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## ACRL List of Materials Available

Unless otherwise noted, single copies of ACRL materials are available to members of the Association of College and Research Libraries free of charge and to non-members for \$2 each from: ACRL Publications, ACRL 50 E. Huron St., Chicago, IL 60611; (312)944-6780. All orders must include a self-addressed mailing label. All materials sent outside the U.S. will be mailed surface rates unless airmail postage is prepaid. Only payment in U.S. funds will be accepted.

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#### STANDARDS AND GUIDELINES

*Standards for University Libraries.* (*C&RL News*, April 1979). ACRL/ARL.

*Standards for College Libraries.* (*C&RL News*, October 1975).

~~*College Library Standards: Questions and Answers.* (*C&RL News*, November 1974).~~

*The Use and Effectiveness of the 1975 Standards for College Libraries* (1981). Larry Hardesty, Chair, Ad Hoc Committee on Standards and Guidelines, College Libraries Section, ACRL.

*An Evaluative Checklist for Reviewing a College Library Program, Based on the 1975 Standards for College Libraries.* (*C&RL News*, November 1979).

*Guidelines for Two-Year College Learning Resources Programs.* (*C&RL News*, January and February 1982). ACRL/AECT.

*Statement on Quantitative Standards for Two-Year Learning Resources Programs* (1979). (Draft available in *C&RL News*, March 1979).

*Guidelines for Bibliographic Instruction in Academic Libraries.* (*C&RL News*, April 1977).

*Access Policy Guidelines.* (*C&RL News*, November 1975).

~~*Guide to Methods of Library Evaluation.* (*C&RL News*, October 1968).~~

*Guidelines for Branch Libraries in Colleges and Universities.* (*C&RL News*, October 1975).

*Guidelines for Extended Campus Library Services.* (*C&RL News*, March 1982).

*The Mission of an Undergraduate Library (Model Statement).* (*C&RL News*, November 1979).

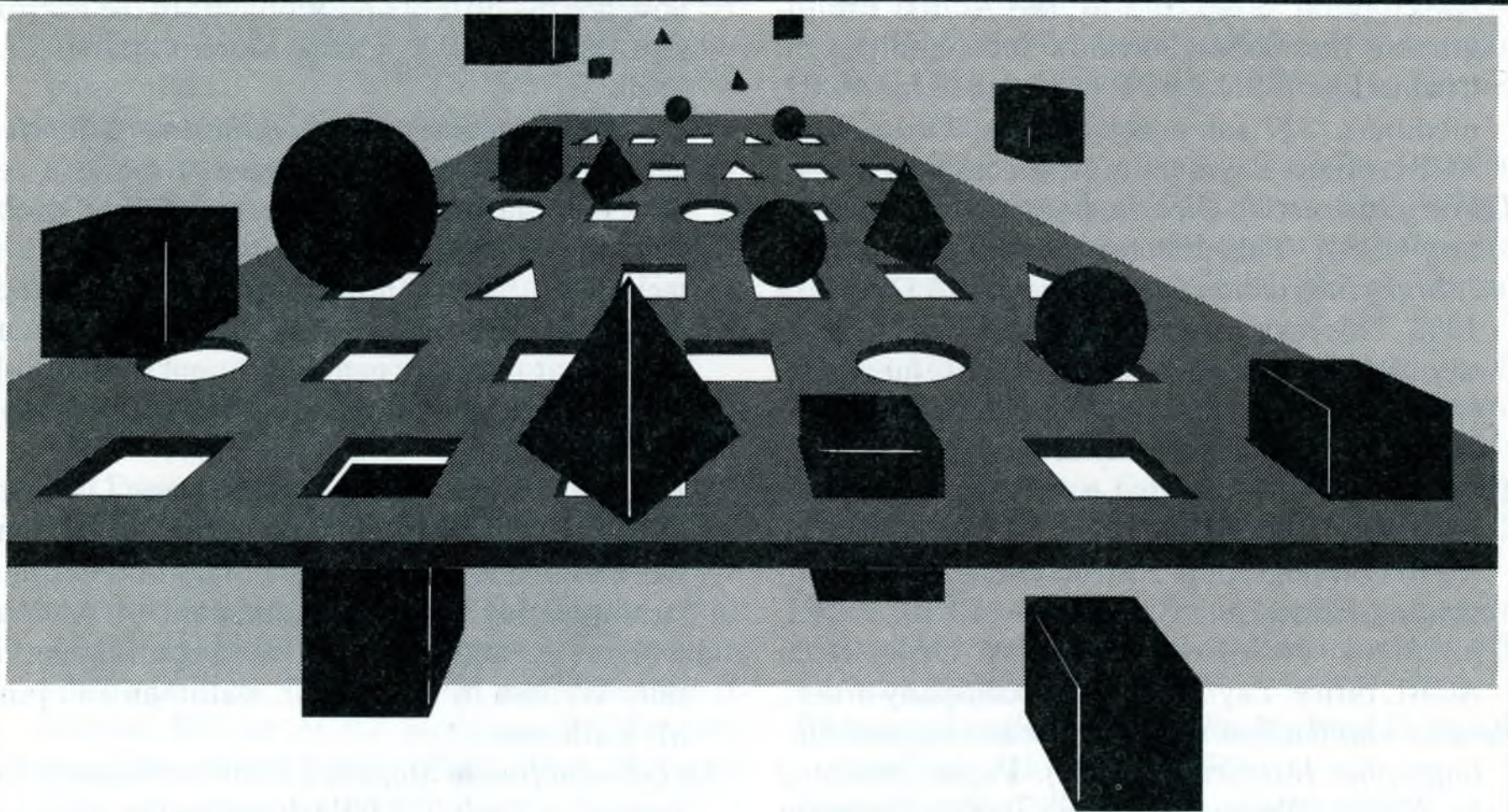
*Guidelines for Audio-Visual Services in Academic Libraries* (1968). \$1.50. Order from ACRL office. Payment must accompany order.

