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Bibliographic instruction

• *Back to the Books: Bibliographic Instruction and the Theory of Information Sources* (1983). Papers presented at the Bibliographic Instruction Section program at the 1982 ALA Annual Conference. Edited by Ross Atkinson. 76p. 6587-3. \$15; ACRL members \$12.

• *The Bibliographic Instruction Clearinghouse: A Practical Guide* (1984). A guide to establishing a clearinghouse. 71p. 6775-2. \$12; ACRL members \$9.

• *Bibliographic Instruction Handbook* (1979). Prepared by the ACRL Bibliographic Instruction

Task Force (1971-77) and the Policy and Planning Committee of the ACRL Bibliographic Instruction Section (1977-79). 68p. 6729-9. \$10; ACRL members \$7.

• *Evaluating Bibliographic Instruction: A Handbook* (1983). Prepared by the ACRL Bibliographic Instruction Section's Subcommittee on Evaluation. 122p. 6608-X. \$17; ACRL members \$13.

• *Library Instruction Clearinghouses 1986: A Directory*. By Mary Van Orsdol. 7109-1. \$5; ACRL members \$4.

• *Organizing and Managing a Library Instruction Program* (1979). Prepared by the ACRL Bibliographic Instruction Section's Continuing Education Committee. 30p. 6731-0. \$4; ACRL members \$3.

Collection development

• *Building a Children's Literature Collection* (1983). 3rd ed. *Choice* Bibliographical Essay Series, no. 7. \$9.95. 48p. 0-914492-06-3. Order from: *Choice*, 100 Riverview Center, Middletown, CT 06457.

• *Collection Development Policies: CLIP Note #2-81* (1981). 131p. 6738-8. \$12; ACRL members \$9.

• *Curriculum Materials Center Collection Development Policy* (1984) 27p. 6777-9. \$7; ACRL members \$5.

• *Guide for the Development and Management of Test Collections with Special Emphasis on Academic Settings* (1985). Prepared by the ACRL Education and Behavioral Sciences Section's Ad Hoc Subcommittee on Test Collections. 69p. 6926-7. \$12; ACRL members \$9.

• *Women's Studies in Western Europe: A Resource Guide* (1986). Edited by Stephen Lehmann and Eva Sartori. Contains country by country directory of organizations, libraries, bibliographies, diaries, publishers, journals, and bookshops providing information about women's studies. 129p. 7037-0. \$18; ACRL members \$15.

Conference Proceedings

• *Academic Libraries: Myths and Realities* (1984). Proceedings of the Third National ACRL Conference, April 4-7, 1984, Seattle. 420p. 6787-6. \$28; ACRL members \$20.

• *Energies for Transition* (1986). Proceedings of the Fourth National ACRL Conference, April 9-12, 1986, Baltimore. Edited by Danuta A. Nitecki. 248p. 6976-3. \$30; ACRL members \$22.

• *Libraries and Accreditation in Institutions of Higher Education* (1981). Proceedings of an invitational conference sponsored by ACRL and COPA. Edited by Julie A.C. Virgo. 176p. 6741-8. \$19; ACRL members \$15.

• *New Horizons for Academic Libraries* (1978). Sixty-six contributed papers from the First National ACRL Conference in Boston. Twelve micro-

fiche. Free.

• *Options for the 80's* (1981). Fifty-six contributed papers from the Second National ACRL Conference in Minneapolis. Eleven microfiche. Free.

Database searching

• *Online Bibliographic Database Searching in College Libraries: CLIP Note #4-83* (1983). Compiled by David Carlson and P. Grady Morein. 132p. 6624-1. \$19; ACRL members \$15.

Directories

• *Directory of Curriculum Materials Centers* (1985). Compiled by Lois J. Lehman and Eva K. Kiewitt. 2nd ed. 194p. 6917-8. \$20; ACRL members \$15.

• *Directory of Western European Specialists in North American Libraries* (1984). 20p. 6762-0. \$5; ACRL members \$3.

• *Slavic Ethnic Libraries, Museums and Archives in the United States: A Guide and Directory* (1980). Compiled by Lubomyr R. Wynar. 164p. 6742-6. \$9; ACRL members \$6.

Personnel issues and faculty status

• *Academic Status Survey* (1981). Results of an ACRL 100 Libraries Project survey of academic status policies. 346p. 6737-X. \$17; ACRL members \$12.

