

ATLA

newsletter

American Theological Library Association



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Mission Statement

The mission of the American Theological Library Association is to foster the study of theology and religion by enhancing the development of theological and religious libraries and librarianship.

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Member News

*a professional association of
theological libraries and librarians*

President's Message

Dear ATLA Members,

As each of us grows older and we become increasingly aware of the fact that the time shortens in our current vocational calling, with all its daily opportunities and foreshortened goals, it is natural to think of what legacy we shall leave to those who will succeed us. To be sure, those of us who invest in the future, whether perhaps through sponsoring a child in a third world country, or by doing volunteer work for worthy and more local causes, know and relish bits of lasting satisfaction that begin to transcend the barriers of our own small worlds. And the legacy question begins finding its own answer.

I am reminded of Jimmy Carter, who certainly has done more for the world through his peace keeping, mediation efforts, and even Habitat for Humanity since leaving the presidency than was ever possible before. His legacy of being a contributing citizen of the world through these personal initiatives is secure, no matter what one thinks of his presidency. Yet he had to look beyond the peanut farm to do these things. And he has to give of himself to continue them.

To leave a legacy for the next generation means that we have to project ourselves and our efforts beyond our everyday horizons. We too have to get beyond the peanut farm. One of the most effective ways of doing this is through mentoring. ATLA now has eighty student members. Last year nine of these became full-fledged members. Is it because of something you said to this one or that one? Were you there when one of them wondered about a future

in theological librarianship? Or perhaps more to the point—do you find it within yourself to venture giving because you also have received?

The English word, “mentor,” derives from the proper name, Mentor, who was Odysseus’ trusted advisor and to whom he entrusted the education of his son, Telemachus. I wonder if that first Mentor experienced something of the gospel paradox that it is in giving that we find something of our better selves.

It is reassuring that as an organization we are now beginning to draw more prospective successors to our ranks. Sure, we support them through the endowment fund and through mentoring, and the paradox of giving begins reflecting back on us. It makes us realize that we have not just been planting peanuts through so much of our lives.

*Paul Schrodt
ATLA President*



Member Notes



Bonnie VanDelinder Dies

Long-term members of ATLA may remember my dear colleague Bonnie VanDelinder. Bonnie entered theological librarianship (as did I) on April 1st, 1985. On that day I began as Technical Services Librarian at Colgate Rochester Divinity School. After a long career in public librarianship, and stints in Episcopal parishes, she began at CRDS as the Public Services Librarian. After seven years, Bonnie assumed the mantle of Director of the Library at the Lutheran Theological Seminary at Gettysburg (Pennsylvania). If her colleagues have not seen her much lately, it is because she was pursuing a DMin at Sewanee. She also was fighting a long-term battle with cancer. The cancer took her January 10.

Her funeral was held Friday, January 16, 2004 at the Church of the Abiding Presence on the campus of the Lutheran Theological Seminary at Gettysburg.

*Christopher Brennan
SUNY Brockport*



Joe Coalter to Move to Union-PSCE

This fall Joe Coalter, library director at Louisville Presbyterian Theological Seminary, is moving to Union Theological Seminary and Presbyterian School of Christian Education to become librarian and professor of bibliography. Joe has been at Louisville since 1985.



ATLA Receives Gift

On Wednesday, January 21, ATLA was honored to receive a check for \$2,500 from LaSalle Bank at the grand opening of its Wacker and Lake Branch. LaSalle Branch Manager Subrata Das cited ATLA as an outstanding not-for-profit organization in the community. Executive Director Dennis Norlin accepted the check for ATLA and expressed appreciation for the gift, which will be used to help provide travel grants to the ATLA Annual Conference.

Whittlesey Attends ALA Midwinter Meeting

In January I attended the Midwinter Meeting of the American Library Association (ALA) in San Diego. These are the highlights of my time there:

- Cemented a partnership with OCLC and IFLA to participate with them in the Early Career Development Fellowship to provide professional development support for librarians from developing countries. ATLA's involvement is directed at including theological librarians in the program.
- Participated in discussions with the Medical Library Association, the American Association of Law Libraries, and Dominican University Graduate School of Library and Information Science to write an IMLS grant. This grant is to train selected members of each of these Chicago-based library associations in developing and delivering online curricula.
- Learned about fundraising for libraries and associations at an all-day workshop presented by the Association for Library Collections & Technical Services and the Library Administration and Management Association, both units of ALA.
- Attended meetings and sessions related to recruitment and retention of members of underrepresented minorities in libraries and librarianship as a member of the ALA Council Committee on Diversity.
- Visited hundreds of exhibits and ... saw the massive and famous aircraft carrier USS Midway moved across San Diego Bay to its new berth at Navy Pier to become part of a maritime museum.

*Karen L. Whittlesey
Director of Member Services*



ATLA Attends AAR/SBL

About 25 ATLA members attended the ATLA reception Saturday, November 22, at the AAR/SBL Annual Meeting in Atlanta. At the reception President Paul Schrodt introduced Christopher

Member News

Matthews, coeditor of *New Testament Abstracts (NTA)*, who announced a new agreement between *NTA* and ATLA that will give ATLA responsibility for producing electronic versions of *NTA* in the future. ATLA will produce the CD-ROM version of *NTA* (the first CD is scheduled to appear July 2004), and EBSCO will host an online version of *NTA*, along with *Old Testament Abstracts (OTA)* and *The Catholic Periodical and Literature Index (CPLI)*, as part of their agreement with ATLA.

Executive Director Dennis Norlin also announced the receipt of a new grant from the Lilly Endowment, Inc., that will add to *ATLA Serials (ATLAS)* a new collection of ten periodicals chosen by and designed for congregations and clergy. The new \$775,000 grant will fund a three-year project in conjunction with the Indianapolis Center for Congregations.

ATLA also sponsored an exhibits booth (staffed by Melody de Catur, Rick Adamek, and Carol Jones) that was well-attended. At the booth, Matthias Klinghardt of Dresden, Germany, won a copy of the *ATLA Religion Database: Ten Year Subset* in a drawing.

Normally ATLA hosts a luncheon for AAR/SBL student members to present theological librarianship as an alternative career. This year the student members assembled a panel on alternative careers. ATLA member Laura Wood served on the panel to promote theological librarianship.



Member Services in Middle of Recruitment Campaign

For several months the Member Services Department has been getting out the word about the benefits of membership in ATLA. With new posters and new and updated brochures, we have undertaken a number of projects, large and small.

Here's some of what we've done:

- sent letters from the Roman Catholic Denominational Group to librarians of Catholic universities and colleges
- reached out to theology students at the annual AAR/SBL meeting and library school students at San Jose State University School of Library

and Information Service's fair for library associations

- informed the ALA-accredited library schools of our job openings web page
- encouraged our Institutional Members to pass the word to their staffs

The Member Services Department consists of Karen Whittlesey, director; Carol Jones, assistant director; Jonathan West, editor of member publications (print and web); Timothy Smith, membership associate; and Stacey Schilling, publications associate. If you have ideas to share about how we might let people know about membership in ATLA, please send them to Tim at tsmith@atla.com.

Karen L. Whittlesey
Director of Member Services



Board Meeting Highlights

Summary of the ATLA Board Midwinter Meeting, January 23–24, 2004

The ATLA Board met at ATLA headquarters for the semiannual Board meeting. The following is a summary of the business conducted during the meeting. Full minutes are available on the ATLA Board website.

Definition of Institutional Membership

Many libraries and institutions are experiencing organizational change. As a result of specific inquiries, the Board appointed a task force to offer a specific definition of what constitutes an institutional member. The following definition was accepted: “A library qualifies for institutional membership with ATLA if it maintains a unified budget, a unified staff, a unified catalog, and a coordinated cluster of services and resources.”

ATLA Endowment Fund

The Board adopted a proposal that will establish two components of the Fund. One, a traditional endowment fund, will serve the long-term interests of financial stability of our organization. The other will provide annual revenue to support the ATLA Scholarships and Grants Fund. Travel grants will be available for this year’s annual conference.

On-Site Inspection Team of Personnel Policies and Practices

A team of Board members served on the annual On-Site Inspection team; this year’s review examined personnel policies and practices. Each member of the ATLA staff was interviewed individually by a Board member. The ATLA staff provided documents about personnel policies. Results of a newly initiated upward evaluation process provided the Board with input about the performance of the Executive Director. All of these items contributed to a very positive report on the personnel environment at ATLA.

Strategic Plan

The Executive Director submitted a strategic planning document, developed through input from ATLA staff and Board members. Response was very positive. The document will be shared with the membership through the *ATLA Newsletter*.

Financial Report

Pradeep Gamadia provided a report of ATLA’s financial situation, which is sound. The Board was particularly impressed with the benefits package that has been developed for the staff with very little increase in expenditures.

2004 Conference Program

Karen Whittlesey provided an update for the ATLA conference in June 2004, which will be in



Photo (left to right): Timothy Lincoln, Sharon Taylor, Secretary Anne Womack, Eileen Saner, President Paul Schrodt, Paula Hamilton, Bill Faupel, Sara Myers, Christine Wenderoth, Bill Badke. Missing are Herman Peterson and Vice President Paul Stuehrenberg.

Member News

Kansas City. Karen noted that our conference will be sharing the city with Billy Graham, who will also be in town to speak.

New Catholic Encyclopedia

Membership frustration with the quality of the *New Catholic Encyclopedia's* recent Gale edition prompted significant discussion. The Board decided that letters from individual libraries or librarians would be the most successful and appropriate way to register complaints and hopefully bring around change for upcoming planned reference work projects.

Discussion of Procedure for Going into Executive Session

The Board had an active discussion about keeping Board meetings open, and we upheld our current policy of having all parts of Board meetings open to any member, except on issues related to personnel. We affirmed the importance of working to keep the decision-making process open.

Educational Facility at ATLA Headquarters

The Board addressed concerns people have about whether the facility is used frequently. Several ATLA

and non-ATLA groups have used it, and the ATLA staff uses it regularly for meetings and training sessions. The Professional Development Committee has wanted to develop programs that make use of the facility, but the planning for such endeavors is too time-intensive to undertake currently. The staff is planning to initiate a "connect" test with ATLA volunteer libraries to see how the streaming technology works. This opportunity will be initiated over ATLANTIS.

Research in Ministry Index and ILL

The Board encouraged the Executive Director to reverse a recent policy and not try to enforce provision of ILL access of DMin projects indexed in *RIM* to requesters. Concern was expressed that *RIM* coordinators never consulted with library directors before agreeing to provision. A notice in the May *Newsletter* should announce this change.

Anne Womack
ATLA Board Secretary



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Lilly Endowment Grant

ATLA Receives Grant from Lilly Endowment, Inc., to Fund *ATLAS for Congregations and Clergy* Program

The Lilly Endowment, Inc., has awarded a grant of \$774,750 to ATLA to extend the *ATLA Serials (ATLAS)* program to congregations and clergy.

ATLAS has been highly praised by customers and reviewers, and its subscription base continues to grow. In conversations with Lilly Endowment staff, ATLA member-customers, and clergy, it became evident that the potential existed for this remarkable resource to be of great value to clergy and congregations. *ATLAS for Clergy and Congregations* could, for example, be

- a vital resource for adult education in all kinds of congregations;
- an extremely valuable parish resource, continually available to every member and every program of a congregation;
- a source of support for clergy in their own continuing education and professional development while they are at a distance from their own theological seminary;
- a community resource, serving as a basis for inter-congregation and interfaith dialogue and discussion, including, as it does, Roman Catholic, Orthodox, and Protestant publications as well as Muslim, Jewish, Buddhist, and publications of other faith traditions.

ATLAS for Congregations and Clergy will offer clergy and congregations a vital tool that can enliven and enhance theological discussion and reflection, create new forms of communication and education (assigning a topic or journal article for all confirmation students to read and respond to, for example), and promote understanding and outreach among congregations from different faith traditions. Its potential impact is limited only by the imagination and creativity of the clergy and congregations who make use of it.

For the current project ATLA will collaborate with the Indianapolis Center for Congregations (ICC), an organization uniquely attuned to the ebbs and flows of congregational life. ICC will be a vital partner in this project at every step of the way.

Through its extensive experience with congregations, with parish resources, and with adult education, the ICC is the ideal partner for ATLA in the design and implementation of this project, assuring that the project's outcome will be embraced by a wide variety of clergy and congregations.

Because clergy are often the most important force in introducing new resources and programs to congregations, ATLA will also work with member libraries to organize groups of their alumni to serve as additional focus groups. By working through ATLA's 16 regional associations, we hope to recruit 100 institutions that would agree to organize and poll their alumni about the project. These institutions will receive a free subscription for all of their alumni for one year and a 50% discount for a second year.

The member institution's responsibility would be to organize a forum in which its alumni would provide evaluation of the collection and of the beta version of the application, forward ideas about the rationale for introducing the collection in congregations, and make suggestions for promoting the collection in congregations.

Having already secured the commitment of the Alban Institute to promote and market *ATLAS for Congregations and Clergy* ATLA will, in the second year of the project, seek additional partners with special relationships with congregations, including ATLA member institutions with special resource centers for congregations and other organizations with whom ATLA has collaborated on a variety of projects.

Working closely with these organizations gives us confidence that the project's final product will be valued by and available to congregations and clergy. We believe that the presence of *ATLAS for Congregations and Clergy* in congregations offers a unique opportunity for theological renewal for American churches, making it possible for clergy and laity alike to pursue theological reflection and dialogue.

For more information about ATLA's new *ATLAS For Congregations and Clergy* program, contact

Christina Tran
 ATLA Sales/Marketing Associate
 ctran@atla.com
 888.665.2852



International Report

International Report, hosted by the Special Committee of the Association on International Collaboration, will be a regular feature in the *ATLA Newsletter*. Judith Powles, Chairman of ABTAPL, is the author of this premier entry. Subsequent articles will feature other associations as we seek to further professional and social ties with our international colleagues.

ABTAPL

ABTAPL is the Association of British Theological and Philosophical Libraries, an organization—in liaison with the Chartered Institute of Library and Information Professionals—of libraries and librarians working with theological and philosophical collections and related materials. ABTAPL provides for its members an informal network for sharing information and experience, for consultation, for advice and for support for both individual problems and continuing professional development.

ABTAPL was originally formed to be the United Kingdom member of the *International Association of Theological Libraries*, which was set up in 1954 under the auspices of UNESCO. It was felt that there was a vital need, throughout the world of information, for wider dissemination about theological libraries, theological librarianship and theological and philosophical literature. Although this original international association was short-lived, it provided the impetus for the establishment of several national associations of theological libraries. Later, many of the aims and objectives of the original international association were carried on by the *International Council of Theological Library Associations*, which today is known as *European Theological Libraries* (BETH—Bibliothèques Européennes de Théologie), of which ABTAPL is an active member. In 2000 ABTAPL hosted the BETH annual assembly in York.

