

# THE CLASSIFIED ADS

**Deadlines:** Orders for regular classified advertisements must reach the ACRL office on or before the second of the month preceding publication of the issue (e.g. September 2 for the October issue). Late job listings will be accepted on a space-available basis after the second of the month.

**Rates:** Classified advertisements are \$4.00 per line for ACRL members, \$5.00 for others. Late job notices are \$10.00 per line for members, \$12.00 for others. Organizations submitting ads will be charged according to their membership status.

**Telephone:** All telephone orders should be confirmed by a written order mailed to ACRL headquarters as soon as possible. Orders should be accompanied by a typewritten copy of the ad to be used in proofreading. An additional \$10 will be charged for ads taken over the phone (except late job notices or display ads).

**Guidelines:** For ads which list an application deadline, that date must be no sooner than the last day of the month in which the notice appears (e.g., October 31 for the October issue). All job announcements should include a salary figure. Job announcements will be edited to exclude discriminatory references. Applicants should be aware that the terms *faculty rank* and *status* vary in meaning among institutions.

**JOBLINE:** Call (312) 944-6795 for late-breaking job ads for academic and research library positions. A pre-recorded summary of positions listed with the service is revised weekly; each Friday a new tape includes all ads received by 1:00 p.m. the previous day. Each listing submitted will be carried on the recording for two weeks. The charge for each two-week listing is \$30 for ACRL members and \$35 for non-members.

**Fast Job Listing Service:** A special newsletter for those actively seeking positions. This service lists job postings received at ACRL headquarters four weeks before they appear in *C&RL News*, as well as ads which, because of narrow deadlines, will not appear in *C&RL News*. The cost of a six-month subscription is \$10 for ACRL members and \$15 for non-members.

**Contact:** *Classified Advertising Dep't, ACRL, American Library Association, 50 E. Huron St., Chicago, IL 60611; (312) 944-6780.*

## FOR SALE

**COLLEGE AND RESEARCH LIBRARIES, 1940-1982.** 226 issues. Also *C&RL News, 1970-1982.* Make offer to: David K. Maxfield, 2217 Manchester Rd., Ann Arbor, MI 48104.

**ELSEVIER ANTIQUARIAN DEPARTMENT.** Periodicals and rare books on **Life- and Earth Sciences.** Over 1 million volumes on stock. Catalogues available on demand. Please write to: Lippijnstraat 4, 1055 KJ Amsterdam, The Netherlands.

## POSITIONS OPEN

**ARCHITECTURE LIBRARIAN.** ARL library, responsible for organization and administration of collections and services in the Architecture Library. School of Architecture within the College of Engineering has faculty of 15 and 380 students in a 5-year bachelor's program. Supervises one library assistant and several student assistants. Graduate degree from ALA-accredited program required with at least a bachelor's degree in Architecture, Art, or related field. At least one year professional experience in an Architecture-related library. Supervisory experience desirable. Minimum salary \$18,000. Send resume to: Peggy Weissert, Library Personnel Officer, University Libraries, University of Notre Dame, Notre Dame, IN 46556.

**ARTS/HUMANITIES BIBLIOGRAPHER AND REFERENCE LIBRARIAN** (search re-opened). Provides vital collection development liaison with departments in the arts and humanities. Position demands bibliographic skills, ability to communicate effectively with faculty and students, and includes line responsibility for service at the centralized reference desk on a limited schedule, including some nights, weekends, and holidays. Qualifications: MLS degree from an ALA-accredited program. Second graduate degree in an appropriate academic subject area strongly preferred. Minimum one year experience in reference services area of a medium to large academic library; collection development experience strongly preferred. Knowledge of one or more modern European languages desirable. Salary: \$19,000, negotiable, depending upon qualifications and experience. Letter of application, resume, and the names of three references must be received at the University of Southwestern Louisiana by October 31, 1983, or until position is filled, and should be directed to: D. L. Saporito, Director of Libraries, University Libraries, 302 E. St. Mary Blvd., Lafayette, LA 70504. U.S.L. is an equal employment opportunity, affirmative action employer.

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**ASSISTANT GENERAL/NURSING LIBRARIAN.** Entry-level position requiring masters from an ALA-accredited library school with coursework in medical librarianship. Duties involve working in small college environment plus cross-town duties in developing on-site library and AV services for nursing school students and faculty at regional hospital. Public service and cataloging skills essential. Knowledge of OCLC and DIALOG (i.e., Medline) required. AV background useful. Non-voting faculty status and rank. 12-month contract. Salary commensurate with qualifications, \$14,000-\$16,000. Reports to library director. Position will remain open until filled. Send letter of application, resume, credentials file with at least three current letters of reference, to: Aldo Panerio, Vice-President for Academic Affairs, Huron College, Huron, SD 57350. AA/EOE.

**ASSISTANT LIBRARIAN FOR PUBLIC SERVICES** to supervise and coordinate all public service units, develop budgets and related services, assist in collection development, serve on Reference Desk and foster faculty liaison. Must have MLS from ALA-accredited library school; at least five years of pertinent experience in an academic library with increasing levels of responsibility, including experience with computer-assisted reference service; two years of college level training in a foreign language; and evidence of good communication skills, both written and verbal. Second masters degree or Ph.D desirable; some college level training in one or more sciences, or business administration also desirable. Salary will be based on training and experience, but minimum of \$27,258/annual. Send letter of application, resume and three letters of reference, to: Charles H. Baumann, University Librarian, Eastern Washington University, Cheney, WA 99004, by November 1, 1983. EWU is an affirmative action, equal opportunity employer and subject to all provisions of executive order 11246.

**ASSISTANT REFERENCE LIBRARIAN-INTERN** (9-month, non-tenure track appointment, renewable up to 4 years). Available January 1, 1984. Performs general reference service and shares responsibility for bibliographic instruction and online bibliographic searching. Assists in ILL verification and reference collection development. ALA/MLS required (earned by Dec. 31, 1983). Preference given to recent library school graduates with training and/or experience in online searching and/or an academic background in the natural sciences. Minimum salary \$12,500, with standard benefits. Application deadline is November 10, 1983, or until suitable applicant is hired. Send resume, academic credentials, and three current letters of recommendation, to: Clark Hallman, Reference Librarian, South Dakota State University Library, Box 2115, Brookings, SD 57007. An AA/EEO employer.

