

NEWSLETTER

American Theological Library Association
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November 16, 1991
Divinity School Library
Duke University, Durham, N.C. 27706
Donn Michael Farris, Editor

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NOMINATING COMMITTEE REPORT

The Nominating Committee presents as candidates for the ATLA elective offices which are to be filled in 1992:

Board of Directors - three-year term, 1992-1995 (three to be elected):

Diane Choquette, Head of Public Services, Graduate Theological Union Library, Berkeley, California

Duane Harbin, Acquisitions Supervisor, Yale University Divinity School Library, New Haven, Connecticut

Mitzi Jarrett, Librarian, Virginia Theological Seminary, Alexandria, Virginia

Roger L. Loyd, Associate Librarian, Bridwell Library, Southern Methodist University, Dallas, Texas

Alice I. Runis, Technical Services Librarian, Iliff School of Theology, Denver, Colorado

Mary S. Williams, Director, Graduate Theological Union Library, Berkeley, California

Other nominations may be made by petition, signed by not less than ten (10) full or retired members of the Association and submitted to the Executive Secretary, Susan E. Sponberg, American Theological Library Association, 820 Church Street, Suite 300, Evanston, Illinois 60201, not later than January 25, 1992. After all additional nominations have been filed, the Executive Secretary will prepare the final ballot and mail a copy to all full, retired, and institutional members not later than April 10. All ballots must be returned to the Executive Secretary by mail. In order to be counted, ballots must be postmarked not later than May 22. Ballots will be counted during the month of May and a report of the results will be made to the President of the Association not later than June 1.

The members of the Nominating Committee submitting this report are: Diane Choquette, Channing R. Jeschke, and Seth Kasten, Chair.

A MESSAGE FROM THE PRESIDENT

The Executive Committee of the ATLA Board of Directors met in Evanston, Illinois, on October 4-5 and took the following actions: 1. In support of the newly named Continuing Education Committee (see Susan Sponberg's report elsewhere in this issue), up to \$4000 of the current balance in the continuing education fund was appropriated for this group's work. 2. Review of present ATLA personnel policy was docketed for the Board's midwinter meeting. 3. Recommendations on reorganizational matters were compiled as advice to the Committee on Bylaw Revision, which will report to the midwinter Board meeting. 4. The resignation of Robert Dvorak from the Board was accepted with great appreciation for his work and with deep regret. It is the Board's responsibility to elect someone to fill out his term, and the results of our election will be announced in the next Newsletter.

While these and other matters occupied us fully, none hit home as forcibly as Bob Dvorak's resignation, which he offered because of the press of other duties. As many of you know, few have given our Association so much time and energy and insight over the years as he, even after he left theological librarianship for the parish ministry. He served at one time or another on each of our Boards and on the joint program executive committee, and he was also our President. In his letter of resignation, Bob indicates how difficult it is for him to resign, given this long and enjoyable service, and he extends his best wishes to us all. We know that his care and support continue for ATLA, as do ours for him.

John Carver's presentation to the Board of Directors last June was transformative for us, as you know, and some of the details of that presentation are shared with you in Mary Bischoff's article elsewhere in this issue of the Newsletter. I commend this article to you for a careful reading (which won't be hard, because it's so well done).

The midwinter meeting of the Board of Directors will be held in Evanston, Illinois, January 31-February 2, 1992. Anyone having business which should be considered at that time should communicate with me as early as possible.

Finally, it is not too early, even now, to begin thinking of Dallas in June. I look forward to seeing you there.

James W. Dunkly
President, ATLA

HARVARD PRESERVATION REPORT AVAILABLE

Preserving Harvard's Retrospective Collections, the Report of the Harvard University Library Task Force on Collection Preservation Priorities, issued earlier this year, is now available to other libraries. Dr. Louis Charles Willard, Librarian of Harvard Divinity School's Andover-Harvard Theological Library, writes that "... it provides for the first time to my knowledge a wide over-view of the enormous variety of preservation problems libraries face." The Report, priced at \$15.00, may be ordered from: Publications Office, Harvard University Library, 25 Mt. Auburn Street, Room 206, Cambridge, Massachusetts 02138.

ATLA RECEIVES TWENTY-SEVEN NEW MEMBERS

The American Theological Library Association welcomes the following new members:

Full:

- Ms. Susan K. Ebbers, Librarian, United Theological Seminary of the Twin Cities, 3000 Fifth Street, N.W., New Brighton, Minnesota 55112
- Mr. Alexander Finlayson, Library Director, Ontario Bible College and Theological Seminary, 25 Ballyconnor Court, Willowdale, Ontario M2M 4B3, Canada
- Professor Milton McC. Gatch, Director, The Burke Library, Union Theological Seminary 3041 Broadway, New York, New York 10027
- Ms. Denise A. Hegemann, Public Services Librarian, St. Vincent College Library, Latrobe, Pennsylvania 15650. Mailing address:
8C Williamsburg East, Greensburg, Pennsylvania 15601
- Mr. Michael J. Higgins, Serials Librarian, Dominican House of Studies Library, 487 Michigan Avenue, N.E., Washington, D.C. 20017.
Mailing address: Apartment B203, 1111 Army Navy Drive, Arlington, Virginia 22202
- The Reverend Doctor Rodney R. Hutton, 1489 Wilmore Drive, Columbus, Ohio 43209
- Ms. Mary Lou Moore, Director of Library Services, Scarritt-Bennett Center, 1008 19th Street, South, Nashville, Tennessee 37212-2166
- Ms. Paula Youngman Skreslet, Librarian, Evangelical Theological Seminary, 8 Sikka El Beida, Abbasiya, Cairo, Egypt
- Mr. David Samuel Slusher, Director, Grand Rapids Baptist College and Seminary Library, 1001 East Beltline, N.E., Grand Rapids, Michigan 49505
- Dr. John R. Walters, Collection Development Librarian, B. L. Fisher Library, Asbury Theological Seminary, Wilmore, Kentucky 40390
- Ms. Margaret T. Yam, Head Librarian, Institute of Buddhist Studies, 1900 Addison Street, Berkeley, California 94704. Mailing address:
578 Pimlico Court, Walnut Creek, California 94596
- Mr. Louis L. Yonke, Apartment A216, 4394 Okemos Road, Okemos, Michigan 48864

Associate:

- Ms. Mary M. Brady, Cataloger, Northwestern University Library, 1935 Sheridan Road, Evanston, Illinois 60208
- Dr. Thomas P. Haverly, Associate Professor of Religion, Eastern Nazarene College, 23 East Elm Avenue, Quincy, Massachusetts 02170. Mailing address: 122 Willow Street, Quincy, Massachusetts 02170
- Mr. Mark T. Perkins, Apartment I-301, 3500 Sutherland, Knoxville, Tennessee 37919
- Ms. Barbara Terry, 300 Clear Creek Road, Pineville, Kentucky 40977

ATLA RECEIVES NEW MEMBERS - Continued

Student:

