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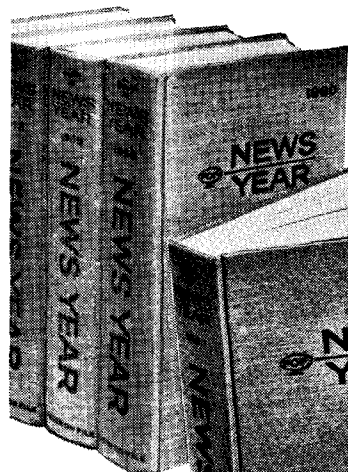
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Senatorial & Gubernatorial R
House Membership
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isenhower Program

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The Budget
The Economy
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Legislative Action
'Nonpolitical' Tour
National Goals

he President-Elect

Transition Planned
Cabinet Members Chosen
Cabinet Nominees
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Events of the Session
Medical Care for the
Legislative Action
Hearings & Report

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The Sit-In Movement
Rights Legislation
Voting Bias Fought
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Social-Economic D

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Strife Begins
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USSR Thro
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Lumumba
New UN
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British P
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Ghana
Kenya
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French Africa

Independence Accords
Cameroon, Guinea

Me
De
France

Al
Th
Me

Algerian Rioting Renes
UN Backs Independence

Summit Conference

Paris Meeting Collapses

HERE IS ONLY PART OF
THE TABLE OF CONTENTS OF
NEWS YEAR 1960
FOREWORD BY H. V. KALTENBORN

East-West Relations

Pre-Summit Visits

Gronchi in Russia
Khrushchev Visits Fra
De Gaulle Visits Brita
De Gaulle in America

U-2 Incident

Berlin & Germany

Pre-Summit Developments
Post-Summit Tensions

Disarmament

Pre-Geneva Developments
Geneva Arms Talks Open
Western Working Paper
The Soviet Proposal
Revised Soviet Proposal
USSR Out

Nuclear Tests & Weapons

Geneva A-Test Ban Talks
A-Weapons Spread
Radiation & Fallout
IAEA Meets

UN General Assembly

'Summit' Session
Major Leaders
Hammarström
Neutralists De
'Summit' Session
National Lead
Assembly Act

Communism

Khrushchev
Red Chinese
Indian Neg
Clash Follow
Burmese B
Tibet Com
SEATO Un

Laos

Reform Reg
Leftist Arm
Rightists Be
Neutralist I

Latin America

Eisenhower
U.S.-Cuban
USSR Vs. A
Dominican
Eisenhower
n José C
laration
oté E
t of B
an-Sa
Cuba
S. Act
Anti-Cas
Castro

South Korea

Rhee Regime To
Turkey

Repression Prote
Menderes Regim
Gursel Forms Ca
Menderes on Tria

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Khrushchev Vs. I
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Winter Olympics
Summer Olympics
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Boxing
Basketball

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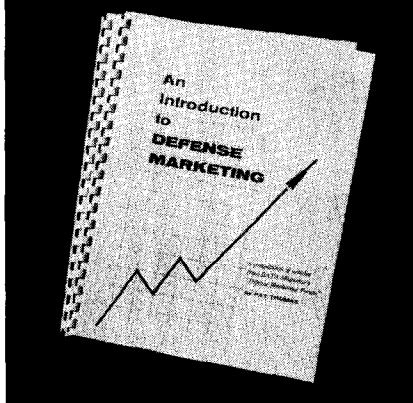
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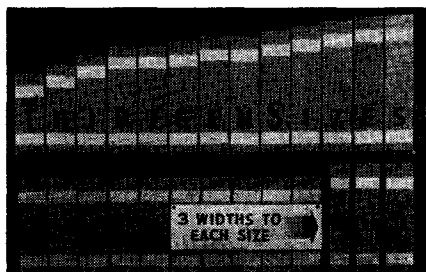
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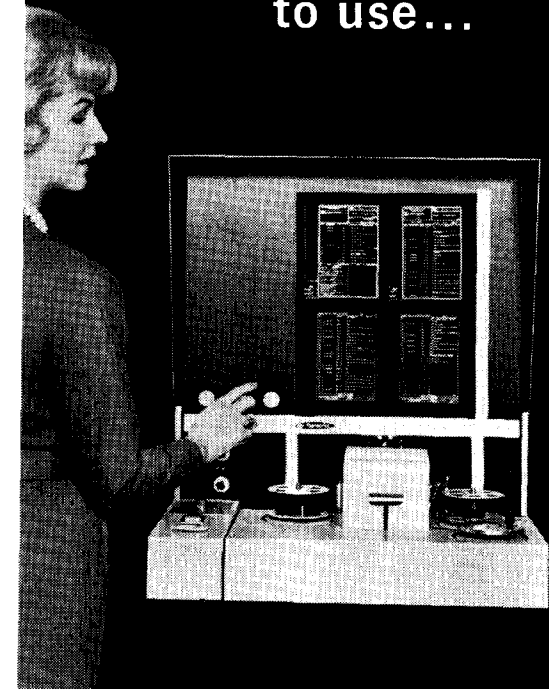
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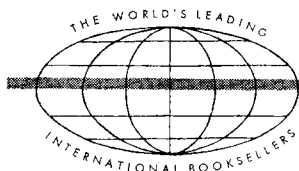
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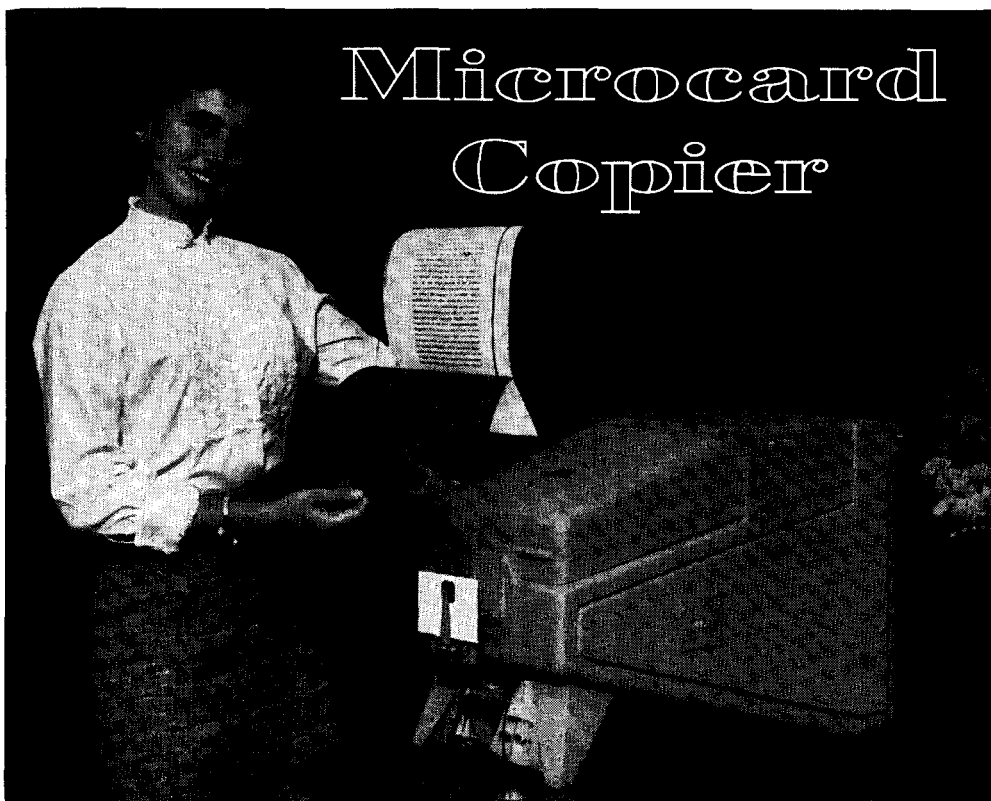
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CONTENTS

APRIL 1962

Working with Special Libraries in Viet-Nam	ERHARD SANDERS	187
Special Libraries and Technical Information East and West	EVA WINTER	194
Acquiring Soviet Literature	BEVERLY J. ARCHER	199
A Selected Bibliography and Glossary of Missile and Rocket Literature	RONALD J. BOOSER	201
Development of Performance Standards for Library Binding	PAUL HOWARD	207
Library Technology Project Report	GLADYS T. PIEZ	208
Periodical Circulation in a Typical Paper Company Library	GEORGE A. MASON	210
This Works For Us:		211
Requesters' Reference Cards	MARIAN S. VEATH	
Foreign Language File	FLORINE A. OLTMAN	
Library Name Badges	EUGENE B. JACKSON	
Book Labels	JOHN P. BINNINGTON	

SPECIAL LIBRARIES ASSOCIATION

Hall of Fame		212
53rd Annual Convention Program		214
SLA Membership Directory Survey	MRS. MARY S. McDERMOTT	221
SLA Sustaining Members		222

NEWS

Have You Heard	193, 198, 206, 213, 223
Off The Press	226

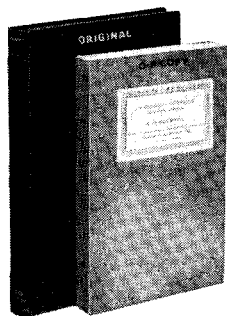
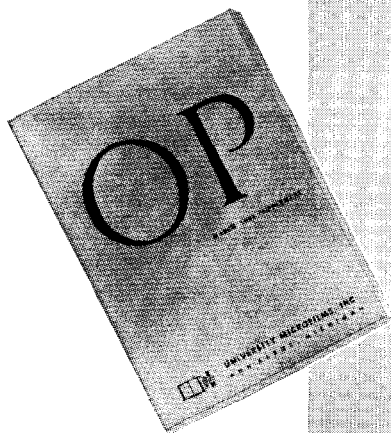
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SPECIAL LIBRARIES

Working with Special Libraries in Viet-Nam

ERHARD SANDERS, Library Advisor

United States Operations Mission to Viet-Nam

THIS ARTICLE IS A condensation of a series of reports covering my assignments with several special libraries in Viet-Nam. My time there being limited, it was neither my task, nor did I attempt to undertake a general survey of the many special libraries in that fascinating country.

In November 1958 I was engaged by the International Statistical Programs Office of the United States Bureau of the Census for one specific task—to reorganize and develop the library of the National Institute of Statistics in Saigon, Viet-Nam. After a few weeks of training at the Census Bureau and a brief orientation period at the International Cooperation Administration, I arrived in Saigon on December 10. My initial assignment was for six months.

Shortly after my arrival in Saigon, I had met the other two United States librarians in Viet-Nam at the time: Nance O'Neil, in charge of the sizable United States Information Service library, who was warm-hearted and adored by her staff and the large reading public, and the pretty globe-trotter, Juliane Heyman, who was assigned as library consultant to the National Institute of Administration under the auspices of Michigan State University. They had been actively spreading the bibliographic gospel by giving numerous library courses and by editing and publishing the English-Vietnamese textbook on Dewey Decimal Classification by Richard Gardner, a former Michigan State University consultant. Through them I met a good many Saigonese librarians, and I was always impressed by their eagerness to learn and their respect for American developments.

The National Institute of Statistics

I still remember vividly the first impression of the library I was to revamp. It was a smallish corner room without windows and

with one, usually open, door leading onto a backyard where motor bicycles were parked. Along the walls stood book cases with dusty glass doors in the upper sections, while the lower sections, tightly closed, half served as a sort of catch-all for periodicals, pamphlets, records and the like. A long—and little used—reading table, a small desk for the librarian, a steel file and a handful of catalog trays completed the interior.

I met several section heads of the Institute and finally Mr. Cao, a secretary who was put in charge of the library. I began to look over the book titles and fingered some of the strange, oblong, handwritten catalog cards, which were held by a string in the ancient drawers. Carefully, gently, so as not to hurt anyone's feelings, I began to ask some questions. I wanted to know, for instance, why volume I of a set was so far removed from volume II, or what was the meaning of the many numbers I saw written inside the books. There was some rapid and—it seemed to me—excited discussion in Vietnamese among the gentlemen. Then Mr. Cao produced some of those voluminous ledgers (*inventaires*) the French seem so fond of and which I was to encounter many more times during my mission in Viet-Nam.

It must have been a combination of things—the oppressive heat, the poor lighting, the dust, the staccato French, the whirling fans overhead—I saw white spots before my eyes. Planting my palms firmly on the table in front of me, I shook my head a few times—and the room came into focus again. Yes, I must admit this first encounter was a bit overwhelming. So much was to be done and so little time to do it! A plan of attack was drafted and submitted to the director of the Institute, charming, helpful Mr. Doi, on whose quick understanding and complete cooperation I was always able to count.

My demand for more space was immediately approved. A swarm of bare-legged coolies appeared and moved the whole library within hours to an adjoining, larger room, which, however, had to be shared with some other services, since office space was at a premium. Some steel shelves, looking a little like giant Erector sets, were acquired locally and used mainly for the periodical collection, which was pulled out of its hiding place over the misgivings of Mr. Cao. Since this gentleman had several other duties besides the library, such as paymaster and a sort of publications officer, I insisted that I had to work with someone who could devote his entire time to the library. This, too, was granted within days, and I started work afresh with Miss Duc, who proved to be an intelligent, conscientious apprentice.

On the basis of discussions with staff members of the Institute and of the replies to questionnaires distributed to 44 government agencies, universities and interested individuals, it was determined that the main areas of interest were censuses, statistical methodology, agricultural and vital statistics.

An ancient French classification scheme of six major classes with numerous subdivisions was available. The subdivisions had, however, never been followed, for lack of conviction or subject knowledge. Instead the books were labeled and shelved only by major breakdown, followed by an accession number. An adaptation of the classification scheme devised by the Inter-American Statistical Institute was therefore prepared in French and widely distributed to potential library users to acquaint them with the subject breakdowns.

The style of the new catalog cards followed essentially that of the Library of Congress, with certain modifications as concessions to previous French usage. By the middle of May, the entire, already-existing book collection (about 1,300 volumes) had been reclassified and recataloged (after some careful weeding), and the processing of newly received publications was kept current.

Toward the end of March the first issue of a library bulletin, *Nouvelles Bibliographiques* was prepared and distributed to numerous government agencies, libraries and

individuals. It explained briefly the organization of the library, its catalogs and the shelf arrangement and gave a list of the books received during the month—with some annotations—and a list of the periodicals. It seemed advisable to present all notes as well as the subject headings in two languages: in Vietnamese as the language of the country and in French to make them of use to foreign personnel.

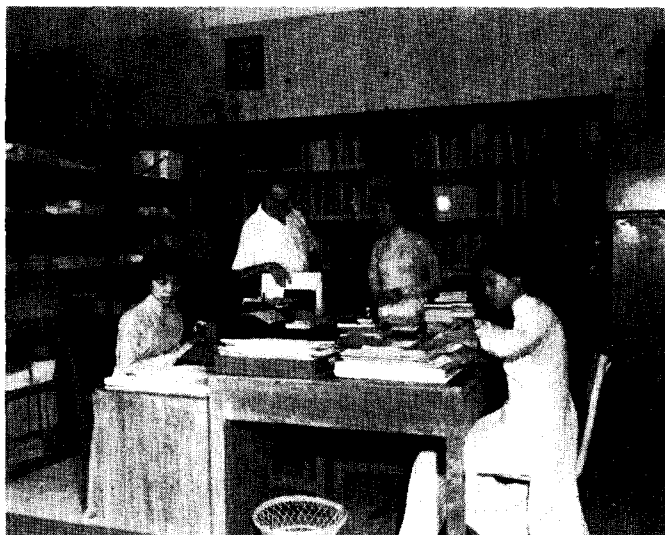
By that time the library staff of four had settled down to a fairly smooth routine, and contacts for exchange of publications had been established with numerous international statistical organizations and with 11 neighboring countries. A rather ambitious project was then tackled. With the approval of the director of the National Institute of Statistics, questionnaires were prepared and mailed to statistical services of Viet-Nam and the other countries of Southeast Asia with the object of obtaining biographical data for a directory of statistical personnel in the area.

When the end of my appointed six months drew near, I found—somewhat to my surprise—that there was indeed a functioning library, an organized collection and a growing circle of users. The success was due to an unusually well-coordinated library staff, the understanding and cooperation of Director Doi, the rather autonomous position of the Institute within the Ministry of Economic Affairs and the excellent relations established by the United States Statistical Advisor, Newton Booth Knox, between the International Cooperation Administration (now Agency for International Development) and the Vietnamese Government.

Work had by then begun on a new building for the Institute. I had obtained the plans, drafted a layout for the new library quarters and placed orders for shelving and furniture. I reflected sadly that I would probably never see the fruits of my labors, but, as it turned out, I was still in Viet-Nam when the work was completed.

The Library of the National Bank of Viet-Nam

Before I set out on my next assignment, I was asked by Mr. Buu Hoan, the progressive research director of the National Bank, to lend a hand with the improvement of his



The author and
his assistant, Miss
Duc, at the
library of the National
Institute of
Statistics's new
headquarters in Saigon

reference services. The request was led through the official channels, and it was agreed that I work there for about a month.

Since my time was limited, we decided to concentrate on the following objectives: 1) to assess the present periodicals collection and its degree of adequacy; 2) to develop broad policies for its more effective organization, arrangement and control; and 3) to reorganize the charging system for the loan of books and other library materials.

The library occupied a fairly large room on the second floor of the bank building. It had a staff of eight, none of whom had any formal library training. The book collection of about 1,500 volumes was filed (by size) in glass cases along the walls. The periodicals were arranged on wooden, non-adjustable shelves, about two feet deep. In order to utilize this depth, two rows were filed behind each other, the front rows frequently obstructing the rear ranks. Neither books nor periodicals had any functioning catalogs or indexes, although there were some mimeographed lists and some unsorted cards in one of the book cases.

The arrangement of periodicals was allegedly by subject, with letters assigned to the classes, such as A for agriculture, B for banking and C for commerce. This was, however, only roughly followed. Thus, for instance, any journal published by a bank was usually "classified" under banking regardless

of whether it actually dealt with banking, commerce or economics in general, or statistics.

There was no reliable listing of titles (the latest mimeographed compilation enumerated titles no longer received or omitted others added during the last six months), nor were there any cards recording the receipt of individual issues or holdings of previous years. No decisions had been made on which journals to keep, which to discard or which to bind. An additional complication was that most of the journals were first received by other sections of the bank, which might route them on to each other before the issues finally reached the library. (Some never did.)

We decided, after some lengthy discussions, to abandon the "subject" arrangement and substitute a grouping by country and under each country, alphabetically by title, utilize a straight alphabetical title index. A set of instructions was drafted to allow the library staff to familiarize itself with the various steps to be followed and to make certain preliminary arrangements.