The first meeting of ABTAPL was held in 1956 and the Association flourished for ten years, after which there was a loss of impetus until 1974 when a revival of interest began and has continued to the present day.

Membership

The majority of our members are librarians working in theological and/or philosophical libraries. However, the membership is not confined to professional librarians, nor are there geographical restrictions; many of our members are overseas. Anyone who has an interest in theology and/or philosophy may join the Association. Many of our members work in professional isolation, so sharing experiences from a wide range of disciplines does much to lift professional horizons. Some of our members have spent all of their working lives in a specialist library; others have transferred from the public service; some have bookselling experience; some carry library responsibilities because they lecture in theology or in philosophy. The only membership qualification is to have an interest in the bibliography, librarianship or management of our specialist subjects. All are welcome in ABTAPL.

Activities

ABTAPL usually meets twice a year—a day meeting is held in the autumn, which includes a visit to a library in the specialisation, and a residential three-day conference, which is held in the spring. Although the autumn meetings are usually convened in London for convenience of travel, the spring conferences are held in different locations throughout the United Kingdom and Ireland. These meetings are valuable not only for seeing the wide variety of modern library practice in many different institutions, but also for the opportunities to meet other librarians in the same specialisations. These occasions are highly regarded by our members, many of whom work alone in their libraries and are not otherwise afforded the opportunity to broaden their professional education. The schedule of meetings is posted on our website.

Publications

- The ABTAPL Union List of Periodicals includes the philosophy, theology and religious study journal holdings of 45 different institutions in Britain and is a useful tool for tracing the location of titles. The publisher details are given for some titles and links to free electronic journals are also included. This list is now available online at www.le.ac.uk/abtapl/.
- The Bulletin is published by the Association as a forum for professional exchange and

development in the fields of theological and philosophical librarianship. It is published three times a year—March, June and November—and now has a circulation of approximately 250 copies, with about one-third of these going to libraries in Europe, North America and the Commonwealth. There are indexes covering 1974–1981 and 1981–1996. For subscription details, please see our website.

- The Guide to Theological and Religious Studies Collections of Great Britain and Ireland is a comprehensive compilation of theological libraries in the United Kingdom and Ireland, including the location and a brief description of the holdings of each library listed. A third edition is now in preparation.
- Religious Bibliographies in Serial Literature: a Guide compiled by Michael Walsh, assisted by other ABTAPL members, was published by Mansell in 1981. Although no longer current, this was a major cooperative effort at the time.

Discussion List

ABTAPL also has a free online discussion list for all its members who have access to e-mail. Details and information can be found by accessing www.jiscmail.ac.uk/lists/abtapl.html. Judith Powles, Chairman (E-mail: j.powles@spurgeons.ac.uk). The Librarian, Spurgeon's College, 189 South Norwood Hill, London SE25 6DJ, UK. ABTAPL website: www.abtapl.org.uk

Judith Powles
ABTAPL Chairman



IFLA/OCLC Fellowship

ATLA announces participation in a fellowship program for new librarians from countries with developing economies. The program is cosponsored by the International Federation of Library Associations and Institutions (IFLA) and OCLC Online Computer Library Center. ATLA's involvement is directed at including theological librarians in the program.

The purpose of the IFLA/OCLC Early Career Development Fellowship is to provide career and continuing education for library and information science professionals with less than five years of experience. The program sponsors travel for up to five librarians to the United States for a month-long curriculum each May. The program includes seminars on library trends and their effects on libraries, issues of library cooperation on all levels from local to global, and technologies; visits to the Library of Congress and to other libraries; and presentations by IFLA. Fellows create plans for their own professional development and for growth of their home institutions.

Selection for the Class of 2005 will be made this summer. Librarians who have received their country's qualifying degree in library or information studies since August 1999, have at least two years of professional experience since obtaining the degree, and are legal nationals from a qualifying country may be eligible to apply. Applicants do not need to be ATLA members. Applications are due to OCLC by April 23, 2004. Qualifications, application procedures, an outline of the program, and the list of eligible countries is available at www.oclc.org/institute/resources/fellowships/ifla/iflafellowship.pdf. Interested librarians may also contact Karen Whittlesey, ATLA's director of member services (kwhittle@atla.com).

ATLA's participation was proposed by the Special Committee of the Association for International Collaboration, Barbara Terry, chair, and was arranged at the midwinter meeting of the American Library Association in early January. Karen Whittlesey met with George Needham, OCLC's vice-president for member services, and Nancy Lensenmayer, program officer for education and professional development at OCLC, to discuss the details and commitments.

ATLA is pleased to participate in this new partnership with IFLA and OCLC, providing professional development support for theological librarians from developing countries.



Professional Development Perspectives

During his first year as a coach of the NFL Tampa Bay Buccaneers, John McKay was asked what he thought of his winless expansion team's execution: "I'm all in favor of it," he said.

"Execution" can mean different things in different settings, but to most of us it comes close to being defined as "the art of getting things done." This, at least, is the idea (as well as the conviction) behind a recent management book on the subject. The authors of *Execution: the Discipline of Getting Things Done* pull together their diverse expertise (senior management at GE & business school professor) to make a compelling case: a shortage of resources and/or good ideas and/or planning is rarely the main barrier to effectiveness. A far more common stumbling block is the inability to follow through in a methodical way—to *execute*.

None of the settings where I have ever worked—from cooking weekends at KFC to parish ministry to academic librarianship—have been exempt from this. As far as they go, good resources and even better ideas are wonderful. But what usually counts for more is the capacity to identify the steps necessary for implementation—however small or obscure those steps may seem in themselves—and then see them through to completion.

My guess is that there are as many ways to fail as to succeed at this. I'm sure I'm not the only one to have reached for help in various directions: a new

planning calendar, a PDA, prayer (can't go wrong there!), using scheduling software, trying to match up blocks of time with proportionally large priorities or projects, etc.

There are a few basic realities that are common to all of us (whatever our level of responsibility): the number of hours in the day, some degree of latitude in establishing task priorities, and (I think this is true to an exceptional degree within the ATLA community) a strong sense that the work we do counts for something, and is worth doing well.

But eventually it comes down to choices and diligence. The authors of *Execution* emphasize three sectors: people, strategy, and operations, and it's well worth taking a firsthand look at how they identify what the essential skills are for developing the discipline, how acute the need is for these skills, and how an organization benefits when leaders do this well.

Much of what the book maps out is pertinent to the settings we work in as ATLA librarians, and it's well worth your taking a look at. (You can look inside the book at Amazon). It wouldn't surprise me at all if some of these ideas show up in a future program from the PDC.

Best wishes to all,

David Stewart

*Chair, Professional Development Committee
Princeton Theological Seminary*



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Greetings from the 2004 Local Host



*Front row: Donald Keeney, Central Baptist Theological Seminary; Debbie Bradshaw, Nazarene Theological Seminary; Logan Wright, Saint Paul School of Theology.
Second row: Marilyn Carbonell, University of Missouri-Kansas City; Sue McDonald, Community of Christ; Bill Miller, Nazarene Theological Seminary; Craig Kubic, Midwestern Baptist Theological Seminary.*

Welcome to Kansas City!

The Kansas City Area Theological Library Association is pleased to welcome you to the heart of the Midwest. A city full of beautiful fountains, impressive art displays and museums, a NASCAR speedway, and several sports venues available year-round, Kansas City is a great place to visit. Throughout town you will discover a variety of architectural styles: the Spanish buildings of the plaza, the art deco artwork and buildings downtown, as well as the wall of bulls at the American Royal buildings honoring our proud heritage. This is a city full of diverse tastes in food, music, and style. We have great steaks, spicy barbeque, lively jazz, cool fountains, and friendly people.

The casual atmosphere here in the Midwest should be taken advantage of. So come in your comfortable shoes and relaxed apparel. Kick back and have a great time exploring the great food and sights of Kansas City.

Our conference hotel is located in downtown Kansas City, Missouri. The Downtown Marriott will provide lots of comfortable gathering places, and meeting space.

The opening reception will be held in the Conference hotel. We will be gathering at the renovated lobby of the Muehlebach hotel, one of the original hotels in Kansas City, and location of Harry Truman's suite. This area has been refurbished with a lot of old-world charm. It will be a great time to make new acquaintances, and revive old friendships.

Tours on Thursday and Friday will allow you to see the variety of things available in Kansas City. We will be visiting the Harry S. Truman Presidential Museum and Library, a tribute to the 33rd President of the United States. There will also be an opportunity to visit the world-renowned Nelson-Atkins Museum of Art. Or, you may want to spend an evening enjoying the up-close action at the T-Bones Baseball game. The T-Bones are part of the Northern independent professional baseball league.

The closing banquet will be held at the newly remodeled Union Station. This former train station now houses a science museum and several IMAX theatres. This will be a casual event, with Kansas City-style barbeque and jazz. Come and enjoy a relaxing time of food and conversation with friends and colleagues.

We look forward to seeing you in Kansas City,

The Local Host Committee

*The Kansas City Area Theological Library
Association
Calvary Bible College and Seminary
Central Baptist Theological Seminary
Community of Christ
Conception Abbey & Seminary
Midwestern Baptist Theological Seminary
Nazarene Theological Seminary
Saint Paul School of Theology
University of Missouri-Kansas City*



Conference Highlights

ATLA Annual Conference

To be held at the Kansas City Marriott Downtown in Missouri

Hosted by the Kansas City Area Theological Library Association:

Nazarene Theological Seminary Library
University of Missouri-Kansas City Libraries, Religious Studies
Calvary Bible College and Theological Seminary Library
Central Baptist Theological Seminary Library
Mid-Western Baptist Theological Seminary Library
Community of Christ Library
Conception Seminary College Library

June 16–19, 2004

Theological librarians and paraprofessional staff, directors, academic administrators, and theology and library school students will gather in June to network, learn, teach, and discuss matters affecting theological libraries and librarianship.

Conference Sessions

(subject to change)

Plenary addresses: Jaroslav Pelikan, Sterling Professor Emeritus of History at Yale University, and Valerie Hotchkiss, Professor of Medieval Studies at Southern Methodist University and Director of the Bridwell Library. Pelikan and Hotchkiss, editors of the four-volume *Creeks and Confessions of Faith in the Christian Tradition* recently published by Yale University Press, will offer perspectives on the place of this new “Creeks of Christendom” in a theological library and in theological education.

Helen H. Spalding, Immediate Past President of the Association of College and Research Libraries and Associate Director of Libraries at the University of Missouri-Kansas City. She will speak about communicating to users and funders the resources and expertise that libraries provide in order to enhance greater appreciation for what librarians and library resources do to facilitate learning and research.

Preconference Workshops will be offered on archives and manuscripts, cataloging theological web sites, open URLs, involvement in ATS, Windows Connexion, and the *ATLA Religion Database* in three formats.

For more information

Information about the conference, including paper and roundtable topics, is posted on the ATLA web site at www.atla.com/member/conference. Please visit often to see updates as they become available.

You may also send email to atla@atla.com, call ATLA at 312.454.5100 or toll-free at 888.665.ATLA (2852), or fax to 312.454.5505. You may also write to Conference Information, ATLA, 250 S. Wacker Drive, Suite 1600, Chicago IL 60606-5889.

Conference programs and registration will be available in March.

Producing a Conference

Part 2: January to April

In this series of four articles, Director of Member Services Karen L. Whittlesey gives an overview of what goes into producing a conference, from selecting a site to tying up loose ends after it's all over. The series follows the process each quarter and explains the steps that are taken and the work that is done during that particular quarter. The first article (in the November *Newsletter*) looked at selecting the location for a future conference and planning the current conference, both happening at the same time. In this article we look particularly at what happens from January to April, including preparing the budget and setting fees, producing the program book and conference web content, and opening the conference for registration.

January to April: Getting Ready for the Conference

Local Hosts

Every conference has a committee of staff from the hosting libraries to work on those aspects of the conference best taken care of by the people in the area. During these months the local hosts are firming up any tours or excursions they have arranged for conference-goers, working on the opening reception (food and any entertainment), checking out local restaurants and compiling a list, gathering items for inclusion in the conference tote bags, determining tasks that will need to be done during the conference. These will include staffing a local host table, perhaps providing signage or people to guide conference goers to rooms or venues, arranging sign-ups for dinner together during the conference.

Budgeting

Before a program book can be printed or registration opened on the web, the fees for the workshops, conference registration, banquet, and any pre-paid tours need to be determined. At the beginning of January Karen Whittlesey, director of member services, working with Carol Jones, sets these figures in consultation with Dennis Norlin, executive director of ATLA, and Pradeep Gamadia, director of financial services.

Expenses include bus rental, audiovisual and technology equipment, food and beverage (breaks, meals, lunch meetings), banquet, meeting room

rental, non-member speaker travel and honoraria, printing costs, taxes and service charges, staff expenses. Revenues include program and exhibitor registration fees, sponsorships, administrative fees, and donations. All these need to be considered when setting fees and rarely do the revenues equal or exceed the expenses.

The Annual Conference is an expensive undertaking. Ideally we want to be able to generate revenue from the conference sufficient to run the conference, and to put sales revenue back into development and improvements of ATLA products and services for members and customers.

Conference Program Book and Web Pages

By Christmas speakers and roundtable facilitators have returned their program information forms, which staff use to describe the programs and sessions for the conference book and web page. With these program descriptions and the registration fees in hand, Jonathan West, editor of member publications, and Stacey Schilling, publications associate, prepare the conference program book and web pages for publication. The print program is mailed in February or March, but web pages have been up since October with general conference information and with information for exhibitors and potential exhibitors.

Speaker Contracts

Carol Jones, assistant director of member services, mails contracts and forms for audiovisual and technology needs to each speaker. The contract states for all speakers that they will present their sessions and prepare material for inclusion in the *Summary of Proceedings* of the conference; the agreement also assures non-ATLA member speakers that we will pay them a specified honorarium. (There is an amount for each type of presentation—plenary, paper, workshop, interest group, roundtable—that non-ATLA member speakers may receive. Member speakers do not receive honoraria, as they serve the Association by enhancing the professional development of their member colleagues.)

Exhibits

Exhibits offer conference-goers an opportunity to talk with publishers and others in a convenient and congenial atmosphere. Exhibits also bring in

Member News

revenue to help pay for the conference. Members and staff are on the lookout for potential ATLA exhibitors all year at other conferences they attend, contacts they have through work, or just walking in the local area and seeing a possibility. Jonathan posts an exhibitor prospectus on the web in December or January, and Melody de Catur, ATLA exhibits coordinator, notifies last year's exhibitors and new potential exhibitors of the conference and refers them to the online prospectus. From now through the conference she will work with the hotel and the exhibitors on this important aspect of the conference.

