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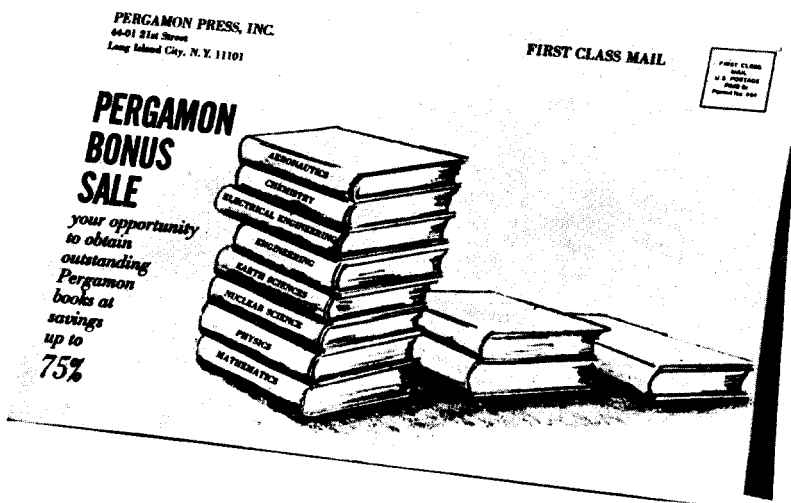
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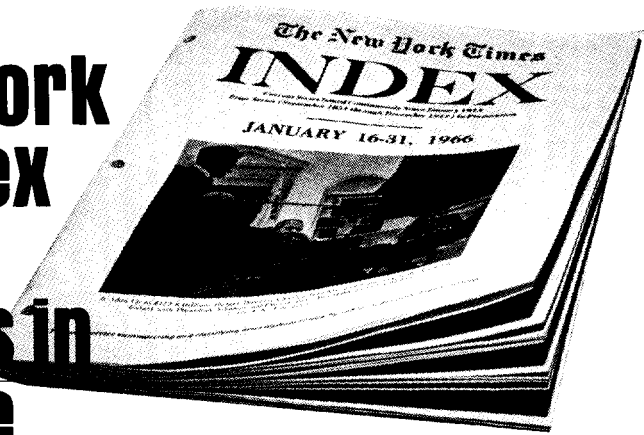
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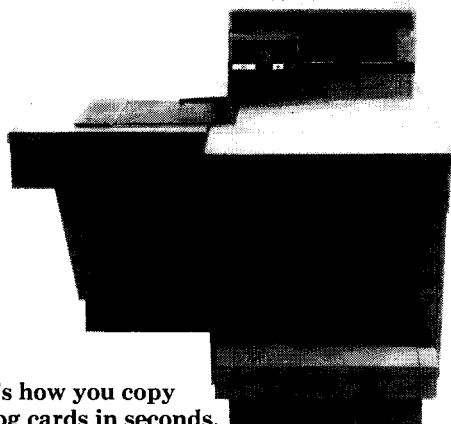
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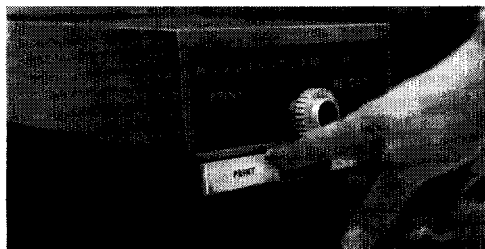


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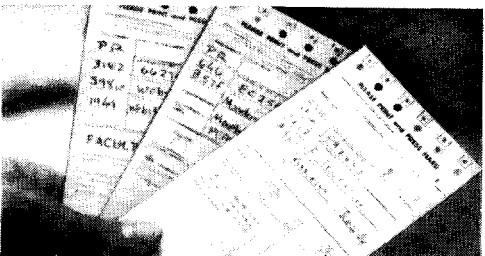
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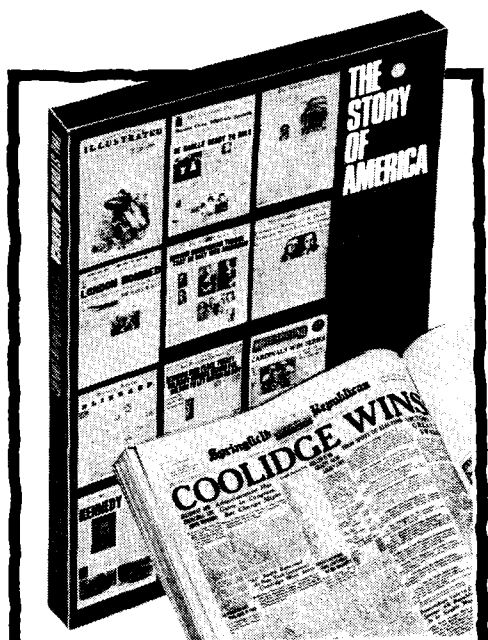
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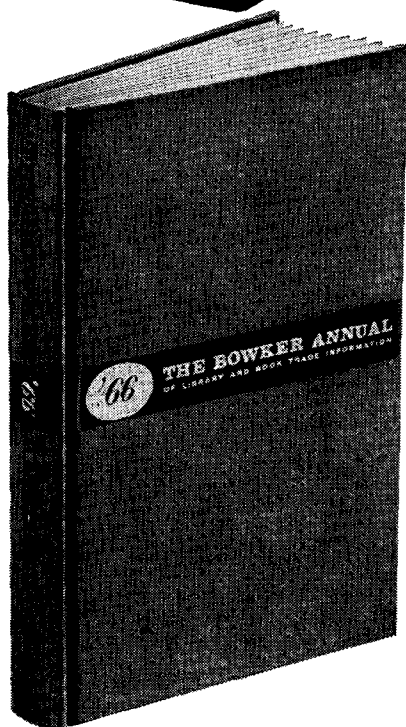
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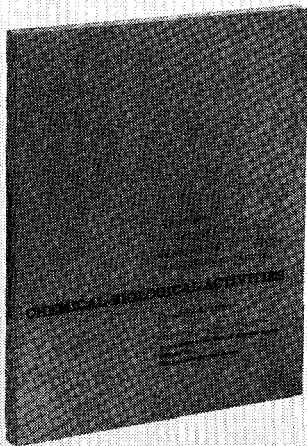
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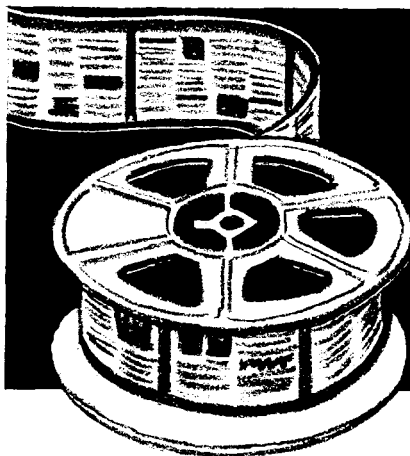
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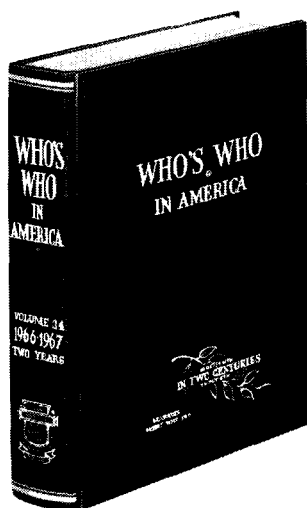
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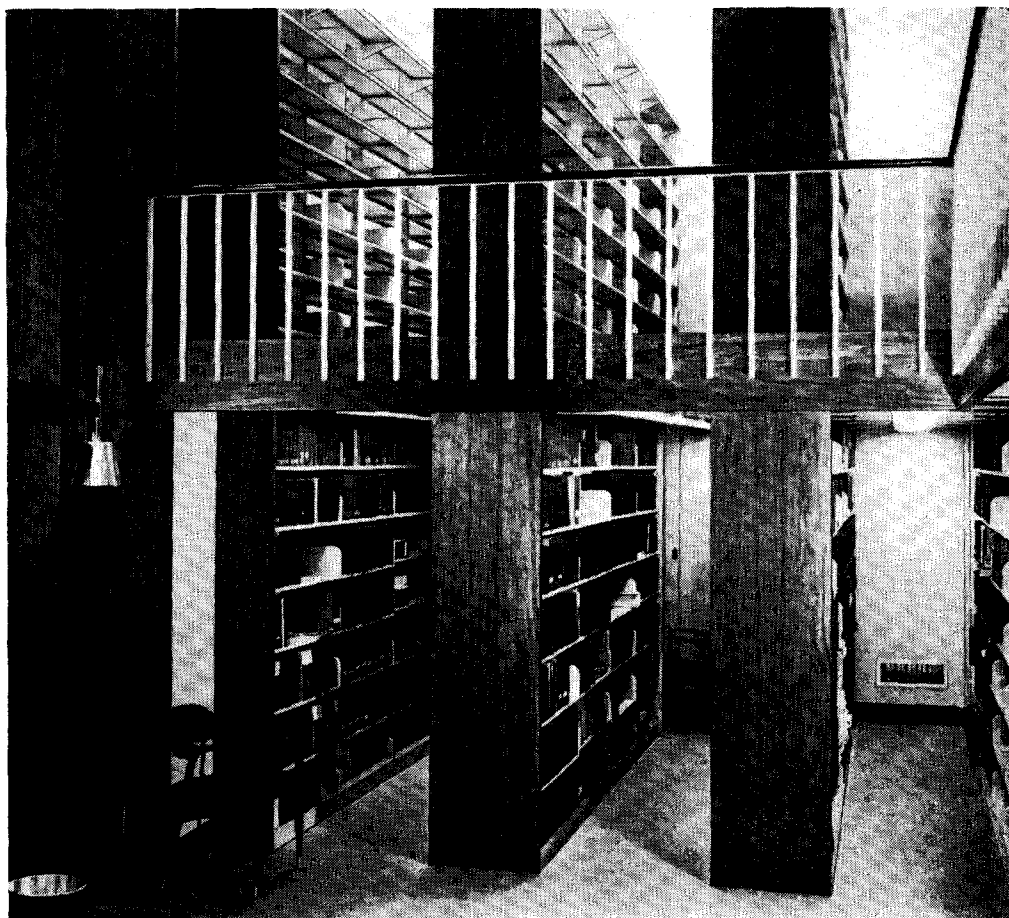
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special libraries

Profile of a Library for the GHI Public Utilities Firm

THE LIBRARY of this public utilities organization serves the entire company, which has more than 6,000 employees. Three librarians and four assistants make up the staff of the library. The Chief Librarian functions both as an administrator and as a professional employee. As an administrator in charge of a service department, he is responsible for maintaining and promoting the kinds of information, reference, and special library service each department needs, selecting both professional and nonprofessional staff, formulating and executing library policies, and planning of the library budget. The Chief Librarian reports to the Secretary-Treasurer of the firm.

As the company's operations have expanded and diversified, the library's staff and its services have increased. In addition to the Chief Librarian's administrative responsibilities, all three librarians share in supervising the clerical staff and in the day-to-day administration of various library services. Their major professional activities are the following:

1. Selection and acquisition of library materials for which the Chief Librarian is responsible.
2. Organization of the collections (cataloging, indexing, etc.)—responsibilities shared by the Assistant Librarian and the Technical Services and Reference Librarian.

These Profiles are the third and fourth in a series of six to be published; the first two appeared in the March 1966 issue, and the fifth and sixth are scheduled for May-June.

3. Reference and information services, including bibliography compilation and literature searching—responsibilities shared by all three librarians.

The four assistants perform clerical, routine, and secretarial duties under supervision as follows: order publications, circulate material, handle interlibrary loan routines, check in and route periodicals, file publications, cards, correspondence, and other items, assist in technical processing, prepare material for binding, maintain and requisition supplies, messenger and duplication work, secretarial and clerical work including typing of bibliographies, acquisitions lists, and so on, and read, clip, index, and process items from the newspapers for a daily bulletin.

Summary of Major Library Activities

SELECTION, ACQUISITION, AND COVERAGE OF LIBRARY MATERIALS

About 90 percent of the items bought for the library are selected by the Chief Librarian, the remaining 10 percent by the library's clientele. The library's collection is comprehensive in the organization's major fields of activity—public utilities, engineering, management, and business and finance. About 20 percent of the total collection, however, represents fields other than the organization's major interests. The library obtains duplicates of books and periodicals according to anticipated needs. The library also acts as the central agency for ordering books, period-

icals, and services for company and personal use, which are paid for by the department or the individual requesting them.

ORGANIZATION OF THE COLLECTIONS

The *Dewey Decimal Classification* system, with modifications, is used for the book collection. Subject headings for the book collection, pamphlet files, periodical index, and clipping service are taken from the Library of Congress *Subject Headings* list, *Applied Science & Technology Index*, *Business Periodicals Index*, and the Special Libraries Association's *Subject Headings Suggested for Use in Public Utilities Libraries* as well as index headings in technical and business periodicals. Library of Congress (LC) cards are available for 90 percent of the library's acquisitions. Cards are typed for that part of the collection requiring original cataloging.

REFERENCE AND INFORMATION SERVICES

In addition to supplying specific information or a specific item requested, the professional staff compile bibliographies and make literature searches—about 100 each year. Frequently, in response to requests, materials are gathered, assessed for their relevance, and sent directly to the inquirer. The library maintains basic bibliographies in fields of current interest.

The library borrows or obtains in photocopy form about 200 items yearly. It calls upon other libraries, associations, government departments, or subject specialists occasionally for information as well as for interlibrary loans. The library lends to or photocopies for other libraries about 100 items each year.

The library's dissemination of information program is extensive and varied. The Chief Librarian and Assistant Librarian are responsible for at least two library-orientation lectures for trainees and new employees. The library automatically routes periodicals to some 2,000 employees. Multiple subscriptions make it possible to route each issue to a maximum of ten people.

The Assistant Librarian scans periodicals, books, pamphlets, and so forth to select items for the library's *Selected Acquisitions List*, which is sent to some 1,200 people. The library also maintains a selective index to periodical articles. It provides a newspaper

clipping service in the form of a daily bulletin, which is distributed to about 300 management employees and is also indexed for reference use in the library.

Statistics

THE COLLECTION	TITLES NUMBER	VOLUMES NUMBER
Book titles	6,500	7,000
General reference works (encyclopedias, directories, dictionaries, handbooks, yearbooks, etc.)	200	500
Book titles and general reference works added annually	300	350
Indexing, abstracting, statistical, and advisory services received currently	12	
Total number of volumes, including back files and 5-year projection		300
Total number of volumes (excluding periodical volumes) in collection, including 5-year projection		9,000 ¹
Periodical titles received currently	450	
Duplicate titles	100	
Received through membership	25	
Received gratis or by exchange	50	
Retained average 2-3 years	150	
Retained 10 years or permanently	50	
Periodical volumes (bound and unbound), including back-files and 5-year projection		2,100
Newspaper titles retained 2 years	2	
Clipping service bulletins bound and indexed twice a year		20
Pamphlets and other paperback documents in files (annual reports of		

1. Allows for a weeding program.

THE COLLECTION	TITLES NUMBER	VOLUMES NUMBER
companies and organizations, government publications, reprints, etc.)	8,500	
Annual additions	1,800	
Specifications and standards	2,000	
Annual additions	200	
Slides	6,000	
Annual additions	300	
EQUIPMENT	NUMBER ²	
3-foot shelves for books, reference works, indexing and abstracting services, etc.	500	
3-foot shelves for periodical collection	190	
Periodical display shelves for 150 periodicals	50	
Newspaper racks	2	
File cabinet drawers for pamphlets, specifications and standards, etc.	120	
Slide cabinet drawers	20	
Card catalog cabinet for index to book collection and index to periodicals (60-drawer)	1	
Visible index for periodical file	1	

2. Allows for expansion of the collection over a period of 5 years.

THE COLLECTION	TITLES NUMBER	VOLUMES NUMBER
Atlas stand, dictionary stand (1 each)	2	
Photocopier	1	
Telephone lines	4	
Telephone instruments	5	
SPACE	AREA ² SQUARE FEET	
Reference and reading area (reading tables and chairs, counters for indexing and abstracting services, photocopy equipment, circulation desk, card catalog, etc.)	1,200	
Stack and storage area, includes provision for file cabinets	1,330	
Technical processes and staff area	1,050	
Total	3,580	
BUDGET RATIOS	PERCENT	
Salaries (professional and clerical)	69	
Books, pamphlets, documents, etc.; periodical and newspaper subscriptions, etc.; indexing, abstracting, advisory services, etc.	27	
Binding, supplies, etc.	3	
Professional association expenses and travel expenses	1	
Total	100	

Profile of a Library for the JKL Bank

THE JKL BANK's library serves some 6,000 bank personnel, 50 of whom are "hard-core" users, and the bank's clients. The Chief Librarian, who reports to a vice-president in charge of operations, is responsible for maintaining and promoting effective service to each department of the bank according to its needs and for extending its services to the bank's clients. The Chief Librarian is also responsible for selecting both professional and nonprofessional staff, for formulating and executing library policies, and for planning the library's budget. The library, which started with one librarian and a clerical assistant ten years ago, has expanded its services, collections, and operations to the extent that it now needs four librarians and five assistants.

The Chief Librarian's administrative responsibilities are shared, in part, by the Assistant Chief Librarian. In addition, all four librarians have supervisory responsibilities in purchasing and acquiring library materials, in processing materials for the files, and in overseeing the clerical routines performed by the five staff assistants. The four librarians perform all the professional functions of the library as follows:

1. The Chief Librarian, with the assistance of the Assistant Chief Librarian and the reference librarians, is responsible for the acquisition of all library materials, which they select or which are recommended to them by users of the library.
2. The Chief Librarian and the Assistant Chief Librarian are responsible for the or-

ganization of the collections. The Assistant Chief Librarian classifies and catalogs the shelf materials, assigns subject headings for the file material, and edits the acquisitions list.