**ASSOCIATE DEAN FOR PUBLIC SERVICES.** Policy and program management in five major service components of the Adelphi University Libraries; reference and research support, circulation, fine and performing arts, social work, and science. Nine professional and 22 supporting staff members are in these units. Additional areas of reference specialization include business and banking, education, nursing, and government documents. The Associate Dean is responsible for program development, marketing, and service delivery, service evaluation, and collection development in reference, and for service coordination and oversight in circulation, course reserves, and interlibrary loan. This is a non-faculty, non-tenure track position. Salary: \$25,000 minimum. Adelphi's collections number 500,000 volumes in addition to substantial holdings in microforms and non-print media. The online catalog is in service, with retrospective conversion scheduled for completion next June. Circulation, reserve processing, non-print materials booking, and acquisitions are all computerized and in production. Qualifications: MLS from an ALA-accredited library school; seven years of increasingly responsible reference experience in a mid-size or large academic library, including experience with programs of bibliographic instruction, database searching, public information, and publication; appropriate managerial experience and demonstrated skill in motivating, developing, and working harmoniously with library faculty and staff. Send letter of application and resume, to: Jerome Yavarkovsky, Dean of Libraries, Adelphi University, Garden City, NY 11530. An equal opportunity, affirmative action employer.

**ASSOCIATE DIRECTOR OF LIBRARIES FOR TECHNICAL PROCESSING.** Administrative responsibility for all technical services in a major Texas academic library of over one million volumes, including the coordination of the acquisition and processing of over 85,000 new materials annually. Participation as member of Library Administrative Council in overall library planning, budgeting, grant solicitation, and policy formulation and implementation. Planning for incorporation of latest technology into acquisition, bibliographic control, and processing of library materials. Presently OCLC member. Supervision of Acquisitions, Cataloging, and Processing, with fifteen librarians and 25 + support staff. Requires ALA master's degree and a minimum of five years experience in a large academic library with successful record of increasing administrative responsibility. Additional degree preferred. Demonstrated ability to communicate effectively with various levels of university staff, and a knowledge of automated systems. Minimum salary: \$30,000 (12 mo.) Excellent benefits, with TIAA/CREF option. Application deadline: November 15, 1983. Available immediately; starting date negotiable. Send let-

ter, resume, names of 3-5 references to: Virginia Andrews, Chair-Search Committee, Texas Tech University, Library, Lubbock, TX 79409-0002. Texas Tech University is a multi-disciplinary university with 23,000 students in Lubbock, a community of 180,000. EOE/AA.

**CATALOG LIBRARIAN.** Performs original cataloging and classification of print and non-print materials. Also responsible for some catalog maintenance and for assisting paraprofessionals with difficult copy cataloging. May advise and evaluate a paraprofessional who is in charge of a major clerical function within the department. MLS from an ALA-accredited library school. An additional graduate degree is desired and is required for tenure. Must be familiar with AACR2, LC classification and subject headings, and OCLC. Cataloging experience and knowledge of Western European languages and computer applications is desirable. Appointment range, \$17,000-\$20,000 for 12 months, depending on qualifications. Tenure eligible. TIAA/CREF, Blue Cross/Blue Shield. Starting date ASAP after January 1, 1984. Finalists will be invited for expense paid interview. Wichita State University is an urban institution with an enrollment of 17,000. Librarians at Wichita State enjoy faculty rank, privileges, and responsibilities. Send letter of application and resume by November 15, to: A.T. Birrell, Head, Cataloging Department, Library, Box 68, Wichita State University, Wichita, KS 67208. Wichita State University is an affirmative action, equal opportunity employer.

**CATALOG LIBRARIAN.** The University of Arizona Library is seeking a professional librarian responsible for the original cataloging of monographs and serials in Chinese, Japanese and other Far Eastern languages. Other responsibilities include the original OCLC cataloging of Western language materials on Far Eastern languages and cultures; serving on a catalog information desk; active participation in establishing policies and procedures for the Catalog Department; participation in planning for an online catalog; training and supervising student assistants with Chinese and Japanese language skills who do copy cataloging. The University of Arizona is a large academic library with a materials budget of more than \$3 million. Requirements: ALA-accredited degree; working experience with AACR2, LC classification and LCSH; experience with OCLC or a similar utility; undergraduate degree in Chinese or Japanese and working knowledge in the other language. Professional librarians at the University of Arizona are voting members of the faculty, earn 22 days paid vacation each year, 12 days of sick leave, and have a standard package of holidays and other benefits. The salary range is \$16,500-\$22,000. Deadline for application is November 30, 1983. Send letter of application, resume, and the names of three references to: W. David Laird, University Librarian, University of Arizona Library, Tucson, AZ 85721. The University is an EEO/AA employer.

**CATALOGERS.** Search extended. Two positions for experienced catalogers under Head of the Catalog Department. 1) Cataloger/Retrospective Conversion Coordinator. Coordinates and supervises current OCLC retrospective conversion activities, including reclassification and online authority conversion. Original cataloging of monographs in English and other Western European languages. Requires minimum of three years' post-MLS cataloging experience, including application and use of OCLC cataloging system. Supervisory ability in an environment requiring an effective combination of productivity and quality control. Minimum \$19,000. 2) Cataloger. Original cataloging of monographs using OCLC and LC. Assists with authority control and catalog maintenance. Requires minimum of two years' post-MLS cataloging experience using an automated cataloging system. Science background preferred. Minimum \$15,000. Both positions require knowledge of AACR, AACR2, LCSH and LC classification, accredited MLS, working knowledge of one foreign language, and a willingness to work evenings and weekends. Faculty status, Blue Cross/Blue Shield, South Carolina State Retirement. Send resume with statement of salary history, and addresses and telephone numbers of three professional references to Elizabeth Lange, Assistant Director for Technical Services, Thomas Cooper Library, University of South Carolina, Columbia, SC 29208, by October 31, 1983. An AA/EEO employer.

