

for classifying and organizing the platinum complex compounds.

These are just a few examples of current documentation research in Germany. The German Documentation Society serves as a forum where these and other investigations are being discussed among documentation scientists as well as users. In addition to the research groups, there exists a large number of organizations which collect and make available information in various fields of human endeavor. The activities of these establishments go beyond those of conventional special libraries inasmuch as they are capable of providing special information services.

The Productivity Research Institute, together with the German Research Association and several of the previously mentioned organizations, have compiled a very useful directory of available literature services in engineering and allied fields.⁶ This booklet, published in 1958, lists 332 organizations that classify themselves as documentation and information services. These organizations are operated and supported by the federal and local governments, universities, technical and scientific societies and by industrial firms. It is interesting to note that the majority of the information centers affiliated with industry concern themselves with pure and applied chemistry and electrical engineering, including electronics.

Work of Gmelin Institute

The Gmelin Institute of Inorganic Chemistry in Frankfurt is probably the largest specialized documentation center in Germany, whose output is used throughout the world. Some information on the Institute's organization and the nature of its work may therefore be of general interest.⁷

The Gmelin Institute's primary job is the compilation of the *Gmelin Handbook of Inorganic Chemistry*. This work was first published by Leopold Gmelin in 1817 and remained under his editorship through the fifth edition, until his death in 1852. The present eighth edition was started in 1921 and is scheduled to be completed by about 1970.

The *Gmelin Handbook* may be considered as the classic compendium in its field. The

guiding principle in its preparation has been exhaustive yet concise and critical presentations of the entire knowledge of inorganic chemistry and related sciences. The allied fields treated are physical chemistry as well as nuclear chemistry and physics, analytical chemistry, colloidal chemistry, electrochemistry, corrosion and passivity, chemistry of heterogeneous equilibria, chemical technology, mineralogy, crystallography, geology, deposits, geochemistry, ore dressing, chemical economics, metallurgy, metallography, experimental physics, including radioactivity, mechanical, thermal, optical, electric and magnetic properties of matter, and the history of chemistry.

The subject matter of the *Gmelin Handbook* is organized according to chemical substances; one or more volumes are devoted to the chemistry, physics and so forth of each chemical element and its compounds. A classification scheme is used which permits the location of each compound or combination of elements within the Gmelin series. This so-called "classification principle of the last position" is described in detail in a special English brochure.⁸ The classification system is based on an arbitrary numerical sequence of elements—so-called system numbers—and permits the systematic and comprehensive treatment of all major anionic groups for each cation-forming element in one place, i.e., elements that form anions precede those that form cations. Thus, all major compounds of an element are classified in the volume pertaining to that element.

Each element is covered systematically, starting with its history, occurrence, formation and preparation, its chemical and physical properties and so on. This material is followed by a similar treatment of the compounds of the element. The subject matter is organized on the basis of a definite system employing some 2000 subject headings. Details on the arrangement used may be found in a recently published special volume in which all Gmelin subject headings are rendered in both German and English.⁹

The eighth edition of the *Gmelin Handbook* goes back to the classical period of chemistry (ca. 1750) and leads up to 1950. The results of 200 years of scientific endeavor

are presented and evaluated in the light of present knowledge, with particular regard to recent advances in physical and nuclear chemistry. The subject matter is reviewed afresh on the basis of the original literature, independent of earlier Gmelin editions.

A new feature of the eighth edition is the stipulation of a uniform period of coverage, ending January 1, 1950. (In some instances where the last few years have brought important advances, more recent literature has been included.) Volumes published prior to 1950 are being brought up to that date by supplements.

Until now about 160 parts of the eighth edition, with some 45,000 printed pages, have been published. It is expected that the complete work will contain approximately 65,000 pages.

The nature of the *Gmelin Handbook* may perhaps best be illustrated by quoting from a recent review of the *Sulfur* volume by George S. Forbes of Harvard University:¹⁰

"No reviewer could approach his task without a feeling of humility in view of the monumental scholarship and labor everywhere in evidence. In preparation of these sections, the staff reviewed and analyzed more than 25,000 original publications, extracting information of essential nature, comparing and evaluating data from thousands of authors, and eliminating erroneous and superficial views."

The production of a work of the scope of the *Gmelin Handbook* requires, of course, a large organization. The Institute's staff consists of about 60 scientists and an equal number of technical assistants and auxiliary personnel. Although every scientist is a specialist in a given field, his average yearly output does not exceed 60 printed pages due to Gmelin's stringent requirements for the study of the mass of original literature, extreme accuracy and conciseness in the evaluation and presentation of the subject matter.

Since the *Gmelin Handbook* is widely used in English speaking countries, an innovation was made last year that should greatly enhance the usefulness of the work for readers having only a slight knowledge of German. All new volumes contain a complete English table of contents. In addition, the many headings and subheadings appearing in the text

are given in the margin in English. These bilingual features will facilitate quick reviewing of the material as well as the locating of specific information.

The preparation of the *Handbook* text rests on extensive subject matter archives. These archives are maintained by the documentation section and encompass the entire pertinent world literature falling within the scope of the *Handbook*. Current incoming literature is processed on a continuing basis so that the material in the archives is always up-to-date.

The documentation section reviews 575 periodicals as well as all major abstract journals, including the Russian *Referativnyi Zhurnal*. In addition, the voluminous report literature, patents, industrial publications and monographs are reviewed. Pertinent papers are extracted and the information is entered on archive cards, which contain the usual bibliographic data plus a subject analysis using the standardized Gmelin subject headings.

As of July 1, 1958 the Institute had 1,538,200 archive cards in its collection. These cards serve as raw material for the preparation of the *Handbook*. Each member of the scientific staff is supplied with all archive cards pertaining to the subject on which he is working. This material, however, is intended as a guide only and does not replace exhaustive study of the original literature which is considered essential. The preparation of material for each volume is done by a team of scientists, each specializing in a given field, and frequently requires three to four years.

The major problem confronting Gmelin—as well as other compendia—is the time lag between the rapidly advancing state of the art and the publication date of individual volumes. The ever growing volume of scientific and technical literature makes it increasingly difficult to keep a handbook up-to-date. While the greater part of the eighth edition was published several years ago, a number of volumes have not yet appeared. On the other hand, there does not seem to exist any other way of achieving and maintaining the encyclopedic character of the *Gmelin Handbook*.

