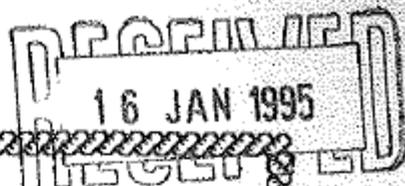


RIDLEY COLLEGE LIBRARY

NOT TO BE REMOVED
FROM THE LIBRARY



A N Z T L A

N
E
W
S
L
E
T
T
E
R

No. 24

December 1994

AUSTRALIAN AND NEW ZEALAND THEOLOGICAL LIBRARY ASSOCIATION

ANZTLA is an association of libraries and individuals involved and interested in theological librarianship. It seeks to cooperate with Australian and New Zealand Association of Theological Schools and to promote its aims and objectives insofar as they apply to libraries and librarianship. However membership is open to all libraries and individuals sharing the interests of the Association, upon payment of the prescribed fee.

The ANZTLA Newsletter is published three times a year to provide a means of communication between members and interested persons.

Contributions are invited of relevant articles and items of interest to theological librarianship: scholarly articles; information on all aspects of librarianship; book reviews; library profiles; and news about libraries and librarians. Articles should be typed, double spaced, and if submitted on disk Macintosh is preferred. Please send articles to the editor.

ANZTLA holds an annual conference, in association with the conference of the Australian and New Zealand Association of Theological Schools where practicable. Local Chapters of the Association in the major cities provide a forum for local interaction.

ISSN : 1030-701X

Australian and New Zealand Theological
Libraries Association

Newsletter 24

Contents:

Editorial	1
ANZTLA Affairs	2
Serial Management / Kim S Robinson	5
Papers from the Administration Session of the July Conference	9
Managing Special Collections in the Field of Religion in University Libraries / Tricia Garvey	
Major Theological Reference Resources: 1994 / Lawrence D McIntosh	23
Report of the Dewey Workshop	
Professional Reading: Performance Measures / Irene Mills	31
Chapters Update	36

Editorial

This issue of our Newsletter has the article on serials presented at this year's ANZTLA Conference along with three of the papers from the administration panel - Salaries, Budgeting, and Faculty relations. Lawrence McIntosh's annual bibliography of recommended reference sources for theological libraries once again gives a guide to what's been good this year. Personally I have found this a very useful service, and use it to check that I have acquired new relevant sources for my collection.

The short bibliography on professional reading is hopefully a new regular feature. The idea of providing some guide to professional reading was put forward at the AGM in Melbourne, and I am hopeful that this is something that many members will feel they can contribute to. If you have a subject you have been doing some reading on lately, or even if you have come across one very good article or book, use the Newsletter to share it with others who may benefit from it. If, like me, you work alone and have many other demands on your time once you leave work, to have a list of articles or books that looks useful professionally come across your desk may just help give the push needed to make time for professional development through reading. Please feel that this is an open column and contribute to it, whether it be a whole bibliography or just one reference. Use it, also, to request a bibliography on a topic you (and certainly others) would find useful.

The article reprinted from ABTAPL, our British equivalent association, on religious collections in university libraries is the result of research for a Masters degree which looked at the management of these collections and compiled a directory of them. It can give us some insight into the similarities and differences between our situations. The bibliography to this article is particularly useful to anyone looking for sources of information about theological collections in Britain.

ANZTLA AFFAIRS

Our 1995 conference will be the occasion for the first presentation of the *Trevor Zweck Award* inaugurated at the last conference. Nominations for the award may be made by Chapters or individuals, and it is suggested that the matter be considered at Chapter meetings in the near future. There is no prescribed form for the submission of nominations; just the name of the person and the reason for the nomination will be sufficient. You are reminded that the award is for wsome specific contribution to librarianship in 1994 and not for a continuous contribution over some (or many) years. The regulations governing the award were published in the August Newsletter. Please send your nominations to Val Canty, Parkin Wesley College, 20 King William Road, Wayville SA 5034, (fax: 08 373 4874) by 31st March 1995.

It was announced at the Melbourne conference that two representatives of the American Theological Library Association were planing to visit Australia and New Zealand in 1994 or 1995. No further information is available at this time.

You are reminded that with the impending retirement of Dr Lawrence McIntosh in 1995, we need to establish a new Editorial Management Committee to handle the indexing data for *Australasian Religion Index*. If you have any suggestions or offers, please make them known to the Executive Committee or the present Editorial Management Committee.

One of the questions asked at the Melbourne AGM, but not answered in the rush to conclude the meeting, was whether the new ACLIS charges for interlibrary loans should apply to theological libraries. This matter needs to be clarified at the next AGM, but you may be wondering what to do in the meantime. Some years ago ANZTLA decided that, unless special arrangements apply, theological libraries should reimburse each other with AACOBS vouchers at the rate recommended by AACOBS (the predecessor of ACLIS). The situation of New Zealand libraries was not specifically addressed at the time and this is another matter which requires attention. Until these matters are determined, it would seem logical to follow the new ACLIS charges which came into force on 1 September 1994.

Considerable preliminary work and planning is currently being done on the proposed update of the *Australasian union list of serials in theological libraries* (AULOTS). It is expected that lists will be sent to libraries in February for correction and additions. Any queries about the project should be directed to Ken Elder, Bible College of South Australia, 176 Wattle Rd MALVERN SA 5061.

Another matter which was raised at the AGM was the name of the *Newsletter*, which it was suggested should be changed to *ANZTLA Journal*, to more accurately reflect the professional nature of it. Without wanting to diminish the professional quality of the journal, I would like to suggest that we could be doing more to put the news in the *Newsletter*. Considerable changes are taking place in the provision of services at various libraries and the employment and deployment of staff in various places. These matters are of wide interest to the members of the Association and subscribers to the journal. Each issue of the *Newsletter* could well include a page or two of such information, but it cannot be included if it is not reported. A single sentence may be sufficient, but reports on personnel might well include information on prior experience, qualifications, and special interests of the person involved (if these are known).

As the academic year comes to its close, I hope you may be able to find some respite from the daily grind - perhaps even a well-earned holiday. I wish you a blessed Christmas and a happy New Year.

(Revd) Trevor Zweck
President

NEWS ITEMS

SOUTH AUSTRALIA

Mrs Anny Hebart, 1907-1994.

Mrs Anny Hebart passed away in Adelaide on 29 October at the age of 87 years. She was the cataloguer of the Lohé Memorial Library, North Adelaide, from its establishment in 1960 till the appointment of the first full-time librarian in 1980. During this time she personally catalogued some 23000 books and typed over 70000 catalogue cards. Fortuitously, only a few months earlier, she had given an interview of her library experiences to Coralie Jenkin, and this will be reflected in Coralie's doctoral dissertation.