3. Two reference librarians share in the reference and information services.

The five assistants to the professional staff perform all routine or clerical functions as follows: order publications, keep loan and return records for books, periodicals, and file items, process interlibrary loans, check in and route periodicals, type and file catalog cards, shelve, file, and maintain order in files and on shelves, clip newspaper items, prepare material for binding, perform photoduplication work, maintain and requisition supplies, perform secretarial work including typing bibliographies, and answer "quick" or routine reference questions. Assistants sit at the first desk on a rotating basis to direct individuals to the appropriate staff member or section of the library. The assistant on duty at this desk has responsibility for checking materials in and out for library users.

Summary of Major Library Activities

SELECTION, ACQUISITION, AND COVERAGE OF LIBRARY MATERIALS

About 90 percent of the materials added to the collection are selected by the Chief Librarian with the assistance of the professional staff; the remaining 10 percent are chosen by the bank personnel. A great deal of time is spent acquiring current material—or data and other information not yet in print—in response to requests or in anticipation of demand. The library has comprehensive coverage of its major fields, which include economic conditions, business and trade, money and banking, and finance—both domestic and foreign; it has selective coverage of fields of auxiliary interest (about 10 percent of the collection). Duplicate titles are purchased according to demonstrated needs.

ORGANIZATION OF THE COLLECTIONS

The Library of Congress *Classification* system, with modifications, is used for the book collection. Subject headings are taken from the Library of Congress *Subject Headings* list and the Special Libraries Association's *Subject Headings for Financial Libraries*. Li-

brary of Congress (LC) printed cards are used for 80 percent of the book collection. Cards for the remaining 20 percent, which require original cataloging, are typed.

The library has developed its own subject headings list for its pamphlet and clipping files, based on *Public Affairs Information Service* (PAIS), *Business Periodicals Index*, the SLA list referred to above, reference sources, and indexes.

REFERENCE AND INFORMATION SERVICES

The library's reference and information services include screening materials and sending the items directly to the inquirer in response to his request. About 50 percent of the new books, pamphlets, and periodicals acquired are sent immediately to the subject specialist in anticipation of his need or interest in such information. The library answers specific questions in many areas of concern to bank personnel and the bank's customers, and it compiles bibliographies and conducts literature searches in answer to specific needs. About 90 percent of the library's services are research-oriented; about 10 percent relate to a variety of requests answered for senior management.

The library circulates books and file materials as requested and routes periodicals and table-of-contents pages to bank personnel on a selective basis. The library's selected acquisitions lists are sent to both bank personnel and to interested persons outside the bank. The library calls upon outside sources, such as libraries, government departments, and associations, occasionally for information or for interlibrary loan of material. The library borrows or obtains photocopies of about 200 items annually, and it lends or sends photocopies of about as many items.

The Chief Librarian, who has officer status, attends management and policy meetings to keep informed of planned research and new areas of bank management.

Statistics

THE COLLECTION	TITLES	VOLUMES
	NUMBER	NUMBER
General book collection (not including government publications)	5,800	6,000
Reference works (encyclopedias, dictionaries, di-		

THE COLLECTION	TITLES NUMBER	VOLUMES NUMBER
rectories, census volumes, handbooks, guides, and texts used for reference)	400	500
Book titles and reference works added annually	275	300
Government publications on shelves (books, pamphlets, annual reports, bulletins, etc.)	2,000	6,000
Annual additions	300	350
Commercial and financial services, advisory and indexing services, etc. received currently	25	30
Total number of volumes, including back files and five-year projection		300
Total number of volumes in collection (excluding periodical volumes) including 5-year projection		14,500 ¹
Periodicals received currently	500	
Duplicate titles	200	
Received through membership	30	
Received gratis or by exchange	100	
Retained average 2-3 years	200	
Retained 10 years or permanently	100	
Periodical volumes (bound and unbound) including back files and 5-year projection		2,650
Newspaper titles retained 1 year (New York <i>Times</i> on microfilm retained permanently)	5	
Government publications in files (pamphlets, annual reports, bulletins, statistical releases)	11,000	
Annual additions chiefly statistical releases)	9,000	
Pamphlets, reprints, reports, and bulletins of		

THE COLLECTION	TITLES NUMBER	VOLUMES NUMBER
companies and organizations, releases other than government, clippings, etc. in files	5,000	
Annual additions	3,000	
Internal reports	2,000	
Annual additions	100	

EQUIPMENT	NUMBER ²
3-foot shelves for book collection, reference works, commercial and financial services, etc.	360
3-foot shelves for government publications	100
3-foot shelves for periodical collection	240
Periodical display and storage shelves for current year's issues (150 titles)	50
File cabinet drawers	340 ¹
Newspaper cabinets (jumbo size)	4
Visible index for periodical file	1
Atlas stand, dictionary stand (1 each)	2
Card catalog cabinet (60-drawer)	1
Microfilm reader	1
Reader-printer	1
Photocopier	1
Telephone lines	4
Telephone instruments	6

SPACE	AREA ² SQUARE FEET
Reference and reading area (reading tables, desks, periodical display shelves, newspaper cabinets, card catalog cabinet, readers, stands, etc.)	1,100
Stack and storage area (includes provision for file cabinets)	1,680
Technical processes and staff area	1,350
Total	4,132

BUDGET RATIOS	PERCENT
Salaries (professional and clerical)	72
Books, pamphlets, government documents, monographs, etc.	7
Periodical subscriptions (including newspaper subscriptions, commercial and financial services, etc.; society memberships)	18
Binding and supplies	2.5
Professional association and travel expenses	0.5
Total	100.0

1. Allows for a weeding program.

2. Allows for expansion of the collection over a period of 5 years.

Using a thesaurus to match all the words in a title and abstract produces a disproportionate number of irrelevant index terms. The natural language of an abstract provides too many index terms to warrant its use for input to match the simulated machine indexing thesaurus. Because of this high production of irrelevant index terms, this use of machine indexing is discouraged.

Simulated Machine Indexing, Part 2: Use of Words from Title and Abstract for Matching Thesauri Headings

MASSE BLOOMFIELD

ONCE THE first study, in which simulated machine indexing methods were compared to the human indexing of *Physics Abstracts* and with the standard KWIC index (*Special Libraries*, March 1966), had been completed, other questions arose. Among these questions was whether or not all the words from a full abstract in natural language, plus the words of the title, would serve more effectively as input for matching against an established thesaurus, such as the subject indexes of *Chemical Abstracts*, *Physics Abstracts* and *Nuclear Science Abstracts*.

This study uses all the words of the title and abstract as found in the abstract portion of the indexing journal. These words were searched in the subject index word by word. The two other methods of simulated machine indexing used in the first study, word-by-word and two-word combinations and edited phrases, were discarded for this study. It was felt that the word-by-word matching provided a significant measure of the usefulness in expanding the searching to abstracts.

The Study

In this study six abstracts were taken from three indexing journals. The bibliographic data as well as the title appeared with the abstract, allowing a search of both the title and abstract at the same time. Six articles were taken randomly from each of the fol-

lowing indexes: *Chemical Abstracts*, volume 58, 1963, *Nuclear Science Abstracts*, volume 17, 1963, and *Physics Abstracts*, volume 63, 1960.

After the six items had been selected, the subject index for each journal was used as the simulated computer memory. Each word in the title and in the abstract was searched in the subject index to find out whether or not that word appeared as an entry or as a *see* reference.

One example is shown in detail. Table 1 shows an abstract and bibliographic data as given in *Nuclear Science Abstracts*. The subject index for volume 17 was searched to find what the human indexers had assigned to the particular item. Only one subject heading was found that analyzed the article:

Table 1: Abstract from "Nuclear Science Abstracts"

KRUGER, O. L. Preparation and Some Properties of Arc-Cast Plutonium Monocarbide. *Journal of Nuclear Materials*, vol. 7, 1962, p. 142-150. (NSA-17-16688)

Abstract: Plutonium-carbon alloys in the compositional range of 42 to 60 at.% carbon were prepared by arc melting and drop casting. Metallography, x-ray diffraction and chemical analysis were used to evaluate the alloys. Density, hardness, and thermal expansion were measured. Unexpected abrupt changes in the rate of expansion which could not be attributed to a phase change were observed in alloys with more than 46 at.% carbon. This effect which accounted for increases of two to four times the normal thermal coefficient was removed on thermal cycling.

This is the second in a series of four articles by Mr. Bloomfield, who is Supervisor of the Culver City Library of Hughes Aircraft Company, Culver City, California.

Table 2: List of Headings and References Generated by Simulated Machine Indexing

RELEVANT HEADINGS	
Carbon	
Plutonium	
HEADINGS DEEMED IRRELEVANT	
Alloys	
Analysis	
Atomic Beams	
Cast Iron	
Casting	
Chemical Analysis	
Density	
Diffraction	
Hardness	
Melting	
Metallography	
Phase Studies	
Rate Meters	
Thermal Cycling	
X-Ray Absorption Analysis	
REFERENCES DEEMED IRRELEVANT	
Arc Furnaces, <i>see</i> Electric Arc Furnaces	
Cycling, <i>see</i> Thermal Cycling	
Drop Nuclear Models, <i>see</i> Nuclear Models	
Properties, <i>see</i> Magnetic Properties; Molecular Properties; Tensile Properties; Thermal Properties; Thermodynamic Properties; Thermoelectric Properties	
Plutonium Carbides	
—properties of arc-cast mono—	
If other headings were assigned, they were not found under any of the headings in Table 2, which is the list of headings that were generated by the simulated machine indexing operation. The subject index headings were matched word by word with the words of the title and the abstract. In this operation,	

words fell into three categories. The first category covered the words that matched identically and those words that matched the first word of a multi-word heading. For instance, "alloys" and "analysis" were headings that matched identically, while the term "rate meters" was produced when the word "rate" from the phrase "changes in the rate of expansion which could . . ." was matched in the subject index. This may or may not have been appropriate; however, in the way the study progressed, it was felt that these headings would have made little difference if kept or removed.

The second category were words that were represented in the subject index by *see* references, either from a single word match or the first word of a multi-word *see* reference. For instance in the case of "cycling," a match occurred, but the matched word in the index referred the user to "thermal cycling." These references are included because if this system were to be initiated or expanded, they would have to be considered in the program of machine indexing.

The third category included words that did not match any words in the subject index. For the most part these were articles, prepositions, and verbs, with a sprinkling of nouns.

The process taken to generate the headings produced for this study was that of a simple manual match, which could have been done on a computer if the computer had a memory large enough to store all the subject headings of the various subject indexes generated manually by the abstracting services.

The three headings in Table 2 represent an arbitrary rating of the terms generated by

Table 3: Statistical Analysis of the Six Items Taken from "Nuclear Science Abstracts"

	ACCESS POINTS IN <i>Nuclear Science Abstracts</i>	ACCESS POINTS USING SIMULATED MACHINE INDEXING, INCLUDING REFER- ENCES	MUTUAL HEADINGS	IRRELE- VANT HEAD- INGS GEN- ERATED BY SIMULATED MACHINE INDEXING	UN- MATCHED WORDS	TOTAL WORDS	PERCENT OF TOTAL WORDS USED AS HEADINGS
Item 1 (Table 1)	1	21	0	19	45	66	31.8
Item 2	6	18	3	10	83	101	17.8
Item 3	2	5	0	5	27	32	15.6
Item 4	1	10	1	8	38	48	20.8
Item 5	2	8	0	5	21	29	27.6
Item 6	1	12	0	7	38	50	24.0
Averages	2.2	12.3	0.7	9	42	54.3	22.9

Table 4: Statistical Analysis of the Six Items Taken from "Physics Abstracts"

	ACCESS POINTS IN <i>Physics Abstracts</i>	ACCESS POINTS USING SIMULATED MACHINE INDEXING, INCLUDING REFER- ENCES	MUTUAL HEADINGS	IRRELE- VANT HEAD- INGS GEN- ERATED BY SIMULATED MACHINE INDEXING	UN- MATCHED WORDS	TOTAL WORDS	PERCENT OF TOTAL WORDS USED AS HEADINGS
Item 1	1	9	0	6	38	47	19.1
Item 2	2	6	0	3	43	49	12.2
Item 3	3	5	3	1	43	48	10.4
Item 4	2	7	1	4	46	53	13.3
Item 5	2	9	1	6	64	73	12.3
Item 6	5	17	3	11	101	118	14.4
Averages	2.5	8.8	1.3	5.2	55.8	64.7	13.6

the simulated machine indexing program. Readers may argue with the judgment of the author; however, it should be mentioned that the indexing level sought by the simulated machine program was the same depth as the subject index of the indexing journals. The reason for desiring the same depth was the original aim of substituting human indexers with a machine indexing system. It is quite obvious that where the human indexer of *Nuclear Science Abstracts* used but one subject heading, the simulated machine indexing program produced 17 headings, plus four referred headings. Table 3 is a statistical summary of the data obtained from the six articles taken from *Nuclear Science Abstracts*.

Table 4 shows the statistical study of six articles from *Physics Abstracts*. This table shows a smaller percentage of headings generated by simulated machine indexing from the title and abstract than either *Nuclear Science Abstracts* or *Chemical Abstracts*.

Table 5 describes six articles indexed in *Chemical Abstracts*. These articles show the

greatest number of headings generated. This is believed to be caused by the depth of indexing of *Chemical Abstracts*. Also the greatest number of mutual headings of human indexers and simulated machine indexing occurred. When human indexing is very specific, the words used by the author in either the title or the abstract will more likely be represented in the subject index of an abstracting journal than in a subject index where concept indexing prevails.

About every fifth word of the input, or 22.9 percent, generated a heading from *Nuclear Science Abstracts* examples, 13.6 percent for *Physics Abstracts*, and 24.5 percent for *Chemical Abstracts*. These high percentages indicate the large number of headings generated. In a summary of all the statistical data for the 18 examples, an average of 20 percent of the words from the title and abstract matched words in the thesauri. This is quite a high incidence of matching.

Table 5: Statistical Analysis of the Six Items Taken from "Chemical Abstracts"

	ACCESS POINTS IN <i>Chemical Abstracts</i>	ACCESS POINTS USING SIMULATED MACHINE INDEXING, INCLUDING REFER- ENCES	MUTUAL HEADINGS	IRRELE- VANT HEAD- INGS GEN- ERATED BY SIMULATED MACHINE INDEXING	UN- MATCHED WORDS	TOTAL WORDS	PERCENT OF TOTAL WORDS USED AS HEADINGS
Item 1	4	22	3	17	59	81	27.0
Item 2	3	18	2	13	48	66	27.3
Item 3	5	20	1	14	61	81	24.7
Item 4	2	7	1	3	20	27	26.0
Item 5	6	7	1	5	31	38	18.4
Item 6	4	13	3	10	42	55	23.6
Averages	4	14.5	1.8	10.3	43.5	58	24.5

Simulated Computer Instructions

If the thesauri or subject indexes of the abstracting journals had been placed in a computer memory for matching, it is certain that they would not have had the same kind of format that is available in the printed indexes. The major difference one would expect to find would be in the *see* references and in the use of one-, two-, and three-word headings. The human indexers did not intend the subject indexes to be used in the manner they were used in this study.

The manual program used each word of the title and the abstract as input. These words were matched one by one with the first words of the subject index. When a word from the input matched the first word in the subject index, this was called a hit, and the word was counted as a heading generated. If a word from the input matched the first word of any heading in the subject index, this too was counted as an acceptable machine indexing heading. Where a single word was found first like "plutonium," no further effort was made to find multi-word entries beginning with that word. This method of generating headings was used because in a mechanized system, a machine would not be able to determine whether or not a multi-word heading from the subject index had more or less meaning or was even related to the single word of the input. This procedure has probably increased the number of irrelevant headings. However, the procedure has not affected the basic aim of the study.

In Table 2 there is a list entitled References. These references were obtained in the same fashion as the headings, and in most instances, they were quite irrelevant.

For the many words where no match occurred, they would all have to be inspected to see whether they would have to be added as a relevant heading or discarded. In most cases, these non-matching words would have been discarded by a human indexer.

An attempt was made to convert abbreviations and symbols into natural words. Thus, "at. %" was edited to "atomic percent."

Discussion

This study shows it is impractical to use the words of the title and the abstract as

input for matching against a simulated computer memory storing a full scale thesaurus. This is due to the large number of irrelevant headings that are generated by nouns, which have little direct bearing on the major interest of the indexed article. Another way of stating this would be to say that when an author writes an abstract, he includes many of the peripheral ideas associated with the main thesis. Thus, in the paper on plutonium carbide, the abstract includes thermal cycling aspects. *Nuclear Science Abstracts* placed this article under only one heading, "Plutonium Carbide"; the simulated machine indexing system produced 21 headings, none of which was "Plutonium Carbide."

Since the aim of this series is to achieve a machine indexing capability equal to human indexing of the average indexing journal, it is appropriate to compare the number of headings generated by simulated machine indexing with those generated by human indexing. The number of headings used by human indexers averaged 2.9. The number of headings generated by the simulated machine method averaged 11.9. This is four times the number that was desired. If we subtract the number of irrelevant headings from the total headings generated ($11.9 - 8.2 = 3.7$), we would have almost four headings per article, which is close to the number assigned by human indexers. The method presented in this study generated far too many headings, and the majority of these were irrelevant. This condition is probably the result of using natural language for the input. Natural language, by its very nature, is rambling and includes many minor related issues.