**COORDINATOR, INFORMATION SERVICES.** Depauw University is seeking an experienced and innovative public services librarian to work with faculty and students to expand reference and information services in its main and branch libraries. Responsibilities include management of the reference department (3 FTE's, 2 professional) and the continued development of reference/information services, online searching, interlibrary loan, bibliographic instruction, and collection development. The position will also coordinate the library's departmental liaison/information specialist program, in which each professional on the library staff works with several academic departments to assist with collection development and provide library support for individual classes. Required: an ALA-accredited MLS; substantial professional experience (5+ years) in public/information services; proven reference and supervisory capability; leadership ability with strong interpersonal and communication skills; demonstrated competence in assessing needs and designing and implementing services; and online searching experience. Desirable qualifications include a science academic background or strong experience with scientific information sources and collection development experience. The position is available January 2, 1984, and

offers faculty rank and status, \$22,000, and excellent fringe benefits. Send a letter of application, a resume, and the names of three to five references to: Jana Bradley, Director of Libraries, P.O. Box 137, DePauw University, Greencastle, IN 46135. Deadline for applications: November 1, 1983. An affirmative action, equal opportunity employer.

**DIRECTOR OF LIBRARIES**, Cleveland State University. Position available for Director of Libraries at state-supported, urban university of seven colleges, which offers undergraduate and graduate degree programs to approximately 20,000 students. Qualifications required: MLS degree from an ALA-accredited program; 10 years of library experience, with evidence of increasing administrative responsibility; knowledge of current developments in library capabilities, including automation and resource sharing; strong leadership and management skills, with ability to establish and maintain effective public and professional relationships. Desirable: Doctorate in Library Science or advanced degree in another academic field; administrative experience in medium or large academic library. Responsibilities: Directing a teaching and research library of 500,000 volumes, with 23 professional librarians and over 35 support staff. Salary: Commensurate with qualifications and experience. A minimum salary of \$45,000 is anticipated. Renewable annual contract, starting July 1, 1984. Application Procedure: Send nominations or resumes along with names, addresses and telephone numbers of three (3) persons familiar with candidate's qualifications to: Georgia E. Lesh-Laurie, Chairperson of Library Director Search Committee, Cleveland State University, 1983 E. 24th Street, Cleveland, OH 44115. Telephone: (216) 687-3595. Equal Opportunity Employer, M/F/H.

**DIRECTOR OF LIBRARY**, Stetson University, DeLand, Florida. MLS and five years of successful library service required. Preference given to persons with doctorates and experience in administration. Compensation competitive with similar institutions and is dependent on qualifications and experience. Starting date August 1, 1984. Send letters of application and resumes by November 1, 1983, to Provost Denton R. Coker, Campus Box 8358, Stetson University, DeLand, FL 32720.

**GOVERNMENT DOCUMENTS LIBRARIAN**. The Government Documents Librarian is responsible for administering the Government Documents Collection and the Maps and Microforms Collection. In addition to supervising support staff, this position is responsible for collection development, faculty liaison, bibliographic instruction, and general reference service. Minimum Qualification: MLS from an ALA-accredited school and a bachelor's degree of subject emphasis in the sciences or social sciences. A working knowledge and experience of 3-5 years in a large academic or public library documents department. Some experience in dealing with automated library systems. Knowledge of one modern European language or Latin. Good rapport with the public, and good communication skills. Desirable Qualification: a second masters degree in a related field. More than 5 years experience working with Federal Documents and Texas State Documents. A reading knowledge of Spanish, and some experience with the OCLC system. Salary: \$22,500-\$25,944 depending upon qualifications and experience. Available: February 1, 1984. Applicants should send a resume, official transcripts of all degrees, and the names and addresses of three references before November 18, 1983, to: Dean Covington, Chair, Government Documents Librarian Search Committee, North Texas State University Libraries, Box 5188, N. T. Station, Denton, TX 76203. Equal opportunity, affirmative action employer.

**HEAD, SERIALS CATALOGING COORDINATOR**, University of Minnesota Libraries-Twin Cities, Central Technical Services Department, Catalog Division. This middle management position is one of 17 professional positions in the Catalog Division and reports to the Division Head. Responsibilities: manages, organizes and coordinates Serials Cataloging Unit. Supervises, trains, and evaluates staff; monitors workflow; develops operations procedures; and acts as a liaison between the Catalog Division and other library units concerning serials cataloging. Original cataloging and classification of serials and analytics; revising serials cataloging work by staff; and resolving complex bibliographic problems. Qualifications: Requirements include ALA-accredited MLS, demonstrated managerial ability and communication skills, at least 3 years professional experience that includes substantive serials cataloging, thorough knowledge of AACR2, DDC and/or LC classification, and LC subject headings, and experience in online cataloging systems as well as supervisory experience. Desirable qualifications include experience in a large academic research library, reading knowledge of European languages, and automated serials cataloging/management. Appointment: The position is in the academic professional series at the Assistant Librarian rank. Appointment salary is based on experience at a minimum of \$24,000. Application deadline (postmark) is November 4, 1983. Applicants should send a letter of application with detailed resume and names of three references to: Robert L. Wright, Personnel and Staff Development Officer, University Libraries, 499 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55455. The University of Minnesota is an equal opportunity educator and employer and specifically invites and encourages applications from women

and minorities.

**HEAD LIBRARIAN**. Salary from \$27,500 for fiscal year. Masters plus work on doctorate. 3 years library experience plus 3 years supervisory/administrative experience required. Send vita and 3 references by Nov. 4, to: Sherrill Watts, South Georgia College, Douglas, GA 31533. An equal opportunity, affirmative action employer.