Housing

Negotiating a contract with the hotel has occurred years before. Having a commitment early is good and not so good: good because there is security in having a site, sometimes at room rates that do not increase much in the years intervening between signing the contract and holding the conference; not so good because things can change in the hotel business (September 11 as the prime example) or in the way the conference is handled (for example, which days the exhibits will be held, whether we spend a day off site at a local seminary campus, conference programming that changes significantly from the Request for Proposal (RFP) on which the hotel based its contract with us).

Once registrations for the hotel guest rooms start coming in—in March—we watch them carefully all the way through to the hotel registration closing date, usually the end of May. We check with the hotel every couple of weeks in March and April, then weekly in the beginning of May, then almost daily as we approach the conference. There is a very important reason for this. The hotel expects a certain amount of revenue from having us in their hotel, and they base our guest room rate on this expectation. This revenue comes from the food and beverage functions we commit to, how much the hotel can expect conference-goers to spend in the restaurants and gift shop, and the number and size of meeting and exhibit space we use—and the number of guest rooms in our room block. If we fall below the committed number of guest rooms or food and beverage functions in our contract, the hotel stands to lose money, and we can be penalized financially through attrition, as it is called, to the tune of many thousands of dollars. It is important to monitor hotel registrations and to encourage

conference attendees to book their rooms directly with the hotel.

Local members seek dorm possibilities in the conference city. If there are no dorms, or the dorms are unsuitable, staff tries to find an inexpensive hotel as a housing alternative to the conference hotel.

Conference Registrations

People register for the conference in one of several ways—web, mail, telephone, fax—but the end result is that when they register we need to send out confirmation materials. These include the confirmation notice and any special instructions; anything the local host or the convention and visitors bureau of the city have provided, such as maps and a list of restaurants; coupons for special airline fares; and anything else conference attendees might want to know about before they arrive at the conference.

Sabine Dupervil, bookkeeper in the Financial Services Department, handles the financial end of registration, and Tim Smith, membership associate, sees to the collating and sending of confirmation

ATLA SERIALS EXCHANGE UPDATE SCHEDULE

**IN THE
NEXT FEW MONTHS,
NEW ASE OFFERINGS
WILL BE MADE
AVAILABLE FOR
CLAIMING ON THE
FOLLOWING DATES:**

**April 1, 2004
June 1, 2004
August 1, 2004
October 1, 2004**

materials. Both jobs start now and go on up to the conference.

Print and Web Materials

Jonathan and Stacey prepare business meeting handouts, banquet programs, the “orange forms” for committee and interest group officers, tickets for events requiring them, signs, bus schedules. They update the conference pages on the web as information comes daily into the office, such as exhibitors to be added to the list or pre-conference readings or bibliographies.

Technology, Buses, and Other Outside Vendors

From January to April, and beyond, Carol works with conference presenters, technology providers, and staff in the ATLA Information Services Department to assure that all sessions have the equipment needed. She also sends RFP’s to bus companies and works with the one selected on pricing and scheduling. If there is banquet entertainment, she will see to that as well.

Troubleshooting

Carol and Karen work with members, speakers, providers, and other staff to manage any problems that arise in any aspect of the conference—and they do arise!

Members

As we have seen, during these months the planning committees (Education, Annual Conference, and Local Host) continue to fine-tune their part of the conference, with the bulk of the work now falling to the Local Host Committee. Members involved in interest groups, denominational groups, committees, and the Board of Directors are gearing up for their activities at the conference. Everyone attending conference is registering and making their plans.

The conference is nigh! In the next issue we’ll see what happens just before and just after the conference, April to July.

Karen L. Whittlesey
Director of Member Services



Checklist of Reference Tools

A Checklist of Reference Tools of Interest to Theological Librarians, 2002–2003

Compiled by Seth Kasten, The Burke Library, Union Theological Seminary

This bibliography is the twentieth annual supplement to the “Checklist” that appeared in the February 18, 1984, issue of the *ATLA Newsletter*. Its entries were selected from 2002 and 2003 imprints acquired by Union Theological Seminary, New York, during the 2003 calendar year. (Several pre-2002 imprints omitted from previous checklists are included in an “Addenda” section following the main sequence of this year’s list.)

Allen, Leslie C. *Psalms 101–150, revised*/Leslie C. Allen.—Nashville: T. Nelson, c2002. (Word biblical commentary; v. 21 [revised].)

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Credo’s & confessions of faith in the Christian tradition/ edited by Jaroslav Pelikan and Valerie Hotchkiss. —New Haven: Yale University Press, c2003. [4] v. + 1 computer laser optical disk v. 1. *Rules of faith in the early church. Eastern Orthodox affirmations of faith. Medieval Western statements of faith*—v. 2. *Credo’s and confessions of the Reformation era*—v. 3. *Statements of faith in modern Christianity* —v. [4]. *Credo*/Jaroslav Pelikan—CD-ROM. Original language texts.

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- Wakefield, James L., 1954—*Jurgen Moltmann: a research bibliography*/James L. Wakefield; foreword by Jurgen Moltmann.—Lanham, Md.: Scarecrow Press, 2002. (ATLA bibliography series; no. 47.)
- Blackburn, Bonnie J. *The Oxford companion to the year*/Bonnie Blackburn & Leofranc Holford-Strevens.—Oxford; New York: Oxford University Press, 1999.
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- Dictionary of Christian biography*/edited by Michael Walsh.—Collegeville, Minn.: Liturgical Press, 2001.
- Dictionary of Third World theologies*/Virginia Fabella and R.S. Sugirtharajah, editors.—Maryknoll, N.Y.: Orbis Books, c2000.
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- New commentary on the Code of Canon Law*/commissioned by the Canon Law Society of America; edited by John P. Beal, James A. Coriden, and Thomas J. Green.—New York: Paulist Press, c2000.
- The New Greek-English interlinear New Testament: a new interlinear translation of the Greek New Testament, United Bible Societies' fourth, corrected edition with the New Revised Standard Version, New Testament*/translators, Robert K. Brown and Philip W. Comfort; editor, J.D. Douglas. 4th corr. ed.—Wheaton, Ill.: Tyndale House Pub., c1993.
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Vatican Archives: an inventory and guide to historical documents of the Holy See/Francis X. Blouin, Jr., general editor; Leonard A. Coombs, archivist, Elizabeth Yakel, archivist; Claudia Carlen, historian, Katherine J. Gill, historian.—New York: Oxford University Press, 1998.

Seth Kasten
Union Theological Seminary



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Reference Reviews

Note: As of time of publication no reviews beyond November have yet appeared on ATLANTIS.

October

Thesaurus des objets religieux; Meubles, objets, linges, vêtements et instruments de musique du culte catholique romain=Thesaurus of Religious Objects; Furniture, Objects, Linen, Clothing and Musical Instruments of the Roman Catholic Faith. Paris: Editions du Patrimoine, 1999. 406 p. Cloth. \$75.00. ISBN 2858222657.

This beautiful book is designed to provide an international standard for the vocabulary of religious objects. The beauty found here demonstrates the inspired creative power of humans to honor God, as well as the importance of beauty for ordinary life. While it specifically treats objects in Roman Catholic churches, the book is of value to libraries that are not Roman Catholic. The editors point out that the items “all have a historic, artistic or ethnological interest that goes beyond their function as objects of the Roman Catholic faith” (Introduction, p. 19). Many of the objects are found in other Christian churches. The work was carried out by a number of international organizations, including the Getty Trust, that conduct research on heritage study for use in their catalogs. Only within the last several years has it become a cooperative effort to exchange and interconnect databases. The idea of heritage research in this area is to point out that the church is not only a place of worship, but it is also a repository of “cultural and social life.” “A place of memory, it keeps track of periods of prosperity and community disasters, moments of happiness and individual dramas” (Introduction, p. 19). The preface points out that terminology is essential for the analysis of the works themselves.

The objective of the work of this group of international organizations was to publish an illustrated vocabulary within each institution, with each being responsible for a type of publication. This book is the result for the Ministère de la Culture et de la Communication in France. This is a trilingual edition; the editors disclose the difficulties involved, particularly the nuances between Canadian English and American English. A CD-ROM for Italy and

Member News

an online resource for Canada provide further evidence of the scholarship of this initiative. They hope for an enlarged version that will include artifacts from German-, Spanish-, and Portuguese-speaking countries.

There are five main chapters in the thesaurus: one each for furniture, objects, linens, clothing, and musical instruments. For furniture, objects and linens, the format follows an order that corresponds to liturgical function: first Eucharistic items, then other sacraments and rites, and, lastly, everyday. The chapter on clothing is arranged by type—gaiters and shoes, undergarments, outer vestments, headdresses, accessories, and other church vestments. The musical instruments are divided into winds and percussion.

This research was carried out by studying the objects themselves, with research in the texts of the Church, great reference works on art and architecture, texts and rules written for the use of bishops, and things such as inspection reports written by bishops during pastoral visits. The editors indicate that some of the items may be known by their form (for example, the trowel and hammers used for the consecration of a church). Some of the objects are very rare, especially some dating from the Middle Ages and certain objects that are used only for very special ceremonies. Some of the objects' uses remain unknown.

The book really has two main components—the linguistic material of the thesaurus and the illustrations. The thesaurus itself is what a librarian might expect. Each term is given in French, English, and Italian. This is followed by the semantic environment that corresponds to the type of thesaurus that shows hierarchical relationships. There is the standard format of “Used For,” “Broader Terms,” “Narrower Terms,” and “Related Terms.” The semantic environment is followed by a brief scope note. Use of “Related Terms” allows for cross-references, polyhierarchies, and every kind of semantic link. Before the alphabetical indexes there is also a hierarchical presentation that shows objects whose primary function might also be in another hierarchy. This hierarchy is often fascinating. Who would know that the hierarchy for “sepulchral monuments” would have four indentions and provide distinctions between cenotaph, epitaph, tomb, sepulchral stele, grave, tombstone, and funeral plaque?

The “Used For” notes allow for synonyms, old forms, and variant spellings. All of these terms are in the alphabetical index (one for each language). So, if one is familiar with the term “thurible” and looks in the index, he or she will be pointed to the entry for “censer.”

There is a four-page bibliography of books and journal articles on religious furniture and objects. Most of the entries are in French or Italian. Following that is a bibliography listing all of the standards documents that were used for the preparation of the thesaurus.

What really makes this book fabulous are the illustrations, usually one or two per entry. The illustrations are chosen to show the universal character of this heritage of the Roman Catholic Church. However, also displayed is the diversity that is manifested in regional difference and includes items found in France, Italy, and Canada, as well as those of time (from Middle Ages to contemporary works). Objects range from those used in village churches to prestigious cathedrals. Some of the articles are still in use in churches, while others are now in museums and private collections. Some illustrations are photos of the items; others are iconographic documents (prints, drawings, stained glass) that give a context for their use. Each illustration gives a date and the place where the item may be found. What one finds here is that the love and reverence displayed by the craftsmen sanctify even the most humble items and make them beautiful.

Melody Layton McMahan

Grasselli Library, John Carroll University



November

Biographical Dictionary of Evangelicals. Editor, Timothy Larsen; consulting editors, D.W. Bebbington, Mark A. Noll. Leicester; Downers Grove, Ill. : InterVarsity Press, 2003. Trade Cloth. xvii, 789 pages. \$45.00. ISBN 0-8308-2925-3.

This compact volume provides short biographies of roughly four hundred figures important to the evangelical tradition, both historically and at the present day. The editors are

three well-known scholars of British and American evangelical traditions and related movements, and they have summoned an impressive range of contributors, whose names, degrees, and affiliations appear in the front of the volume (one might have wished for an index of articles by contributor, however).

Larsen and his coeditors have attempted to cover modern evangelicalism, as Larsen notes in his introduction, “from John Wyclif to John Wimber . . . via John Wesley” (1). They use two different definitions of evangelicalism to help them identify relevant figures: Bebbington’s identification of four “crucial characteristics” of evangelicalism (conversionism, activism, Biblicism, and crucicentrism) and Mark Noll’s concept of the existence of a discernible self-identified network of evangelicals and evangelicalism.

The book reaches back farther than the eighteenth-century evangelical revival that is usually considered the direct ancestor of modern evangelicalism and touches on Reformation, Puritan, and other historical figures (i.e., Calvin, Luther, Zwingli, Bunyan, Milton) who have exerted considerable influence on evangelicalism. Living figures are included, but since the contributors seek to gain perspective on the entire careers of their subjects, there are no persons included born after 1935. Geographically, the volume focuses on the English-speaking world (the UK, USA, Australia, New Zealand, and South Africa), although figures from other countries are included when they have significantly impacted English-speaking evangelicalism. The editors have attempted to include people “that would be of interest to scholars, ministers, ordinands, students, and others” (1) studying the movement. They are descriptive, not proscriptive, in their inclusions, trying to capture the figures which are thought by evangelicals themselves to be important without trying to “‘balance’ the list in terms of denominational identity or gender” (2). Furthermore, they attempt to include people who have had an influence on the wider evangelical movement not limited to particular “denominational, ethnic, theological, or regional subcultures” (1).

The book has many virtues. First of all, it is relatively inexpensive, given its length, and quite easy to use—organized alphabetically by last name (with a few acceptable exceptions, such as Menno Simons, who appears under M), containing a subject index and a name index (covering all occurrences of a

person’s name, whether or not they are the main subject of an entry), and printed in clear and easy-to-read type. Each entry also gives a brief bibliography leading users to more in-depth information.

The content is, on average, excellent. The editors’ rationale for their decisions is clearly explained for the most part—although, since entries vary radically in length, I would have liked an explanation of how certain figures were chosen for longer entries. The entries are clearly organized and written, fact filled, and largely jargon free. Admiration for their subjects is sometimes discernible in various contributors’ tone but never becomes distracting enough to make the entries unhelpful. (Sometimes, though, there is a tendency in contributors to assume too much insider knowledge on the part of the reader.) For American users, the book is particularly useful in introducing figures from British evangelicalism, not surprising given the British interests and connections of Larsen, Bebbington, and many of the contributors.

Larsen is up-front about the difficulty of being comprehensive in a one-volume work, and generally the editors have been very thorough (with one exception, I found everyone I looked up). However—natural given the academic interests of the editors and the audience of the publisher—the book sticks to what might be called the “mainstream” Reformed-centered evangelical network and is sometimes weaker in the Methodist/holiness arena (although individual articles on Methodist figures such as John and Charles Wesley and Phoebe Palmer are of high quality). Supplementing it with several of the excellent biographical dictionaries in this area, such as William Kostlevy’s *Historical Dictionary of the Holiness Movement* (Lanham, Md. : Scarecrow Press, 2001) and Charles Yrigoyen and Susan Warrick’s *Historical Dictionary of Methodism* (Lanham, Md. : Scarecrow Press, 1996), might be recommended.