• *Governance in the Academic Library* (1981). Betamax or 3/4" U-matic videotape (specify) of six academic librarians reviewing issues relating to the status of the academic librarian and the ACRL

BI Clearinghouses 1986

The latest edition of ACRL's directory of library instruction clearinghouses is now available from the ALA Order Department.

This update of the 1985 directory helps bibliographic instruction librarians identify where they may obtain guidance and materials in developing their own library instruction programs. National, state, and regional bibliographic instruction clearinghouses are identified. Each entry provides name, address, founding date, source of funding, goals and objectives, planned projects, and publications. The book also includes a list of library instruction newsletters.

Library Instruction Clearinghouses 1986: A Directory (ISBN: 0-8389-7109-1) was compiled by Mary van Orsdol, University of California, Irvine. Copies may be ordered from the ALA Order Department, 50 E. Huron St., Chicago, IL 60611. The 25-page paperback sells for \$5.00 (\$4.00 to ACRL members). ALA members receive a 10% discount off the list price.

Standard on Library Governance. \$35. (Rental only).

• *Management and Staff Development* (1982). Proceedings of a workshop sponsored by the Northern California ACRL Chapter in 1979. 37p. 6735-3. \$10; ACRL members \$8.

• *Managing Student Workers in College Libraries: CLIP Note #7* (1986). Compiled by Michael D. Kathman and Jane McGurn Kathman. 182p. 7097-4. \$17; non-members \$14.

• *Travel Policies of Twenty-One College & University Libraries* (1980). 77p. 6736-1. \$3.

Planning

• *Mission Statements for College Libraries: CLIP Note #5* (1985). Compiled by Larry Hardesty, Jamie Hastreiter, and David Henderson. 190p. 6944-5. \$20; ACRL members \$15.

Rare books, manuscripts and archives

• *Genre Terms: A Thesaurus for Use in Rare Book and Special Collections Cataloguing* (1983). 41p. 6612-8. \$7.50; ACRL members \$5.50.

• *Printing and Publishing Evidence: Thesauri for Use in Rare Book and Special Collections Cataloguing* (1986). 28p. 7108-3. \$7.50; ACRL members \$5.50.

• *Special Collections in College Libraries: CLIP Note #6* (1986). Compiled by Christine Erdmann. Contains actual documents from college libraries on projects, publicity, financial support, archives,

preservation, and use policies. 95p. 7004-4. \$18; ACRL members \$15.

Statistics

• *ACRL University Library Statistics 1985-86 and 1986 "100 Libraries" Statistical Survey*. Forthcoming, Spring 1987. Inquire for price.

• *ACRL University Library Statistics 1983-84* (1985). Compiled by Sandy Whiteley. Statistics from 86 non-ARL university libraries in the U.S. and Canada. 55p. 6892-9. \$15; ACRL members \$12.

• *ACRL University Library Statistics 1981-1982* (1983). Statistics from 92 non-ARL university libraries. 55p. 6596-2. \$15; ACRL members \$12.

• *ACRL University Library Statistics 1978-1979* (1980). Statistics from 98 non-ARL university libraries. 47p. 6739-6. \$7.50; ACRL members \$5.

• *Library Statistics of Colleges and Universities, 1982 Institutional Data* (1984). Data from the 1981-82 HEGIS study conducted by the National Center for Education Statistics covering over 3000 academic libraries. 177p. 6640-3. \$16; ACRL members \$12.

• *1984 "100 Libraries" Statistical Survey* (1984). Task Force on Academic Library Statistics. 92p. 6951-8. \$12; ACRL members \$9.

• *Quantitative Criteria for Academic Research Libraries* (1984). By Kendon L. Stubbs. 135p. 6788-4. \$19; ACRL members \$15.

Periodicals

• *Choice*. Book review journal of the Association of College & Research Libraries. Eleven issues per year; (July/August combined.) ISSN: 0009-4978. Editor/Publisher: Patricia Sabosik. Available by subscription only, \$110/year. Order from: Circulation Department, Choice, 100 Riverview Center, Middletown, CT 06457.

• *Choice Reviews-on-Cards*. Reviews from each monthly issue of *Choice* printed on 3 x 5 cards. Available to *Choice* subscribers only for \$175/year. Order from: Circulation Department, Choice, 100 Riverview Center, Middletown, CT 06457.