Another sign of the weakness of using natural language for input is evidenced in the low percentage of mutual headings. Only a little better than 50 percent of the headings used by human indexers were matched by the simulated machine indexing technique. It would be possible to limit the number of headings by editing the abstract into phrases or by eliminating words, but if this were done, it would defeat the purpose of trying to achieve total machine indexing.

The Role of Special Libraries in The United States

ROBERT J. HAVLIK

THE U.S. Office of Education¹ estimates that in 1965 there were some 2,140 college and university libraries in the United States employing 12,000 full-time professional librarians. Also, there were over 7,200 public library systems employing 21,200 full-time professional librarians and over 49,000 public schools with centralized libraries employing 31,500 school librarians. There has never been very concise information published on the number of special libraries or the librarians employed in them. Extrapolation of fragmentary data indicates that there are now over 6,000 special libraries operated by governments (state, federal, and local), commerce and industry, and associations and non-profit institutions.

Number of Special Libraries

The best reference published regarding the number of special libraries is Dr. Anthony T. Kruzas' *Statistical Report on Special Library Resources in the United States*,² which is based on data collected in 1961-62. Dr. Kruzas listed 2,163 company libraries, 1,221 government agency libraries, and 2,560 libraries operated by other organizations, which makes a total of nearly 6,000 special libraries and information centers.

Estimates are not easy. The derived results of the number of special libraries can vary depending upon the definition of "special" used in the initial survey. Cooperation of librarians is also a factor. For example, Dr. Kruzas listed 298 special libraries serving state governments, which included depart-

mental libraries within the state library agencies. The Office of Education, using a narrower definition of "special" in the Survey of Special Libraries Serving State Governments and having better cooperation from heads of the state library agencies, found nearly 450 special libraries.

Number of Professional Positions

The present membership of SLA is just over 6,300, including special librarians employed by college, university, and public libraries. Only 3,633 out of 6,000 libraries surveyed by Dr. Kruzas reported a total of 7,672 on their professional staffs. It is doubtful that this information was reported in terms of full-time equivalents.

The Office of Education estimates that prior to 1963 there were under 10,000 professional librarians in special libraries. More recent data from the U.S. Civil Service Commission and tentative results of a Survey of Special Libraries Serving State Governments have raised that number to 12,000 professional librarians now employed in special libraries in the United States.

SLA's Goals for 1970 state: "At least 30,000 well-trained special librarians and information specialists should be working in the field by 1970." Based on these figures, over 18,000 new special librarians are needed to meet the goal. This is more than double the present number.

Library Resources

By projecting data available from Dr. Kruzas' study, U.S. Office of Education estimates, and budget estimates derived from a study by the SLA Professional Standards Committee,³ we are now able to derive some comparative figures of library resources.

The Office of Education tables show that there were 228,000,000 volumes in college and university libraries in 1964, over 20,000,000 volumes in centralized school libraries in 1963, and over 161,000,000 in public libraries serving populations of 35,-



This is a revised and updated report based on the talk Mr. Havlik presented at the First Educational Forum of Special Libraries Association, held in Philadelphia, June 11, 1965. The author is the Research Library Specialist in the Library Services Branch of the U.S. Office of Education, Washington, D. C.

Estimates of Special Library Expenditures and Resources, 1965

TYPE OF SPECIAL LIBRARY	STATE GOVERNMENT	FEDERAL GOVERNMENT AND NATIONAL LIBRARIES*	OTHER GOVERNMENTAL LIBRARIES	COMMERCE & INDUSTRY	ASSOCIATIONS AND NON-PROFIT INSTITUTIONS	TOTAL
Estimated total number of libraries	433	848	82	2,163	2,560	6,086
Estimated total number of volumes in these libraries	23,208,000	85,800,000	444,000	19,100,000	42,600,000	171,152,000
Estimated total number of periodicals received	88,390	295,000	28,500	456,000	410,000	1,277,890
Estimated total number of professional positions	975	3,640	335	3,470	3,580	12,000
Estimated total number annual expenditures	\$18,307,000	\$83,248,000	\$1,600,000	\$45,000,000	\$41,000,000	\$189,155,000

* Library of Congress, National Agricultural Library, and National Library of Medicine

000 and over.¹ Our present estimate of bound volumes in special libraries is over 171,000,000 volumes.

The total number of periodicals received is a nebulous figure to check. Estimates can be made by multiplying the total annual expenditures by the profile percentage spent on periodicals and dividing the results by the average cost per periodical subscriptions.⁴ This figure, which is nearly 1,300,000, compares favorably with that estimated by multiplying the average number of periodicals received per library (given by Dr. Kruzas) by the number of special libraries.

Expenditures in Special Libraries

Expenditures for special libraries in the United States are estimated at over \$189,000,000, including salaries. This is compared to \$229,000,000 for colleges and university libraries, over \$63,200,000 for books only in centralized school libraries, and \$249,900,000 total expenditures for public libraries serving populations of over 35,000 people.¹

The figure of over \$189,000,000 for special libraries is reasonable in light of the 1963 U.S. Bureau of the Budget Survey of Federal Expenditures for Library Services.⁵ This survey showed an expenditure of \$83,000,000 for federal libraries, including the Library of Congress, National Agricultural Library, and the National Library of Medicine.

Preliminary estimates of expenditures in special libraries serving state governments are \$18,300,000.

In conclusion, the role of special libraries in the United States is becoming clearer. Special library expenditures are nearly as great as college and university libraries, with about the same number of librarians employed as in colleges and universities. The largest collection of bound volumes are held by federal or national libraries, mostly national.

These estimates clearly indicate the need for comprehensive statistics on special libraries. The current U.S. Office of Education program for future studies in the field of special libraries was discussed by Dr. Frank L. Schick in the March issue of *Special Libraries*.

CITATIONS

1. U.S. OFFICE OF EDUCATION. *Digest of Education Statistics*, 1965 ed. (OE-10024-65) Bulletin 1965. Washington, D. C.: Government Printing Office, 1965, No. 4 Tables, 128-32.
2. KRUZAS, Anthony T. *Special Libraries and Information Centers: A Statistical Report on Special Library Resources in the U.S.*, Detroit: Gale Research, 1965.
3. Draft of Profile of a Research Library in a Manufacturing Corporation. Derived from a study of the Special Libraries Association Professional Standards Committee Survey of Selected Libraries, 1964. (Editor's Note: See the March 1966 *Special Libraries* for final profile.)
4. Average Prices and Cost Indexes: U.S. Periodicals, 1963. In *Bowker Annual*, 1964, p. 84.
5. U.S. Bureau of the Budget Circular (No. 64-13), May 12, 1964.

The Library at the Willet Stained Glass Studios

HELENE MARTIN

WHO CAN DESCRIBE the creative process? Who can tell the source of ideas? A stained glass studio as large as Willet's, with its large volume of work and large staff busily accomplishing it, is always seeking new material and new ways to present old material. When an idea is slow in coming, a look at seemingly unrelated source materials may "prime the pump." A good reference library is a store of ideas for the time they are needed in a hurry. It is unusual to think of a stained glass studio having as complete a library as ours, which consists of over 1,000 volumes, extensive clipping and photograph files, designs of all previous windows, and a slide collection that is constantly growing, but the studio, and perhaps the individual designers, must have books. A church window could hardly be designed without a good Bible reference and a book on Christian symbolism.

The Willet Studios have a large staff and coordination between Dr. Henry Lee Willet, his son Crosby, a client, and the shop is better when the library is filling its role. Increasing requests for information result in increasing knowledge. Iconographies planned for one set of windows provide us with subjects for future jobs. If people, clothing, plants, animals, and other details too numerous to list are to be represented literally, they must be accurate. This takes detailed research in our own library or in other sources (for instance, we have a much-used list of denominational libraries that can be reached by telephone). A nonrepresentational design may be derived from natural forms far different from the end concept. Reproductions of the great stained glass of medieval Europe are studied again and again, not to be slavishly copied

Miss Martin is the Librarian at The Willet Stained Glass Studios in Philadelphia, which members of the Museum and Picture Divisions visited during the SLA Convention on June 10, 1965. This piece is based on a description of the Studios that appeared in Picturescope, vol. 13, no. 3, fall 1965.

but for the inspiration they provide. Styles of architecture must certainly be familiar. A knowledge of basic theological concepts is a must for working with many denominations.

So that this fund of knowledge may not be lost with the present generation, the Studios have started a school for apprentices. These young people learn the laborious hand processes of stained glass during their working day, but an extra three hours a week is required to study such subjects as the "History of Stained Glass," the "Language of Stained Glass," and "Planning for Stained Glass." This curriculum includes such divergent fields as geometry, comparative religion, drawing lessons, and the history of art and architecture.

How can a librarian function efficiently in this absorbing business? Beside the usual sort of library chores, we are responsible for teaching, lecturing, public relations, and hostessing, and also a great deal of independent study and creative writing. It would be impossible to describe all our fringe jobs.

The books are cataloged and cross referenced in the usual way. They are released to our own employees at any time by means of a sign-out slip. The books are also used by the general public and students, but may not be taken out of the library by them.

Magazines pile up everywhere. After three months some of them are stacked in cupboards in chronological order but with no cataloging. This is not as inefficient as it sounds, for these are used as sources and leafing through a large number of them may be the best way to use them. Magazines of less interest are clipped and discarded. The picture file has become an unwieldy giant. We all constantly save clippings from a variety of sources. The technique is to try to guess ahead of time what will be of interest. The pictures and clippings are not mounted and are placed in envelopes according to subject matter. We treat these as expendable items, and they may return to us much frayed or they may vanish into the shop forever.

The slide collection is housed in Multiplex slide filing cabinets, which enable the 120 slides on each rack to be seen against the light at a glance. The slides are placed on the racks in categories such as modern European, historic European, windows by others—U.S.A., Willet windows in various techniques, churches, processes of fabrication, and then alphabetically according to the city. The slides and our few short films are used by those of us who lecture and are frequently borrowed by outside speakers.

Original art work constitutes the bulk of our collection both in number of items and in size of the individual items. We have paintings and drawings to scale in a variety of mediums. The $\frac{1}{2}$ inch = 1 foot scale model of a window wall can be very large indeed. These are especially prepared presentation sketches. As each window is designed for the opening for which it is intended, it is from these designs that clients order their windows. The majority of the presentations are made of transparent acetate painted with aniline dyes in a good approximation of stained glass colors. After the window is executed, they are stored in cupboards with vertical partitions, and each is given a letter indicating its category, such as rose windows, full color medallion windows, light color medallion windows, single figure on full colored background and so on, and an accession number. These data are then entered in a 5 x 7 inch card file, arranged alphabetically according to city, with each card bearing a

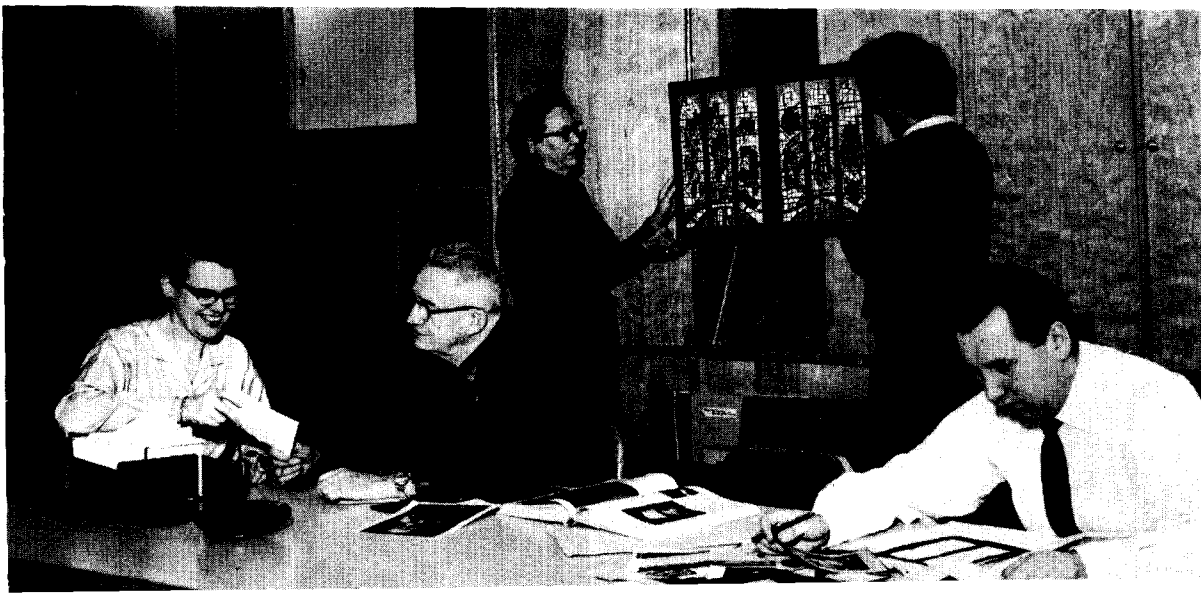
small black and white photograph of the sketch, its number, and the location of additional black and white photographs. These additional 8 x 10 inch prints are kept in folders according to subject represented, such as Abraham Sacrificing Isaac, Abstract, etc.

These designs of completed windows (and we have thousands) are constantly coming and going. They are submitted to prospective clients with similar styles of architecture, similar shaped openings, and similar requirements as to style and iconography. The rather complicated system of cross filing works well for us. As each presentation is an original work of art, it is of considerable value, so designs are carefully packed for mailing and an exact record is kept as to whether they are first submissions or been around the country.

Several years ago we began photographing the cartoons (full-sized designs for windows) and destroying the originals, preserving only the 5 x 7 inch negative. Storage of these gigantic drawings, some dating from the turn of the century, had become too onerous as they were becoming increasingly fragile with age and were a fire hazard.

The best requirements for this unique and fascinating position are an interest in art and in study. These enable the librarian to make suggestions, catch inaccuracies, help plan the iconographies, and write descriptions of the windows after they are completed. The rewards of constant research and immersion in the subject are the byways of personal study into which they lead.

Helene Martin, Dr. and Mrs. Willet, Sarah Hughes, Assistant Librarian, and Kenneth Crocker, a designer of stained glass windows, use the Willet library.



Government and Libraries

THE DAY OF THE self-sufficient public library has long since passed, if it ever existed," wrote Dr. Lowell Martin in *Public Library Service Equal to the Challenge of California*.¹ *The Standards for Library Functions at the State Level*² recognized this fact in the discussion of "State-wide Library Resources for both Government and Citizens," which includes the following standard: "Each state should have a plan for developing the total subject and reference resources which affect the economic, political, intellectual, and cultural life of the state." This standard is amplified to state that the full resources needed in a state encompass several million volumes. The holdings of state library agencies form a part of this total resource, along with collections of major public libraries and of colleges and universities as well as the collections of special libraries and libraries in research and industrial centers.

Concrete evidences of this development of the resources of the state as a whole are many among the 50 states. Among a specific few is the *Proceedings of the First Governor's Library Conference*,³ June 24-25, 1965, Albany, New York. This Conference brought together approximately 200 selected representatives from public and private educational institutions, foundations, labor and industry, and government as representatives of the consumers of information, and public and private libraries, the providers of information. Community leaders were also invited. The Conference explored the new requirements and new services for reference and research that cannot be satisfied with traditional methods. Significant among the recommendations for action at the state level was Harold Hacker's for the formation of a state reference and research library advisory board; at the regional level regional refer-

ence and research library systems were recommended. The second recommendation in relation to reference and research was for appropriation of funds for the staff and for some services at the state level and at regional levels. The third recommendation was for the preparation of a service and fiscal blueprint for further needs at both the state and regional levels.

Public Library Service Equal to the Challenge of California; a Report to the State Librarian recommends that a coordinated plan for public library services be developed to mobilize resources and services and make them available to the individual reader wherever he lives. On a regional basis within California a study *Strength through Cooperation in Southern California Libraries*⁴ reviews the total resources available in libraries in southern California public libraries, academic libraries, and special libraries, with the resources of the state library serving as a state-wide reference and research resource.

Running through all the activity at the state and regional level in libraries are developments in automation. The Council of State Governments has set up an Ad Hoc Committee on Automation Technology and Data Processing in State Government. The State Librarian of Oklahoma, Ralph Hudson, is the librarian member of that Committee. It has recommended some centralized source of information on ADP in the states and the development of some means of interstate exchange of information. The Standards emphasize that each state faces responsibility for acquiring, organizing, and storing information and developing means of rapid information retrieval. It is recognized that access to the records is essential for the researcher, the legislator, and the student. New York recognized this need in its Governor's Conference, as a special emphasis was placed on the application of data processing techniques for reference and research.

Many states are in the process of investigating the production of book catalogs to

1. MARTIN, Lowell A., and BOWLER, Roberta. *Public Library Service Equal to the Challenge of California; a Report to the State Librarian*. Sacramento: California State Library, June 1965.

2. AMERICAN LIBRARY ASSOCIATION. *Standards for Library Functions at the State Level*. Chicago: 1963.

3. NEW YORK STATE. *Proceedings of the First Governor's Conference*. Albany, New York: June 1965.

4. BOAZ, Dr. Martha. *Strength through Cooperation in Southern California Libraries*. Los Angeles: 1965.

provide a readily accessible index to the holdings of their libraries or the development of state-wide centralized automation at the state or regional level for producing catalogs state-wide or throughout a region.

In the areas of specialized services at the state level, the development of *Standards for the Blind and Visually Handicapped* is now in draft form.⁵ These will affect state and regional libraries for the blind as they move forward toward implementing a program embodying the concept of providing total service to the blind as is provided to the sighted. They amplify the single standard in *Standards for Library Functions at the State Level*: "Resources available within or near each state should include a full range of reading ma-

5. COMMISSION ON STANDARDS AND ACCREDITATION OF SERVICES FOR THE BLIND. *Standards for Library Services for the Blind and Visually Handicapped*, rev. draft, November 1965.

terials for the blind and visually handicapped."

