

ED RICKER, subject bibliographer in Slavica, religious studies, and linguistics at the UNIVERSITY OF CALIFORNIA, SANTA CRUZ, retired April 26, 1977.

N. ORWIN RUSH, director of learning resources, AMARILLO COLLEGE, will retire in August. He was an executive secretary of the Association of College and Research Libraries.

AINSLEY A. WHITMAN, librarian of the UNIVERSITY OF NORTH CAROLINA AT ASHEVILLE, will retire September 30, 1977.

J. TERRY BENDER, formerly head of special collections and an associate professor of library services at HOFSTRA UNIVERSITY, died April 3, 1977.

He was a former chairman of the Rare Books and Manuscript Section of the Association of College and Research Libraries. A special memorial fund in his name has been established at Hofstra University Library. ■■

Publications

NOTICES

• A selective guide to library management literature has been issued by the Office of University Library Management Studies of the Association of Research Libraries (ARL). The new 16-page guide, *Library Management in the 1970's: Summary of Issues and Selected Bibliography*, is designed to be helpful both to practicing library administrators and to those interested in joining the field. More than fifty annotated resources are included.

Sections on "Management of Human Resources," "Administrative Systems and Procedures," "Research and Development," and "Organizational Change" include discussions of each topic followed by bibliographies. The publication also provides selective lists of general management readings and significant journals and serials covering library management.

Copies are available for \$5 from: Office of University Library Management Studies, Association of Research Libraries, 1527 New Hampshire Ave., NW, Washington, DC 20036. ARL members and SPEC subscribers (Systems and Procedures Exchange Center) automatically receive this publication, along with other monographs, flyers, and supplements issued throughout the year.

• *Book Industry Trends—1977*, a research report reviewing significant events and developments and providing economic analyses and marketing forecasts from the entire book field, will be published in September by the Book Industry Study Group. Edited by John P. Desauer, with contributions by Paul D. Doebler and E. Wayne Nordberg, the volume will survey and project the activities of publishers, book manufacturers, retailers, wholesalers, libraries, and suppliers of paper and raw materials.

Based on extensive interviews with leading personalities from within and outside the industry, the study will offer insight into the tech-

nological, cultural, educational, political, and economic trends currently affecting the book field. The report will place the industry in the context of the national and international economies, identify its strengths and weaknesses, and evaluate its financial condition and prospects. A five-year history and forecast of estimated sales in various categories and markets also will be provided.

This report may be ordered from: Book Industry Study Group, Inc., P.O. Box 1174, Darien, CT 06820.

• The Systems and Procedures Exchange Center (SPEC) of the Association of Research Libraries' Office of Library Management Studies has issued two new kits. SPEC Kit 31 on *Allocation of Resources in Academic Libraries* contains the results of a recent survey of seventy Association of Research Libraries (ARL) members. Research libraries are implementing a variety of strategies to cope with stabilized budgets, from soliciting the political support of users to making selective budget cuts. The library collections seem to be suffering particularly, with serials as prime targets for cuts.

Prefaced by a two-page general discussion of the topic, the kit includes ten documents from member libraries dealing with: "The Impact of No-Growth Budgets," "Implementing Budget Cuts," "Procedures for Resource Allocation," and "External Fund-Raising."

SPEC Flyer and Kit 32 on *Preparation and Presentation of the Library Budget* reports that many research libraries are trying new approaches to the increasingly complex tasks of budget preparation and presentation. Most of the sixty-eight members of the Association of Research Libraries who responded to a recent survey use more than one budget format, and three-quarters of them ask an administrative council, department heads, or a representative committee to serve as consultants during budget preparation.

Prefaced by the two-page flyer that discusses general findings of the survey, the kit includes

fifteen documents totaling 150 pages. These documents, contributed by ARL members, include samples of budget process outlines, budget instructions, budget committee materials, budget presentations, budget support data, and budget plans.

