

Doc's Prescriptions

Ohio GODORT

Karen R. Kotsy, Editor

Winter 1988
Number 9

To the Members:

This time each year, with the Thanksgiving and Holiday Season just behind us, I am very thankful to GPO for the UNION LIST OF ITEM SELECTIONS. Since this list enables me to tell students before they leave for the holidays that a library near their home selected materials we didn't, they come back to the campus pleased with the information they located over vacation. Unfortunately this type of referral is available only for relatively recent materials. I often find myself wishing I knew if library X kept some 30-year-old document or if they by some miracle have C.I.S. microfiche. While Clyde will provide almost anything on interlibrary loan is there any way to take part of the burden off his staff without imposing unduly on the large university and public libraries? What other depositories in Ohio will lend Federal documents? What might they have that even Clyde doesn't? Who is interested in building collections in specialized areas? Who has maps? Do they lend? Is there enough interest in or need for this kind of sharing to justify the creation of a union list for depository library holdings in Ohio? What types of materials should be included in a Union List? Large commercial sets? Series such as the Bureau of Ethnology publications? What would be the best way to go about establishing such Union List? Have any of our members worked on the compilation of Union Lists? I hope to explore the idea at the spring meeting. Please send me any comments, hopes, horror stories, or words of wisdom. Thank You.

Mary Prophet
Ohio Godort, Pres.

FROM THE EDITOR

Happy New Year! I hope that everyone has made a New Year's resolution to submit at least one article to DOC'S PRESCRIPTION in 1988. The spring issue (no. 10) will be devoted to Ohio documents, legislation, and services. Please let me know if you have an idea for an article that you would like to write. Do you have any Ohio contacts or phone numbers you would like to share? If you have a short list of Ohio needs and offers, we can publish it in the next issue also. The deadline for issue no. 10 will be March 10th, with publication to be 30 days before our spring meeting. With luck I should have at least one of our new student assistants ready to enter the articles on the word processor.

I wonder what the odds are for getting a new staff member, 5 new student assistants, a depository inspection, and the 1986 reproducible forms in our 1987 federal tax kit binders—all in one month. It has certainly been interesting so far in 1988. We may not get all of the services filed, but I think we will get the shelving done before our inspection on the 28th of January.

I have asked the UC Libraries' Book Conservator, Ginny Wisniewski to write a column on conservation especially as it applies to documents. Like our other columnists, she will accept any questions you may have on conservation and repair. I think you will find this first and future articles very useful.

Included in this issue is a draft copy of the proposed flyer that we hope can be used to introduce others to Ohio GODORT. Coleen has prepared it so that it can be folded in thirds. There should be room for our logo on one of the back panels and a list of the current officers. Please send comments and suggestions to Mary Prophet or Coleen Parmer.

Also included this time is a list of the Ohio GODORT members for 1987/88. I will be using these addresses to mail out the newsletter through the summer issue. If you see any admissions or needed corrections, please let me know.

I would like to thank all of the contributors to this issue. They were very prompt in submitting their informative articles.

Please send any articles, comments, letters to the editor, contributions for the Bulletin Board and DOC TECH, etc. to Karen Kottsy, Langsam Library—Documents, University of Cincinnati, Cincinnati, OH 45221-0033.

EDITOR'S BULLETIN BOARD

OF INTEREST

The UC Library received our bulk shipment of Ohio Income Tax forms the 6th of January. Being able to order a large number at one time is a great improvement over previous years.

We are having some problems getting all of the federal forms that we ordered. Does anyone have an extra copy of the 1987 reproducibles they can lend. All three of our sets came with the 1986 forms. Form 8598, for reporting mortgages was not on the pre-order form and did not come in the first shipment. The IRS says their printing contractors are having problems in keeping up with the demand. Also the prison riots in Louisiana and Georgia have held up the production of the metal display racks at the Oklahoma prison that has that contract.

The Kentucky Tax Bureau provides reproducible forms for their libraries. The Northern Kentucky University Documents Department has a set. Do other states provide reproducibles or mass distribution of paper copies?

The 11th edition of the Library of Congress Subject Headings is expected by Summer 1988. It will be \$150 for a three volume set.

June Coughlin, sent me a copy of an editorial from the November 1987 issue of The Journal of Academic Librarianship, page 267. Quoting from the editorial by Richard M. Dougherty:

At present, the current administration is actively pursuing a course that will inevitably lead to more restricted and costly access to government information, and it will undoubtedly lead to government information being turned over to a small group of information companies, many of which will be foreign-based firms. BRS is already owned by Thysson-Bornemisca, a subsidiary of a Monacan company, and Congressional Information Service is owned by Elsevier.

It is paradoxical that a government that acknowledges the increased importance of information and worked so assiduously in recent months (as illustrated by Admiral John Poindexter's infamous NTISSP no. 2 later rescinded by his successor Frank Carlucci) to restrict the flow of even unclassified data for fear it would fall into the hands of unfriendly powers, seems equally determined to turn over its distribution to foreign-based firms. (Consistency has never been the hallmark of public policy.)

It was announced at the December 2d Ohio Pi User Group Meeting that Ohio Pi will be getting full text of the enacted legislation. Ohio Net will be getting the tapes, at the same time as Banks-Baldwin. This was George Kline's last meeting, but he will try to keep us informed about Ohio Pi through the other members of the User Group.

OMB Watch is an advocacy group created in 1983 to try and keep track of the Office of Management and Budget. A short article on the founder Gary D. Bass can be found in National Journal, p. 1604, June 20, 1987. Another information on the group may be found in DTIP December, 1987, p. 209. OMB Watch publishes a newsletter, detailed reports, a monthly list of agency paper work submissions to OMB, and Monthly Review. OMB is a very fascinating agency. I received a copy of the Monthly Review, the newsletter and a list of their publications by contacting OMB Watch at 2001 O St. NW, Washington DC 20036; phone 1-202-659-1711. Sample publications are: Through the Corridors of Power; a Guide to Federal Rulemaking and OMB Control of Publications: Review and Elimination. The May 30th 1987 issue of the Monthly Review had articles on "OMB Finally Approves Vinyl Chloride Requirements," and "OMB Approves Major Survey of Veterans."