Other specialized areas at the state level receiving special attention at the present time are the institutional and hospital libraries and the state library's relations and responsibilities toward them. The provision of legislative reference service throughout the states is being studied to develop recommendations for the establishment for the service in states where none exists and for improvement in states where this service is given.

These significant trends in the states are encouraging, but again no state library system can be completely self-sufficient—the demands on the research libraries exceed their ability to provide and point toward a more effective pool of resources by all libraries—regional, state, and federal, public, academic, and special.

PHYLLIS I. DALTON, Assistant State Librarian
California State Library, Sacramento

CURRENT CONCENTRATES Of The Library World

Librarian's Nightmare

Dear Sir—As a technical librarian, I can assure you that the following imaginary dialogue is by no means untypical.

Inquirer: Can I see *Journal Brit. IRE* for March 1963, please?

Assistant: Ah, you mean *The Radio and Electronic Engineer*?

I: No, surely that's what *Wireless Engineer* was called a few years back.

A: No, that was the other way round: *Electronic and Radio Engineer*.

I: But it didn't remain like that for long, did it?

A: No, they changed it to *Electronic Technology* in 1960; now it's *Industrial Electronics*.

I: Now, don't confuse the issue. What I want is the Journal published by the association known as the British Institution of Radio Engineers.

A: You're joking, of course. Didn't you know? They've changed their name to the Institution of Electronic and Radio Engineers.

I: But I thought that's what the IRE and AIEE has become when they amalgamated.

A: No, they formed the Institute of Electrical and Electronics Engineers . . .

I: Ah, yes, I really should have remembered that.

A: . . . and things like *Communication and Electronics* and *Applications and Industry*, which, as you know, were reprinted annually as Parts 1 and 2 of *AIEE Proceedings* (actually, the other way round), are now separate *Trans IRE*—I mean *IEEE*.

I: *Communication and Electronics*? I thought that was a Canadian journal.

A: No, you're thinking of *Electronics and Communication*, which is Canadian; don't confuse it with *Electronics and Communications Abstracts*, which is British.

I: So IRE plus AIEE equals IEEE, eliminating the "R" for radio; Brit. IRE transmutes to IERE, retaining the "R." Then what about IEE? I suppose the old Institute still remains undisturbed on the Embankment?

A: *Institushon*, if you please. No, that's still the same. . . .

I: Good.

A: . . . but their publications have been messed about like nobody's business. You probably know that the original *Journal* divided into Parts 1, 2, and 3 in 1941 and that these three parts became *Proceedings* Parts 1, 2, and 3 in 1949, the chatty stuff being included in a new *Journal IEE*. Then Part 4, Monographs, started in 1951, and in 1955 *Proceedings* Parts 2-4 became *Proceedings* Parts A-C.

I: Well, what happened to Part 1?

A: It's not very clear. But the *Journal* now became "new-style *Journal*, Vol. 1" and became a lot thicker; I think it must have absorbed the chat from the old *Journal* and the "general" contributions from the *Proceedings* Part 1.

I: Go on, what next?

A: Well, all seemed set for this new pattern; then in 1963 they had another earthquake. The new-style *Journal* contined, but the three parts of the *Proceedings* amalgamated into a new monthly edition simply known as *IEE Proceedings*, but they complicated the business by publishing a parallel series of quarterlies entitled *Science and General Quarterly*, *Power Quarterly* and *Electronics Quarterly* now called *Records* incidentally, and not necessarily published quarterly.

I: Did these have anything in them that you couldn't get in the *Proceedings*?

A: No, and the page numbering was the same as in the *Proceedings* so that each *Record* has discontinuous pagination. Furthermore, what used to be the *Journal* they've now renamed *Electronics and Power*.

I: And what happened to the Part B Supplements?

A: I think they now come out as separate reports. It's certainly not as simple as when they were a numbered series.

I: I see. . . .

A: To recap: there isn't a British IRE any more, the *J. Brit. IRE* is now *The Radio and Electronic Engineer*, and the American Institute . . .

I: The IEEE . . .

A: Call it "I-treble-E" if you can't remember how many E's . . .

I: . . . IEEE (got it that time) has absorbed the AIEE and the IRE and publishes *Proceedings* and *Transactions* as before. Right?

A: Yes, it's quite simple: nothing's really *changed* at all!

I: No. . . . Now, can I see the—er the *Electronic* and—er, no the *Journal* of the what-did-you-say-it-was? the British Institute, Institution of Radio, Electronic . . . Electrical, . . . er—the *Times* please—I think I'll just look for another job. . . .—Yours faithfully,

PETER BRIERLEY

Technical Library, EMI Electronics Ltd.

Hayes, Middx.

1st July 1964

[The multiplicity of similar titles among technical journals is often unavoidable, owing to the similarity of the subject-matter with which they deal. The frequent changes that occur in the titles and structure of publications doubtless add to the work of librarians, but a publications department must be concerned primarily with the service it provides to readers, and changes are made only in order to make this service as efficient and up to date as possible.

Some alterations are necessitated by the changing pattern of communication among engineers. Thus the increasing popularity of conferences made a revision of the supplements to the *Proceedings* inevitable, because the need to process the conference papers quickly meant that they could no longer be refereed and were thus ineligible for inclusion in the *Proceedings*. Accordingly, the IEE Conference Publications were introduced.

Readers are always kept informed of the reasons for changes. The intention behind the publication of the *Records* was explained in the foreword to the August 1962 *Journal*, p. 373.—Editor]

Reprinted from Electronics and Power (journal of the Institution of Electrical Engineers), vol. 10, August 1964. p. 282.

Ruth Savord : In Memoriam

RUTH SAVORD, one of the great special librarians, died on February 25th at Santa Fe, New Mexico, following a long illness. She retired to Santa Fe in 1960 after serving for 30 years as Chief Librarian of the Council on Foreign Relations in New York City. A memorial service was held in Santa Fe, and burial was at her old home town of Sandusky, Ohio.

With her passing, an era in the Special Libraries Association comes to an end. She, with other stalwarts of the 1920's and 30's, gave complete and selfless devotion to the young Association and to the promotion of librarianship as a career. Ruth served her Chapter and the Association in almost every capacity—President of the New York Chapter, member of the Executive Board, Editor of *Special Libraries*, Association President, 1934-35, Chairman of the Committee on Cooperation with Special Libraries in Latin America, and a long period as Chairman of the difficult Constitution and Bylaws Committee. In 1945 she was chosen to act as a special reference librarian for delegates attending the San Francisco Conference that established the United Nations. "In recognition of outstanding achievements in the Library Profession," the Association honored her with its Professional Award in 1954 and elected her to its Hall of Fame in 1960. Her pamphlet, *Librarianship as a Career*, is a classic in the recruitment field.



Bradford Bachrach

A world traveler, author, sparkling raconteur, her delightful sense of humor made her a welcome addition to any gathering. On one occasion, she recalled the dark days of the depression when she was trying to run the new Council Library and edit *Special Libraries* with no staff and little money. When asked how she accomplished it, she replied, with a lively twinkle in her brown eyes, "Nights and Sundays of course." The Council and *Special Libraries* became the two major interests in her life.

The New York *Times*, in its final tribute, characterized her as "rough, tough, and warm." Those of us who knew her well said, "How true." "Rough" she could be indeed, as many members discovered when she took the floor at Convention meetings. Often she stood alone fighting to keep the Association from making a popular but unwise decision. A master of parliamentary procedure, she was a majestic figure as she stood before the assembly, gestured with her long cigarette holder, and gave laconic but patient explanations of the question being debated. Time and time again the Association had reason to be grateful for her wise guidance. There was no meandering in her thinking—it was straight, sincere, and always to the point.

"Tough"—yes—a toughness that was shown during her long and painful illness. Her fortitude, courage, and strong faith were a marvel to all who knew her. Three operations in six months; then at Christmas of 1965, no longer able to write, she sent typed letters to friends stating her condition with a parting statement "from here on out I'll play it by ear." Sustained by her deep religious faith, she bravely prepared every detail for the end. She met death as she met every challenge in life—prepared and ready.

"Warm"—how right. There was a warmth and devotion to her family and friends that all who shared it will never forget. Her thoughtfulness of others, her interest in their problems, her gratitude for small favors, all added to make the great person we cherished. That was Ruth Savord.

In farewell we salute you, Ruth Savord, a great special librarian, a courageous and brilliant woman, a true and constant friend.

ELIZABETH W. OWENS

SLA Hall of Fame 1966

President Alleen Thompson has announced that three members who have made outstanding contributions to the growth and development of Special Libraries Association at the Association, Chapter, and Division levels over a period of years have been named to the SLA Hall of Fame in 1966:

Mary Louise Alexander is an Iowan who made a name for herself in the advertising world of New York City and later as Director of the progressive Ferguson Library in Stamford, Connecticut. Educated at the Universities of Wisconsin and Missouri, she received her library training at the St. Louis Public Library, where she worked for a number of years. In January 1919 she accepted a position in the East as Librarian of the J. Walter Thompson Company. A year and a half later Batten, Barton, Durstine & Osborn (then Barton, Durstine & Osborn) persuaded her to establish for the agency a Library-Research Department, of which she was Manager until 1938. As a leading advertising librarian she was instrumental in organizing the Special Libraries Association's Advertising-Industrial-Commercial Group back in 1923, the forerunner of the present Advertising and Marketing Division, and was its first Chairman. In 1926-27 she was President of the New York Chapter and during the following year served as the Association's First Vice-President. When she became President of SLA in 1932, an office she held for two terms, a colleague wrote of her qualifications, "limitless powers of concentration on the job at hand, a working sense of humor, a wholehearted devotion to SLA, and a rare comprehension of the possibilities and potentialities of the Association."* During her presidency the Montreal, Philadelphia, and Connecticut Valley Chapters were organized, the first recruitment brochure issued, the Membership Gavel Award initiated, the first Chapter Liaison Officer and Executive Secretary appointed, and a \$7,500 grant received from the Carnegie Corporation of New York to further development of libraries in trade associations. In 1939 Miss Alexander moved to Philadelphia to head the Bibliography Planning Committee and in 1941 went to Washington where she worked with Mrs. Eleanor Roosevelt as Research Director in the Office of Civilian Defense. In 1942 she began her long association with Stamford's public library, the Ferguson Library, where she organized a business and economics department and built up a 16mm film collection as new services to the community. She retired as Director in June 1965, after more than 50 years of working to improve all kinds of library facilities.



James S. Dugan

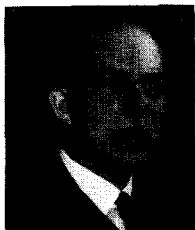
Mrs. Elizabeth W. Owens' "contributions to the field of special librarianship have been varied and broad as a librarian, consultant, teacher, lecturer, public speaker, editor, and author. She has given and is giving distinguished service to the profession by bringing special librarianship to the grass roots level. Her sound judgment and warmth of personality have forwarded the profession by interesting potential librarians and library users." This citation, which was made when Mrs. Owens was presented the SLA Professional Award in 1957, might well be repeated nine years later as she has continued her activities as a lecturer, teacher, recruiter, promoter of library services, and practicing special librarian *par excellence*. Born in St. Louis and a graduate of its Public Library Training School, she has spent most of her professional life in her home town,



Standard Service
Photo Co.

* *Special Libraries*, July-August 1932, vol. 23, no. 6, p. 310.

first as a children's librarian in the St. Louis Public Library and later as a history teacher and librarian at Rolla High School. Mrs. Owens holds a B.A. and M.A. in history from the University of Wisconsin. She entered special library work in 1942 when she became librarian for the Mercantile-Commerce Bank and Trust Company in St. Louis, a position she held with distinction for ten years. In 1952 she assumed the position from which she will soon retire, Chief Librarian of the Union Electric Company, St. Louis. During her 24 years of SLA membership Mrs. Owens has held myriad Association offices, some of the most important of which have been President, 1950-51, Membership Committee Chairman, 1947-49, Scholarship and Student Loan Fund Committee Chairman, 1957-59, Awards Committee Chairman, 1952-53, Financial Division Chairman, 1945-46; President, Greater St. Louis Chapter, 1946-47, Chapter Liaison Officer, 1948-49, Education Committee Member, 1962-67, and Chapter Consultant Officer, 1957-66. During her Association presidency the Colorado Chapter was established, and in 1955 she helped organize the Oklahoma Chapter. She has taught the special library course at Washington University since 1955 and lectured at Southern Illinois University and University of Oklahoma. Last year she headed her Chapter's "Librarian for a Day" project that won the National Library Week Publicity Award, and she has addressed many high school and college "career day" groups, service clubs, women's clubs, and other community organizations on the role of libraries in business and industry.



Howard L. Stebbins is a Massachusetts man who was a colleague and friend of Daniel N. Handy, Guy E. Marion, William Alcott, and other outstanding special librarians of the "growing-up" days of the Association. After graduating from Amherst College, he completed the two-year course at the New York State Library School in Albany and received his B.L.S. in 1908. Shortly thereafter he became Assistant Librarian of the Association of the Bar in New York City, a post he retained until 1919 when he returned to his native state as Librarian

of the Social Law Library in Boston. At this time he became active in the Boston Chapter of SLA, or Boston Association as it was then called because local organizations were not yet formally affiliated with the Association proper. As Chairman of the Chapter's Registration Committee from 1922-27, he pioneered "the idea of stimulating business houses and other organizations to a feeling that librarians were desirable and necessary. . . . The Committee was to register people that wished positions and try to fit them into such places as they became vacant. We do not recommend people for positions but act as a clearinghouse to bring the two parties together."* Today the Association's Placement Service has developed this idea into an Association-wide activity for members and employers. Other offices in the Boston Chapter included Second Vice-President, 1921-22, Nominating Committee Chairman, 1923-24, 1930-31, and 1933-34, President, 1927-29, and Constitution and Bylaws Committee Chairman, 1947-48. In 1935 (period of photograph) Mr. Stebbins achieved nation-wide prominence when he was elected Association President, an office he held for two terms during which a grant was received from the Carnegie Corporation for the support of *Technical Book Review Index*, the Association's Reserve Fund established, the Finance (then Auditing) Committee formed, and Chapter visits begun by the Association's President. Following his presidency, he served the next four years, 1937-41, in the dual capacity of Director and Finance Committee Chairman. Mr. Stebbins is the type of librarian who is completely devoted to his profession for since his retirement from the Social Law Library in 1961, he has been working on a part-time basis reorganizing the library of the Appalachian Mountain Club in Boston.

* Letter to Eleanor S. Cavanaugh, October 27, 1925.

LTP Reports to SLA

GLADYS T. PIEZ

Grant for Three-part Program

The Council on Library Resources, Inc. has made a grant of \$55,225 to LTP to enable it to continue for one year work in three areas: 1) continue evaluation of equipment such as photocopiers and reader-printers for microforms (results of the tests will be published in *Library Technology Reports*); 2) finance studies preliminary to the development of standards for and use of microfiche; and 3) provide for an information service to keep up to date the manual on methods of reproducing research materials now being written. William R. Hawken Associates will do the work in all three areas.

Statements of Problems

Robert H. Muller, Associate Director of the University of Michigan Library, is writing a so-called "statement of the problem" for LTP. His subject is the factors to be taken into account when the installation of compact storage shelving is considered. The statement is preparatory to a possible engineering study that would consider, among other points, the comparative construction costs of building a library using compact shelving as compared with one using conventional shelving.

John Belland of Chicago is preparing a second "statement of the problem." He is writing on the points that should be considered by a testing organization in evaluating several categories of projectors and tape recorders. This statement is preparatory to what it is hoped will be a program, in cooperation with the Department of Audiovisual Instruction of the National Education Association, to evaluate audio-visual equipment and later, using the test data from the evaluation program, to establish performance standards.

Library Technology Reports

The March issue of *Library Technology Reports* contains, among other features, a

Mrs. Piez is the General Editor of the Library Technology Project, American Library Association, Chicago.

summary of the availability of the special insurance policy for libraries, reports on the Mini-Graph 120 duplicator (previously announced for January) and the Readex Model D microform reader, and an evaluation of two photocharging machines widely used in Europe to control book circulation.

The success of this bimonthly service ensures its publication through 1967 without a further increase in subscriptions. Acceptance of the *Reports* has also permitted a decrease in the rate of additional subscriptions to the same address from \$100 to \$75 each and of back issues from \$100 to \$75 for a year's *Reports*.

Manual on Documentary Reproduction

Manuscript for the manual on methods of reproducing research materials being prepared by William R. Hawken is scheduled for completion on April 15, with publication to follow as soon after that as possible.

Thanks to SLA

In recognition of LTP's contribution to the work of the special library community, the SLA Board of Directors approved the donation of space to LTP to exhibit at the Annual Convention in Minneapolis. LTP appreciates very much this contribution to and support of its work.

Did the Convention Postman Knock?

In February, a commercial mailing house sent out copies of SLA's 1966 Preliminary Convention Program and advance registration forms to the membership. Somehow something went wrong, and envelopes were incorrectly stuffed, especially for the Chicago area. If you have not yet received your Convention information, write to Association Headquarters. May 8 is the advance registration deadline.

57th
SLA
Convention
Program
May 29-June 2, 1966

Radisson Hotel
Minneapolis, Minnesota



Theme: *The Special Librarian—Vital Link in Communication*

Saturday, May 28, 1966

BOARD OF DIRECTORS MEETING: 9:00 a.m.-5:00 p.m.