Requests for SPEC Kits should be sent to: Office of University Library Management Studies, Association of Research Libraries, 1527 New Hampshire Ave., NW, Washington, DC 20036. Kits are \$7.50 to SPEC members and subscribers, and \$15.00 to others. Information about SPEC subscriptions and standing orders is available from the above address or (202) 232-8656.

• *The A-V Connection: the Guide to Federal Funds for Audio-Visual Programs* is now available from the National Audio-Visual Association (NAVA). This 152-page version is the updated and enlarged edition of NAVA's widely used guide for all those interested in applying for assistance from federal education programs to finance the purchase of audio-visual equipment and materials.

Programs in *The A-V Connection* are presented in a standardized and easy-to-use format for finding all the information necessary to make application for funding. The name and address of each program's expert within the U.S. Office of Education is also given under each listing.

This publication can be purchased for \$15 from NAVA, 3150 Spring St., Fairfax, VA 22030.

• U.S. colleges and universities offering courses and degree programs in communications are the subject of a new subscription directory, *CINCOM-USA: Courses in Communications*. The directory has been compiled by Communications Library, San Francisco.

CINCOM-USA lists course titles at more than 100 American schools in addition to the degree programs available. The format of the directory is open-ended with annual updating possible through loose-leaf inserts. The directory also includes special periodic reports on the full curriculum of selected schools, particularly those offering innovative studies such as cable television. Plans are underway to publish *CINCOM* directories that will cover Africa, Asia, Europe, and Latin America.

Subscriptions to *CINCOM* are available at the annual rate of \$25 prepaid to Communications Library, 1535 Francisco St., San Francisco, CA 94123.

• The 1977 edition of *BCTV: Bibliography on Cable Television* will list citations of academic courses in cable television offered at U.S. colleges and universities. In its third year of publication, *BCTV* accumulates cable television

(CATV) information not readily available otherwise.

BCTV '77 entries also include: books, selected news and magazine articles, doctoral dissertations, ephemera, CATV organizations and publications, biological hazards of broadcast radiation; and similar citations from Canada. The bibliography is issued in quarterly updates at the annual price of \$25 prepaid. The 1975 and 1976 editions are available at the back-copy rate of \$35 each prepaid. Order from Communications Library, 1535 Francisco St., San Francisco, CA 94123.

• *A Bibliography of Colorado State University Imprints in the Colorado State University Libraries* has been issued as the Colorado State University Library Publication No. 20. Compiled by Andrew Kolesar, gift and exchange librarian, the bibliography lists all the known CSU imprints from 1870 through 1976. Author, title, and subject indexes accompany the bibliography.

As a record of university publications, the bibliography provides a service to the reader, Colorado State University, and other land-grant related institutions that permits a greater accessibility to the scholarship, research, and literature the university has published from 1870 through 1976. The bibliography is considered to be an ongoing project, with tentative plans calling for the issuance of a yearly supplement and a cumulated volume every three years.

A limited number of copies are available on exchange by writing Colorado State University Libraries, Gift & Exchange Section, Fort Collins, CO 80523.

• Whether inspired by *Roots*, the Bicentennial, or just a desire to do something with that box of family mementos in the attic, more and more people are collecting old photographs. These people will find a wealth of information in *Collection, Use, and Care of Historical Photographs*, by Robert A. Weinstein and Larry Booth.

This book is the first guide for amateurs to cover both the technical and the philosophical aspects of collection. It is intended not only for hobbyists but also for archivists, librarians, curators, and others who encounter historical photographs in their work. It is available from the American Association for State and Local History, 1400 Eighth Ave. South, Nashville, TN 37203 for \$16.

• The University of Toledo has announced the publication of the *Ohio Academic Library Innovation, A Directory*, prepared by Dulce DiDio McLean, G. Robert McLean, and Alice Weaver, of the university libraries faculty. It is the third publication in the university's Tower Series.

The directory publicizes innovative activities from academic libraries surveyed within the state of Ohio. The seventy-six-page volume includes 101 reports listed under the name of the reporting institution. A general introduction analyzes the survey, and a subject index facilitates the identification of projects in special areas of interest. Individual entries provide name of institution, resource personnel, source of funding, name of innovative activity, objectives, and description.