• *College & Research Libraries*. Official journal of the Association of College and Research Libraries. Six bimonthly issues per year. Editor: Charles R. Martell Jr., California State University Library, Sacramento, CA 95819. Sent to ACRL members as a perquisite of membership. Also available on subscription, \$35/year. ISSN: 0010-0870. Order from: Subscription Department, American Library Association, 50 East Huron Street, Chicago, IL 60611.

• *College & Research Libraries News*. Official news magazine of the Association of College and Research Libraries. Eleven issues per year; (July/August combined). Editor: George M. Eberhart, ACRL/ALA, 50 East Huron Street, Chi-

CLIP Note #7:

Managing Student Workers

Librarians interested in policies and procedures relating to the employment of students in college libraries may be interested in *Managing Student Workers in College Libraries*, the latest addition to the CLIP (College Library Information Packet) Notes series published by ACRL.

CLIP Note #7 reports the results of a survey of small college and university libraries that collected basic data and sample documents about their student employees. Job descriptions, applications and interviews, general orientation and training, quizzes and tests, and evaluations are some of the topics covered.

Managing Student Workers in College Libraries (ISBN: 0-8389-7097-4) was compiled by Michael D. Kathman, director of libraries and media at College of St. Benedict/St. John's University, and Jane McGurn Kathman, associate professor of management, College of St. Benedict. Copies may be ordered from the ALA Order Department, 50 E. Huron St., Chicago, IL 60611. The 182-page paperback sells for \$17 (\$14 to ACRL members). ALA members receive a 10% discount off the list price.

chicago, IL 60611. Sent to ACRL members as a perquisite of membership. Also available on subscription, \$15/year. ISSN: 0099-0086. Order from: Subscription Department, American Library Association,

50 East Huron Street, Chicago, IL 60611.

• *Fast Job Listing Service*. A job listing which supplements in a speedy, timely fashion the classified advertising in *C&RL News*. Published twelve

ACRL standards and guidelines

Copies of ACRL standards and guidelines are available free upon request. Send all requests to: ACRL Standards and Guidelines, ACRL/ALA, 50 E. Huron St., Chicago, IL 60611-2795.

Access

Access Policy Guidelines (1975). Reprinted from *C&RL News*, November 1975. 2p.

Bibliographic instruction

Bibliographic Competencies for Education Students (1981). Prepared by the Education and Behavioral Sciences Section's Bibliographic Instruction for Educators Committee. Provides examples of a wide range of bibliographic sources, and presents a basic rationale for the use of the given examples. Also appears in *C&RL News*, July/August 1981, in non-tabular form. 2p.

Guidelines for Bibliographic Instruction in Academic Libraries (1977). Reprinted from *C&RL News*, April 1977. 1p.

Colleges and universities

Guidelines for Branch Libraries in Colleges and Universities (1975). Reprinted from *C&RL News*, October 1975. 3p.

Guidelines for Extended Campus Library Services (1982). Reprinted from *C&RL News*, March 1982. 2p.

The Mission of an Undergraduate Library (Model Statement). Reprinted from *C&RL News*, November 1979. 5p.

Standards for College Libraries (1986). Reprinted from *C&RL News*, March 1986. 12p.

Standards for University Libraries (1979). Reprinted from *C&RL News*, April 1979. ACRL/ARL. 10p.

Community and junior colleges

Guidelines for Two-Year College Learning Resources Programs (1982). Reprinted from *C&RL News*, January and February 1982. ACRL/AECT. 10p.

Statement on Quantitative Standards for Two-Year Learning Resources Programs (1979). 4p.

Personnel issues and faculty status

Guidelines and Procedures for the Screening and Appointment of Academic Librarians (1977). Reprinted from *C&RL News*, September 1977. 4p.

Joint Statement on Faculty Status of College and University Librarians (1974). ACRL/AAUP/AAC. Reprinted from *C&RL News*, February 1974. 1p.

Model Statement of Criteria and Procedures for Appointment, Promotion in Academic Rank, and Tenure for College and University Librarians (1973). Reprinted from *C&RL News*, September 1973 and October 1973, with a revision by the ACRL Board of Directors. 10p.

Standards for Faculty Status for College and University Librarians (1974). Reprinted from *C&RL News*, May 1974. 2p.

Statement on Collective Bargaining (1975). 1p.

Statement on the Terminal Professional Degree for Academic Librarians (1975). 1p.

Rare books, manuscripts and archives

Guidelines for the Security of Rare Book, Manuscript, and Other Special Collections (1983). Reprinted from *C&RL News*, March 1982. 4p.