The Gmelin Institute has devoted a great deal of time and effort in devising means of closing the so-called literature gap. As mentioned previously, the Institute's documentation section maintains large archives which are continuously kept up to date. This tremendous wealth of processed and organized scientific and technical material, as a rule, remains in dead storage, often for a number of years, before it is incorporated in new Gmelin volumes. Several starts have been made to furnish, on demand, specific archival material to interested users. Here is a field where a gold mine of information could be tapped through the use of mechanized documentation equipment.

APPENDIX

Citations

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9. ——. *Systematik der Sachverhalte* (German-English Subject Matter Index), 1957. (*Gmelin Handbook*, special volume)
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Organizations and Publications Mentioned

Gmelin-Institut fuer anorganische Chemie (Gmelin Institute of Inorganic Chemistry)
Varrentrapp-Strasse 40-42, Frankfurt/Main 13

Deutsche Gesellschaft fuer Dokumentation (German Documentation Society)
Schubertstrasse 1, Frankfurt/Main
Permanent Secretary: H. K. Soeken

Nachrichten fuer Dokumentation (Documentation News)
Schubertstrasse 1, Frankfurt/Main
Editor: H. K. Soeken

Verein Deutscher Bibliothekare, e.V. (Society of German Librarians)
Universitäts- und Stadtbibliothek
Untermainkai, Frankfurt/Main

Arbeitsgemeinschaft technisch-wissenschaftlicher Bibliotheken (Committee of Technical and Scientific Libraries)
Friedrichstrasse 2, Essen

Deutscher Normen-Ausschuss (German Standards Association)
Uhlandstrasse 175, Berlin W 15

Deutscher Verband technisch-wissenschaftlicher Vereine (German Association of Technical and Scientific Societies)
Prinz-Georg-Strasse 77-79, Düsseldorf

Verein Deutscher Ingenieure (VDI) (Association of German Engineers)
Prinz-Georg-Strasse 77-79, Düsseldorf

Verband Deutscher Elektrotechniker, e.V. (VDE) (German Society of Electrical Engineers)
Osthafenplatz 6-8, Frankfurt/Main

Rationalisierungskuratorium der Deutschen Wirtschaft (RKW) (German Productivity Council)
Feldbergstrasse 28, Frankfurt/Main

Max-Planck-Gesellschaft zur Förderung der Wissenschaften (Max-Planck-Society for the Advancement of Science)
Bunsenstrasse 10, Göttingen

Forschungs-Institut fuer Rationalisierung an der Technischen Hochschule Aachen (Productivity Research Institute at the Aachen Polytechnic Institute)
Pontrisch 14, Aachen

Deutsche Forschungsgemeinschaft (German Research Association)
Frankengraben 40, Bad Godesberg

Special Libraries Fifty Years Ago

The mere details of library routine work make rather dry reading for those not especially interested in the kind of work discussed; but special libraries have little problems of their own arising, and such information as to what others are doing to solve them will be welcome to each one in its development. As legislative reference libraries are increasing so rapidly, we may expect before very long an interchange of bibliographies, digests of laws, and discussions of common interest published by the departments themselves. Some libraries are already doing such valuable service. It would be well, however, to have more co-operation in the organization and methods of such libraries; and the freer the discussions, the better for the libraries. . . .

A wise selection of material, a thorough system of preserving it, and a cheerful spirit of helping each visitor as completely as possible, often bring to the legislative reference department those who have searched in vain elsewhere, and they often find what they want but did not expect. So such libraries will grow in the public confidence, and they will be the first ones to which such investigators will turn every time. . . .

It is not here intended to demarcate the sources of municipal information. On the contrary, they may be defined as being entirely dependent on the ingenuity and originality of the librarian and his staff. . . .

The bulletin of the Studebaker Company, South Bend, Ind., published weekly, is one of the pioneer publications in the field of special commercial and trade libraries. It is designed to carry the latest information of publications to the officers and men of the company. The index is made of the articles of interest to any department of Studebaker's. It is very valuable as a partial trades index. The bulletin deserves praise for its useful index. . . .

The office of the secretary of the Special Libraries Association is at the service of librarians and employers as a clearing house of information concerning positions in special library work. Librarians seeking positions in this field, and those seeking the service of librarians, may be thus brought together by listing their wants with the secretary.

SPECIAL LIBRARIES, December 1910

SPECIAL LIBRARIES

The 25th Conference of FID, A Report

The 25th Conference of the International Federation for Documentation (FID) was held in Warsaw, Poland, from September 21 to 26, 1959, and was devoted primarily to consideration of an expanded program for the Federation. Program areas considered by FID included primary and secondary publications, photographic reproduction, classification, mechanization in documentation activities, copyright problems as they relate to documentation activities and standardization. This was the first conference conducted under the new FID statutes that were approved by the Belgian Government and published on September 7, 1959. The new statutes authorize the establishment of the following FID bodies:

The General Assembly, which is the ruling body of the Federation, consists of "effective" members who represent member countries, specialist international organizations, associate organizations in member countries and honorary members. The General Assembly normally is convened once a year.

The Administrative Council, composed of 10 to 60 members elected by the General Assembly, is responsible for the financial and administrative activities of the Federation, subject to review by the General Assembly.

The Executive Bureau, which consists of the President, Vice-Presidents, the Treasurer and a member selected from the Belgian representatives by the Administrative Council. The Bureau's powers and responsibility are set by the Administrative Council.

An Advisory Assembly, which consists of members of the above bodies and members of committees, is the forum for discussion of topics related to FID's responsibilities.

The statutes also provide for a Secretariat, which will be administered by a Secretary General who is advisory to the Administrative Council and the Executive Bureau. All of these groups held two or more sessions in Warsaw, with the Administrative Council and the General Assembly holding joint meetings.

In considering a long-range and greatly expanded program for FID, the General

Assembly, upon recommendation of the Executive Bureau, voted to hire a full-time Executive Secretary and a specialist for science and technology, as well as to expand the present staff of the Secretariat.