Copies of the directory are available at \$3 each from G. Robert McLean, The University of Toledo Libraries, 2801 W. Bancroft St., Toledo, OH 43606. Make check or money order payable to G. Robert McLean.

- The California State University, Long Beach Library, announces the publication of *Goals and Objectives of the University Library*. The publication is the result of a detailed review of all library programs with the intimate involvement of the entire staff. The publication may serve as a guide or model to other libraries interested in articulating their goals and objectives in a "management by objectives" (MBO) style. While California State University, Long Beach, is one of the largest universities in this country, the approach, organization, and style of its *Goals and Objectives* will prove itself useful to smaller institutional use also.

The *Goals and Objectives of the University Library* (\$10) is available from Dr. Peter Spyers-Duran, director, California State University, Long Beach University Library, 1250 Bellflower Blvd., Long Beach, CA 90840.

- The idea that adolescent perceptions and attitudes are conditioned by information and informational needs is the basis of a new book entitled *Media and the Young Adult: A Selected Bibliography 1950-1972*, recently published by the American Library Association.

Dr. W. Bernard Lukenbill, assistant professor of library science at the University of Texas, edited the book, which reflects the efforts of the research committee of ALA's Young Adult Services Division, of which Dr. Lukenbill is chairman.

The 400-title bibliography covers six major subject areas: attitudes of adolescents on subjects of interest to them; information-seeking behavior; media content; media use; impact of media; institutional services and factors influencing accessibility to media; and teaching strategies for media use and appreciation.

The volume is available for \$5 from the American Library Association, 50 E. Huron St., Chicago, IL 60611.

- For librarians who have been dismayed to receive massive and expensive microform

publications without indexes to their contents, help is at hand. *Finding Tools for Microform Publishing Projects: A Preliminary Union List* identifies seventy-five microform publications for which the staff of twenty-four U.S. and Canadian research libraries have produced indexes, analytic cards, or other guides to contents.

The New York Metropolitan Reference and Research Library Agency (METRO) published the list after gathering the information for almost two years. Members of the Association of Research Libraries assisted in the search.

Each entry in the 15-page paperback includes the name of the microform publisher (when known), the format and types of entries in the finding tool, and the name of the reporting library. The list has many cross-references, and, for thirteen of the titles, more than one index is identified. Information about possible purchase of any index can be requested from the library that produced it.

William J. Myrick, Jr., associate librarian for administrative services, Brooklyn College Library, was editor of the list. Myrick writes in his introduction that without bibliographic access, "collections are underutilized and therefore give limited value for the large amounts of acquisition funds expended." Myrick says he hopes the publication will lead to the duplication of the finding tools named in it and the creation of additional ones.

Cost of the publication is \$5 if a check accompanies the order and \$10 if an invoice is required. Checks should be made out to METRO and orders sent to: METRO, 11 W. 40th St., New York, NY 10018.

- The Western Region of the Committee of Small Magazine Editors and Publishers (COSMEP) is now distributing the broadside poetry and prose published by its members, free to all libraries that ask for them. Under the title *Civil Sayings Project*, COSMEP West will send a surprise package of broadside poetry and prose to libraries to build up a collection at no cost to the libraries concerned.

The point of this project, as detailed by A. D. Winans, coordinator, and Noel Peattie, treasurer, of COSMEP West, is twofold: first, to introduce the poetic voice, the magical word, to libraries and library patrons; and second, to draw the attention of librarians to the periodicals and books that the small presses of the nation publish and sell.

There is no way of telling how many publishers will participate or what they will send. Hence librarians must be prepared for surprises. This project has been made possible by a grant from the Coordinating Council of Literary Magazines, Ford Foundation Distribution Grant.

ing expenditures. The present inventory uses these measures and several others for which national data have been collected and for which a reasonably acceptable level of minimum adequacy could be defined. The (input) resources analyzed for the 1975 inventory were staffing, collections, acquisitions, space, and operating expenditures; one measure of (output) service—hours of service—also was included. In addition, support staff were reported separately for public libraries and public library school media centers.