#### BIBLIOGRAPHIC INSTRUCTION

*Back to the Books: Bibliographic Instruction and the Theory of Information Sources* (1983). Papers presented at the Bibliographic Instruction Section program at the 1982 ALA annual conference. Edited by Ross Atkinson. \$12 for ACRL members, \$15 for non-members. Order from ACRL office. Payment must accompany order.

*Bibliographic Competencies for Education Students* (1981). Prepared by the Education and Behavioral Sciences Section Bibliographic Instruction for Educators Committee. Provides examples of a wide range of educational bibliographic sources, and presents a basic rationale for the use of the given examples. (*C&RL News*, July/August 1981, in non-tabular form).

*Bibliographic Instruction Handbook* (1979). Prepared by the ACRL Bibliographic Instruction Task Force (1971-77) and the Policy and Planning Committee of the ACRL Bibliographic Instruction Section (1977-79). \$7 for ACRL members, \$10 for non-members. Order from ACRL



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*Evaluating Bibliographic Instruction: A Handbook* (1983). Prepared by the ACRL Bibliographic Instruction Section's Subcommittee on Evaluation. ISBN 0-8389-6587-3. \$13 for ACRL members; \$17 for non-members. Order from ACRL office. Payment must accompany order.

*Library Instruction Clearinghouses 1983: A Directory* (1983). This directory revises and updates *Library Instruction Clearinghouses: A Directory 1982*. This revision is by Rochelle Sager, University of Alaska, Juneau. \$4 for ACRL members, \$5 for non-members. Order from ACRL office. Payment must accompany order.

*Organizing and Managing a Library Instruction Program: Checklists* (1979). Prepared by the ACRL Bibliographic Instruction Section's Continuing Education Committee. \$3 for ACRL members, \$4 for non-members. Order from ACRL office. Payment must accompany order.

*Petals Around a Rose: Abstract Reasoning and Bibliographic Instruction* (1981). Paper presented by Cerise Oberman-Soroka in the Program "Learning Theory in Action: Applications in Bibliographic Instruction." Sponsored by the Bibliographic Instruction Section and the Community and Junior College Libraries Section's Instruction and Use Committee, ACRL. \$4 for ACRL members. \$5 for non-members. Order from ACRL office. Payment must accompany order.