HAVE YOU SEEN?

"Lost and Gone Forever: The Demise of Selected Federal Serials," by Joe Morehead, in the Serials Librarian, vol. 12, no. 3/4, 1987, p. 5-19. The article gives the last issue date of many former government periodicals. See also "Discontinued Federal Documents and Information," in the September 1987 issue DTIP, on p. 170.

June Coughlin sent the following from Choice Reviews on Cards, Oct. 1987.

CHOICE

OCT '87

Reference

*WOMEN AND BUSINESS OWNERSHIP: a bibliography, ed. by Marcia LaSota. Minnesota Scholarly, 1987. 174p index 37.50 pa ISBN 0-933474-45-8

A fine, in-depth bibliography of literature, research, data, and legalities on the topic of women entrepreneurs. Those who are offended by the price charged for a 174-page paperbound item have other reasons to be offended. The bibliography turns out to be a duplicate, page for page, of a work of the same title issued in 1986 by the US Department of Commerce and distributed on deposit by the US Government Printing Office (or available from them at \$9.00—order number S/N 003-000-00646-8, SuDoc number C I.5:W84/corr.). Marcia LaSota, shown as the compiler, is Editor-in-Chief of Minnesota Scholarly Press; this version omits all credit to the compilers at the US Office of Women's Business Ownership, Mary Jo Aagerstoun, Marguerite Berger, Robin Murez, and Abbe Hershberg. Since government publications are in the public domain, there is nothing illegal about this; but the publishers neglect to credit the source of the bibliography. An excellent source at the GPO price; but libraries should search their depository collections before ordering.—G.M. Herrmann, SUNY College at Cortland

© 1987

American
Library
Association

Government Publications Review, vol. 14, no. 5, 1987, "Missing Links: Family History and the Documents Collection," on pages 495-512 and "U. S. Joint Publications Research Service Translations: a User's Manual," on pages 559-572.

Leroy Schwarzkopf's report of the "1987 Fall Meeting Depository Library Council to the Public Printer," in the December, 1987, p. 211-222 DTIP is very complete.

DTIP also has a report on the GODORT program at ALA in July, "Automatic Bibliographic Control of Government Documents: Current Developments," December, 1987, pages 224-246.

AROUND THE STATE

Esther O'Neal began work in the UC Library Documents Unit on January 11th. She is replacing Alan Klein, who is now working and living in New York City.

Anne Zald is the new Documents Librarian at Oberlin College. We welcome her to Ohio Godort.

The Nomination Committee for Ohio Godort in 1988, is Bernie Block, Ohio State University; and Evron Collins, Bowling Green University. If you would like to run for an office or if you would like to nominate someone please contact either Bernie or Evron. We will be electing a Secretary/Treasurer and Program Chair/President-elect at the Spring meeting.

Extra copies of Doc's Prescription are available if you are missing an issue or need an extra copy.

While Coleen is at Library School, it may be easier to contact her at her home address—Coleen Parmer, 318 LeRoy, Bowling Green, OH 43402.

Denison University's History 431 class "America in the 1930's" would like to express its appreciation for numerous interlibrary loans to Clyde Hordusky and the Staff of the State Library and to Karen Kottsy and the staff of the University of Cincinnati. Your assistance has been invaluable. THANK YOU.

BIBLIOGRAPHIES AND GUIDES

Kent State University Libraries has a library guide series. Two that I picked up were "Presidential Papers and Documents"—LG #158 and "Relocating: A Guide to Finding Information on American Cities and States"—LG#150. Library Guide #88 is on "How to Locate Government Documents by SUDOC Number."

If you have prepared any document bibliographies or guides that you would like to share with other members of the group please send them to the Editor.

QUESTIONS

If you have any suggestions, comments or solutions to the following please send them to the Editor. If you have any questions, send them in also and they will be published in the next issue.

Is anyone purchasing Monthly Catalog of United States Government Publications—Corrections in 1970-1985, by Federal Sources?

Does anyone collect work or processing statistics? What do you count? What statistics other than those required by GPO do you collect?

Do you make corrections to the GPO fiche? What method do you use?

DOC TECH

ONLINE has introduced a new column entitled "Journal Watch" with the November 1987 issue. It is recommended readings from a core list of 30 library and microcomputer journals on software, hardware, CD-ROMS, etc.

DATABASE, October, 1987 issue, p. 75-82, has an article on "Strategic access: Government/Defense Online Databases," by Eileen Kline. Also "Economic Statistical Data Online: A Primer," p. 70-74 by Michele Woggon and "A Question of Format: The Census of Agriculture on Compact Disk," p. 85-88 by Katherine S. Chang are in the October issue.

The Census Bureaus' CD-ROM Test Disk no. 1 has been released by the Data User Services Division. It is going to cost \$125. There was a review of the Census Bureau CD-ROM project in Government Publications Review, vol. 14, no. 5, p. 353-354, by Leroy Schwarzkopf. The test libraries were pleased with the project and seemed to have very few problems.

A review of the government information databases on WILSONLINE can be found in Government Publications Review, vol. 14, no. 5, p. 355-356.

DIALOG's NTIS CD-ROM project is being demonstrated until the end of January in the UC Engineering Library, Baldwin Hall, RM 880. Contact Dorothy Byers or Margaret Lippert at 1-513-475-3761 for additional information.

Small Computers in Libraries, November 1987, p. 42-49 has a good general article on CD-ROMS by Fancisca Co. The title is "CD-ROM and the Library: Problems and Prospects."

According to Rick Green at OCLC, they are beginning to investigate the feasibility and practicality of creating subfiles of records from the OCLC database for series such as the Geological Survey Professional papers. While this is just one of many new projects that OCLC will be holding meetings on in January, they are looking at this idea. Someday we may be able to convert all of the Bureau of Labor Statistics Bulletins by loading one tape.

We have just purchased the Essential Guide to dBASE III+ in Libraries by Karl Beiser. It was published by Mechler in 1987. It is supposed to have instructions on how to do union lists. A review of the book was on p. 103 of the July 1987 issue of ONLINE.