This book is highly recommended for most theological libraries. Easily accessible to many kinds of patrons, it provides an entrée into deeper research for institutions that specialize in the study of evangelical Protestantism and a quick reference tool for those that do not.

Jennifer Woodruff Tait
Drew University, Methodist Library



Diktuon

Low-Cost Digitization for Access—Part 1

I like to travel, but I don't usually have a lot of money to spend on trips. However, I've found that by sacrificing some on a trip (particularly in the hotel), I may be able to do some things I would not otherwise have been able to do. For example, one trip was to San Diego, where our group stayed at the world-famous Hotel del Coronado—in the “resort” (i.e., “cheaper”) section. I also have attended a conference for many years that was held in St. Louis (Clayton) at the Ritz Carlton—I've always stayed at the alternate hotel. As I think about it, the main functions of most of the hotels at which I have stayed were: (1) a place to keep my stuff while I was out seeing and doing things, (2) a place to sleep at night, and (3) a place to get ready to go out and see and do more things.

Now you may ask, “What does all that have to do with digitizing material?” I hope to relate that over the next few pages. The short answer to the question is, you don't have to spend enormous amounts of money on a digitization project. You can create something that is useful and usable on a modest (i.e., low) budget. It will not be as fancy or as frilly as some of the projects you will see, but it may allow you to serve your patrons in a way that is becoming more expected.

Why Digitize in the First Place?

Before we can begin a digitization program, we must determine what we want to accomplish. There are many reasons to digitize, but I think that all the good ones fall into one, two or all of the following categories: preservation, access, and publicity.

I work in a Special Collections department, so I am concerned with preservation. We keep our collections area at a pretty good temperature and humidity level, but that, of course, is not the only factor involved in maintaining our resources. As items are handled, even with gloves, accidents may occur, and just normal use tends to degrade material. If we create a digital copy of the item, many researchers will accept using the copy rather than the original. In fact, some will be happier! If the item is digitized at a high enough resolution, some facets of the document become apparent that are not normally seen with the naked eye.

Reducing usage of material is not the only preservation issue. The second law of thermodynamics says that material will, over time, degrade—go from order to disorder. This law is most evident when I move into a new office. It starts out very neat and orderly, but over time—well, never mind. The material in my special collections is degrading, and nothing can be done to stop it, only slow it down. If I wish to preserve the information contained in the material far into the future, it will have to be copied in such a way that it can be continually renewed. Digital copies of material are suited very well for this. The storage medium that we use will continue to degrade and become obsolete, but the digital information can be copied from one medium to another.¹

DIKTUON

We are eagerly seeking contributors for future Diktuon columns.

For information, please contact
Duane Harbin at
dharbin@mail.smu.edu
or
Jonathan West at
newsletter@atla.com

It almost goes without saying that access is an issue for a special collections department. None of the material in my area goes out of the department, so for anyone to see my material, they have to take a trip to Fort Worth. Now that's not a bad thing—Fort Worth is a very fine city—but many researchers cannot afford the time and expense to be traveling to check a source. If they knew the item was at my institution and could call up the item using our online catalog, and then click on a link that would take them to the digital copy of the item, that virtual trip could save them days and hundreds of dollars. Additionally, they could view the item at their convenience. My department is open Monday through Friday from 8 to 5. We close for lunch and

our institution's chapel services, holidays and, on rare occasions, inclement weather. A digital copy of the item would be available almost 24 hours a day and most of the 365 days in a year—some down time for maintenance is required.

Digital access has another dimension that is both an advantage and a disadvantage. As more and more material is available digitally, potentially fewer people would be physically visiting my location.ⁱⁱ If more of our patrons are served digitally, we can use our staff time to make even more information available digitally—that's an advantage. However, making only some items available may create a "feeding frenzy" mentality with our patrons who then will be expecting (maybe demanding) all resources to be digitized. Some may not graciously accept the realities that copyright implications, money, and time will prevent, or at least delay, most resource from being made available. Another potential disadvantage is that, with decreasing patron count, administration may believe that a department budget could also decrease. However, a Web server log could be used to show the numbers of patrons accessing the collection virtually and support the need for continued progress.

Digital access also has a publicity value to it. When patrons, donors, students, faculty, and others are able to access digital items, the institution is regarded as being on the leading edge of library services. Certainly you will have something to "show off" when budget justification time comes around.

Why Not Digitize?

As I see discussions on various Internet mailing lists concerning digitization, I think the reasons not to do a digitization project fall into three areas: time, technical knowledge, and money.

When I started my current position some years ago, I came into a department that needed a lot of work. Very few of our collections had finding guides, and some of those had seemingly never been checked for accuracy. With a new staff (which consists of 2 part-time student workers, 1 full-time secretary/assistant, and me) on board, we began the process of creating approximately 130 finding guides in less than three years. Additionally, we wanted cataloging records for all of the collections so people might actually know that we had the material. We still have more to do, but we have made a lot of progress. With all of that work to do, plus the ongoing tasks

of helping patrons and faculty with their research needs and creating and setting up displays, I can understand the constraints of time. Why, with all of my current projects, would I want to add something else to my schedule? I can only answer that for me, not for you. My first experience with digitizing a work for my collection came about as the result of an Interlibrary Loan request (see the "Background" section below). We had to spend time on the research request anyway and, if we have another request for the same book, we would have to spend time on it again. But, if we had digitized the item, we would not have to spend time fulfilling it—just pointing the patron to the digital copy of the item.ⁱⁱⁱ A digitization project can be included as just a normal part of fulfilling regular requests for material. The request will take slightly longer to fulfill, but if the item is requested a second time, the "expense" will be justified. So, performing a digitization project that follows normal work activities may actually save time down the road.

Concerning the lack of technical knowledge, I hope this article will reduce that obstacle to only a bump in the road. An adequate project can be performed by someone with limited skills if they have a guide to follow. My guide will be detailed in the next article.

Finally, the last reason is money. For my situation, I didn't have to worry about money—I didn't have any to worry about! So, what we used was hardware and software that was already available to us or was free. However, if nothing is available for you to use, a cost estimate of the required items as of October 2003 is less than \$500.00. (A sample budget will be included in the next article.)

What Are the Requirements?

Since this article is not concerned with digitization for long-term preservation (see note i), we will not have as many requirements as a more comprehensive and complex digitization project.^{iv} First, we need to be able to find the digitized item. A famous line from a movie goes, "If we build it, they will come." That may be true, but only if they can find it. At this moment, I have several items that I have digitized and are in the form of electronic books (e-books). Due to institutional server space restrictions, I placed these e-books on personal Web space with a private Web hosting company. I had "built it," but the only people that had come were

Member News

those whom I had asked to view the items. However, our cataloger at my institution is very helpful. She created a link (using the MARC 856 field) from the catalog record to these e-books. Now, anyone searching for and finding these items in our online catalog will be able to access the digital copy of the item simply by clicking on a link. If the items we digitize are popular or rare, we have a great chance of having people come when we build it.

Second, we need to be able to see the item. A digitization project must have viewable results to be useful.^v Most researchers would be happier if we had text they could copy and paste, but at this point, on a low budget, the best we can offer is a readable copy. Besides, I don't know of any special collections department that supplies their physical documents to on-site researchers in a form that can be copied into a computer document, so we aren't providing any less of a service by only supplying a viewable image. We also need to provide an organized way for the digital document to be viewed and navigated.

Third, researchers usually want to have a printed document. Online documents tend to disappear as quickly as they appeared or move from one location to another. Someone whose research depends on a particular document may want to have a physical representation of the item in their possession.

Additionally, many researchers like to take notes on the documents as part of the investigative process. In a special collections department, we cannot always provide this. Some items are too fragile to be photocopied. As part of the digitization process an image is created, and images can be printed. If the image is low resolution, the result may not be fabulous quality, but it may be adequate for research documentation needs.

Fourth, any project must not expose the material to unnecessary harm. If in the process of digitizing an item we harm it in some way, we have done a disservice to our collection. Accidents will happen, but steps must be taken to minimize the possibility of a catastrophe. On the other hand, there may be some actions we take as part of the digitization process that we would not allow during other times. Lighting is a good example. Normally we want items in unlit areas and would only allow UV-filtered light in reading rooms where the items are used. In digitization, we may allow, for brief periods, somewhat more intense light in order to get the best possible product. In the project that I will detail below, we used only UV-filtered fluorescent room lighting—no flash and no added lights. I believe we achieved adequate results for our purposes. I then used Adobe Photoshop to adjust the brightness and contrast in the images.

Background

Being a history major requires that I provide some background to this story. Several weeks before I began my project, our Interlibrary Loan department received a request from Harvard Divinity School for a particular item. The item was located in my special collections department, so our ILL liaison came and asked me what possibilities existed for supplying this request. Only two libraries on OCLC show holdings for this particular item, and we were one of them. We try to grant any request that we can—I was taught that one of the functions of a librarian was to make our “stuff” available to patrons.^{vi} We looked at the item. Other than the cover coming off, it was in good shape, but it was bound too tightly for photocopying. To get an adequate copy we would have had to force it down onto the glass. So, I asked if we could supply it to them via digital photographs. The librarian at Harvard was receptive. I brought in my personal digital camera (see its description in the technical

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specifications next time) and using one or two assistants to gently hold open the pages, we photographed all seventy-three pages of the book (two pages per image). I e-mailed the images to the librarian who passed them on via e-mail to the patron. Everyone was happy!

A couple of weeks later I started thinking about those images that were just sitting around on one of our PCs. I wondered how I might create an e-book with them. The first thing I tried was the “Web Photo Gallery” function on Adobe Photoshop 5.5—no, I haven’t upgraded recently; I told you I’m on a tight budget. It created a nice Web site with an index page and individual pages for the individual photographs, but it wasn’t adequate for an e-book. For one thing the information in the header was not appropriate for a book. Additionally, without editing every Web page created by the process, we could not enter metadata nor customize the captions for the pages.

Since nothing exactly matched what I thought was required, I needed a custom application. I mentioned earlier that I teach classes adjunctively for a local University. Specifically, it is the University of North Texas, School of Library and Information Sciences. One of the classes I teach involves the use of *PHP: Hypertext Preprocessor* (PHP) to create Web applications. I decided to take my knowledge of PHP and use it to create something that would work appropriately. I liked the general layout of the Web Photo Gallery in Photoshop, though I do not think that it is original to them, so I began to create a PHP application that would create a similar layout but add the functionality I required.^{vii}

As I wrote that application, I used the images from the ILL request to test it. When I had it in a near-final form, I felt I should test it on another book. I selected one from my collection that was small enough to be photographed in a reasonable amount of time but large enough to test the capabilities of the application. The item I chose was published in 1827, was in good physical condition, and was about 200 pages, but was a small format, so two pages fit on one image. As I went through the process of taking the photographs, editing them (cropping and adjusting lighting), and creating the e-book, I refined the process. Therefore, I went back to the book in the original request and reprocessed it. The second iteration was much better than the first, and I ended up with two e-books that I believe are useful and usable.^{viii}

Next Time

In the next article, I will delineate the process used to create the e-books. But, until then, if you would like to view some of these creations, point your browser at www.txmike.com/bookmaker/booklist.php.

Endnotes

ⁱThere are many factors to consider in this type of preservation. First, the medium upon which the digital information is stored will degrade. If multiple copies of the information are not kept, the preservation copy may be lost by something as common as a hard drive crash. Also, if the storage medium becomes obsolete before the information can be copied, the information cannot be read. Every so often, I receive a collection which contains 5 ¼” floppy disks. I haven’t seen an operational computer that has a 5 ¼” drive in several years, so without spending a lot of time (and possibly money), that information is basically unusable. Second, preservation copies of older material must be of extremely high quality so that every possible facet of the document can be explored. A Web-viewable image of a page of a Gutenberg Bible is acceptable at 72dpi, but a preservation copy needs to be much higher. Thus, digitization for long-term preservation will probably require significant funds and people with high technical skills and may not be done easily on a tight budget. This article is not for those who have such a requirement.

ⁱⁱSome anecdotal evidence exists that says that increased virtual presence actually draws more people physically to an institution.

ⁱⁱⁱOf course, the patron may actually have found the item themselves, and then they would not have even asked us—saving that time as well.

^{iv}These are not technical requirements but requirements for the overall project. Technical issues will be discussed below.

^vI try to be very sensitive to those who have visual challenges. When I teach Web site development for a local university, one of the requirements of the students is to check their pages for access by those with disabilities. Unfortunately, the images for the items I digitized did not convert well using Optical Character Recognition (OCR) software. So at this point, the only disability assistance I was able to provide was some large-size copies of the pages. This will be discussed in the

technical description of the project. Hopefully OCR software will improve so that this difficulty will become moot.

^{vi} See, Dr. Cleveland, I was listening in that Introduction class. He stated that there were three functions of a librarian. To acquire material, organize it, and make it available. I would add one additional to that list: to preserve the material. I have used that short description on many occasions to help me keep focus in my chosen profession.

^{vii}For anyone interested, I will make my source available. For maintenance purposes, you would need someone who knows PHP to install and maintain it. The process creates Web pages that pass the “Bobby” guidelines and section 508 requirements. Cascading Style Sheets (CSS) are used in the pages except where the limitations of CSS would not easily allow for the desired layout (specifically, centering images within a <div>). There I “cheated” and used the deprecated ‘align’ attribute.

The process has now been modified so that the information about each book and each page is stored in a MySQL database. The Web pages for the e-book are created on the fly when requested.

^{viii}Once I had the item requested by Harvard Divinity School in a readable form as an e-book, I asked Michelle Gauthier at HDS to look at the digital item and let me know if she thought it would have fulfilled her patron’s request. She very graciously checked it out and responded that she didn’t see any reason why the patron would not have been happy viewing the item in its e-book form. In fact, the e-mailed images were quite large so they presented some difficulty for the patron downloading them. I also asked some of my students in a class I taught for UNT to look at the items and offer some suggestions. Their responses have been very helpful in the refinement of the process.

Mike Pullin
School of Library and Information Science,
University of North Texas



Idea?

Suggestion?

Letter to the Editor?

**Why not submit it
for consideration?**

newsletter@atila.com

Editor:
Jonathan
West

New Members

Individuals

Ms. Aija Kuplis Bjornson, Columbus, OH
Mr. Michael William Farrell, Asheville, NC
Ms. Donna Antoniuk, Edinburg, TX
Rev. Berten Arthur Waggoner, Sugar Land, TX
Ms. Holly Stec Dankert, Chicago, IL
Mr. Edward Starkey, San Diego, CA
Mrs. Emmie Leung, Toronto, Ontario, Canada
Dr. Jenny Manasco Lowery (formerly a Student Member), Jackson, TN
Prof. Susan Grigg, Fairbanks, AK

In the New Members section of the November 2003 issue, Individual Member Dr. Jeff Griffin's name was misspelled as Dr. Jeff Griffin.