- The Reverend John Leonard Berg, Apartment 305, 507 West Wilson Street,
Madison, Wisconsin 53703
- Ms. Mary Bonanno Glose, 6 Patricia Court, Middle Island, New York
11953
- Mr. C. Philip Hanna, Apartment 3, 183 Transcript Avenue, Lexington,
Kentucky 40508
- Ms. Nancy M. Hendrix, Library Assistant, Columbia Theological Seminary,
701 Columbia Drive, Decatur, Georgia 30030. Mailing address:
2005C Woodridge Drive, Buford, Georgia 30518
- Mr. Robert J. Hrabak, 9955 Ravenna Road, Twinsburg, Ohio 44087
- Mr. David Johns, Periodicals Librarian, Malone College Library,
515 25th Street, N.W., Canton, Ohio 44709
- Ms. Constance T. Johnson, International Seminary, 1416 Pelican Bay
Terrace, Winter Park, Florida 32792
- Ms. Ann Kemper, 1759 Willoway Circle, North, Columbus, Ohio 43220
- Ms. Rebecca Knight, Theological Collection Development Librarian,
Sanford University/Beeson Divinity School, 800 Lakeshore Drive,
Birmingham, Alabama 35229
- Dr. Celia Rabinowitz, 5 Hemlock Court, Hamilton, New Jersey 08619
- Mr. Jeff Siemon, Apartment 233, 700 North Highland Avenue, Pittsburgh,
Pennsylvania 15206. (Mr. Siemon was incorrectly listed as
Jeff Simeon in the list of new members in the August 17 issue of
the Newsletter. The Editor regrets the error.)

BUDGET CUTS FORCE REDUCTION
OF TORONTO SCHOOL OF THEOLOGY STAFF

The Toronto School of Theology, in Toronto, Ontario, Canada, has reduced its executive staff due to budget restrictions. All the members of the executive staff have had the number of hours worked for TST reduced and two offices have been closed with their executive and support positions being terminated. These are the Field Education Program and the Library Co-ordination Program. Both of these programs coordinated the college programs in these areas.

Grant Bracewell, who has been Library Coordinator (half-time) since the inception of TST, is now again full time with Emmanuel College Library. He has been granted part-time research leave over the next two years and is also continuing to do the book selection in theology at the Robarts Library (the central library of the University of Toronto), which has been a part of the TST portfolio. His research is related to the materials published in the Record of Proceedings of the General Council of The United Church of Canada. The first phase of this project is an author, title, subject list of the reports that have been made to General Council since 1925. He expects to complete this first phase during the two year part-time leave.

REPORT OF THE EXECUTIVE SECRETARY

Greetings! The 1991-92 fiscal year started on a bittersweet note in the Office of the Executive Secretary, as we bid farewell to Marshall Poin-dexter and bid welcome to administrative assistant Joanne Juhnke. Joanne is a terrific addition to the ATLA staff. She quickly has learned the procedures for day-to-day operations and keeps things running smoothly. At the beginning of October, the Office of the Executive Secretary moved to the renovated fourth floor at 820 Church Street, where we enjoy a less crowded and more efficiently organized work space.

One project Joanne has been working on since her arrival at ATLA is the preparation of the Proceedings for press. Working in cooperation with editor Betty O'Brien, who formatted most of the papers and reports, Joanne has been experimenting with the computer technology available to us here at headquarters to produce an attractive, readable book. Within the next several weeks, we intend to send the final copy off to the printer.

Please remember that the final deadline for 1991-92 membership dues is November 30! If you have not paid your dues, please do it NOW, so that there is no interruption in your membership benefits. Please also remember to enclose a copy of the invoice with your payment.

We are happy to welcome a new committee of the association, the Continuing Education Committee, chaired by Dr. Louis Charles Willard, Librarian of the Andover-Harvard Theological Library at Harvard Divinity School. The other members of the committee are John Thompson, United Library of the Garrett-Evangelical and Seabury-Western Theological Seminaries; Renee House, New Brunswick Theological Seminary; and Valerie Hotchkiss, Librarian, Austin Presbyterian Theological Seminary. The Committee has received a charge to identify topics of importance, interest, and concern to members of ATLA; to develop programs that address those topics; and to participate in the practical planning of the programs. The Committee will hold its first meeting at ATLA headquarters in Evanston on December 6-7. Thereafter, plans are being made by the chair for the Committee to do its work using "e mail" and computer networking. If you have contributions and suggestions for this Committee, please contact the chair or one of the Committee members in your region.

It is not too early to start making your plans for the 1992 annual conference in Dallas on June 17-20. Housing at the Colony Parke Hotel is settled. Arrangements have been made with American Airlines for group airline rates. To make your reservations, you may call the American Meeting Services Desk, toll free, at 1-800-433-1790, 7:00 a.m.-12:00 midnight Central Time, seven days a week. Ask for STAR \$ S-06624R. We also have arranged with Hertz for special car rental rates for the June meeting. Reservations may be made by calling the Hertz Meeting Sales Desk at 1-800-645-2240 and giving CVNumber 3373. Further details on the group airline and car rental rates will be available in the next Newsletter.

Soon ATLA institutional members will receive the annual statistical questionnaire. As in the past, the information requested closely parallels that which you report to ATS. This year, for the first time, we offer you the option of submitting a copy of the library portion of your ATS questionnaire in lieu of completing the entire ATLA statistical form. Please note, however, that the information requested on the two questionnaires is not

REPORT OF THE EXECUTIVE SECRETARY - Continued

identical in every case, so you will need to read the instructions on the ATLA form carefully.

Thank you to those who answered the survey polling interest in a machine-readable format for the final statistical report. We are tallying the responses and examining the options for the production and distribution of such a format. Details will be reported as soon as decisions have been made.

May you all have a blessed holiday season!

Susan E. Sponberg
Executive Secretary, ATLA

EDITOR OFFERS BACK ISSUES OF NEWSLETTER

I am expecting to retire from my position as Librarian of the Divinity School Library at Duke University on June 30, 1992. By agreement with the Board of Directors of the ATLA, I will continue my editorship of the Newsletter through volume 40, which will be completed with the May issue in 1993. My retirement from Duke will mean that the stock of back issues of the Newsletter which I have saved over the years will have to be recycled before the end of next June. Therefore, I invite anyone who wishes to complete - or make more nearly complete - a file of the Newsletter (either personal or institutional) to write to me and list the issues that are needed. I am not going to promise that I can provide everything that everyone requests; but I do have many file drawers filled with duplicate issues, and I will do my best to fill as many requests as my stock allows - on a first-come first-served basis - and without charge, although Duke will appreciate being reimbursed for the postage used. Please address your requests to me at: Divinity School Library, Duke University, Durham, North Carolina 27706.

Donn Michael Farris
Editor, ATLA Newsletter

HARRIET LEONARD PREPARES NEW BIBLIOGRAPHY

Harriet V. Leonard, Reference Librarian of the Divinity School Library at Duke University, has prepared a bibliography entitled "Challenge to the Church in Latin America," which deals chiefly with the more recent developments in liberation theology in Latin America. The 19-page compilation, containing 231 entries, is available without charge from: Harriet V. Leonard, Divinity School Library, Duke University, Durham, North Carolina 27706.