The ARL Task Force on Government Information in Electronic Format has been released. The report, Technology & U.S. Government Policies: Catalysts For New Partnerships is available to non ARL members by sending \$5 to Association of Research Libraries, 1527 New Hampshire Ave. NW, Washington DC 20036.

MAPS:

By Evron Collins

First things first

Maps come in many sizes; some come folded and some come flat. Although the rule of thumb says maps should be stored flat, this is not always the best answer. CIA maps are usually 8 1/2 by 11 and may be stored in a pam box. Those that are larger and folded often are better stored folded in the pam box than pulled and unfolded and kept in a different place. Forestry Service maps come in all shapes and sizes, folded, 8 1/2 by 11 reductions, topographic quadrangles, and larger. Aeronautical charts are large, but are folded to a consistent size. Highway maps, a.k.a. road maps, also usually come folded.


Therefore, one of the decisions a person dealing with maps needs to make first is how the maps are to be stored. The reason for not folding is that maps tend to tear along the folds. However, if a map is frequently replaced by updating, folding is not a problem as the map is usually replaced by the time it wears out. Once the decision is made on storage, it should be noted on a record so that it will be seen during the check-in process. A shelf-list seems the logical place to me, but, depending on your procedures, another record might work better for you.

Because maps are large they are shipped in many ways. U.S.G.S. materials can be acquired either folded or flat. Most commercial publications also can be purchased either way. A flat map usually comes rolled in a tube. Since you also may decide to store some folded maps flat, you will need to include a flattening step in your check-in procedures. Since flattening can take some time, it is best to start it as soon as possible.

I prefer having at least two—one for maps awaiting check-in and one for maps in process or ready to put away. As soon as your map shipment arrives it should be unpacked and flattened. The shipping list can be kept with the shipment so that the maps can be checked in at any time. If it is a separate shipment, the mailing information can be put with the maps until the shipping list arrives. If there are other items on the shipping list, I would process them and put the list with the maps.

It is sometimes a struggle just to find out what maps you have. U.S.G.S. is usually very good about their shipments. The materials are easily removed from the tubes. The DMA shipments lately, however, have been terrible and I literally have had to take the tubes apart to get them out. Usually by banging one end of the tube on the floor you can get the maps to slide to that end of the tube. You then grip the center sheet ends and twist to make the roll become small enough to slip out. Pulling before enough twisting is done makes for an uneven roll which will "scrunch" the one end of the maps. Sometimes a pair of pliers are needed to grip the maps. Be sure the gripping ends are cushioned so that you do not mark or tear the maps.

If twisting is not possible, the only option is to take the tube apart. Most tubes are made from a roll of paper—some rolled straight, some rolled on the diagonal. In any case, find a seam and start taking the tube apart. I find a screw driver very helpful in separating the layers. If you are lucky, only the seam will be glued and once you work past it you can unroll the rest of the tube. If not you just keep peeling away layers until you have split the tube and can remove the maps. Be careful as it is easy to tear the maps when you get to the last couple of layers.

Once the maps are out of the tube they should be put on that flat surface with the curve up () this way the weight of the maps helps flatten them. Weights are placed on the maps until they flatten out. These can be anything heavy, but if it is rough it should be wrapped in brown paper. I use some leftover stack braces which come in several lengths and are quite smooth. When maps are extremely curvy or have been stored rolled for a long while you may have to mist them in order to get them to flatten out. However, if they are going in a drawer with other maps on top they can be put in curvy and they will flatten in the drawer. I personally think it is easier to process flattened maps than rolled ones. However, if it fits your processing routine better, you should stamp and add call number etc. before you flatten. There are some problems here which we will discuss in a later column. In any case, once the maps are flattened, they are ready for either processing or putting away.

COUNTRY REPORTS ON HUMAN RIGHTS PRACTICES

The human rights reports published by the Congress may be found by using the following call numbers.

1978*	Y 4.F 76/2:H 88/9
1979	Y 4.F 76/1:H 88/10
1980	Y 4.F 76/2:H 88/12
1981	Y 4.F 76/1:H 88/10/981
1982	Y 4.F 76/2:S.Prt. 98-1
1983	Y 4.F 75/1:H 88/10/983
1984	Y 4.F 76/1:H 88/10/984
1985	Y 4.F 76/1:H 88/10/985
1986	Y 4.F 76/1-15:

*The 1978 volume was entitled REPORT ON HUMAN RIGHTS PRACTICES IN COUNTRIES RECEIVING U.S. AID.

PRIVATIZATION IN LAW LIBRARIES

By Andre Martin

Over the past few years, we have heard a great deal about OMB and its efforts to restrict access to and/or privatize government information. There is cause for alarm about whether the public will be able to continue to obtain such information. With privatization come a number of hazards, not the least of which is the absence of availability of certain information, which was formerly disseminated by the government, because it is not profitable. Such are the concerns of private enterprise.

These are valid fears for all documents librarians. Nevertheless, it should be pointed out on the positive side that, in the world of law libraries, privatization has been a fact of life for a long, long time; this privatization has had nothing to do with OMB or "Reaganomics." The result of commercial concerns publishing government information is an intense competition between the largest legal publishers in the country, thus providing better and faster information—but certainly not cheaper. As a law librarian develops familiarity with these materials, the over-riding impression is that the private publications generally complement and supplement the government publications.

An excellent example of this complementarity is the official United States Code, published by the Government Printing Office. The official version is recompiled completely every six years and is supplemented by bound volumes, supposedly issued annually. However, government printing being what it is, issuance is rarely timely. (The first volume of supplement IV, 1986, dated January, 1987 was received by this library on October 13, 1987.) The information contained within the official Code is the "bare bones"; that is, it contains the law of the land and very little else. The other information which is included is critical to understanding the law and applying it: the legislative history, effective date, dates of amendments and citations thereto, references to related sections, etc. The official Code also includes copies of the Declaration of Independence, the Articles of Confederation, the Ordinance of 1787, the Constitution and an analytical index to the Constitution.