**HEAD OF CATALOGING**, Health Sciences Library, Columbia University. The Health Sciences Library serves the Schools of Medicine, Dentistry, Nursing, and Public Health; the Presbyterian Hospital; and other affiliated health care and research programs in the Columbia-Presbyterian Medical Center. The Library has a staff of over 40, a collection approaching 400,000 volumes, approximately 3,100 current journal subscriptions, a large media center, a separate special collections section, and annual acquisitions expenditures of approximately \$500,000. Technical services operations are automated: acquisitions and cataloging through RLIN, and serials control through PHILSOM. This position, reporting to the Assistant Health Sciences Librarian for Access and Technical Services, manages all cataloging activities in the Health Sciences Library. Responsibilities include planning and implementation of cataloging and other bibliographic control policies and procedures; supervision of one professional and 3 support staff; coordination of bibliographic control policies with the University Libraries; participation in planning overall Health Sciences Library services and operations. Duties include performing some original cataloging and resolving difficult cataloging problems. The cataloging unit processes copy cataloging and provides original cataloging for books (including rare books), serials and audiovisuals. In addition to an accredited MLS, requirements are: minimum of 4 years of cataloging experience in an academic or research library; thorough command of current cataloging principles and practices; experience with an online technical service system; evidence of initiative, problem-solving ability and good oral and written communication skills. Preference will be given to candidates with experience in cataloging bio-medical materials, knowledge of LC classification and MeSH, and a working knowledge of at least 2 modern foreign languages. Salary ranges are: Librarian II: \$21,500-\$27,950; Librarian III: \$24,500-\$35,525. Excellent fringe benefits include free tuition and assistance with university housing. Submit resume, listing 3 references and salary requirements, to: Box 35, Butler Library, Columbia University, 535 West 114th Street, New York, NY 10027. Deadline for applications is November 18, 1983. An equal opportunity, affirmative action employer.

**HEAD OF REFERENCE**. To be filled between January 1 and July 1, 1984. Responsible for managing and providing leadership for a reference department consisting of 9 professionals plus support staff. Areas of responsibilities include reference services, computer searching, library instruction, faculty liaison, interlibrary loan and government documents. Qualifications: MLS from ALA-accredited library school. An additional graduate degree is desired and required for tenure. Must have four years of reference experience, be service oriented and committed to managing, developing, and promoting services. Ability to work and communicate effectively with students, faculty and librarians. Salary and benefits: appointment range, \$22,000-\$27,000, depending on qualifications. Tenure-track appointment. TIAA-CREF. Blue Cross-Blue Shield. Send letter of application and resume by November 15, 1983, to: James C. Eller, Associate Dean for Library Services, Wichita State University, Box 68, Wichita, KS 67208. Finalists will be invited for an expense paid interview. Wichita State is an affirmative action, equal opportunity employer.

**REFERENCE/BUSINESS LIBRARIAN**. The Auraria Library, located in downtown Denver and serving the University of Colorado at Denver, Metropolitan State College and the Denver Auraria Community College, seeks a reference/business librarian to coordinate an active and progressive library business program. The position will support the campus business curriculum through collection development, specialized reference work, computer assisted research and specialized library instruction. General reference work, teaching in a library instruction program, participation in staff development activities and committee assignments will be expected. Some evening and weekend work required. Qualifications: ALA-accredited masters degree is required. Academic background or experience in the business field is strongly preferred. Reference, online bibliographic searching, familiarity with government documents, teaching experience and strong communication skills are desired. Salary: \$14,500 minimum, negotiable depending on background and experience. Faculty status, 12-month contract, tuition benefits, 22 vacation days and TIAA/CREF. Deadline for receipt of all application materials is October 21, 1983. Send letter of application, vita, and names and telephone numbers of three references, to: David Alexander, Search Committee Chair, Auraria Library, Lawrence at 11th St., Denver, CO 80204. AA/EEO employer.

**REFERENCE/COLLECTION DEVELOPMENT LIBRARIAN**, Engineering Library. The incumbent will have primary responsibility for collection management and reference services in the Engineering Library, which has a collection of 174,000 volumes; 950,000 technical reports; and 1300 current serials. The Engineering Library sup-

ports the research and instructional programs of the 8 departments of the School of Engineering and Applied Sciences; Applied Physics and Nuclear Engineering; Chemical Engineering and Applied Chemistry; Civil Engineering and Engineering Mechanics; Computer Science; Electrical Engineering; Industrial Engineering and Operations Research; Mechanical Engineering; and the Henry Krumb School of Mines. The Library also serves related departments in the College and the Graduate School of Arts and Sciences. The incumbent works with the Science and Engineering Division's 3 other reference and collection development librarians to provide reference and instructional services and to manage and develop the collections in the physical sciences, natural sciences and engineering. The Division's collections total 500,000 volumes, with 5,000 periodical subscriptions received annually. In the Engineering Library, the incumbent is responsible for the provision of reference services such as library orientation programs, instruction in library utilization, design of publications, and online data base services, as well as for training student and support staff in basic reference service. Collection management responsibilities include formulating, justifying and monitoring budgets, selecting and deselecting material, and identifying changes in the research and instructional programs as they relate to the Libraries' collections. The incumbent will participate in making and evaluating collection development policies and planning reference service for the entire Science Division, and will be supervised directly by the Head, Reference and Collection Development, Science and Engineering Division. In addition to an accredited MLS, requirements are: previous relevant reference and data base experience and training, the ability to communicate and work effectively with faculty and students, a knowledge of scientific communication, and an innovative approach to collection development and the promotion of computer-based operations and services. Preference will be given to applicants with a subject background in engineering or computer science, experience in collection development, or previous experience in engineering or technical libraries. Salary ranges are: Librarian I: \$18,000-\$23,400; Librarian II: \$20,000-\$26,000. Excellent benefits include free tuition and assistance with university housing. Submit resume, including 3 references and salary requirements, to: Box 35, Butler Library, Columbia University, 535 West 114th Street, New York, NY 10027. Deadline for applications is November 11, 1983. An equal opportunity, affirmative action employer.

