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## Letters

### Postcards

To the Editor:

As a member of Wisconsin Women Library Workers, I was delighted to discover the postcard featuring Minnie Earl Sears reproduced in Billy R. Wilkinson's article, "Academic Library Postcards" (*C&RL News*, November 1988, p. 649, fig. 4).

Please alert readers of *C&RL News* that the "Muriel Fuller Memorial Postcard Series," unlike some of the other postcards pictured, is still available for purchase from the source. The packet of five postcards honoring women librarians may be ordered from Wisconsin Women Library Workers, PO Box 1425, Madison, WI 53701. The cost per set is \$1.75 plus .25 for postage.—*Susan E. Searing, Wisconsin Women Library Workers, Madison, Wisconsin.*

To the Editor:

I enjoyed "Academic Library Postcards" by Billy R. Wilkinson in the November 1988 *C&RL News*. In partial answer to Wilkinson's question about "hold-to-light" cards; I have never seen such an item for an *academic* library, but I do have a nice copy of the Library of Congress, die-cut, ca. 1905 (with undivided back). It was published by Samuel Cupples Envelope Co., St. Louis, Mo., "Sole World's Fair Stationers," but was probably produced in Germany. I'd be glad to hear from others who share this interest.—*Siegfried Feller, Chief Bibliographer and Associate Director for Collection Development, University of Massachusetts, Amherst.* ■■

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# *C&RL News* guidelines for submission of articles or columns

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## *A statement of purpose and content for College & Research Libraries News.*

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### Purpose of *C&RL News*

*College & Research Libraries News* is the official news magazine of the Association of College & Research Libraries, a division of the American Library Association. Its purpose is to record significant activities of ACRL and to report news about academic and research libraries. As the official ACRL news magazine, *C&RL News* maintains a record of selected actions and policy statements of

the Association and publishes timely reports on the activities of ACRL and its sections, committees, discussion groups, councils, task forces, and chapters.

As a vehicle for communication among college and research libraries, *C&RL News* reports news items pertinent to academic and research librarianship, including information on bibliographic instruction, continuing education, appointments,

acquisition of special collections, grants to libraries, new technology, and publications (brief notices).

The editor bears responsibility for the contents of each issue of *C&RL News*. Materials selected by the editor must be newsworthy, timely, and of practical value to people in the field. The editor has authority to decide what material is appropriate for publication, based on the following guidelines. The editor also reserves the right to make appropriate revisions in material selected for publication in order to standardize style or improve clarity (except official ACRL documents, president's letters, and similar material).

Formal, theoretical, or research-oriented articles inappropriate for *C&RL News* will be forwarded to the editor of *College & Research Libraries* for review.

#### I. Length

Articles and columns should be no more than 3,000 words and no less than 500 words.

#### II. Style

*C&RL News* style is informal, but informative and accurate.

#### III. Content

Materials selected should fall into one of the following categories:

a. Reports on a project, program, or research underway or recently completed dealing with a topic relevant to academic librarianship. Footnotes should be minimal and charts or tables avoided. These reports may be preliminary descriptions of programs or research to be published formally at a later date in library literature (e.g., "Cataloging Slavic manuscripts in Microform," December 1988).

b. Reports on a recent conference or workshop of interest to academic or research librarians (e.g.,

"Fourth U.S.-Japan Conference on Libraries and Information Science," January 1989).

c. Reasoned and informed speculation or comment on a relevant topic, especially if solicited by the editor or an official ACRL group (e.g., "Ethics and the Nuclear Age," December 1988).

d. State-of-the-art reports on a relevant topic (e.g., "A Case Study in Audio Tape Transfer," November 1988).

e. Standards, guidelines, or recommendations of an ACRL committee or other official ACRL group (e.g., "Guidelines for Borrowing Special Collections Materials for Exhibition," December 1988).

#### IV. Manuscript

Authors should submit two copies, double-spaced, following either the *Chicago Manual of Style* or Turabian.

Printing output to be avoided: low-resolution dot matrix, proportional spacing, oversize type, and hyphenated word breaks.