ANNOUNCEMENTS FROM THE ATLA RELIGION INDEXES OFFICE

ATLA Religion Database on CD-ROM Planned for January 1993 Release.

The historic agreement between the American Theological Library Association and H. W. Wilson Company to produce a CD-ROM version of the ATLA Religion Database will come to an end with the January 1992 release of the ATLA WilsonDisc. ATLA plans to introduce the ATLA Religion Database on CD-ROM in January 1993. Development of this new product is already underway, and previews will be available for librarians and scholars at the 1992 annual meetings of ATLA and the AAR/SBL.

Many subscribers to ATLA Religion Indexes have already responded to ATLA's Product Development Survey. Their responses have given crucial information to ATLA's database design and development team as it works toward a CD-ROM truly useful in a library environment. Librarians who have not had an opportunity to complete the Product Development Survey are urged to contact Janice Anderson, Director of Marketing, without delay. A postcard to Ms. Anderson at 820 Church Street, Suite 300, Evanston, Illinois 60201-3707 will bring any interested librarian the opportunity to influence the format, content, and utility of the ATLA CD-ROM and other future developments. Everybody's "two cents worth" will add up to much, much more.

"But what will it cost?" In the best of times librarians have to be concerned about the price of the information they buy, whether that information comes in books, periodicals, or various electronic media. In the "uncertain" - a favorite euphemism - economic climate of the 1990s, librarians must exercise even more care with their shrinking budgets and bases of support. Anticipating the price of any new product is an immediate cause for apprehension.

In recent months every producer of bibliographic data series in electronic form has begun to reassess the implications of the subscription price structure. Every publisher of such series must take into account the costs of producing "current" data in paper and its electronic analogs; the costs of producing, converting, and maintaining retrospective data; the costs of developing or purchasing search software and the hardware to produce electronic formats; and the costs of preparing and mastering data for electronic formats.

Subscribers, on the other hand, have noted that the pricing of electronic data has, until recently, included both current and retrospective data available in print media. Some subscribers have chosen to drop subscriptions to series in print media and replace them with electronic versions that include "everything." Many vendors have responded by implementing a dual price structure that recognizes not only the costs of producing and maintaining current and retrospective data but also the value of a large database combining current and retrospective records. Subscription prices are now beginning to reflect both the costs and the value of the combined data. As subscriptions to print media decline, prices of electronic media will increase.

The present CD-ROM version of the ATLA Religion Database appeared at a remarkably low price, because the vendor had no investment in the production of the data. ATLA was pleased to support this happy turn of events for theological libraries. ATLA's own CD-ROM, and all other ATLA information products

ATLA RELIGION INDEXES ANNOUNCEMENTS - Continued

will be priced fairly, taking the costs of production into account. We intend to produce our CD-ROM as inexpensively as possible.

Some librarians have thought that they should or must choose between "paper" and "electronic" versions of the ATLA Religion Indexes. Most librarians have recognized that they need both formats since library users vary widely in the way they approach and use electronic media. Some kinds of searches are more effectively and efficiently pursued in traditional index formats. Electronic hardware breaks down, but the Indexes are always ready on the library shelf. And there is one less obvious but crucially important fact: librarians must recognize that the production of Index data is wedded to the subscriptions for Index volumes. That marriage will continue for some time to come - "until death do us part." No divorce is in sight. If subscriptions to the Religion Indexes decline, religion indexing will suffer.

If librarians elect to subscribe only to an electronic version of ATLA data, then that electronic version of the data will cost them more than it would if they were to subscribe to the Indexes as well. Subscribers to the Indexes will be offered electronic versions of ATLA data at the lowest possible price; nonsubscribers will pay more. ATLA is trying to make this package as attractive and as affordable as possible. We are not in business to make money, but we can't stay in business if we lose money. We will do the best we can to serve our subscribers and users.

The Religion Indexes and their subscribers are all occupants of the same lifeboat, rocked by forces beyond our control. All of us are seeking to survive and to improve the services that we offer. If individuals and groups in the lifeboat begin working against one another, all of us will sink beneath the waves of a sick economy. If we continue to work together and to learn from one another, all of us will have the same opportunity to come safely ashore. As a wise American once said, in another time of crisis, "We must all hang together, or assuredly we shall all hang separately."

Religion Indexes Publications.

Your libraries should have received by now the following publications: Religion Index One: Periodicals, Semiannual Edition, volume 23, 1991; Index to Book Reviews in Religion, July-September 1991; and Research in Ministry, 1991. If you have not, then you may want to contact San Hui Oh, Manager of Customer Relations, at 708-869-7788.

Future Discounts on Printed Volumes for CD-ROM Subscribers.

Last year ATLA was able to give subscribers to the WilsonDisc a discount on printed volumes of the 1991 RIO, RIT, and IBRR indexes. Unfortunately, during this transition to production of its own CD-ROM, ATLA will not be able to give any discounts on the 1992 printed volumes. However, customers with two or more subscriptions to the printed volumes of RIO, 1992 and RIT, 1990 will continue to receive the extra copies at a 50% discount. When production of the ATLA Religion Database on CD-ROM begins in January 1993, discounts on annual printed volumes will again be offered to CD-ROM subscribers.

Phase 6 Subject Collection Confirmation.

ATLA is almost ready to send out the first order lists for Phase 6 of the ATLA Monograph Preservation Program. Partial subscribers who have

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already marked the subject areas of interest - Church History, History of Religions, or one of the denominational series - will receive confirmation of those subject collection choices before these order lists are sent out. If you have any questions about your Phase 6 subscription or selection, please call: 708-869-7788 and ask for Janice Anderson or Al Hurd.

ATLA Customized Bibliographies.

Libraries that want to develop their retrospective collections in specific subject areas - such as denominations or biblical studies - may request from Janice Anderson, Director of Marketing, a special subject collection bibliography from the ATLA Preservation Monograph (on microfiche and microfilm) Database. These lists can be organized by author/title. Write or call Janice (708-869-7788) for further details.

Searching with "Qualifiers" on WilsonDisc.

Just as Program Notes was about to go to press, Erica Treesh, RIT editor, discovered yet another anomaly of searching the ATLA Religion Indexes on the new WilsonDisc. Delimiting her search for "authors only" with an (au) - what Wilson calls a "search qualifier" - Ms. Treesh found that searches in the Wilsonline mode, using the "neighbor" - n - command, for any personal name between (AU) Brekelmans, Christian and (AU) Bremer, Paul or any subject heading (sh) between (SH) Breen, Daniel Van, 1594-1664 and (SH) Brennecke, Hans Christof would cause the system to "time out" or appear to pursue an "endless loop." Pressing the Esc key to stop the search, and then pressing Enter on instruction from the software, would usually put us in the part of the alphabet where we wanted to be, but scrolling up or down from that point was not possible. We replicated this result on three different computer/CD-ROM-drive combinations, eliminating the possibility that the difficulty was related to the hardware we were using. Searches without the search qualifier (au) proceeded normally, but provided everything in the alphabet in addition to "author" citations.