It was the consensus of the group that yearly contributions from member nations would have to be increased by between two and ten times their present levels and that a Secretary General of international stature should be employed at a salary commensurate with his experience and responsibilities.

It was the hope of the group that FID could develop its new program rapidly enough to assume responsibility for coordination in the many areas of documentation requiring action at the international level at the present time.

The Executive Bureau was instructed to meet in early December 1959 to give final approval to a FID program based on Dr. Alexander King's draft program outline, which was reviewed and refined during the Warsaw sessions. The Bureau was also instructed to determine the 1959-60 budget based on the member countries' commitments submitted to the Secretariat prior to December 1959.

The three new Vice-Presidents elected were:

For Asia: Dr. H. Ootuka, Tokyo University of Education, Faculty of Physics, Tokyo, who replaces Dr. M. Kotani of Japan

For Western Europe: Mr. E. Öhman, Jernkontorets Biblioteket, Stockholm, who replaces Mr. Dan Fink of Denmark

For the Americas: Madam Lydia de Quieroz Sambaquy, Instituto Brasileiro de Bibliografia e Documentacao, Rio de Janeiro, was selected to fill a vacancy

The representatives of the 20 countries at the meeting voted to meet in Rio de Janeiro from July 23 to August 1, 1960.

DR. BURTON W. ADKINSON
Vice-President for the Americas

Planning The New Library:

Monsanto Chemical Co., Organic Research Library

WILLIAM A. WILKINSON, Librarian
Monsanto Chemical Company, St. Louis 77, Missouri

TWO YEARS AGO WE were most reluctant to move from a well-planned, custom-designed library just five years old into a 25-year-old suite of offices, but now are delighted that we had to make the change! Perhaps other librarians have hesitated about making a move such as ours, preferring to wait for brand new quarters. We have found many compensations for a lack of picture windows, vast open areas and other features common to most new library constructions.

In the fall of 1957, Monsanto moved its general offices personnel from a downtown location to the present St. Louis County campus site. Since our library primarily serves the research laboratories, which were not included in the change, we didn't move to the new offices. However, moving was not avoided so easily, because the building in which we were housed had to be emptied (the library being the only remaining tenant). Fortunately, the executive offices suite (in an adjacent building) was vacated when the top executives moved to the campus, and these offices were made available to the library. We were asked to be ready to move there in about two months' time.

The old library was planned in 1952 by Marie Comte, former technical librarian. It consisted of just two rooms, the larger one containing all shelving and reading areas and the smaller, office-work-room containing most of the files. Tables and occasional chairs were arranged along one side of the library for reference, searching and reading. Bound periodicals and books were shelved in an adjacent stack area, and current periodicals were displayed in a corner at the front of the library.

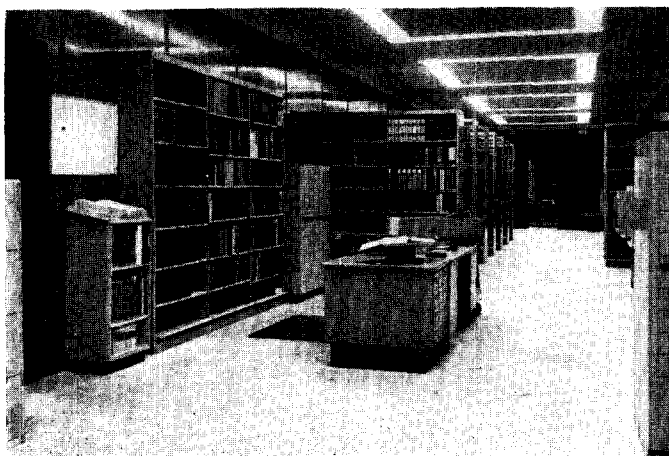
There were, therefore, four main groupings of facilities and materials: office-work-room containing vertical files; reference-searching-reading area; stack area; current periodicals area. All our readers were familiar with this simple division and found it convenient and attractive. Therefore, the obvious thing to do in case of a move would be to reorganize the library in the new area along these same lines.

Desirable Features For The New Library

Such a solution was not to be because of the chopped-up nature of the new floor area. Where we previously had an area of two rooms we were now to have an area

Former library showing reading area, stacks to left, Beilstein index table on the right and searching area beyond stack divider at rear.





New library showing central hall with information desk in foreground, reference books and card catalog immediately beyond with book stack and door into searching room at rear.

of close to a dozen! The large number of walls and doors greatly reduced usable floor space and we were further hampered by floor-load restrictions. On the other hand, the division into rooms provided needed additional office space for the increasing library staff, and we were enthusiastic about the additional quiet the existing wall-to-wall carpeting provided.