Each periodical was listed on a form providing space for title, publisher, address, country, present shelf location and some other information. From these forms lists of periodicals under each country were prepared. The journals were then reshelfed on the basis of these "country" lists.

In the meantime, permanent record cards

had been printed, and the holdings were registered on each. Decisions to keep, bind or discard had been made and were noted on the cards.

Other changes instituted included a revision of the charging system (for which a charge ledger had been used previously), routing procedures and the format and style of the catalog cards. A questionnaire, distributed to about 30 research workers, asking about their fields of interest and bibliographic demands and soliciting their suggestions, brought a very gratifying and informative response.

A brief word about the book arrangement. I have mentioned that the books were shelved by size—tall, medium and small. Under each size the same, somewhat haphazard, classification was used as for the periodicals, followed by an accession number. Mr. Hoang, the intelligent, ambitious librarian, who had attended some of the courses given by Miss Heyman, had prepared a new, rather detailed classification based on that of the National Bank of France and some features of Dewey. On my last visit, the reclassification was well under way.

The National College of Agriculture

The National College of Agriculture, Forestry and Veterinary Sciences in Bao-Loc had been established in 1956 with the generous aid of the United States Operations Mission to Viet-Nam. A modern campus had been set up after the design of the French-trained architect, To-Cong-Van, and a striking auditorium and semi-detached library were nearing completion in 1959. It was arranged that I reorganize the library and give a course in library management to a group of recent agricultural graduates.

I was the only ICA employee and—for quite a while—the only American in the mountainous area. On a brief visit to the campus, I had already met the director of the school, Dr. Tan, a very fine veterinarian who had studied and worked for many years in France. He graciously provided me with a neatly furnished faculty house and assured me of his complete cooperation. I had learned that the school generator operated only about four hours a day, from nightfall,

which comes rather early in that zone, till 11 p.m. It was therefore quite a safari that set out on August 3, 1959, consisting of a truck with my belongings, a gas stove, two containers of butane gas, kerosene lamps, mosquito nets and various provisions—including a snake-bite kit and malaria pills—and a USOM car which conveyed me and my Tonkinese cook.

Upon arrival, I set out to take a good look at the library I had only briefly inspected during my first visit. It had begun to rain—up there it rains about nine months of the year—and I was glad of my big umbrella. Mr. Nhung, the secretary in charge of the library, had taken the afternoon off, and a messenger was dispatched to fetch him. We bowed with folded hands in the Buddhist manner, and I began my inspection.

The library was a classroom with large windows in one of the school buildings. There was a collection of about 3,000 volumes, a good many of them multiple copies of textbooks. Close to 90 per cent were in English, and their selection must have been dictated by wishful thinking. (It had been expected that the general English proficiency among the students would permit extensive use of these textbooks for reading assignments. I soon discovered, on examining the charge cards, that this expectation was not justified.) The rest of the books were in French and—to a very small extent—in Vietnamese. There were approximately 50 periodicals, again mostly in English. No attempt had been made to record them or even arrange them systematically.

Mr. Nhung and an agricultural research worker had been given a few weeks' training in cataloging at the USIS Library in Saigon, and one of its Vietnamese librarians had come up to Bao-Loc to start the work. The research worker had then been sent to the United States to receive further library training. He had, however, become homesick after a few weeks and returned to Viet-Nam, thereby losing so much "face" that he completely disappeared from the scene. Mr. Nhung, without any knowledge of English, went to work with the Dewey Decimal Classification, a Sears List of Subject Headings and a big English dictionary. Considering all

the circumstances, he did an amazing job. He could hardly be blamed for such occasional deviations as placing speeches of Ngo Dinh Diem on the Vietnamese constitution under the subject heading "oratory," or the regional anatomy of the equides (pt. IV: Abdominal and posterior anatomy) under "Animal Intelligence." Nevertheless, I thought it advisable to revise the entire collection.

I made a good start on this job while waiting for my students to turn up. A slight hitch had developed. Four of the recent Bao-Loc graduates had been selected on the basis of their scholastic standing and their English proficiency to receive courses and training in librarianship. One or two of these were then to remain at the College to assume charge of the library. However, the four had changed their minds and decided to stay in Saigon rather than put up indefinitely with the conditions (indeed somewhat primitive) of Bao-Loc. It took about a month to round up other prospects. First arrived four young men, followed by Madame Ngoc and, a week later, two more male students. The last arrivals were the first to leave, for after about two weeks the Ministry of Agriculture decided to assign these two very promising young men to different activities. A third one, Mr. Thien, broke his leg in a motor collision, as his classmates related with occasional giggles (a sign of embarrassment, I was told)—and then there were four.

The course, which lasted about three and one-half months, covered the various functions of librarianship, with special emphasis on cataloging and the classification of agricultural subjects. The Vietnamese half of Mr. Gardner's textbook on cataloging proved a great help, especially since my students knew very little English and their French was far less fluent than that of my previous counterparts. By the middle of December, a fairly good foundation seemed established, and I recommended Mr. Dung (pronounced Yoong) as the most reliable, mature and conscientious, for the College library position. He was given individual instructions, which dealt with problems peculiar to this institution, the principles and methods of book selection, work planning and establishing a public relations program.

Just about that time, the Ministry made different dispositions. All four students were recalled to Saigon and given different assignments, mostly as research assistants in various bureaus of the Ministry. My objections, explanations and protestations seemed to no avail. Director Tan was as disappointed as I; the Secretary General of the Ministry claimed that the matter was out of his hands. Only after the personal intervention of the Chief of the USOM Agriculture Division with the Minister of Agriculture, were we given the assurance that Mr. Dung would be reassigned to Bao-Loc.

Meanwhile the entire collection had been reclassified, the books relabeled and refiled, a new set of cards typed and some order given to the periodicals and pamphlets. The intensive revision had pointed up various gaps. The answers to questionnaires and informal discussions with faculty members provided additional information. Recommendations for the purchase of books, additional periodicals and various smaller equipment were made to the Director or to USOM. A series of letters were sent to agriculture departments of most neighboring countries, including Australia, asking for their free publications, price lists and catalogs of their agricultural schools.

Towards the end of December 1959, the new library building was completed. Furniture and equipment, ordered from dealers in Saigon, arrived early in January 1960 and were arranged according to plan. The shelves, with room for about 4,000 books, 80 periodicals and a modest pamphlet collection, were placed along the wall for maximum use of space. (Allowance was made for the addition of nine double-faced shelves, which will provide space for about 2,700 more books.) The books were subsequently moved from the old library and distributed to allow for the expansion of the most demanded subject classes. French shelf labels indicated in large letters the major subject divisions. Several posters explained the arrangement of the books, and a list of the subject headings used in the catalog was prepared both in French and in English.

Since Mr. Dung had not yet returned, it was necessary to give a set of detailed instruc-

tions to Mr. Nhung, who alone remained in charge. A list of recommendations, containing an outline of projects to be pursued in the future and of tasks to be performed periodically, was left with him and the dean of the school.

Early in February 1960, I left Bao-Loc, with a heavy heart—not only because of that unhappy turn of events, but also because I had become attached to the little place, in spite of the hardship, the rains and the insects. I had grown fond of the gentle folk in the village, the shy students who dropped into my house on some evenings, the interesting faculty members and the many French tea planters of the neighborhood who had so hospitably accepted "l'Américain tranquille." From Mr. Nhung I received as a farewell gift a chunk of glutinated deer horn, considered a very potent medicine for many ills.

The Ministry of Agriculture

Mr. Le-Van-Dong, the Minister of Agriculture, had requested an extension of my stay in Viet-Nam in order that I reorganize the agricultural library in Saigon, and ICA in Washington had concurred. There was a brief interlude of two weeks with the Ministry of the Interior where I presented a plan for the dissemination of information to the Province Chiefs and made some suggestions for the improvement of its small central collection. Then I took stock of the library at the Agriculture Ministry. I had about three months for my assignment there.

The library occupied a room of 49 x 30 feet on the ground floor of the Ministry. Most of its space, including three walls, was taken by open, wooden book shelves with a capacity of about 12,000 volumes, of which over 40 per cent consisted of long runs of bound periodicals.

For several years, since the termination of the French regime, there had been no trained librarian in charge. A clerk-typist, who had no knowledge of English and only a smattering of French, had been "classifying" the few incoming books, mostly gifts, and searching and charging out library materials for the steadily dwindling number of patrons. Being gifted with a good natural intelligence and an excellent memory, he man-

aged remarkably well within the limitations of his subject knowledge and the deficient records. A supervisor from one or another service of the Ministry, perhaps the administrative or legal section, served mainly as interpreter and liaison man or handled some of the paperwork.

There had been no acquisitions program at all. Most requests by library users for certain books had been rejected for lack of funds, although there once had been a very fair library budget. As a result, requests became fewer and fewer until there were practically none. This was probably the reason for the poor return of the questionnaires that I had again distributed to various services within and outside the Ministry and the general discouragement and dissatisfaction with the library service.

There was a classification outline, developed by the Institut des Recherches Agronomiques de l'Indochine, that showed several weaknesses. It made no provision, for instance, to expand a class or division internally. A new category or concept had to be squeezed into an already existing class or added at the very end of the list, thereby losing its logical relationship. On the other hand, it was not feasible to use the Dewey Classification because of the language problems involved, nor did time permit a translation even of the parts pertinent to agriculture. A fairly simple classification was therefore compiled, which combined the expandability of a decimal system with the rather practical subject breakdown of the old scheme. A detailed index was added.

A recent graduate of the National College of Agriculture, Miss Duong Thuy Van, was assigned to me as assistant and trainee, later to take charge of the library. She combined, to a rare degree, good subject knowledge with quick understanding, an amazing capacity for details and a charming personality. With her help, I undertook a detailed survey of the collection. Our inspection suggested the following breakdown with a view to treatment: 1) bound periodicals, to be retained and recorded but not to be classified; 2) books useless for current research because of their age or subject matter, to be listed and stored in another building (we de-

cided, in general, to assign to this group books published before 1940, especially those on outdated technology with, however, many exceptions in the fields of botany, tropical agriculture, genetics and others); 3) rare old books, classics in their field, in Latin, German, Dutch, French, and so on, some dating to the seventeenth century, to be listed and perhaps appraised by an expert; and 4) books of more recent vintage, to be retained and reclassified.

Along with this sorting and weeding went instruction and training on the principles and the performance of the major library services: acquisitions, cataloging, reference and the compilation of a list of subject headings.

Since no further extension of my assignment was granted, many features could only be touched on. However, several recommendations were made in a memorandum to the Secretary General of the Ministry, especially to redefine the status of the library, to establish a definite library budget, for which an outline had been drafted, and to increase the library staff.

Towards the end of my stay in Viet-Nam, I summed up my experiences and difficulties in a memorandum addressed to the Director of the United States Operations Mission. As it points up some of the basic weaknesses of the librarian's position there, it may be of interest:

MEMORANDUM

Date: 6 April 1960

For almost 16 months I have been trying, in the capacity of Library Advisor, to improve the quality of the library service of this country. During this period I have been training librarians for, and worked on the development or reorganization of, five libraries.

Two of the main difficulties in almost every case were that: 1) there is no sufficient understanding of the role of a library in a research organization and that 2) there is no recognition of the librarian as a professional worker and therefore no provision in the wage structure to allow for a salary commensurate to the importance of the position.

This led to a rather unfortunate situation in Bao-Loc: Mr. Dung, whom I trained for the position of librarian, has to work one half of his time at the chemistry laboratory of the College in order to maintain his status as a technician. This curtailment of his availability for the library service has already resulted in a considerable backlog

of books to be processed and, even worse, in closing the library during the afternoon.

A similar danger threatens at the Ministry of Agriculture: Miss Van, who has been selected for the position of librarian, is proving to be an excellent apprentice and shows great promise for her assignment. As a graduate of the National College of Agriculture, she has the added advantage of clearly understanding the subject matter of the books she is to classify. While she is relatively safe during her training period, she may very well be asked later on to "double" as research assistant in one of the other services of the Ministry.

In both cases, the salary is so low that it would not be surprising if they accepted another position were it offered. If there should ever be a scarcity of research assistants at another service, I have no doubt that one or both of these persons might even be obliged, under the conditions of their contracts with the government, to fill these vacancies at the expense of the library service.

The reasons for this, as I have already mentioned, are the lack of appreciation of the role of library service and the fact that there is no provision for a professional librarian. Until now, I understand, these positions were filled by clerks or "secretaries" at the corresponding, low salary level.

I therefore request that serious consideration be given to the following suggestions:

1. That the appropriate authority, perhaps the Education Division, USOM, in cooperation with USIS and MSU, establish a Committee on Library Affairs;
2. That this Committee draft, with the Vietnamese Library Association, a plan for raising the status and standards of library positions;
3. That this plan be submitted, with the support of the United States Government, as a proposal to the Viet-Nam Government for appropriate action.

Training for Rare Book Librarianship

Indiana University is offering two \$5,000 Lilly Library Fellowships in Training for Rare Book Librarianship for 1962-63. The Lilly Library will be used as a training center, and the program will cover bibliographical methods, the antiquarian book trade and the organization and management of rare book and special collection departments or libraries. Applicants must be graduates of an accredited library school and under 45 years of age. Address requests for application forms or inquiries to Robert A. Miller, Director of Indiana University Libraries, Bloomington.

Special Libraries and Technical Information East and West

EVA WINTER, Research Librarian

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RECENT SCIENTIFIC and technological advances in the Soviet Union have given people in the United States an increasing desire to learn more about life and work in the Soviet Union and Iron Curtain countries. I thought it would be of some interest to describe my experiences in Hungary, since the practice of librarianship and documentation in Hungary after the war has been more or less based on Soviet models and the principles are identical. Since my work in Hungary included association with centralized organizations for information and the Technical Library and Documentation Service of the Technical Research and Planning Institute, I hope I shall be able to give some insight into the various phases of librarianship and documentation work.

I left Hungary during the time of the 1956 revolt. During the five and one-half years I have been living in the United States, I have had the opportunity to become acquainted with the organization and activities of libraries and technical information services here. If I were to compare the Communist practice with that of the West, I would say that the problems and tasks of Hungarian special libraries are not very different from similar libraries here—problems of lack of funds, trained personnel and space and of the increasing amount of publications are common on both sides of the Iron Curtain. Efforts to give speedy and accurate service are common both in the West and East.

Promotion of Libraries and Reading

The differences in the systems of libraries and technical information are ideological on

one hand and structural and organizational on the other hand. In the East, documentation services are not merely information tools; because of the great emphasis on satisfying the demands of the planned economy aimed at increasing industrial output, it is also oriented toward the education of the worker and alerting and stimulating the researcher. It is a well-known fact that Communist governments stress the promotion of libraries and information services very much.

There are libraries in every enterprise and especially in factories and research institutes. In fact there are usually two libraries—a scientific or technical one, and one devoted to fiction and ideological works, i.e., "compulsory" Communist literature. These two libraries usually operate separately, except in small companies. The library for fiction and ideological literature is under rigid control as far as acquisition policies and information services are concerned. There is a little more freedom in this respect in the technical libraries. There is, for instance, an avid interest in the technical literature of the West.

To be able to fully appreciate this, you must realize that the technical literature coming from the free countries was the only uncensored printed material that came into the hands of scientists. Therefore, the Western technical literature received in the libraries was important not only because of its technical content but also because it represented the only ties with the Western world. The advertisements and the news of industry were practically the only sources of information about life in the West. (I might mention that acquiring by any means a copy of the *Reader's Digest* was a real treat.)

Due to severe currency and political restrictions, Western books and periodicals could be ordered only within certain limits. The Ministries carefully coordinated the

Condensed from a paper presented before the Paper and Textile Section, Science-Technology Division, May 29, 1961, at the 52nd Special Libraries Association Convention in San Francisco.

subscriptions and allocated certain quotas to each organization for foreign journals. The organizations were expected to exchange the information contained in the periodicals.

I would like at this point to give credit to the librarians and documentalists, who with devotion and effort, despite currency and other restrictions and many severe regulations, were successful in seeing that scientists and engineers were kept up-to-date on technical developments in the West. This was no little achievement, if one considers that for years people were not allowed to travel behind the Iron Curtain.

The Soviet-bloc countries are propagandist states whose every effort is tinged with politics, and constant dynamic propaganda is directed at promoting reading and the use of libraries. In Hungarian factories and institutes, announcements on large bulletin boards encourage reading and display titles of recent acquisitions. In addition to this, exhibits devoted to certain subject fields are arranged in glass bookcases, which can be found at frequented spots in the institutes.

There are other manifestations of reading propaganda, one of which is the "Book-Days." Book-days were also observed before Communism, and the practice has continued. Book-days were usually held in June and were the highlights of the activities taking place in early summer. In the cities and villages, tents and stands where books were sold for a low price were set up on streets and at almost every corner. Famous authors, actors and actresses appeared at the tents and gave out autographs and recited poems or excerpts from the books sold at the tents. Loudspeakers dominated the streets, announcing the most recent editions and advocating the importance of reading. Bands toured the various larger tents and performed there. Since the Communistic regime, book-days are held also in the factories and other places of business where books are displayed on long counters and are sold at discount prices.

It is vital for the Communists to stress reading and to promote libraries and information services more than others do. First of all, it serves their chief goal of catching up with Western technological advancements.

The second reason has to do with the Communist patent and innovation system. The basic principle is that any idea based on foreign literature and patents can be accepted and rewarded as if it were original. This attitude is unethical but contributes in a great measure to the popularity of foreign literature. The third reason is the obvious effort of trying to indoctrinate the Communist ideology into peoples' minds by the use of every form of literature possible and promoting reading is the most inexpensive way to do it.

Organization of Communist Information Services

There is no single national plan that merits adoption by all nations, since the organization of information services corresponds to the general pattern of the industrial and economic structure of each country. In Western countries, individual organizations work independently, mostly without any or with only a small degree of coordination of activities. Many times they overlap each other's field, and sometimes important areas are neglected because the area of operation is not clearly defined by a *higher* central authority.

Though there are duplications of efforts in the Western system, the existing patent laws and the reluctance of companies and organizations to share information provide stimulation and bring about the spirit of competition that is so vital for a healthy economy. This is something decidedly lacking in Communist countries.

The organization of information service in most Communist countries is highly centralized. Since there is no private enterprise in the Soviet Union and other Iron Curtain countries, there are no privately sponsored special libraries. There are central organizations administratively superior to the individual ones that coordinate activities concerned with writing, printing, publishing, selling, utilizing and disseminating literature in libraries and information services.