~~*Problems with Evaluating Library Instruction* (1976). Panel discussion from the 6th Annual Conference on Library Orientation for Academic Libraries, May 13-14, 1976. Eastern Michigan University. Audiocassette. 60 minutes. \$6.50. Order from ACRL office. Payment must accompany order.~~

#### CE COURSE SYLLABI

ACRL continuing education course syllabi are available at a charge of \$10 per syllabus for ACRL members and \$15 per syllabus for non-members from: Barbara Macikas, ACRL, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.

*Librarians as Supervisors* (CE 101) identifies the skills necessary to become an effective supervisor within library organizations and explores current managerial concepts and practices through outlines, checklists and skill inventories. Written by Maureen Sullivan.

*Establishing the College BI Program: The Director's Role* (CE 103) provides the academic library administrator with an overview of managerial considerations essential in establishing the successful BI program. Written by Dennis Robison.

*Strategies and Tactics for Enhancing the Role and Position of the Library Within the College or University* (CE 104)(2d ed.) explores internal and external factors influencing the role of the li-

brary in the academic community and provides exercises designed to help library administrators advance the library's position within the institution. Written by P. Grady Morein and H. Lea Wells.

*Time Management and Conducting Effective Meetings* (CE 105) emphasizes time as a resource, describes the most frequent time problems encountered by librarians and discusses techniques for organizing and managing time. Also considers the meeting as a management tool: what meetings can and cannot accomplish and how to use meetings successfully. Written by Sheila Creth.

*Managing Student Workers in Academic Libraries* (CE 107) describes the importance of student workers as a resource to the library and outlines strategies for better management of student workers through selection, training and supervision. Written by Michael D. Kathman and Jane M. Kathman.

*An Introduction to Maps in Libraries: Maps As Information Tools* (CE 201) describes the information potential of maps in the academic library environment. Considers acquisitions, collection development, reference, instruction space and equipment requirements. Written by David Cobb and Charles Seavey.

*Teaching Methods for the BI Librarian* (CE 202) outlines learning theory and instructional methods effective in bibliographic instruction with an emphasis on planning and execution. Written by Marilla Svinicki.

*Writing the Journal Article and Getting it Published* (CE 501) reviews the publication process and considers effective strategies for publishing including selection of publishing medium, manuscript preparation and submission. Written by Richard D. Johnson.

*Survey Research Methods* (CE 503) reviews the methodology of conducting survey research including sampling techniques, questionnaire design, data reduction and analysis, and evaluation of surveys found in library literature. Written by Gary Golden.

#### ONLINE SEARCHING

*CLIP Note #4-83: Online Bibliographic Database Searching in College Libraries* (1983). Compiled by David Carlson and P. Grady Morein. \$15 for ACRL members, \$19 for non-members. Order from ACRL office. Payment must accompany order.

#### PERSONNEL STAFF DEVELOPMENT

*CLIP Note #1-80: Performance Appraisal* (1980). Prepared by the ACRL College Libraries Section's Continuing Education Committee. \$7.50 for ACRL members, \$10 for non-members. Order from ACRL office. Payment must accompany order.

*CLIP Note #3-81: Job Descriptions* (1981). Spon-

sored by the ACRL College Libraries Section's Committee on Continuing Education. \$17.50 for ACRL members, \$25 for non-members. Order from ACRL office. Payment must accompany order.

*Management and Staff Development* (1982). Proceedings of a workshop sponsored by the Northern California ACRL Chapter in June 1979. \$8 for ACRL members, \$10 for non-members.

*Travel Policies of Twenty-One Colleges & University Libraries* (1980). \$3. Order from ACRL office. Payment must accompany order.

*Results of the ACRL 100 Survey on Classified Advertising* (1982). \$5. Address orders to the ACRL 100 Project at the ACRL office.