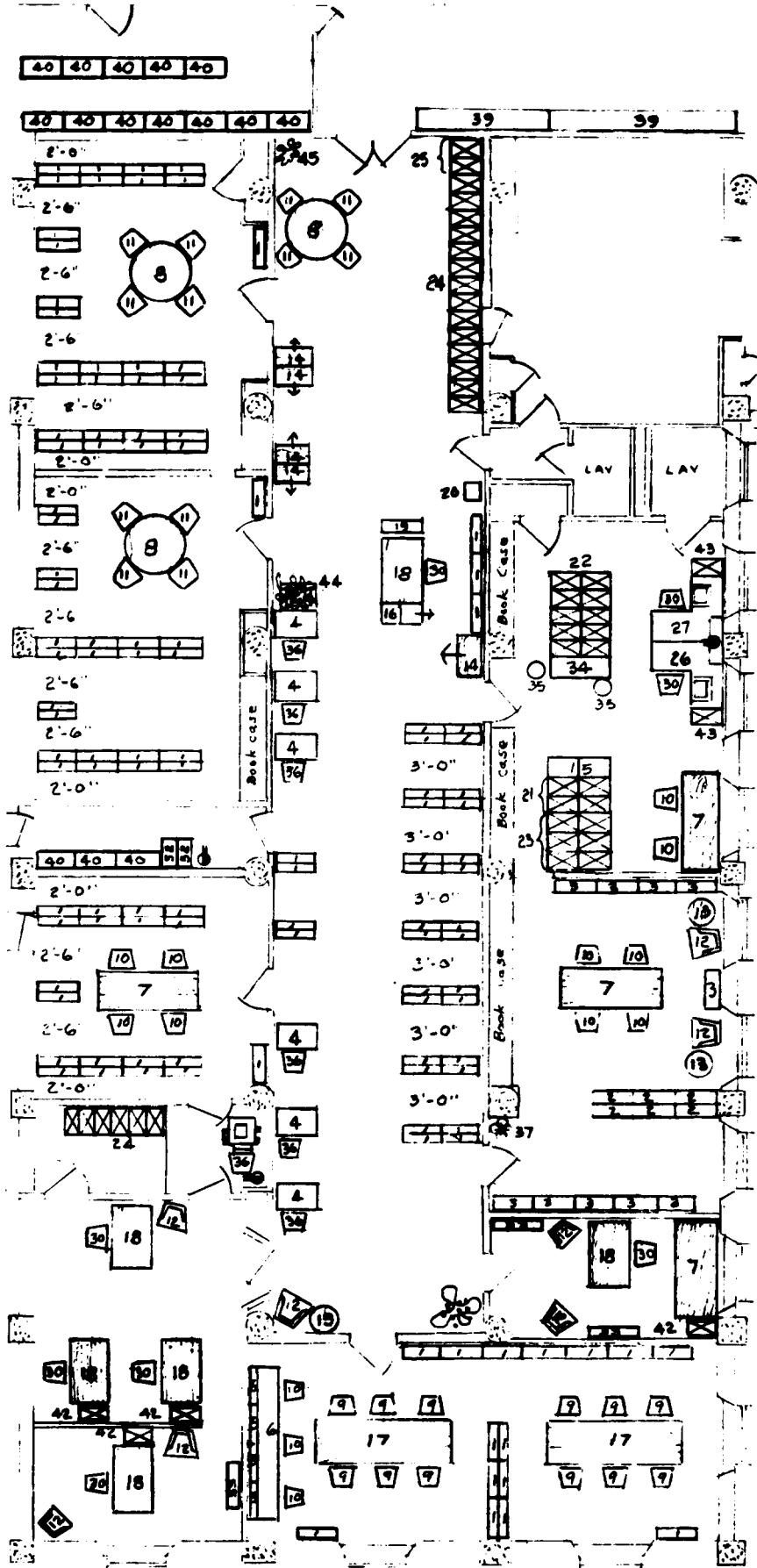
At this point it became necessary to sit down and list all the desirable features for the new library and then see which of these could be achieved within our limitations. These are the points we felt required special consideration: 1) searching area, 2) library office, 3) current periodicals reading room, 4) location of stacks, 5) information desk, card catalogs, reference collection, 6) photocopying equipment, microfilm and Microcard readers, 7) patent files, 8) storage facilities and 9) offices for professional staff.

For our searching area we needed at least enough space to hold our complete sets of *Chemical Abstracts*, *Chemisches Zentralblatt*, *Beilstein's Handbuch der Organischen Chemie* and several other sets of abstracts and indexes. In addition, we preferred to have space in the same area for several of the most-used journals, such as *Journal of Organic Chemistry*, *Chemical Reviews*, *Journal of the American Chemical Society* and *Industrial and Engineering Chemistry*. In the old library we had obtained a quiet, traffic-free spot for searching by placing these materials in a rear corner, so it

seemed a good idea to do this again. As a result, early in our planning we decided that the former Board of Directors' Room at the rear of the new library would be a good location for the searching sources.

The next important consideration was to decide upon the location of the library office. This is where the library assistants work, performing all the many routine operations necessary to the smooth operation of our library services. All processing of new books, pamphlets, patents, binding, etc. is done here as is all card typing, all record-keeping and so on. We wanted the office so situated that it would be readily accessible to readers and so those working in the office would have good access to the whole library. We therefore placed the office not too far from the entrance yet close to the geographic center of the library. It is in a room enclosed by walls and doors so a minimum amount of the noise associated with library operations reaches readers' ears.

In contrast to the searching area, we wanted the current periodicals reading room to be relatively near the library entrance to encourage readers to drop in and browse. We felt that the reading room should also be close to the office for easy access to the circulation and check-in records, and we wanted it to be an attractive room if at all possible. Of course we needed adequate space for the combination display-storage shelving we were to move from the old library. By making a



Floor plan of the new library (5,130 square feet). The central hall with stack rooms and offices for professional staff are in rooms along the left; the library office, current periodicals reading room and technical editor's office are along the right; the search room is at the bottom (rear of library).

new doorway between the office and reading room, we made circulation and check-in records in the office readily available from the reading room.

Books and bound periodicals, the largest portion of our collection, had to be considered next. Experience had shown us that the book collection should be placed in a more accessible area than the bound periodicals, so we decided to place the book stacks in the central hall just beyond the entrance lobby. We obviously

KEY TO FLOOR PLAN

- 1 Book shelving
- 2 Periodical shelving (counter height)
- 3 Periodical display-storage shelving
- 4 Carrels
- 5, 6 "Beilstein" index table
- 7, 8, 17 Reading tables
- 9, 10, 36 Straight chairs
- 11 Upholstered chairs
- 12 Upholstered arm chairs
- 13 Coffee tables
- 14 Card catalogs (60 drawer)
- 15 Card catalogs (20 drawers)
- 16 Card catalog (special, desk height)
- 18 Desks (double pedestal)
- 19 Book truck
- 20 Dictionary stand
- 21 Letter-size files (4 drawer)
- 22 Letter-size files (3 drawer, linoleum top)
- 23 Legal-size files (4 drawer)
- 24 Letter-size files (4 drawer, wooden)
- 25 Legal-size files (4 drawer, wooden)
- 26, 27 Desks
- 30 Upholstered work chairs
- 34 18" Overhang on file top
- 35 Stools
- 37 Visible index
- 39 Display cases (storage underneath)
- 40 Storage cabinets
- 42 Letter-size files (2 drawer)
- 43 Combination files (3 drawers)
- 44 Wooden chest (with planter)
- 45 Plant in tripod pot
- 52 Table-height stationery cabinets (photocopier on top)
- 53 Book cases

could not place all the bound periodicals stacks in any single room, so it seemed a good idea to run them through the three available rooms along the side of the library opposite the office and reading room. Our first idea was to fill two of these rooms completely with stacks and place reading tables elsewhere; this would imitate the division of stack and reading areas we had in the old library. However, because of a floor-load problem, we were not allowed to do this. In order to spread the weight better, we had to expand our stacks into a third room, leaving spaces which we chose to fill with tables. This mingling of stacks and reading tables has turned out to be one of the best-liked features!