In the Soviet Union, the public, academic, research, medical and engineering libraries are welded into nation-wide networks. The All-Union Institute of Scientific and Technical Information, VINITI, directs and coordinates science information work in acquisi-

tions, bibliographical control, editing of all scientific abstracting journals and the printing and distribution of material.

Hungarian Documentation Centers

Centralized agencies coordinated the library and information activities in Hungary too. Since I was closely associated with a number of them, I shall give a few details about them.

After the war, between 1947 and 1950, the National Documentation Center (ODK) of the Hungarian Academy of Science (with which I was associated for two years) was responsible for policy-making in scientific documentation and for the coordination of information activities through a network of four special Documentation Centers. There was a Technical, Medical and Economic Documentation Center as well as one for Library Science. These special Documentation Centers were responsible for all the information activities in their particular subject fields, that is, periodical subscriptions, analysis of periodicals, translations, publishing of abstract journals and communications with scientists and engineers.

The Documentation Centers maintained a central information file of periodical titles and their location. In each enterprise or technical institute, the periodicals were assigned to subject specialists, who analyzed, abstracted and translated them. The information files of the Documentation Centers included the names of these so-called "Periodical Reporters." The abstracts were sent to the Documentation Center, which edited and published them in their abstract publications. The Documentation Centers carried out extensive translation activities with a smaller group of staff members and with a large group of outside specialists.

The National Documentation Center (ODK) also maintained central catalog files.

The Central Registry of Translations of ODK gives a very good idea of the concept of coordination and centralization. According to a governmental decree, each intended translation had to be reported to the Central Registry of Translations where it was checked to see if it had already been translated. According to the decree, the translators

bill could not be paid by the accounting department without producing evidence from the Central Registry that the translation was not duplicated by anyone. If previously translated, the translation could be procured from the Central Registry, which received a copy of all translations. A great amount of superfluous and duplicate work was eliminated by this method of registration and coordination.

In 1950 during one of a series of cutbacks and mergers, some of the ODK's functions were transferred to the National Library Center (OKK) and some others to the National Technological Library (OMK). The OMK is the finest technical library in Hungary, dating back to the year 1883. The OKK maintained a central union catalog of books and monographs and assumed the role of giving guidance and assistance to libraries and the responsibility for the training of librarians.

The OKK ceased existence in 1952, and the National Technological Library (OMK) took over most of these functions and is to this day in charge of the National Technical Information Service. The Central Registry of Translations belongs to Technological Library now.

The Methodological Department of OMK coordinates the activities of industrial libraries, and the members of this department visit technical libraries and offer them assistance when it is needed.

The OMK has several major publications and offers many services. It is a member of the State Library Council, and this enables it to participate in international library organizations through FID.

Library and Language Training

In recent years the OMK has also assumed an important role in the training of librarians and information specialists, a role which previously was played by the ODK and OKK. Librarians are trained for four years at the Pedagogical University in Budapest, but as the demand exceeds the number of graduates, many special courses have been organized.

At the time when I was associated with the National Library Center (OKK), special three-year courses were organized. Staff members of the OKK and the special Documenta-

tion Centers and people from other enterprises and institutes participated in these courses. The lectures were given by professors of the Library School of the University, and their contents were identical to the lectures given at the University, except that some were more condensed and more specialized. The somewhat unique feature of this training was that members of the Center were allowed to attend them partially during working hours. Visiting libraries constituted an important part of the training.

Another phase of training offered to some of the staff of OKK was the program in which these members were selected to work for a few months in big technical or university libraries and in exchange, members from these libraries went to work in the Center. I was fortunate in having been selected to go to the National Technological Library (OMK), and the six months I spent there I consider as a very valuable and worthwhile experience.

In addition to the formal training, many special courses in library science and technical information have been organized, which aim to give untrained personnel and library assistants good working knowledge. This is some help in overcoming the problems of the shortage of trained personnel.

Since I emphasized the great interest in foreign literature and mentioned the great amount of foreign literature being abstracted and translated, a few words about the language training may be of interest. Due to the universal usage of the English language, American scientists do not have as pressing a need to study foreign languages as do their colleagues in Europe. According to the National Science Foundation, only two per cent of United States scientists claim a reading knowledge of Russian, and there are only five languages (German, French, Spanish, Russian and Italian) read by more than one per cent of scientists. This means that 30 per cent of the world's scientific literature is produced in languages read by less than five per cent of United States scientists.

In the Hungarian high schools, two foreign languages were taught besides Latin. These were, in general, English and German, or English and French. During the Stalinist

era, the Soviets were trying in every way to make Russian compulsory and to discourage the study of the Western Languages. Since in science the knowledge of languages is indispensable, the Communist Government had to draw on people they considered "less reliable" for translations. This work was done by the generation that obtained its education before the Communist domination of the country and was well versed in languages. In order to replace these "unreliable" translators and to train linguists of working class or peasant origin, a college was founded for the language training of translators and interpreters in the information service. (Concerning these language studies we said, "Optimists learn Russian, pessimists learn Chinese.")

One interesting feature indicating how much stress is placed on the promotion of the language knowledge is the system of the "Supplementary Language Income." If one did translation or interpretation work, at most places it was mandatory to pass a language examination (written and oral) before a State Committee at the University. If one passed, this meant an increase of 8-15 per cent of the salary, depending on the grade received.

Many special language courses were organized at universities and other business enterprises. I myself attended a three-year course at evening school in the University, which was comprised of language studies and technical subjects as well. The most interesting and very commendable part of the course was the field trips the class made along with the instructor to industries, factories and laboratories to see, in practice, the technological processes and the manufacturing methods studied in the theoretical, technical subject lectures.

This commendable method of incorporating theory with practice is manifest in many aspects of the fields of science and economy. For example, at the Soviet Union's VINITI each professional worker is encouraged to spend one day a week in laboratories at the expense of VINITI. This program is planned to keep the chemists in touch with the practical aspects of science and to utilize the chemists' ideas generated while working in the information services.

Technical Planning and Research Institute

In the last phase of my experience in Hungary, I was connected with the Technical Planning and Research Institute belonging to the Ministry of Metallurgy and Machine Industry. The Institute was established in 1951, and I was charged in 1952 with the challenging and pioneering task of setting up the Technical Library and Information Service for the Institute.

Though the libraries formed an integral part of these Institutes, the respective Ministry was entitled to supervision, which mainly concerned financial questions, such as whether the library made good use of its allowance.

The acquisition of books was simple and systematic. The publication and sale of books is centralized, and all books are sold in special, state-owned stores. There are bookstores for technical books, for economic books and so on. They send the books for selection, or librarians visited the shops periodically to choose from the new books pertinent to their interests. The distribution of books is even more centralized in the Soviet System, where the so-called "Collectors" reserve the books for libraries after they are published. A. Thompson, who made a trip to Russia, reports on this in a very interesting article in *Aslib Proceedings*, June 1960. The appearance of books is far below the Western standard, but the price is very low, since the main objective is to produce as many books as possible at the lowest price.

I was required to do a great amount of translation from Russian, English, German and French. Translations were sent out to translation bureaus only if they were in languages the staff could not handle in the Institute, or if the load became too big. The exchange of experiences with other libraries and information services was very much encouraged. I visited many industrial and university libraries and information centers, and many people in the field visited our library.

A general Communist attitude and a characteristic of the cooperation between the various enterprises is that valuable technical information material was obtained from the state-owned import firms. These firms were

flooded with catalogs and folders and from these made lists and summaries that were forwarded regularly to research and planning institutes and factories expressing an interest. When all these sources proved to be inadequate for the solution of a problem or when the scientists and engineers were interested in some kind of material, process or machinery that was not discussed in the literature, the import enterprise would approach a company in the West as if it intended to place an order and ask for detailed description, which then was forwarded to the interested person.

I hope that I have succeeded in presenting some idea of the work which goes on behind the Iron Curtain in the Hungarian technical and scientific libraries. We had many difficulties and hardships, but our work gave us satisfaction, because in some ways it was through our activity that thousands of scientists and engineers could glimpse the free world from which they are cut off in such an insensible and cruel manner.

SUGGESTED READING

- BAKER, D. B. and HOSEH, M. Soviet Science Information Services. *Chemical and Engineering News*, vol. 38, January 11, 1960, p. 70-5.
BEYERLY, E. The Hungarian State Technical Library (OMK). *American Documentation*, vol. 11, no. 4, October 1960, p. 296-304.
SIGMOND, Judith Sz. Libraries and Information Services Behind the Iron Curtain. *American Documentation*, vol. 10, no. 2, April 1959, p. 108-15.
THOMPSON, A. A Report on Special Library Work in the U.S.S.R. *Aslib Proceedings*, vol. 12, no. 6, June 1960, p. 219-28.

Interlibrary Loan Postage Recommendation

The Association of Research Libraries, at its Midwinter Conference, adopted a resolution favoring the absorption of postage by a lending library when sending materials on interlibrary loan to nonprofit libraries. The intent is to simplify interlibrary loan procedures by eliminating a record-keeping burden. The University of Kansas Library has notified interlibrary loans librarians that it intends to follow the ARL recommendation, and as of March 15, it no longer collects or refunds postage on interlibrary loans.

Acquiring Soviet Literature

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RUSSIAN SCIENTIFIC and technical literature is available to the West by subscription, by exchange and as gifts. A potential subscriber needs only money and a little knowl-

edge of where and how to buy. Exchanges are usually made between United States libraries or other organizations which publish a periodical and are willing to exchange it for a publication of a library or institute within the Soviet Union. The Library of Congress and Chemical Abstracts Library are two organizations that are very actively exchanging publications with the Soviet Union. Gift publications from the Soviet Union are rare, but one way they are acquired is by courtesy exchanges at international conferences.

Purchasing Soviet Scientific Literature

PERIODICALS AND NEWSPAPERS. Several hundred Russian periodicals are offered for sale each year on a subscription basis. Subscriptions must be placed during the fall of each year for periodicals to be received during the following year. All subscriptions must be placed annually; renewal notices are not sent out by the Russian publishers. Also, all subscriptions should be placed outside the USSR with authorized dealers of the Soviet centralized dealer, Mezhdunarodnaya Kniga (International Book). Subscriptions are not likely to be accepted directly in Moscow. Some of the authorized dealers are:

Central Books, Ltd., 37 Gray's Inn Road, London, W. C. 1

Collet's Holdings Ltd., 45 Museum Street, London, W. C. 1

Cross World Books and Periodicals, 333 South Wacker Drive, Chicago 6, Illinois

Four Continent Book Corporation, 156 Fifth Avenue, New York 10, New York

Extracted from a paper presented at Western Reserve School of Library Science, May 2, 1961.

Imported Publications and Products, 4 West 16th Street, New York 11, New York

Victor Kamkin, Inc., Book Store, 2906 14th Street N.W., Washington 9, D. C.

Moore-Cottrell Subscription Agencies, Inc., North Cohocton, New York

Stechert-Hafner, Inc., 31 East 10th Street, New York 3, New York

Universal Distributors Co., 52-54 West 13th Street, New York 11, New York

It is important that subscriptions be placed early. Unlike United States publishers, the Soviets do not fill subscriptions at any time during the year, and acquiring back issues from them is practically impossible. For example, if a subscription is not placed until January, it may begin with the March issue, and the January and February issues may never be forthcoming. The publication *Newspapers and Magazines of the USSR for 1961* may be obtained free from any of the authorized dealers. This lists publications, their frequency and price. It is a comprehensive listing for publications available by subscription, but the Soviets may withdraw any publication they wish at any time. Publications are often withdrawn as "discontinued." There are no guarantees on delivery, and placing claims for missing issues is usually futile.

Once a subscription has been placed and paid for, Moscow will ship the issues directly as they are published. Usually there is no transshipment from Moscow to the dealer to the customer. It requires approximately one month or more for delivery since most are sent by ship. In cases of disaster, such as the sinking of the *Andrea Doria* several years ago, the subscriber can forget about delivery of lost issues or replacements for them.

BOOKS AND MONOGRAPHS. With some exceptions, such as textbooks, books are usually out of date the day they are published and are secondary source material. For these reasons, more emphasis is placed upon acquisition of periodicals than books. Acquisition

methods for books are very different from those for periodicals, because there is, basically, no mechanism for automatic acquisition as there is for periodicals through subscriptions. In the United States, Russian books are for sale on a first-come-first-served basis by dealers who specialize in them. Presumably any book dealer can supply Russian books, but for best results it is recommended that specialists be used.

Many titles are printed in limited quantities in the Soviet Union, and often a book is out of print before it can be exported. Once a printing is sold, there is very rarely a second printing. For this reason, it is very important to get one's name on the dealer's mailing list and order from the publication lists without delay.

The acquisition methods for books also apply to irregular serials. It is common in the USSR for scientific institutes to publish proceedings, which are called "Trudy" (Works). This medium is used by most institutes to report on current work, and the frequency of publication varies markedly. These "Trudy" are not available by subscription from the Soviets and must be purchased individually from dealers or acquired by exchange.

DISSERTATIONS. The acquisition of Russian dissertations per se is virtually impossible. Infrequently, a copy of one gets to the Library of Congress. It is generally believed that most candidates for higher degrees in the Soviet Union are required to publish their dissertations as "books," and these are distributed and sold like any other book. If this is true, then it is undoubtedly possible to buy these "books," but there is no indication in them that they are dissertations.

Listings of dissertations are printed in many technical journals, in *Referativnyi Zhurnal* (Abstract Journal) and, until 1961, a weekly list appeared in *Knizhnaya Letopis'* (Book Chronicles). This list has been discontinued in the 1961 issues.

PATENTS. In the Soviet Union a patent is called an "avtorskiye svidetel'stvo" (author's certificate). The Soviets publish an abstract journal of author's certificates, which could be called a counterpart of the U. S. Patent Office's *Patent Gazette*. The Russian publica-

tion is called *Biulleten' Izobreteniy* (Bulletin of Inventions), and it can be purchased by subscription. The U. S. Patent Office has an exchange program with the USSR and has received some author's certificates. Copies can be purchased from the U. S. Patent Office.

Borrowing Soviet Scientific Literature

The Library of Congress has the largest collection of Russian scientific literature in the United States. There are other smaller collections held by the Massachusetts Institute of Technology, Brown University, Columbia University, New York Public and the Battelle Memorial Institute Libraries, as well as others. Many of these libraries are reporting their holdings to the *National Union Catalog*, so a prospective borrower should subscribe to the *Catalog*. This will give him a fairly current guide to Russian books in the United States. Once a book has been located, standard interlibrary loan procedures can be followed. Most libraries, including the Library of Congress, will not lend periodicals, serials or newspapers but will provide photocopies for a fee.

In order to speed copying service, one should supply all the information possible concerning the materials he wants. For Russian serial publications, Library of Congress has published an excellent tool for this purpose: *Serial Publications of the Soviet Union, 1939-1957: A Bibliographic Checklist*, Washington, 1958, 459 p. This gives the full title and the holdings. The call number for each serial is given except for uncataloged items. Other sources that may be consulted are *Union List of Serials* and *New Serial Titles*.

For bibliographic purposes, there is another Library of Congress publication that is very valuable. This is the *Monthly Index of Russian Accessions*, which lists both books and periodicals newly received by the Library. There is a subject index in each issue. Until August 1960, this publication also listed an English table of contents for most of the periodicals contained in each issue. This service has been discontinued, and it is now a far less valuable tool. Nevertheless, it is highly recommended that any library interested in Russian literature subscribe. Its cost is \$12 per year.

A Selected Bibliography and Glossary of Missile and Rocket Literature

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General Electric Company, Syracuse, New York

INDEXES

1. *Air University Periodical Index*. Maxwell Air Force Base, Alabama: Air University Library, 1949- . Quarterly.

Contains a good review of Armed Services Literature.

2. *Applied Science and Technology Index*. New York: H. W. Wilson Company, 1958- . Monthly. Very broad.

3. *British Interplanetary Society Journal*. London: British Interplanetary Society, 1934- . Monthly.

Besides being a very good magazine, it contains a very well done review of literature.

4. *Business Periodical Index*. New York: H. W. Wilson Company, 1958- . Monthly.

Very broad. To be used only with business type questions.

5. *Current Contents*. Philadelphia: Institute for Scientific Information, 1961- . Weekly.

List of title pages. Best use is circulation among engineers.

6. *Engineering Index*. New York: Engineering Societies, 1894- . Yearly or Card Index.

Useful in large literature searches.

7. *Harwood's Missile Research Index*. New York: Harwood Engineering Company, 1961- . Monthly.

Contains news items of interest. Indexed monthly.

8. *International Aerospace Abstracts*. New York: Institute of Aeronautical Sciences, 1961- . Monthly.

Very useful in the aerospace field. Year end index will tell story.

9. *Jet Propulsion Laboratory*. Pasadena: California Institute of Technology, NASA Contract [NASW-6], 1960- . Monthly.

A. *Abstracts*: Only good source of reviews of available reports not actually published as open literature.

B. *Open Literature Survey*: Good but format limits usage to subject area. Being improved.

10. *Pacific Aeronautical Library, Uniform Index*. Los Angeles: Institute of Aeronautical Sciences, 1955- . Yearly or Monthly.

11. *Periodical Monitor*. Pasadena: Periodical Monitor and Abstract Service, 1961- . Monthly.

Contains an author affiliation index as well as a normal index.

Based on a paper presented before the Transportation Division, May 31, 1961, at the 52nd Special Libraries Association Convention in San Francisco.

12. *Rocket Reviews*. Taylor, Michigan: American Rocket Company, 22634 Goddard Road, 1960- .

Abstract cards can be made into a very good literature searching file.

USEFUL BOOKS

13. UNITED STATES AIR FORCE. *Handbook of Geophysics*, rev. ed., New York: Macmillan Company, 1960.

Very good compilation of data.

14. LANDEE, Robert W., et al. *Electronic Designers Handbook*. New York: McGraw-Hill, 1957.

15. HUGHES, L. E. C. *Electronic Engineer's Reference Book*. London: Heywood, 1959. 1587 p.

16. ORDWAY, Frederick I., III, and WAKEFORD, Ronald C. *International Missile and Spacecraft Guide*. New York: McGraw-Hill, 1960.

A recently published source of statistics and data.

17. U. S. Air Force Communications—*Electronics Doctrine* (CED-3900). Washington, D. C.: Government Printing Office, 1959. 857 p.

Very good dictionary.

18. *Introduction to Ballistic Missiles*. Los Angeles: Space Technology Laboratories, Incorporated, 1960.

Four volumes unclassified, one classified. Part of a four weeks' course on ballistic missiles. Very useful.