Guidelines on Manuscripts and Archives (1977). Compilation of policy statements prepared by the ACRL Rare Books and Manuscripts Section's Committee on Manuscripts Collections. Contains: Statement on Appraisal of Gifts; Statement on Legal Title; Statement on the Reproduction of Manuscripts and Archives for Noncommercial Purposes; Statement on the Reproduction of Manuscripts and Archives for Commercial Purposes; and Universal Gift Form and Instructions. 11p.

Joint Statement on Access to Original Research Materials (1979). This supersedes the 1976 ACRL Statement on Access and the 1974 Standards for Access of SAA (*American Archivist*, January 1974). Reprinted from *C&RL News*, April 1979. 2p.

Relator Terms for Rare Books, Manuscripts and Special Collections Cataloging (1981). Revised by the ACRL RBMS Standards Committee. Reprinted from *C&RL News*, October 1981. 4p.

times per year. Six-month subscription. \$15; ACRL members \$10. Order from: ACRL/ALA, 50 East Huron Street, Chicago, IL 60611.

• *Index for Volumes 26 to 40 (1965-1979) of College & Research Libraries and College & Research Libraries News* (1980). Prepared by Eldon W. Tamblyn. 6482-6. \$12; ACRL members \$10.

• *Rare Books and Manuscripts Librarianship*. Two issues per year. Available by subscription only. 0884-450x. \$20 U.S. and Canada; \$25 overseas.

CE course syllabi

ACRL continuing education course syllabi are available at a cost of \$15 (ACRL members \$10) per syllabus. Order from Sandy Donnelly, ACRL, 50 E. Huron St., Chicago, IL 60611.

• *Librarians as Supervisors* (CE 101) identifies the skills necessary to become an effective supervisor within library organizations and explores current managerial concepts and practices through outlines, checklists and skill inventories. By Maureen Sullivan. 1982. 26p. 6745-0.

• *Strategies and Tactics for Enhancing the Role and Position of the Library within the College or University* (CE 104) (2nd edition) explores internal and external factors influencing the role of the academic library in the college and provides exercises designed to help library administration advance the library's position within the institution. By P. Grady Morein and H. Lea Wells. 1983. 6747-7.

• *Operating and Marketing Fee-Based Services in Academic Libraries: A Small Business Approach* (CE 108a) provides information to enable administrators and librarians from academic libraries to critically analyze fee-based service operations. By Barbara Stump. 1985. 57p. 6965-8.

• *Job Training: Developing Training Plans for Your Staff* (CE 110) reviews learning principles and explains why initial orientation and training is critical to effective operation of library departments. Covers areas requiring training (for new employees, for performance improvement, in operational problems or changes and for employee development) and the responsibility of the supervisors in planning, conducting and evaluating training. By Anne G. Lipow. 1984. 64p. 6882-1.

Micro directory

Meckler Publishing Corporation will be publishing a book on public access microcomputers in academic libraries. A list of all known installations in college and university libraries will be included. If you are not involved with the ACRL Microcomputer Services in Academic Libraries Discussion Group and would like to have your institution included, send your name and address to: Jeannine Uppgard, Assistant Librarian, Educational Resources Center, Westfield State College, Westfield, MA 01086.

• *An Introduction to Maps in Libraries: Maps as Information Tools* (CE 201) describes the information potential of maps in the academic library environment. Considers acquisitions, collection development, reference, instruction space and equipment requirements. By David Cobb and Charles Seavey. 1982. 55p. 6750-7.

• *Teaching Methods for the Bibliographic Instruction Librarian* (CE 202) provides an introduction to basic learning theory and alternate instructional methods used in library instruction. By Marilla Svinicki. 1981. 62p. 6751-5.

• *Creative Approaches to Video for Bibliographic Instruction* (CE 206) examines uses of video, critical production issues and a financial comparison of various media products. By Thomas McNally. 1985. 30p. 6927-5.

ACRL Publications in Librarianship

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

Available on standing order or as single volumes. Order from ALA Publishing, 50 E. Huron St., Chicago, IL 60611.

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

Titles in Print

• *No. 39—Libraries for Teaching, Libraries for Research: Essays for a Century*. Richard D. Johnson, comp. (1977). 276p. 0247-2. \$15.

• *No. 40—Book Selling and Book Buying: Aspects of 19th Century British and North American Book Trades*. Richard Landon, ed. (1979). 118p. 3224-X. \$15.