Standard library practice and our own experience had shown that the information desk, reference collection and card catalogs should be close together and near the library entrance. We also wanted them to be near the office and the book collection, so they were arranged as shown (numbers 1, 14, 16, 18 and 20 on the floor plan). This has worked out very well; we are especially glad that the three carrels were placed nearby where they are handy for people using the reference books. (Holding a heavy handbook for even a brief period can be very tiring.)

The rest of the items enumerated in the above list were next fitted into the remaining available spaces. The small room between the second and third stack rooms seemed ideal for photocopying equipment and supplies. The photocopier is used by both readers and staff, so we wanted it to be equally convenient for both and also in an enclosure so as not to distract readers. The microfilm reader was placed in a small room between the third stack room and the staff office.

Patent files were strung along one wall of the entrance lobby with a table and the patent card indexes nearby. This made the patents and indexes readily available to library readers and convenient for the patent attorneys who have offices near the library. The area to the left of the entrance is a dead-end hallway and was partitioned to make a place for our large



One corner of new current periodicals reading room with combination display-storage shelving which extends around room. Low shelving at right is room divider.

steel storage cabinets containing unbound periodicals. To the left of the entrance, and actually in the hallway too, we placed our display cases; they include storage bins underneath for current periodical duplicates. Last of all we assigned offices for the librarian, assistant librarian, literature chemist and library secretary by subdividing the large room adjacent to the searching room. An anteroom of the former Board Room was converted into an office for the technical editor.

Moving The Library

All that remained was to make up a detailed floor plan indicating the locations of all these items and adding all furniture and equipment not yet considered, such as additional carrels (which we placed near the book collections), dictionary stand, occasional tables and chairs and so forth. Many hours were spent moving cut-outs on a large blueprint. When at last we had assigned everything to a place, a tracing was made and copies of the complete, detailed floor plan were printed. We then assigned serial numbers to every piece of equipment to be moved and indicated the exact location of each in the new library by writing the same numbers on the floor plans. Copies of these numbered plans were provided for the movers, carpenters, our own engineers and the library staff.

Several additional details had to be taken care of. Because the stacks were to

be reassembled in smaller ranges, we needed more end-pieces and these were ordered for delivery prior to the move. Arrangements were made to have most telephone and electrical changes made before we moved, so there would be no necessity to move heavy stacks or card catalogs after they were in place. Shelves and storage cabinets were weeded as much as possible.

Since we were moving all the shelving, we had to empty it, move it, reassemble it in a different arrangement and reshelv the books and periodicals. After much deliberation we decided to empty all the shelves, so the carpenters could be free to tear them down and put them together again as easily and quickly as possible. This seemed like a good opportunity to rearrange the bound periodicals from a subject order to an alphabetical one, something we had had in mind for quite awhile. So, a few days before moving, we removed all the bound periodicals from the stacks, taking them off in alphabetical order, and placed them in wooden packing boxes numbered serially. The boxes were stacked with the open faces at the side so that the spines of the volumes were in view and still available for use even though they were packed for moving. After the shelving was moved and reassembled, the boxes were moved in numerical order and their contents reshelved in the new alphabetical arrangement. Our books were packed in the same way so that the only time books or bound periodicals were inaccessible was for about the 15 minutes it took to move a box to the new library.

The actual move was very quick and easy, because we had lots of help and everyone knew just what to do. This was when the hours of planning really paid off! The carpenters who moved all furniture and equipment, which had to be torn down and put together again, were able to work independently of the movers who moved everything else. With the exception of some of the books and periodicals, everything was moved in two days. All members of the library staff were well informed of all details. They were not as-

signed to doing any actual moving but were available to advise and direct the movers and carpenters when necessary. Thanks to the careful, hard work of Juanita McCarthy, assistant librarian, and other staff members none of the crises we had feared arose.

Within a few days we were completely settled in our present library. We were fortunate that all the beautiful drapes and thick pile wall-to-wall carpets were left for us to use. The individual character of each of the rooms has been retained: one room is completely panelled in Austrian pine; another has a specially designed cove ceiling and partial wall panelling; others have wainscoting and differently painted walls above; the central hall is entirely panelled with mahogany. The drapes had been chosen individually for each room. The existing fluorescent lighting was very good, but we did check the entire suite carefully for illumination and added fixtures in two rooms where the lighting was not quite up to library standards.

One nice feature of our new library, which is not apparent to the eye, is the air conditioning system. It was installed

originally to operate independently of the central system for the rest of the building. This enables us to set temperature and humidity as we like, so we are able to keep them set near the optimum conditions for books.

Something that surprised us was the way in which our blond, birch furniture and equipment harmonized with the darker panelling and other woodwork. It brightened the rooms without being too outstanding.

Reaction To The Move

Since our readers were so pleased with the former library, we wondered just what they would have to say about the new one. Almost without exception they voiced enthusiastic approval. Most of all, I think, they like the quiet atmosphere, privacy and cosiness provided by a suite of small rooms. If readers want to discuss something, they can do so without disturbing everyone in the library. There is practically no distraction from traffic. And to our surprise and delight readers seem to have very little trouble finding what they want,

VITAL STATISTICS FOR MONSANTO CHEMICAL COMPANY ORGANIC RESEARCH LIBRARY

Total square foot area	5130
Staff	7
Professional	4
Nonprofessional	3
Employees served at location	300
Services extended to other areas	2625
Average number of users per day	100
Volumes and bound and unbound periodicals as of July 1, 1959	17,000
Current periodical subscriptions	300
Vertical file drawers	156
Date of completion	Nov. 1, 1957
Planned by librarian	

Special facilities or equipment: photocopier, microfilm reader, Microcard reader, polaroid camera, use tabulating department equipment for machine-prepared catalogs and indexes.