In contrast, the two unofficial Codes (United State Code Annotated and the United States Code Service) provide two distinct advantages over the official Code:

- 1) Timeliness—Both the USCA and the USCS issue annual pocket part supplements on time and are further supplemented by pamphlets issued monthly. Furthermore, the base sets themselves are in the state of constant revision; when a volume becomes too unwieldy because of the size of the pocket part, the publisher will recompile the entire volume to include the pocket part material or issue a bound cumulative supplement.

2) Access to peripheral information—In addition to the legislative history, effective date, amendments, etc., noted above with regard to the official Code, the unofficial Codes give a great deal more; indeed, sometimes too much more. They both include references to the code of Federal Regulation, cross references to legal form sets and legal encyclopedias, citations to law review articles and case citations involving the particular Code section. In the case of USCA, the publisher claims to cite every case; with USCS, the publisher includes only "landmark" cases, i.e. those of some importance in construing the law.

From the above, it should be apparent what the distinct advantages of using one form of the Code over another are: if one needs the working of the section and nothing else, the official Code is the place to go; if one is working on a case or a paper, obviously that person will need citations to other cases, law review articles, what forms are involved and so forth. Thus, the true complementary value of the three versions of the same Code may be seen.

Space constraints prohibit giving more in-depth examples of the cooperation and complementarity between government publishing and private enterprise, but there are many. Among these are the Code of Federal Regulations, which has always had a horrible index. Now, private publishing is providing a multi-volume index to federal regulations. The opinions of the United States Supreme Court are published officially and in at least four private publications. There, again the distinct advantage of commercial publishing is in the timeliness of their publications (two are weekly looseleaf services) and the excellence of their indexing and editorial material.

And, then, there is the area where access to government information is necessary, but the Government Printing Office has never provided it. For example, there is a distinct need in legal circles for the opinions of the U.S. Courts of Appeal and the U.S. District Courts. The government has never published these opinions—but private enterprise has right from the start. There are many instances of this type of privatization in law libraries.

With respect to electronic publishing, timeliness is an ever better advantage. The major legal research systems (LEXIS and WESTLAW) are also providing information which would be economically disastrous to provide in paper, but are not that costly electronically. Computer-assisted legal research systems are also, in some cases, providing access to information formerly available from the Government Printing Office which has been discontinued because of economic considerations.

In law libraries, then, privatization has always been necessary because of the government's lack of insight into the necessities of practicing law. Where a particular need, format or timeliness has been perceived, private publishing has always jumped right in and satisfied that need.

CONSERVATION:
ENVIRONMENTAL FACTORS

By Ginny Wisniewski

In the preservation literature that abounds these days, Government Documents are seldom, if ever, directly referred to. Books, journals, pamphlet type materials, music and their individual problems head the preservation priority list. Documents, when considered, are manuscript type materials found in archival collections. Government Documents seem to fall between the cracks into the "other" or "related" materials category that one finds in a library collection.

With the proliferation of local, state, and federal publications and their variety—i.e. economically paper bound, stapled records, posters neatly folded and in envelopes, maps, census information, looseleaf material that will be superseded—preservation will have to be addressed. Depending on the preservation policy of individual libraries, the responsibility for making preservation decisions for government documents will be made by the librarian in charge who knows the collection. Some libraries may have an in-house preservation staff member who will advise on preservation options, but the best decisions are made by the librarian who is also knowledgeable about the inherent characteristics of materials used, the environment that the materials are housed in, and the results of useage. Let us briefly consider the environment.

The common denominator of library materials is still paper. The awful truth that we all must accept is that paper manufactured since the middle of the 19th century is highly acidic and is therefore subject to rapid deterioration. Strict environmental controls are necessary to slow the rate of deterioration because the useful life of documents is greatly affected by the levels of temperature, relative humidity, air pollution, and light. Unfortunately, most of us do not have much control over the environment in our libraries. These are all the more reasons why we should not lose sight of some facts about the environment.

If we consider only the well-being of paper, the colder the temperature the better. Heat will accelerate the rate of deterioration of cellulose, the main component of paper. It will embrittle adhesives. It will encourage insects. The accepted compromise for people and materials is 68-70 degrees (+ or -3). It is also important to have a certain amount of relative humidity to help paper keep its flexibility, but it should be low enough to slow deterioration, control insect and mold growth, yet at a level so there is no condensation in cold weather. Therefore, the relative humidity should be maintained at 50% (+ or -5%).

Gaseous air pollutants, in a chain reaction, cause acid that breaks down the fibers in paper which, in turn, results in embrittlement. Dust, smoke, dirt, mold spores, all particulate pollutants, cause abrasion and act like sand paper on books and paper. Good air circulation and air exchange are recommended to eliminate dead air and help regulate temperature and relative humidity levels. Regular housekeeping is something everyone should do. Vacuuming and dusting the collection discourages all kinds of insects that thrive in a hot, humid, and dirty environment.

Lastly, the one fact to be remembered about light is that all light is damaging to a lesser or greater degree. Shielding fluorescent tubes and windows with UV filters, or by using fixed window blinds or other forms of indirect light lessen the effect of light.

We would all like to have an ideal environment in our libraries. It may seem like the proverbial "pie in the sky," but it will only happen if we make the necessary commitment. Take every opportunity to lobby for lower temperatures in the winter, and to not have the air conditioning turned off at night or on weekends in the summer. Be willing to sacrifice a part of your budget if possible to purchase shields for the fluorescent tubes. Make sure your collection is cleaned regularly.



REPORT ON THE MFLA PRECONFERENCE
AT INDIANAPOLIS

By Nani Ball

The preconference held November 3 on Managing Your Depository Collection was well attended. There were some familiar faces from Ohio GODORT attending: Karen Kottsy, Rosemary Harrick, Essie Bruce, Nani Ball, and also documents librarians and librarians interested in documents from several states. Joe McClane presented a day full of information to the group. He pointed out that any "up and coming" library these days has depository status and since there are very few vacancies available, libraries are competing for the privilege. Currently there are several studies of GPO and LPS underway by government committees. The results of these—especially the results of the Office of Technology Assessment study—will determine the future direction of the depository system. In the meantime, GPO is moving towards the use of more automation. Shipping lists, the file of names and addresses, the biennial surveys, and the inspection reports will soon be handled by computer.