#### FACULTY STATUS AND GOVERNANCE

*Academic Status Survey* (1981). Results of an ACRL 100 Libraries Project survey of academic status policies in academic and research libraries. \$12 for ACRL members, \$17 for non-members. Order from ACRL office. Payment must accompany order.

*Governance in the Academic Library* (1981). Beta-max or U-matic videotape (specify) of six academic librarians reviewing issues relating to the status of the academic librarian and the ACRL Standard on Library Governance. \$35. (Rental only).

*Faculty Status for Academic Librarians: A History and Policy Statements* (1975). ACRL Committee on Academic Status. \$3.50. Order from: Order Department, American Library Association, 50 E. Huron St., Chicago, IL 60611. Payment must accompany order.

*Standards for Faculty Status for College and University Librarians*. (C&RL News, May 1974).

*Joint Statement on Faculty Status of College and University Librarians*. (C&RL News, February 1974). ACRL/AAUP/AAC.

*Model Statement of Criteria and Procedures for Appointment, Promotion in Academic Rank, and Tenure for College and University Librarians*. (C&RL News, September 1973 and October 1973, with a revision by the ACRL Board of Directors).

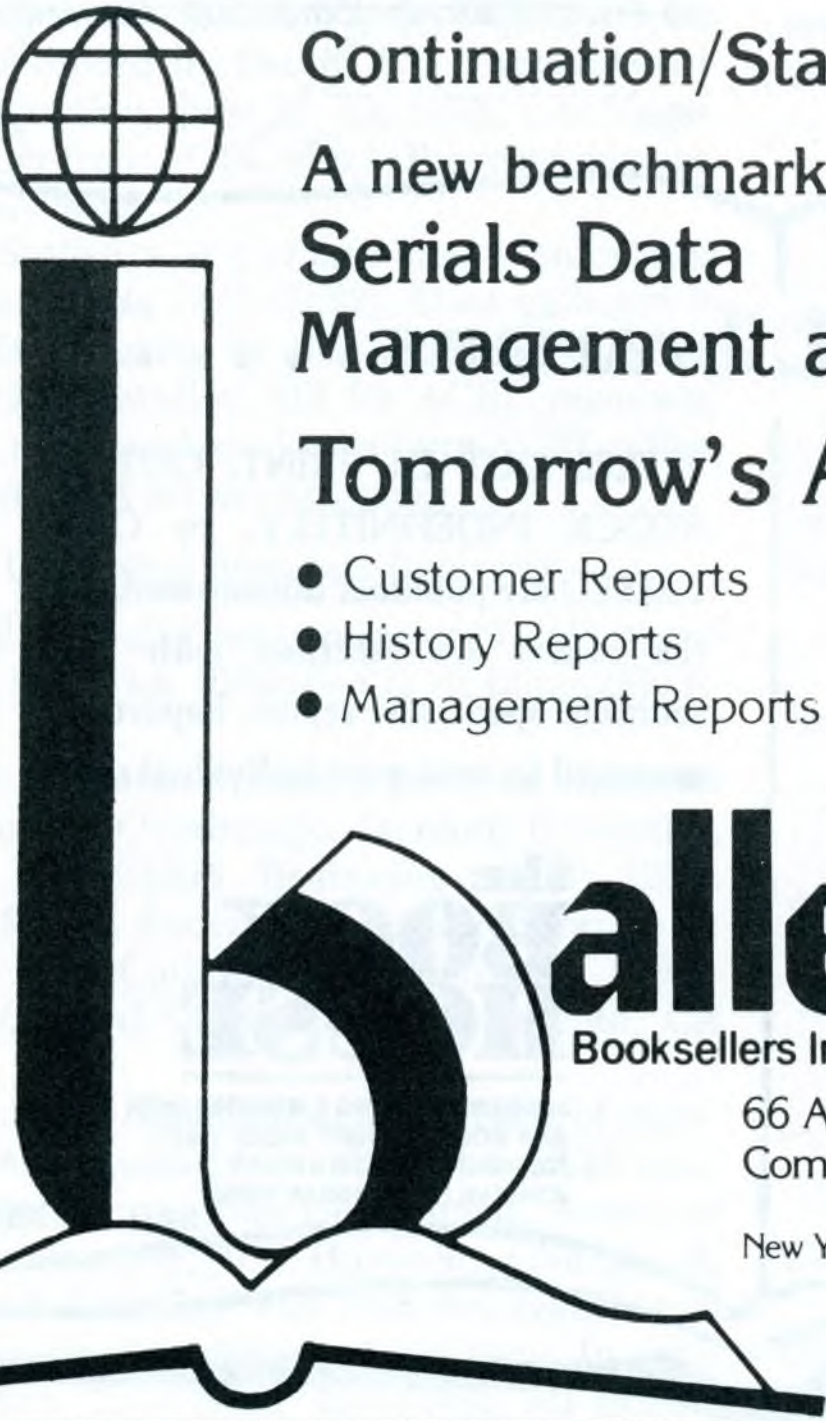
*Guidelines and Procedures for the Screening and Appointment of Academic Librarians*. (C&RL News, September 1977).