Student

Mr. Heath Aaron Thomas, Cheltenham, Gloucestershire, UK
Mr. Gary F. Daught, Tucson, AZ
Mr. Thomas A. Jacobs, Upland, CA
Mr. Douglas M. Campbell, Denton, TX
Mr. Rohit Singh, Greensboro, NC
Mr. Mark Steven Ingrassia, River Forest, IL
Mr. James Darlack, South Hamilton, MA
Mr. Vincent Lieggi, San Diego, CA
Miss Lisa Marie Olsen, Bad Axe, MI
Mr. James Clifford Landis, Lake Park, GA
Ms. Marie W. Dallam, Philadelphia, PA
Mrs. Laurie A. Baker, Aliquippa, PA
Mr. Duane M. Carter, Austin, TX
Mr. Yong Sok Kim, Cambridge, MA

Rev. William H. Emberley, Dartmouth, Canada
Miss Sandra M. Schock, Marlton, NJ
Dr. Sherman W. Gray, Jr., Southbury, CT

Institutional

University of Chicago Library, Chicago, IL

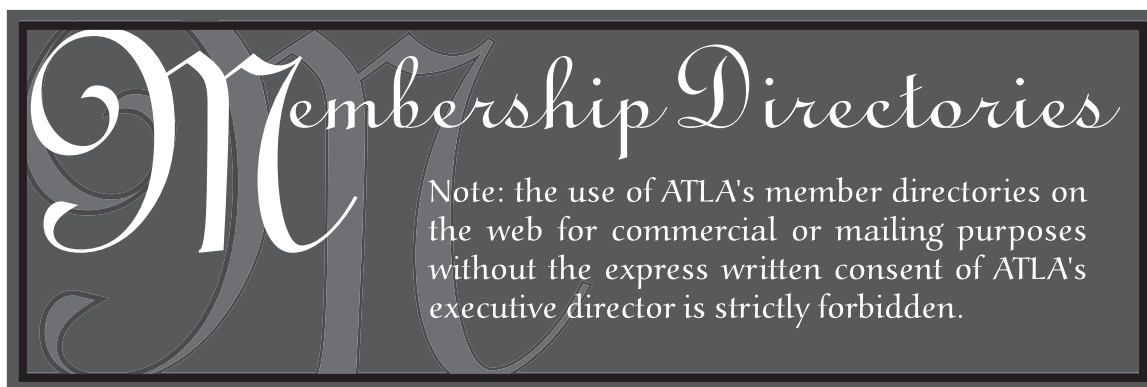
International Institutional

The following institutions moved to this category of membership as a result of changes in the ATLA bylaws that took place June 2003.

St. Willibrordsabdij Library, Netherlands
World Council of Churches Library, Geneva, Switzerland
Tyndale Theological Seminary, Tyndale Library, Badhoevedorp, Netherlands
The Queen's University of Belfast, Main Library, Belfast, N. Ireland, UK
Katholieke Universiteit te Leuven/Fac. of Theol., Leuven, Belgium
Protestant Theol. Fac. of Charles Univ./Lib., Prague, Czech Republic
North American College, Vatican City
Taiwan Theological Seminary & College Library, Taipei, Taiwan

Affiliate Libraries

Friends Historical Library of Swarthmore College, Swarthmore, PA
Korean Presbyterian Church Theological Seminary, Whittier, CA
Capital Bible College, Sacramento, CA
City Seminary of Sacramento, Sacramento, CA



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August 1, 2003–January 15, 2004

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Job Opportunities

Serials Librarian/Head of Serials Division

Trinity International University, Deerfield, Illinois

Introduction:

Rolfing Memorial Library invites applications for its new position of Serials Librarian. Trinity International University (TIU) consists of Trinity College, Trinity Evangelical Divinity School, and the Trinity Graduate School. The Library contains a circulating collection of over 200,000 book volumes, subscriptions to over 1,300 periodicals, and utilizes Endeavor's Voyager integrated library system.

Position Summary:

The successful candidate will lead in the management of the library's serials collection, both print and electronic. See the complete description of this position, Rolfing Library, and TIU at www.tiu.edu/library/news/serialsposition.htm.

Required Qualifications:

ALA-accredited M.L.S. degree; a demonstrated knowledge of serials check-in, claiming, electronic resources, and cataloging; a knowledge of CONSER, MARC, and AACR2 standards; strong problem-solving skills and attention to detail; a broad familiarity with computer applications, including an integrated library system and working with OCLC; demonstrated ability to supervise full-time and part-time workers; an ability to work independently as well as provide leadership in collaborative projects; and an understanding of, and personal commitment to, Christian higher education.

Preferred Qualifications:

At least two years employment in an automated, academic library; working familiarity with Endeavor's Voyager integrated library system; and some experience in working at the reference desk of a library.

Salary & Benefits:

Full-time, 12-month, exempt, non-faculty position. Salary range: \$37,000 to \$40,000 DOE. 20 vacation days and 11 paid holidays. Medical, dental, and retirement benefits are provided.

Application Information:

Send cover letter, résumé, and the names and contact information of three references to: Dr. Rob Krapohl, University Librarian, Rolfing Memorial Library, Trinity International University, 2065 Half Day Road, Deerfield, IL 60015-1241. Telephone: 847-317-4004. E-Mail: rkrpohl@tiu.edu. Position available July 1, 2004. Applications will be solicited immediately and accepted until the position is filled. Women and minorities are urged to apply. TIU is an AA/EOE.



JOB LISTINGS WANTED!

ATLA is soliciting job listings for both professional and paraprofessional positions. If you need a librarian, a circulation supervisor, or administrative assistant, we can help you find one!

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May issue: **April 1, 2004**
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Member News

Associate Librarian

Meadville Lombard Theological School, Chicago, Illinois

Introduction:

The Meadville Lombard Theological School Library seeks an associate librarian for the management of public services and general library operations. Located in the Hyde Park neighborhood of Chicago, Meadville Lombard is affiliated with the University of Chicago, the Association of Chicago Theological Schools, and the Unitarian Universalist Association. The library is a premier collector of Unitarian, Universalist and liberal religious materials; and includes major collections in the related areas of American history, Transcendentalism, and philosophy. Holdings include books, archives, manuscripts, periodicals, and a major collection of nineteenth-century social and religious pamphlets.

Duties:

Reporting to the Library Director, the Associate Librarian manages multiple administrative tasks, including reference, bibliographic instruction and outreach, implementation of information technologies, serials management, original cataloging, archival processing, and preservation. The Associate Librarian position provides flexibility for leadership in defining library policies and strategic planning.

Qualifications:

An ALA-accredited MLS is required with academic library experience preferred. Knowledge of information technologies and library automation procedures is necessary. Experience with special collections and coursework in American history, philosophy, and religious studies is beneficial.

Salary & Benefits:

Salary appropriate to experience. Excellent benefits.

Applications:

Preference given for applications received before April 30, 2004. Send letter of application addressing position qualifications, resume, and three references to the Rev. Dr. Neil W. Gerdes, Library Director,

Meadville/Lombard Theological School, 5701 S. Woodlawn Ave., Chicago, IL 60637. Email: ngerd@meadville.edu.



Indexer-Analyst, Retrospective Indexing Project *American Theological Library Association, Chicago, Illinois*

Introduction:

ATLA seeks qualified applicants for a two-year indexer-analyst position, with the possibility of permanent employment at the end of the term. The position is full-time. Once the six-month training period is complete, the successful applicant will spend two to three days a week working out of the academic libraries in Hyde Park. For a description of ATLA's Department of Indexes, see the article published in *The University of Chicago Magazine*, vol. 95 (Dec. 2002), at: <http://magazine.uchicago.edu/0212/features/canon.html>.

Required Qualifications:

- master's degree or at least two (2) years of graduate study in religious studies, theology, or a closely related field
- experience with computers and databases
- ability to read and work in at least one Western European language (German, French, Spanish, Italian, or Latin); knowledge of additional languages a plus
- reading comprehension and analytical skills
- extended concentration and attention to detail
- capacity to work with different types of material, different supervisors, data entry applications, and indexing conventions
- ability to produce accurate and timely work in a publishing atmosphere with firm deadlines
- effective interpersonal skills to work in a collegial team environment with other staff members

Preferred Qualifications:

- background in 20th-century church history or Continental theology
- ability to read several Western European languages and to handle German in Fraktur

Responsibilities:

- using data entry software to enter indexing information for journal articles, essays, and book reviews according to ATLA indexing conventions (the materials indexed may be electronic and/or print)
- reporting regularly to editors regarding work performed
- doing bibliographic authority work using electronic and printed resources
- proofreading data
- participating in a journal evaluation and selection process
- participating in ongoing data cleanup projects
- attending staff and departmental meetings as required
- staying current with developments in contemporary theology and/or religious studies

ATLA is an equal opportunity employer located in downtown Chicago, offering a competitive salary and excellent benefits. Review of applications will begin February 15, 2004, and continue until the position is filled. For more information about ATLA, please visit our web site at www.atla.com.

To apply, send a letter of application specifically addressing qualifications for the position, a curriculum vitae, and a list of 3 references by February 15, 2004, to: Cameron J. Campbell, Director of Indexes, American Theological Library Association, 250 S. Wacker Dr., Suite 1600, Chicago, IL 60606-5889.



Religious Studies Librarian

The Catholic University of America, Washington, DC

Introduction:

The Catholic University of America, the national university of the Roman Catholic Church in the United States, is a community of research, teaching, learning, and service to the Church, the nation, and the world. The libraries of The Catholic University of America support and enrich the instructional, research, and service programs of the University.

Position Summary:

The university library is seeking an outstanding librarian responsible for managing all activities of the Religious Studies collections, including collection development; reference and research; instruction to users; and service as liaison to the faculty of the Schools served by the Religious Studies Library. The Librarian collaborates with other units in the library system.

Qualifications:

An ALA-accredited master's degree in Library Science; second master's degree in Religious Studies highly desirable and experience in collection development; information, reference, and research; user instruction; and electronic resources. The candidate will possess in-depth knowledge of Religious Studies in the Catholic tradition.

CHANGES

If your contact information has changed, please notify Membership Associate Tim Smith so that he may update your membership record.

tsmith@atla.com
888.665.ATLA

Member News

Salary and Benefits:

CUA offers competitive salary and a comprehensive benefits package, including vacation and sick leave, health and life insurance, TIAA-CREF retirement, and tuition benefits for employees, their spouses, and dependent children. For more information on benefits please visit <http://humanresources.cua.edu>.

Application Information:

Please forward letter of application, resume, and references to: Employment Manager, Office of Human Resources, The Catholic University of America, Washington, DC 20064; fax: 202-319-5802; e-mail: HumanResources@cua.edu. CUA is located on a metro-accessible, tree-lined campus in the northeast quadrant of the nation's capital. Regardless of their religious or denominational affiliation, all employees are expected to respect and support the University's mission.

The Catholic University of America is strongly and actively committed to diversity within its community and particularly encourages applicants from qualified women and ethnic minority candidates. EOE/AA/V/D/M/F.



Librarian

Andover-Harvard Theological Library, Harvard Divinity School, Cambridge, Massachusetts

Position Summary:

The Librarian is the chief administrative officer of the library and is responsible for providing leadership in long-range, strategic planning; development and promotion of library resources and services; initiation and management of appropriate technologies; budget and personnel management; library fund-raising (working with the HDS development office); and collaboration with other Harvard University libraries and external groups, such as the libraries of the Boston Theological Institute and the Unitarian Universalist Association. Reporting to the Dean of the Divinity School, the Librarian is a member of the School's senior management team and the Harvard University Library Council. The Librarian may also be appointed to membership on the HDS faculty.

Qualifications:

Successful administrative experience in a graduate theological or university library; thorough understanding of technology in library settings; a strong commitment to service; and collegial leadership style. ALA-accredited MLS degree or equivalent professional experience; advanced theological degree preferred. Demonstrated ability to work effectively with faculty, students, and staff in a diverse collegial environment, and a record of leadership in integrating information technologies with traditional library resources and services.

Further information about the library may be found on our website at www.HDS.Harvard.edu/library/.

To Apply:

Applications must be submitted to the Harvard University Job Postings website at www.atwork.harvard.edu under Requisition #18396. For further information or to send nominations in confidence, you may contact Beth Marshall, Director of Human Resources, Harvard Divinity School, (617) 495-5683.

Harvard University is an equal opportunity employer committed to diversity.





Product News

providing access to the scholarly literature of religion and preserving it for future generations

Product Notes

Ex Libris Releases ATLAS as SFX Target

Ex Libris released the ATLA subscriber version of *ATLA Serials (ATLAS)* as a target with their December 31, 2003, monthly revision for their SFX server. *ATLAS* institutional subscribers who subscribe directly from ATLA and are authenticated via IP address may now utilize the “ATLA, ATLA Serials” target in their SFX server to link from their bibliographic source databases to ATLA’s *ATLAS* full-text images. Ex Libris has also implemented EBSCO’s version of *ATLAS* as a target within their SFX server. *ATLAS* customers who experience any problems implementing this SFX target or have questions about how to utilize the SFX *ATLAS* target should contact Ex Libris directly at sfx_help@exlibris-usa.com.



ATLA Preservation Titles May Now Be Searched on Web

The new *ATLA Preservation Program Catalog Online (APCAT)* includes more than 32,000 entries of the extensive monograph and serial titles preserved during the past fifty years of the Association’s preservation activities. *APCAT* is freely available on the web at www.atla.com/preservation and allows the user to search by multiple search fields, to download and/or print citations, and to order microfilm or microfiche from the collections directly.



Windows Version of OTA to Be Released in January

The new Windows version of *Old Testament Abstracts (OTA)* on CD-ROM is now available and has been sent to all *OTA* 2003 subscribers to replace the DOS version. Also, please be advised that the release date for the 2004 edition of *OTA* will be in June 2004. To subscribe to the new Windows version of *OTA*, please contact Melody de Catur at mdecatur@atla.com.



