

an analysis should be made in each case since no absolute rule or guideline can be established. In most cases, centralized processing and acquisitions will prove most economical.

The holdings of a library system, including those of branch libraries, should be listed in union catalogs and other access points to the collections, and be open to the library's general community. Branch users should have access to the files of the branch's holdings, union lists and other similar records produced by the library system in the branch.

Services

Branch libraries should maintain the same standards of service, but not necessarily the same services, as the main library with respect to access, staffing, assistance to users and adequacy of physical facilities. To this end—

Branch services, including circulation privileges, should be available to the total academic community at hours convenient to the users. Delivery and photocopy services are encouraged to provide maximum accessibility to and utilization of the materials.

Competent staffing should be provided to insure the proper development and use of the library's collection. The staff is a primary link between the community's needs and the library's collections.

The quality of branch services depends on its responsiveness to its user's needs. It is essential that the intended users of the branch be consulted periodically to advise the branch on developing and evaluating its services.

Reprints of this article are available, upon request, from the ACRL Office, 50 E. Huron St., Chicago, IL 60611. ■■

Committee Appointed to Write Quantitative Standards for "Guidelines for Two-Year College Learning Resources Programs"

The Association of College and Research Libraries announces the appointment of a committee to develop quantitative standards to supplement the "Guidelines for Two-Year College Learning Resources Programs."

William J. Hoffman, dean of educational resources and library services at Mt. San Antonio College, Walnut, California, will chair the committee. Other members of the committee are: Imogene I. Book, director of the library at Rend Lake College, Ina, Illinois; Glenn R. Dallman, director of library services at St. Petersburg Junior College, Clearwater, Florida; Harriett Genung, Upland, California; Leah K. Nekritz, director of learning resources at Prince George's Community College, Largo, Maryland; Robert F. Schremser, head librarian at Alexander City State Junior College, Alexander City, Alabama; and Fleming A. Thomas, chairman of the Division of Learning Resources at Burlington County College, Pemberton, New Jersey. Dr. Sarah K. Thomson, chairman of the Library and Learning Resources Department at Bergen Community College, Paramus, New Jersey, will serve as consultant to the committee.

The "Guidelines for Two-Year College Learning Resources Programs" were approved as ACRL policy in June 1972. They supersede and replace the "Standards for Junior College

Libraries" adopted by the association in May 1960. The "Guidelines" were prepared by a joint committee of members from the American Association of Community and Junior Colleges, the Association for Educational Communications and Technology, and the Association of College and Research Libraries.

The "Guidelines for Two-Year College Learning Resources Programs" are diagnostic and descriptive in nature. They offer an institution criteria for self-study and planning. The quantitative supplement now being prepared will provide a means for assessing the adequacy of the learning resources program. When the supplement is completed, the standards for two-year programs will contain both qualitative and quantitative elements.

The committee will meet during the American Library Association's Midwinter Meeting, January 18-24, 1975, in Chicago. Prior to the meeting, it will examine all of the existing quantitative statements relating to two-year colleges and learning resources centers. The committee requests that education agencies and state, regional, and national professional associations which have prepared quantitative standards send a single copy of their standards to the Association of College and Research Libraries, 50 E. Huron St., Chicago, IL 60611. ■■