19. LEGALLEY, Donald P., ed. *Symposium on Ballistic Missiles and Space Technology*, 4 vols., New York: Academic Press, 1960. 494, 441, 450, 422 p.

Unclassified sections are available. This is the closest people without a "need to know" can get to classified information.

20. *Jane's All the World's Aircraft*. London: S. Law, Marston and Company, Ltd., 1960. 550 p.

Good all around reference.

21. *Radiation Laboratory Series*, 28 vols. (M.I.T. Series). New York: McGraw-Hill, 1948.

Excellent for background electronics.

22. LEE, W. Y. *Statistical Theory of Communications*. New York: Wiley, 1960. 510 p.

23. JOHNSON, C. L. *Analog Computer Techniques*. New York: McGraw-Hill, 1956. 264 p.; and FIFER, Stanley. *Analog Computation*, 4 vols. New York: McGraw-Hill, 1961.

24. MCCracken, D. D. *Digital Computer Programming*. New York: Wiley, 1957. 253 p.

25. LOEVE, M. *Probability Theory*. New York: Van Nostrand, 1960. 685 p.

26. *Apparent Places of Fundamental Stars*. Heidelberg: Astronomisches Rechen-Institute, yearly. 510 p.

A yearly reference of particular interest in calculating navigational positions.

27. *American Ephemeris and Nautical Almanac*. Washington: Government Printing Office, yearly. 514 p.

Similar to 26.

28. SMART, W. M. *Celestial Mechanics*. New York: Longman's, 1953. 381 p.

29. CONN, G. K. T., and AVERY, D. G. *Infrared Methods*. New York: Academic Press, 1960. 203 p.

30. MARTON, L., ed. *Advances in Electronics and Electron Physics*. New York: Academic Press, yearly.

This series is very helpful in keeping up-to-date.

31. UNITED STATES AIR FORCE. *Guided Missiles—Operations, Design and Theory*. New York: McGraw-Hill, 1958. 575 p.

32. *Principles of Guided Missiles and Nuclear Weapons* (NAVPERS 10784). Washington: Government Printing Office, 1957.

A Navy Manual, useful for introductory material.

33. CHAPMAN, J. L. *Atlas, the Story of a Missile*. New York: Harper, 1960. 195 p.

This particular book is a good guide to some of the problems encountered in a missile system.

34. DOW, R. B. *Fundamentals of Advanced Missiles*. New York: Wiley, 1958. 566 p.

35. MERRILL, Grayson, ed. *Principles of Guided Missile Design*. New York: Van Nostrand, 1959.

A series of volumes including very good information.

36. BOYD, R. L. F., and SEATON, M. J., eds. *Rocket Exploration of the Upper Atmosphere*. New York: Interscience, 1954. 376 p.

37. *Progress in Astronautics and Rocketry*, vol. 1: Solid Propellant Rocket Research; vol. 2: Liquid Rockets and Propellants; vol. 3: Energy Conversion for Space Power; vol. 4: Space Power Systems; vol. 5: Electrostatic Propulsion. New York: Academic, 1960. Sponsored by American Rocket Society.

38. ZACROW, M. J. *Aircraft and Missile Propulsion*, 2 vols. New York: Wiley, 1961. 538, 636 p.

39. ALPERIN, M., and SUTTON, G. P., eds. *Advanced Propulsion Systems*. New York: Pergamon, 1959. 237 p.

40. GANTZ, K. F. *Nuclear Flight*. New York: Duell, Sloan and Pearce, 1960. 216 p.

This seems to be the most complete book on this subject.

41. *Advances in Astronautical Sciences*, vols. 1— . New York: Plenum Press. Yearly.

Excellent annual in the field.

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43. MCCLURE, C. L. *Theory of Inertial Guidance*. New York: Prentice-Hall, 1960. 340 p.

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GLOSSARY OF COMMON ABBREVIATIONS

AA&GMS Anti-Aircraft Guided Missile Sch., Ft. Bliss
 AA&GMC Army Anti-Aircraft Guided Missile Center
 AAM Air to Air Missile
 ABMA Army Ballistic Missile Agency, Huntsville, Ala.
 ACSI Assistant Chief of Staff for Intelligence, Army General Staff, Washington, D. C.
 ADMO Air Defense Management Office
 ADRG Automatic Data Routing Group
 ADSID Air Defense Systems Integration Division, Hanscom AFB, Mass.
 AEC Atomic Energy Commission
 AEW Airborne Early Warning
 AFAAC Comptroller of the Air Force

AFCAS Director of Administrative Services, USAF
 AFCCS Chief of Staff, USAF
 AFCIG The Inspector General, USAF
 AFCIN Asst. Chief of Staff, Intelligence, USAF
 AFCOA Chief, Operations Analysis, USAF
 AFCRF Asst. Chief of Staff, Reserve Forces, USAF
 AFCSA Scientific Advisory Board, USAF
 AFCSS Secretary of the Air Staff, USAF
 AFDR Air Force Directorate of Requirements
 AFIT Air Force Institute of Technology, Wright-Patterson AFB, O.
 AFLC Air Force Logistics Command
 AFOAC Director of Telecommunications, USAF
 AFSSS Director Supply and Services, USAF
 AFOCE Director of Civil Engineering, USAF
 AFODC Deputy Chief of Staff, Operations, USAF
 AFOMO Director of Manpower and Organizations, USAF
 AFOOP Director of Operations, USAF
 AFORQ Director of Operational Requirements, USAF
 AFPPDC Deputy Chief of Staff, Personnel, USAF
 AFPR Air Force Plant Representative
 AFRDC Deputy Chief of Staff, Research and Technology, USAF
 AFRDP Director of Development Planning, USAF
 AFRDR Director of Research, USAF
 AFRTD Director of Advanced Technology, USAF
 AFRFD Assistant for Foreign Development, USAF
 AFRRP Assistant for Research and Programming, USAF
 AFSC Air Force System Command
 AFSDC Deputy Chief of Staff, Systems & Logistics, USAF
 AFXDC Deputy Chief of Staff, Plans & Programs, USAF
 AFXPD Director of Plans, USAF
 AFXPR Director of Programs, USAF
 AFXWH Assistant for Western Hemisphere Affairs, USAF
 AGCA Automatic Ground Controlled Approach
 AGCL Automatic Ground Controlled Landing
 AICBM Anti-Intercontinental Ballistic Missile

AILS	Automatic Instrument Landing System	DA	Department of the Army, Washington, D. C.
AJ	Anti-Jam	DASA	Defense Atomic Support Agency, Washington, D. C.
AMR	Atlantic Missile Range	DCSLOG	Deputy Chief of Staff for Logistics, U. S. Army, Washington, D. C.
ANG	Air National Guard	DCSOPS	Deputy Chief of Staff for Military Operations, U. S. Army, Washington, D. C.
AOMC	Army Ordnance Missile Command, Huntsville, Ala.	DCSPER	Deputy Chief of Staff for Personnel (Army General Staff), Washington, D. C.
APG	Aberdeen Proving Ground, Aberdeen, Md.	DEW	Distant Early Warning
ARADCOM	Army Air Defense Command	DOD	Department of Defense
ARGMA	Army Rocket and Guided Missile Agency, Huntsville, Ala.	DOFL	Diamond Ordnance Fuze Laboratory, Washington, D. C.
ARO	Army Research Office, Washington, D. C.	ECM	Electronic Countermeasures
ARPA	Advanced Research Projects Agency	EDP	Electronic Data Processing
ASCCSS	Army Signal Corps—Communications Security Service	EDPC	Electronic Data Processing Center
ASD	Aeronautical Systems Division	ERDL	Engineer Research and Development Laboratories, Fort Belvoir, Va.
ASM	Air to Surface Missile	ESD	Electronics Systems Division
ASTIA	Armed Services Technical Information Agency	EUCOM	European Command
ASW	Anti-Submarine Warfare	FAA	Federal Aviation Agency
ATCSS	Air Traffic Control Signaling System	FBM	Fleet Ballistic Missile
AUM	Air to Underwater Missile	FBMS	Fleet Ballistic Missile System
BMEWS	Ballistic Missile Early Warning System	FDC	Fire Direction Center
BRL	Ballistic Research Laboratory, Aberdeen, Md.	FOC	Flight Operations Center
BSD	Ballistic Systems Division	FSK	Frequency Shift Keying
BuSandA	Bureau of Supply and Accounts	GCI	Ground Controlled Interception
BuShips	Bureau of Ships	GEEIA	Ground Electronics Engineering Installation Agency
BuWeps	Bureau of Naval Weapons	GFE	Government Furnished Equipment
BuWepsTLO	Bureau of Naval Weapons Technical Liaison Office	GMSRON	Guided Missile Service Squadron, Navy
BuYandD	Bureau of Yards and Docks	GOX	Gaseous Oxygen
CAB	Civil Aeronautics Board	GSE	Ground Support Equipment
CDEC	Combat Developments Experimental Center, Ft. Ord, Calif.	GZ	Ground Zero (Atomic Detonation)
CIA	Central Intelligence Agency	IAD	International Astrophysical Decade
CIC	Combat Information Center	ICAO	International Civil Aviation Organization
CINCLANTFLT	Commander-in-Chief, Atlantic Fleet	ICBM	Intercontinental Ballistic Missile
CINCPACFLT	Commander-in-Chief, Pacific Fleet	IFR	Instrument Flight Rules
CNO	Chief of Naval Operations	IOC	Initial Operating Capability
COMDESLANT	Commander Destroyer Forces, Atlantic Fleet, Newport	JCS	Joint Chiefs of Staff
COMSUBLANT	Commander Submarine Forces, Atlantic Fleet, New London	JOC	Joint Operations Center
CONAD	Continental Air Defense Command	LOX	Liquid Oxygen
CONARC	Continental Army Command, Fort Monroe, Va.	MAD	Magnetic Airborne Detection
CRC	Control and Reporting Center		
CRP	Control and Reporting Post		

MAG	Marine Aircraft Group	OSWAC	Ordnance Special Weapons- Ammunition Command,
MATS	Military Air Transport Service		Picatinny Arsenal, N. J.
MCAS	Marine Corps Air Station	OTC	Officer in Tactical Command
MDAP	Mutual Defense Assistance Program	OWC	Ordnance Weapons Com- mand, Rock Island, Ill.
MDW	Military District of Washing- ton, Washington, D. C.		
MOAMA	Mobile Air Materiel Area	PGANE	Professional Group on Aero- nautical and Navigational
MSTS	Military Sea Transport Service		Electronics
MTI	Moving Target Indicator	PGMIL	Professional Group on Mili- tary Electronics
		PPI	Plan Position Indicator
NADC	Naval Air Development Cen- ter, Johnsville, Pa.	RAPCON	Radar Approach Control Cen- ter
NAMTC	Naval Air Missile Test Cen- ter, Pt. Mugu, Calif.	ROAMA	Rome Air Materiel Area
NARTU	Naval Air Reserve Training Unit	SAAMA	San Antonio Air Materiel Area
NAS	Naval Air Station	SAC	Strategic Air Command
NASA	National Aeronautics and Space Administration	SAFAA	The Administrative Assistant, USAF
NATO	North Atlantic Treaty Organ- ization	SAFGC	The General Counsel, USAF
NATTC	Naval Air Technical Training Command	SAFLL	Office of Legislative Liaison, USAF
NAVFORNORAD	U. S. Naval Forces, NORAD	SAFMA	Asst. Secretary of the Air Force (Materiel)
NDRC	National Defense Research Council	SAFMS	Office of Missile and Satellite Systems, USAF
NEL	Naval Electronics Laboratory, San Diego, Calif.	SAFOI	Office of Information, USAF
NOL	Naval Ordnance Laboratory, White Oak, Md.	SAFRD	Asst. Secretary of the Air Force (Research and Devel- opment)
NORAD	North American Air Defense Command	SAFS	Secretary of the Air Force
NOTS	Naval Ordnance Test Station, Inyokern, Calif.	SAFUS	Under Secretary of the Air Force
NPG	Naval Proving Ground, Dahl- gren, Va.	SAGE	Semi-Automatic Ground En- vironment
NRL	Naval Research Lab., Anacos- tia, D. C.	SAM	Surface to Air Missile
NSC	National Security Council	SBAMA	San Bernadino Air Materiel Area
NSRB	National Security Resources Board	SEATO	Southeast Asia Treaty Organ- ization
NUOS	Naval Underwater Ordnance Station	SETAF	Southern European Task Force
OCO	Office, Chief of Ordnance, U. S. Army (OC of ORD also used on occasions), Washington, D. C.	SHAPE	Sup. Hqtrs., Allied Powers in Europe
OCRD	Office, Chief of Research and Development, Washington, D. C.	SM	Strategic Missile
OCSA	Office, Chief of Staff, Army, Washington, D. C.	SMAMA	Sacramento Air Materiel Area
ONM	Office Naval Material	SSD	Space Systems Division
OOR	Office of Ordnance Research, Durham, N. C.	SSM	Surface to Surface Missile
OPNAV	Office, Chief of Naval Opera- tions	STOL	Short Take Off and Landing
OSA	Office, Secretary of the Army	STRAC	Strategic Army Command
OSD	Office, Secretary of Defense	SUM	Surface to Underwater Missile
OSR	Office of Security Review, Dept. of Defense	SYSTO	Systems Staff Office, Air Force
		TAC	Tactical Air Command
		TACAN	Tactical Air Navigation
		TASR	Terminal Area Surveillance Radar
		TBL	Terminal Ballistics Labora- tory, Aberdeen, Md.

UOC	Ultimate Operating Capability		Support Agency, Fort Monmouth, New Jersey
USAAMA	U. S. Army Advent Management Agency, Fort Monmouth, N. J.	USASRDL	U. S. Army Signal Research and Development Laboratory, Fort Monmouth, New Jersey
USACSA	U. S. Army Combat Surveillance Agency, Arlington, Va.	USASSA	U. S. Army Signal Supply Agency, Philadelphia, Pa.
USAEPG	U. S. Army Electronic Proving Ground, Ft. Huachuca, Ariz.	USMA	United States Military Academy
USAFA	United States Air Force Academy	USNA	United States Naval Academy
USARADCOM	U. S. Army Air Defense Command, Colorado Springs	USNMDL	U. S. Navy Mine Defense Laboratory
USAREUR	Headquarters United States Army, Europe	USNPGS	U. S. Navy Post-Graduate School, Monterey, Calif.
USASA	U. S. Army Security Agency, Arlington Hall Station, Arlington, Va.	USNUSL	U. S. Navy Underwater Sound Laboratory
USASADEA	U. S. Army Signal Air Defense Engineering Agency, Fort Meade, Md.	VFR	Visual Flight Rules
USASCSA	U. S. Army Signal Communications Security Agency, Arlington Hall Station, Arlington, Va.	VTOL	Vertical Take Off and Landing
USASEA	U. S. Army Signal Engineering Agency, Arlington Hall Station, Arlington, Va.	WDD	Western Development Division
USASESA	U. S. Army Signal Equipment	WSEG	Weapons Systems Evaluation Group (Dept. of Defense), Washington, D. C.
		WSMR	White Sands Missile Range, White Sands, N. M.
		WSPO	Weapons Systems Project Office
		WSSCA	White Sands Signal Corps Agency, N. M.

COMING EVENTS IN MANAGEMENT AND LIBRARIANSHIP

The 13th triennial INTERNATIONAL MANAGEMENT CONGRESS, under the auspices of the Comité International de l'Organisation Scientifique (CIOS), will be held in the United States, for the first time in 25 years, at the Waldorf-Astoria Hotel, New York City, September 16-20, 1963. The Council for International Progress in Management (USA), Inc. (CIPM), will act as host. The theme of the Conference will be "Human Progress Through Better Management," and leaders in business, government and education from the United States, Canada, Europe, Latin America, the Middle East, Asia, Africa and the South Pacific are expected to attend. Write Congress Director, CIOS XIII International Management Congress, CIPM, 247 Park Avenue, New York 17, for details.

CIPM will hold a CIOS Prize Paper Contest for young executives in connection with the Congress. The purpose is to encourage original thought and research in the field of management throughout the world. The

winner will receive 4,000 Swiss francs (approximately \$1,000), and runners-up will be considered for publication in the proceedings of the Congress.

Contestants must be 35 years of age or under, papers must be submitted in French or English, and all papers must be submitted before September 1, 1962. In the United States entries and questions should be sent to Council for International Progress in Management, 247 Park Avenue, New York 17.

The 1962 CONFERENCE OF THE PACIFIC NORTHWEST LIBRARY ASSOCIATION will be held at Vancouver on the University of British Columbia campus, August 23-25.

The Twenty-Seventh Annual Conference of the UNIVERSITY OF CHICAGO GRADUATE LIBRARY SCHOOL will be held August 8-10, 1962. Ten formal papers will serve as a basis for audience discussion on "The Medium-Sized Public Library: Its Status and Its Future." For information write the Graduate School.

Development of Performance Standards for Library Binding

PAUL HOWARD, Librarian

U.S. Department of the Interior, Washington, D. C.

SLA Representative to the ALA Bookbinding Committee

FOR THE PAST TWO YEARS Special Libraries Association and American Library Association have jointly sponsored a project for developing performance standards for library binding. The first phase of the project, financed by the Council on Library Resources, was finished in the summer of 1961, and a report was published by the Library Technology Project.

The second phase of the project is now under way. It is supported by a grant of \$42,500 from the Council on Library Resources and is to be administered by the Library Technology Project. An advisory committee of librarians, on which the writer represents SLA, establishes policy for the project. A technical subcommittee composed of Robert E. Kingery, New York Public Library, Frank Schick, U. S. Office of Education, Paul Howard, U. S. Department of the Interior, and Arnold Trotter, University of Illinois, will keep in close touch with development of performance tests.

Phase I of the project attempted

- "a. To assemble data, through visitations to libraries, regarding the binding needs of libraries.
- b. To identify and define, as a result of the foregoing, the principal categories of library binding for which performance standards, specifications and acceptance tests are needed.
- c. To make plans and estimates for Phase II of the project, to be a testing program which will establish performance standards, specifications and acceptance tests for one or more of the principal categories of library binding thus defined."

A research team consisting of William Foley, Manager of Printing and Binding Services, University of California at Los Angeles, and Stephen Ford, Head of the

Order Department, University of Michigan Library, assisted by William J. Barrow, Restoration Specialist at the Virginia State Library, was employed. The team visited large university and research libraries, small, medium and large public libraries, school libraries, private special libraries and government special libraries. Its visits were supplemented by a mail questionnaire sent to an additional 459 libraries (of which 333 responded).

A detailed report of Phase I of the project has been published by ALA, *Development of Performance Standards for Library Binding*. A summary of its recommendations follows.