Mrs Elaine Lewis has retired from the position of Librarian at Burleigh College, Norwood to work for Wycliff Bible Translators as a teacher of English at Ukarumpa High School, PNG. She had been a teacher-librarian and head-teacher in Newcastle, NSW before coming to Burleigh in 1991.

A.C.D. Library Planning

With planning underway for the establishment of a common teaching site for the three members of the Adelaide College of Divinity (Parkin Wesley College, St Barnabas College, St Francis Xavier Seminary), a special committee has been set up to plan a joint library facility. Together with representatives of the three institutions, it includes the librarians (Val Canty & Wendy Davis) and the chair of the South Australian Chapter of ANZTLA (Revd Trevor Zweck). The pooling of resources would make the ACD Library one of the larger theological libraries in Australia.

NEW SOUTH WALES

Glenys Dalziel announced her forthcoming resignation from the position of Librarian at the Centre for Ministry, Parramatta during the December NSW Chapter meeting at Moore College. Glenys has joined the candidature for the ministry and will be studying at Parramatta after almost 25 years in the library in various roles.

The sudden deaths of Father Don Wodarz and Father Brian Murray S.M. have occurred over the last few months. Father Wodarz was closely involved with the development of the library at the Columban Mission Institute, while Father Murray was formerly the Rector at the Catholic Theological Union.

St Paul's National Seminary has a new phone number: 02 315 2246.

The Joint Theological Library
Ormond College
Parkville, Victoria 3053

LIBRARIAN

Due to the forthcoming retirement of Dr Lawrence McIntosh, the Joint Theological Library Committee is seeking a suitably-qualified and experienced librarian to direct the Library's operations.

The Library contains collections owned by the Jesuit Theological College and the Theological Hall of the Uniting Church in Australia, Synod of Victoria. These holdings provide for theological study and research to advanced academic levels and are regarded as an important national resource.

Requirements: The successful applicant will have recognised tertiary qualifications, relevant professional training and be eligible for professional membership of ALIA.

An informed interest in theology and related disciplines is regarded as essential.

Conditions: Attractive work conditions and environment.
Contributory superannuation.

Salary range: Higher Education Workers Victoria (Interim) Award Level 8 \$42377 - \$45871

Further information about the Library and this position is available from the Chairperson of the Joint Theological Library Committee.

Closing date: 28 February, 1995

All correspondence, marked 'Personal and Confidential' should be addressed to:

The Reverend Dr Ian Williams, Chairperson, Joint Theological Library Committee,
Uniting Church Theological Hall, Ormond College, Parkville,
Victoria 3052. Fax (03) 348 1982.

SERIAL MANAGEMENT

Kim S. Robinson

The control and management of serials in libraries is a vital aspect of maintaining of a library service. Serials are often the neglected poor cousins of the collection. They are often the first to go in times of financial cutbacks.

Their importance in the collection should not be underestimated. They record the forefront of theological thinking and it can take from five to ten years for the research published in them to filter through to monographic literature. The control and management of the serial collection presents librarians with a range of issues not encountered with the monographic collection.

This article will try to address some of these problems and offer some help towards their solution.

SELECTION

The selection of serial titles to be added to a collection is part of the normal selection processes undertaken by the librarian or those appointed to make the selection decisions.

If there is a written collection development policy this would in part address the issues involved in the selection of new serial titles. The criteria detailed in the policy would be used to evaluate new titles. Without a formal collection development policy selection has to rely on the librarian's understanding of the institutions aims and directions.

There will always be recommendations by the Faculty, Library Committee and users, as well as the constant stream of new titles being published. These will have to be evaluated against those issues mentioned above and the current budget constraints

There are a number of different types of serial publications and each library should try to cover, in varying degrees, these types:

1. **Scholarly titles.** A selection of the major scholarly titles should be included for the institutions main teaching areas. Examples of such titles are *Vetus Testamentum*; *Novum Testamentum*; *Journal of Theological Studies*; *Church History*. As so much major research is carried out in Europe consideration of a number of European language titles will have to be made. The research needs of the Faculty should be covered at an appropriate level.
2. **General religious titles.** A selection of current interest titles should be included in each collection. These will cover aspects of current affairs, popular religious movements and general interest issues in the church both in Australia and overseas. Examples of this type are *Tablet*; *Christianity Today*; *National Outlook*; *On Being*. Titles of a more general nature in areas not covered by the institution's teaching programme may also be included to assist the users in gaining a broader theological outlook.
3. **General non-religious titles.** The library may wish to subscribe to such titles as *Time*

or the *Bulletin* and to the local newspapers.

4. **Denominational titles.** Each library associated with a particular denomination must decide at which level it will collect those serials closely associated with their denomination. Attention should be paid to both the local and international scene.

ORDERING

Bibliographical details:

Periodical indexes: e.g. *ARI, Religion Index One, Catholic Periodical Index, APAIS*. These are important sources of bibliographical information. They also indicate which titles are considered important enough for indexing thus giving assistance in selection.

Union lists: e.g. *Aulots, NUCOS, BTI Union List of Serials*. These will give bibliographical information. They will be of help also in the selection process by giving the locations of titles under consideration if regional rationalisation is an issue.

Published bibliographies: e.g. Eugene Fieg / *Religion journals and serials: an analytical guide*. New York: Greenwood Press, 1988; Charles Lippy / *Religious periodicals of the United States: academic and scholarly journals*. New York: Greenwood Press, 1986. These publications will often give critical assessment of titles. General bibliographies of religious material (e.g. Robert Kepple / *Reference works for theological research*. 3rd edn. Lanham, MD.: University Press of America, 1991. J. Gordon Melton and Michael A. Koszegi / *Religious information sources : a worldwide guide*. New York: Garland Pub., 1992. Michael J. Walsh / *Religious bibliographies in serial literature: a guide*. Westport, CT., 1981.) are helpful for their coverage of serial tools rather than listing serial titles. Specialised subject bibliographies will often include suitable serial titles.

General directories: e.g. *Ulrich's International Periodical Directory* and the published catalogues of subscription agencies such as Blackwells and Ebsco Australia. The agency catalogues tend not to supply bibliographical details, but they do include the latest pricing information.

Sources of supply:

Once titles have been selected for ordering and bibliographical details ascertained the choice has to be made of where to purchase:

1. Agencies: Local, e.g. Ebsco Australia; Open Book or Overseas, e.g. Harrasowitz; Blackwells Periodicals Division; Dawson
2. Direct to the publishers.

The choice of the use of agencies over direct subscriptions needs to be looked at closely. The cost savings in subscribing directly may be lost in the time spent writing individual cheques or obtaining bank drafts, ensuring continuity of subscription and chasing missing issues.

A further source of obtaining titles is by donation. The donation of titles by the publishers is usually limited to the newsletter and promotional type of material. These can be useful and publishers should be encouraged to send their material to libraries. A more

problematic kind of donation is the individual gift to a library. The support of library users to assist in the growth of the collection is something we should all be actively pursuing but it can have a large number of problems associated with it. Conditions imposed on the gifts, continuity in the supply of titles and the lop-sided nature of this type of growth have to be considered before acceptance of the offer.