Other unique features: Complete set of U. S. 260 class patents and others, large collection of PB reports, maintain branch library at our Agricultural Research Laboratories, issue company-wide table-of-contents service, provide reference and literature searching service, translating service, handle personal book orders.

certainly no more so than previously. We were careful to provide floor plans and visible indexes immediately. These locate current periodical titles, bound volumes, indexes and other items.

About the only unfavorable reaction is a complaint from the library staff that they can't find readers when they are being sought for phone calls and messages. It isn't possible to glance over the whole library at one sweep to find someone; you must look in every room. On the other hand, we are greatly pleased by almost everything else.

Libraries have a habit of outgrowing their quarters at a surprising rate. Similarly, research laboratories must frequently be enlarged or moved to new facilities. So those of us who are part of research organizations *often* have to plan moves or expansions. It is therefore helpful to keep informed of the library planning experiences of others—you might be planning a new library tomorrow!

Recruitment Pamphlet

Single copies of "Developing a New World in Librarianship," a new 7-page recruiting booklet devised by Rose Z. Sellers, are available on request to librarians doing recruiting. Write Rose Z. Sellers, Associate Librarian, Brooklyn College Library, Brooklyn 10, New York.

NEW LIBRARY FELLOWSHIPS AND AWARDS

Grolier Fellowship Increased

The Grolier Foundation has increased to \$2500 the amount of its annual Grolier Society Fellowship, awarded by Columbia School of Library Service to an outstanding candidate for the MLS or DLS degree. The first fellowship in the increased amount has been awarded for the 1959-1960 academic year to Peter H. Bridge of Cincinnati, Ohio, a graduate of Harvard College and employed by the University of Cincinnati Libraries as assistant to the acquisitions librarian.

Beta Phi Mu Library Student Award

In order to encourage and recognize outstanding academic achievement of library school students as evidenced through their professional writing, Beta Phi Mu, the international library science honor society, in cooperation with the publishing firm of United Educators, Inc., has instituted a program of annual awards, the first award to be made in the fall of 1960. All accredited library schools have been invited to submit the best paper prepared by a regularly enrolled student to be judged by a committee of prominent librarians. Three prizes of \$200, \$100 and \$50 will be awarded each year, and suitable publication arrangements will be made by Beta Phi Mu for the winning papers.

SCHEDULE OF CHAPTER VISITS BY PRESIDENT BURTON W. ADKINSON 1959-1960

1959

Baltimore—October 27

New York—October 28

Oak Ridge—November 4 and 5

Georgia and Alabama—November 6 and 7

Montreal—December 10

1960

St. Louis—January 14

Heart of America—January 15

Rio Grande—February 15-17

Texas—February 19 and 20

Minnesota—March 17

Michigan—March 18

Louisiana—March 26

Oklahoma—April 2

Indiana—April 22 and 23

New Jersey—April 25

Developments in Photoreproduction

LORETTA J. KIERSKY, Librarian

Air Reduction Company, Inc., Murray Hill, New Jersey

Chairman, SLA Committee on Photographic Reproduction

A COMPREHENSIVE display of office machines, supplies, systems and services was assembled at the 1959 National Business Show, held October 19-23 at the New York Coliseum.

A startling new office copier was introduced by Haloid Xerox*, Rochester, New York. Xerox* 914 automatically prints any wanted number of copies, on ordinary paper, from any original. Up to six dry copies can be obtained in one minute for about one cent per copy. No liquids are involved in the xerographic process. Printing is accomplished by electricity and light. The original document to be copied is placed with the wanted information face down on a scanning glass. A dial is set for the desired number of copies. If more than 15 are needed, the dial is set for continuous copy. The "Print" button is pushed and dry copies emerge. Maximum size of the copy is 9 x 14 inches. Weights of copy paper may be standard paper stock 20 lb. minimum, vellum, card stock or offset masters. Monthly rental cost is \$95.

"Courier," the latest model in the Thermo-Fax* line of copying machines, was introduced at the show. This portable desk top machine operates on the dry electric principle. It copies from single sheet originals in the same range of colors and printing inks as do other machines in this line. The weight is about 25 pounds; price is \$199.

Type 31 copy paper is another new Thermo-Fax* product. It is a perforated paper with an adhesive backing for use as address labels. Sheets 8½ x 11 inches may be purchased in lots of 500 sheets at a cost of \$6.81 per 100 sheets.

One- or two-sided card stock, which has been hole-punched and perforated, is available from Copease Corporation, New York. Copies are made directly on the copying machine in the usual way. Abstracts, biblio-

graphical references or other file information may also be typed directly onto the card stock. This then becomes a master from which copies are made. Six catalog cards may be made in less than one minute. Cost is \$14.24 for 100 sheets (600 cards).

A two-sided positive paper is also available from this company. It is used to make a copy of the front and back of a page so that the copy will be a two-sided print like the original. This offers both bulk and cost savings. Cost is approximately 17 cents per two-sided page, compared with the approximate cost of 18 cents per one-sided page.

The NB Automatic Microfiller is designed to insert microfilm into jackets. This is an office-type portable machine which feeds, inserts and cuts 16mm and 35mm film. It is 24 inches long x 10 inches high x 10 inches wide. The weight is 20 pounds. Price is \$750. The manufacturer, NB Microjacket Corporation, Long Island City, New York, also offers a notched microfilm file jacket in standard sizes.

Two other items of interest recently made an appearance. One is an insert card, designed for "easy indexing" and filing of microfilm frames or strips. It has been displayed by Atlas Microfilming Service, Philadelphia. The lower half of the card consists of a sleeve of transparent acetate. 16mm, 35mm or 70mm microfilm can be inserted into the sleeve. The upper half of the jacket card is card stock. Indexing information appears on this part of the card. Single frames or strips of microfilm can be conveniently stored in this way. Jacket cards can be interfiled with any other cards. The second item is the new carbon typewriter ribbon introduced by the Photostat Corporation. The ribbon has a Dupont mylar film base. It produces sharp, uniform and smear resistant characters. These are essential when good originals are needed for photocopying or other duplicating methods.

* Trade Mark

Have You Heard . . .