1. Establish a continuing testing program in Phase II of this project to develop testing equipment, performance standards, specifications and acceptance tests for the categories of binding described in Recommendations 1 and 3, implement Recommendation 2 and develop additional specifications as necessary.
2. Establish performance standards and specifications for five types of library binding: Type I for heavily used material, Type II for material with a heavy format, Type IIIa for lesser used monographic-type material, Type IIIb for lesser used serials-type material, Type IV for music, Type V for belles lettres.
3. Establish suggested practices for handling difficult-to-bind material: narrow margins, poor paper.
4. Establish performance standards and specifications for three types of publishers' bindings: 1) for general edition binding; 2) for reinforced library editions of children's books; and 3) for two types of pre-bindings for library books, heavy and light weight.

Following the conclusion of Phase I of the project, ALA and SLA together requested a grant from the Council on Library Resources for carrying on Phase II. The grant

was approved, and work has started on developing performance tests.

A contract has been let to the W. J. Barrow Research Laboratory for development of testing machines and a testing program. The following extract from minutes of the Advisory Committee meeting of February 1, 1962 will give an idea of the progress made so far on the test program.

"The Laboratory, located in the Virginia Historical Society, is financed under a two year contract with the Council on Library Resources. The total production for this period is to be devoted to CLR projects, but at the end of that time the equipment is to become the property of the laboratory. It is the only laboratory working solely on the physical preservation of books.

"Mr. Barrow then reported on some of the equipment and progress being made. He said that he is now convinced that with simple spraying equipment the durability of paper in books can be increased 8 to 10 times. The time required for spraying would be approximately 30 minutes. The alkaline solution in the spray would raise the Ph level, increase flexibility, and slow chemical deterioration. He listed a tumbling drum, MIT folding en-

durance tester, tear resister, Ph tester and backbreaker among the devices to be used.

"Of 130 books discarded from the Richmond Public Library because of physical deterioration he found the following examples of failure.

External hinge	52%
Internal hinge	31%
Abrasive wear	8%
Paper deterioration	0.01%

"These determinations indicate that flexing is the most important factor to consider in a testing program. The question was raised by Mr. Clapp as to whether the laboratory should not be interested more in measuring the results of failure than in the reasons for failure. After discussion the consensus was that both needed to be studied."

The Advisory Committee is optimistic about the eventual success of the program and feels that it will be able to develop meaningful performance standards and tests that will be satisfactory to librarians and practical for library binders. The Committee will sponsor a Workshop on Library Binding, June 16, in Miami Beach. Write William G. Harkins, University of Florida, Gainesville.

Library Technology Project Report

GLADYS T. PIEZ, Senior Editorial Assistant

Library Technology Project, American Library Association, Chicago, Illinois

Binding Project, Phase II

Under the joint sponsorship of SLA and the American Library Association, Phase II of the project to develop performance standards for library binding was started in February 1962.* Planned as a three-year study, to cost an estimated \$100,000, the first year's work is supported by a \$42,500 grant from the Council on Library Resources. Major objectives of the program are two: 1) the development of performance standards for the variety of book bindings recommended in *Development of Performance Standards for Library Binding, Phase I*; and 2) the development of appropriate tests for book bind-

ings, so that their performance can be measured with some degree of accuracy for conformance with established standards.

Before these standards and tests can be developed, certain basic problems must be solved. Testing equipment that will reproduce in the laboratory the conditions resulting from the wear and tear to which book bindings are subjected in actual use must be identified or designed. Numerical measurements for such wear and tear must be developed and correlated with those of the testing devices. And lastly, the amount of wear and tear on the binding under conditions of actual use must be correlated with numerical measurements for testing under specific laboratory conditions.

* See also *Development of Performance Standards for Library Binding* by Paul Howard above.

Both the Library Binding Institute and the book publishing industry are cooperating with the program. The advisory committee for the project is composed of the Book-binding Committee of ALA's Resources and Technical Services Division, Paul Howard representing SLA, and a representative of the American Library Association-Children's Book Council Joint Committee. Arnold Trotier, Chairman of RTSD's Bookbinding Committee, heads the group.

Protection of Library Resources

LTP believes that special librarians will be interested in a preliminary report on the recently completed investigation of fire and insurance protection of library resources, which will appear in the May *ALA Bulletin*. Emphasis in the article will be on the new ALA-recommended Model Library Insurance Policy, which is believed to be superior to any other policy available for the protection of movable property in libraries.

Manuscript-Marking Ink

The Project has a formula for ink that can be used to mark valuable documents when an identifying mark is needed as a deterrent to theft. Tests made for LTP show that ink made from this formula will not have injurious effects on documents, will not penetrate the paper unduly, will be resistant to ordinary ink eradicators and will not fade. Librarians who need this type of ink may obtain the formula for it from the Library Technology Project, or, if they themselves would like to test it, LTP will provide a sample on request.

Self-Charging Transaction System

A prototype of a simple self-charging device, based on the principles of transaction charging, was demonstrated at the SLA 1961 Convention in San Francisco. Under a recent grant of \$19,380 from the Council on Library Resources, a project has been approved to develop a completely integrated, self-charging transaction system around this experimental equipment. The Library Technology Project selected George Fry & Associates to make the study. Although this project has

special application to public libraries, it may be of interest to some special libraries as well.

SLA Now Represented on LTP's Advisory Committee

SLA is now represented on the Library Technology Project's Advisory Committee by Gordon E. Randall, Manager of the Library of IBM's Thomas J. Watson Research Center, Yorktown, New York. LTP welcomes the addition of Mr. Randall to its Advisory Committee as a further way to broaden its services to special librarians.

Guide to Book Copiers

Photocopying from Bound Volumes: A Study of Machines, Methods, and Materials (ALA, 225 p., \$5) will provide librarians with a basis for selecting proper book-copying equipment and with information enabling them to utilize such equipment most effectively.

The new guide reports on a year-long project that investigated existing photocopying procedures and evaluated 20 machines now being sold and designed primarily for copying material in bound form. Cost studies of operating times and materials are also included. Nearly 100 photographs are used to illustrate machines, operating techniques, processes and quality of reproduction.

William R. Hawken conducted the study and wrote the report. He is a recognized authority on photocopying techniques. A \$30,000 grant from the Council on Library Resources financed the investigation.

Annual Business Meeting

As required by Bylaw VIII, Section 1, notice is hereby given that the **Annual Business Meeting** of Special Libraries Association will be held **Wednesday afternoon, 2:30 p.m., May 30, 1962**, at the Sheraton-Park Hotel, Washington, D. C., at the Annual Convention of the Association. Included on the agenda will be proposed changes in the Association's Constitution and Bylaws. These proposals are being mailed separately to the membership.

Periodical Circulation in a Typical Paper Company Library

GEORGE A. MASON,* Technical Librarian
St. Regis Paper Co., Carthage, New York

FOR SEVERAL years the Technical Division Library of the St. Regis Paper Company had been experiencing growing pains. The great accumulation of back issues from the 113 periodicals and 57 house organs the library received posed quite a space problem. Approximately 24 standard library book stack units were used to hold volumes of 14 bound periodicals, 99 other periodicals and 1,400 books.

To properly render the best possible service and make the materials readily accessible to all, a comprehensive survey was made primarily to determine whether it would be worthwhile for the library to offer Verifax copies of tables of contents as an additional library service and decide how many older periodicals should remain in the library.

Replies to questionnaires showed the following facts affirmed by the majority:

1. The library needed more room.
2. Needed information could easily be located.
3. Literature searches were greatly desired.
4. Of the foreign languages, German periodicals were most frequently used.
5. Up-to-date Verifax copies of pertinent changes should be given daily to staff members.
6. A Verifax service giving the table of contents of periodicals was much in demand.
7. Copies of periodicals and current books should be ordered in quantity, so that time is not lost in circulating a few copies among many of the technical staff.
8. The library should publish a calendar of events and technical meetings.
9. The library should be air conditioned. The nature of the work caused dust. This was annoying when books were handled.
10. Better lighting facilities were requested.
11. Table space with comfortable chairs requested.
12. An additional clerk was needed.

From the replies obtained it is quite evident that scientists who have small offices,

* Since preparing this survey Mr. Mason has become Librarian, North Country Library Systems, Watertown, N. Y.

few vertical files and a small collection of books cannot keep much old material. It would seem that they rely heavily on current periodicals circulated by the library.

With only about half of the 68 scientists satisfied with the present library service, a number of possibilities had to be considered to improve service. Each scientist spent an average of 45 minutes reading library material each day. More than half indicated that they could decide whether they desired to read an article by examining its table of contents. However, only solid full-length articles in periodicals of purely a scientific nature could be evaluated by examining a table of contents. A Verifax table of contents service was indicated as a most important function. Copies of periodicals older than five years should not remain in the library.

The periodicals presenting the greatest problem were the "news" periodicals of the paper field.

The scientists overwhelmingly indicated that house organs seemed to be useless; no space could be justified for even taking up display space for them. Because of such infrequent use only the following periodicals should be retained after five years: *Forest Products Journal*, *Pulp & Paper*, *Pulp & Paper of Canada*, *Southern Pulp & Paper* and *Tappi*.

Since the library had only one full-time secretary, it was decided that additional Verifax work in excess of making customary copies was impossible at that time.

Problems encountered with slow distribution seemed to be remedied only by multiple subscriptions. When someone delays the forwarding of a periodical, diplomacy appears to be the only solution. Limited budget and lack of space test the technical librarian's skill to utilize space, facilities and resources to please scientists and management.

SPECIAL LIBRARIES

This Works For Us . . .

Requesters' Reference Cards

When I am asked to obtain a report, periodical article or the like, I type on a 3 x 5 card all the necessary citation data including source. Then on the back I type the name of the requester and the date I request the item. This card is then filed by source in the "in process file." When the item arrives, I catalog it in the usual manner on regular library catalog cards. The request card is attached to the item, and both are sent to the requester. The requester keeps the card for his future reference. Any additional notations he wishes to make can be added to this card.

MARIAN S. VEATH, former Librarian
Sylvania Electronic Systems, Buffalo, N. Y.

(Reprinted from *Western New York Chapter Bulletin*, vol. 16, no. 3, April 1961.)

Foreign Language File

Since Air University has a large number of Allied Students, we have many requests like, "What does the library have in the French language?" We had no way to identify this material written in other languages. Now our catalog department makes an extra card for these items. We keep them in a separate file arranged first under the language in which material is written and then by author within the language division. It has already proved to be very useful for us.

FLORINE A. OLTMAN, Chief
Bibliographic Assistance Branch
Air University Library
Maxwell Air Force Base, Alabama

Library Name Badges

We have a rather large number of visitors at our library and have used typed name tags for our staff for some time. I have come across a more legible device that some other librarians might find useful. It is a name badge that is commonly used among square dancers for identification. The badges are black, red, blue, green, yellow or wood grained plastic with white lettering, or engraving can be colored with permanent coloring. We substituted the function that a per-

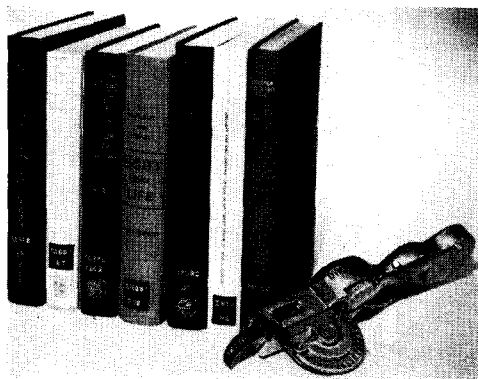
son in our organization performs for the name of the club or town. The badges are available from Blue Engravers, 902 South Averill Avenue, San Pedro, California. A badge $2\frac{1}{4}$ by $\frac{3}{4}$ inches costs 65¢.

EUGENE B. JACKSON, Research Laboratories
General Motors Corp., Warren, Michigan

Book Labels

Our library has a hand-operated machine, pictured below, that enables us to make low cost embossed plastic labels for books, shelving and so on, right in the library as we need them. We dial the letters or numbers desired on the Dymo Mite, close the hand grip and press the figures out of the tape. The labels are one-half inch wide and can be any length; the letters are about $\frac{3}{8}$ of an inch high. The letters or numbers are white, and the tape is available in assorted colors. It is backed with pressure-sensitive adhesive or may be obtained without adhesive. The Dymo Mite is made by Fordham Equipment Co., 2377 Hoffman Street, New York 58, and sells for \$34.95. The tape ranges in price from \$1.25 to \$1.65 for a 12-foot roll. We find this method of labeling library materials easy to do and easy to read.

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



Dymo Mite and Labeled Books

SLA Hall of Fame 1962

Three special librarians have been selected for the 1962 SLA Hall of Fame in recognition of their sustained service and many contributions to the development of the Special Libraries Association. President Eugene B. Jackson has announced: "All three have held important library positions, all three have participated in Chapter, Division and Association activities, and all three have evidenced pride in and devotion to their profession by giving unstintingly of themselves and their experiences to promote special librarianship. The late Rose Boots' belief in the value of special library education prompted her to propose and then support and work for the growth of the SLA Scholarship and Student Loan Fund. Mrs. Margaret M. Rocq's concern with improving technical research led her to participate on a number of indexing, abstracting and union list of serials committees, and recently she was chief editor of the Petroleum Section's *U.S. Sources of Petroleum and Natural Gas Statistics*, published by the Association in the fall of 1961. Fannie Simon's long and active participation in the New York Chapter convinced her that special librarians benefited from subject-interest organizations, and she helped found the Publishing Division and also the Advertising and Geography and Map Groups within the New York Chapter, which were the forerunners of the Association Divisions." Hall of Fame medallions will be presented to Mrs. Rocq and Miss Simon on May 29 at the Association's Banquet.



Rose Boots

Rose Boots served the Association as an officer or committee member every year since she became an SLA member in 1934 until her untimely death early in 1960. That year she was honored posthumously by receiving the Association's highest award—the SLA Professional Award—in recognition of her establishment of the Scholarship and Student Loan Fund and her work as a member and Chairman of the Scholarship and Student Loan Fund Committee, 1938-41 and 1951-54. After earning her library degree at Columbia University's School of Library Service, Miss Boots was Librarian of the Marvyn Scudder Financial Library until 1946, when she became the Research Librarian for Merrill Lynch, Pierce, Fenner & Beane. Following another library position with Standard Brands, she joined the McGraw-Hill Publishing Company, Inc. in 1949, as its Chief Librarian. Her many offices in the New York Chapter included President, 1938-39, Executive Board member, 1935-36, 1939-40 and 1945-46, and Consultant Officer, 1957-60. Miss Boots also served on many committees of the Association and the Finance and Publishing Divisions. From 1953 through 1956 she taught a course on "Special Libraries" at Pratt Institute, and she helped organize the Institute on Indexing Periodicals, held at Columbia's School of Library Service in 1959.

Mrs. Margaret Miller Rocq began her library career in the Los Angeles Public Library after receiving her A.B. degree from the University of California, but four years later, in 1929, she shifted to special library work when she joined the staff of three of the Standard Oil Company of California Library in San Francisco. In 1934 she became Chief Librarian, and when she retired in December 1958, she left a large, well-organized library with a staff of 15 persons. Mrs. Rocq became a member of SLA in 1930 and immediately became active in the San Francisco Bay Region Chapter in which she held all major offices, including President, 1934-35, and Con-



Mrs. Margaret Miller Rocq

sultant Officer, 1957-62. In the Science-Technology Division she served as Secretary-Treasurer, 1950-51, and was Chairman of the Petroleum Section, 1955-56. She assumed leadership in the preparation of the Section's index, *U.S. Sources of Petroleum and Natural Gas Statistics*, and has been a member of the Student Loan, Recruitment, Development of Promotion Techniques and 1961 Convention Committees. Since her retirement she has been Chairman of a Subcommittee of the Regional Resources Coordinating Committee of the California Library Association and is currently working on its second edition of *California Local History: A Centennial Bibliography*.



Blackstone Studios

Fannie Simon

Fannie Simon, who has attended practically every SLA Convention since 1942, is well known throughout the Association for her broad interests and enthusiastic response to new ideas and methods. A native New Yorker, Miss Simon has lived and worked there all her life and has been particularly active in the New York Chapter of which she was President, 1945-46, and chairman of numerous committees. She entered library work in 1931 when she became Assistant Librarian at McCann Erickson. Eleven years later she moved to *McCall's Magazine* where she was a Librarian and Associate Editor until her retirement in 1958. Not one to take retirement lightly, Miss Simon has in the past three years been Librarian at the

American Bible Society, set up a library for the Council on Economic and Cultural Affairs and most recently held the interim position of Assistant to Executive Secretary at SLA Headquarters. Her subject interests have embraced advertising, geography and publishing, and she was instrumental in founding all three of these Association Divisions as well as working on their committees and serving as an officer. An insatiable traveler, she has taken many trips to all parts of the world, where she always makes it a point to visit libraries and talk to librarians.

HONORS TO OTHER SLA MEMBERS

The Special Libraries Council of Philadelphia and Vicinity Achievement Award for 1962 was presented to MRS. MARIE SIMON GOFF, Librarian, E. I. du Pont de Nemours & Co., Inc., Wilmington, on March 6. Sylvia M. Heyl, SLC President, cited her accomplishments as: "Her distinguished service in behalf of the establishment of special libraries in industry and for her splendid work in creating good public relations for special librarians and librarians with industry and the public as an author and as a speaker on radio and television and in person . . . for her enthusiastic promotion of the vocation of special librarianship among students . . . for her leadership and accomplishments as one of the Presidents of our Special Libraries Council and as a chairman and active working member of numerous Chapter and Special Libraries Association groups and committees, including the committee which formulated

the first educational and experience qualifications for membership adopted by a library association in the United States . . . for the inspiration she is to us all."

GEORGE E. PETTENGILL, Librarian, American Institute of Architects Library, has been elected Honorary Member of the American Institute of Architects, for his development of the AID Library. This recognition is granted "those esteemed persons who, though not eligible for corporate membership, have rendered distinguished service to the architectural profession or to allied arts and sciences."

MRS. VIRGINIA S. YOUNG, Head Librarian of the Transportation Corps Library at the U.S. Army Transportation School, has been awarded a medal and Department of the Army Citation in recognition of meritorious civilian service from March 15, 1960 to November 14, 1961. This is the second highest honorable award given civilian employees.