RECORDING

Account details:

A record needs to be kept detailing the source of supply of each title, the cost of each year's subscription and when the subscription was paid. This is vital to easily identify the supplier and to keep a record of the price variations over the years. Such statistical information helps in budgeting.

Receipt:

Manual e.g. index card systems - detailing each issue as it is received.

Computer systems e.g. Dedicated systems by the major software suppliers or ad-hoc in-house systems. The serials module of most library software packages is usually the last developed and always the most complex.

Missing issues:

Care needs to be taken, especially in manual systems, that missing issues are not overlooked. Prompt action needs to be taken to claim missing issues. Publishers often have time limits on when missing issues can be claimed. There is a need to check all records for the title which for some reason ceases to be supplied and is not otherwise picked up until a user draws it to our attention. This should be done 2-3 times per year.

Display:

New issues should be placed in a public area for display when they arrive. This helps users to keep up to date with what is current and shows the range of titles received by the library. Appropriate display furniture should be placed in an area with comfortable seating to encourage the users to regularly browse the recent additions.

Lending policy:

Decisions need to be made as to whether serials will be lent or not. If they are allowed to be borrowed a different time period to the books might need to be considered. New issues could also be circulated to faculty members. Possibly circulation of table of contents lists may be a better way to cover this.

CATALOGUING AND STORAGE

Are titles to be fully catalogued into the main collection or kept as a separate collection, arranged by title or call number? Should there be a separate catalogue for the serials or should they be included with the main catalogue cards? The extent of the subject cataloguing needs to be addressed.

Should all back runs be left on the open shelves or should some be placed into a stack

collection? If the decision is made to create a stack collection the decision as to which titles should be included will need to be made on a title by title basis. The current usage of individual titles will vary considerably and this prevents a hard and fast rule being adopted.

BINDING

Will the library bind some or all of the collection, which titles will be bound and when should this occur? The cost of binding will dictate the extent to which binding is carried out in most libraries. Binding needs to be done at times of least usage.

RATIONALISATION

This will occur at both the selection stage of management and each year upon receipt of renewal notices. The annual consideration of budgeting will demand that the subscription lists be constantly reassessed. Cost factors should not be the only criteria for this reassessment. Such issues as the use the title receives and other locations of it will need to be looked at in conjunction with the cost factor.

DUPLICATES

The recording of duplicates and the issue of duplicate exchange lists has been considered a number of times in previous conferences and will continue to concern us. Duplicate material can occupy a large amount of valuable space in a library. Prompt and appropriate disposal of this material is vital. Once duplicate lists have been circulated, unclaimed material may need to be discarded. Care must be taken that unique material is not disposed of at this time. The possibility of a central depository for duplicate material is an issue which should be addressed at a future conference.

PROBLEMS

The issues covered so far are those associated with the nature of our institutions and the management of a particular type of library material. My major problem with serials lies not with us as librarians or with serial maintenance in our collections but with the very nature of their publication. They are more often than not schizophrenic, suffer major problems with their age and often are extremely tardy in keeping appointments.

Their schizophrenic nature is firstly displayed in the name of the items under discussion. Are they serials, journals, periodicals or magazines? It is also displayed in the frequent problems associated with their titles. Publishers often appear to have no regard for librarians in the frequency of title changes or in minor variations to titles. They also often will display uncertainty as to what the serial is called within a particular issue the cover title, the running title and that in the publication details will often show variations. The use of volume numbering is frequently erratic and stated publication schedules are often far from the reality of actual receipt.

Despite these frustrating idiosyncrasies we should strive to provide our users with well maintained collections of these most valuable resources.

Kim Robinson is Librarian at Moore College, Sydney

SALARY LEVELS

by Lawrence McIntosh, Joint Theological Library, Ormond College

At the Napier Conference, last year, we identified several types of salary structures to which ANZTLA members relate:

- some are paid according to the wage scales of a religious order,
- some according to other church-related stipends and allowances, clergy salaries,
- some of our institutions have adopted State public service awards,
- others have adopted University or College salary awards.
- to these we should add Commonwealth public service awards.

It is important to remember that ANZTLA has a clear standard which refers to salaries. Standard 3 (v):

'All members of the library staff shall receive salaries in accord with an appropriate gazetted award (an Australian and New Zealand university library award is deemed appropriate).

They will receive all salary benefits related to this award and also be subject to the award's conditions of service.

Alternatively, they shall be paid according to appropriate church salary scales and observe related conditions.'

The accents fall on an appropriate award system and a gazetted or identifiable award.

When a library staff position is advertised, the institution should specify the award system which applies to that position. As long as there is an identifiable award structure, actual salary levels can be negotiated within that structure. That remains our personal business with the institution.

Abiding by a declared award system saves us the grind of having to re-negotiate our salary. As there are award increases, they should flow on automatically.

Incremental steps, relating to a particular award, may or not be relevant. Annual increments are no longer regarded as being automatic. Rather the basis for incremental progression is an assessment with respect to the staff member's developing skills and overall performance. A librarian, accepting a salaried position, should have an understanding with the institution with respect to reasonable performance objectives and incremental salary increases. Incremental increases are less likely to apply to hourly paid positions.

The verso of the award is also important. Our responsibility is to observe the conditions of service related to a particular award - hours, leave, sick leave and the like.

Those of us who are in charge of a library and administer staff matters should make sure that

a separate file is kept for each staff member with records of appointment, position description, salary record, leave applications and any other matter pertinent to that person's appointment. We should make sure that each staff member is advised, in writing, of any changes to the award or conditions of service. Also that the staff member understands that she or he has access to the contents of this file.

To sum up:

The ANZTLA standard is designed to draw attention to the professional nature of our work. It is designed to protect librarians from that type of institution whose view of having to pay anybody to do anything extends to whimsicality.

I do commend the ANZTLA standard to you.

Lawrence D. McIntosh

AN APPROACH TO BUDGETING by Tony McCumstie, Corpus Christie College

The process of budgeting is quite simple: You ask for a sum of money; you are allocated a sum of money (not necessarily what you asked for); you spend it; when a certain time period has elapsed you ask for another allocation. The more difficult bits come with questions like: 'How much should I ask for?', 'How am I going to spend the money I have actually been allocated?', 'Where did all that money go?', and 'How much should I ask for next time?'. Underlying these questions are two processes: reviewing and planning.