ATLA Announces Agreement to Produce NTA

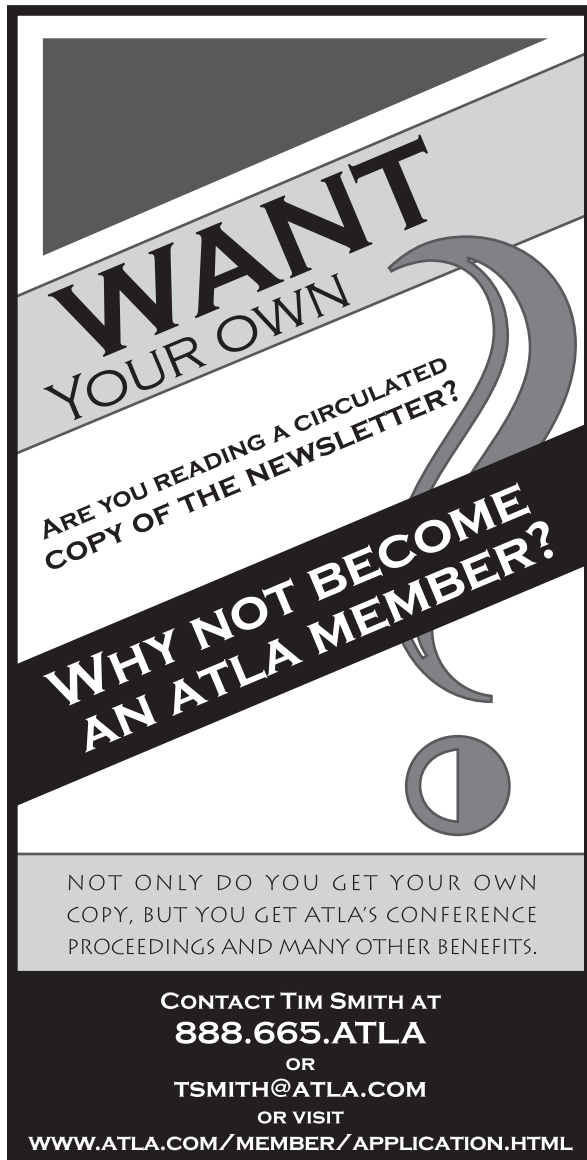
ATLA is pleased to announce a formal agreement with the Weston Jesuit School of Theology to produce electronic versions of *New Testament Abstracts (NTA)*. The agreement calls for an online version developed by ATLA and available through EBSCO as well as a CD-ROM version to be produced directly by ATLA.

NTA is a comprehensive and vital tool for all aspects of New Testament studies, providing more than 2,000 abstracts annually from more than 500 journals as well as notices on approximately 800 new books. ATLA will also offer the *ATLA Religion Database*, *Old Testament Abstracts (OTA)*, which is produced in collaboration with the Catholic Biblical Association, and *The Catholic Periodical and Literature Index (CPLI)*, which is produced in collaboration with the Catholic Library Association, in an online format through EBSCO.

Christopher Mathews, coeditor of *New Testament Abstracts*, said “We are confident that this agreement will result in a sophisticated and effective

application for our current subscribers and will make this important research tool much more widely available.” Dennis Norlin, executive director of ATLA, echoed those sentiments: “Our 900 members are delighted to announce this new partnership and to affirm our commitment to create high-quality electronic versions of this highly respected research tool for everyone interested in studying the New Testament and its world.”

For additional information about the NTA/ATLA agreement, please contact Melody de Catur (888.665.ATLA).



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Thesaurus Revisions Posted in January

The January update of cumulated changes to *Religion Indexes: Thesaurus, 1994* has been posted. The list is found in the Product News section of www.atla.com/products and is updated quarterly (July, October, January, and April) to coincide with the quarterly release of updates to the *ATLA Religion Database* in MARC format.



ATLA Introduces a New Record Type for the ATLA Religion Database: Multimedia

Electronic and multimedia materials such as digital collections, databases, and web sites, have begun to be included in products from the Abstracting and Indexing industry. In keeping with this trend and these new formats, ATLA has created a new record type for the *ATLA Religion Database (ATLA RDB)*. The multimedia record type appeared for the first time in the January 2004 release.

This new record type will have stand-alone multimedia records for CDRI projects, web sites, films, databases, and so on. For example, you will find a multimedia record for ABZU, a web site that is a guide to the data relevant to the study of the Ancient Near East via the Internet. You will also find records for the 8 CDRI projects: *Coins from ancient Greek, Roman, and Byzantine Periods*, from Claremont School of Theology, Library; *Engravings from the Richard C. Kessler Reformation Collection*, Pitts Theology Library; *Illuminated images from Armenian Gospels*, Hartford Theological Seminary, Case Memorial Library; *Maps and charts documenting the expansion of Christianity*, Yale University Divinity School Library; *Oxyrhynchus papyri in the Ambrose Swasey Library*, Colgate Rochester Crozer Divinity School; *Presbyterian missionary to Korea during the 1890's–1990's*, Princeton Theological Seminary Library; *Representations of biblical texts in French medieval religious art and architecture*, Vanderbilt University, Divinity Library; *Wesley manuscripts and selected Wesleyana from the collections of Bridwell Library*, Bridwell Library.

Reviews of nonprint materials, such as films, sound recordings, and web sites, will also use this new record type. Such reviews will no longer be indexed as articles appearing in *Religion Index One*:

Periodicals but will be indexed instead as reviews and appear in *IBRR Online* and *ATLA RDB*.

By establishing this new multimedia record type, ATLA increases the kinds of religious materials that may be indexed in *ATLA RDB*.



NEH Microfilming Grants End and Begin

After three years and eight months, ATLA's Preservation Department has successfully completed—on time—the microfilming grant *Christianity and the Encounter with World Religions, 1850–1950*, funded by the National Endowment for the Humanities (NEH). With an initial goal to microfilm 177 titles beginning in May 2000, the project aimed to preserve literature representative

of non-Christian, missionary, and syncretistic religious journals. An extension was awarded in 2002 allowing for the filming of an additional 100 titles. Upon the grant's completion on December 31, 2003, the project has preserved a reported 506 titles on 1,163 reels of film.

ATLA's current grant, *African American Religious Serials, 1850–1950*, also funded by NEH, began in May 2003. The two-year grant expects to film 152 journals pertaining to African American periodical literature, African American church annuals and reports, and African American social service agency reports. Twelve titles in this grant are currently being filmed by Preservation Resources, the filming vendor for this project.



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CDRI Phase Three Grants

With the generous support of the Luce Foundation, the ATLA/ATS Cooperative Digital Resources Initiative (CDRI) is developing a freely available, web-searchable, central repository of digital resources contributed by participating ATLA member libraries. The digital images of woodcuts, photographs, slides, papyri, coins, maps, and manuscripts created during Phase One of the Initiative are now available at www.atla.com/digitalresources. Soon to join them are the fruits of CDRI Phase Two projects: images of early manuscripts and publications, Thanksgiving Day sermons, shape-note tune books, coins, scarab seals, oil lamps, scenes from the Holy Land, church sites in Italy and France, and portraits of church leaders. The ATLA/ATS Digital Standards and Projects Committee is pleased to announce the awards for Phase Three. We are also pleased to report that enough funds are available to make possible a Phase Four of the Cooperative Digital Resources Initiative. The Committee encourages member libraries to consider submitting a proposal for Phase Four, following the guidelines provided at www.atla.com/cdri/cdri.html.

Phase Three awards:

Kathryn Sullivan Bowld Music Library, Southwestern Baptist Theological Seminary (\$10,000)

Worship Services

The Bowld Music Library will digitize Sunday morning services at five Southern Baptist churches in the Dallas/Fort Worth area as well as the Isaiah 6 worship service held at the Seminary. Created to serve as a multimedia resource for worship classes at Southwestern Baptist Theological Seminary, these digitized worship services will also be useful to liturgical scholars, Baptist studies, pastors, worship leaders, and laypersons worldwide for observing and studying various worship styles. In addition, the project will document the ongoing worship trends for research and future archival purposes.

Ohio State University and Bridwell Library, Perkins School of Theology, Southern Methodist University (\$10,000)

Images from John Foxe's Acts and Monuments of the English Martyrs

The OSU/Bridwell project will contribute images from the 1563, 1570, 1576, and 1583 editions of John Foxe's *Acts and Monuments of the English Martyrs*, including approximately 220 woodcuts as well as title pages, calendars, almanacs, and indexes as time and funds permit. Foxe's *Acts and Monuments* is a key document in the long stream of Christian literature and denominational development. Providing access to this original resource material with its accompanying metadata will support the study of church history in general, Reformation studies, iconography, theology, English art and literature, as well as other disciplines.

Trask Library/Andover Newton Theological School (\$9,000)

Postcards of Congregational and Baptist churches in New England

Trask Library will be digitizing a significant collection of postcards illustrating Congregational and Baptist churches in New England. Mostly in color, these postcards provide historic images of existing churches as well as depicting some churches that are no longer standing. These images will be of value not only to local church and denominational historians but also to those studying or teaching in the field of theology and the arts and religious architecture.

Boston University School of Theology Library (\$6,600)

Missiological Texts

The Boston University project will digitize the text of all three volumes of James S. Dennis, *Christian Christian Missions and Social Progress; a Sociological Study of Foreign Missions*, a significant text for documenting the history of the missions movement that was published 1897–1906. This project was conceived in response to the request of a faculty member that the Library begin digitizing significant works in the field of Christian missiology to provide better access to the materials for her students as well as to provide access to scholars and students of missiology throughout the world.

Vanderbilt Divinity Library (\$6,000)

ETANA Core Texts

This grant will allow Vanderbilt Divinity Library to continue progress in digitizing works in coordination with the Electronic Tools and Ancient

Near Eastern Archives (ETANA) project. In Ancient Near Eastern studies, many early publications still have significant value for teaching and scholarly research but are held by only a handful of libraries, severely limiting their use for research. The ETANA project has been digitizing texts from a list of candidates compiled by the ETANA Core-Texts advisory panel or from specific titles submitted by users of the ETANA site and making them freely available for teachers and scholars worldwide. Works digitized by Vanderbilt for inclusion in the ATLA CDRI database will provide both textual and pictorial documentation of Ancient Near Eastern sites and artifacts.

Drew University Methodist Library (\$5,000)
Wesley Family Letters and Poetic Manuscripts

Drew will digitize 175 original manuscript letters of John Wesley, Charles Wesley, and other members of the Wesley family, as well as 60 unpublished hymns by Charles Wesley, several poetical fragments by Charles Wesley, and an unpublished book of poetry by Charles' wife Sarah Gwynne Wesley, inclusively covering the period 1719–1887. These materials will complement material made available by SMU in CDRI Phase One, making available a larger number of Wesley letters and poetic materials that have either not been published in a scholarly edition or not published at all. The Wesley correspondence and poetry shed light not only on the history and development of Methodism but also life in eighteenth- and early nineteenth-century Britain, and will benefit both scholars and religious researchers with interests in Wesley studies.

Princeton Theological Seminary Libraries (\$2,500)
Sermons by Faculty Members of Princeton Theological Seminary

This grant will allow Special Collections, Princeton Theological Seminary libraries, to initiate a project to digitize all published sermons preached by faculty members of Princeton Theological Seminary and its predecessor institutions that exist in the public domain in preparation for the seminary's bicentennial in 2012. Digitization of two collections of selected sermons (1852, 1893), complemented by images of the preachers, of the seminary during that era, and of manuscript pages of representative sermons, will provide documentation for the Seminary's bicentennial as well as having relevance to the historical study of homiletics and theological education.



Preservation: New Dissertations Available on Microfilm

Dissertations on microfilm are available to Institutional Members for \$100 per reel. To purchase, please contact Christina Tran (888.665.ATLA; ctran@atla.com).

Biblical exegesis, federal theology, and Johannes Cocceius : developments in the interpretation of Hebrews 7:1–10:18, by Brian J. Lee, submitted to Calvin Theological Seminary, Grand Rapids Michigan, 2003. The author writes: "This dissertation employs exegetical history to explain the development of Reformed federal thought, investigating the interpretation of Hebrew 7:1–10:18 in the Reformation and Post-Reformation period, with special reference to the *Epistolae ad Hebraeos explicatio* (1659) of Johannes Cocceius (1603–1669). This exegetical method demonstrates the shortcomings of current dogmatic explanations of the origin of federal theology, thereby providing new insights into the doctrine of the covenant." ATLA no.: D00006, 1 reel.



CDRI

Cooperative
Digital
Resources
Initiative

Search the free
CDRI database at:

www.atla.com/digitalresource

Preservation: Serials Newly Preserved through NEH Grant

The following serial titles were microfilmed as part of the preservation grant *Christianity and the Encounter with World Religions, 1850–1950*. The preservation of these serials has been funded in part by the office of preservation of the National Endowment for the Humanities (NEH).

Serials on microfilm are available to ATLA Institutional Members for \$100 per reel. To purchase, please contact Scholarly Resources (800.772.8937; sales@scholarly.com).

Youth's dayspring

Mission literature for juveniles with wood engravings. "By our stories and our pictures, we shall endeavor to carry you around the world, as it were, and show you the missionaries laboring in the different countries...and the appearance, manner, and customs of the countries in which they are living," with articles such as "Cheerlessness of heathenism," "Hottentot's reproof to Christians," "Whipping men to prayer," and "Devil temples in West Africa." Published in Boston. ATLA no.: 2002–S510, 1 reel (1850–1855).

Luzifer (1903)

Lucifer mit der Gnosis (1904–1908)

Published by Rudolf Steiner, these Theosophic journals contain articles such as "Die Persönlichkeit und deren Fortdauer nach dem Tod im Licht wissenschaftlicher Forschung," "Das Theater der Seele," "Die Astrologie und der russisch-japanische Krieg" and "Evangelische und römisch-katholische Ethik." Published in Berlin. Text in German. ATLA no.: 2003–S037 through 2003–S038, 2 reels (1903–1908).

Oxford Mission to Calcutta. *Quarterly paper* (1894–1967)

Oxford Mission to Calcutta. *Oxford Mission to Calcutta : [papers]* (1968)

The Oxford Mission to Calcutta, a mission of the University of Oxford, was founded in 1880. "We hope from time to time to introduce such matters as will tend to create an interest in Indian Missions generally, and in our own Mission in particular, by

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Old Testament Abstracts (OTA) Online

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introducing a series of papers on the religions of India, short articles on Indian history, and by inserting incidents and anecdotes supplied to us direct from the workers in the Calcutta mission”—from p. 1 of first issue. **ATLA no.:** 2003-S040 through 2003-S041, 5 reels (1894–1968).

American Board of Commissioners for Foreign Missions. *American Board Missions in Turkey from the annual report of...* (1912–1914)

American Board of Commissioners for Foreign Missions. *American Board Missions in Turkey and the Balkans from the annual report of...* (1915–1918)

American Board of Commissioners for Foreign Missions. *American Board Missions in the Near East from the annual report of...* (1921–1926)

Mission of the American Board of Commissioners for Foreign Mission to Turkey, the Balkan Peninsula and Middle East. The American Board, founded in 1810, was Congregational in orientation while accepting missionaries of various denominational backgrounds. Headquartered in Boston. **ATLA no.:** 2003-S047/2003-S048/2003-S049, 1 reel (1912–1926).