Special Libraries Association 53rd Annual Convention Program

Sheraton-Park and Shoreham Hotels
Washington, D. C.
May 27-31, 1962

SUNDAY, MAY 27

EXECUTIVE BOARD MEETING: 9:30 a.m.-5:00 p.m. Sheraton-Park

Afternoon

REGISTRATION: 1:00-7:00 p.m. Sheraton-Park

METALS DIVISION, Executive Committee: 2:00-4:00 p.m.

SCIENCE-TECHNOLOGY DIVISION, Executive Committee: 2:00-4:00 p.m.

LIBRARY OF CONGRESS, Open House: 2:00-5:00 p.m. Sponsored by Special Divisions in the Reference Department plus the Card Division, Copyright Office and Serial Record Division

Evening

RECEPTION AND OPENING OF EXHIBITS: 6:00-8:00 p.m. Exhibit Hall Lounge, Sheraton Exhibit Hall

OPEN HOUSES: 8:00 p.m. Division suites in Shoreham and Sheraton-Park

Advertising (To welcome new members), Biological Sciences, Business and Finance, Military Librarians, Museum, Newspaper Picture, Publishing, Science-Technology (Sheraton-Park Continental Room), Social Science and Transportation (Shoreham)

MONDAY, MAY 28

Breakfast

NEWSPAPER DIVISION: 7:00-9:30 a.m.

SCIENCE-TECHNOLOGY DIVISION, Petroleum Section: 7:30-9:30 a.m.

Includes Business Meeting

Others to be arranged

Morning

Opening Session: 10:00 a.m.-noon Sheraton Hall

Presiding: Eugene Jackson, President, Special Libraries Association; Research Laboratories, General Motors Corporation, Warren, Michigan

Invocation: The Reverend Maurice H. Hopson, Rector, St. Clements' Church, Alexandria, Virginia

Welcome: L. Quincy Mumford, Librarian of Congress; J. Heston Heald, President of SLA Washington, D. C. Chapter; Deputy for Science and Technology, ASTIA, Arlington, Virginia

Introduction of Convention Committee Chairmen and Announcements: Dr. Arch C. Gerlach, Convention Chairman; Map Division, Library of Congress

Summary of Exhibits: Joseph Freson, Chairman, Exhibits Committee; Catholic University of America

Keynote Address: Dr. Detlev W. Bronk, President, National Academy of Sciences-National Research Council and President of The Rockefeller Institute

Luncheon 12:00 noon-2:00 p.m.

ADVERTISING DIVISION: Includes Business Meeting

BIOLOGICAL SCIENCES DIVISION: Rachel Carson, *Man and Nature in a Chemical Age*. Followed by Business Meeting

INSURANCE DIVISION: Glendon E. Johnson, General Counsel, American Life Convention, *Why and How Business Is Represented in Washington* (At National Press Club)

SOCIAL SCIENCE DIVISION, Social Welfare Section: Includes Business Meeting

Afternoon

BUSINESS AND FINANCE DIVISION: See Documentation Division

DOCUMENTATION, BUSINESS AND FINANCE, METALS, MILITARY LIBRARIANS and SCIENCE-TECHNOLOGY DIVISIONS: 2:00-4:30 p.m. *Applications of the Large Computers to Information Storage and Retrieval*, a panel of four speakers. To be supplemented by group visits to IBM Exhibit Center with all types and sizes of computer machinery throughout the week (IBM to provide transportation)

GEOGRAPHY AND MAP DIVISION: 2:30-4:30 p.m. Business Meeting; 4:30-5:00 p.m. Symposium on *Criteria for Weeding Out Map Collections*

INSURANCE DIVISION: 2:00-4:00 p.m. Business Meeting. Shoreham

METALS DIVISION: See Documentation Division

MILITARY LIBRARIANS DIVISION: See Documentation Division

MUSEUM AND PICTURE DIVISIONS: 2:30-4:30 p.m. Library of Congress for a detailed account of the scope and services of the Prints and Photographs Division in the Library, to discuss the different uses made of pictures and to view a special exhibit.

NEWSPAPER DIVISION: 2:00-4:30 p.m. *How Can a Newspaper Library Best Serve Its Organization?* William D. Chase, Flint (Mich.) *Journal*; *Building a Picture File*, Audrey House, Birmingham (Ala.) *News*; *Preservation of Library Materials*, Janey McConnell, Lincoln (Neb.) *Journal-Star*. Shoreham

SCIENCE-TECHNOLOGY DIVISION: See Documentation Division

SOCIAL SCIENCE DIVISION: 2:00-4:00 p.m. Municipal Reference Librarians Roundtable, *Documents Exchange Program*, *National Checklist of Local Government Documents*; *Function and Organization of Municipal Reference Libraries*. Discussion Leader: Eugene Bockman. Division Suite, Shoreham

4:00-5:30 p.m.: Tea and Tour. Guests of the Roosevelt Four Freedoms Library (Division Members Only)

CONVENTION-WIDE EMBASSY TOUR 3:30-6:00 P.M.

Sponsored by the Metals Division to Raise Money for the SLA Scholarship and Student Loan Fund

Evening

INCOMING CHAPTER OFFICERS: 6:00-8:00 p.m. Dinner and discussion

PAST-PRESIDENTS' DINNER: 6:00-8:00 p.m.

ADVISORY COUNCIL MEETING: 8:00-9:30 p.m.

SCIENCE-TECHNOLOGY DIVISION, Petroleum Section: 9:30 p.m. Cocktails. Sponsored by the Pergamon Press of Los Angeles (Section members only)

TUESDAY, MAY 29

Breakfast

DOCUMENTATION DIVISION: 7:30-9:15 a.m. Includes Business Meeting

NEWSPAPER DIVISION: 7:00-9:00 a.m.

SCIENCE-TECHNOLOGY DIVISION

Chemistry Section: 7:30-9:15 a.m. Includes Business Meeting

TRANSPORTATION DIVISION: 7:30-9:15 a.m. Workshop on *Evaluation and Retention of Company Publications*

Others to be arranged

Morning

General Session—9:30 a.m.-noon. Sheraton Hall

Research Sponsored by the Council on Library Resources of Particular Interest to Special Librarians

Presiding: Verner W. Clapp, President, Council on Library Resources, Inc. Panelists: Ralph R. Shaw, Rutgers University, *The State of the Library Art*; Donald R. Swanson, Manager, Synthetic Intelligence Department, Ramo-Wooldridge, Inc., *Possibility of Bringing Machines to the Servicing of the Intellectual Operations in Libraries*; Edward Heiliger, Librarian, University of Illinois, Chicago Division, *Applications of Data Processing Techniques to all Library Procedures*

Luncheon 12:00 noon-2:00 p.m.

BUSINESS AND FINANCE, SOCIAL SCIENCE and TRANSPORTATION DIVISIONS: Charles J. Zinn, Law Revision Counsel, Committee on the Judiciary, House of Representatives, *How Our Laws Are Made*

MILITARY LIBRARIANS DIVISION: *See* Publishing Division

MUSEUM DIVISION: Includes Business Meeting

NEWSPAPER DIVISION (continuing as a panel meeting to 4:00 p.m.): *Most Used Reference Books and What You Can Find in Them*, Ruth Braun, Detroit (Mich.) *News; Advantages of a Newspaper Index*, Clement G. Vitek, Baltimore (Md.) *Sun; Value of Technical Books in a Newspaper Library*, Bess Whitworth, *Virginian-Pilot & Ledger Star* (Norfolk) Sphinx Club, Almas Temple

PICTURE DIVISION: Includes Business Meeting

PUBLISHING DIVISION: Book and Author Luncheon. *Science in Fiction and Fact*, L. Sprague de Camp. Co-sponsored by Military Librarians Division

SOCIAL SCIENCE DIVISION: *See* Business and Finance Division

SCIENCE-TECHNOLOGY DIVISION

Engineering Section: Includes Business Meeting

Paper and Textiles Section: Includes Business Meeting

Petroleum Section: Philip W. Bishop, curator, Hall of Petroleum, Smithsonian Institution, Occidental Restaurant

Pharmaceutical Section: *Subject Heading Work with MEDLARS*, Winifred Sewell, National Library of Medicine

Public Utilities Section: Sponsored by Potomac Electric Co., Mayflower Hotel (Members only)

TRANSPORTATION DIVISION: *See* Business and Finance Division

Afternoon

ADVERTISING, BIOLOGICAL SCIENCES, BUSINESS AND FINANCE, INSURANCE, PUBLISHING and SOCIAL SCIENCE DIVISIONS: 2:30-4:30 p.m. A lecture by James L. Harrison, Public Printer, Government Printing Office, *The Preparation and Printing of Public Documents*. Followed by a tour of the Government Printing Office

BIOLOGICAL SCIENCES: *See* Advertising Division

BUSINESS AND FINANCE DIVISION: *See Advertising Division*

GEOGRAPHY AND MAP DIVISION: 2:30-5:00 p.m. Albert Nowicki, *Luna Mapping at the Army Map Service*; Robert Rados, Goddard Space Flight Center, *Project Tiros*; films on "Project Echo" and "Tiros II"

INSURANCE DIVISION: *See Advertising Division*

METALS DIVISION: 2:00-4:00 p.m. Panel on *U.S. Government Sources of "Materials" Information*. Presiding: Robert E. Burton, Supervisor, Science and Engineering Libraries, University of Michigan. W. R. Tilley, Chief, Office of Technical Information, National Bureau of Standards, *Science Information Activities at the National Bureau of Standards*; Lillian A. Hamrick, Chief, Technical Information Division, Office of Technical Services, U.S. Department of Commerce, *The Art of Progress*; Owen C. Gretton, Assistant Chief, Industry Division, Bureau of Census, *The Role of Metals Data at the Census Bureau's Statistics Program*; Shoreham

MILITARY LIBRARIANS DIVISION: 2:15-3:00 p.m. Business Meeting; 3:00-4:00 p.m. *The New Army Organization*, speaker to be announced

MUSEUM AND PICTURE DIVISIONS: 2:30-4:30 p.m. Tours of the Smithsonian Institution and the National Archives

PUBLISHING DIVISION: *See Advertising Division*

SCIENCE-TECHNOLOGY DIVISION

Paper and Textile Section: 2:00-4:30 p.m. Concurrent round tables: 1) *Physical Aspects of Libraries* (Moving and Space Problems). Leader, James Baker, Librarian, Chemstrand Research Center Library, Durham, North Carolina; 2) *Technical Problems of Libraries*. Leader, Mary Emerson, Librarian, Institute of Textile Technology, Charlottesville, Virginia. Summaries will be presented by leaders of each group.

Petroleum Section: 2:00-5:00 p.m. U.S. Department of Interior Auditorium Panel discussion on *Expediting the Acquisition Process*. Moderator: Lemuel Banks, Reference Librarian, Department of Interior. Speakers: C. C. Anderson, Chief, Petroleum Division, U.S. Bureau of Mines, *Bureau of Mines Publications*; Legare Obear, Chief, Loan Division, Library of Congress, *L. C. Loans and Photocopy Service*; George K. Taylor, Acquisitions Branch, Technical Information Division, Department of Commerce, *Services of OTS*; Alpheus L. Walter, Chief, Card Division, Library of Congress, *L.C. Catalog Card Service*. Followed by tour of U.S. Department of Interior Library

Pharmaceutical Section: 2:00-3:30 p.m. Business Meeting

SOCIAL SCIENCE DIVISION: *See Advertising Division*

Evening

PRE-BANQUET COCKTAIL HOUR: 7:00 p.m. Sheraton-Park

Annual Banquet: 8:00 p.m. Sheraton Hall

METALS DIVISION: Open House after Banquet

WEDNESDAY, MAY 30

Breakfast

CHAPTER AND DIVISION BULLETIN EDITORS

CHAPTER EMPLOYMENT CHAIRMEN

NEWSPAPER DIVISION: 7:00-9:00 a.m.

SCIENCE-TECHNOLOGY DIVISION, Advisory Committee: 7:30-9:30 a.m.

Others to be arranged

Morning

INCOMING DIVISION OFFICERS: 8:00-9:30 a.m.

THE COPYRIGHT LAW REVISION: 9:00-10:00 a.m. Panel Discussion. Open to all

BUSINESS AND FINANCE AND SOCIAL SCIENCE DIVISIONS: 10:30 a.m.-noon. *Special Libraries in Underdeveloped Areas*. Janet Bogardus, Federal Reserve Bank Library of New York, *Nigeria*; Paul J. Burnette, Army Library, *Burma*. Shoreham

GEOGRAPHY AND MAP DIVISION: *See* Science-Technology Division

INSURANCE DIVISION: 10:00 a.m.-noon. Committee on Indexing Insurance Periodicals, Workshop Meeting. Shoreham

METALS DIVISION: 10:00 a.m.-noon. Workshop on *Library Problems*. (Leader to be announced)

MUSEUM AND PICTURE DIVISIONS: 9:30-11:30 a.m. Beaumont Newhall, Director, George Eastman House, Rochester, New York, *Daguerreotype in America*; Gordon Hendricks will speak on his new book, *The Edison Motion Picture Myth*. Shoreham

SCIENCE-TECHNOLOGY DIVISION

Chemistry Section, co-sponsored by the Engineering, Paper and Textile and Petroleum Sections and Geography and Map Division: 10:00 a.m.-noon. Congressman Joseph E. Karth of Minnesota will discuss space-age developments, and the NASA Project Mercury film, "Mastery of Space," will show Shepard and Glenn flights. Sheraton Hall

SOCIAL SCIENCE DIVISION: 9:30-10:30 a.m. Business Meeting followed by joint meeting with Business and Finance Division. *See* Business and Finance Division. Shoreham

SPECIAL LIBRARIES COMMITTEE: 10:00-11:30. Discussion of content and policies. Open meeting

Luncheon 12:00 noon-2:00 p.m.

INSURANCE DIVISION

METALS DIVISION: Includes Business Meeting

MUSEUM AND PICTURE DIVISIONS: Joseph Patterson, Director, American Association of Museums, *Survey of the American Museum at Mid-Century*

PUBLISHING DIVISION: Business Meeting and luncheon in Division suite

TRANSPORTATION DIVISION: Business Meeting and luncheon in Division suite

SCIENCE-TECHNOLOGY DIVISION: *See* Translations Activities Committee

TRANSLATIONS ACTIVITIES COMMITTEE: Co-sponsored by the Science-Technology Division. Report by Elizabeth M. Walkey, Chairman, *The SLA Survey of Translation Activities and its Implications for Future Planning*

Afternoon

ANNUAL BUSINESS MEETING: 2:30-5:00 p.m. Sheraton-Park Hotel

Dinner

BIOLOGICAL SCIENCES DIVISION: 6:30 p.m.—Social Hour; 7:30 p.m.—Dinner. Dr. Helen Trager, Peace Corps Officer, *The Peace Corps*. Co-sponsored by Pharmaceutical Section

GEOGRAPHY AND MAP DIVISION: Informal supper

MUSEUM AND PICTURE DIVISIONS: 6:00-8:00 p.m. Dinner. Edward Steichen, Director, Department of Photography, Museum of Modern Art, New York City, will discuss the function of the picture communication of the American image to the world. A panel discussion will follow, with representatives of the Smithsonian Institution, the National Archives, a museum or historical society outside Washington, the Library of Congress and a user of those archives such as the *American Heritage* magazine. The topic will be *The Present Status of Picture Archives in the United States*

SCIENCE-TECHNOLOGY DIVISION: 7:00-8:30 p.m. Advisory Committee Business Meeting
Pharmaceutical Section: *See* Biological Sciences Division

Evening

INSURANCE DIVISION: Reception in Division suite

NEWSPAPER DIVISION: 7:00-9:00 p.m. *Problems of Reorganizing a Newspaper Library*, Marion Orgain, Houston (Tex.) *Chronicle*; *What's New in Newspaper Libraries?* Rex Schaeffer, Rochester (N. Y.) *Times-Union*; *Problems of Moving a Newspaper Library*, Mary Welch, Boston (Mass.) *Globe*

SCIENCE-TECHNOLOGY DIVISION, Engineering Section: 8:00-10:00 p.m. Panel discussion on *Education for Science Information Personnel*. Moderator: Chris G. Stevenson, Manager, Technical Information Operation, General Electric Company, Richland, Washington. Panelists: Mrs. Dorothy Crosland, Director of Libraries, Georgia Institute of Technology; Dr. Ralph R. Shaw, Rutgers University Graduate School of Library Science; Dr. Mortimer Taube, Documentation, Inc. and Columbia University School of Library Services

THURSDAY, MAY 31

Breakfast

NEWSPAPER DIVISION: 7:00-9:00 a.m.
Others to be arranged

Morning

ADVERTISING DIVISION: *See* Social Science Division

BUSINESS AND FINANCE DIVISION: 8:30-10:00 a.m. Business Meeting; 10:30 a.m.-noon. *See* Social Science Division

BIOLOGICAL SCIENCES DIVISION: 8:15 a.m.-4:30 p.m. Tours and talks at the National Agricultural Library, National Institutes of Health (both the research and hospital libraries), National Library of Medicine and Veterans Administration Library

GEOGRAPHY AND MAP DIVISION: 8:30 a.m.-1:00 p.m. Tours of the Navy Hydrographic Office and Bureau of the Census (Suitland, Md.)

INSURANCE DIVISION: *See* Social Science Division

METALS DIVISION: All-day field trip to research laboratories in D. C. area

MUSEUM AND PICTURE DIVISIONS: All-day field trip to Baltimore with visits to the Walters Art Gallery, the Baltimore Museum of Art, Evergreen House (rare book collection belonging to Johns Hopkins University) and the Peabody Institute Library

NEWSPAPER DIVISION: 9:15-11:30 a.m. Rose Vormelker, *Plain Dealer* (Cleveland, Ohio), *Goals to be Reached through Standards*, Standards Committee Report. Business Meeting

PUBLISHING DIVISION: *See* Social Science Division

SCIENCE-TECHNOLOGY DIVISION: 9:30 a.m.-noon. Business Meeting

SOCIAL SCIENCE, ADVERTISING, BUSINESS AND FINANCE, INSURANCE, and PUBLISHING DIVISIONS: 10:30 a.m.-noon. Raymond T. Bowman, Assistant Director, Statistical Standards, Bureau of the Budget, *Federal Statistical Services*

TRANSPORTATION DIVISION: Visits to transportation libraries in metropolitan Washington

Luncheon 12:00 noon-2:00 p.m.