Jerry Tannenbaum of the Wilson technical staff tells us that he would discourage using delimiters of any kind on searches using the "neighbor" or "find" - f - commands in the Wilsonline mode. This was news to us, and it is not evident in Wilson documentation. We have not previously noted this problem elsewhere in the data. But it now seems that any search such as n brelich, a (au) or f brelich, a (au) or n bremen (sh) should not be delimited with a search qualifier. Any searcher who finds her quest impeded in this matter when searching in Wilsonline mode using "neighbor" or "find" commands with a search qualifier should try the search again, without the search qualifier.

ATLA Headquarters Staff Appointments.

As a result of the reorganization of ATLA, the following staff serving ATLA at 820 Church Street, Evanston, Illinois, have received new assignments, effective October 1, 1991: Don Haymes, Director of Religion Indexes; Judy Knop, Director of Preservation Programs; Janice L. Anderson, Director of Marketing; Patti K. Adamek, Director of Finances; Carl J. Anderson, Systems Manager; Matthew E. Moore, Manager, Database/Technology Services. Susan E. Sponberg, Executive Secretary, will continue with her current

ATLA RELIGION INDEXES ANNOUNCEMENTS - Continued

responsibilities for the term of her appointment, which expires at the end of August 1992. In the future, the title of this position will be Director of Member Services.

Albert E. Hurd
Executive Director, ATLA
and
Don Haymes
Director of Religion Indexes, ATLA

VANCOUVER SCHOOL OF THEOLOGY OFFERS PUBLICATIONS

The following publications of the Vancouver School of Theology are available for purchase:

The Evangelical Reformation: Promise and Tragedy. The inaugural public lecture of Dr. Gerald Hobbs as Professor of Church History, 1988. Vancouver, VST, 1989. 22 pp. Price \$2.00

There is Enough for Everyone: a sermon given at Ryerson United Church, Vancouver, Feb. 1989, by Jürgen Moltmann. Vancouver: VST, 1989. 11 pp. Price \$2.00

The Journey Continues: Diamond Jubilee Lectures celebrating sixty years of theological education, 1927-1987, edited with introduction by Gerald Hobbs. Vancouver: VST, 1988. 85 pp. Price \$5.00. Contents: Owen Chadwick: The Development of Theological Education. N. Keith Clifford: The Paradoxes of Professionalism: a brief look at the context of theological education in British Columbia. Arthur Van Seters: Present Discernment and Future Mission. James P. Martin: Appendix: Vision for mission.

Orders enclosing check in either U.S. or Canadian funds (if Canadian, please add \$1.00 for postage) should be sent to: VST Bookroom, 6050 Chancellor Boulevard, Vancouver, British Columbia V6T 1X3, Canada.

PUBLICATION SCHEDULE FOR NEWSLETTER ANNOUNCED

The publication schedule for the remaining two issues of volume 39 of the ATLA Newsletter is as follows:

	<u>Copy Deadline</u>	<u>Publication Date</u>
v. 39, no. 3	February 11, 1992	February 15, 1992
v. 39, no. 4	May 12, 1992	May 16, 1992

REPORT ON THE ATLA BOARD OF DIRECTORS'
CARVER GOVERNANCE DESIGN WORKSHOP IN TORONTO

"Boards of directors often are incompetent groups of competent people, and board training programs usually only teach people to do the wrong things better." With these words, John Carver of Carver Governance Design, Inc., began a day-long workshop for the ATLA Board of Directors at the Annual Conference in Toronto this past June. By the end of the day, all of those attending the presentation had been energized by his principles for structuring a truly effective governing board. Out of that experience came decisions regarding the appointment of Al Hurd as Executive Director for ATLA, as well as on-going reconsideration of how our board can best operate under the restructuring that the Association approved a year ago. I'd like to share with you briefly the content of that workshop, both to fill you in on the background for those decisions and to encourage you to examine the boards with which you are involved.

One of Carver's main messages is that boards are too often enmeshed in operational details, to the detriment both of good management and of long-range shaping of the organization. According to Carver's model, an effective board will concern itself with deciding organizational ends and values and with setting the negative boundaries for staff operations. Within those boundaries the board should empower an organization's Chief Executive Officer (CEO) and staff to achieve the established goals by any means which do not violate those values. The board is thus freed to spend its time on overarching issues about the direction of the organization, while the CEO and staff are given responsibility to find the most efficient and effective ways to carry out the business. The CEO remains accountable to the board but on the level of reporting that operations have reached the desired goals according to acceptable means; the board does not micromanage the organization's affairs through detailed budget reports or by making specific operational decisions for the CEO.

What does it mean for the board to decide values and set boundaries? Carver defined the values or ends of an organization as the "why" questions:

- What good are we trying to produce?
- Which people are we trying to serve?
- What cost are we willing to incur, for ourselves and for society, to produce these goods and services?
- What difference will our efforts make to the world at large?

Boundaries, on the other hand, are the "how" questions:

- What methods or activities will we employ?
- What programs and services will we offer?
- What structures will we use to organize our production and personnel?
- What ethical standards will we invoke to guide our work?

All board decision-making should fall into one of four categories or policy areas: organizational ends and values; means constraints; board-staff relationships; and governance process. The first two categories set the parameters within which the CEO and staff will operate. The last two guide the work of the board itself as it carries out its responsibilities.

CARVER GOVERNANCE DESIGN WORKSHOP - Continued

The board defines in positive terms the ends to be attained and the values affirmed by those ends. It also prescribes how it will relate to the staff and establishes its own structures and procedures to facilitate the governance process. However, it only speaks negatively about the means to achieve the organization's goals. That is, it defines for the staff what is not permissible in terms of programs, relationships, processes, and types of behavior. It sets the boundaries but does not prescribe for the staff how to operate as long as they stay within those boundaries.

There are a number of major consequences to approaching the work of a board using this model. One primary outcome is that policy-setting is not limited to one level of the organization. Policy is defined as a value or perspective that underlies action to be taken. There is no split between policy and administration. The board establishes the main policies or values of the organization, but other levels of staff can define more specific policies that fall within their responsibility as long as they do not overstep the boundaries set by the board.

Conversely, the board must address the broadest issues in all four of the policy categories, but it can choose the depth of detail at which it wishes to speak in each one. It determines the amount of definition it requires in order to accept any reasonable interpretation of a policy, and then turns the implementation over to an administrator. In areas of organizational ends and means constraints, that administrator will be the CEO. In areas of board-staff relationships and governance processes, the person will be the board chair.

This model is based on what Carver calls the "mixing bowl" principle. Values and goals come in various sizes like mixing bowls, from very broad to very specific. Once the outlines of the largest are established, the smaller ones "nest" within, decreasing in span as deeper levels of detail are reached. It is the board's responsibility to define the broadest values which will contain the more specific ones. Beyond that level the depth of board involvement will vary depending on the structure or process being addressed.