**REFERENCE LIBRARIAN/INFORMATION SPECIALIST.** DePauw University is seeking an innovative public services librarian to participate in the development of expanded information services. Responsibilities will include providing both traditional and outreach reference and information services, online searching, and user instruction. The position also serves as an information specialist to several academic departments, assisting with collection development and providing library support for individual classes. Required: an ALA-accredited MLS, reference experience in an academic library, experience with online searching, and strong interpersonal and communication skills. A second masters degree or a strong subject speciality is highly desirable. The position is available January 2, 1984, and offers faculty rank and status, \$16,000, and excellent fringe benefits. Send a letter of application, a resume, and the names of three to five references to: Jana Bradley, Director of Libraries, P.O. Box 137, DePauw University, Greencastle, IN 46135. Deadline for applications: November 1, 1983. An affirmative action, equal opportunity employer.

**REFERENCE LIBRARIAN, SCIENCE AND TECHNOLOGY.** Provides comprehensive reference assistance in the Reference Department, with emphasis on the sciences and engineering; assists with bibliographic instruction and computerized literature searching for students and faculty, prepares bibliographies and guides to the literature. Serves as one of six Reference Division resource librarians in the sciences. Is responsible for reference collection development in areas of subject expertise. Assists in providing service in the Automated Information Retrieval Service; interviews patrons and determines search strategy; operates terminal in order to provide desired information to the patron. Qualifications: Graduate of ALA-accredited library school; academic background in the physical sciences or engineering; ability to work effectively with faculty, staff, and students; should possess flexibility, initiative, and organizational abilities; need effective communication skills and a good public service attitude. Two years of post-MLS professional experience preferred, however entry-level applicants will be considered. Open: October 1, 1983. Salary: \$15,000 minimum for 10.5 months, negotiable. Benefits include up to \$70/month paid on health, life and disability insurance package; 88% of Social Security paid for first \$16,500 of salary; choice of retirement plans including TIAA-CREF, tax deferred annuity program available; no state or local income taxes; faculty rank; 14 state holidays. To apply contact Susan S. Lytle, Head, Personnel Operations, University Library, Texas A&M University, College Station, TX 77843. An AA/EEO employer.

**REFERENCE LIBRARIAN,** temporary appointment (to October 31, 1984). Provides various reference services, bibliographic instruction and some supervisory functions for the duration of a major research grant. The incumbent will organize the technical manuals for use of support and student staff in the department, and conduct a review of

physical space utilization within the reference and periodicals rooms. Department consists of eight professionals and two support staff. MLS from an accredited library school required, including some coursework involving either automation of library procedures or management. Interest in innovative public service delivery. Good communication skills and ability to work effectively with colleagues and library users. Experience in bibliographic instruction strongly preferred. Library or other automation experience useful. Starting Salary: \$16,000+, depending on qualifications. Send letter of application and resume, including list of references, and have library school credentials, including transcripts, forwarded to: Lance Query, Personnel Librarian, Northwestern University Library, Evanston, IL 60201. Applications received by October 21, 1983, will be considered. An equal opportunity, affirmative action employer.

**SERIALS CATALOGER** (annual, non-tenure track appointment, renewable up to 3 years). Available January 1, 1984. Responsible for cataloging of serials/periodicals in all subject areas; limited work with monographs and retrospective conversion project. Possible assignment up to 10 hours per month at main information desk. ALA/MLS required. Working knowledge of Dewey and LC classifications and AACR2 desired. Preference given to candidates with two or more years serials cataloging experience using OCLC. Minimum salary \$15,200. 12-month appointment with standard benefits. Application deadline is November 10, 1983, or until suitable applicant is hired. Send resume, academic credentials, and three current letters of recommendation, to: Iqbal Junaid, Catalog Librarian, South Dakota State University Library, Box 2115, Brookings, SD 57007. An AA/EEO employer.

**SPECIAL COLLECTIONS TECHNICAL SERVICES COORDINATOR.** University of Georgia Libraries. (Salary minimum \$18,000). The Special Collections Division comprises Rare Books and Manuscripts, Georgia Collection, Richard B. Russell Memorial Library, and Records Management/University Archives. The Division services the Libraries' collections of primary research materials including general rare books, Confederate imprints, Georgiana, historical and literary manuscripts, twentieth century political collections, and University archives. Duties: supervise the Rare Books cataloger and one support staff member; coordinate the work of other staff members in processing materials and maintaining catalogs and finding aids for the Rare Books and Manuscripts and Georgia collections; participate in providing reference service for the collections, including some weekend and evening duty. Qualifications: ALA-accredited MLS; advanced subject degree preferred; experience with processing, cataloging, and indexing rare books, ephemera, manuscripts, and archives; experience with various policies and procedures of special collections librarianship, preferably in a large research library; knowledge of automated cataloging and indexing techniques; knowledge of basic research and reference techniques; effective communication skills; ability to establish and maintain effective working relationships with co-workers and patrons; knowledge of basic conservation techniques. Application procedure: send letter of application by November 15, 1983, including resume and names of three references, to: Bonnie Clemens, Assistant Director for Administrative Services, University of Georgia Libraries, Athens, GA 30602. This position will be filled only if suitable applicants are found. An equal opportunity, affirmative action institution.

**TECHNICAL SERVICES COORDINATOR.** The University of Wisconsin-La Crosse is seeking applications from experienced librarians for the position of Technical Services Coordinator, to begin January 9, 1984. Primary responsibilities include planning and coordinating existing and new automation activities (acquisitions, circulation, and online catalog); supervision and coordination of acquisitions; coordination of cataloging, serials and microform services; planning and implementation of new services and assisting on an occasional basis at public services desk. The professional librarians are organized as a department of the faculty. Applicants must be prepared to participate in collegial governance affairs of the library department. ALA-accredited library degree and a minimum of five years experience in an academic library required. Knowledge, skills, and experience in library acquisitions and cataloging as well as applications of computer technology and supervision necessary. Additional graduate work desirable. Salary from \$25,000 depending on qualifications and experience, for academic year tenure track faculty position. Deadline for submission of applications, November 11, 1983. Send resume, names of three professional references and credentials to: Edwin Hill, Department Chairperson, Murphy Library, University of Wisconsin-La Crosse, La Crosse, WI 54601. UW-La Crosse is an affirmative action, equal opportunity employer.