BIOLOGICAL SCIENCES DIVISION: Jessica S. Melton, Assistant Director for Technical Services, Center for Documentation and Communication Research, Western Reserve University, *Report on the Communicable Disease Center—Western Reserve University Documentation of Communicable Disease Literature Project*

BUSINESS AND FINANCE DIVISION: *See* Social Science Division

INSURANCE DIVISION: *See* Social Science Division

NEWSPAPER DIVISION: Luncheon and tour at *Evening Star* Building (Division Members only)

SOCIAL SCIENCE DIVISION, Planning, Building and Housing Section, co-sponsored by the Business and Finance Division. William L. Slayton, Commissioner, Urban Renewal Administration, *Urban Renewal*
Others to be arranged

Afternoon

ADVERTISING DIVISION: 2:30-4:00 p.m. Daniel J. Murphy, Bureau of Deceptive Practices, Federal Trade Commission, *Legislation Involving Advertising*

GEOGRAPHY AND MAP DIVISION: 3:00-4:00 p.m. Woodrow Jacobs, Director, NODC, *Collection of Basic Scientific Information with Reference to Oceanography*

INSURANCE DIVISION: See Social Science Division, Social Welfare Section

NEWSPAPER DIVISION: Tour and cocktails at the *Washington Post* (Members only)

SCIENCE-TECHNOLOGY DIVISION, Engineering Section: 12:30 a.m.-2:00 p.m. Tour of the Scientific and Technical Information Facility operated for NASA by Documentation, Inc. (Section members only)

Conducted tour of ASTIA: 12:30-2:30 p.m. (Buses will be provided, leaving on the hour and half hour. Tour will accommodate 300 persons at 50 per bus and will take about an hour and a half. Registration for ASTIA tour must be made by Wednesday, May 30. If interest warrants, additional tours will be scheduled for 8:30, 9:30 and 10:30 on Friday. Lists for each tour will be posted on a bulletin board and as spaces are filled, the tours will be closed. No advance clearance or reservations will be necessary. Foreign nationals should, however, prior to the Convention, notify Mr. Franklin E. Jordan, Director, Government and Contractor Relations, ASTIA, of their desire to visit ASTIA)

Conducted tour of NASA Document Facility. (Limited to 50 persons)

SOCIAL SCIENCE DIVISION: 2:30-4:00 p.m.

Planning, Building and Housing Section. Panel discussion on *Statistics Economists Use*. Chairman: Janice Babb. Panelists: W. C. Dutton, Jr., Executive Director, American Institute of Planners; Robert C. Colwell, Economic Adviser, Urban Renewal Administration; Catherine Martini, Director of Research, National Association of Real Estate Boards. Followed by Business Meeting

Social Welfare Section: Tour of the Health, Education and Welfare Department Library, and talk by Wilbur J. Cohen, Assistant Secretary (for Legislation), HEW

Evening

NEWSPAPER DIVISION: Buffet dinner at the National Press Club (Division Members only)

FRIDAY, JUNE 1

EXECUTIVE BOARD: 9:30 a.m.-5:00 p.m. Sheraton-Park

Tours and Visits

GEOGRAPHY AND MAP DIVISION: Visits to Army Map Service, U.S. Geological Survey and the National Geographic Society. Pre-registration will be required

INSURANCE AND SOCIAL SCIENCE DIVISIONS: Conducted tour of the Installation of the Bureau of Old Age & Survivors Insurance, Social Security Administration, Department of Health, Education and Welfare, Baltimore. Leave 9:30 a.m.

SCIENCE-TECHNOLOGY DIVISION, Engineering Section: Tour of ASTIA. See Thursday

Tourist attractions in the Washington, D. C. area

Colonial Williamsburg (4 days)

Possible tours by air or sea to Bermuda and Western Europe

A list of libraries that will be open to SLA members, with addresses and hours, will be provided in the registration packet

SLA Membership Directory Survey

MRS. MARY S. McDERMOTT, Senior Librarian
Johns-Manville Products Corp., Research Center
Manville, New Jersey

IN THE SPRING OF 1961, the New Jersey Chapter was prompted to conduct a survey of Chapter and Division membership directory practices as an aid in reviewing its own situation. Publication of an annual directory including a substantial amount of information had become too time-consuming for volunteer editorial and publication assistance.

Chapter officers and members had always recognized the communication value of the membership directory. This had led to the development of an annual publication of a two-part directory. The first section, arranged by organization, included the names of staff members, address, telephone number, the year the library was established, size of collection, major subjects covered, interlibrary loan practices and photocopying facilities. The second section listed names of members, included home address and home telephone number and was keyed to the appropriate organization in the first section by a number system.

The Chapter Membership Chairman accepted the responsibility for annually sending out the questionnaire, compiling the directory from the returns, duplicating the material and mailing it out in October prior to the first meeting of the year.

This ideal plan was being abandoned with reluctance in favor of a more practical program of issuing such a complete directory only once every three years. This is to be supplemented by a less detailed listing to be published annually in the interim years. The decision was reached on the basis that statistical data and policies with regard to use would not change perceptibly in the intervening period. Before a final decision was reached, it was decided that knowledge of the practices of other parts of the Association would be helpful.

The survey yielded a 92 per cent return. Replies were received from 28 Chapters, 12

Divisions and six Sections. The New Jersey Chapter appreciates the cooperation of all who participated and believes that the summary of the results might be helpful to others. Some of the information requested was impractical to compile and has been omitted from this summary.

Forty-six of the 50 Association units returning the questionnaire publish a membership directory: 29 Chapters, 12 Divisions and five Sections.

The directories varied from a simple alphabetical listing of names reproduced from membership cards as received from Headquarters to directories with three indexes. Five Chapters publish lists of libraries in their respective areas whether or not they are members of Special Libraries Association.

Following is the information as supplied by the questionnaire:

Name and address only	13
SLA card used	9
Organization/library affiliation	27
Telephone number	11
Home address	7
Home telephone number	4
Preferred mailing address	5
Membership class	7
Division affiliation	4
Chapter officers and committees	8
Sustaining members	3
Library information	
Holdings and resources	5
Availability of material	3
Interlibrary loan rules	3
Subjects covered	6
Outstanding collections	2
Directories with cross indexing	13
By organization/library	11
By personnel	3
By subject	5
By geographic location	4
By Division affiliation	1

Table I reflects the frequency of publication. Approximately 54 per cent of the directories are issued annually. Twenty-one Association units make corrections, changes

and additions in their local publications. Eleven indicated that nothing is done until a new directory is issued.

The information in Table II indicates that in a majority of the cases the Membership Chairman was responsible for the directory. This was sometimes shared, but for this summary only one person was counted.

Table III shows that 81 per cent of the directories were distributed without charge to immediate members, 42 per cent do not charge other SLA members and 30 per cent do not charge nonmembers.

The survey results confirmed that the New Jersey Chapter's decision to continue annual publication of a directory conformed with

the practice among Chapters and Divisions. The exclusion of detailed library information in each annual issue also appeared justifiable.

It was interesting to note that responsibility for assembling and editing directory information was variously assigned, which suggests that a Chapter need not always depend upon the Membership Chairman to fulfill this function. It was also interesting that work on 11 directories (whole or in part) was done by outside commercial firms.

The foregoing aspects were of particular interest to the New Jersey Chapter. Others considering or reviewing the matter of directory publication may find assistance in the replies as summarized in the tables.

Table I: Frequency of Publication

	ANNUAL	2-3 YEARS	4-5 YEARS	IRREGULAR	OTHER	TOTAL
Chapter	14	5	3	5	2	29
Division	8	1	—	3	—	12
Section	2	1	—	2	—	5
Total	24	7	3	10	2	46

Table II: Responsible for Directory

	CHAPTER	DIVISION	SECTION	TOTAL
Membership Chairman	11	3	1	15
Bulletin Editor	7	5	—	12
Directory or Publications Committee	5	2	1	8
President	1	—	—	1
Secretary	1	—	2	3
Treasurer	1	—	—	1
Division Chairman	—	2	—	2
Not specified	3	—	1	4
Total	29	12	5	46

Table III: Fee Charged

	CHAPTERS*		DIVISIONS		SECTIONS**	
	Yes	No	Yes	No	Yes	No
Immediate members	5	21	2	10	—	4
Other SLA members	9	12	3	4	1	2
Nonmembers	13	8	5	4	1	1

* Three did not specify; ** One did not specify.

SLA Sustaining Members

The following organizations are supporting the activities and objectives of the Special Libraries Association by becoming Sustaining Members for 1962. These are additions to the Sustaining Members listed in "News and Notes," March 1962, No. 2.

CARRIER CORPORATION

IDAHO STATE COLLEGE LIBRARY

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SPECIAL LIBRARIES

Have You Heard . . .

National Science Foundation Activities

The Engineers Joint Council, New York City, has received a NSF grant to undertake a pilot study on the problem of maintaining current and useful information on engineering technology from foreign sources.

The International Federation for Documentation (FID) is, with Foundation support, distributing a questionnaire seeking information for a world inventory of abstracting services covering the pure and applied sciences, technology, medicine, agriculture and the social sciences. Findings will serve as basic material for an international information center on abstracting services which FID intends to establish.

The Battelle Memorial Institute, Columbus, has a Foundation contract for an eight-month project to prepare a guide to East European scientific and technical literature available to United States scientists.

The American Society of Mechanical Engineers, with NSF support, will set up and maintain a library of films dealing with fluid mechanics. The service will be maintained in New York City by the Engineering Societies' Library and will be devoted exclusively to flow visualization research.

With Foundation support, The Library of Congress will prepare an analytical survey and bibliography of directories, registers, guides and other sources on scientific institutions and scientists throughout the world.

The Battelle Memorial Institute, with Foundation support, will prepare a directory of approximately 2,000 selected scientific institutions in the Soviet Union. The directory will contain information on personnel, research areas and publications.

The National Science Foundation is sponsoring a series of "International Science Information Studies," designed to examine the major scientific publications, research facilities and information services of selected countries of the world. The first three of the four-volume "Pacific Scientific Information" series, was published by the Bernice P. Bishop Museum of Honolulu. They were written by

John O. Sutter of the National Academy of Sciences—National Research Council and are titled *Scientific Facilities and Information Services of the Republic of Indonesia*, *Scientific Facilities and Information Services of the Federation of Malaya and State of Singapore* and *Scientific Facilities and Information Services of the Republic of Viet-Nam*. Listings of the published results of scientific research, organizations of scientific and technical importance and available science information services are given in the appendices of each study. They are available from Pacific Scientific Information Center, Bishop Museum, Honolulu 17, at \$1 for the study on Indonesia and 50¢ each for the others.

The Foundation has published *Treasury Department* (NSF 61-64), the 11th volume in the "Scientific Information Activities of Federal Agencies" series. Topics covered in detail include types of publications issued, methods of maintaining bibliographic control of publications and the media by which they are announced.

Special Literature Searching Service

The Office of Technical Services (OTS), in cooperation with the Science and Technology Division of the Library of Congress, has created a service offering literature information on their scientific, engineering and technical literature holdings. OTS will compile lists of relevant publications from its holdings of government research reports, unclassified and declassified Atomic Energy Commission reports, technical translations and government-owned patents, and the Science and Technology Division of LC will provide citations, with or without abstracts, to materials in the Library's science and technology collections. Two kinds of lists on a specific subject may be requested: 1) a current awareness bibliography of new developments, on a periodic basis, and 2) a retrospective bibliography of material available at the time of request. The fee is \$8.00 an hour. Subscription forms are available from OTS, U.S. Department of Commerce, Washington 25, D. C.

Summer Library Courses

The University of Miami Library will be host to the SEVENTH SEMINAR ON ACQUISITION OF LATIN AMERICAN LIBRARY MATERIALS, June 14-16. The Seminar will cover problems in acquiring library materials from countries of Central America and Panama, and it will assess current cooperative acquisitions programs carried out by United States libraries selecting materials from all of the countries of Latin America and the Caribbean. For specific information write George Rosner at the University.

SYRACUSE UNIVERSITY'S School of Library Science will hold a seminar, Information Systems in Libraries, August 13-24, on recent developments in information storage and retrieval, for practicing librarians interested in new techniques in library service and students who have had basic courses in cataloging and classification. The course will include lectures on classification, subject headings, coordinate indexing, telegraphic abstracting and the logic used in manual and mechanized information service.

WESTERN RESERVE UNIVERSITY'S School of Library Science will offer a course in Law Library Administration, June 18-August 4. It will survey and evaluate library resources in the field of law, with emphasis upon bibliographic sources, methods of legal research, acquisition program, cataloging and classification and use of related materials. Further inquiries should be sent to the School.

Members in the News

MARGARET R. ANDERSON has accepted a position as Supervisor, Technical Information Center, Nortronics Division, Northrop Corporation, Palos Verdes Estates, California. Miss Anderson, the current Sci-Tech Division Chairman, was formerly Librarian, The RAND Corporation, Santa Monica, California. She has been succeeded there by HELEN J. WALDRON.

ROBERT E. BURTON has been appointed Chief, University of Michigan Science and Engineering Libraries. He was formerly Librarian, Union Carbide Metals Company, Niagara Falls, New York.

DR. ARCH C. GERLACH, Chief, Map Di-

vision, Library of Congress, will, for the next two years, serve as Director of the National Atlas Project, U.S. Geological Survey, in Washington, D. C. He has also been elected President of the Association of American Geographers for 1962 and will take office on April 26 at the annual meeting in Miami Beach.

CHARLES M. GOTTSCHALK, formerly Head of the Reference Section, Science and Technology Division, Library of Congress, has been appointed Chief, Stack and Reader Division at the Library.

MARY E. GRINNELL retired as Reference Health Specialist in the U.S. Department of Health, Education, and Welfare Library on March 31, after 28 years of government service. Miss Grinnell is co-author of the chapter on reference and bibliographic services in the *Handbook of Medical Library Practice*.

Letters to the Editor

SOME FURTHER THOUGHTS ON STEEL SHELVING

It is good to note in the February number of *Special Libraries* a thoughtful article by Gordon E. Randall on the subject of steel shelving for libraries. Perhaps it will be further profitable to bring to the attention of the profession a few additional ideas on the topic and to suggest some revisions in statements of facts or emphasis.

On the point of bracket versus slotted (case) type stack, Mr. Randall implies (p. 98 top left) that if the librarian spaces his shelves (for current periodicals) on six-inch intervals (vertically), he is limited to the use of "shelves which fit into slots." A similar suggestion is made on page 100 top left.

There is no good reason why bracket-type stack cannot have shelves spaced vertically as close as four inches on centers. It is merely a matter of reducing the height of the bracket. Since shelves spaced at such short intervals each will be required to carry less weight than those spaced at 11 or so inches, the reduction in the strength of the shorter (lower) bracket will cause no problem at all.

Better still: with bracket-type shelving, it is possible to have inverted brackets (supporting either flat or sloping shelves) so that periodicals or other flat materials may be shelved continuously, even overlapping the small gaps between sections. This plan saves considerable space as compared with slotted-type (case) shelving.

The error on page 100 should be noted and corrected: the cut titled "A sample free-standing double-faced, slotted-type shelving" is really a picture of a section of bracket-type stack with end panels and no canopy top. (EDITOR'S NOTE: Mr. Broadus is quite correct on this point. The editor,

SPECIAL LIBRARIES

not the author, was responsible for this erroneous caption.)

Incidentally, an interesting note about trends in shelving style is found in Snead and Company's 1915 publication:

"For some time the bracket type of stack with narrow post uprights and projecting shelves was popular because of its novelty and cheapness. Continued use, however, emphasized its inconvenience, ugliness, instability and lack of true economy, so that it is now rarely considered in competition with Library of Congress standard type [cast iron uprights with open bar shelves]." (*Library Planning Bookstacks and Shelving*. Jersey City, N. J.: Snead and Company Iron Works, Inc., c. 1915, p. 16)

Yet now, over three-fourths of the steel library stack sold in this country is bracket-type, and:

"Bracket shelving appears to be the winner on points—far ahead in sales, usually less expensive, fully as stable and attractive, and much more flexible than case-type." (PIEZ, G. T. Bracket vs. Case-Type Shelving, *ALA Bulletin*, Nov. 1961, p. 894-6)

But to continue with our work: Mr. Randall remarks (p. 101 lower right) that Globe-Wernicke offers a book support working on a shelf with "an interior, longitudinal slot." It is perhaps only fair to add that this basic type of book support was developed by the Library Bureau of Remington Rand and that the most credit probably should go to one of their library specialists, W. Irving Phillips of Chicago, who took the lead in working out the design with factory engineers. Its first major installation was an 11-tier stack addition at the University of Illinois, Urbana, about four years ago. (The old open bar shelf had, of course, a book support working on a similar principle.)

In my judgment, Mr. Randall is not entirely on safe ground when minimizing the importance of carefully-drawn specifications for bookstack: "But if one plans to store regular library books and journals on the shelves and to use them in a normal fashion, the product of any of the regular manufacturers of library shelving will be adequate" (p. 100 right center). The validity of this conclusion depends, in part, on the interpretations placed on "regular library books," "normal fashion" and "regular manufacturers." That there are several firms manufacturing stack which appears much alike is true enough, but close inspection often will reveal differences which matter. Let me note a couple of examples:

1. In my office now is a section of slotted-type shelving (not specified by me, you may be sure) with unsightly "thick" uprights having ugly wide slots in which shelves fit loosely. Books lodge behind the bends or bulges in these uprights. Exposed shanks of bolts seem to lie in wait for any book cover they may damage. (In a word, it is crude.)

2. I know of one otherwise excellent college

library building in which the metal shelves bow three or four inches when used for runs of periodicals. The color is a far cry from that requested.

I'm afraid that both these specimens are products of manufacturers which Mr. Randall might term "regular." Furthermore, there is a particularly great difference in the quality of periodical storage units and other such out-of-the-ordinary items as manufactured by the various firms.

The Steel Shelving Subcommittee will, I am sure, render a valuable service to SLA members. I hope these remarks will help stimulate further thought on a problem that is not as simple as it seems.

ROBERT N. BROADUS
Associate Professor of Library Science
Northern Illinois University, De Kalb

BOOKS FOR ASIAN STUDENTS PROJECT

As Chairman of the Committee on International Relations, I wish to call attention of SLA members to the work of the Books for Asian Students and to its program with which the members may wish to cooperate.

In the past seven years The Asia Foundation's special project, Books for Asian Students, has sent over two and three-quarter million books and journals to more than 5,000 universities, colleges, schools, libraries and organizations (civic, professional, cultural and other) in Asia. These publications were donated by 2,000 university and college groups, publishers, schools, libraries, organizations (civic, professional, cultural and other) and individuals in the United States. The great need continues, as evidenced by increasing requests.