In the morning we heard a history of GPO and something about GPO today, including a slide presentation with pictures of the famous lighted bins. In the afternoon we heard about the various processes in the Library Programs Service: print orders, making up the boxes, cataloging, classification, and claims. Joe reminded us that items can be deselected at any time, but the addition of items, other than new survey items, can only be done once a year because it is tied to the budgeting process of LPS. He also explained the recent hold up of microfiche shipments. When the contracts were defaulted all production stopped during litigation and the process of setting up new contracts. This has all been resolved and microfiche should be pouring in to our libraries any day now. The inspection process was explained with emphasis on the positive. Although the inspectors are checking to see that the library complies with the law, they also are there to advise and support documents librarians. The inspector's report can help toward getting equipment from the library administration, staffing, and whatever the library needs to better support the documents collections. The day included a tour of the Indiana State Library's collections, and ended with questions and an information exchange.

KENT STATE UNIVERSITY'S
FEDERAL GOVERNMENT DOCUMENTS
SILVER ANNIVERSARY CELEBRATION

By Rosemary Harrick

1962-1987 and the dawn of an idea.

In the fall of '86 while reviewing the Documents organization and operations, the newly assigned head of the department at Kent State realized that in the coming year the University would achieve 25 years of service as a depository, an occasion to be remembered. Why not have a celebration? The event could be used to promote federal government documents, mark Kent's anniversary, and the Bicentennial signing of the Constitution.

A program was submitted to the Director of Libraries outlining a plan while suggesting a budget and committee necessary to implement it. The committee was a cross section of the library with personnel from documents, public, and technical service staffs. After approval of the proposal and budget, the anniversary committee met to plan the details. Subcommittees were established to cover the program, publicity, invitations, displays, mailing list, and refreshments. A planning schedule with deadlines was established. A "how-did-you..." inquiry was made to some other long-term depository libraries for celebration ideas by Cynthia Ryans, Catalog Librarian and committee member.

A number of possible dates were proposed taking into consideration the University calendar and avoiding conflict with scheduled professional conferences. A list of potential speakers was assembled. After a few false starts, September 21 was established. This, coincidentally, was four days after the signing of the Constitution 200 years ago. The search for speakers proceeded in earnest. Marilyn Gell Mason, Director of the Cleveland Public Libraries; and Dr. Lawrence S. Kaplan, University Professor at KSU, and a recognized authority on the Early National Period in American history, accepted the invitations. The Kiva in the KSU Student Center was reserved for the event.

Donald E. Fossedal, Superintendent of Documents, sent the University Library a beautiful anniversary certificate and transmittal letter. Both were framed in time for the celebration. President Michael Schwartz was invited to present the certificate to the Director of Libraries and to introduce Ms. Mason. A schedule change made it impossible for the President to attend. Vice-President and Provost Thomas Moore assumed his duties. The Director of Libraries, Don L. Tolliver, agreed to make the opening remarks and to introduce Dr. Kaplan.

James Geary, Reference Librarian and committee member, was unanimously selected to MC the day-long event. Closing remarks for the celebration were left to the committee chairperson.

A special luncheon was arranged for principals in the Schwebel Garden of the KSU Student Center. Invited were the KSU emeritus President Robert I. White (President 1963-1971); Hyman W. Kritzer, emeritus library director; Donald E. Fossedal; Chief Inspector Joseph McClane; Director of Library Programs Service Mark Scully; Public Printer Ralph Kennickell. Not all were able to attend.

The guest list grew to include Kent and regional campus administrators and FTE faculty; staff of the Libraries/Learning resources; regional campus library directors; IULC Libraries; NEOMARL directors and discussion groups; Ohio depository libraries; academic public libraries and selected special libraries in Ohio; members of NEOGODORT and Ohio GODORT; Portage County agencies; mayors/city managers and Chambers of Commerce from Kent and Ravenna; and members of the Portage County Bar Association. It was expected that many of this wide range of potential document users might not be able to attend, but the invitations were considered good PR. Over one hundred persons attended the celebration.

Committee members Joan Zeeb-Roman and Susan Eze made arrangements for the refreshments. Coffee hour as held before the morning session in the Kiva. The day concluded with tea and refreshments served in the Documents Department on the 10th floor of the Main Library. This location was to encourage attendees to have hands-on-experience with the Library's new online catalog, CATALYST, which includes government documents, and to use Auto-Graphic's MICROMAX rollfiche and IMPACT CD-ROM which was on trial.

A display on the first floor was designated to acknowledge and posthumously honor John B. Nicholson, Director of Libraries at the time KSU became a selected Federal government depository through his foresight, energy and efforts. A second display was "What is a depository?" To commemorate the bicentennial signing of the Constitution, two display cases were mounted on the 10th floor along with facsimiles of the Constitution. Displays were coordinated by Diane Lassan with assistance from Susan Eze. In addition, both Ms. Mason's and Dr. Kaplan's published works were on display accompanied by a selected printed list of their works.

Both morning and afternoon sessions were taped and are available for listening in the A-V department or through Interlibrary Loan for anyone who is interested. Photographs were made depicting the memorable day. Cassettes, photographs and papers will be sent to Archives to preserve the first 25 years as a depository library.

Was it worth the money and staff effort expended to celebrate this milestone? An unqualified "YES" in the opinion of the current document librarian.

RETROSPECTIVE CONVERSION USING THE
OCLC MICROCON PROGRAM AT
CASE WESTERN RESERVE UNIVERSITY

By George Barnum

In March, 1987 Case Western Reserve University Libraries began a project to convert approximately 257,000 bibliographic records to machine readable format, using the OCLC Microcon program. Included in that projected number were several thousand government document records from the period 1981-1986.

CWRU Libraries have been a depository since 1913, and for many years have depended on pencilled annotations in the Monthly Catalog for access to depository materials. An earlier program of retrospective conversion placed CWRU holdings symbols on unedited OCLC records, searched via the Monthly Catalog. Thus in the fall of 1987, when the Libraries' GEAC Integrated Library System went online to the public with its EUCLID online catalog, some government document records for the period 1970-1980 were already available. With that commitment in place, plans were formulated late in 1986 to include government documents in the upcoming retrospective conversion project, thus making a large percentage of the current documents collection accessible online.