1. Reviewing. Even if you have not worked to a defined plan in the past, you have still spent money and can do a bit of research to find out what you have to show for it. One approach is to determine the subject categories by which you are going to analyse past expenditure (eg. Theology, Scripture, Philosophy, etc). These categories will vary from one library to another depending on the nature of the institution owning the library (its size, purpose, client profile, etc). The categories will vary in their degree of specificity - one library may break 'Theology' down into Systematic, Pastoral, Moral, Ecclesiology, Ecumenism, etc while another leaves the category as simply Theology. If you are in an academic library, the course structure of the institution will give you an indication of the categories you may use. The aim is to get a workable set of categories - neither too detailed nor too broad as to become uninformative.

If you have worked on a plan in the past or if you have a more sophisticated automated system, information about what you have spent in each category should be fairly easily obtained. But assuming the worst - that you sharply received a sum of money as the book vote then proceeded to spend it until it ran out and you don't have a computer system that manages accounts/funds. Take the time to go back over invoices for a year or two (or three or more, depending on how much time you can spare and how resistant your mind is to tedium). As you do so, record for each category how much money was spent and how many books the money bought.

You now have all the data you need to produce a report on past expenditure in terms of:

- total expenditure
- total expenditure in each category as a dollar figure
- total expenditure in each category as a percentage of total expenditure
- total number of books acquired
- number of books acquired in each category as a figure
- number of books acquired in each category as a percentage of total acquisitions
- average price of a book
- average price of a book in each category

A pre-emptive strike on planning: plan for future reviewing:

Set up a spreadsheet (either on paper or on your computer) that allows you to record on receipt of the invoice the data you need. It adds a minute or so to the processing of the invoice, but it accumulates useful data as you go along. This will enable you to review performance periodically throughout the year, produce regular reports (eg. monthly, quarterly, half-yearly) and make adjustments to your buying patterns as you go along.

2. Planning. Planning your budget should take into consideration at least three factors: past budgetary performance, changes within your institution/library, and external economic factors.

Past budgetary performance simply means what happened to last year's money. Analyse the figures you have from your review. Were you able to buy enough books with the money you were allocated? Did the number of books bought in each subject category constitute a reasonable ratio or was it lopsided in favour of one or a few areas? Did any of the subject categories miss out (and, if so, why)? What was the average cost of a book in each category? How much did you pay on postage to actually get the books?

Changes within your institution/library are things like the introduction of new courses or changes to existing courses, a change in the level of service the library intends to offer, 'project buying' in accordance with your collection development policy, replacing missing copies of books, etc. These factors will change from year to year. You need to bear in mind not only what changes are coming up and need to be considered in the next budget but also what changes took place in the past and have to be considered when reviewing figures from previous years. This part of the planning process is obviously very fluid and you need to keep in touch with the institutional environment within which your library is situated.

The two traditional external factors to consider are currency exchange rates and the inflation rate. If you can predict currency exchange rates, good on you but perhaps you should be working in the Reserve Bank. Inflation rates are a bit easier. You can work it out roughly for yourself from your budget review figures by comparing your buying power over consecutive years. Monash University Library in Melbourne (and probably a similar large library in your area) produces a review of price variations and inflation rates for both monographs and serials. What is important to note is that the inflation rate for monographs is invariably greater than the CPI and the rate for serials is invariably much greater than the CPI.

Make sure your administrators are aware of inflation rates in the publishing world.

Increasing last year's budget in line only with the CPI effectively reduces your buying power year by year.

You are now ready to calculate the allocation you are going to seek for the next year. With last year's budget as a starting point, allow for any changes that are going on in your institutional environment and multiply the result by a realistic inflation rate. Bingo, there is your budget submission! There also is a professional and reasonable methodology which can be used to justify your submission.

Having got your money, you now have to decide how you are going to spend it. The process is pretty much the same. Start with an allocation for each subject category, based on your review of the past year's expenditure. Make adjustments on the basis of changes in the institutional environment (also bearing in mind the need to counteract similar adjustments you made in last year's budget).

It is easier and more meaningful to plan the allocation in terms of a number of books (based on average prices for each subject category) rather than a sum of money. Approaching it this way makes it easier and more meaningful for academic staff and administrators too. The monetary value can be calculated later based on the average prices of books.

Depending on how your institution operates, the allocation of the library budget into funds for the different subject areas may be determined or reviewed by a Library Committee. If this is the case, then again you have a professional and reasonable methodology which can be used to justify your proposed distribution of funds.

Now you revert to reviewing mode and use your spreadsheet to monitor budget performance throughout the year. You can produce budget reports that inform the relevant people of:

- their allocation (in terms of dollars and in terms of the number of books they can expect to buy based on the average price of a book in their subject area)
- their actual expenditure (in terms of dollars and in terms of the number of books they have actually bought)
- the current average cost of books in their subject area
- their committed figure (if you don't know the cost of a book at time order, you can use the average cost for books in that subject category)
- the balance in their fund (in terms of dollars and in terms of the number of books they can expect to buy based on the average price of a book in their subject area).

Based on these reports and the reaction to them, the allocation of funds to subject areas can be fine-tuned throughout the year.

There is a danger that those not in a position to appreciate the day to day value of the library collection and the services offered by the library staff may come to regard the library as a black hole into which a lot of money is poured year after year with no justifiable quantitative (not to mention qualitative) return.

Our aim whether we work in a large and reasonably well-funded library or in a small shoestring-budget library, should be to manage the library budget in a professional manner.

There should be a methodology in our approach to budgeting to make the process easier for ourselves and to enable us to justify the proposals we put forward and the decisions we make. If we are spending money we must be accountable and we should be seen to be accountable.

Tony McCumstie

Faculty Relations

by Glenys Dalziel, Mount St Mary's Seminary, Greenmeadows

To achieve a good working relationship communication is the key.

To have the faculty feel that they can freely approach you at any time, and to keep the faculty staff informed as to what is happening in the library is vital for a good working relationship and I hope to share with you all my approach to involving the faculty as much as possible.

I have been librarian at Mount St. Mary's for over 16 years and during that time vast changes have occurred altering the College and library structures completely. When I first took over the library, there were about 70 seminary students living on the premises as well as a residential faculty staff of about 12.

As a lay staff member I had my morning tea breaks and lunch together with all the community. This was an invaluable time to talk informally with any faculty member or student regarding library problems. Looking back now to that time I realize how fortunate I was to have those opportunities. If I wanted to discuss an idea with a particular faculty member I knew I would get the chance over the tea break or lunch.

In 1986 it was decided to form a library Committee. By this time the student numbers had dropped considerably causing a change of direction in the whole community. The library committee was to include at least 1 faculty member, the librarian and if possible a senior student. Over the next few years I had at least 2 faculty members on the library committee at any one time and although the meetings were pretty informal we did have the final say in running the library. Important decisions were made over this period: automation of the library and a proper library budget were two such decisions.