Shin kyōkai = *New Church* (1919–1920)

Shin seikatsu = *New life* (1920–1927)

Shin kyōkai = *New Church* (1928–1938)

Magazine of the New Jerusalem Church (or Swedenborgians) in Japan. Published in Tokyo. Text in Japanese. **ATLA no.:** 2003-S054 through 2003-S056, 4 reels.

China Inland Mission. *The land of Sinim* (1904–1905)

China Inland Mission. *China and the Gospel* (1906–1936)

China Inland Mission. *The story of...* (1937–1940)

China Inland Mission. *Part of the story of the China Inland Mission in ...* (1941–1942)

China Inland Mission. *Recent survey of the work of the China Inland Mission* (1943)

China Inland Mission. *He purposeth a crop* (1944)

China Inland Mission. *The story of the year* (1945–1950)

The China Inland Mission began in 1865 by the Rev. James Hudson Taylor and William Thomas

Berger. Its mission was the interdenominational evangelization of China's inland provinces. The organization is known today as the Overseas Missionary Fellowship (OMF). In the reports in this series, “a mean between the Blue-book for reference and the popular narrative for the general reader has been aimed at.”—from the introductory note of *Land of Sinim*, 1904. Published in London. **ATLA no.:** 2003-S061 through 2003-S067, 8 reels (1904–1950).

Omi mustard-seed

A report of the Omi Mission (1916–1933) and the Omi Brotherhood (1933–) in the province of Omi, Japan. The Omi Mission, an undenominational experiment in rural evangelization, was founded in 1905 by William Merrell Varier. The first platform of the mission was “to preach the Gospel of Christ in the province of Omi, Japan, without reference to denominations. There being no ‘Omi Mission Church,’ converts [are] to be organized into self-supporting congregations of their own choice.”—from p. 29 of Apr. 1916 issue. Published in Hachiman, Omi, Japan. Text in English. **ATLA no.:** 2003-S068, 4 reels (1907–1965).

Wesleyan juvenile offering (1844–1866)

At home and abroad (London, England) (1879–1973)

“A miscellany of missionary information for young persons” published by the Wesleyan Methodist Church. “We intend to describe the different countries where missionaries live and preach. We shall give some account of the foolish and wicked customs of the poor Heathen. We shall tell you how some of them have been converted to God, and how much happier they are as Christians, than when they were Heathens...there are Missionaries in some countries which are not literally Heathen; such as Ireland and France...We shall give you some information concerning our Missionary Ship, and the countries it has visited, and concerning the dangers by sea and land to which the missionaries are sometimes exposed.”—from p.1 to 2, first issue of *Wesleyan juvenile offering*. Published in London. **ATLA no.:** 2003-S074 through 2003-S075, 7 reels (1844–1973).

Quarterly paper (Edinburgh Medical Missionary Society)

The oldest medical missionary society in the Western Hemisphere, the Edinburgh Medical Missionary Society began in 1841. The Society trained students to become doctors, who would eventually work in the mission field overseas. The Society is known today as EMMS International. Published in Edinburgh. ATLA no.: 2003-S076, 3 reels (1879–1950).

Sudan (Copenhagen, Denmark)

Published by the Dansk Forenet Sudan Mission (Danish Sudan Mission). Founded in 1911, Dansk Forenet Sudan Mission was a leader in the work of bringing the gospel to the people of Sudan. Working independently with its own board, missionaries, and mission field, the Danish mission was the Lutheran branch of the Sudan United Mission. Published in Copenhagen. Text in Danish. ATLA no.: 2003-S077, 4 reels (1913–1951).

Jewish repository

Published by the London Society for Promoting Christianity amongst the Jews. Through *Jewish Repository*, the Committee hoped to “introduce the history of the Jews in various periods since the destruction of Jerusalem by the Romans; to detail an account of persons assuming the character of the Messiah among the Jews...; to illustrate the Jewish customs, ceremonies, and theological doctrines; to expose their rabbinical traditions; and to refute, with candour and impartiality, their various objections against Christianity.”—from p. ii of Jan. 1813 issue. Published in London. ATLA no.: 2003-S078, 1 reel (1813–1815).

Medical Missionary Society in China. Medical Missionary Society in China : address with minutes of proceedings (1838)

Medical Missionary Society in China. Report of the Medical Missionary Society (1841/42–1845)

Medical Missionary Society in China. Minutes of the annual meeting of the Medical Missionary Society in China (1848/49–1850/51)

Medical Missionary Society in China. Report of the Medical Missionary Society in China (1858) (1858/59–1875)

Medical Missionary Society in China. Report of the Medical Missionary Society's hospital in

Canton, China (1876–1878)

Medical Missionary Society in China. Report of the Medical Missionary Society in China (1879) (1879–1892)

The report of the Medical Missionary Society in China. “The object of this society is ... to encourage the practice of medicine among the Chinese, to extend to them some of those benefits, which science, patient investigation, and the ever-kindling light of discovery, have conferred upon ourselves... We have called ours a Missionary Society, because we trust it will advance the cause of missions, and because we want men to fill our institutions, who to requisite skill and experience and the self-denial add the high moral qualities, which are usually looked for in a missionary.”—p. 11 and 13 of 1838 issue. ATLA no.: 2003-S079 through 2003-S084, 6 reels (1838–1892).

T.P.S. (1888–1889)

Theosophical siftings (1889–1895)

Collections of theosophical essays, such as “Practical occultism,” “Was Jesus a perfect man?” “The Hebrew Talisman,” “Swedenborg bifrons,” and “On the scientific importance of dreams.” Published in London by the Theosophical Publishing Society. ATLA no.: 2003-S085 through 2003-S086, 2 reels (1888–1895).

Woman's Baptist Foreign Missionary Society.

Our work in the Orient (1909–1913)

Woman's American Baptist Foreign Mission Society. Our work in the Orient (1914–1927)

The report of the Woman's American Baptist Foreign Mission Society (and its predecessors) in Burma, India, Assam, China, Japan, the Philippines and Africa. ATLA no.: 2003-S087 through 2003-S088, 2 reels (1909/10–1927/28).



Preservation: Serials Newly Available on Microfilm

ATLA has received written permission from the publishers to duplicate and sell archival microfilm copies of the following titles for preservation purposes and for the advancement of theological and religious research and studies. In all other cases the materials have passed into the public domain.

Serials on microfilm are available to ATLA Institutional Members for \$100 per reel. To purchase, please contact Scholarly Resources (800.772.8937; sales@scholarly.com).

Word, the work and the world (1882–1887)
Christian Alliance for fellowship, prayer and service in the four-fold gospel (1888–1889)
Christian Alliance and missionary weekly (1889–1893)
Christian Alliance and foreign missionary weekly (1894–1896)
Christian and Missionary Alliance (1897–1911)
Alliance weekly (New York, N.Y.) (1911–1957)
Alliance witness (1958–1987)
Alliance life (1987–2001)

This 8-title set comprises the official organs of the Christian and Missionary Alliance (C&MA) and its predecessor organizations. Beginning in 1887 by Dr. Albert B. Simpson to “take the whole Bible to the whole world” utilizing lay persons, the C&MA today is an evangelical denomination with a major emphasis on world evangelization. Published in New York. ATLA no.: S1028 through S1034 and 1995–S300, currently 66 reels (1882–2001).

Gospel preacher
Daily gospel preacher

A Brethren Church publication, the *Gospel preacher* “will be an unrelenting combatant of error, and a fearless exponent of everything primitive and apostolic. As its name indicates, it will be in matters of doctrine exclusively a Gospel preacher, expounder, and exhorter.” Published in Ashland, Ohio. ATLA no.: S1039A–B, 2 reels (1879–1882).

Ouderlingenblad

Reformed Church in the Netherlands. Published in the Netherlands. Text in Dutch. ATLA no.: S0744, currently 5 reels (1970–1995/96).

LWF news release

Press service (Lutheran World Federation)

Periodical of the Lutheran World Federation. Published in Geneva, Switzerland. Text in German. ATLA no.: S0990 through S0991, 2 reels (1960–1963).

Progressive Christian (Berlin, Pa.)

Progressive Christian and Gospel preacher

Progressive Christian (Ashland, Ohio)

A Brethren Church publication originally edited by Henry R. Holsinger, a minister from Middle Pennsylvania District and leader of the Progressives. Published in Berlin, Pennsylvania, and Ashland, Ohio. ATLA no.: S1038A–C, 1 reel (1879–1883).



Preservation: Ongoing Serials on Microfilm

New issues are of various ongoing serials are filmed periodically in the On-Demand program. New issues of the titles listed below have been recently filmed.

Serials on microfilm are available to ATLA Institutional Members for \$100 per reel. To purchase, please contact Scholarly Resources (800.772.8937; sales@scholarly.com).

Al-Mushīr. ATLA no.: S0735. Reel no. 10: v. 41–43 (1999–2001).

Brethren journal. ATLA no.: S0421. Reel no. 9: v. 97–100 (1998–2001).

Jornal evangélico. ATLA no.: S0481. Reel no. 13: v. 109 (1997).

Life and work. ATLA no.: S0370. Reel no. 36–37: 1992–1997.

Rondom het word. ATLA no.: S0817. Reel no. 11: v. 37–42 (1995–2000).

Praktische theologie (Zwolle, Netherlands). ATLA no.: S0830. Reel no. 11: v. 27–28 (2000–2001).

Vartija. ATLA no.: S0753. Reel no. 12: v. 106–112 (1993–1999).



Retrospective Indexing Project Quaterly Report

September–November 2003

In the course of the autumn quarter the *RIP* staff has completed the indexing of six titles: *Orate Fratres* (1926–1948), *Biblical Archaeologist* (1938–1948), *Commentary* (1945–1948), *Revue des Études Byzantines* (1943–1948), *Unitarian Universalist Christian* (1946–1948), and *Thomist: A Speculative Quarterly Review* (1939–1948). Both *Orate Fratres* (succeeded by *Worship*) and *Biblical Archaeologist* are *ATLAS* titles. Indexing has begun on *Journal of Religious Thought* (1943–), *Orientalia Christiana Periodica* (1935–), and *Palestine Exploration Quarterly* (1937–).

Both Ben and Todd have received powerful new laptops that are materially increasing our productivity. Repeated crashes of the ARDIS database (the database used by both *RIP* and *ATLA RDB*) have necessitated some creative workarounds. Indexing continues apace.

For those interested in the content of *RIP*: By the completion of this project, *ATLA RDB* will boast an extraordinarily broad collection of bibliographic citations to events in and around the second World War. The monthly *Commentary* (1945–1948), published by the American Jewish Committee under the able editorship of Elliot Ettelson Cohen, is a mine of brilliant essays dealing with Displaced Persons (stateless survivors of the Jewish Holocaust), responses to the loosing of the atomic bomb, and the travails of the Yishuv leading up to the creation of the State of Israel in May 1948. Full indexing of the weekly *Christian Century* (1940–1948), which will entail the creation of over 10,000 records, brings the reader into the seasoned orbit of Charles Clayton Morrison, editor-in-chief, a major figure in 20th-century Protestant American journalism who had been in the saddle since before WWI. Week after week, the saga of the European and Pacific theatres unfolds; American anxiety regarding the ambitions of the victorious Soviet Union leads to the Cold War, identified as such by 1948; the creation of the United Nations again elicits hope of a world community capable of policing itself without recourse to global warfare, the mirage of the League of Nations; and America ponders the use of its nuclear arsenal and the exercise of economic

imperialism in a world shrunken by instantaneous communication and an armada possessed of unprecedented mobility. Paul Tillich engages in conversation with Martin Buber, and Mahatma Gandhi is slain. There were giants in those days . . .

I would like to thank Reverend Neil Gerdes of Meadville-Lombard Theological School Library for his generous assistance in rounding up volumes of *Unitarian Universalist Christian* and *Commentary*, and permitting us to index them off-site.

To date, we have finished *RIP* indexing for these 23 titles:

- American Catholic Sociological Review (1940–1948)
- Biblical Archaeologist (1938–1948)
- Catholic Biblical Quarterly (1939–1948)
- Church History (1932–1948)
- Commentary (1945–1948)
- Eastern Buddhist (1921–1939 [publication suspended until 1949])
- Ecumenical Review (1948–1949)
- Estudios Bíblicos (1941–1948)
- Hebrew Union College Annual (1919, 1924–1948)
- Interpretation: A Journal of Bible and Theology (1947–1948)
- Journal of Biblical Literature (1881–1948)
- Journal of Pastoral Care (1947–1948)
- Mélanges de Science Religieuse (1944–1948)
- Nederlands Theologisch Tijdschrift (1946–1948)
- Orate Fratres (1926–1948)
- Revue des Études Byzantines (1943–1948)
- Theologische Zeitschrift (1945–1948)
- Thomist: A Speculative Quarterly Review (1939–1948)
- Traditio: Studies in Ancient and Medieval History, Thought, and Religion (1943–1948)
- Union Seminary Quarterly Review (1945–1948)
- Unitarian Universalist Christian (1946–1948)
- Vigiliae Christianae: A Review of Early Christian Life and Language (1947–1948)
- Zeitschrift für Religions- und Geistesgeschichte (1948)

ATLA Newsletter

Indexing has begun on these 7 titles:

Christian Century (issues in 1940, 1941, 1945)
Journal of Religious Thought (1943–1948)
Journal of the National Association of Biblical
Instructors and Journal of Bible and
Religion (the ancestors of the Journal of the
American Academy of Religion, 1933–
1946, lacking 1947–48)
Orientalia Christiana Periodica (1935–1936)
Palestine Exploration Quarterly (1937–1940)
Theological Studies (1940–1944)
Westminster Theological Journal (1938–1944)

Titles from the summer triage list remaining to
be begun:

Covenant Quarterly (1941–)
Reformed Theological Review (1942–)
Scottish Journal of Theology (1948–)
Studia Theologica: Scandinavian Journal of
Theology (1947–)
Theology Today (1944–)

Indexing has been suspended on:

Bibliotheca Sacra (1856–1948)
Christian Century (1900–1939)
Christian Oracle (1884–1899)

Steven W. Holloway
RIP Project Director



ATLA Staff News

servicing ATLA members and customers

From the Executive Director

American Theological Library Association 2004–2006 Strategic Plan

The current strategic plan is the fourth I've developed with the Board and membership. The first plan, in 1996, was really an emergency plan, a one-year program designed to deal with our financial emergency and dramatic downsizing. Its goal was to provide financial and staff stability for the future. The second strategic plan was a three-year plan, 1998–2000. In that plan we dealt with infrastructure issues—financial, data, software and hardware, association relationships, personnel, and facilities. The third strategic plan (2000–2003) built upon the infrastructure improvements of the second and focused on association growth, visibility, financial security, new technologies and challenges, and collaboration among members and with partners.