Microcon is a microcomputer based program wherein local holdings information, call number, and bibliographic notes are entered along with an OCLC search key onto a floppy disk. In appearance, the program screen is much like many of the commonly used IBM-PC compatible databases, such as dBase III. Periodically, batches of 30 diskettes (each diskette containing 600 records) are shipped to OCLC where they are transferred to tape and run against the OCLC Online Union Catalog. For one-to-one matches local information is added to a copy of the master record which is then placed on a tape to be loaded into the institution's local system, and the institution's holdings symbol is set in the OCLC. When a search encounters two or more hits, or no hits, a paper report is generated and returned to the library for follow-up.

Since CWRU Libraries' manual record for government documents is the Monthly Catalog, the program has proved highly efficient: the OCLC number showing in the MC entry is nearly always used as the search key, thus one-to-one hits are virtually always obtained, and GPO cataloging is used consistently. The data entry is rapid as well, since the staff member need not construct a derived search key nor accomplish onscreen editing.

Perhaps the greatest challenge has been in areas where cataloging for serial items appears repeatedly in the MC (eg: the appearance of the record for each title of CFR or BACKGROUND NOTES in the MC each time a revision is distributed). In general, this library wishes to carry only a single serial record for such series, or at most a set group of serial records. The staff working on data entry have been trained to try to distinguish between serial and monographic materials, to consult a list of glaringly obvious titles and/or SuDoc numbers, and to ask many questions. Fortunately, the SuDoc number often gives a clear sign of this distinction that can be easily noticed. After the first load of retrospective conversion tape(s) a large number of CFR, BACKGROUND NOTES, and Census Bureau records were weeded out.

Between July and November of 1987, 61,000 bibliographic records have been received for loading into the local system. As these loads take place, various errors and irregularities turn up consistently and are dealt with as the local system runs error checks and puts problems aside on printed error reports. In particular, GPO cataloging seems to have a great many missing subfield codes (in 245 and 300 field especially) along with mis-tagged fields. Until such time as a large-scale upgrade and revision is performed on the GPO MARC records in OCLC, libraries attempting to load these records into local systems will continue to be plagued by these irregularities.

As more and more government document records become available, the documents staff have seen a marked increase in the number of users requesting documents, and a parallel change in the content and complexity of queries; patrons come to staff with a clearer idea of what is available and what they want, rather than the old familiar "I need to find something on..." Although a great many erroneous locations are being displayed as a result of shortcomings of the earlier retrospective conversion, the overall effect of the present project in creating a large body of accessible government document material is highly noticeable and highly positive, and users are responding very favorably to finding government materials alongside other materials in the public catalog.

Although Microcon is labor-intensive for the library, it has the advantage, particularly where documents are concerned, of providing the possibility of immediate access to answers to difficulties. Therefore materials are being by converted the Documents Department and are that much less likely to need revision later. It also has provided an opportunity for the documents staff, who are in fact doing a large portion of the data entry, to work with a large number of bibliographic records and become far more familiar with the intricacies of the collection as it appears in the online catalog.

At the state of being something over half finished, the CWRU Libraries Government Documents staff is feeling very satisfied with Microcon and is looking forward to the project's completion in 1988.



AMERICAN FOREIGN POLICY: BASIC DOCUMENTS

The State Department Historical Office publishes a series that contains official documents on American foreign policy. They have unfortunately been issued as parts of other series and the name has changed each time making them difficult to locate. The following volumes have been issued to date. The volumes for 1968-1976 have not yet been published.

- | | |
|-------------|---|
| S 1.69:415 | A Decade of American Foreign Policy, 1941-1949. |
| S 1.71:117 | American foreign Policy, 1950-1955.: Basic Documents. |
| S 1.71/2: | American Foreign Policy: Current Documents.
1956-1967, 1981- |
| S 1.69:346 | American Foreign Policy, 1977-1980: Basic Documents. |
| microfiche | |
| S 1.71/2-2: | American Foreign Policy: Current Documents, Supplement. |

IFLA AT BRIGHTON

By Barbara Bell

Over 2,000 librarians from 80 countries gathered at Brighton, England this past summer for the International Federation of Library Associations and Institutions Conference, August 16-21, 1987. The theme "Library and Information Service in a Changing World," was explored in 200 papers presented and discussed throughout the conference on aspects relating to document supply and information, conservation, and library and information services in developing countries.

The plenary session included a talk by the Rt. Hon. Richard Luce, M.P., Minister for the Arts, who was asked whether public libraries in Britain could be prosecuted if they stocked the banned book Spycatcher by Peter Wright. His response: "My general advice is that it would be less wise to stock the book at the present time" created a mild stir. Later, in protest Tom Galvin, A.L.A., presented George Cunningham, L.A., with a copy of Spycatcher.

One of the highlights of the conference was the National Bibliographies seminar. The three sections of the Division on Bibliographic Control held an all-day joint seminar on 18 August, focusing on the achievements of and future prospects for national bibliographies, especially as they relate to the guidelines established at the 1977 UNESCO/IFLA International Congress on National Bibliographies, held in Paris. One of the speakers was Barbara Bell, The College of Wooster, who spoke on new developments in current national bibliographies since the Paris Conference. One of the speakers for an Official Publications meeting, Bernadine Hoduski, spoke on the new technology in government publishing. Several special events helped to make this Conference memorable. One day was planned to include visits to London libraries, ending with a reception at the Hall of Dinosaurs, Natural History Museum. Blackwell's sponsored a concert by the London Mozart Players held at the Dome. The Library Association and the Brighton Borough co-sponsored "A Gala Evening at the Seaside" at the Brighton Centre and requested participants to come in national costume. The evening included ample food, a Punch and Judy show, casino activities and Morris dancing. Various publisher and association receptions were held, including one by Chadwyck-Healy in the Brighton Palace.

Meeting and conversing with librarians from around the world was a treat. The 1988 IFLA Conference will be in Sydney, Australia, August 28-September 3.