*Statement on the Terminal Professional Degree for Academic Librarians* (1975).

*Statement on Collective Bargaining* (1975).

*Salary Structures of Librarians in Higher Education for the Academic Year 1975-1976* (1976). Richard J. Talbot and Ann von der Lippe. \$2.50. Order from ACRL office. Payment must accompany order.

~~*Seminar on Criteria for Promotion and Tenure in*~~



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~~*Academic Libraries* (90 minute audiocassette). Describes a fall 1974 meeting of fifteen untenured University of Oregon faculty members. The discussion includes issues raised in the consideration of faculty status. \$6.50. Order from ACRL office. Payment must accompany order.~~

#### RARE BOOKS, MANUSCRIPTS AND ARCHIVES

*Genre Terms: A Thesaurus for Use in Rare Book and Special Collections Cataloguing* (1983). ISBN 0-8389-6612-8. \$5.50 for ACRL members, \$7.50 for non-members. Order from ACRL office. Payment must accompany order.

*Guidelines on Manuscripts and Archives* (1977). Compilation of policy statements prepared by the ACRL Rare Books and Manuscripts Section Committee on Manuscripts Collections. Contains: Statement on Appraisal of Gifts; Statement on Legal Title; Statement on Access to Original Research Materials in Libraries, Archives and Manuscript Repositories (*Note: this statement has been superseded*); Statement on the Reproduction of Manuscripts and Archives for Noncommercial Purposes; Statement on the Reproduction of Manuscripts and Archives for Commercial Purposes; and Universal Gift Form and Instructions.

*Joint Statement on Access to Original Research Materials*. This supersedes the 1976 ACRL Statement on Access mentioned in the above paragraph and the 1974 Standards for Access of SAA (*American Archivist*, January 1974). (*C&RL News*, April 1979).

*Relator Terms for Rare Books, Manuscripts and Special Collections Cataloguing* (1981). Revised by the ACRL RBMS Standards Committee. (*C&RL News*, October 1981).

*Guidelines for the Security of Rare Book, Manuscript, and Other Special Collections* (1983). (*C&RL News*, March 1982).

#### COLLECTION DEVELOPMENT

*CLIP Notes #2-81: Collection Development Policies* (1981). \$8.75 for ACRL members, \$11.50 for non-members. Order from ACRL office. Payment must accompany order.

*Books for College Libraries*. 2nd ed. (1975). 6 vols., \$80. Single vol., \$15 each. Vol. 1, Humanities; Vol. 2, Language and Literature; Vol. 3, History; Vol. 4, Social Sciences; Vol. 5, Psychology, Science, Technology, and Bibliography; Vol. 6, Author, Title, and Subject Indexes. Order from: Order Department, American Library Association, 50 E. Huron Street, Chicago, IL 60611. Available on tape from: Inforonics, 146 Main Street, Maynard, MA 01754.