With the library now working within a budget I realised the faculty had to see where the money was being spent. So each month I give a faculty member a print out of what books have been purchased in his particular subject area detailing the title/author and cost. I also present a similar printout of material ordered that particular month for each subject field. By doing this the faculty are kept informed of what is happening within the library in his particular field of interest. I also make sure that various faculty members see the latest issues of journals in their interest areas. Many of the journals contain book reviews and I would say well over half the book purchasing requests come from this source. All faculty staff receive a copy of the quarterly acquisition booklet.

In 1992 the Seminary moved to Auckland with the College staff becoming part of the Auckland Consortium for Theological Education (ACTE) made up of 5 theological colleges. ACTE is an affiliated Institute of the University of Auckland. To those of you unfamiliar

with the area - Auckland is approximately 400 k. north of Greenmeadows.

Just setting up the Seminary and College in Auckland was expensive. At no time was the library considered as part of the move - the main reason being lack of space. With the main areas of the library collection now entered on a database and the College in Auckland having access to the library holdings via their database it was decided that the library could still function and serve the College by sending up core subject material being taught that semester to the College in Auckland.

One faculty member acts as a contact for the library in Auckland to receive material and channel communications to and from me, however, within a year of the Auckland move I realised I was losing contact with the faculty. Although great use was being made of fax machines this could not replace personal contact.

The library committee was still functioning but its membership had changed. There was now only one faculty member, myself, and a board member on the committee and our meetings relied on the faculty member being able to travel to Greenmeadows, or if that wasn't possible a meeting arranged through tele-conference linkup.

I could see problems arising with the loss of contact with the faculty so I voiced my concern to the Trust Board and was given permission to travel to Auckland 3 to 4 times a year to meet with them. I might add that this expense has to come out of the library budget but it is vital to the on going success of the library. This situation has been running for nearly a year now and is working well. The actual date that I intend to be at the College is made well in advance so that all faculty members are free to meet with me sometime during the day. There is usually a meeting with all the faculty staff with a set agenda then various group meetings follow.

From my experience I can't stress strongly enough the value of contact with the faculty of your Colleges. The library is there to serve the students and faculty and the success of the library depends on the flow of communication between them, your clients, and you, the librarian.

Glenys Dalziel

ERRATA

Please note on page 36 of Newsletter 23 in the section on line speeds the number should be 28800, not 288000.

Managing Special Collections in the Field of Religion in University Libraries by Tricia Garvey

(Reprinted from *Bulletin ABTAPL* 2, 18)

In 1992 I undertook research into special collections of religion in university libraries, as part of my MSc. My aim was to compile a directory of special collections in the field of religion in university libraries, and to look at the way in which they were managed.

My study resulted in a questionnaire being sent to all major universities in Britain who hold special collections in the field of religion. The questionnaire concentrates on the management of such collections; to ascertain the archival material in religion held; conditions of access; facilities offered; and preservation and conservation. I also touched on whether the decline of religious studies within universities has any affect on the collecting of religious materials within university archives.

I also looked in more detail at three university archive religious collections:-

- (i) Brynmor Jones Library - University of Hull
- (ii) Brotherton Library - University of Leeds
- (iii) Borthwick Institute of Historical Research - York University.

This in-depth research involved talking to the archivist and researching the collections in more detail. These three universities were chosen purely because of their geographical location, being only one hour apart from each other.

Religion and Theology

Up until the 1970's the study of religion in British universities was almost exclusively the study of theology. Theological departments in universities usually focussed on Christianity, studying the Bible, Christian doctrine and church history from a committed standpoint.

Religious studies, as a discipline, became popular in universities in the late 1960s, early 70s, and many new Religious Studies Departments were founded in universities.

The term 'religious studies' is usually understood to refer to such subjects as philosophy of religion, the study of world religions or comparative religion and sociology of religion.

In *Turning Points of Religious Studies*, the term 'religious studies' is used to include the multi-disciplinary study of the world's major religions which arose in British universities during the nineteen sixties, but had its roots in the older tradition of the comparative study of religions. In fact, the first ever Religious Studies Department in Britain was not set up until 1967 at Lancaster University.

For the purpose of my study, I use the term 'religion' to include theology and world religions.

Questionnaire

I sent a questionnaire to all major universities in Britain holding special collections of religion. Seventeen universities replied:-

Aberdeen Belfast Bristol Dundee Durham Exeter Glasgow Glasgow Keele Lancaster Leicester London Manchester Nottingham Southampton St. Andrews Stirling Warwick

All seventeen universities hold special collections in the field of religion. Some hold extensive collections, whilst others hold small collections which do not attract much interest.

The questionnaire attempts to do a number of things. Mainly it is an attempt to gather information on special collections of religion held by universities in Great Britain so that a Directory could be made. It shows how the collections are managed, and the facilities available to the user of such collections. Although the questionnaire, is fairly basic, it serves a purpose and succeeds in its objectives.

The problem of the terms religion and theology came to the fore when asking university archivists if their university held such collections. Some gave details of religious collections, but wrote a separate letter to say that they were unsure that this was what was wanted. For example Nottingham University wrote saying that they did not hold special collections specifically relating to the field of religion and then went on to mention Oakham Parish Library and Elston Parish library.

Most of the collections were named and were acquired in a variety of ways: by gift, purchase, or on permanent loan.

Usage

The collections vary as to their amount of usage, some are used very little if at all, and are not widely publicised, also the amount of description given is small. Some collections are used extensively by a wide range of people; students, priests, researchers, anyone in fact who has an interest in the collections. Eleven of the universities do not have their collections used in conjunction with a course held at the university, and those who do, do not use them in conjunction with a religious course. In fact, when I asked the question, I assumed that if the collections were used in conjunction with a course that it would be a religious course, but the universities who did mention a course spoke mainly of history and publishing studies.

Staffing

Most of the university archives in this survey have very few staff looking after them. For example, the University of Dundee do not have any archival staff looking after the archives, but whoever is free on the library staff will deal with retrieval and repair of items whenever it may be required.

Also Keele University Library shelves the special collections in theology alongside the main library theology, and it is dealt with by library staff as necessary.

The findings on low staffing corresponds with the report and discussion document on *The Role and Resources of University Repositories* by the Society of Archivists Standing Conference of National and University Libraries, November, 1989. It reports that almost a quarter of university repositories reported lack of staffing resulting in such things as growing cataloguing backlogs, deterioration in reader services, and reduction in opening hours.

Opening Hours and Conditions of Access

Most of the universities taking part in this survey have reduced archival opening hours compared to their main library, mostly because of the few staff available to run the archives successfully. Many close over the lunch period also.

Archival special collections are usually for reference purposes only, but a few universities will loan its collection if they are non-rare items, and usually for a fee. The conditions of access vary, but all usually ask for some form of identification when someone makes a request to see the special collections.

Most universities prefer an applicant to write or telephone in advance so that the items may be retrieved in advance to ensure that a member of staff is available.