EXAMINATION OF RIVERS AND HARBORS—Karen Kottsy asked for more information on the Examinations of Rivers and Harbors series. This is a series of examinations carried out by the Army Corps of Engineers, and its precursors, of the conditions of rivers and harbors. They check on such things as depth, underwater hazards, conditions of any structures under or around the water. The purpose is to plan for the maintenance and improvement of our inland water transportation system.

I must admit that I've never used these. I would assume that they are useful for people responsible for the maintenance of waterways or those interested in the history of these waterways. Is anybody out there using these books? If so, how do you use them? I will print any answers in my next column.

GAO REPORTS—Karen also asked if anybody was collecting the missing GAO Reports. For the past six months, I have been using Reports Issued in (GA 1.16/3:) to identify reports that I feel my collection needs. The GAO has recently added a convenient order form that makes my use of this easier. All I have to do is choose which reports or transcripts of testimony before Congressional committees I want and fill in the number of publications needed in front of each desired title listed on the order form. I can get as many as five free copies of each publication. They generally arrive in about one month.

I usually get reports on economics, international relations, public welfare, census, exploration of outer space, defense, and any others that I think we might want. If we were getting the reports regularly on microfiche, I would choose fewer titles, but I'm worried that we never receive some of the missing titles. A few of the titles I ordered from the October issue are: Additional Costs to Government; Reflagging Kuwaiti Ships and Protecting Them in the Persian Gulf; South Africa: Status Report on Implementation of the Comprehensive Anti-Apartheid Act; Space Shuttle Accident: NASA's Actions to Address the Presidential Commission Report; and Medicare: Catastrophic Illness Insurance.

WAR RELOCATION AUTHORITY—My project of obtaining documents from the War Relocation Authority continues. This time, I'm looking for any of the Project Analysis series (I 52.10:) or the Community Analysis Notes (I 52.11). In addition, I would like to complete my Community Analysis Report series. For this, I need Pr 32.5410:3, and I 52.9:10,12,13,14. If you have any of these, may I borrow them? I promise to treat them carefully and return them once I've copied them.

The two main themes of the Association of Public Data Users conference were availability and reliability of federally produced data.

Concerns over availability of data included collection of data, format of data products, and timeliness of data.

Some types of data which have been collected in the past may not be collected in the future. Many of the housing questions from the 1990 census questionnaires have been dropped or downgraded from the 100% form to the sample questions. The items in the detailed population characteristics will not be produced. The Office of Management and Budget is currently trying to reduce the number of questions asked in the Current Population Survey.

However, the new immigration laws are causing certain questions to be asked of the aliens applying for citizenship. The expected 1.5 million aliens to apply under the new law will be sampled with a questionnaire and this will produce a new data set.

The ways in which we use public data are being revolutionized by what the Bureau of Standards calls "removal optical storage media." The formats most familiar to most people are the printed page, microfiche, and microfilm. Gaining increasing acceptance are CD-audios, CD-Rom, and Videodisks. Soon, we will be using reversible optical disks on which we'll be able to write and erase data and WORMS, on which we'll be able to write only once. The NBS estimates that between 1986 and 1990, the cost of a drive for a 12-inch WORM will decrease from \$12-14,000 to \$5-7,000 and the cost of the media from \$350-500 to \$100-150. Optical cards and fiche are already in use. These cards are similar to a credit card, but contain a strip of computer-readable data. The most exciting new products are PTDBs and hybrid videodisks. Paper Transportable Data Bases are cards and strips which contain bar-code-like data. One card can contain 1400mb of data. The hybrid videodisks can contain 1.2 gigabytes of data or 1,264,000 pages of text.

Even with new technologies, humans have to put the census together and we may have the same time gaps as we had for the 1980 Census.

Many concerns were expressed over OMB's proposed sampling system for the 1990 Census. In 1980, the long form was sent to 1 in 6 households. In 1990 the average will be 1 in 10, but with sampling, the rate will vary according to population density. Therefore, there will be less coverage for cities and more coverage for small areas. Although all calculations haven't been made by the Census Bureau, they expressed some concern that error rates for certain localities might be as high as 20%. In addition, there's the problem of how to adjust for the undercount and what effect this will have on reliability.

Good news is that the National Center for Education Statistics has made major improvements, partly as a result of the white paper which was released one year ago. They have hired more statisticians and improved standards for their work. They are now producing more reports of better quality.

Another welcome change is the complete re-working of the Uniform Crime Survey. Over the next few years, it will change to an incident-based reporting system which is designed to improve the uniformity of data.

The TISER system for census geography will allow much greater detail in the census geography on computers. It is founded on the GBF/DIME files, but expands this to include the entire country. One of the worst products out of the 1980 Census was the block maps on microfiche. The Census Bureau is considering issuing them on CD-Rom for the 1990 Census. Greater computerization of the 1990 Census will help ensure greater accuracy in the coding of data, which should help increase reliability.

DRAFT

PURPOSE: The purpose of the Government Documents Round Table of Ohio shall be to promote the effective use of publications issued by all levels of government by 1) providing an association of individuals and organizations having an interest in government documents, 2) providing a forum for the exchange of ideas, concerns and problems affecting the access to government publications, 3) providing a force for initiating control of documents, 4) contributing to the education and training in the use of government documents, and 5) advocating the maintenance and expansion of levels of service.

AFFILIATION: We are affiliated with the Government Documents Round Table of the American Library Association.

MEMBERSHIP: Membership is open to individuals and organizations interested in government documents.

MEETINGS: A business/program meeting is held twice a year, in the fall and the spring. The spring meeting is generally held in or near Columbus.

DUES: Dues are \$5.00 per year.

NEWSLETTER: A newsletter is published and distributed to members ~~at~~ 4 times a year. "Docs Prescriptions" contains news items from and for members, and announces meetings.

NEW MEMBERS ARE WELCOME: If you would like to attend the next meeting, we would be happy to send you the information. Please fill out the registration form and send it to us. If you would like to join Ohio Godort, you can send dues along with the registration form.

REGISTRATION FORM

Yes, I would like information about the next meeting of Ohio GODORT.