BIOMEDICAL COLLECTION DEVELOPMENT LIBRARIAN, Dartmouth College Library. Dartmouth College Library is seeking qualified candidates for the newly created position of collection development librarian for the Dana Biomedical Library which serves the Dartmouth College Medical School, the Dartmouth Hitchcock Medical Center, and the Dartmouth College Department of Biomedical Sciences. Under the direction of the biomedical librarian, is responsible for collection development and maintenance of the collections in the life sciences and the medical sciences, and coordinates technical services activities in Dana Biomedical Library with the centralized technical services of the Dartmouth College Library System. Supervises the work of the serials assistant, participates in the provision of reference service. Qualifications: ALA/MLS, 2 years experience in a health sciences library, academic background in the biological sciences, familiarity with the medical sciences literature, knowledge of computer-based systems (OCLC, RLIN, NLM). Salary and rank commensurate with background and experience, \$15,500 minimum. Send resume and names of 3 references by November 30, 1983, to: Phyllis E. Jaynes, Director of User Services, 115 Baker St., Dartmouth College Library, Hanover, NH 03755. Dartmouth College is an AA/EEO/M/F employer.

BIBLIOGRAPHER, HUMANITIES. Yale University Library. Responsible for the development and management of the library's collections in German languages and literature, including Netherlands and Scandinavian, Classical languages and literature, and other humanities disciplines. Requires graduate degree in German languages and literature; additional graduate work or degree desirable in other assigned subject areas. MLS degree or equivalent work and educational experience. Fluency in German and a working knowledge of Latin required. Greek and Hebrew desirable. Broad knowledge of the humanities. Salary from \$20,000. Send resume listing three references by November 15, to: Diane Turner, Yale University Library, Box 1603 A, Yale Station, New Haven, CT 06520. An AA/EEO employer.

ART, ARCHAEOLOGY, AND MUSIC LIBRARIAN. Position available: February 1, 1984. Requirements: requires minimum of an ALA-accredited masters degree in library science. Undergraduate major or minor degree in Art History, Archaeology, or Musicology required. A second masters is preferred. Also required are three years' reference experience in an academic library or in a reference position working with art or music library materials and working knowledge of French, German, or Italian. Experience in collection development, computer searching and library instruction preferred. Must have ability to supervise other staff. Excellent communication skills and strong service orientation are essential. Duties and Responsibilities: responsible for administration of the Art, Archaeology and Music Library, a subject divisional library located within the main library. Supervises the services of the Recorded Sound Collection and Library Services for the Disabled. Staff includes three support staff and student assistants. AAM Library materials include valuable art books, musical scores, recordings and audio equipment. Plans, implements, and evaluates services of the AAM Library in coordination with departmental programs. Responsible for collection development in art, art history, archaeology, anthropology and music. Provides reference services to library users, participates in the library instruction program, conducts data base searching in the disciplines of selection responsibility, and serves as library representative to these departments. Benefits: excellent benefits package including health, dental, life and disability insurance; tax-deferred annuity program available; educational assistance program. Library Information: the University of Missouri-Columbia Library, an ARL library, serves a student body of 24,000 and a faculty of 2,600 with a collection of

over two million volumes and over 2.4 million microforms. An online catalog, to serve the four campuses of the University, is being developed. General Information: founded in 1839 as the first state university west of the Mississippi, the University of Missouri now has four campuses. The Columbia campus has 19 schools and colleges, and is located midway between Kansas City and St. Louis. Application Deadline: December 1, 1983. Minimum Salary: \$16,000+ depending on qualifications. Send letter of application, names of three references and resume to Pat Burbridge, Personnel Coordinator, 104 Ellis Library, University of Missouri-Columbia, Columbia, MO 65201. An equal employment institution.

CATALOG LIBRARIAN. Required: MLS from ALA-accredited school and experience with OCLC, AACR2 and LC classification. Responsible for all processing and cataloging of print and non-print materials in a department which includes 3 full time clerical staff plus student staff. One evening a week and occasional weekend duty. Salary \$14,500-\$15,500, commensurate with training and experience. Faculty status, 12 month contract, liberal benefits. Available immediately. Send letter of application, resume, transcripts, and three recent letters of reference postmarked by November 15, 1983, to: Elmer E. Rodgers, Head Librarian, Missouri Southern State College Library, Newman & Duquesne Roads, Joplin, MO 64801. AA-EOE.

BIOMEDICAL LIBRARIAN. UCLA invites applications for Head of the Biomedical Library. This library serves the Schools of Medicine, Dentistry, Public Health, Nursing, and related institutes, the Life Sciences Division and the University Hospital and Clinics. It is headquarters for the Pacific Southwest Regional Medical Library Service. The collection includes 400,000 volumes and 6,900 serial titles. The head will administer the library and PSMRLS, including a full time staff of 50. Qualifications include demonstrated competence in administering a complex organization; capability of working with academic, library and government groups and individuals; understanding of concepts and trends in health services; knowledge of biomedical library services. An MLS from an accredited school is desirable. This position reports to UCLA's University Librarian and has the rank of Associate University Librarian. Salary \$39,700 to \$59,600. Send letter of application, resume and names of at least three references by December 31, 1983, to: Rita A. Scherrei, Director, Administrative Systems and Personnel Services, University Research Library, UCLA, Los Angeles, CA 90024. UCLA is an equal opportunity, affirmative action employer and encourages all qualified persons to apply. UCLA libraries are represented by an exclusive bargaining agent, the American Federation of Teachers. This position is exempt from the bargaining unit.

EXECUTIVE DIRECTOR OF PAIS. Responsible for the management of all PAIS activities: planning; policy recommendations; communications with Board, staff and members: personnel, financial and product management; purchasing; marketing and membership services. Qualifications: MLS degree in library or information science; management experience with emphasis on personnel and marketing management; experience in periodicals publishing; communication skills; experience with computerized publishing techniques for indexes; experience with online information retrieval systems. Public Affairs Information Service (PAIS) is a nonprofit educational corporation, publishing the PAIS Bulletin and PAIS Foreign Language Index, which are also available for online searching through various vendors. Salary commensurate with experience. Excellent fringe benefits. Resume to: Wilhelm Bartenbach, Executive Director, Public Affairs Information Service, 11 West 40 Street, New York, NY 10018. Deadline: October 25, 1983. Equal opportunity, affirmative action employer.