Again when it comes to the loan of items to other libraries or outside readers, the special collections are usually for reference only apart from exceptional circumstances, for instance, when someone asks for a collection for an exhibition, and this is considered at the librarian's discretion. Most universities will loan special collections to other libraries via the British Library, or direct, with restrictions, i.e. using the special collections in the library only, perhaps under supervision; no photocopying of material, depending on age and condition of the items.

Cataloguing and Classification

In this particular area again, the universities taking part in the survey have varied classification and cataloguing procedures. Classification varies depending on the order in which the archivist wants to arrange the collection, for example, if he uses original order, this could be different from any other scheme. For example, St. Andrews, G.H. Forbes collection follows a previously classified shelf list. Some universities use their own classification with a prefix and perhaps a running number sequence, as in the cases of Exeter, Keele, London, Manchester and Southampton libraries. Some use University adaptations of already existing schemes, such as Bliss, Dewey or Library of Congress, as does Lancaster University. In the case of Stirling University library, the Drummond Collection is arranged by date of publication.

The cataloguing of special collections varies according to the amount of detail given, and they can be accessed in a number of ways ranging from author, alphabetical subject, classified index or handlists. Most university archives have a card index and are in the process of adding the special collections index to the OPAC system, a few have computer access only, as in the case of Exeter, Glasgow and Stirling.

Finance for Additions and Preservation of Special Collections

Many of the universities in this survey answered in the negative when asked if they add to their special collections in the religious field. Those who answered 'yes' did not give any further details. Few purchased any further additions and many are added to by donation. The Society of Archivists findings show that 'repositories in universities tend to be part of larger units, and are not on the whole treated as cost centres by their parent body. As a result, few archivists, librarians and administrators in charge of archives and manuscripts have control of their own budgets, or are in a position to give precise figures of the income generated and expenditure incurred by their units.'(p.13).

When questioned about the amount of money spent on repair, maintenance and preservation, most universities could not give me an answer because it was difficult to quantify, mainly because the budget was for the library as a whole.

Directories of Special Collections

A Guide to the Theological Libraries of Great Britain and Ireland was first published in 1985 and recently updated in 1992.

The introduction to the guide is very informative, discussing the range of the guide and comparing the guide with other directories. The main body of the guide examines over 400 theological collections. This guide has actually paved the way for my study, because many university libraries I wrote to sent me a copy of the answers they had provided for the guide, with a few alterations as appropriate.

Alan F. Jesson, editor of the guide, talks about the problems of undertaking such a commitment as compiling directories. The problems arise with changes of personnel, deaths, translations, amalgamations, retirements. By the time Alan Jesson had edited the text, 40 completely new entries had been added, 150 or more were rewritten or amended, and each one was checked against its original question. But Alan Jesson believes that the guide is worthwhile as there is at last a guide to collections and libraries specializing in theology.

'The guide is, of course, imperfect; some librarians did not return the questionnaire. A very few declined to provide any but the barest of information, it was "too difficult". One refused point blank to allow his library to be even named because "it only encourages people who do not read the restrictions to bother us". Some who did co-operate did not return their questionnaire until printing was complete. But at last we have a guide, and I believe, a very usable one.' (*Bulletin of the Association of British Theological and Philosophical Libraries*, p.12, 1986).

British Archives: a Guide to Archive Resources in the United Kingdom 1982, is a guide to the specialist repositories which have proliferated over the past two decades, and embraces all types of repository. Thus, it consolidates information for the historian and the archivist and provides a starting point for the first-time user of archives. The guide is not comprehensive and covers as many places as the writers know of where archives were held and made relatively accessible. Again the writers conclude that:-

The main problem with a reference work of this kind is that its contents are frequently out of date by the time of publication... but if the Guide could be produced quickly, the advantages would outweigh the disadvantages. (Foster, J. & J. Sheppard, *British Archives*, p.v.iii)

The Guide includes: enquiries; open times; access; historical background; acquisitions policy, major collections; non-manuscript material; finding aids; facilities and publications. The arrangement of the guide is alphabetically by town. A list of key words and a general index can be found at the end of the book.

The *Directory of Rare Book and Special Collections* is a comprehensive directory covering public and national libraries, university libraries, colleges and schools, cathedrals and churches, societies and institutes, and a limited number of private houses.

The libraries and institutions are arranged in alphabetical order by region. Each library is given its address, telephone number, hours of opening, conditions of admission, research facilities, and a brief history (where provided) with published references. There is a description of each collection, giving its origin and history, its size, a chronological summary of its contents and subject fields. Details of catalogues and published references have been included whenever available.

The *Aslib Directory* is a directory of over five and a half thousand full entries. The Directory consists of two guides, a subject guide and a corresponding guide in fuller detail. The subject is numbered and there is also an abbreviated form of title to identify the organization. The *Directory* includes organisations which are large, small, commercial, scientific and research, learned and academic, governmental, negotiating, standardizing, qualifying, professional and amateur; producers of data, statistics and abstracts; experts in specialized areas; repositories of vast collections of books and holders of single special collections.

Another guide which is worth a mention is *A Guide to Historical Datafiles Held in Machine-Readable Form*, which provides an inventory of historical datafiles which include religion. A questionnaire was sent to three hundred individuals and two hundred University and Polytechnic departments. The guide covers pre-14th century to the 20th century and covers Britain, Europe, Americas, Asia, Australia and Africa.

Conclusions

In compiling a directory from a questionnaire, I came across similar frustrations to other compilers of directories; such as universities not replying and incomplete answers. In order to create as comprehensive a directory as possible, all universities need to take part in the survey and many did not. Much of the information I collated for the *Directory of Special Collections in the Field of Religion in University Libraries* was not taken from the questionnaire, but from guides which the universities sent to me on their special collections. Although I had not asked for detailed information regarding religious collections in the questionnaire, I had asked for guides or leaflets relating to their special collections in a separate letter attached to the questionnaire. Most universities taking part in this survey did send very good guides relating to their special collections. For those who did not provide a guide I used data from other directories to gain information on special collections.

The range of detail for each religious collection varies enormously from university to university depending on cataloguing policies and age and usage of the special collections. Depending on the importance of the collections the description may be a small or large amount. I found that the level of description in the guides varied from two or three lines, whilst others were written in great detail.

The archives and special collections in university libraries are separate entities from other sections of the university, that is, in this study, the religious collections built up in university archives are not dependant upon religious courses within the university.

University archives have an important function in society, acting as trustees and custodians of the past and present for the benefit of the future. This may be all important for religious collections. If cutbacks in religious studies continue in university departments, archives may be the only places we can research our religious past.

The questionnaire sent to universities in this survey is limited in that it does not ask for detailed information on the special collections in religion, however, it does glean an overview of the management of such collections and shows varying degrees of collection management, policy, conservation, cataloguing and classification and facilities available.