This new strategic plan (2004–2006) builds upon the accomplishments of the third and focuses upon assuring the Association's financial strength while improving the quality of our programs and products for members and customers. With our new headquarters, technology infrastructure, skilled staff, and financial resources in place we will use the next three-year period to build upon our core competencies, including our

- commitment to shape our activities, projects, and products according to members' needs and goals;
- skillful management and stewardship of the Association's financial resources;

- efforts to seek and attract new members to the Association;
- hospitality to members and guests at our headquarters;
- ability to support more sophisticated member projects and services;
- ability to produce, transform, and deliver the highest-quality bibliographic data in the fields of theology and religion;
- commitment to staying abreast of and responding to new developments in technology and publication;
- efforts to link bibliographic information to full-text documents;
- ability to work with a variety of publishing partners and vendors;
- reputation for creating the highest-quality microfilm of brittle and endangered documents;
- ongoing commitment to develop mutually beneficial financial partnerships with a variety of partners
- commitment to recruiting and retaining a highly skilled and dedicated staff.

Executive Limitations

The pursuit of the Association's organizational ends occurs within a framework of the executive limitations established by the ATLA Board of Directors in 1991 when they adopted the Carver Policy Governance program. Policy Governance entrusts the Board with establishing organizational ends to be pursued and executive limitations that establish limits to the kinds of actions and directions the staff can employ in pursuing those organizational ends. Because the executive limitations are stated in negative terms and because they shape the context

of the Association's work, they are less well known and understood than the four organizational ends.

Executive limitations are divided into six basic categories in the ATLA Board of Directors' Handbook: 1) administrative clarity, 2) communication and counsel to the Board, 3) personnel, 4) assets management, 5) financial condition, and 6) budgeting.

Because of its importance for the future of the Association and because of its impact on everything else we contemplate or plan, we begin the 2004–2006 Strategic Plan by focusing upon a key executive limitation: the Association's financial condition. In the Board handbook there are five limitations on management of the Association's financial condition:

The executive director may not jeopardize the long-term financial strength of the association. Accordingly, in operating the association in a sound and prudent fiscal manner, the executive director may not:

1. Allow expenditures to deviate materially from board-stated objectives and priorities.
2. Cause the association to incur indebtedness other than routine payables incurred in the ordinary course of doing business.
3. Use an advance from a particular fund, program, or resource for any operating expenses unless consistent with board-stated priorities.
4. Use a gift, donation, or restricted contribution for any purpose other than that stipulated by the contributor.
5. Settle payroll and debts in other than a timely manner.

The Association's financial condition is shaped by its past, its current revenue streams, and the market situation it faces.

The Past

At its beginning ATLA was a voluntary association committed to working in three areas: 1) indexing religious periodical literature, 2) preserving endangered religious and theological materials in microform, and 3) meeting members' professional needs and goals. For most of its sixty-year history, the Association maintained three separate budgets for index, preservation, and member services. Two of the three (preservation and member services) were chronically short of funds, while the third (index)

provided revenue sufficient to supplement the revenue produced by preservation activities and member services programs and services.

When the three separate boards were merged into a single Board of Directors (1991), the Board was charged with responsibility for oversight and evaluation of an executive director and staff. The budgetary issue remained the same, however, and member services' and preservation's programs level of dependence upon supplementary support from index revenues continued to grow.

The Present

Two major shifts in revenue streams have occurred since 1996. The first shift witnessed the migration of many print index customers to CD-ROM versions of the database. In less than five years, however, revenue from the CD-ROM products was superseded by revenue from aggregators for online versions of ATLA products. Today more than 50% of the Association's total revenue comes from five online aggregators: OCLC FirstSearch, Ovid (including SilverPlatter), EBSCO, Cambridge Scientific Abstracts, and NISC.

The Association's annual budget has more than doubled since 1996. Part of the increase was provided by major grant income, but the majority of the increase came from growth in sales of ATLA's online electronic products.

With the dramatic increase in revenue from the online products, however, have come additional significant costs, including an expanded staff, investment in product development and enhancement (more than \$200,000 for the Windows version of the *ATLA Religion Database on CD-ROM*, for example), and major investments in hardware and software (from servers to firewall security).

The Market

As a secondary publisher in a specialized sector of academia, ATLA faces a very different marketplace in 2004. Continued expansion and consolidation of the industry means that fewer specialized databases are able to survive. Major online aggregators have had significant conflation as well.

The major companies competing for the online aggregator market are aggressively building their own specialized databases with links to as many full-text products as possible. ATLA finds itself in

competition not only with very small religion database producers, but also with very large and powerful competitors and even with some of its own online publishing partners.

As ATLA continues to derive more and more of its revenue from online aggregators (and, correspondingly less and less from its own products and services) we need to make wise decisions about partners and marketing and product development. The stakes are high.

There are several concerns about our relationship with online aggregators that must be addressed in the new strategic plan:

- There is a danger that staff effort and time spent pursuing the many new member projects and products could undercut the timely production of our bibliographic and full-text databases;
- While ATLA's cash flow situation is excellent, there are few long-term reserves to insure against economic downturns and market exigencies;
- We have already witnessed significant changes in organization and alliances among our current online vendors, and must be alert to a rapidly changing vendor environment;
- We need to be more vigorous in promoting and expanding sales of our own products.

The 2004–2006 Strategic Plan begins with three items that address the Association's financial condition:

1. Through revenues from our products we will increase our cash reserves from the current \$450,000 to \$2,000,000 (50% of our annual budget).
2. We will take steps to increase the ability of members' projects and programs to become self-sustaining.
3. We will encourage ATLA members to play the key role in increasing support for the ATLA Endowment Fund to a level that will sustain the programs it funds: travel grants, scholarships, and recruitment.

These three goals are important to ensure ATLA's present and future financial condition, and are necessary conditions for the pursuit of the Association's four organizational ends. By assuring

the Association's financial condition, we will be able to pursue important goals for each of our organizational ends.

Organizational End One: Professional Development

ATLA will be the primary source of professional development programs and services for theological librarians.

1. We will expand professional development offerings with additional workshops, collaborative efforts with regional groups, professional programs at the annual conference and use of the Interactive Conference Facility.
2. We will offer a leadership development program for ATLA members.
3. The programs developed will be sustainable and affordable.

Organizational End Two: The Profession

We will increase our efforts to promote the profession of theological librarianship among librarians, library science students, and theological and religious studies students.

1. We will pursue steady growth in membership from the current total of 962 to 1,200 members (all types combined) by August 31, 2006.
2. We will encourage support for professional development through growth of the ATLA Endowment Fund.
3. We will support continued efforts to increase the number of African-American, Hispanic, and other underrepresented minorities in the profession.
4. We will provide resources for ATLA members who have been downsized or who have lost their jobs.

Organizational End Three: Products and Services

ATLA's products and services are designed to serve customers' and members' needs and goals. ATLA will maintain the highest level of product quality consistent with commercial viability.

ATLA Newsletter

1. We will increase the combined number of ATLA's electronic product customers from the current 1,250 to 1,500 by August 31, 2006.
2. We will actively market and promote ATLA's own products (print *RIO*, *ATLA Religion Database on CD-ROM* and subsets, *ATLAS*, *IBRR Online*, partner products on CD-ROM, monographs, serials, and archival materials on microfilm and microfiche), increasing the number of customers from the current 1,080 to 1,250 by August 31, 2006.
3. We will work with new partners to reach the individual and congregational markets for *ATLA Serials*.
4. We will continue to expand coverage of the *ATLA Religion Database* through the *Retrospective Indexing Project (RIP)*, through inclusion of links to digital collections and multimedia objects, and through revision of the ATLA thesaurus.
5. We will investigate options for increasing serial coverage and for improving currency in the *ATLA Religion Database*.
6. We will expand and improve the *ATLAS* product as we develop and produce its second stage, the searchable text version.
7. We will fully develop our publishing partnerships with the Catholic Library Association (CLA), the Catholic Biblical Association (CBA), and the Weston School of Theology.
8. We will explore the convergence of paper, microform, and digital objects in developing a coherent preservation program for the Association.
9. We will continue to offer affordable versions of ATLA's electronic products.
10. We will develop the next generation of ATLA's CD-ROM products.
2. We will develop a program to facilitate member-initiated, member-designed, and member-supported collaborative projects.
3. We will pursue expanded relationships with and support for international theological library associations
4. We will encourage and support the programs and projects of ATLA's regional groups.

Dennis A. Norlin
ATLA Executive Director



Organizational End Four: Collaboration

Collaboration within and without the Association is essential to its mission and future.

1. We will continue to develop the interactive capabilities of the ATLA web site and encourage its use by a wide variety of ATLA members groups, task forces, and committees.

Staff Notes

ATLA Hires Sales/Marketing Associate

Christina Tran started Monday, November 17, as sales/marketing associate in ATLA's Financial Services Department. Christina has a BA from Loyola University in New Orleans, majoring in advertising and minoring in marketing. She brings several years of experience as marketing coordinator, editorial assistant, and program analyst. She was last employed by Heinemann-Raintree Publishers.

Christina is responsible for promoting *ATLAS* and preservation products.



Department of Indexes Hires Staff

Todd Ferry, formerly part of ATLA's *Retrospective Indexing Project (RIP)*, has been hired as a regular indexer. He began his new duties on January 5, 2004. Todd has his MA from the University of Chicago in the area of Near Eastern languages and civilizations, specializing in Syro-Palestinian archaeology, and has worked on a number of archaeological digs in Israel. Todd also worked at the University of Chicago's Regenstein Library on an NEH grant preservation microfilming project dealing with rare materials in the area of theology. During his time on the *RIP* project he has gained experience working with the MARC format, mastered ATLA's indexing practices, and pursued classes in Arabic and German. Todd will be an excellent addition to the department's regular staff.

Bao-Khanh Nguyen has accepted a part-time, student position in the Department of Indexes as data entry operator. Khanh will create preliminary bookmasters in the production database. She is currently a student at DePaul University, where she is pursuing a double major in finance and management. She is fluent in Vietnamese and has also studied Spanish.



ATLA Revamps Web Site

In November ATLA reorganized parts of *atla.com* to make some items on the site easier to find. New links on the home page include job openings, preservation, endowment fund, and advertising opportunities. Some of the categories on the products page have been subsumed under the catalog, and a new product news category has been added, where users may find frequently updated material, such as *ATLA RDB* thesaurus changes. All preservation information, previously found under products, is now in its own section and includes a new database in which all preservation offerings may be searched.

The reorganization called for minor changes in the design itself along with a few URL changes but otherwise remains essentially the same.



Member Services Department

[In this second article of the series highlighting the departments at ATLA, we look at the Member Services Department.]

While staff in other departments of ATLA are involved in various member projects (the director of the Department of Indexes works on CDRI, for example), it is the Member Services Department (MSD) that is especially charged with the care and development of members. We do that with a staff dedicated to working with and for ATLA members in establishing new projects, maintaining current ones, and looking toward future ones. We work with members singly, in committees, and in regional and denominational groups. We also draw on the advice and counsel of the Membership Advisory Committee, a small group of experienced ATLA members established several years ago by Executive Director Dennis Norlin to assist us as we work on behalf of the members of the Association.

Here is the staff of your Member Services Department.

Membership Associate

Tim Smith has been with MSD since April 2003 as membership associate. His job is to update and maintain membership records in our association management database, explain the benefits of the various membership categories to current and potential members, seek prospective ATLA members and execute our membership recruitment activities, and suggest welcomers for new members. The research skills he learned as a library school student and reference librarian at the Illinois Institute of Art have been important in our efforts to “spread the word” about theological librarianship. His work can be summed up as “member recruitment and retention.” Tim has a BA from Conception Seminary College (Conception, Missouri) and an MLIS from Dominican University (River Forest, Illinois).

Editor of Member Publications and Publications Associate

The department has two staff devoted to publications: Jonathan West and Stacey Schilling. They have responsibility for ATLA’s print and web

publishing program, including member publications, the annual report, the products catalog, the conference program book (and web pages), the ballot for ATLA board elections, and brochures, flyers, and other print and web materials, except the indexes.

Jonathan came to the department in 2001 after two years as an indexer at ATLA. He writes, compiles, edits, and proofs web and print materials, and is the editor of the *Proceedings of the Annual Conference*, the quarterly *Newsletter*, and the News Updates (posted to the ATLA web site weekly). He also publishes the quarterly *Theology Cataloging Bulletin*, a publication of the Technical Services Interest Group. Jonathan organizes and hosts member electronic discussion lists and is staff liaison to the ATLA Publications Committee. He has a BA in classical languages from Trinity University (San Antonio) and an MA in religion from Trinity International University (Deerfield, Illinois).

Stacey Schilling, the newest member of the department, joined us this past September as publications associate. With her education and background as a graphic designer, Stacey designs, lays out, proofs, and produces print and web publications and other materials for members and staff. Stacey has a BA in graphic design from DePaul University (Chicago) and freelance experience in the field.

Assistant Director

Carol Jones, who has been on staff at ATLA since 1991, is the assistant director of the department. She worked on the (formerly published) Ethics Index and in sales before joining the department in 1997. Her longevity on staff and her close work with members over the years inform her perspective as she works with the director of member services on planning and operational responsibilities, including the Annual Conference, professional development of members, relations with member committees, election procedures, and departmental planning. Carol also oversees and manages consortial programs, such as the ATLA FirstSearch Consortium and the ATLAS Serials Exchange (ASE), and seeks and administers other benefits of membership in the Association. She is staff liaison to the Professional Development Committee, Annual Conference

Staff News

Committee, and Education Committee. Carol holds a BA in history from the University of Michigan.

Director

Karen Whittlesey is the director of the department. She has oversight of services to members and potential members, including the Annual Conference, professional development seminars and workshops, member publications, and ATLANTIS, the electronic discussion list for theological librarians. She is also responsible for the planning, administration, and operations of the department and the vision and mission of the department and how those relate to the vision and mission of the Association. She has a BA in journalism/communications from Simmons College (Boston), an MLS from Simmons GSLIS, and an MA in pastoral theology from the Episcopal Divinity School (Cambridge, Massachusetts).

The five people in the Member Services Department bring differing backgrounds in education and experience to their jobs, but all share a common understanding of the member as the heart of the Association.



ATLA Calendar

February

- 5 Preservation Advisory Committee, Chicago
- 13 Publications Committee, Chicago
- 21–24 Norlin and Luedtke, NFAIS, Philadelphia
- 24–28 Norlin, PLA, Seattle

March

- 10–12 Terbrack, Computers in Libraries, Washington, DC
- 26 Norlin, ARDA, College Station, Pennsylvania

April

- 15–16 International Collaboration Committee, Chicago
- 22 Take Your Sons and Daughters to Work Day
- 29 Digital Standards and Projects Committee, Chicago

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