PUBLIC SERVICES LIBRARIAN. Responsible for direction of reference, search services and loan services sections (16 FTE). Coordinates active library user education program. Qualifications: MLS and five years of successful experience in one or more areas of academic library public service including two years of supervision. Experience with a variety of computer bibliographic search systems essential. Salary up to \$27,600 to start, depending on experience. Send resume and three references, to: Sherrilyne Fuller, Associate Director, Norris Medical Library, USC Health Sciences Campus, 2025 Zonal Avenue, Los Angeles, CA 90033. An equal opportunity, affirmative action employer. Women and minorities are specifically encouraged to apply.

ASSISTANT HEAD, ORIGINAL CATALOGING (search extended). Applicant responsible for training and supervision of non-professional staff, for original cataloging of book and non-book materials according to AACR2, Library of Congress classification and subject headings, and OCLC systems requirements, and for maintenance of public catalogs. Qualifications: ALA-accredited MLS. Second masters degree desirable, preferably in sciences. Cataloging experience in an academic library and sound reading knowledge of one or more European languages are strongly preferred. Non-tenure tack appointment with faculty rank, status and benefits. Approximate starting salary \$18,000. Letter of application, resume, and 3 letters of recommendation will be accepted through November 15, 1983, or until position is filled, and should be directed to: Donald L. Saporito, Director of Libraries, University Libraries, University of Southwestern Louisiana, 302 E. St. Mary Blvd., Lafayette, LA 70504. USL is an equal opportunity, affirmative action employer.

CATALOG LIBRARIAN FOR SPECIAL FORMATS, CENTRAL TECHNICAL SERVICES. Available: November 1, 1983. Provide original cataloging of cartographic materials, films, sound and video recordings, other non-print materials and possibly machine readable data files. Revise copy and preliminary cataloging and provide technical assistance to paraprofessionals and nonparaprofessionals. Handle complex cataloging problems and coordinate cataloging activities with other sections in Central Technical Services. MLS required. Minimum three years in an academic/research library, two of which were in original cataloging. Supervisory experience preferred. Knowledge of MARC formats. AACR1/2, OCLC/RLIN required. Knowledge of German/French preferred. \$18,144 minimum based upon 1982/83 academic salary schedule. Appointment dependent upon qualifications. Faculty status, calendar year appointment, TIAA/CREF, life/health insurance, 22 days vacation. Submit resumes and three sources for current references by November 1, 1983, to: Shirley W. Bolles (APP. 71), Alexander Library, Rutgers University, New Brunswick, NJ 08903. An equal opportunity, affirmative action employer.

MANUSCRIPT CURATOR for active university manuscript collection. Duties include arrangement and description of collections, preparation of finding aids, and day-by-day supervision of research room and student workers. Minimum qualifications: MA in American history; professional archival training and/or substantial experience in manuscript work; ability to deal effectively with the public. Preferred: demonstrated competence in North Carolina and/or Southern history and government; publication or editorial experience; master's degree from ALA-accredited library school. Available immediately. Salary: \$16,000 minimum, 12-month appointment; faculty rank and fringe benefits. Send letter of application with resume, and names of three references, to: Elizabeth Smith, Faculty Personnel Committee, Joyner Library, East Carolina University, Greenville, NC 27834. Applications must be postmarked on or before November 26, 1983. East Carolina University is an equal opportunity, affirmative action employer.

AGRICULTURE LIBRARIAN. A permanent position available immediately. The Agriculture Librarian is responsible for the administration of the Agriculture Library and for the direction of its staff. The Librarian utilizes a materials budget of approximately \$60,000 to develop research quality collections in the fields of agricultural economics, agricultural engineering, animal science, plant pathology, forestry, horticulture, dairy science, and agronomy, and assures that reference, cataloging and online services are provided to meet the library needs of the faculty, students, and allied personnel in the areas served. The Librarian continues a strong working relationship with the faculty and administration of the College of Agriculture and engages in instructional and promotional activities for the library. Required: a Masters degree in Library Science from an accredited ALA Library school or its equivalent. A minimum of 5 years of successful professional experience of increasing responsibility in an academic, research or special library, including experience in public services and significant supervisory and administrative experience. Must be familiar with the literature and with the needs of researchers in agricultural and/or biological sciences. Also must be familiar with automated information systems and services. Applicant must have a record of publication and professional involvement consistent with appointment with tenure. Preferred: experience with collection development, reference, cataloging, and bibliographic instruction. Experience in an agricultural and/or biological sciences library. Librarians have faculty rank. Rank for this position is Associate Professor or Professor depending upon qualifications. Librarians must meet general university requirements for promotion and tenure (research, publication and university/ community/ professional service). Salary \$25,000 upward, depending on qualifications and scholarly credentials. Send complete resume with names and addresses of five references, to: Allen G. Dries, Library Personnel Manager, University of Illinois Library at Urbana-Champaign, 127 Library, 1408 West Gregory Drive, Urbana, IL 61801. Phone (217) 333-8169. For maximum consideration, applications and nominations should be received no later than November 1, 1983. The University of Illinois is an affirmative action, equal opportunity employer.

MEDIA SPECIALIST. Supervises and promotes audio-visual services on the Rio Grande Campus (Austin) and evening/extension campuses. Maintains liaison with audio-visual services and television studio on other campuses. Advises on budget and program needs. Supervises three media technicians. Scripts and produces in-house media programming. Strong service orientation required. Qualifications: masters in educational technology and/or masters in library science (ALA-accredited) with emphasis on audiovisual services. Two years experience in related position in education with experience as teacher, AV librarian, or instructional developer in college environment preferred. Details on request. Salary range: \$18,424-\$23,009 (professional classification). Excellent benefits. Apply with letter, resume, and names of three references by November 11, 1983, to: Personnel Services, Austin Community College, P.O. Box 2285, Austin, TX 78768. An AA/EEO employer.