Another implication of this model is that planning, as usually understood under the rubric of "strategic planning" or "long-range goals," becomes a function of the CEO and staff, not the board. The board's purpose is to envision the overall direction of the organization and the results that will measure its success. Board meetings become the forum for debate and dissent about basic purposes and goals, from which consensus can come to guide the staff in carrying on the daily operations.

Similarly, the budget report (as well as other staff reports) becomes a demonstration of how the organization's resources have been used to meet the purposes and values defined by the board. The amount of detail is limited to what is needed to accomplish that task, and the staff has the authority to make adjustments in the budget itself to meet changing realities, always within the boundaries and criteria set by the board.

The CEO becomes a critical part in making this model work. The CEO is the operational point where staff responsibility and accountability flow through to the board and where board decisions about purposes and values flow back to the staff. Properly constituted, the CEO's office guides all the organization's activities in the detail which cannot be done effectively

CARVER GOVERNANCE DESIGN WORKSHOP - Continued

at the board level. The board must speak with a unified voice to the CEO, holding that office accountable for the success of the organization's activities. In support of this responsibility, the CEO has the authority to structure and adapt the staff, budget, and operations to fulfill the goals and values set by the board.

In practical terms, this means that the board will function most often as a whole group, debating the major issues about the organization's life and activities. Any officers or committees of the board will exist only to assist the board in this activity, not to do the detailed work assigned to the staff. (One warning sign occurs if a board committee has the same name as an operational division.) The three main tasks of the board are to maintain linkage with the ownership or membership of the organization, to enunciate explicit governing policies, and to insure that the CEO and staff are carrying out the goals of the organization. Most important, the board must determine its own operating rules and stick to them, creating a sense of group responsibility both for internal dynamics and for relations between the board and the staff. One major task of the board chair is to remind the board of its own rules and to call the group to account when necessary.

For those of us on the ATLA Board who have struggled to discover our role in the organization, and who have felt pressured by the weight of detailed responsibility for a major commercial enterprise, this model presented an exciting glimpse of a more productive way to function. Because of this vision we took action to create the position of Executive Director as CEO for ATLA. This position has been proposed for some time, particularly in the reorganization plan approved last year, but always there was the question of whether ATLA could afford it. Now it seemed to us that ATLA could not afford not to have it. By establishing the position and giving its holder full authority over all ATLA operations, we think we will be able to achieve our service goals more quickly and effectively than with the piece-meal organization we have had up to now.

The challenge now before us is to re-envision the structure and work of the ATLA Board so that it can take up the questions of purpose, goals and values. Breaking the old patterns of expectations and behavior will not be easy. But our commitment is to use this model to produce a more effective leadership for ATLA. We hope that many of you will read John Carver's book Boards That Make a Difference (Jossey-Bass, 1990), both for your own use and to help you understand and support our efforts at constructing a solid future for ATLA.

Mary R. Bischoff
Vice-president, ATLA

LIBRARY OF CONGRESS ACCEPTS AGGRAVATING CIRCUMSTANCES

Reference librarians may be particularly relieved to learn that the Library of Congress has added not only "Aggravating circumstances (Islamic law)" to its list of approved subject headings but also "Extenuating circumstances (Islamic law)." The fact is that recently approved subject headings enable catalogers to describe titles more precisely than ever, with the addition of "Faith development"; "Apartheid--Religious aspects"; "Church youth workers"; and the ever-useful "Church work with cowgirls." And where would we be without the Library's continual efforts to change unclear headings like "Boy-bishop" to "Boy bishops"?

Unfortunately, some of the changes may take a while for librarians (not to mention our users) to adapt to. For example, various Christian feasts have been changed from the form "Jesus Christ the King, Feast of" to "Feast of Jesus Christ the King" - a step in the right direction. But instead of using "Feast of Pentecost," LC mandates "Pentecost Festival" "Corpus Christi Festival"; "Visitation Festival" and - never to be a slave to consistency - "Ascension Day." Frustrated librarians can take some comfort, however, in the fact that LC has finally conceded the heading "Job stress--Religious aspects--Christianity."

Reference librarians and catalogers alike find these and other headings in Current LC Subject Headings in the Field of Religion. CLCSHIFOR is a quarterly updating service for religious and theological subject headings that costs just \$12.50 per year. With headings selected from the Weekly Lists of new subject headings issued by the Library of Congress, each issue is 15 to 20 pages long. Starting with the next issue, ATLA's Technical Services Section will include news and other information of interest to catalogers in CLCSHIFOR. Don't miss out! Current LC Subject Headings in the Field of Religion is compiled by Alice Runis (Ilf School of Theology). You can request a free sample page, or order a subscription for \$12.50 from Ms. Ferne L. Weimer, Billy Graham Center Library, Wheaton College, Wheaton, Illinois 60187-5593. Please make your checks payable to ATLA.

John Thompson, Chair
Technical Services Section

PITTS THEOLOGY LIBRARY TO CATALOG MICROFICHE COLLECTION

On September 12, 1991, the Pitts Theology Library at Emory University in Atlanta, Georgia, received authorization from OCLC to catalog the Inter Documentation Company's Flugschriften des frühen 16. Jahrhunderts (Zug, [Switzerland], 1984) microfiche set. This collection of 1,956 fiche includes the texts of 5,000 pamphlets ("printed material used for agitation and/or propaganda") from the sixteenth century that deal with subjects such as theology, politics, history, and linguistics. The cataloging project should be completed within three years, and the bibliographic records that it produces will be accessible through OCLC and RLIN.

REPORT FROM THE DIRECTOR OF DEVELOPMENT

I began my new duties on September 1 as the ATLA Director of Development, working from an office in my home (79 Heloise Street, Hamden, Connecticut, 06517, telephone 203-782-0717). This arrangement has proven to be highly satisfactory, as I keep in close touch with the Executive Director and staff in Evanston by telephone and fax and also meet with ATLA members and foundation officers in the east with minimum travel cost. Thus far, I have been busy with two main projects: formulating a proposal for an ATLA Integrated Development Program for the 1990's to be presented to the Board of Directors at its midwinter meeting; and researching foundations and writing grants proposals to support continuing and new ATLA services and programs.

My horizons on ATLA's development possibilities were immensely expanded by my recently attending a week-long course in Washington, D.C., sponsored by The Fund Raising School of the Indiana University's Center on Philanthropy. My thinking is also being tested and clarified as I meet to discuss proposed development plans with Board and other ATLA members in Rochester, New York, in Cambridge, Massachusetts, and in the New York/New Jersey/Philadelphia region. I regret that travel costs preclude my meeting with clusters of ATLA members in other regions of the United States and Canada. However, I am pleased to share with you through the Newsletter my thoughts on ATLA's development needs and to solicit your comments and suggestions either by mail or telephone. If you wish more documentation than contained in this brief article, I will be happy to send it to you upon request.