Indicators of need in quantitative terms for these dimensions of resources are defined for public libraries, school library media centers, and academic libraries, with two-year colleges considered separately. The indicators described in the study were not intended to be used or interpreted as evaluation criteria for individual libraries but rather as indexes to track the progress of the library establishment on a large scale. The indicators are partly derived from, and have a close relationship to, the traditional set of service standards that have been framed by professional associations and state agencies for some time.

The study concludes that the library community and its clientele have a strong obligation to counter the adverse trends of 1975-76 if progress toward more adequate library services is to be restored. To accelerate that progress, a concomitant obligation is to pursue aggressively a comprehensive program of measures to provide good library service at the most economic resource cost, including more centralization of standardized services to achieve advantages of economies of scale; use of new technology; an increased emphasis on needs assessment and validation of service in terms of benefits to people; and increased attention to performance measures.

Single copies may be obtained from the National Commission on Libraries and Information Science. Single and/or multiple copies are for sale by the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402 for \$3.60 (Stock Number 052-003-00328-7).

RECEIVED

(Selected items will be reviewed in future issues of *College and Research Libraries*.)

Archives and manuscript repositories in the USSR, Moscow and Leningrad : supplement ; bibliographical addenda / PATRICIA KENNEDY GRIMSTEAD. — Zug, Switzerland : Inter-Documentation Co., 1976. 203p. Sfr 37.50. (ISBN 3-85750-013-1)

"Bibliotheca Slavica 9"

(Available on microfiche for Sfr 14.00)

Bibliography 1 : fine arts reference books / ALICE HAUCK, KAREN MARKEY. — Baltimore : Johns Hopkins University, Milton S. Eisenhower Library, 1976. \$3.00.

(An annotated bibliography of fine-arts reference books in the Milton S. Eisenhower Library. Copies can be purchased from the Reader Services Office of the Milton S. Eisenhower Library, Johns Hopkins University, Baltimore, MD 21218.)

Century I : rare book collection / LEHIGH UNIVERSITY LIBRARY. — Bethlehem, Penn. : Lehigh University, 1977. 26p.

"A short-title list of two-hundred representative works in the rare book collection at Lehigh University Library."

Ethnic serials at selected University of California libraries : a union list / compiled by Ethnic Materials Librarians at participating libraries; edited by CONSTANCE BULLOCK . . . (et al.). — Los Angeles : University of California, 1977. 368p. \$5.50.

(Send checks payable to Regents of the University of California. University of California, American Indian Studies Center, Room 3220 Campbell Hall, 405 Hilgard Ave., Los Angeles, CA 90024.)

European manuscripts IX-XV centuries in the Chapin Library and the Williams College Museum of Art : an exhibition 14 March - 22 April, 1977 / compiled by DEBORAH-IRENE COY. — Williamstown, Mass. : Williams College, Chapin Library, 1977. 47p.

A history of European printing / COLIN CLAIR. — London ; New York : Academic Press, 1976. 526p. \$28.00. (LC 74-10333) (ISBN 0-12-174850-2)

An introduction to computer-based library systems / L. A. TEDD. — London ; New York : Heyden, 1977. 208p. \$17.00. (ISBN 0-85501-221-8)

LUCIS guide to computer-based information services / compiled and edited by Angela Thomas. — 2d ed. — London: Central Information Service, Univ. of London, 1977. ca. 150p. \$6.00. (ISBN 7187-0435-5) (Available from Central Information Services, University of London, Senate House, Malet St., London WC1E 7HU.)

User education programmes : a study of their development, organization, methods and assessment / M. B. STEVENSON. — Weatherby, West Yorkshire : British Lending Division, Publications Dept., 1977. £3. (ISBN 0-85350-140-8) (ISSN 0308-2385)

(Available from Publications, British Library Research and Development Dept., Sheraton House, Great Chapel St., London W1, England.) ■ ■