Registration: 2:00-5:00 p.m.; 7:00-9:00 p.m.

SCIENCE-TECHNOLOGY DIVISION: Executive Committee Meeting, 7:00 p.m.

Sunday, May 29, 1966

MORNING

Registration: 9:00 a.m.-8:00 p.m.

BOARD OF DIRECTORS MEETING: 9:00 a.m.-noon

ADVERTISING AND MARKETING DIVISION: Brunch and Outgoing Board Meeting, 11:00 a.m.

AFTERNOON

Incoming Chapter Officers Meeting: 1:30-4:30 p.m.

Incoming Division Officers Meeting: 1:30-4:30 p.m.

First Conventioneers Reception: 3:00-4:00 p.m.

CONVENTION RECEPTION AND OPENING OF EXHIBITS: 5:00-7:30 p.m.

CONVENTION-WIDE DINNER: 6:00-8:00 p.m. (\$5.00)

EVENING

OPENING SESSION: 8:30-10:00 p.m.

Presiding: Alleen Thompson, President, Special Libraries Association; Librarian, Atomic Power Equipment Department; General Electric Company, San Jose, California

Invocation: John Cummins, First Universalist Church of Minneapolis

Welcome from the Minnesota Chapter of Special Libraries Association: President, James I. Soule; Assistant Director of Development and Director of Estate Planning, Carleton College, Northfield, Minnesota

Introduction of Convention Committee: Convention Chairman, Theodore Miller; Librarian, Investors Diversified Services, Inc.

Summary of Exhibits: Exhibits Committee Chairman, Mrs. Audrey N. Grosch; Library Systems Coordinator, University Libraries, University of Minnesota

Keynote Address: Dr. Walter W. Heller, Former Chairman, President's Council of Economic Advisors; Professor of Economics, University of Minnesota

DIVISION OPEN HOUSES: Advertising and Marketing, Aerospace, Biological Sciences, Business and Finance, Documentation, Insurance, Metals/Materials, Museum, Newspaper, Picture, Publishing, Science-Technology, 10:00 p.m.

Monday, May 30, 1966

(Memorial Day)

BREAKFAST

Convention-wide, buffet style: 7:00-8:30 a.m. (\$1.25; \$.75 for Continental style)

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

MORNING

SECOND GENERAL SESSION: 9:30-11:30 a.m.

Invocation: Rt. Rev. Msgr. Thomas J. Shanahan, Librarian, St. Paul Seminary

Dr. George Shapiro, Professor of Communication Arts and Sciences, University of Minnesota, *Human Problems in Communications*

LUNCHEON

ADVERTISING AND MARKETING DIVISION: 12:30 p.m.

BUSINESS AND FINANCE DIVISION: 50th Anniversary Luncheon, 12:30-2:00 p.m., Sheraton-Ritz Hotel

Howard Mold, Associate Director of Management Center, College of St. Thomas, *New Dimensions in Creativity for Librarians*

GEOGRAPHY AND MAP DIVISION

NEWSPAPER DIVISION: B. L. Fletcher, Battelle Memorial Institute, Columbus, Ohio, *Automation and the Newspaper Library*

PICTURE AND MUSEUM DIVISIONS: Romana Javits, Curator, Picture Collection, New York Public Library

PUBLISHING DIVISION: 12:30-1:30 p.m.

SCIENCE-TECHNOLOGY DIVISION

Nuclear Science Section

Paper and Textile Section

Pharmaceutical Section

Public Utilities Section: Lunch at Minnegasco, noon-3:00 p.m.

SOCIAL SCIENCE DIVISION: Speaker to be announced

SLA Translations Activities Committee

Presiding: Mrs. Irma Johnson, Committee Chairman; Science Librarian, Massachusetts Institute of Technology, Cambridge, Massachusetts

Robert Krupp, Chief, Science and Technology Division, New York Public Library

Dr. Kurt Gingold, Past-President, American Translators Association; Technical Information Department, American Cyanamid Company, Stamford, Connecticut

AFTERNOON

ADVERTISING AND MARKETING DIVISION: Business Meeting, 2:00 p.m.

AEROSPACE DIVISION: *Aerospace Library Broadens Service to Its Users, Part I: Mechanization as a Part of Normal Information Services*, 2:30-4:30 p.m.

Albert Bradley, NASA Manned Spacecraft Center, Houston, Texas, *The NASA Manned Spacecraft Center Library: A Practical Application of Mechanization of Library Functions on a Daily Basis*

Lawrence I. Chasen, Manager, MSD Library, Valley Forge Space Technology Center, General Electric Company, Valley Forge, Pennsylvania, *Random Access Information Retrieval System: An Aerospace Library's Operating Experience*

Charles H. Stevens, Staff Member, Project Intrex, Massachusetts Institute of Technology, Cambridge, Massachusetts, *Project Intrex and Its Implications for Special Librarianship*

BIOLOGICAL SCIENCES DIVISION: Panel: *User Studies*

Moderator: John F. Stearns, Chief, National Referral Center for Science and Technology, Library of Congress, Washington, D. C.

BUSINESS AND FINANCE DIVISION: Business Meeting, 2:30-4:30 p.m.

Samuel Wolpert, President of Economic Index and Surveys, Inc., *The Learning Function in Indexes*

DOCUMENTATION DIVISION: Business Meeting, 2:30-4:30 p.m.

GEOGRAPHY AND MAP DIVISION: Business Meeting, 2:30 p.m.

INSURANCE DIVISION: Business Meeting, 2:30-4:30 p.m.

METALS/MATERIALS DIVISION: Business Meeting, 2:30 p.m.

MUSEUM DIVISION: Business Meeting, 2:30-4:30 p.m.

Circles of Communication—discussion of museum library problems

NEWSPAPER DIVISION: Business Meeting, 2:00-3:30 p.m.

Chester Sanger, Librarian, *Christian Science Monitor*, Boston, *Report on Manual*

PICTURE DIVISION: Business Meeting, 2:30-4:00 p.m.

PUBLISHING DIVISION: Business Meeting, 1:30-3:30 p.m.

SCIENCE-TECHNOLOGY DIVISION

Chemistry Section: Business Meeting, 2:30 p.m.

Engineering Section: Business Meeting, 2:30 p.m.

Nuclear Science Section: Business Meeting, 12:30 p.m.

Paper and Textile Section: Business Meeting, 1:30 p.m.

General Session, 2:30-4:00 p.m.

Group I: *Report of TAPPI* (Technical Association of the Pulp and Paper Industry) *Information Retrieval Committee*, Frank W. Allen, Assistant Librarian, Western Michigan University, Kalamazoo

Group II: *Report of textile industry-wide Information Retrieval Committee*, Dorothy B. Skau, Librarian, USDA Southern Utilization and Development Division, New Orleans

Petroleum Section: Business Meeting, 1:30 p.m.

Panel: *Contribution of Systems Analysis to Library Operations*, 2:30-4:30 p.m.

Moderator: Durand Dudley, Librarian, Marathon Oil Company, Findlay, Ohio

Mrs. Hester L. Dale, Chemist-Librarian, Richfield Oil Division, Wilmington, Delaware, *What Do We Mean by Systems?*

Mrs. Shirley W. Boles, Head Librarian, Esso Research and Engineering Company, Linden, N. J., *How Does Systems Analysis Pertain to Specific Library Processes?*

Burton E. Lamkin, Chief, Library and Information Retrieval Staff, U. S. Federal Aviation Agency, Washington, D. C., *How May Systems Analysis Be Used to Communicate with Library Management?*

Pharmaceutical Section: Business Meeting, 1:30 p.m.

Public Utilities Section: Business Meeting, 3:00 p.m.

SOCIAL SCIENCE DIVISION: Business Meeting, 2:30 p.m.

TRANSPORTATION DIVISION: Panel: *Automation in Transportation Libraries*, 2:30-4:30 p.m.

Presiding: Robert W. Gibson, Jr., Librarian, Research Library, General Motors Corporation, Warren, Michigan

Beverly Hickok, Librarian, Institute of Transportation and Traffic Engineers, University of California, *Serial Records*

Catalog, Speaker to be announced

Subject File, Speaker to be announced

SLA Consultation Service Committee: Chapter Consultation Officers and others interested, 4:00-5:30 p.m.

Presiding: Mrs. Gloria M. Evans, Committee Chairman; Librarian, Production and Engineering Library, Parke, Davis & Company, Detroit, Michigan

SLA Soviet Exchange Group Report Meeting: Open. 5:00-6:00 p.m.

Presiding: John Binnington, Exchange Leader; Head, Research Library, Brookhaven National Laboratory, Upton, New York

Special Libraries Committee: Open meeting for discussion of content and scope of journal, 4:30 p.m.

Presiding: Howard B. Bentley, *Special Libraries* Committee Chairman; Editorial Reference Department, Time-Life Inc.

DINNER

ADVERTISING AND MARKETING

MUSEUM AND PICTURE DIVISIONS: Sheraton Ritz Hotel

Pre-theater Convention Dinner: Radisson Hotel (\$5.00)

University of Minnesota Library School Alumni Association: Cocktail party, 5:00-6:00 p.m.

EVENING

GUTHRIE THEATRE SCHOLARSHIP FUND EVENT: Shakespeare's *As You Like It*
Curtain time, 8:30 p.m. Sponsored by Metals/Materials Division (\$7.00, includes ticket, transportation, and contribution to the Scholarship Fund). NOTE: The Convention coincides with the Guthrie Theatre's opening week. All are urged to buy tickets for this performance as the rest of the week will no doubt be sold out. Monday may be your only chance to attend the Guthrie.

Tuesday, May 31, 1966

BREAKFAST

Convention-wide, buffet style: 7:00-8:30 a.m. (\$1.25; \$.75 for Continental style)

Recruitment Breakfast Meeting: For all incoming and outgoing Chapter Recruitment Committee Chairmen and Association representatives on recruitment projects

SOCIAL SCIENCE DIVISION: Business Meeting, 8:00-9:30 a.m.

MORNING

THIRD GENERAL SESSION: 9:30-11:30 a.m.

Panel Discussion and Circles of Communication

General Moderator: Grieg Aspnes, Research Librarian, Cargill, Inc., Minneapolis

Circle No. 1: *Communicating with Library Patrons*

Panel Leader: Hubert Sauter, Deputy Chief, Clearinghouse for Federal Scientific and Technical Information, Springfield, Virginia

Discussants:

Mrs. Shula Schwartz, Librarian, Texas Instruments, Inc., Dallas, Texas

Norma J. Shosid, Business Administration Librarian, University of Southern California, Los Angeles

Luther E. Lee, Air University Library, Maxwell Air Force Base, Montgomery, Alabama

Circle No. 2: *Communicating with Management*

Panel Leader: Mrs. Margaret Sloane, Manager, Technical Information Center, TRW Systems, Redondo Beach, California

Discussants:

Elizabeth Walkey, Manager, Library Services, Bell & Howell Research Center, Pasadena, California

Joseph Simmons, Librarian, Chicago *Sun-Times* and *Daily News*, Chicago, Illinois

Circle No. 3: *Communicating with Indexes*

Panel Leader: Dr. John Rothman, Editor, New York *Times* Index, New York City

Discussants:

Dr. Susan Artandi, Professor, Graduate School of Library Service, Rutgers University, New Brunswick, New Jersey

Ellis Mount, Science and Engineering Librarian, Engineering Library, Columbia University, New York City

Circle No. 4: *Communicating with the Machine*

Panel Leader: Herbert White, Director, NASA Facility, Documentation Inc., College Park, Maryland

Discussants:

Mrs. Audrey Grosch, Library Systems Coordinator, University of Minnesota Libraries, Minneapolis

Dr. Eugene Garfield, President, Institute for Scientific Information, Philadelphia

Circle No. 5: *Communicating with SLA Headquarters*

Panel Leader: William S. Budington, Chairman, Headquarters Operations Committee; Librarian, The John Crerar Library, Chicago

Discussants:

Bill M. Woods, SLA Executive Director

Mary L. Allison, Publications and Public Relations Director

Grace Reynolds, Assistant to Executive Director

LUNCHEON

ADVERTISING AND MARKETING DIVISION: noon-2:00 p.m.

Fancher Wolfe, Manager of Marketing Planning, Gray Company, Minneapolis

MILITARY LIBRARIANS DIVISION: noon-2:00 p.m.

What Is Expected from Military Librarians?

MUSEUM AND PICTURE DIVISIONS: Minneapolis Institute of Art, 12:30-2:00 p.m.

Brief resumes of the museum resources by:

Anthony M. Clark, Director, Minneapolis Institute of Arts

Dr. Linneus G. Idstrom, Vice-President, American Swedish Institute

Joseph Zalucky, Executive Secretary Emeritus, Hennepin County Historical Society

Mrs. Maxine B. Haarstick, Director, Science Museum and Planetarium

Jan van der Marck, Chief Curator, Walker Art Center

NEWSPAPER DIVISION: Daryle Feldmeir, Managing Editor, Minneapolis *Tribune*, *An Inconclusion*

PUBLISHING DIVISION: University Campus Club, noon-2:00 p.m.

Representative of Minnesota University Press, *Aspects and Problems of a University Press*

SCIENCE-TECHNOLOGY DIVISION: Victor Cohn, Award-winning Science Editor, Minneapolis *Tribune*

Presentation of Sci-Tech Publication Award

SOCIAL SCIENCE DIVISION: Mrs. Vivian S. Sessions, Project Director, URBANDOC, City University of New York, New York, *URBANDOC Progress*

SOCIAL WELFARE SECTION: noon-2:00 p.m.

Clarke A. Chambers, Director, Social Welfare History Archival Center, University of Minnesota, *Developing a National Depository for Social Welfare Archives and Historical Research*

AFTERNOON

ADVERTISING AND MARKETING, BUSINESS AND FINANCE, AND SOCIAL SCIENCE DIVISIONS: 2:00 p.m.

A First Look at International Marketing and Its Source Materials

Moderator: Frederick T. Hubbard, Vice President, Northwest International Bank

Eloise ReQua, Director, Library of International Relations, Chicago

Daniel P. Kedzie, Special Assistant to the Chairmen of the Boards, Continental National American Group

Mrs. Jane D. Groves, Librarian, Gardner Advertising Company, St. Louis, Missouri

Mrs. Jeanne Nichols, Librarian, World Trade Center, San Francisco

AEROSPACE DIVISION: *Aerospace Broadens Service to Its Users, Part II: Advanced Techniques and Cooperative Services*, 3:00-5:00 p.m.

Loretta J. Kiersky, Librarian, Air Reduction Company, Murray Hill, New Jersey; SLA Representative to the National Microfilm Association, *Expanding Micro Horizons*

Dr. Robert E. Booth, Head, Information Service, Center for Application of Sciences and Technology, Wayne State University, Detroit, Michigan, *The Diffusion of Innovation and NASA Regional Information Centers*

Donald H. Kraft, Industry Representative for Information Retrieval, IBM Data Processing Division, Chicago, *Information Retrieval with a Typewriter Console*

BIOLOGICAL SCIENCES DIVISION: Business Meeting, 2:30-4:00 p.m.

DOCUMENTATION DIVISION AND NUCLEAR SCIENCE SECTION

Presiding: Irving M. Klempner, United Nuclear Corporation, White Plains, N. Y.

Theodore C. Hines, Special Assistant to the Dean, School of Library Service, Columbia University, New York, *New Directions in Documentation, Automation, and Librarianship*, 2:00-2:45 p.m.

Tour and Demonstration, Control Data Corp. Limited to 75 persons, 3:15-6:30 p.m.

Richard Biggs, Manager of Customer Relations, Control Data Corp.

GEOGRAPHY AND MAP DIVISION: Workshop, 2:30-4:00 p.m., *Historical Cartography*

Dr. Walter W. Ristow, Associate Chief, Geography and Map Division, Library of Congress

Paula M. Strain, Technical Librarian, IBM Corp., Owego, New York

INSURANCE DIVISION: Workshop

MILITARY LIBRARIANS DIVISION: Business Meeting, 2:30-4:00 p.m.

MUSEUM DIVISION: Tour of museums

NEWSPAPER DIVISION: Workshop, 2:00-3:30 p.m.

Ruth Braun, Librarian, Detroit News, *Handling & Indexing Photographic Negatives*

Tour of Star & Tribune, 3:30 p.m.

Cocktail Party at Minnesota Press Club as guests of Star & Tribune

PICTURE DIVISION: Minneapolis School of Art, 2:30-4:30 p.m.

Arnold Herstand, Director, and John Rogers, Academic Dean, Minneapolis School of Art, *The Artist and the Book: Etching, Lithography, Woodcuts, Engravings, Drypoint, Silkscreen, and other Methods of Reproduction*.

Paul Mueller, Vocational High School, Minneapolis, *Photography and Photographs: Processing, Selection, and Storage*

PUBLISHING DIVISION: University of Minnesota Press Tour, 2:30 p.m.

SCIENCE-TECHNOLOGY DIVISION: Business Meeting, 2:00 p.m.

SOCIAL SCIENCE DIVISION, SOCIAL WELFARE SECTION: 2:30-4:30 p.m. Tour of Social Welfare History Archival Center, University of Minnesota

TRANSPORTATION DIVISION: Business Meeting, 2:30-4:30 p.m.

SLA Government Information Services Committee and METALS/MATERIALS DIVISION: 3:00-5:00 p.m.

William T. Knox, Chairman, Committee on Scientific and Technical Information, Washington, D. C.

Second meeting for incoming and outgoing Division Chairmen, 5:00-6:00 p.m.

DINNER

BIOLOGICAL SCIENCES DIVISION: Speaker to be announced, 6:00-8:00 p.m.