SAC Library Workshop

The Strategic Air Command sponsored a SAC-wide library workshop on the campus of Florida State University, October 20-24. The workshop, conducted in cooperation with the Florida State Library School, was the first armed forces library workshop to be conducted at a civilian educational institution. Participants consisted of 39 base librarians from Strategic Air Command installations in the United States and personnel from six of its eight overseas installations. Stressing current trends in library service, promotion and materials, the workshop was planned in the interest of expanding services both to military personnel and their dependents.

Members In The News

NELLIE MAE COATS retired in July as Chief of the Cataloging Division of the Indiana State Library, a position she has held since 1930. Miss Coats, an authority in the field of library cataloging, has also been librarian of the Indiana Academy of Science since 1934.

CATHARINE HEINZ, formerly librarian of the Mutual Life Insurance Co. of New York, has been selected librarian of the newly organized Television Information Office in New York.

FREIDA KRAINES won the top award in the records administration category of the Management Center Competition of the Office Executives Association with her paper, "Analyzing An Equipment Problem." The article appeared in a shortened version in the special business supplement of the October 19 *New York Times*.

JAMES D. RAMER has been appointed Engineering-Physical Sciences Librarian of the Columbia University Libraries. Mr. Ramer was formerly librarian of the Engineering-Physical Science Library of the University of Maryland.

MRS. IRENE M. STRIEBY retired in September from Eli Lilly and Company in Indianapolis. She was successively head of Lilly's library, library consultant and archivist. A Past-Presi-

dent of the Association and member of the Hall of Fame, Mrs. Strieby plans to serve as a free-lance consultant on archives, libraries and genealogy.

Anniversary Lists

A list of over 200 names with addresses of firms celebrating their 25th and 40th anniversaries is available for \$5 from the compiler, Etna M. Kelley, 647 Hudson St., New York 14. A complete *Business Founding Date Directory* compiled by Miss Kelley with alphabetical and chronological listings of over 10,000 firms is available for \$10 from Morgan & Morgan, Inc., 101 Park Avenue, New York 17.

Letters To The Editors

Pages 406-408 of the October 1959 issue of *Special Libraries* contain the most stimulating and provocative columns of the year! Too few, by far, is the small number of respected SLA members like Ruth Savord who speak up with such sincerity and conviction.

Before expressing my thoughts on some of the matters of which she has written, I should like to correct the impression given in Miss Savord's letter that the Executive Board has decided not to publish separate convention proceedings. In Atlantic City the Board discussed the matter at length, then requested the Publications Committee to continue the study of such a publication and to report to the Board again either in September or February. It is anticipated that the Committee will have a report ready in February.

Any change possible to improve the mechanism for selecting Board members should be of interest to us all. A wider representation of Divisions on the Board should be possible, and Miss Savord's reminder that 11 of the 12 present members are associated with some type of technical library is evidence enough that nominating procedures should be re-examined.

In spite of the many difficulties under the present system of providing the best possible slate of officers for the Association, I cannot support a recommendation for a single slate as presented by the Nominating Committee. Of the three advantages of this method cited by Miss Savord, we can be assured only that a great deal of money can be saved. It cannot be stated categorically that a single slate "automatically eases the work of the Nominating Committee [and] assures that the final slate represented high caliber leaders from different Chapters and Divisions"—at least, the

SPECIAL LIBRARIES

assurance wouldn't be any greater than by the present system. The right of the membership to choose the officers of the Association must be continued.

Miss Savord's remarks concerning membership participation in discussions preceding policy decisions by the Executive Board is a reminder not only of the right but also the opportunity for a member to express himself. The problem here would seem to be the provision of the most suitable platform from which individuals could be heard. Open discussion of new business at the Annual Meeting has the advantage of placing the speaker not only before a large segment of the membership but also puts him in direct communication with the Executive Board. This is indeed a unique occasion.

The chance to speak is provided, but do a sufficient number of people speak? I suspect that many, many members do not or cannot express themselves at this time. Many refrain from speaking because they feel themselves unprepared to talk on a subject suddenly brought to their attention; others prefer to reach conclusions after "thinking it over," and there are others, who no matter how hard they try, just cannot get up and speak before a large group.

Could we not expect a greater assurance of participation in policy discussions by the actions of an alert and active Advisory Council? The duties of the Council as stated in the By-Laws of the Constitution permit this body to accomplish the very point that has been raised. The question as to whether the Council has carried out its duties effectively is one that the membership might consider.

JOHN P. BINNINGTON, Head
Research Library
Brookhaven National Laboratory
Upton, New York

Some months ago, as a result of Boston Chapter's recruitment program in the fall of 1958, I became interested in the activities of the Eastern College Personnel Officers Conference, scheduled for Swampscott, Massachusetts, October 11-14, 1959. It seemed to me that right here was a fertile field to sow the seed of careers in special librarianship. Some inquiries were made, and after several months had elapsed and proper contacts made, I was invited to attend the Conference.

Armed with a multitude of propaganda leaflets, obtained from headquarters, I spent three days among the Eastern College Personnel Officers and found the experience rewarding and well worth the effort.

Attending this Conference were 258 college placement people, over one hundred recruitment representatives of industrial and business concerns and 87 guests like myself. Naturally I could not meet all of the college representatives but I met a goodly number and found them most receptive and responsive to my ideas. The repre-

sentatives from the women's colleges were particularly enthusiastic but in many cases the officers from men's colleges were only slightly behind their female counterparts. Each day I left a handful of pamphlets on the registration desk; these disappeared rapidly.

The Conference consists of meetings, panel discussions and workshops, aimed at finding a common denominator or means of understanding among students, personnel officers and campus recruiters. At a meeting entitled "What the Students Want to Know" a panel discussion included three graduates of last June plus two students of the Class of 1960. One of these students complained that recruiting literature is all too frequently as flowery as a chamber of commerce brochure. After the meeting I was able to show the members the very informative yet rational "Putting Knowledge to Work" as Exhibit A for the defense. A project being launched is to obtain a collection of these recruiting pamphlets and make a study of them. Again, our SLA pamphlet became Exhibit A. Mr. Robert P. Stieglitz, Vice-President and Personnel Director of New York Life Insurance Company, dispensers of a well-known and very helpful career series, was quite impressed with our literature.