HEAD OF ACQUISITIONS. Senior assistant librarian rank, tenure-track, minimum starting salary of \$18,000 for 12 months, excellent benefits. Acquisitions staff of 5.5 FTE handles an annual budget of more than \$500,000, using an automated system. Required: MLS from ALA-accredited school; minimum of 3 years post-MLS experience in college or university library, including one year in managerial capacity; knowledge of bibliographic/book trade resources; familiarity with automated systems. Given the minimum requirements (above), weight will be given to professional experience in technical service, particularly in acquisitions, to direct experience with automated systems, to working knowledge of foreign languages, and to graduate study beyond the MLS.



To be considered, application, resume, and 3 recent letters of reference must be received by October 17. Full job description will be sent upon request. Send all correspondence to: Office of Faculty and Staff Relations, 4th Floor, Administration Building, SUNY College at Brockport, Brockport, NY 14420. SUNY is an EEO, AA employer.

ACQUISITIONS LIBRARIAN. Responsible for administration of monographs, serials, and AV acquisitions department for state-supported university of 7,000 students with materials budget exceeding \$400,000. Supervise clerical and student assistants. Qualifications: ALA-accredited MLS; 1-2 years experience in acquisitions in an academic library preferred; knowledge of the book rule, approval plans, and automated library systems; ability to work effectively with diverse faculty and library staff; supervisory skills; broad intellectual background and sound judgment; second master's degree desirable. Salary commensurate with education and experience; \$15,500-\$17,500. Faculty status, 3-year contract. Send letter of application, resume, and names of 3 references, to: Director's Office, Olson Library, Northern Michigan University, Marquette, MI 49855. Deadline: December 1. Begin as soon as possible. An AA/EO employer.

ARCHIVES AND SPECIAL COLLECTIONS LIBRARIAN. To set up an archive collection. Some Reference Desk duty also required. Qualifications: MLS, ALA-accredited library school, minimum of 2 years catalog or archive experience. Salary: open. Deadline: November 15, 1983. Contact: Library Director, Fayetteville State University, Fayetteville, NC 28301.

CATALOGERS (2). Must be familiar with OCLC, AACR2, Dewey and LC. To catalog and process monographic and AV materials. Qualifications: MLS, ALA-accredited library school. Minimum of 2 years catalog experience required. One foreign language helpful. Salary: open. Deadline: November 15. Contact: Library Director, Fayetteville State University, Fayetteville, NC 28301.

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## THE OBERLIN CONFERENCE ON THEFT

On September 19-20, 1983, at Oberlin College, Ohio, 38 librarians, curators, booksellers, attorneys, and law enforcement agents participated in a unique conference that, in an ideal world, should never have taken place-- the Oberlin Conference on Theft. Funded largely by a grant from the H.W. Wilson Company, the conference was modeled on last year's Conference on Deaccessioning held at Brown University.

William A. Moffett, the Oberlin College librarian who two years ago apprehended the most active book thief in American history (James Richard Shinn), and Elisabeth Woodburn, president of the Antiquarian Booksellers Association of America (ABAA), were co-chairs of the conference.

Because of the increasing number of rare and unique items that are stolen from academic and special collections and bought unknowingly by antiquarian bookdealers, conference participants shared stories, ideas, concerns, and suggestions for raising the consciousness of librarians and other professionals in university administration, law enforcement agencies, law firms, and the book trade. All too often the attitude has been that "it won't happen here, and if it does there is not much anyone can do about it."

But it soon became clear that there are many steps that a library can take to secure its collections, minimize the likelihood of a major theft, and increase the chances of successfully recovering stolen items.

The majority of library thefts are perpetrated by students or faculty who do not wish to be inconvenienced by checking out or photocopying a book or journal article in the core collection. Several conference participants pointed out ways of deterring this kind of theft: setting up an electronic detection system that is subtly obvious without being too obtrusive (like 3M's Tattle-Tape); using security guards or surveillance systems that give a thief the impression of being watched; locking windows; alarming the perimeters; and blocking access to the stacks from odd entry points like the roof or underground steam tunnels.

Determined thieves like Shinn are a minority. However, they may well be clever enough to sidestep any security precautions a library has taken.

What should a library do when it has discovered a theft? Oberlin Conference participants unanimously agreed that a major theft should be reported immediately to a) campus police, b) local antiquarian booksellers, c) Bookline Alert: Missing Books and Manuscripts (BAMBAM), a national database to alert the national book trade to stolen items, and d) the ABAA. Reporting a theft is a deterrent to future thefts and is a critical factor in the recovery of the stolen items. On the other hand, placing an embargo on all information about a theft does nothing to solve the crime, facilitates the sale of the stolen items, and can be very embarrassing for an institution if word leaks out from unofficial sources.

Depending on the magnitude of the crime and other jurisdictional matters, other local and federal law enforcement agencies may be called in. Now that the FBI has been educated about the significance of rare books and manuscripts thanks to their involvement in the Shinn case, local bureaus may be willing to spend considerable time in recovering an institution's property.

Many of the conference speakers stressed the importance of educating local police officials, university administrators, and relevant legal counsel on the value of culturally precious and unique materials before a theft occurs. They will then take action more readily should a crisis develop.

Another critical area of discussion at the Oberlin Conference centered around the marks of ownership placed on rare materials. In order to recover stolen materials, proof of ownership must be demonstrated. If marks of ownership have been expertly removed, a librarian must be able to show the probability of their once having existed on the items in question. Accurate cataloging and acquisition records must also be presented that can uniquely identify particular items and show that indeed they are the library's property. Guidelines for the security and marking of special materials may be found in the March 1982 C&RL News, pp. 90-93.

The Conference ended with discussion on the establishment of a National Security Office that would act as a clearinghouse of information about stolen library/archival property, keep a national registry of library markings to make it easier to identify the location of owner institutions, publicize the modes of operation used by professional book thieves, and advise institutions on security information and legislation.

The proceedings of the Oberlin Conference on Theft will be published next year in a format that is yet to be determined. C&RL News will announce its availability at that time.

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