PUBLISHING, ADVERTISING AND MARKETING, INSURANCE, AND PICTURE DIVISIONS: Book and Author Dinner, 6:00 p.m.

Presiding: Helen E. Wessells, Division Vice-Chairman, Publishing Division; Library Consultant, New York City

Master of Ceremonies: Howard Haycraft, President, H. W. Wilson Company, New York City

Speaker: Walter N. Trenery, President, Minnesota Historical Society, *Minnesota's Murderous Past*, followed by give and take on mystery stories

EVENING

SCIENCE-TECHNOLOGY DIVISION, CHEMISTRY AND NUCLEAR SCIENCE SECTIONS: 7:00-8:00 p.m.

Dr. Ben-Ami Lipetz, Consultant, Carlisle, Massachusetts, *Evaluating Communication Systems—Some Thoughts on Effectiveness*

ADVISORY COUNCIL MEETING: 8:15-10:00 p.m.

Wednesday, June 1, 1966

BREAKFAST

Convention-wide, buffet style: 7:00-8:30 a.m. (\$1.25; \$.75 for Continental style)

MORNING

ANNUAL MEETING: 9:00-11:30 a.m.

LUNCHEON

AEROSPACE DIVISION: 12:00-2:00 p.m.

Melvin S. Day, Director, Scientific and Technical Information Division, National Aeronautics and Space Administration, Washington, D. C.

DOCUMENTATION AND BIOLOGICAL SCIENCES DIVISIONS AND PHARMACEUTICAL SECTION: Dr. Arnold Lazarow, Director of Diabetes Documentation Project, University of Minnesota Medical School

METALS/MATERIALS DIVISION: noon-2:00 p.m.

MUSEUM, PICTURE, MILITARY LIBRARIANS, AND GEOGRAPHY AND MAP DIVISIONS: noon-2:00 p.m. University Campus Club

John Parker, Director, James Ford Bell Library, University of Minneapolis

NEWSPAPER DIVISION: Dr. David Wolf, 3M Company, St. Paul, *New Approach to Newspaper Clipping Files*

SCIENCE-TECHNOLOGY DIVISION

Chemistry and Nuclear Science Sections: noon

Dr. F. Joachim Weyl, Executive Secretary, National Research Council on Scientific and Technical Communications

Engineering Section: Tour to local engineering project after lunch

Petroleum Section: 12:30 p.m.

Russell J. Cameron, President, Cameron & Jones, Inc., *'Oil Shale' Some Economic and Technological Considerations*

TRANSPORTATION DIVISION, PUBLIC UTILITIES AND PAPER AND TEXTILE SECTIONS, AND INSURANCE DIVISION: noon

Archibald McKinlay, Jr., Manager, Public Information Department, National Safety Council, Chicago, *Libraries Foundations of Effective Propaganda*

AFTERNOON

ADVERTISING AND MARKETING DIVISION: Workshop: *Just Between Us*

AEROSPACE DIVISION: Business Meeting, 2:30-4:30 p.m.

BIOLOGICAL SCIENCES DIVISION: Series of three papers on new trends and concepts in management, 2:30-4:00 p.m.

BUSINESS AND FINANCE DIVISION: Roundtable discussion by librarians from different types of business libraries, *Within Our Circles*, 2:30-4:00 p.m.

DOCUMENTATION DIVISION: 2:30-4:30 p.m. Contributed papers session

Presiding: Irving M. Klempner, Division Chairman; Manager, Information Services, United Nuclear Corporation, White Plains, New York

Mrs. Betty C. Batson, Assistant Librarian, Warner Lambert Research Institute, Morris Plains, New Jersey, *Method for Systematic Control of the Literature on Marketed Pharmaceuticals*

Frederick W. Holzbauer, IBM Systems Development Division, Poughkeepsie, New York, *Library Information Processing Using an On-line Real-time Computer System*

Edmond Mignon, Boeing Scientific Research Laboratories, Seattle, Washington, *Computer-maintained Union List of Serials with a Resequencing Provision*

Czetong T. Song, Librarian for Research and Systems Development, Wayne State University, Detroit, Michigan, *Reference Librarianship and Statistical Association Retrieval Technique*

Mrs. Elizabeth Tapia, Research Librarian, Eastman Kodak Company, Research Laboratories, Rochester, New York, *Microfilm-Punched Card System for Current Periodical Circulation*

METALS/MATERIALS DIVISION and Twin City Chapter of Society of Technical Writers and Publishers: *Current Trends in Technical Communications*, 2:30-4:00 p.m.

Presiding: Donald A. Redmond, Chief Librarian, Queen's University, Kingston, Ontario

Panel: Gunther Mary, President, Twin City Chapter, STWP, *Improvement in Scientific Communication*

Mrs. Jeanne North, Chief, Government Document Division, Stanford University Libraries, Stanford, California, *STWP and SLA: Growing to Meet New Needs*

James Lufkin, Honeywell, Inc., title to be announced

Eleanor B. Gibson, Librarian, The Logan Lewis Library, Carrier Research Center, Syracuse, New York, *Information Center Communication through a Manual for Technical Personnel*

MUSEUM AND MILITARY LIBRARIANS DIVISIONS: Visit to James Ford Bell Library on University campus and Minnesota Museum of Natural History, 2:30-4:30 p.m.

NEWSPAPER DIVISION: Workshop, 2:00-4:30 p.m.

Lillian Primack, Librarian, New York *World Telegram and Sun*, *Corrections on Microfilm*

Roscoe Eads, Librarian, Cincinnati *Enquirer*, *Salaries in Newspaper Libraries*

Lawrence A. Arnay, Librarian, Indianapolis *Star and News*, *Serving Two Masters with One Library*

PICTURE AND GEOGRAPHY AND MAP DIVISIONS: Visit to James Ford Bell Library and other libraries on University campus, 2:30-4:00 p.m.

PUBLISHING DIVISION: Workshop, 2:30-4:00 p.m.

SCIENCE-TECHNOLOGY DIVISION, PUBLIC UTILITIES AND PAPER AND TEXTILE SECTIONS AND TRANSPORTATION DIVISION: *Project Crush* (Communications Results under Skillful Handling), 2:30-4:30 p.m.

Chairman: Morris Hoffman, Librarian, Northern Natural Gas Co., Omaha

Stephen J. Kees, Research Department Library, Ontario Paper Company, Ltd., Thorold, Ontario

Lois M. Zearing, Director, National Safety Council Library, Chicago

Moderator: Representative from Industrial Relations Department, University of Minnesota

SCIENCE-TECHNOLOGY DIVISION, ENGINEERING SECTION: Tour to local engineering project

SOCIAL SCIENCE DIVISION

PLANNING, BUILDING, AND HOUSING SECTION: *Building Materials*, 2:30-4:30 p.m.

Panel: Local architects, a real estate consultant, and personnel from Forest Products Lab.

SOCIAL WELFARE SECTION: *A Community Anti-Poverty Program in Action*, 2:30-4:30 p.m.

DINNER

CONVENTION-WIDE DUTCH TREAT COCKTAIL PARTY: Exhibit area, 6:00-7:00 p.m.

ANNUAL BANQUET (Smorgasbord): 7:00-9:30 p.m.

Presiding: Alleen Thompson, President, Special Libraries Association

Invocation: Rabbi Morris Schapiro, St. Louis Park Synagogue, St. Louis Park, Minnesota

Toastmaster: Melvin Kirkpatrick, Librarian, Campbell-Mithun, Minneapolis
Awards
Entertainment: Golden Strings
DIVISION OPEN HOUSES: 10:00 p.m.

Thursday, June 2, 1966

BREAKFAST

Convention-wide, buffet style: 7:00-8:30 a.m. (\$1.25; \$.75 for Continental style)

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

MORNING

ADVERTISING AND MARKETING DIVISION: Visit to General Mills, Inc., 9:30 a.m.

BUSINESS AND FINANCE DIVISION: All-day tour to Green Giant Co. and Folke Bernadotte Library, Gustavus Adolphus College, 8:30 a.m.-4:00 p.m. Lunch at Le Sueur Country Club. Limited to 40 persons.

DOCUMENTATION DIVISION

Workshop I: *Introduction to Data Processing for Special Library Applications*, 9:00 a.m.-noon; 2:00-4:00 p.m.

Hillis Griffin, Information Systems Librarian, Argonne National Laboratory, Argonne, Illinois

Workshop II: *Information Retrieval Systems Evaluation*, 9:00 a.m.-noon; 2:00-4:00 p.m.
F. Wilfrid Lancaster, Information Systems Evaluator, National Library of Medicine, Bethesda, Maryland

INSURANCE DIVISION: Tour of St. Paul Fire & Marine Company, 9:00 a.m.-noon

METALS/MATERIALS DIVISION: All-day tour, 9:00 a.m.-4:00 p.m.

MUSEUM, PICTURE, AND MILITARY LIBRARIANS DIVISIONS: Visit to State Capitol and Historical Society

Robert C. Wheeler, Associate Director, Minnesota Historical Society, and Col. W. F. Curry, Director, U.S. Air Force Museum, Dayton, Ohio, *Museum as a Vital Communication Between Past and Present*

NEWSPAPER DIVISION: Workshop, 9:00 a.m.

Joe Simmons, Librarian, Chicago *Sun-Times*, *Report on Subject Headings*

C. G. Vitek, Librarian, Baltimore *Sun*, *Space*

Cyril Sykes, Librarian, Miami *Herald*, *Politics*

Abe Abramson, Librarian, New York *Times*, *U. S. Government*

David Rhydwen, Librarian, Toronto *Globe & Mail*, *Foreign Countries*

Rose Vormelker, Kent State University, *Miscellaneous*

PUBLISHING DIVISION: Board Meeting, 9:30 a.m.

SCIENCE-TECHNOLOGY DIVISION

Tour of General Mills, Inc., 9:30 a.m.-4:30 p.m.

Includes visit to general offices, Betty Crocker kitchens, James Ford Bell Research Center, Dutch-treat luncheon at company cafeteria, and sampling of textured proteins. Limited to 140 persons.

Dr. A. D. Odell, *The GMI Textured Protein Program and the World Food Program*

Tour of Green Giant Co., Le Sueur, Minnesota, and Research Center and Research Library and Gustavus Adolphus College. Includes visit to Nobel Hall of Science and Folke Bernadotte Library. Lunch at Le Sueur Country Club and Research Library, 9:00 a.m.-4:00 p.m. Limited to 40 persons.

Tour of Archer Daniels Midland Co. Research Center and Research Library, 9:00-11:30 a.m. Limited to 75 persons.

CHEMISTRY AND NUCLEAR SCIENCE SECTIONS: Tour of 3M Company, St. Paul, 9:00 a.m.-3:00 p.m. Visit to Technical Communications Center, which uses 3M information retrieval system; 3M Technical Library, Central Research Laboratory; microfilm discussion presentation of equipment and retrieval system; and Dutch-treat lunch in company cafeteria. Limited to 100 persons.

SOCIAL SCIENCE DIVISION: 9:30-11:30 a.m.

Kan Ketzle, Continental Businessman's Investigation, *International Sources*

LUNCHEON

ADVERTISING AND MARKETING AND SOCIAL SCIENCE DIVISIONS: noon

Mrs. Helen Wolcott Horton, Director, Ann Pillsbury Consumer Service Kitchens, Minneapolis

INSURANCE DIVISION: Lunch and tour of Northwestern National Life Insurance Co. Division members only

MUSEUM AND PICTURE DIVISIONS: Historical Society

James Taylor Dunn, Librarian and author of *The St. Croix, Midwest Border River*

NEWSPAPER DIVISION: Jack K. Burness Award

SCIENCE-TECHNOLOGY DIVISION, ENGINEERING SECTION: Professor Clifford Haga, University of Minnesota, *Getting the Word Across*

AFTERNOON

ADVERTISING AND MARKETING DIVISION: Visit to Pillsbury Company, 2:00 p.m.; visit to Campbell-Mithun, Inc., 2:30 p.m.

DOCUMENTATION DIVISION: Workshops I and II, see MORNING

MILITARY LIBRARIANS DIVISION: *Future of the Bibliographic Center as a Communications Medium*, 2:30-4:30 p.m.

MUSEUM AND PICTURE DIVISIONS: Visit to St. Paul Arts and Sciences Center and Minnesota Historical Society Picture Collection
Eugene Becker, Curator of Pictures

NEWSPAPER DIVISION: Bus to St. Paul, 2:00 p.m.; tour of Historical Society, 2:30 p.m.; tour of St. Paul *Pioneer Press* Library, 4:00 p.m.; cocktail party at St. Paul Hotel

SCIENCE-TECHNOLOGY DIVISION, ENGINEERING SECTION: Tour of St. Anthony Falls Hydraulics Laboratory, 2:30 p.m.

SOCIAL SCIENCE DIVISION: *What the Poverty Program Can Do for Social Welfare*, 2:30-4:30 p.m.

EVENING

NEWSPAPER DIVISION: Informal workshop at Minnesota Press Club, 8:00 p.m.

NATURAL RESOURCES LIBRARIANS ROUNDTABLE: An Exploratory Meeting
Dinner. *Review of Federal Legislation Regarding Natural Resources and the Needed Research Programs to Implement These Acts*. Speaker to be announced

Friday, June 3, 1966

MORNING

BOARD OF DIRECTORS MEETING: 9:00 a.m.-5:00 p.m.

ADVERTISING AND MARKETING DIVISION: New Board Meeting, 9:00 a.m.

SECOND FORUM ON EDUCATION FOR SPECIAL LIBRARIANSHIP

Continuing Education for Special Librarianship

NATURAL RESOURCES LIBRARIANS ROUNDTABLE

Session I: *Structure of Existing Libraries and Library Services in the Natural Resources Area*. Panel: Librarians

LUNCHEON

SECOND FORUM ON EDUCATION FOR SPECIAL LIBRARIANSHIP

Dr. Raynard C. Swank, Dean, School of Librarianship, University of California, Berkeley

AFTERNOON

SECOND FORUM ON EDUCATION FOR SPECIAL LIBRARIANSHIP

Course Content of Special Libraries Courses

NATURAL RESOURCES LIBRARIANS ROUNDTABLE

Session II: *Problems of Researchers in the Natural Resources Areas and Their Needs*.
Panel: Researchers

The Conference on Population and Housing Census Users

REPRESENTATIVES from 86 national organizations attended the Conference of Population and Housing Census Users held at the National Housing Center, Washington, D. C. on Friday, February 25, 1966. This planning conference was called by the Bureau of Census in preparation for the 1970 Census. There will be a basic change in the enumerative process of this census, which will be conducted by mail instead of the traditional interview. In 1965 Cleveland was selected as the test city for this mail-out-mail-back census, and the results were very encouraging. The new technique will require changes in the questionnaires and present new possibilities in data gathering and manipulation. The latter will also be improved by the use of electronic computers and magnetic tape.

Some of the general discussion during the Conference dealt with the allocation of space in the publication of the data, namely, that the generally useful data be published as in the previous census compilations but that the more detailed information, unpublished, be available on demand from the Bureau of Census for a small charge. An additional suggestion was made that there be regionally-located information centers to receive these requests.

Interest was expressed in more in-depth studies of population and housing items, even if they were conducted on a two per cent sample basis. The advertising people, for example, thought that the household equipment item should be done on that basis. There will be greater emphasis on small area statistics by increasing the number of census tracts, by increasing the city block program, and by including areas below 50,000 population outside the Standard Metropolitan Statistical Areas. A Small Area Statistics Committee has been formed to work with local agencies for the purpose of interweaving local and census statistics.

The population items such as race and color, fertility, marital stability, place of work, and base of reference for occupation

and industry were discussed in detail as to statistics needs and feasibility of data collection. For example, the development by the Bureau of a computer-based system of geographic coding of residential addresses and eventually business addresses will be of great value in providing data on the place of work item. Similarly, discussions on the definitions of housing items, such as rent, vacant units, persons per room, and living quarters revealed how trends and changes in home construction and increasing number of items included in rent would require major revisions in these definitions.

The need for another national meeting such as this one was not resolved since the representatives felt that it was up to the Bureau to determine this need following a period of additional planning. In March however, the Census Bureau is planning to hold about 12 regional meetings in major cities: Cleveland, Dallas, Denver, Boston, St. Louis, New York, New Orleans, Atlanta, Los Angeles, Seattle, San Francisco, and Chicago. Special librarians in these cities should try to attend these meetings to present their needs to Bureau representatives. Members of the Conference were also urged to write to the Census Bureau offering additional suggestions that might be included in the Census of 1970.

MRS. JEAN HOPPER, Head
Business, Science and Industry Department
The Free Library of Philadelphia
Philadelphia, Pennsylvania

New Publishing Date for ALA Directory

The publication of the directory of documents librarians in the United States, to be issued by the Reference Services Division of the American Library Association, has been delayed, although it is expected to be available in the near future. Changes in document libraries' staffs can still be sent to the editor, Mrs. Mary Elizabeth Shaw, 835 Delgado Drive, Baton Rouge, Louisiana 70808.

Have You Heard...

Translator Group Organized

The American Society of Scientific and Engineering Translators (ASSET), with headquarters at 446 South Avenue, Pittsburgh, Pennsylvania 15221, was organized recently by persons engaged in translation work in engineering, science, and technology. Membership requirements include the submission of samples of past work for evaluation by an Admissions Committee or passing an examination. One of ASSET's first tasks was the compilation of a membership directory, which will shortly be available gratis upon request. The stated purposes of the Society are: 1) to effect the professional licensing of technical translators; 2) promote and enforce high professional and ethical standards among the membership; 3) establish an information clearinghouse; 4) discourage false and misleading advertising; 5) cooperate with scientific and engineering societies; and 6) maintain a directory of its members, which will be available to industry, government, and other agencies to supply them with the names and addresses of qualified translators when needed. Further information about the Society and its April 23 annual meeting in Pittsburgh may be obtained from ASSET headquarters.