In talking to many representatives of industry, I found that several of them had problems regarding their company libraries and I was able to direct them to the proper source of information. I also discovered a few who did not know whether or not their company had a library. Apparently a few of our special librarians are doing a poor job of public relations within their own plants. One representative of industry remarked, "You must find it kind of tough competing with industry." I was able to show him that I was not "competing with industry" but that a special library is an integral part of industry.

Briefly, then, the meeting was a most rewarding experience, and I found members of the Eastern College Personnel Officers Conference most receptive. I trust other Chapters can make contacts with the corresponding groups in their areas and meet with the same success. It is a relationship which I believe should be nurtured and not allowed to wither and die, for I observed a genuine interest on the part of those I met.

LEONARD J. MACMILLAN
Boston Public Library, Boston, Massachusetts

ADDITIONS TO SLA OFFICIAL DIRECTORY 1958-1960 Resolutions Reference Committee Chairman

Agnes O. Hanson, Business Information Bureau,
Cleveland Public Library, Cleveland,
Ohio

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P.O. Box 269, Littleton, Colorado

Off the Press . . .

Book Review

TWENTY-FIVE SHORT CASES IN LIBRARY PERSONNEL ADMINISTRATION. *Kenneth R. Shaffer*. Hamden, Connecticut: Shoe String Press, 1959. 135 p. \$3.50.

As the profession of librarianship grows older, its body of distinctive literature grows larger, which is as it should be. Until this excellent little book appeared, not too much about personnel administration in the library, *per se*, existed. The Scarecrow Press published Kathleen B. Stebbins' *Personnel Administration in Libraries* (1958). Chapters in such landmark books as Louis R. Wilson and Maurice F. Tauber's *The University Library* (2nd ed., 1956), Guy R. Lyle's *The Administration of the College Library* (2nd rev. ed., 1949), and E. W. McDiarmid and John McDiarmid's *Administration of the American Public Library* (1943) deal with the subject.

Certainly, very few case studies, as such, have been published in the library field. This volume, furthermore, promises to be the first of a series, others to comprise collections of cases in other areas of library administration—library trustee relationships, buildings, library finance, public relations.

The cases chosen for this first volume are succinctly described, gracefully including the significant details necessary to an understanding of the situation. With few exceptions, they are typical. Many a library has a Miss Tipton, the "ball-of-fire" in her youth, now just serving out her last four years. The furor raised by an administrative memorandum forbidding the use of the library telephones for personal calls is so familiar as to be amusing. Almost every large library has a staff personality problem whose record of shifts from department to department labels, but does not solve, the difficulty.

On the other hand, there cannot be too many epileptic librarians whose personnel records do not give any indication of such a serious medical history. The case of fraud and forgery by the payroll secretary is also one which, hopefully, cannot arise too often. The problem of staffing a library full-time with a 22-hour week for professional personnel is one that makes this reader yearn to know where this fantastic situation exists. Perhaps some cases describing the chronic clock-watcher, the howling hypochondriac, the malicious gossip and the insubordinate incompetent would be more typical, if less striking.

As it is, most of the cases have to do with difficulties concerning advancement, money, illness, staff relationships and personality conflicts. These are situations that occur in any organization. They certainly do in the library. One could only wish that dogmatic solutions to the problems posed could be as easily provided.

While this book is designed as a text for library administration classes, which would obviously subscribe to the Harvard Graduate School of Business Administration case method, any librarian with an interest in his profession will find it well worth reading. It goes without saying that teachers and students in the field will find it an edifying and instructive tool. Kenneth R. Shaffer, Director of the Simmons College Library School, is to be congratulated for his significant contribution to the teaching materials of library science. Thanks are also due to the United States Steel Foundation and ACRL for the grant which made this publication possible.

CHARLOTTE GEORGI
Business Administration Librarian
University of California at Los Angeles

New Serials

ABSTRACTS JOURNAL OF METALLURGY, Part B, has just been published by Pergamon Press. A translation of the Russian *Referativnyi Zhurnal*, which abstracts world-wide scientific and technical information, Part B contains abstracts on a comprehensive range of technological subjects and complements Part A, which contains mainly abstracts of a highly scientific nature. Only abstracts originating in the U.S.S.R., the satellite countries and China will be translated. The annual subscription rate is \$50 for industrial subscribers and libraries and \$25 for individual members of the American Society for Metals, the American Institute of Mining, Metallurgical and Petroleum Engineers and the Acta Metallurgica Co-operating Societies.

BUSINESS METHODS LITERATURE, a monthly international index of business literature, covers American, British and Canadian books, pamphlets and periodicals from all main sources of business information. Entries are classified by functions for quick reference. In addition to methods research, the index gives sources of directories, surveys, statistics and handbooks. Departmental sections may be subscribed to separately. The complete service of 11 sections is available at \$12 a year from the Keith Business Library, Box 453, Ottawa, Ontario.

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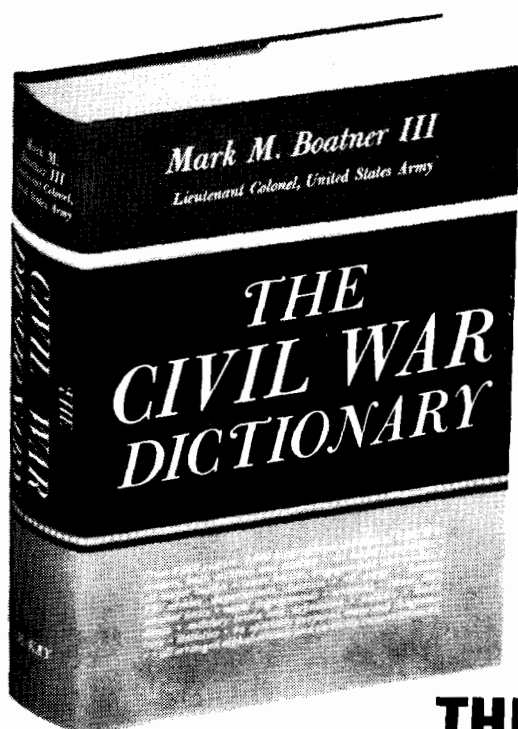
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