Name

Institution

Building

City

State

Zip

Yes, I would like to join Ohio GODORT, and am sending a check for my dues (\$5.00).
(make check payable to Government Documents Round Table of Ohio)

DRAFT

Ohio GODORT Membership 1987-88

Clyde Hordusky
The State Library of Ohio
65 S. Front Street
Columbus, Ohio 43215

Naomi Adams
Findlay College
Schafer Library
1000 N. Main Street
Findlay, Ohio 45840

Liese Adams
Kent State University
Library
Kent, Ohio 44242

Leah Agnoni
Rodman Public Library
215 E. Broadway Street
Alliance, Ohio 44601

Julia Baldwin
University of Toledo
Carlson Library
2801 W. Bancroft Street
Toledo, Ohio 43606

Nani Ball
Miami Univ.-Middletown
Library-Documents
4200E. Univ. Blvd
Middletown, OH 45042

Barbara Bell
College of Wooster
Andrews Library
Wooster, Ohio 44691

Bernard Block
Ohio State University Libraries
Documents Librarian
1858 Neil Avenue Mall
Columbus, Ohio 43210

Sandra Braman
University of Dayton
Roesch Library
300 College Park Avenue
Dayton, Ohio 45469-0001

Susan Branch
Worthington Public Library
805 Hartford Street
Worthington, Ohio 43085

Essie Bruce
University of Dayton
Roesch Library
300 College Park Avenue
Dayton, Ohio 45469-0001

Evron Collins
Bowling Green State University
Maps Library
Bowling Green, Ohio 43403

Ellen Conrad
College of Wooster
Andrews Library
Wooster, Ohio 44691

June Coughlin
Bowling Green State University
Firelands, Library
901 Rye Beach Road
Huron, Ohio 44839

Judith Daso
Ohio University
Library
Athens, Ohio 45701

Nancy Easterday
Worthington Public Library
805 Hartford Street
Worthington, Ohio 43085

Barbara Fisher
Muskingum College
Library
New Concord, Ohio 43762

Donna Foust
99224 Forest Glen Drive
Cincinnati, Ohio 45242

Beverly Gage
Denison University
Government Documents
Granville, Ohio 43023

Ethel Gaines
Akron Summit Co. Public Library
55 South Main
Akron, Ohio 44326

Denise Green
University of Toledo
Carlson Library
2801 W. Bancroft Street
Toledo, Ohio 43606

Rosemary Harrick
Kent State University Library
Documents
Kent, Ohio 44242

Ester Hess
Halene College Library
515 25th St. N.W.
Canton, Ohio 44709

Karen Kimber
Wright State University
Library
Dayton, Ohio 45435

George Kline
Toledo Lucas County Public Library
Documents Specialist
325 Michigan Avenue
Toledo, Ohio 43624

George Kosman
Case Western Reserve University
Freiberger Library
Cleveland, Ohio 44106

Karen Kottys
University of Cincinnati
Library, Documents
Cincinnati, Ohio 45221

Lynn Lenart
University of Akron
Reference Dept.
Akron, Ohio 44325

Margaret Lewis
Miami University
King Library
Oxford, Ohio 45056

Katy Lin
Capital University
Periodicals and Documents
2199 E. Main Street
Columbus, Ohio 43209

Saragail Lynch
Ohio State University
Main Library, Reference
1858 Neil Avenue Mall
Columbus, Ohio 43210

Jan Marotta
Ashland College
Library, Documents
Ashland, Ohio 49805-3796

Andre Martin
University of Akron
Law Library
Akron, Ohio 44325

Betty Maynard
Federal Reserve Bank of Cleveland
Librarian
P.O. Box 5620
Cleveland, Ohio 44101

Penny McElhaney
Cleveland Hts. University Hts. Public
Adult Service
2345 Lee Road
Cleveland Heights, Ohio 44118

Melody McMahon
Cleveland Institute of Music
11021 East Blvd.
Cleveland, Ohio 44106

Carol Meyer
Cincinnati Law Library Association
601 Court House
Cincinnati, Ohio 45202

Thelma Morris
Cleveland Public Library
Social Science Dept.
325 Superior Ave.
Cleveland, Ohio 44114

Lisa Mortensen
Geauga County Public Library
Documents Clerk
Park Street
Chardon, Ohio 44024

Sherry Mosley
Government Documents Librarian
Magg Library
410 Wick Ave.
Youngstown, Ohio 44555

Kathleen Nagy
Documents Assistant
Kent State University Library
Kent, Ohio 44242

Bill Newman
Capital Univ. Law Sch. Lib.
Law School Library
665 S. High
Columbus, Ohio 43215

Kathy Nussbaum
Vert. File Government Docs. Librarian
Mansfield Richland Library
43 W. Third Street
Mansfield, Ohio 44902

Lawrence Olszewski
Manager Gen. Reference
Columbus, Franklin County Library
96 S. Grant
Columbus, Ohio 43215

Kathy Ossi
Findlay College
Schafer Library
1000 North Main
Findlay, Ohio 45840

Coleen Farmer
Ogg Science Library
Bowling Green State Univ.
Bowling Green, Ohio 43403

OHIO GODORT OFFICERS

President: Mary Prophet
Library, Reference
Denison University
Granville OH 43023

V.P./Program Chair: Carol Singer
Library
Kenyon College
Gambier OH 43022

Secretary/Treasurer: Coleen Parmer
Science Library
Bowling Green State University
Bowling Green OH 43403

DOC'S PRESCRIPTIONS.

Editor: Karen Kottsy
Library-Documents
University of Cincinnati
Cincinnati OH 45221-0033
Phone: 1-513-475-5009

CONTRIBUTORS TO THIS ISSUE OF DOC'S PRESCRIPTIONS

Nani Ball, Miami University-Middletown Campus
George Barnum, Case Western Reserve University
Barbara Bell, Wooster College
Evron Collins, Bowling Green University
June Coughlin, Bowling Green University, Firelands Campus
Rosemary Harrick, Kent State University
George Kline, Toledo-Lucas County Public Library
Andre Martin, Law Library, Akron State University
Mary Prophet, Denison University
Carol Singer, Kenyon College
Ginny Wisniewski, University of Cincinnati

UNIVERSITY OF CINCINNATI
LIBRARY DOCUMENTS
CINCINNATI, OHIO 45221