• *No. 41—Women View Librarianship: Nine Perspectives*. Kathryn Lundy, ed. (1980). 99p. 3251-7. \$8.

• *No. 42—The Spirit of Inquiry in Library Science: The Graduate Library School at Chicago, 1921-1951*. John Richardson. (1982). 238p. 3273-8. \$35.

• *No. 43—The Landscape of Literatures: Use of Subject Collections in a University Library*. Paul Metz. (1983). 157p. 3286-X. \$30.

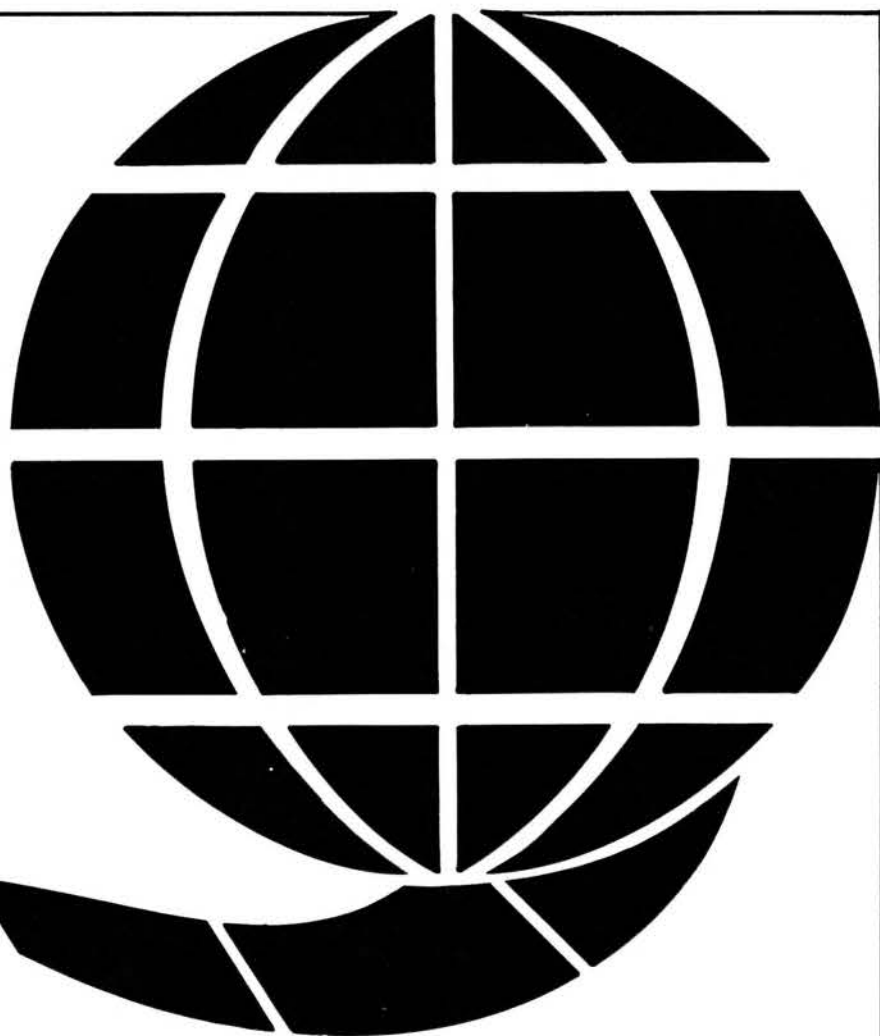
• *No. 44—The Carnegie Corporation and the Development of American College Libraries, 1928-1941*. Neil A. Radford. (1984). 272p. 3295-9. \$29.95. ■ ■

Cover error

The photograph on the cover of the December 1986 issue of *C&RL News* that highlighted the article, "Training Online Catalog Assistants," was erroneously attributed to the University of Wyoming. The photo actually shows staff at the Arizona State University.

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- Jewish Chronicle, 1841-present
- Journal de Geneve, 1975-present
- Lloyd's List, 1976-present
- Middle East Economic Digest, 1960-present
- Le Monde, 1944-present
- Neue Zürcher Zeitung, 1982-present
- The Scotsman, 1965-present
- Der Spiegel, 1947-present
- The Sunday Times, 1822-present
- The Times of London, 1785-present
- Times Educational Supplement, 1910-present
- Times Engineering and Trade Supplements, 1905-1967
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