#### OTHER

~~*How to Participate in ACRL*.~~

~~*Guidelines for ACRL Chapters*.~~

~~*Directory of Extension Library Services Personnel* (1981). Compiled by the ACRL Standards and Accreditation Committee.~~

~~*Directory of Library Science Collections* (1977). Compiled by Carol S. Nielsen for former division of ALA (Library Education Division). \$2.50.~~

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*ACRL University Library Statistics 1978-1979* (1980). A compilation of statistics from ninety-eight non-ARL university libraries. \$5 for ACRL members, \$7.50 for non-members. Order from ACRL office. Payment must accompany order.

*ACRL University Library Statistics 1981-1982* (1983). A compilation of statistics from ninety-two non-ARL university libraries. ISBN 0-8389-6596-2. \$12 for ACRL members, \$15 for non-members. Order from ACRL office. Payment must accompany order.

*Libraries and Accreditation in Institutions of Higher Education* (1981). Proceedings of an invitational conference sponsored by ACRL and COPA, June 26-27, 1980. Julie A. C. Virgo, ed. \$15 for ACRL members, \$19 for non-members. Order from ACRL office. Payment must accompany order.

*Options for the 80's* (1981). Fifty-six contributed papers from the Second National ACRL Conference in Minneapolis. Eleven microfiche. \$3 for members; \$5 for non-members. Order from ACRL office. Payment must accompany order.

*Slavic Ethnic Libraries, Museums and Archives in the United States: A Guide and Directory* (1980). Compiled by Lubomyr R. Wynar. \$6 for ACRL members, \$9 for non-members. Order from ACRL office. Payment must accompany order.

*Networks and the University Library* (1974). Le Moyne W. Anderson, ed. Proceedings of an institute sponsored by the ACRL University Libraries Section, June 21-23, 1973, Las Vegas. \$3. Order from ACRL office. Payment must accompany order.

*Library Statistics of Colleges and Universities: Summary Data 1979* (1982). Data gathered in the HEGIS survey by the National Center for Education Statistics. \$10 for ACRL members, \$13 for non-members. Order from ACRL office. Payment must accompany order.

#### COLLEGE & RESEARCH LIBRARIES

Official journal of the Association of College and Research Libraries. Published in six bimonthly issues.

Editor: C. James Schmidt, Research Libraries Group, Jordan Quadrangle, Stanford University, Stanford, CA 94305. Beginning in July 1984: Charles Martell, Associate University Librarian for Public Services, California State University, Sacramento, 2000 Jed Smith Drive, Sacramento, CA 95819.

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*Index for Volumes 26 to 40 (1965-1979) of College & Research Libraries and College & Research Libraries News* (1980). This publication was prepared by Eldon W. Tamblyn. Its revisions conform with procedures observed during the last five years. \$10 for ACRL members, \$12 for non-members. Order from ACRL office. Payment must accompany order.

*College & Research Libraries Five Year Index (Volumes 21-25, 1960-1964)* (1965). \$3 for ACRL members, \$4 for non-members. Order from ACRL office. Payment must accompany order.

#### COLLEGE & RESEARCH LIBRARIES NEWS

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#### FAST JOB LISTING SERVICE

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#### CHOICE

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#### CHOICE BIBLIOGRAPHICAL ESSAYS

~~Series No. 6—*Vocational-Technical Audiovisual Materials for Learning Resources* (1981). \$6.95. Order from *Choice*, 100 Riverview Center, Middletown, CT 06457.~~

Series No. 7—*Building a Children's Literature Collection*, 3d ed. (1983). \$9.95. Order from *Choice*, 100 Riverview Center, Middletown, CT 06457.

#### ACRL PUBLICATIONS IN LIBRARIANSHIP

Editor: Arthur P. Young, Dean of Libraries, University of Rhode Island, Kingston, RI 02881.

Available on standing order or as single volumes. Order from Publications, American Library Association, 50 E. Huron St., Chicago, IL 60611.

Out-of-print titles are available from University Microfilms International, 300 N. Zeeb Rd., Ann Arbor, MI 48106.

#### *Titles in Print*

No. 39—*Libraries for Teaching, Libraries for Research: Essays for a Century*. Richard D. Johnson, comp. (1977). \$15.