Contributions of books and journals will be greatly appreciated. Books in every category on the university and college level, in good condition, published in 1948 or after, and works by standard authors regardless of date, are needed. Many requests are received for library science books. Five-year or longer runs of scholarly, scientific and technical journals are also welcome. Donations may be sent to Books for Asian Students, 21 Drumm Street, San Francisco 11, California, by motor freight collect (*not* Railway Express or moving van) or by educational materials postal rate in packages under 70 pounds in weight, for which reimbursement will be sent on receiving donor's postal receipt. All contributions are tax exempt.

The Asia Foundation, a nonprofit, nonpolitical organization, founded by private citizens, supports individuals and groups in Asia who are working for "the maintenance of peace and independence, and for greater personal liberty and social progress." The Foundation maintains 18 offices in Asia.

PAUL KRUSE, Chairman
SLA International Relations Committee
Golden Gate College, San Francisco

Off the Press . . .

Book Review

AIR FORCE SCIENTIFIC RESEARCH BIBLIOGRAPHY, 1950-1956, vol. 1 (AFOSR 700). G. Vernon Hooker et al., comps. Washington, D. C.: Bibliography Section, Science and Technology Division, Library of Congress, 1961. xx, 1150 p. \$6.75. Available from Government Printing Office. (L.C. 61-60038)

With the release of this bibliography of abstracts of publications, emanating from research supported by the Air Force Office of Scientific Research (since 1955) and its precursors, the Office of Air Research and a staff office of the Air Research and Development Command, AFOSR discharges one of its responsibilities—to make the results of this program available to the scientific community. Volume 2, covering the years 1957 and 1958, is under preparation and is scheduled to appear in 1962. Volumes for research up to 1960 will be published in similar fashion, but from then on bibliographies will be issued by the Armed Services Technical Information Agency. Dr. Harold Wooster, Chief of the Information Sciences Division, supervised this project, which is part of a continuing AFOSR research program concerned with improving ways of handling scientific information.

The Air Force Office of Scientific Research is one of four major field organizations of the Air Force Office of Aerospace Research. Its primary function is the support of basic research by contract or grant within or outside the boundaries of the United States. The fields so supported are mathematics, physics, chemistry, engineering and the life sciences (excluding medical research). AFOSR support for the 1950-1956 period covered by this bibliography totaled \$60,000,000. In comparison, during 1961 (up to November) AFOSR had awarded 139 basic research grants and contracts worth about \$8,000,000. The 1961 budget for basic research supported by the Air Force alone amounted to \$42,000,000 out of a Federal budget of \$883,000,000 for this purpose.

The magnitude of this undertaking measured in bibliographic terms is indicated by the fact that the bibliography consists of over 4,000 basic research summaries whose original sources include technical notes, technical reports, journal articles, proceedings of symposia, books and other monographs. The final compilation was achieved by searching indexes and report collections of the AFOSR Technical Library, of ASTIA, of contract files in AFOSR Directorates and Divisions and, finally, by cover-to-cover searches of 46 major journals and of proceedings of five conferences. There is a list of these journals indicating the time period searched whose lower and upper limits are 1950 and 1958 respectively.

The form of entry is quite similar to that used in ASTIA's *Technical Abstract Bulletin* and in each instance is so complete as to satisfy the most fastidious bibliographer. The usual order, wherever applicable, is corporate author, title, personal author, date, pagination, originator's report number, joint sponsors, AFOSR control number, contract number, U, ATI, AD or PB number (which at the same time indicate availability source) and security classification. If the item was a paper presented at a conference, this is indicated by citing sponsor, place and date of meeting. The entry is followed, when applicable, by a "published in" or "also published in" note. Each entry is identified by a code which may be used for possible machine searching. The contractor is designated by a three-letter code. The two digits following indicate the contract and the next three the specific report under this contract. CAL.02:018, e.g., refers to the 18th report of the second contract listed for the University of California. No abstracts are provided for the relatively few confidential and secret reports.

The arrangement is first by contractor, then by division, department or laboratory, then by contract and finally by report arranged chronologically and/or alphabetically. Excellent indexes are provided: a contract index, an OSR control number index correlating an AFOSR-TN or TR number with an entry, a personal author index, an alphabetic subject index and, because of their predominance, a specially produced classified index of mathematical terms which bears a distinct resemblance to the "subject classification" of *Mathematical Reviews*. A code guide is inserted in three places, preceding the text portion and sandwiching the indexes. This is a well-produced work with a double-column page similar in appearance to the *Technical Abstract Bulletin* as it looked prior to February 1961.

The bibliography is particularly helpful for its abstracts of report material. A study by D. E. Gray and S. Rosenborg (*Physics Today*, vol. 10, no. 6, 1957, p. 18-21) concluded that 60-65 per cent of unclassified technical reports contain publishable information, that for about half of this group all such information is published within two to three years and that for about a fifth of these reports no information is published, at least for several years. Further, the study concluded that a report may contain no publishable information and still be very valuable. Librarians can only endorse the prefatory remarks to the bibliography made by Dr. Knox Millsaps, Executive Director of AFOSR, that "Despite the services of the Armed Services Technical Information Agency (ASTIA) and the Department of Commerce Office of Technical Services (OTS), discovery of such reports, particularly for the period

spanned by this book, has not been easy." (p. iii)

It is hardly necessary to stress the value of a bibliography which permits retrospective searches. The need for these reference works has always been recognized by librarians, even when at times efforts to produce such aids fail to get the necessary support and encouragement. In introducing a recent Senate report on the coordination of information on current scientific research and development supported by the United States Government, Senator Humphrey said, "This report concerns one phase of an activity upon which may hinge the survival of the free world. . . . The management of information may crucially affect how fast and how well successive aims are reached." The reasons which support this conclusion are equally applicable to coordination of information on past research, and in discussing the dimension of time, Senator Humphrey stated in the sequel to the above report, "No longer can we be content to have scientists and engineers 'suddenly discover' nonclassified, federally sponsored work—a year, 2 years, 3 years after the work is completed, published, indexed and abstracted. Early visibility is crucial." The rapid publication of the remaining volumes in this AFOSR series will be welcome contributions in this respect. The fact that their common unity is solely AFOSR support points up the need for like bibliographies. An important step would be accomplished if ASTIA could provide similar printed indexes for its report collection.

GERALD J. OPPENHEIMER, Library Supervisor
Boeing Scientific Research Laboratories,
Seattle, Washington

OAS Records on Microcards

Microcard Editions, Inc. will prepare and distribute Microcard copies of the official records of the Organization of American States. The annual editions, which will be reproduced on 3 by 5-inch cards containing 90-100 pages of the official records, will include treaties and agreements; documents, reports and final acts of conferences and meetings; minutes and decisions of the Council of the Organization; administrative reports and directives of the General Secretariat. A yearly index prepared by the Columbus Memorial Library will provide a complete listing of the records produced during the year. For further information write the publisher at 901 26th Street, N.W., Washington 7, D. C.

Cornell Publication Under CLR Grant

Cornell University Press has published *Guide to Photocopied Historical Materials in the United States and Canada* edited by Richard W. Hale, Jr., under a grant from the Council on Library Resources. It provides basic bibliographical information on microfilmed and other photocopied manuscripts available in 297 American and Ca-

nadian depositories. A major portion of the book consists of a union listing of bodies of manuscripts in photocopy, including the location of the original material. This 241-page work sells for \$5 and is available from the publisher in Ithaca, New York.

Cataloguing Report Issued

A Preliminary Official Report of the IFLA International Conference on Cataloguing Principles, has been issued by A. H. Chaplin, Executive Secretary of the Conference, care of The National Central Library, Malet Place, London, W.C. 1. This mimeographed, 17-page report summarizes the meeting, held in Paris October 9-18, 1961.

International Social Science Bibliographies

The Aldine Publishing Company of Chicago will take over publication of the *International Bibliographies of the Social Sciences* in the United States. The series consists of four volumes, published annually, which cite all materials in print in the fields of economics, sociology, political science and anthropology. Two volumes, covering 1960 materials in anthropology and sociology, are now available and the next two, which will be concerned with economics and political science, in May. The *Bibliographies* are treated as serial publications and cost \$35 a year for the set or \$10 for one volume. Orders should be sent to Aldine Publishing Company, 64 East Van Buren Street, Chicago 5, Ill.

Israel Press Represented in United States

Western Periodicals Company of California is the new United States agent and distributor for the Weizmann Science Press of Israel. Books and monographs from the Research Council of Israel, Ministry of Education and Culture, Hebrew University of Jerusalem, the Israel Institute of Technology, Weizmann Institute of Science and Bialik Institute are among the publications. Weizmann Science Press also publishes a *Bulletin* from the Research Council, which includes sections on chemistry, zoology, technology, botany, experimental medicines, mathematics and physics and geoscience. The annual price of the *Bulletin* is \$10 a section. Further information is available from the distributor, 5734 Tujunga Avenue, North Hollywood.

English-Language Books from Holland

The Dutch Book Center, recently established in New York, will bring to the United States non-fiction English-language books published in The Netherlands. The Center will serve as the exclusive American representative of 16 leading Dutch publishers and will offer books at Dutch list prices and guaranteed delivery within four weeks. For further information write the Netherlands

Consulate General, Commercial Division, 10 Rockefeller Plaza, New York 20, New York.

Western New York's Russian Holdings

The Western New York Chapter of Special Libraries Association has published a second edition of its holdings list, *Russian Journals in English Translation*, compiled by Mrs. Jasmine H. Mulcahey. Gratis copies may be obtained from Mrs. Mulcahey at the Lucidol Division, Wallace & Tiernan Inc., 1740 Military Road, Buffalo 5.

New Serials

CONTEMPORARY AUTHORS, a quarterly, is published by the Gale Research Company of Detroit. It provides a continuing and up-to-date source of biographical data on current authors and includes personal and family data, educational and professional background, pseudonyms, titles of current and previously written works and other literary activities. Entries are arranged alphabetically by author's name, with a cumulative index provided in the second, third and fourth issues. The cost is \$25 annually.

SLA Authors

BONN, George S. Technical Books of 1961. *Library Journal*, vol. 87, no. 5, March 1, 1962, p. 897-903.

DOWNES, Robert B. Report on Farmington Plan Program. *College and Research Libraries*, vol. 23, no. 2, March 1962, p. 143-5.

EVANS, Gloria. Make Technical Information Files Work for You. *Plant Engineering*, February 1962, p. 125-8.

GRECH, Anthony P. The Development and Use of Microreproductions in the Libraries of the Legal Profession. *National Micro News*, no. 55, December 1961, p. 158-74.

LEIGH, Carma R. NLW 1963 and the State Library Survey. *Wilson Library Bulletin*, vol. 36, no. 7, March 1962, p. 548-9.

MCLEAN, Mary P. Business Books of 1961. *Library Journal*, vol. 87, no. 5, March 1, 1962, p. 909-13.

MINDER, Thomas L. The EJC Engineering Information Symposium: A Review. *Journal of Engineering Education*, vol. 52, no. 7, March 1962, p. 434-8.

REID, de Lafayette. Library Services Act in Illinois. *Illinois Libraries*, vol. 44, no. 3, March 1962, p. 173-6.

SHARP, Harold S. Controlling Engineering Library Costs. *AMA Management Report No. 69*, p. 79-83.

SHERA, Jesse H. The Dignity and Advancement of Bacon. *College and Research Libraries*, vol. 23, no. 1, January 1962, p. 18-23.

———. On Keeping up with Keeping up: Recent Trends in Document Storage and Retrieval. *UNESCO Bulletin For Libraries*, vol. XVI, no. 2, March-April 1962, p. 64-72.

RECENT REFERENCES

Librarianship

ENNIS, Philip H., and WINGER, Howard H., eds. *Seven Questions About the Profession of Librarianship: The Twenty-sixth Annual Conference of the Graduate Library School June 21-23, 1961*. Chicago: University of Chicago Press, 1962. 104 p. \$3.75.

Papers and discussions were originally published in *Library Quarterly*, October 1961.

ERICKSON, E. Walfred. *College and University Library Surveys 1938-1952* (ACRL Monograph No. 25). Chicago: American Library Association, 1961, viii, 115 p. tables. \$3.25. (L.C. 61-13095)

Designed to give librarian or administrator a positive basis to compare costs of a survey in relation to possible results. Data provided by 12 surveyed libraries; 17 tables detail expenditures in various years and summarize experience of survey teams, recommendations made and results. Coverage given to many phases of library service and management. Bibliography.

LAMONTAGNE, Leo E. *American Library Classification: With Special Reference to the Library of Congress*. Hamden, Conn.: Shoe String Press, 1961. x, 433 p. \$9.50. (L.C. 61-15682)

A history and description of classification schemes evolved since the 17th century.

PRITCHARD, E. P. *University Extra-Mural Libraries* (Library Association Pamphlet No. 21). London: The Library Association, 1961. 32 p. pap. 78¢.

Aims, organization, methods and results in England. Appendix.

SHAFFER, Kenneth R. *The Book Collection: Policy Case Studies in Public and Academic Libraries* (Case Studies in Library Administration, Series III). Hamden, Conn.: Shoe String Press, 1961. xxi, 147 p. \$4.75. (L.C. 61-15046)

Twenty-five case histories dealing with book selection, book acquisition and service problems which occur at the administrative level. Appendix.

VANN, Sarah K. *Training for Librarianship before 1923: Education for Librarianship Prior to the Publication of Williamson's Report on Training for Library Service*. Chicago: American Library Association, 1961. viii, 242 p. \$7. (L.C. 60-11837)

History of period from 1887, the opening of the Columbia College School of Library Economy, to 1923, publication date of Williamson's report to the Carnegie Corporation of New York. Bibliography, notes, index.

VISWANATHAN, C. G. *Introduction to Public Library Organization: with Special Reference to India*, 2nd ed. New York: Asia Publishing House, 1961. 201 p. illus., photos. \$4. (Distributed by Taplinger Publishing Co.)

New chapters on "The Library Building, its Planning and Architecture," "Library Furniture,

Shelving and Equipment" and "Library Services for Children." Other chapters are expanded. Three appendices. Index.

Bibliographic Tools

ANDREWS, Mary M. *Management (Excluding Personnel)* (PACAF Basic Bibliographies). San Francisco: Commander-in-Chief, Pacific Air Forces, ATTN: PFPPS-P, Command Librarian, APO 953, 1961. iv, 49 p. Gratis.

Supersedes PACAF bibliography, *Management*, August 8, 1960, with new section on automatic data processing systems. Author-title index.

AX, Paul. *Exploration of Space* (PACAF Basic Bibliographies). San Francisco: Commander-in-Chief, Pacific Air Forces, ATTN: PFPPS-P, Command Librarian, APO 953, 1961. v, 48 p. Gratis.

Supersedes February 1, 1960 bibliography. Categories treated include rocket-missile history and research, space flight, satellites, space medicine, the moon and interplanetary travel, government documents and periodicals. Author-title index.

Bibliography of Interlingual Scientific and Technical Dictionaries, 4th ed. Paris: UNESCO, 1961. xxxvi, 236 p. pap. \$3.50.

In English, French and Spanish. Language, author and subject indices.

CLARKE, I. F., comp. *The Tale of the Future from the Beginning to the Present Day: A Check-list of those satires, ideal states, imaginary wars and invasions, political warnings and forecasts, interplanetary voyages and scientific romances—all located in an imaginary future period—that have been published in the United Kingdom between 1644 and 1960* (Library Association Bibliographies No. 2). London: The Library Association, 1961. 165 p. \$2.25.

Short-title and author indices. Bibliography. Addenda. Annotated.

Current Serials and Journals in the M.I.T. Libraries, 5th ed. Cambridge: Massachusetts Institute of Technology Library, 1962. 289 p. \$15. (Available from Director of Libraries.)

ECHOLS, Ottoline D. *Legal Books (Including Military Law)* (PACAF Basic Bibliographies). San Francisco: Commander-in-Chief, Pacific Air Forces, ATTN: PFPPS-P, Command Librarian, APO 953, 1961. iv, 70 p. Gratis.

Supersedes Legal Part of PACAF bibliography, *Legal and Medical Books*, August 1, 1959. Author-title index.

HARRISON, John P. *Guide to Materials on Latin America in the National Archives*, vol. 1 (National Archives Publication No. 62-3). Washington, D. C.: General Services Administration, The National Archives and Records Service, 1961. 246 p. pap. maps. (L.C. A61-9630)

General records as well as those from the Departments of State, Treasury, War and Navy.

LIBRARY LITERATURE 1958-60: An Author and Subject Index to Selected Material on Library Science and Librarianship. Helen Thornton Geer, ed.; Stella V. Keenan, indexer. New York: H. W. Wilson, 1961. xv, 687 p. Priced on service basis. (L. C. 36-27468)

List of National Archives Microfilm Publications 1961 (National Archives Publication No. 61-12). Washington, D. C.: General Services Administration, National Archives and Records Services, 1961. vi, 231 p. pap. photos. (L.C. A61-9222)

Supersedes *List of National Archives Microfilm Publications* published in 1953. 260 microfilm publications listed. Blanks for use in ordering microfilm are printed in the back of the book. Appendix. Index.

List of Russian Scientific Journals Available in English (NSF 61-66). Washington, D. C.: Office of Science Information Service, National Science Foundation, 1961. ii, 39 p. pap. Gratis.

Russian title, initial translation issue, frequency, agency, sponsor and subscription price given.

TILTON, Eva Maude, comp. *A Union List of Publications in Opaque Microforms*, 1961 supplement. New York: Scarecrow Press, 1961. viii, 235 p. \$5. (L.C. 59-6549)

Expanded to list European publishers. Index.

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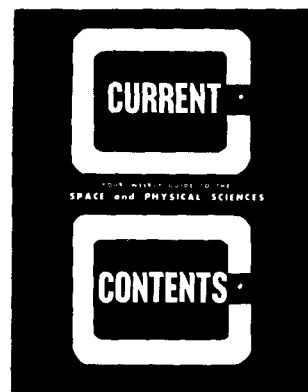
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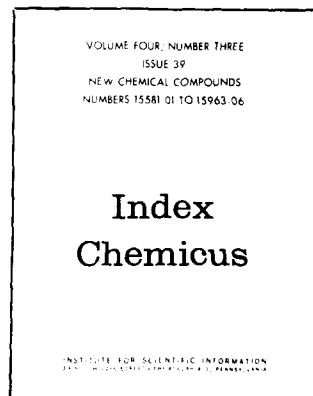
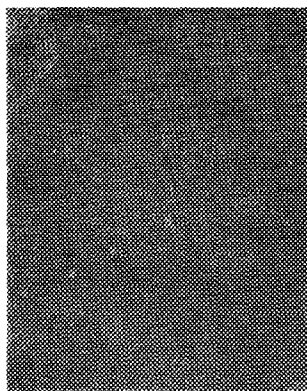
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