One of the main problems I had in looking at special collections at Leeds and York was the amount of time travelling and the limited amount of time I had to study the collections. It was easier to see the Brynmor Jones Library collection as I work on the premises. Even then, none of the repositories felt that I needed to look at the actual collections themselves as it would serve no purpose, but I was shown how I could find such collections in the catalogues.

The descriptions of the collections of Hull, Leeds and York Universities does show the differences of levels of description for each collection, as some are seen to be more important than others, but it could be argued that better promotion and a fuller description may encourage greater usage.

Another problem I came across whilst looking at special collections in religion is that of 'hidden collections', for example, at the Brynmor Jones Library, the Southeast Asian Collection contains the Harry Parkin religious collection, and I would not have known this had I not stumbled across it. There could be many such hidden collections which are only come across by accident. If a user applied to a university to see if they have any religious collections there could be a problem with the term religion.

In the Society of Archivists report it noted that the most significant product of the seminar *University Repositories; what role do they fulfill and what role should they seek in the future?* held in 1988 at the University of Liverpool, was 'a heightened awareness of the breadth of work being undertaken by staff in university repositories and the sense of the extreme ignorance that existed both among university professionals and the information professions at large, of precisely that work, its functions and its achievements.'(p.5).

It seems that archives, along with religion have been misunderstood in the past, but the National Council on Archives, in collaboration with its constituent bodies (including the Society of Archivists) is spearheading a major exercise in raising the profile of archives and archives services of every type throughout the UK. It will be under the heading 'Voices from the Past', and will consist of a period of three or four months during the summer of 1994, during which events, exhibitions, talks and broadcasts will be held up and down the country. This will be an excellent opportunity to give archives and their contents, such as religious collections, a high profile in the future.

Bibliography

- Bradsher, J. (ed) *Managing Archives and Archival Institutions*. London: Mansell, 1988.
- Codlin, E.M. (ed) *Aslib Directory of Information - Sources in the United Kingdom*. London: Aslib, 1990
- Foster, Janet and Julia Sheppard *British Archives: a guide to Archive Resources in the United Kingdom*. Surrey: MacMillan, 1982
- Lea, Emma (comp) and Alan F. Jesson, (ed) *A Guide to the Theological Libraries of Great Britain and Ireland*. London: ABTAPL, 1985.
- King, Ursula (ed) *Turning Points in Religious Studies: essays in honour of Geoffrey Parrinder*. Edinburgh: T&T Clark, 1990.
- Schurer, K. and S.J. Anderson, (eds) *A Guide to Historical Datafiles held in Machine Readable Form*. London: Association for History and Computing, 1982.
- Society of Archivists *The Role and Resources of University Repositories*, 1989.
- Williams, M. I. (ed) *A Directory of Rare Books and Special Collections in the United Kingdom and the Republic of Ireland*. London: Library Association, 1985.

Journals

- Alt, Martha S. *Issues in Developing Religious Collections*. pp207-214. in *Library Acquisition And Practice Theory*. 15(2), 1991.
- Bates, Dennis J. *Review of Turning Points in Religious Studies*. in *British Journal Of Religious Education* 13(2), 1992
- Jesson, Alan F. *Compiling a Directory: The ABTAPL guide to Theological Libraries*. pp10-12. in *Bulletin of the Association Of British Theological And Philosophical Libraries*, No. (36) June, 1986
- Whaling, Frank *What is Religious Studies?*. pp 6-15. in *Bulletin of the Association Of British Theological and Philosophical Libraries*, March, 1984.

Handlists, Guidebooks and Calendars

- Baldwin, Jack *A Guide to Major Collections in the Department of Special Collections*. Glasgow University Library, 1989.
- Brynmor Jones *Library Archival and Manuscripts Collections in the BJL: a list*. 2nd ed. Hull: University of Hull 1992.
- Durham University Library *Archives and Special Collections: Introduction guide*. 1991

Edgall, Jackie and Chris Ravilious *Manuscript, Special and Out-of-Sequence Collections in the University of Sussex Library*.-- Sussex: University of Sussex, 1992.

John Rylands University of Manchester Library *Theology and Church history: a Guide to Research Resources*. 1990.

Leeds University Library *Birkbeck Library: an Alphabetical Checklist* 1981 and 1985.

Inventory of the Records of Brighouse, Knaresborough, Leeds and Settle Monthly Meetings of the Society of Friends, 1985.

Inventory of the Records of Yorkshire General Meeting and York and Thirsk Monthly Meeting of the Society of Friends, 1986.

Leeds Friends' Old Library: an alphabetical checklist, 1978.

Smith, David M. *A Guide to the Archive Collections in the Borthwick Institute of Historical Research York*. University of York Borthwick Institute of Historical Research, 1973.

University of Dundee *Information Services Leaflet*, 1990.

University of Lancaster *Guide to Library Services: Quaker Collection*, 1990.

University of Nottingham *Department of Manuscripts and Special Collections: Library Information Leaflet .no. 11 B*, 1991.

University of Southampton Special Collections Division: *The Hartley Library*, 1991.

University of Stirling *The Library: Special Collections* 1991.

Royal Commission on Historical Manuscripts *A Standard for Record Repositories on Constitution and finance, staff, acquisition and access*.

Wanted to Buy

O'Farrell, P. (comp) *Documents in Australian Catholic History*. 2 v. 1969.

Please contact: Irene Mills
Vianney College
Phone: 069 331288 Fax: 069 331 278

MAJOR THEOLOGICAL REFERENCE RESOURCES: 1994.

Lawrence D. McIntosh
Joint Theological Library

Our ongoing purpose is to draw attention to the availability of recently published reference resources. The annotations are meant to assist with selection decisions. Imprints include 1993 titles, which were not here in time for last year's list, along with some 1994 publications.

Biblical Studies: General

1. Danker, Frederick W. *Multipurpose tools for Bible study*. Rev. and expanded edn. Minneapolis, MN: Fortress Press, 1993. xiii + 330pp. 0-8006-2598-6. US\$18.00.

See my review of this very useful work in *Australian and New Zealand Theological Library Association newsletter* 22 (May 1994): 32-33.

2. *The New Interpreter's Bible: general articles & introduction, commentary, & reflections for each book of the Bible, including the Apocryphal/Deuterocanonical books*. Edited by Leander Keck et al. 12 vols. Nashville: Abingdon Press, 1994 - c.US\$65.00 per volume (certain Australian suppliers are offering discounts).

Projected in twelve volumes, the *NIB* provides general articles, particularly in volumes 1 and 8, at the beginning of the coverage of the Old and New Testaments respectively. Coverage of each biblical book begins with an introduction, bibliography and an outline and then the texts of the New International Version and the New Standard Revised Version are presented in parallel columns. The texts are divided into units and followed by the commentary section with its exegetical analysis and a further section called 'Reflections'. Those familiar with the 'old' *Interpreter's Bible* (1951-1957) will recall this structuring. The list of contributors is thoroughly ecumenical. Designed as it is to support teaching and preaching, study and reflection, this attractively presented set will be a 'must' in all theological libraries.