No. 40—*Book Selling and Book Buying: Aspects of*

*19th Century British and North American Book Trades*. Richard Landon, ed. (1979). \$15.

No. 41—*Women View Librarianship: Nine Perspectives*. Kathryn Lundy, ed. (1980). \$8.

No. 42—*The Spirit of Inquiry in Library Science: The Graduate Library School at Chicago, 1921-1951*. John Richardson. (1982). \$35.

No. 43—*The Landscape of Literatures: Use of Subject Collections in a University Library*. Paul Metz. (1983). ISBN 0-8389-3286-X. \$30. ■■

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# News from the Field

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## ACQUISITIONS

•EMORY UNIVERSITY's Robert W. Woodruff Library, Atlanta, has received the papers of Pulitzer Prize-winning journalist Claude Sitton, an alumnus and editor of the *Raleigh News and Observer*. The collection includes materials from his years as chief Southern correspondent for the *New York Times* (1958-1968), as well as correspondence and writings from his career in North Carolina. Coverage of civil rights activities figures prominently in his earlier papers.

•MICHIGAN STATE UNIVERSITY, East Lansing, has been given a collection of 83 boxes of clippings and ephemera on clothing and fashion by Ada Tucker Green, of Birmingham, Michigan. Included are items on fashion designers, Detroit area artists, miniatures and dolls, leaders in the Detroit area art and antiques world, the progress of women in the arts, catalogues of the Detroit Institute of Arts and the Henry Ford Museum, travel guides, and hotel brochures.

•TEXAS A&M UNIVERSITY, College Station, has acquired the papers and memorabilia of Johnnie Mae Hackworthe (1904-1980), founder of the conservative Children of God sect. She also campaigned unsuccessfully as a candidate for Governor of Texas, the U.S. Congress, and the Presidency. The collection will be useful to students of conservative Christianity, Texas politics, and the Kansas City, Mexico, and Orient Railway of Texas, of which her husband was an official.

•The UNIVERSITY OF CALIFORNIA, BERKELEY, has purchased two major Russian collections. The first is the library of the English bookman, John S.G. Simmons, librarian of All Souls College, Oxford, and consists of more than 1,550 books, pamphlets, and periodicals dealing with Russian and East European book culture. Many of the pieces bear the autographs of the Soviet Union's leading bookmen.

Especially noteworthy are the holdings of Soviet periodicals and monographs published before 1935 and very rare small printings published after 1960.

The second collection is that of San Francisco collector A.N. Kniazeff, which consists of 182 individual items, all published in Harbin, Tien Tsin, Shanghai, and other centers of Russian emigration to the Far East. The collection is especially rich in Russian-language scholarly monographs and in dictionaries of Far Eastern languages.

•The UNIVERSITY OF COLORADO, Boulder, Music Library has received a portfolio of sheet music which includes a copy of every piece of music published by the Tolbert R. Ingram Publishing Company. This company was active in Denver in the early 20th century and published popular music of all kinds, much of which deals with Colorado and Denver as subjects.

•The UNIVERSITY OF IOWA, Iowa City, has been given a large collection of materials on railroads by Iowan John P. Vander Maas. The gift consists of 40 document boxes of employee and public timetables from railroads throughout the world; train registers from West Liberty, Iowa, and Phillipsburg, Kansas; train orders; menus; street car transfers; and a miscellany of printed and manuscript items.

•The UNIVERSITY OF MICHIGAN's Department of Rare Books and Special Collections, Ann Arbor, has acquired the Lois Orr papers relating to the Spanish Civil War of 1936-1939. The papers consist of books, pamphlets, serials, documents, leaflets, posters, correspondence, and typescripts of her experiences as a socialist in the early days of the war.

•The UNIVERSITY OF TEXAS AT AUSTIN has recently acquired the papers of Argentine writer Julio Cortezar, author of *Rayuela* and *Libro de Manuel*, to add to its Nettie Lee Benson Latin American Collection. Included are manuscripts of one unpublished and three published novels.