Library Manpower Study

An investigation of major manpower problems in libraries and information services is being conducted at the University of Maryland, School of Library and Information Services, under the direction of Paul Wasserman, Dean. The initial phase of the study is

financed by the Office of Manpower Policy, Evaluation, and Research, U.S. Department of Labor. The present primary object is to formulate a blueprint for an up-to-date comprehensive analysis of manpower requirements and utilization in the entire field of library and information services. This resulting blueprint would then serve as a basis for inviting financial support for a full-scale research program concerned not only with library manpower utilization but also other critical areas of concern in the field as they relate to personnel shortages and requirements.

Possible FID Documentalist Exchanges

The International Federation for Documentation (FID), through its Study Committee on Training of Documentalists, is considering organizing training periods for documentalists through international exchanges. The United States National Committee of FID has been requested to provide information on 1) opportunities for in-house training for foreign documentalists in United States information centers or libraries for periods of one week to a year or more; 2) the total number of foreign documentalists that could be accommodated in such training situations; and 3) sources of financial or other support to cover food, lodging, and incidental expenses during the training periods (not including support for travel). Any librarian who can furnish data on these matters is urged to send them to USNCFID, c/o National Academy of Sciences, 2101 Constitution Avenue, Washington, D. C. 20418.

Coming Event

The Chemists Club is sponsoring its ANNUAL LIBRARY SYMPOSIUM on Tuesday, April 26, at its office in New York City. Five panelists will discuss the theme, "What the User Expects from the Technical Library." The symposium will be open to the public.

Member in the News

MARGARET F. MACKELLAR, former Librarian at the Anglo Bank of California and Assistant Librarian at the Metropolitan Life Insurance Company, San Francisco, recently received the U.S. Information Agency Meritorious

—SLA Sustaining Members—

These are in addition to the Sustaining Members for 1966 listed in "News and Notes," in the March *Special Libraries*.

AEROSPACE CORPORATION
GENERAL RADIO COMPANY
PENNSYLVANIA STATE UNIVERSITY
C. W. POST COLLEGE
PUBLIC SERVICE ELECTRIC & GAS
COMPANY
SUN OIL COMPANY
UNIVERSITY OF DENVER
UNIVERSITY OF HAWAII

Award for her work as a librarian while serving in Cairo, Egypt. Miss MacKellar is a former SLA San Francisco Chapter President.

Letters to the Editor

IDEAS SOUGHT ON EDUCATION FOR SCIENCE LIBRARIANSHIP

We at Florida State University continue to be very much interested in improving education for special librarianship, especially for the field of science librarianship. We now offer a program in science librarianship that includes a concentration of five courses of specific importance in science librarianship coupled with the special libraries administration course. These courses are 1) Acquisition of Specialized Informational Materials (emphasizing technical reports, patents, conference proceedings, trade catalogs, etc.), 2) Information Storage and Retrieval Systems, 3) Abstracting and Indexing, 4) Information Systems Design and Analysis, and 5) Information Resources and Literature Searching in Science-Technology. We feel the undergraduate science major who includes this concentration of courses in his master's degree program will be a very well equipped beginner in the practice of science librarianship.

But the undergraduate science major is not our only—or our biggest—problem. The excellent recruiting literature for science librarianship draws to the field (especially in our experience, to medical librarianship) non-science majors who want to prepare themselves to work in science libraries. Our problem is how to capitalize on the student's interest and motivation to help meet the demand for science librarians without creating a creature who is neither fish nor fowl—one who has courses in librarianship but who lacks background in science. We feel some way must be found to utilize these persons. Should we urge them to specialize in acquisitions or cataloging, instead of reference? Should we give them some kind of orientation to science via "short courses?" Should we urge language study on them as an alternate skill needed in science libraries? Or should we accept only the more usual undergraduate training and seek financial aid for those who will require an additional year or more to achieve the desired qualifications?

Frankly, we want all the science majors we can get for our program. We also want to put to work in science libraries those who earnestly desire this but who come to us less well qualified in subject background—if this is possible.

We're in a mood to listen to ideas and to experiment. Special librarians are noted for their ingenuity. So how about it? What do the science librarians think? What do the employers of science librarians think?

DR. GERALD JAHODA, Advisor
Information Science Program

MRS. MARTHA JANE K. ZACHERT, Advisor
Special Libraries Program
Library School, Florida State University
Tallahassee, Florida

CREATING—NOT CUTTING—COMPLEXITIES

It is unfortunate that Mr. Pratt in his article, "Cutting Complexities with Occam's Razor" (*Special Libraries*, February 1966), revives the spectre of adapting library procedures to suit the computer. This is especially unfortunate since he chooses to attack subject indexing and classification of books in small libraries on the premise that the Dewey Decimal System is "much more amenable to machine processing" and that library users do not ask specific questions of the book collection, and, therefore, subject control of books is not really justified in terms of usage, effort, and cost.

Mr. Pratt suggests the L.C. List of Subject Headings is too expensive and too broad for small technical libraries; he does, however, recommend the use of more specific subject lists in fields of interest to the library. This is not a new thought. What is new, and perhaps shocking, is his suggestion of the "use of a modification of the KWIC index, or permuted title technique," permitting 1) subject headings to be added at the cataloger's discretion, 2) the use of titles of chapters as analytical entries, 3) permutation of the title and/or chapter titles, and 4) in some instances no subject headings at all only KWIC programming of the title!

It seems odd that Mr. Pratt's concern for the user, who may be befuddled by the complexities of L.C. classification schemes, does not extend to the user confronted with a subject analysis of books that reflects no consistency in application of subjects or entries and has the inherent difficulties associated with a KWIC program, such as synonyms, the struggle to find the correct word, the added verbiage because of permutation or cycling, etc.

And all this at a time when the struggle to bring more analysis and resolution to subject indexing of reports is finally making headway!

CECILY J. SURACE, Librarian
Giannini Controls Corporation, Duarte, Calif.

Off the Press . . .

Book Reviews

OVERHAGE, Carl F. J., and HARMAN, R. Joyce. *INTREX: Report of a Planning Conference on Information Transfer Experiments*. Sponsored by the Independence Foundation of Philadelphia. Cambridge, Mass.: The M.I.T. Press, 1965. xviii, 276 p. \$3.50 (L.C. 65-28409)

The INTREX (INformation TRansfer EXperiments) project is one of the most ambitious and far-reaching programs underway in the field of information science. As presently conceived, the project will be a four-year plan to develop an information system to meet a wide variety of needs for information services. The program will be built around a model university library where procedures have been developed specifically toward the optimum usage of data processing techniques. The development of a network of libraries and the techniques to permit remote on-line tapping of the network are of major concern to the project.

The book is a nicely edited report of the significant problems and the approaches to their solutions and is a report of the conference held from August 2 to September 3, 1965 at the Summer Studies Center of the National Academy of Sciences at Woods Hole, Massachusetts. It represents the general consensus of a group of 30 participants and additional visitors but is not in any way a transcript of any of the meeting sessions. During the conference, over 140 working papers were produced in the form of short informal memoranda. Twenty-three of these in an informal, unrevised form are included in the appendix.

The basic objective was to formulate a coordinate program of information transfer experiments to be performed by the Massachusetts Institute of Technology. The results of the experiments are to provide a design for a system that can become operational in the 1970's. Attention was concentrated on technical and operational matters and not on social, economic, and legal problems. It was recognized that the success of the experiments depends upon the concurrent development and meshing of three areas of interest: 1) library data processing techniques, 2) a national network of information centers, and 3) on-line computer access to the network.

Many recognized problems of developing the basic "model" library will be solved by operating a pilot system, which will also be useful in formulating theory and acquiring data for analyses. A catalog, which will be the principal

source record, will have to be developed. It is envisioned to include all forms of published information in a digital form in the on-line computer system. The catalog will also permit additional experiments in selection, acquisition, circulation, and other library operations.

The problem of delivering or displaying the information sought by a user is part of the project. INTREX will help determine the merits of various methods of basic storage of materials, the method and format of materials delivered, and methods of information display in addition to or in place of hard copy delivery.

The integrations experiment will be not only an attempt to weave major libraries and centers into an information network but also to explore the various ways of interchanging bibliographic and abstracting information and overcoming problems of format and conventions. A companion fact retrieval experiment will deal with the development of a computerized "handbook," data blanks, and necessary searching techniques. What could turn out to be one of the most valuable parts of the project is the opportunity to evaluate these techniques in relationship to book-based techniques.

Although social problems have been excluded by intent, some additional experiments will have social implications. Experiments are proposed in areas of 1) teaching and learning in the on-line network, 2) browsing, and 3) preparation of manuscripts.

The total project is composed of many carefully interwoven approaches to today's information problems. The report is an interesting, and generally easy to read, account of the preliminary planning for the pilot project and how the widely divergent views of many participants were welded into a well codified program.

JAMES C. ANDREWS, Library
Argonne National Laboratory
Argonne, Illinois

STRUGLIA, Erasmus J. *Standards and Specifications: Information Sources* (Management Information Guide no. 6). Detroit: Gale Research Company, 1965. 187 p. \$8.75 (L.C. 65-24659).

For what it purports to be, a book of *information sources*, this work is of considerable merit. Perhaps it should be considered primarily as a partially annotated bibliography, but it certainly has a touch of the directory thrown in.

This book presents, in concise form, systematic, comprehensive information about standards and specifications that hitherto each worker in the field has found it necessary to acquire for himself from a variety of sources. The author is the librarian of an organization that employs a wide range of standards and specifications in the testing and rating of consumer goods. Thus, the book undoubtedly had its origin in the day-to-day use of standards and specifications rather than in an academic study.

Although it duplicates to a limited extent the material in *Standardization Activities in the United States*, M230, the emphasis of Struglia's work is upon the published material in the field—standards, specifications, codes, monographs, serials, periodical articles, and so on. The range of the publications cited is broad, and all aspects of the field are reflected in the several categories into which the book is divided.

The book is organized in seven sections: 1) General Sources and Directories, 2) Bibliographies and Indexes to Periodicals, 3) Catalogs and Indexes of Standards and Specifications, 4) Government Sources, 5) Associations and Societies, 6) International Standardization, and 7) Periodicals. This division into categories is one of the good features of the work. Others are the use of boldface in the text and in the author-title index for easy identification of titles and the separate subject index.

Sections 4 and 5, which occupy more than half of the book, include the names and addresses of agencies and organizations that engage in standardization activities and list for each organization the areas of standardization and the classes or types of products covered. Individual standards and specifications are not cited. The book is a guide to sources of information about standards and specifications; it is a directory of government agencies, national standardizing bodies, trade associations, and other organizations concerned with standardization; it is *not* a catalog of the tens of thousands of individual standards and specifications issued by these organizations.

In the concise treatment of so wide a field as that covered by this book it is to be expected that some items considered pertinent by reviewers will have been omitted. For example, Dickson Reck's book, *Government Purchasing and Competition* (University of California Press, Berkeley: 1954) might have been listed in Section 1 since it deals with the preparation and use of purchase specifications by the federal government. Section 4 on Government Sources is restricted to federal agencies, whereas many states are also important sources

of standards that have the force of law. Further, under the United States Congress, a number of committee hearings are cited, but there is no mention of the laws that were enacted on the basis of these hearings, nor is there any cross reference to the Office of the Federal Register, which publishes the Code of Federal Regulations.

Another lack is the absence of any guide to the selection of books, periodicals, and collections or sets of standards and specifications for the benefit of the librarian who has limited funds and shelf space. These omissions, though significant, do not seriously impair the usefulness.

The book will be found valuable for frequent reference by all technical and professional persons concerned with the preparation and use of standards and specifications, ranging from members of technical committees and purchasing agents to company executives and professors of engineering who give courses on the properties of materials. The book will be especially helpful to commercial attachés and others engaged in promoting international commerce and trade by enabling them to locate sources of standards and specifications to be referenced in commercial transactions.

The book also will make an excellent buying guide for any librarian desiring to cover the field of standards and standardization broadly, rapidly, and with a fair degree of comprehensiveness. This is not to say that the work is comprehensive or all-inclusive in coverage. The compiler makes no such claim. He merely expresses the hope that it will serve as a useful guide. It will.

SARAH ANN JONES, Chief Librarian
and associates
National Bureau of Standards
Washington, D. C.

Directory of South Atlantic Chapter Issued

The South Atlantic Chapter—until recently the Georgia Chapter—of Special Libraries Association has published its 1965-1966 *Directory* of members, which includes names, home address, and telephone number of each Chapter member as well as the name, address, and the telephone number of the library with which the member is associated. Also included are the code numbers that indicate the Chapter, Division, and the membership class in Special Libraries Association. In addition, there is a map showing the area of the South Atlantic Chapter and where members are located and a list of current Officers and Committee Chairmen. Lorraine M. Wingerter, Chairman of the Directory Committee, and Librarian, United

States Army Military Police School Library, Fort Gordon, Georgia, with the assistance of Mrs. Julia H. Parker, Librarian, Southern Tech Institute Library, Marietta, Georgia, have completed this project. Copies of the *Directory* may be obtained from Miss Wingerter, 1019 Maxwell House, Augusta, Georgia 30901, at a cost of 50¢.

SLA Authors

BALKEMA, John B. Topics in Library Technology: Charging Systems. *Bulletin of the Medical Library Association*, vol. 54, no. 1, January 1966, p. 33-7.

CHESIRE, Esther. Steinmetz, The Electrical Wizard. *Carnegie Magazine*, October 1965, p. 277-9.

HAVLIK, Robert J. Federal Assistance to Special Libraries. *ALA Bulletin*, vol. 60, no. 2, February 1966, p. 166-8.

HOLMAN, William R. Simplicity in Design. *Wilson Library Bulletin*, vol. 40, no. 6, February 1966, p. 517-24.

KOVACS, Helen. Analysis of One Year's Circulation at the Downstate Medical Center Library. *Bulletin of the Medical Library Association*, vol. 54, no. 1, p. 42-7.

MUMFORD, L. Quincy. Librarians and the Everlasting Now. *Library Journal*, vol. 91, no. 4, February 15, 1966, p. 901-6.

PIZER, Irwin H. A Mechanized Circulation System. *College and Research Libraries*, January 1966, p. 5-12.

RAUCH, Jerome S. Topics in Library Technology: Copying Techniques. *Bulletin of the Medical Library Association*, vol. 54, no. 1, January 1966, p. 16-22.

Management Information Service

ANBAR Publications Ltd., English publishers, are offering an international documentation service concerned specifically with organization, management, and methods. A \$60 annual service subscription includes the *Management Services Abstracts*, containing 150-200 journal abstracts; the *Management Services Index*, a quarterly classification of information under 250 reference headings; *Management Services Bibliography*, a triannual listing of books and films under 30 main headings, with reviews; copies of articles published outside the United States and Canada, and English-language versions of German, French, Dutch, and Italian articles supplied at 50 cents a page; and monographs. Non-service subscriptions include the Abstracts, Bibliography, and Monographs. An optional service is coordinate indexed tab cards (nonmachine retrievable) at \$12 a year. For

further details write to the United States representative, Box 2062, Central Station, East Orange, New Jersey 07019.

"Unlisted Drugs" Now Available on Cards

Unlisted Drugs on Cards, a new rapid drug information service, has been initiated by Pharmaco-Medical Documentation, Chatham, New Jersey 07928. During 1966 it will produce over 1,800 cards in 12 monthly sets; each 3 x 5 inch card will describe one unlisted drug preparation in detail: research codes, generic and trade names, equivalents, manufacturer, pharmacologic effect—clinical use, and source of data. The new service is available on an annual basis for \$100; subscribers to the monthly publication *Unlisted Drugs* may obtain a set at a special 20 per cent discount (\$80) for each subscription they hold. According to editor-publisher Boris Anzlowar, some subscribers have been cutting up and pasting items from *Unlisted Drugs* on cards since publication began in January 1949. The journal was designed to facilitate preparation of card files, but the cost and inconvenience made it difficult for all interested users to keep needed files current. The new *Unlisted Drugs on Cards*, now affords inexpensive and easily updated reference files that can be classified by users' own pharmacologic, market research, manufacturer, or other desired criteria. *Unlisted Drugs* is compiled with the voluntary aid of participants from about 30 major academic and industrial drug research organizations in the United States and abroad, with the advisory assistance of the *Unlisted Drugs* Committee of SLA's Pharmaceutical Section: Winifred Sewell (Chairman), National Library of Medicine; Mildred P. Clark, Winthrop Laboratories, and James L. Olsen, National Academy of Sciences—National Research Council. Orders and remittances for *Unlisted Drugs on Cards* may be sent direct to the editor-publisher; subscriptions to *Unlisted Drugs* (\$20 a year including semi-annual and cumulative indexes) should be ordered from Special Libraries Association.

RECENT REFERENCES

Classification

RICHMOND, Phyllis A. *Aspects of Recent Research in the Art and Science of Classification* (FID/CR Report Series, Report No. 3). Copenhagen: Danish Centre for Documentation (in cooperation with the International Federation for Documentation, Committee on Classification Research), 1965. 56 p. pap. illus. 4 Sfrs., equivalent to 6.50 Danish kroner. (Available from FID/CR Sekre-

tariat, DTB, Øster Voldgade 10, Copenhagen K., or FID General Secretariat, 7 Hofweg, The Hague.)

This critical review of classification systems research published mainly since 1959 in English was prepared for a symposium on "Transformation and Organization of Information Content" held at 1965 FID Congress in Washington, D. C. on October 11. Sixteen-page bibliography. Names index.