The relative support from all sources for ATLA's anticipated income of almost \$2.5 million for fiscal year 1991-92 are, in round figures: sales of Indexes and Preservation products, 79%; grant support for these two programs, 16%; interest from cash flow, 1%; annual conference fees, 1%; and dues from personal and institutional members, 3%. Although ATLA is a non-profit organization and could receive tax-deductible charitable gifts, it now receives virtually no income from individual donors, nor has it ever in the past, as far as I am aware.

However, in 1990 over \$122 billion was given in the United States to philanthropic causes. Of this amount 83% was given by individuals, 6% by bequests, 6% by foundations, and 5% by corporations. And of that \$122 billion in philanthropic gifts, 54% was given to religion, 12% to education and 8% to the arts, culture and humanities, all areas with which ATLA is closely aligned. Thus, it appears to me that while continuing aggressively to pursue foundation support, ATLA must also begin to seek gifts, both large and small, from its own members and from a wider constituency, such as friends and relatives of ATLA members, interested teaching faculty, bibliophiles and those committed to supporting theological education.

To make such gifts a reality, I will be recommending that ATLA begin an Annual Giving Program for enhancing current operations, especially in the area of Member Services, and a Planned Giving Program for seeking bequests to build up an ATLA endowment fund. ATLA will also have capital needs in the 1990's for the purchase of its own building and for setting up its own filming laboratory. However, ATLA must first develop its donor base in the next several years through these other forms of giving before it will be ready to undertake a Capital Funds Program.

REPORT FROM THE DIRECTOR OF DEVELOPMENT - Continued

After serving ATLA for many years in various volunteer capacities, I am delighted at this stage in my career to have the opportunity to serve full-time in this new staff position. I look forward to working with all ATLA members and friends in meeting the new challenges which lie ahead.

John A. Bollier
Director of Development, ATLA

AWARDS FOR BIBLIOGRAPHICAL PROJECTS

The American Theological Library Association designates a total of \$1,000 annually for grants-in-aid to bibliographers in the fields of religious studies/theology and theological librarianship. Scope and subject matter are broadly conceived, with the intent of encouraging and stimulating bibliographical work at all levels, especially by persons undertaking their first major bibliographical study. Projects from article to multi-volume length, reflecting research in the full range of religious/theological disciplines are appropriate for consideration. The ATLA Publications Interest Group solicits applications each year and meets in January or February to confer the awards, usually two, based on merit and need. The ATLA reserves first publication rights in its Bibliography Series for all projects receiving grants.

Application deadline is JANUARY 10, 1991. A completed application would have a one or two-page description of the nature and scope of the project, a resume, a proposed budget, and two letters of reference, normally from a person who can comment on the bibliographical competence of the applicant, and one from a person acquainted with the specific bibliographical project.

Correspondence may be directed to: Dr. Paul Schrodt, United Theological Seminary, 1810 Harvard Boulevard, Dayton, Ohio 45406.

PRESBYTERIAN AND REFORMED LIBRARY ASSOCIATION REMINDER

This is a reminder to members of the Presbyterian and Reformed Library Association that Phase 2 titles on "Doctrine and Work" for the ATLA Denominational Bibliographies should be sent to John Bollier by February 1, 1992. Mr. Bollier should be addressed at: 79 Heloise Street, Hamden, Connecticut 06517. Each institution is asked to contribute a list of forty titles for Phase 2. Please be careful to follow ATLA specifications in regard to the format of submitted titles.

Robert J. Benedetto
Associate Librarian
Union Theological Seminary in Virginia

NEWS OF ATLA MEMBERS

Ruth I. Hughes is the new Rare Book Librarian for the Ryan Memorial Library at St. Charles Borromeo Seminary in Overbrook, Pennsylvania. This is a new position funded by a grant from the Pew Charitable Trust as part of the Philadelphia Area Consortium of Special Collections Libraries "Initiative for the 90's" cataloging project. Ms. Hughes will be responsible for adding some 6,000 uncataloged volumes to the Rare Book Collection and for upgrading the existing cataloging for the collection. She holds the B.A. degree from Oberlin College in Oberlin, Ohio, and the M.S. degree from the Drexel University College of Information Studies in Philadelphia, Pennsylvania.

David L. Johns was appointed Assistant Cataloger/Periodicals Librarian at Malone College in Canton, Ohio, effective October 1, 1991. He had previously served the library in a part-time capacity as Periodicals Librarian. On October 15, Mr. Johns presented a paper entitled, "Libraries, Censorship, and the Collective Human Voice," at the second Malone College Colloquium, the theme of which was censorship.

Noel S. McFerran has joined the staff of the Ryan Memorial Library at St. Charles Borromeo Seminary in Overbrook, Pennsylvania, as Reference and Collection Development Librarian. He was previously the Associate Director of the Salzmann Library at St. Francis Seminary in Milwaukee, Wisconsin. A native of Canada, Mr. McFerran holds the B.A. degree in Classical Studies and the M.L.S. degree from the University of British Columbia in Vancouver.

Susan C. Richardson and her husband, Paul, are the parents of a new daughter, Rachel Carolyn, who was born on August 14. Mrs. Richardson is Assistant Library Director for Technical Services at the Ernest Miller White Library of the Louisville Presbyterian Theological Seminary in Louisville, Kentucky.

Nicholas S. Thorndike has been appointed Reference Librarian at the East Chicago Public Library in East Chicago, Indiana.

Janet Timberlake has been named Library Staff Assistant at the Bosworth Memorial Library of Lexington Theological Seminary in Lexington, Kentucky. Ms. Timberlake was previously Office Manager of Trinity Baptist Church in Lexington.

Keith C. Wills left on October 14 to spend three months at the Seminario Internacional Teological Bautista in Buenos Aires, Argentina, where he will help the library resolve some of its cataloging problems. Dr. Wills served as Acting Librarian there for nine months in 1973-74 while he was on a sabbatical leave. He is currently serving as Archivist at the A. Webb Roberts Library at Southwestern Baptist Theological Seminary in Fort Worth, Texas, where he served as Director of Libraries for eighteen years prior to his retirement in 1984.

AMERICAN BIBLE SOCIETY
ANNOUNCES 1990 EDITION OF SCRIPTURES OF THE WORLD

The American Bible Society Library announces the availability of its biennial publication Scriptures of the World, 1990 edition. Published under the auspices of the United Bible Societies, this 144-page volume presents a statistical summary of the remarkable phenomenon of Scripture publication. By the end of 1990, Bibles, Testaments, or portions consisting of at least one complete book of the Bible had appeared in print in 1,946 languages and dialects. Each language and dialect presented in Scriptures of the World appears in alphabetical order, chronological order of first publication, and geographical order by continent and country. A series of maps, charts, and tables also constitute handy reference resources, documenting the extraordinary growth of Scripture translation and publication.

Scriptures of the World is not limited in scope to Bible Society publications but includes Bibles, Testaments, and portions published by all Scripture-producing agencies. All languages are included in which at least one complete book of the Bible has been registered by either the American Bible Society Library in New York City or the British and Foreign Bible Society Library in Cambridge, England. Copies of the items cited may in almost every case be found in the collections of one or both of these libraries.