Manuscripts may also be submitted in electronic format (hard copy is still required) either:

a. via ALANET, to ALA0306; or

b. in a text file on an IBM-compatible diskette, preferably in Xywrite III+ or in an ASCII file.

#### V. Requests for Donations

*C&RL News* may occasionally print requests for the donation of books or materials to libraries, especially foreign libraries, which have suffered extensive loss through fire, hurricane, or other natural disaster. Other libraries soliciting contributions for other reasons will be referred to the rates for classified advertising in *C&RL News*.

*Editor's Note: These guidelines were adopted by the C&RL News Editorial Board at the Denver Midwinter Meeting on January 25, 1982. ■■*

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## RBMS conference in Cambridge, England, September 5-8, 1989

The history and present state of the international trade in rare books and manuscripts will be the subject of a major conference sponsored by the ACRL Rare Books and Manuscripts Section (RBMS). "Markets for Books and Manuscripts: The Trade in Antiquarian Materials, Past and Present" will be held over a four-day period, September 5-8, 1989, at Cambridge University in England.

Of interest to librarians, scholars, and booksellers, the conference will be chiefly devoted to historical aspects of the trade. Conference sessions will cover a wide variety of topics including: the origins of the trade in France and England; the development of book auctions; the trade in medieval and

modern manuscripts; the rise of Americana in the marketplace; the place of the British Museum in the history of the trade; the role of Bernard Quaritch; the trade in early printed books; and the French trade in the nineteenth century. Speakers from both sides of the Atlantic will present papers: Robin Alston (British Library), Giles Barber (Oxford University), Nicolas Barker (British Library), Christopher de Hamel (London), Lotte Hellinga (British Library), Eric Korn (London), Richard Landon (University of Toronto), Felix Oyens (New York), Anthony Rota (London), Jean Viardot (Paris), Joan Winterkorn (London), and Edwin Wolf 2d (Philadelphia).

The conference will also attempt to bring into focus key issues and trends in the trade today through panel discussions among American and European antiquarian booksellers.

Newnham College, Cambridge, will serve as the conference headquarters site. Founded in 1871, Newnham College was originally designed by Basil Champreys in the "Queen Anne" style and built between 1875 and 1910. Later modern additions blend nicely with the original buildings, and the college is specially noted for its fine gardens. Two hundred single rooms have been reserved in

Newnham and in neighboring Selwyn College for conference attendees desiring to stay in college.

In addition, tours of libraries and museums in and around Cambridge are being planned, and the Provincial Book Fairs Association will hold a book fair at Newnham College during the conference.

Details about registration and accommodation will be available this coming April. For further information at that time, contact: Mary Ellen Davis, ACRL/ALA, 50 East Huron Street, Chicago, IL 60611; (800) 545-2433; in Illinois (800) 545-2444; in Canada (800) 545-2455. ■ ■

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## Moving fully-loaded stacks inexpensively

By Stephen D. Fitt

Head, Special Resources Division  
San Diego State University Library

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### *The Range Dolly solves stack-shifting problems at San Diego.*

An expensive, labor-intensive activity in both academic and public libraries is the shifting of free-standing steel shelving to accommodate new floor layouts or the installation of new carpeting. All books must be removed from shelves and temporarily stored in boxes or on book trucks, with care taken to preserve some kind of call number order. During this period, patrons have limited or no access to the books. Shelving is at least partially disassembled and slid to the new location, in the case of new floor layouts, or out of the way, in the case of recarpeting. The shelving must then be reassembled and the books returned to the shelves in the correct call number order.

Devices and procedures which may help some-

what to simplify this procedure have been discussed in the literature; none have entirely solved the problem, due to requirements to unload ranges all or in part, or prohibitive prices. An article by Brian Alley discussed a dolly developed at Miami University. This device, using rolling trailer jacks, attaches to an upright column and permits movement of a range, after all the books have been removed from the shelves.<sup>1</sup>

In a 1986 article, James Segesta described several range-moving devices, and suggested procedures

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<sup>1</sup>Brian Alley, "Moving Steel Stacks with a Special Dolly," *Library Acquisitions: Practice and Theory* 6 (1982): 253-57.