Directories

ALL INDIA MANAGEMENT ASSOCIATION. *Handbook of Management Training Institutions Abroad*. New Delhi: 12A Nizamuddin West (1965). 58 p. Rs 5/—post free.

Information on courses, fees, admission requirements, etc. are tabulated about institutions in Europe, U. K., and U. S. that conduct short-term executive development courses. Course details are covered in following section.

———. *Directory of Management Training Institutions in India*. New Delhi: 12A Nizamuddin West (1965). 51 p. pap. Rs 5/—post free.

Provides same type of information as item above but courses in labor and social welfare have also been included. Classified index of the 32 listed institutions (universities, professional organizations, management associations, etc.).

KEETH, Kent H., comp. *A Directory of Libraries in Malaysia*. Kuala Lumpur: University of Malaya Library, 1965. (iii) 163 p. pap. Apply.

A systematic and fully descriptive list of about 65 libraries, the great majority founded after 1947. Appendix contains questionnaire sent out in August 1963 and list of 93 recipient libraries. Subject index to special collections.

STEINER-PRAG, Eleanor F., comp. *American Book Trade Directory*, 17th ed. New York: R. R. Bowker Co., 1965. x, 869 p. \$25. (L. C. 15-23627)

For the first time with this biennial edition, the kind of books carried is specified for every wholesaler on the paperback wholesaler list. The selective list of representative publishers and book trade organizations overseas, which appeared in this directory's 16th edition, have been omitted as this information is now carried in *Publishers' World*, 1965 Yearbook (also Bowker).

OSZK KÖNYVTÁRTUDOMÁNYI ÉS MODSZERTANI KÖZPONT (Centre of Library Science and Methodology). *Hungarian Library Directory*, vol. 1. Budapest: Múzeum u. 3, 1965. xlii, 684 p. Apply.

Information on 1,981 library institutions, arranged by type of library network, national libraries, and libraries outside the networks. Text in Hungarian, with foreword, table of contents, and an introductory essay on "The Library System of Hungary" in English. Forthcoming second volume will provide alphabetical indexes in English and Russian, lists of subject specializations, etc.

UNESCO. *World Guide to Science Information and Documentation Services*. Paris: 1965. 211 p. \$4. (Order from Unesco Publications Center, 317 East 34th St., New York, N. Y. 10016)

In English and French. Information on 144 institutions in 65 countries. List of regional and national directories; alphabetical list of institutions; subject index. Emphasizes services providing information on the natural sciences; services for technology will be covered in a later volume.

Information Handling Techniques

KENT, Allen, and TAULBEE, Orrin E., eds. *Electronic Information Handling* (The Knowledge Availability Systems Series). Washington, D. C.: Spartan Books, Inc. (Operating as Books, Inc. since July 1, 1965), 1965. vii, 355 p. illus. \$11. (L. C. 65-17306)

Proceedings of a national conference held on October 7-9, 1964, in Pittsburgh, sponsored by University of Pittsburgh, Western Michigan University, and the Goodyear Aerospace Corporation. Speakers from government, industry, and education explored problems of information processing.

MARDEN, Ethel C. *Haystack—A Mechanized System for Searching Chemical Information* (National Bureau of Standards Technical Note 264). Washington, D. C.: U. S. Department of Commerce, National Bureau of Standards, 1965. 57 p. pap. 50¢; 63¢ outside U. S. (Available from Government Printing Office or from local U. S. Department of Commerce field offices)

System developed to aid the U. S. Patent Office in searching chemical information.

UNESCO. *Scientific and Technical Documentation Centres: Unesco's contribution to their development*. Paris: 1965. 55 p. pap. illus. \$1.50. (Order from Unesco Publications Center, 317 East 34th St., New York, N. Y. 10016)

Notes on the growth of documentation centers and their activities in various parts of the world. Text reprinted from the January/February and March/April 1965 issues of the *Unesco Bulletin for Libraries*.

VICKERY, B. C. *On Retrieval System Theory*, 2nd ed. Washington, D. C.: Butterworth, 1965. xii, 191 p. \$6.50.

The up-dating of the 1961 edition considers development of ideas on display of descriptor relation through thesauri and "semantic maps," access to files, quantitative aspects of information retrieval such as cost analyses, vocabulary use, and retrieval efficiency.

Miscellaneous

BATES, Ralph S. *Scientific Societies in the United States*, 3rd ed. Cambridge, Mass.: The M. I. T. Press, 1965. vi, 326 p. \$8.75. (L. C. 57-10143)

Most of the scientific societies that have appeared in the last seven years are included in a new chapter, with minor revisions in earlier chapters. A chronology of all scientific societies in the United States has been added, and the bibliography has been enlarged considerably—bringing this account of the development and function of American scientific societies up to date.

FILIPOWSKY, Richard F., and MUEHLDOERF, Eugen I. *Space Communications Techniques* (Prentice-

Hall International Series in Space Technology). Englewood Cliffs, N. J.: Prentice-Hall, 1965. xvii, 333 p. illus. \$11.95. (L. C. 65-24084)

Features a mapping of novel electronic techniques, treatment of many important sub-systems, comparison of research results in spacecraft transmitters and low noise receivers with presently applied techniques, and a combination of progress reports with documented bibliographies and extensive references to the original literature.

NATIONAL SCIENCE FOUNDATION. *Current Projects on Economic and Social Implications of Science and Technology*, 1964 (NSF 65-16). Washington, D. C.: 1965. x, 180 p. pap. 55¢. (Order from Government Printing Office)

Sixth annual inventory of current research projects in colleges and universities. Appendices include a report on the status of projects listed in the 1963 volume. Indexes of authors and institutions.

———. *Federal Funds for Research, Development, and Other Scientific Activities, Fiscal Years 1964, 1965, and 1966*, vol. XIV (NSF 65-19). Washington, D. C.: 1965. xii, 177 p. pap. \$1. (Order from Government Printing Office)

Continues annual reporting of federal funds for research, development, and R&D plant; for scientific and technical information; and for collection of general-purpose scientific data. List of Federal Contract Research Centers; many statistical tables.

———. *Fourteenth Annual Report for the Fiscal Year Ended June 30, 1964* (NSF-65-1). Washington, D. C.: Government Printing Office, 1965. xxx, 128 p. pap. 45¢.

Program activities of the National Science Foundation. Appendices cover NSF board, staff, committee, and advisory board members; financial report; patents resulting from NSF-supported activities; NSF-sponsored conferences, symposia, and seminars; publications.

———. *Grants and Awards for the Fiscal Year Ended June 30, 1964* (NSF-65-2). Washington, D. C.: Government Printing Office, 1965. viii, 260 p. pap. \$1.

Grants, contracts, fellowships broken down by subject and geographical distribution.

———. *Scientific and Technical Manpower Resources: Summary Information on Employment, Characteristics, Supply, and Training* (NSF 64-28). Washington, D. C.: 1964. xii, 184 p. pap. \$1.25. (Order from Government Printing Office)

Employment data for the economy as a whole and for individual sectors—private industry, colleges and universities, federal, state, and local governments, non-profit institutions; information on background and characteristics of scientists and engineers, and their education and training. Charts, statistical tables. Appendices include list of reference materials, list of organizations concerned with scientific manpower information, and subject index.

———. *Scientific and Technical Personnel in the Federal Government, 1961 and 1962* (Surveys of Science Resources Series, NSF-65-4). Washington, D. C.: Government Printing Office, 1965. viii, 50 p. pap. 40¢.

Third NSF report of its kind since 1958. Gives data on the employment of scientists, engineers, and other professional and non-professional scientific and technical personnel in the federal government. Charts, statistical tables.

NEAL, K. W. *A Library Guide to Agriculture*. Wolverhampton, England: 1965. 16 p. pap. 3s.0d. (Available from the author, 41 Wychbury Road, Finchfield, Wolverhampton, Staffs.)

Reading, writing, study, and research suggestions for students of agriculture.

NOLTING, Orin F., and ARNOLD, David S., eds. *Municipal Year Book, 1965: The Authoritative Résumé of Activities and Statistical Data of American Cities*. Chicago: International City Managers' Association, 1965. xiv, 625 p. thumb-index. \$10. (L. C. 34-27121)

32nd edition. Articles and statistics on governmental units, municipal personnel, municipal finance, municipal activities. Directories of officials. Index.

OTTE, Henry M., and LOCKE, Saul R., eds. *Materials Science Research*, vol. 2. New York: Plenum Press, 1965. xiv, 319 p. illus. \$13.50. (L. C. 63-17645)

Proceedings of the 1964 Southern Metals/Materials Conference on Advances in Aerospace Materials, held April 16-17, 1964, at Orlando, Florida. 17 papers grouped under Fundamental Problems and Applied Research. Author and subject indexes.

PURCELL, W. R., Jr., ed. *Commercial Profits from Defense-Space Technology: An Action Guide*. Boston: Schur Company, 1 Emerson Place, 1965. xiv, 138 p. Apply.

Examines defense-space technology (called "spinoff" or "transfer") from the viewpoint of business and recommends courses of action for the individual firm and manager. Appendices contain case studies and sources of technical information.

Romanization Guide. Washington, D. C.: U. S. Department of State, Office of the Geographer, 1964. iv, 51 p. pap. Apply.

Gives the systems used by the United States Board on Geographic Names (and in some cases jointly adopted by its British counterpart, the Permanent Committee on Geographical Names) for the transliteration or transcription of geographical and proper names in Arabic, Bulgarian, Chinese, Faeroese, Greek, Hebrew, Icelandic, Japanese, Korean, Mongolian, Nepali, Persian, Russian, Serbo-Croatian, and Thai. The system for Chinese, however, being too lengthy for explication in this publication, the reader is referred to other sources. Replaces *Transliteration Guide*, issued in August 1961 by the Department of State.

ROMANOWSKA-LAKSHMANAN, Teresa. *Survey of Urban Geographical Research in Progress in the United States and Canada in 1963/64*. Washington, D. C.: 1965. 151 p. pap. spiral binding \$3. (Available from the author, 1802 Corcoran St. NW, Washington, D. C. 20009)

130 research projects grouped by subject classification and giving name of researcher, location, title, scope of the problem, methodology used, etc. Author and university indexes.

SHAY, Philip W. *How to Get the Best Results from Management Consultants*. New York: Association of Consulting Management Engineers, Inc., 347 Madison Ave., 1965. vi, 48 p. pap. Gratis. (L. C. 65-28052)

Discusses the role of the management consultant, the nature of the problems he is called on to solve, and offers guidelines for achieving the best working relationship between consultant and client.

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INTERNATIONAL INFORMATION CENTER of large chemical company requires reference librarian to collect and organize information, answer questions, and help develop global information center of service to the whole company. Qualifications: chemical and business background, experience in indexing, good personality; knowledge of German and/or Spanish desirable. Salary commensurate with qualifications and experience. Send resume to J. U. Crampton, Placement Supervisor, Dow Chemical Company (47 Building), Midland, Michigan 48640.

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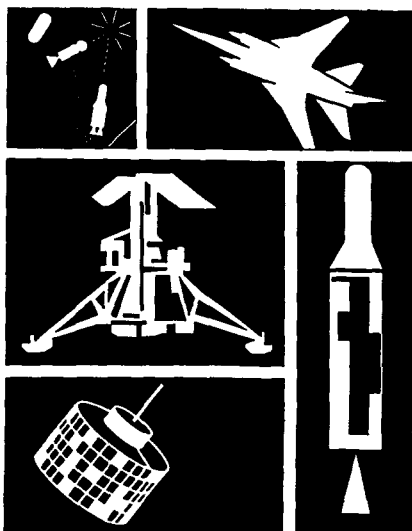
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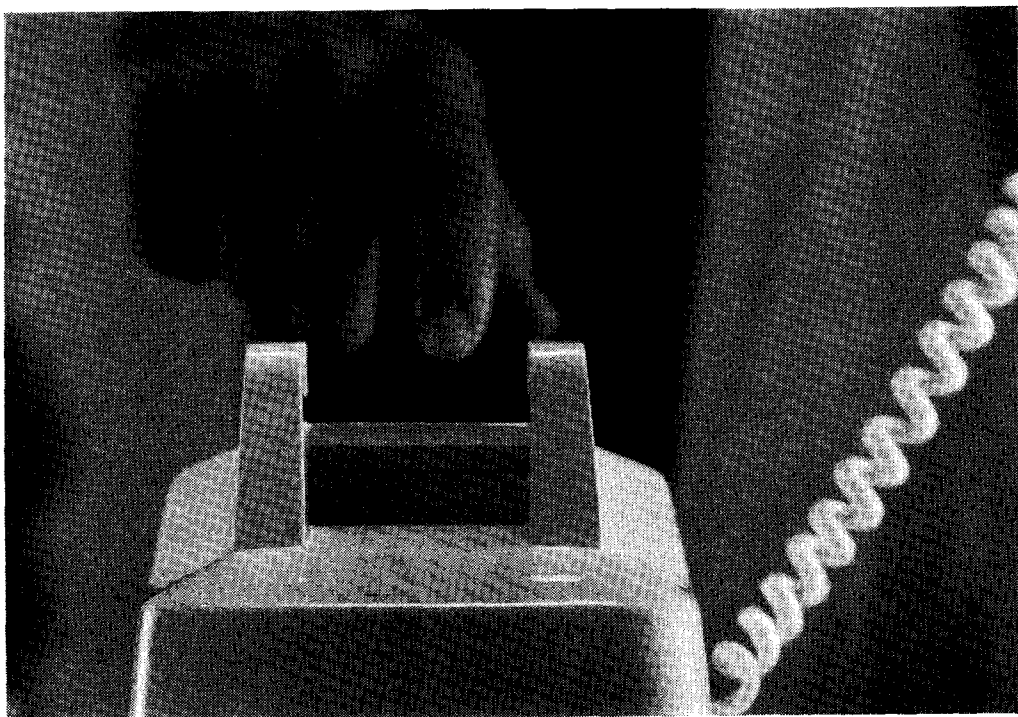
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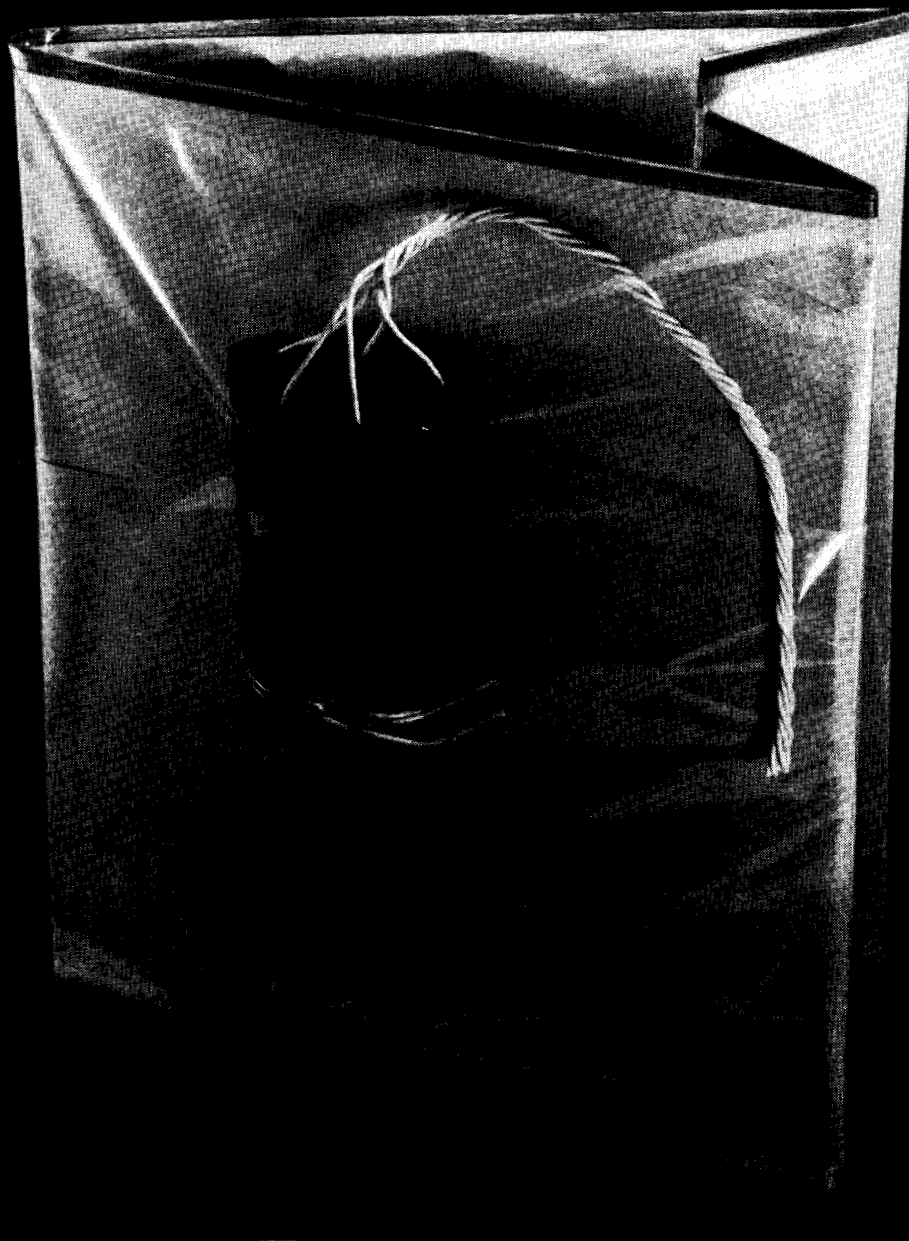


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