This thirteenth biennial edition remains available for the price of \$2.75, and may be ordered directly from: Order Department, American Bible Society, 1865 Broadway, New York, New York 10023. The Order number is 103129, and the ISBN is 0-8267-03-4-6.

PITTS THEOLOGY LIBRARY OFFERS RESEARCH AIDS

The following bibliographies and research guides have been prepared by the Pitts Theology Library at Emory University and are available for duplication and distribution to ATLA member libraries. Prices are calculated at \$0.10/page.

- Books Reviews in Religion and Theology: A Guide (\$0.40)
- Christian Feminism and Ethics: A Selective Bibliography (\$0.60)
- Dissertations in Religion and Theology (\$0.60)
- John Henry Newman: A Centenary Exhibition (\$1.10)
- Methodists in Mozambique: A Centenary Exhibition (\$1.00)
- The Old Testament: Resources (\$0.30)
- Periodicals on Preaching (\$0.60)
- The World's Religions: Resources (\$0.50)

Please add \$0.65 to total costs to cover shipping and handling. Address orders to: M. Patrick Graham, Pitts Theology Library, Emory University, Atlanta, Georgia 30322.

SOCIETY OF AMERICAN ARCHIVISTS' HIGHEST PRIZE
GOES TO WHEATON'S GRAHAM CENTER ARCHIVES

The Archives of the Billy Graham Center at Wheaton College, Wheaton, Illinois, is this year's recipient of the Society of American Archivists' highest prize for institutions, the Distinguished Service Award. The award has been given since 1964, recognizing a North American institution that "has given outstanding service to its public and made an exemplary contribution to the archival profession." As the award customarily goes to large public archives, it is unusual for an archives of a smaller institution to be so recognized. This year's award was significant also in that it recognized, for the first time, a religious archives. BGC Archivist Robert Shuster received the award in Philadelphia during the Society's annual meeting. Attending with him was the associate director, Paul Ericksen.

The citation lauded the special efforts of the Archives staff to promote the holdings and demonstrate their variety and richness. It pointed specifically to the Archives' publication in 1990 of an attractive and useful summary guide to its holdings and to its hosting of a conference that drew national attention to the need to preserve the records of Evangelical religious history. In summary, the citation said, "The BGC Archives is a model of an entrepreneurial, patron-oriented approach that demonstrates how even a small to modest sized archival program can have a significant impact and achievement. ... It provides an outstanding example of how an archival enterprise can and should operate, one that even larger repositories might emulate."

The Archives of the Billy Graham Center was established in 1975. It collects material on nondenominational mission efforts to spread the Gospel and includes the records of organizations, private papers of individuals, oral history interviews with Christian workers, and materials from congresses and conferences. The collection is open to all, and the Archives encourages the use of its materials. Last year 832 people came to the Archives Reading Room to use the collections. The staff handled an additional 1095 requests for information through phone calls, letters, and personal contacts.

The core of the collection is the material of the Billy Graham Evangelistic Association. Among many other collections are the files of the Africa Inland Mission, American Society of Missiology, the Bill Glass Evangelistic Association, Christianity Today magazine, the Conference of Faith and History, Evangelical Foreign Missions Association, the Evangelical Mission Information Service, the Institute for Advanced Christian Studies, Interdenominational Foreign Mission Association, International Christian Broadcasters, Inter-Varsity Christian Fellowship, the Lausanne Committee on World Evangelization, Mission Aviation Fellowship, National Religious Broadcasters, Prison Fellowship, Slavic Gospel Association, Voice of Calvary, World Evangelical Fellowship, and Youth for Christ. The ARchives also has the papers or other materials of many individual leaders, including William Biederwolf, Charles Colson, Fanny Crosby, Torrey Johnson, Kathryn Kuhlman, Dwight L. Moody, John Perkins, Paul Rader, J. Stratton Shufelt, Oswald Smith, Billy Sunday, Herbert J. Taylor, and Corrie ten Boom.

For more information about the Archives or its programs or to receive its free newsletter, interested persons may telephone 708-752-5910, or write to The Archives of the Billy Graham Center, Wheaton College, Wheaton, Illinois 60187.

SERIALS CATALOGING OPPORTUNITY

ATLA catalogers are invited to participate in a unique opportunity to have their serials cataloging reviewed directly by catalogers at the Library of Congress. The Library Program of the Boston Theological Institute is re-activating its CONSER participation. Over the next few months, serials cataloging will be sent for review to the Serial Record Division at LC. The cataloging will include all types of serial records: records which need modification and authentication as well as authenticated records that need upgrading and/or modification. The reviewers will answer questions and make sure that the cataloging accuracy fits CONSER standards. These records will then be authenticated/modified in the CONSER database in OCLC. ATLA catalogers may participate in this process by sending their serials cataloging to: Clifford Wunderlich, Andover-Harvard Theological Library, 45 Francis Avenue, Cambridge, Massachusetts 02138. Telephone: 617-496-1620.

What is needed is:

1. A copy of the serials cataloging in MARC format (preferably an OCLC printout). If corrections need to be made to the record, please annotate the printout.

2. Photocopies of all sources of cataloging (title pages, covers, captions, etc.) of the first issue used in cataloging, of any issues that show changes mentioned in the cataloging, and the latest issue held/consulted (please identify each photocopy with terms such as: t.p., 1st issue; cover, last issue; etc.). These photocopies are known as "surrogates" in the CONSER Editing Guide; more information about surrogates may be found in Section C11.

3. Careful attention to authority searching for all access points. If an access point is in the LC Name/Title Authority File, it will help to have a printout. If it is not in the LC file, it will help if you annotate the printout with any authority information.

Clifford Wunderlich
Technical Services Section

SEPTLA ESTABLISHES SERIALS UNION LIST GROUP ON OCLC

The Southeastern Pennsylvania Theological Library Association (SEPTLA) has established a serials union list group on OCLC. The group has 16 participants, including 7 non-OCLC member libraries. The holdings of the group can be searched in the OCLC ILL and Union List subsystems, under the code SP#T. The group will also have a printed serials holdings list produced by OCLC; the first edition will be available in January 1992. Anyone interested in purchasing a copy of the printed union list should contact Lorena Boylan at St. Charles Borromeo Seminary, 1000 East Wynnewood Road, Overbrook, Pennsylvania 19096-3012. Telephone: 215-667-3394, Ext. 280. The exact cost of the printed list has not been determined but will be approximately \$25-\$30.

LUTHERAN TRAVELING EXHIBITS AVAILABLE

What makes a Danish American Lutheran happy or holy? Did you know that the ELCA has African American congregations that pre-date the founding of the first North American Lutheran synod? Do you know the name of the German American who is considered the "patriarch of American Lutheranism?" Who were the first Lutherans to come to North America? These and many more questions about the history of the Evangelical Lutheran Church in America are answered in a new traveling exhibit celebrating its ethnic and racial diversity. Produced by the ELCA churchwide archives, "Our Multicultural Heritage" is now available for loan to congregations, libraries, or other interested groups.

When the Evangelical Lutheran Church in America came into being in 1987, an emphasis was placed on the multicultural heritage and resources being brought together. This emphasis remains prominent today. This heritage is one of rich ethnic and racial diversity. Swedes, Finns, Norwegians, Danes, Slovaks, Germans and others blend with Afro-Americans, Asians, Hispanics, and Native Americans to form an exciting alliance which can truly reach out to all people.

The 67 laminated panels include photographs and narrative which can be displayed on wall space measuring either 16 feet wide by 4 feet high or 48 feet wide by 2 feet high. Included with the display is an instruction manual for assembly and mounting. The display is available by contacting the ELCA Distribution Service at 800-328-4648. The order number is AV-7299; and the cost is \$35.00 for a two-week rental. This cost includes shipping and handling. The borrower pays cost of return shipment.

Also still available for loan is the display "It Didn't All Begin With Ordination: Women's Contributions to ELCA History," which was highlighted in the November 1990 issue of Seeds for the Parish. This display is also available through the ELCA Distribution at the number above. Ask for code AV-5351.

FUTURE CONFERENCE SITES APPROVED

The following sites of future annual conferences of the American Theological Library Association have been approved by the Board of Directors:

- 1992: Perkins School of Theology, Southern Methodist University, Dallas, Texas. June 17-20
- 1993: Vancouver School of Theology, Vancouver, British Columbia, Canada. June 16-19
- 1994: Pittsburgh Theological Seminary, Pittsburgh, Pennsylvania. June 15-18
- 1995: Vanderbilt Divinity School, Nashville, Tennessee. Dates to be announced.

POSITIONS OPEN

LIBRARY DIRECTOR. Eastern Baptist Theological Seminary invites applications and nominations for a full-time, head librarian position. Responsibilities: serve as chief administrative officer of the library; spokesperson for the library in all its relationships; and a faculty member. Qualifications: an M.L.S. required, or M.Div. and/or a doctorate in a theological field desirable; familiarity with theological literature; a minimum of three years of administrative experience, or its demonstrable equivalent; knowledge of computers and other trends in theological libraries; aptitude for envisioning and implementing needed improvements; commitment to service; some teaching experience; and openness to denominational, ethnic, and cultural diversity. The salary will be determined on the basis of qualifications. CONTEXT: EBTS is an evangelical seminary affiliated with American Baptist Churches and committed to "the whole gospel for the whole world through whole persons." To Apply: Send a letter of interest and a vita to: Dr. Eric H. Ohlmann, Academic Dean, Eastern Baptist Theological Seminary, P.O. Box 12438, Philadelphia, Pennsylvania 19151-0438. Open to qualified persons regardless of race, gender or national origin. The screening process will begin December 15, 1991, and employment begins July 1, 1992.

CATALOG LIBRARIAN. Emmanuel School of Religion Library announces an opening for a cataloger, effective August 1, 1992, or earlier. Emmanuel School of Religion, a seminary of the Christian Churches and Churches of Christ, is accredited by both the Association of Theological Schools of the United States and Canada, and the Southern Association of Colleges and Schools, granting both the M.Div. and the M.A.R. degrees. Responsibilities include: original and copy cataloging of both book and non-book materials, using AACR2; use of OCLC; database maintenance and supervision of library materials processing operations. Qualifications: MLS degree from an ALA-accredited institution; a masters degree in religious studies; working knowledge of AACR2, MARC formats, LCC and LCSH. Experience in the use of OCLC systems is desirable. Also preferred, but not required, is a working knowledge of both Hebrew and Greek. Salary is negotiable in relation to qualifications and experience. Generous benefits. A full-time, 12-month position. Please send application letter, resume and names of three professional references, by March 15, 1992 to: Dr. Robert F. Hull, Academic Dean, Emmanuel School of Religion, One Walker Drive, Johnson City, Tennessee 37601. Telephone: 615-926-1186, Ext. 521.

MANAGER OF LIBRARY/ASSISTANT DIRECTOR OF DEPARTMENT OF HISTORY. The Department of History (Philadelphia) of the Presbyterian Church (USA) is seeking someone to serve as Manager of its library and Assistant Director of the Department. Responsibilities: Manages library department including a staff of 8 FTE and 2 PTE. Administers reference, cataloging and micro-filming services through appropriate staff. Coordinates library in Philadelphia with the Department's regional office in Montreat, North Carolina. Reports to Department Director along with Deputy Director - Philadelphia and Deputy Director - Montreat and participates in departmental wide planning

POSITIONS OPEN - Continued

for both locations. Performs diverse administrative functions at the request of Director. Serves as Associate Editor of American Presbyterians. Represents the Department at professional meetings and participates in denomination-wide activities in the Philadelphia area and in the denomination's administrative headquarters in Louisville, Kentucky. Qualifications: MLS with formal archival training, plus an additional graduate degree in history, preferably American Presbyterian/Reformed history. Knowledge of the structures, mission, polity, and heritage of the Presbyterian Church (USA) considered an asset. Editorial experience, including copy-editing, layout/design, and indexing. Management and supervisory experience essential. At least five to seven years of increasing administrative responsibility in managing a library or archives in a university, historical society, or comparable institution. Salary high 30s. Standard medical, pension, and vacation benefits. Interested individuals should send resume, three references, and a brief statement of management philosophy to: Frederick J. Heuser, Jr., Director, Department of History, 425 Lombard Street, Philadelphia, Pennsylvania 19147. Position available March 1992.

LIBRARY ASSOCIATE DIRECTOR. The Archdiocese of Milwaukee has an immediate opening for an Associate Director, Salzmann Library, St. Francis Seminary. Responsibilities include: Coordination and maintenance of the technical services of the library; collaboration in collection development and public services. Qualifications: MLS degree; 2 years professional experience in an academic library. Background in theology preferred. Competitive salary and fringe benefits. EQUAL OPPORTUNITY EMPLOYER. Position is open until filled. Send resume to: Human Resources/Central Office, P.O. Box 07912, Milwaukee, Wisconsin 53207-0912.

HEAD LIBRARIAN. Westminster Theological Seminary announces an opening for a Head Librarian, effective July 1, 1992. Responsibilities include supervision of library staff, budget and external relations; setting up of on-line public access catalog and circulation system; overall responsibility for cataloging; instruction of a doctoral-level course in theological bibliography; and implementation of the Library's collection and retention policy. Applicants should possess graduate degrees in both library science and theology. The Seminary especially welcomes applications from qualified minority and female candidates. Commitment to reformed theology and Presbyterian church government, as shown by subscription to the Westminster Confession of Faith, is required. The Head Librarian is a voting member of the Faculty; and salary will be commensurate with rank. Contact Dr. William S. Barker, Academic Dean, Westminster Theological Seminary, Box 27009, Philadelphia, Pennsylvania 19118.