3. *The Oxford companion to the Bible*. Edited by Bruce M. Metzger and Michael D. Coogan. New York: Oxford University Press, 1993. xxi + 874 pp. 0-19-504645-5. US\$49.95.

With some 250 scholars contributing, this work provides a distinctively academic one-volume reference to the people, places, events, books, institutions, beliefs, and secular influence of the Bible. More comprehensive than the usual Bible dictionary, the *Companion's* special feature is the use of major interpretive essays as well as short articles. The volume is consciously pluralistic, reflecting a diversity of interpretations; no attempt has been made to impose dogmatic unity. Includes a detailed subject index and an index to fourteen rather unspectacular maps. The volume presents recent biblical scholarship and should be considered by all theological libraries.

Hebrew Scriptures

4. *The New encyclopedia of archaeological excavations in the Holy Land*. Edited by Ephraim

Stern. 4 vols. Jerusalem: Israel Exploration Society & Carta; New York: Simon & Schuster, 1993. 1,552 pp. 0-13-276288-9 (set). US\$295.

The first edition of this work was originally published in Hebrew (Jerusalem, 1970) and then Michael Avi-Yonah edited an English-language edition in four volumes (1975-1978). This new set effectively revises that work and includes articles on some 400 sites by more than 200 scholars. Some 75 percent of the old entries have been updated; the amount of text has nearly doubled. There are over 4000 illustrations, maps, charts and drawings, including 64 pages in colour. The fourth volume concludes with chronological tables, a glossary, an index to persons, places and biblical references. The work is a major achievement.

Now simply to note the appearance of two major Hebrew-language tools which will compete for attention and, perhaps, the acquisition dollar:

5. *The Dictionary of classical Hebrew*. Edited by David J. A. Clines. Vol. 1: Aleph. Sheffield: Sheffield Academic Press, 1993. 475 pp. 1-85075-244-3. £50 (volume 1 only).

The first volume (of eight) in what the publishers announce as the first dictionary ever compiled of the classical Hebrew language as a whole, that is, including the Bible, Ben Sira, the Dead Sea Scrolls and other Hebrew texts (down to around 200 CE). Except for the most common words, citations are given for all the occurrences of a given word in the extant literature.

6. Koehler, Ludwig, Walter Baumgartner and Johann Stamm. *The Hebrew and Aramaic lexicon of the Old Testament*. Translated and edited by M. E. J. Richardson. 4 vols. Leiden: Brill, 1994 -. Details for vol. 1: 'aleph - heth. cvi + 365pp. 90-04-09696-5. DLG 130.00. (ISBN for set - 90-04-09700-7).

Here is the long-awaited English version of this classic reference tool as translated from the third German edition (1967-). The work has long been recognised as a monument of biblical scholarship and this translation will ensure its continuing as the standard modern dictionary for biblical Hebrew.

New Testament

7. *The Greek New Testament*. Edited by Barbara Aland et al. 4th rev. edn. Stuttgart, Germany: Deutsche Bibelgesellschaft, 1993 (2nd printing, 1994). 3-438-05110-9. DM 38.

The last edition of the GNT (the third corrected) was published in 1983. There are numerous changes in this new edition reflecting an editorial promise to improve on reliability and clarity. This edition is essential for all theological libraries.

8. *Dictionary of Paul and his letters*. Edited by Gerald F. Hawthorne and Ralph P. Martin. Downers Grove, ILL: InterVarsity Press, 1993. xxix + 1038pp. 0-8308-1778-6. US\$34.99.

The intention of this companion to the *Dictionary of Jesus and the Gospels* (1992) is to present 'the fruit of evangelical New Testament scholarship at the end of the twentieth century'. It includes outstanding and lengthy articles, for example J.D.G. Dunn on 'Romans'

and S. J. Hafemann on 'Paul and his interpreters' and the entries generally, with good bibliographic support, present a balanced view of Pauline issues and continuing problems. There are indexes to scriptural passages, to subjects and to the articles themselves. For all theological libraries.

Church History

9. Robinson, Thomas A et al. *The early church: an annotated bibliography of literature in English*. ATLA Bibliography series, 33. Metuchen, NJ: American Theological Library Association and Scarecrow Press, 1993. xxiii + 495pp. 0-8108-2763-8. US\$ 57.50.

Here is a very useful survey of recent English-language material on the early church from the post New Testament era to the sixth century. It is designed for undergraduates and beginning graduate students and is divided into twenty-six distinctive sections. Each section has a two to three page introduction which is followed by a list of books and articles on the theme. Full citations are given and each entry is well annotated. Revisionism in a given area is noted. Most annotations for books conclude with references to reviews. Where relevant, coding is used to provide additional information about the work in question. There is an index to authors and a subject index. The combination of well-written introductions, carefully chosen items and pertinent annotations makes this a most important resource. Highly recommended.

10. *Handbook of European history 1400-1600: Late Middle Ages, Renaissance, and Reformation*. Edited by Thomas Brady, Heiko Oberman and James Tracy. 2 vols. Vol. 1: Structures and assertions; vol. 2: Visions, programs, outcomes. Leiden: E. J. Brill, 1994; 1995. xxiv + 709pp; c. 620pp. 90 04 09762 7 (set). US\$100 (set).

Not strictly for the reference collection but a work which, because of its comprehensiveness, appendixes and indexes, is likely to function as a reference tool. The two volumes will include contributions by forty leading scholars who discuss the grand themes, main controversies and recent trajectories in research on this period. Volume 1 deals with the structures of everyday life and with the political and ecclesiastical assertions of the time. It includes maps, tables and figures and is separately indexed.

Volume 2, promised for 1995, will cover humanism, the Reformation period and the process by which newly established confessional structures began to work their way in the world. The price is not outrageous given both the level of scholarship and the generous proportions of the work. Libraries supporting history courses in these areas will want this set.

11. *Dictionary of Scottish church history and theology*. Edited by Nigel M. de S. Cameron et al. Edinburgh: T & T Clark, 1993. xx + 906pp. 0-567-09650-5. £39.95.

Here is a sumptuous answer to a longfelt need. This volume offers a balanced treatment of Scotland's Christian past and its influence upon the church and its mission throughout the world.

There are in all 3,500 entries and the list of 350 contributors includes many an acknowledged expert in Scottish church history. The dictionary includes biographies, entries on theological

doctrines and controversies, ecclesiological topics, and countries, like Australia and New Zealand, which accepted Scottish missions and emigration. It covers all denominations of any importance from the earliest to most recent times. Naturally, the centre of gravity lies within the Reformed tradition but there is adequate treatment of the pre-Reformation period, including the Celtic church and the mediaeval *ecclesia scotiana*. Post-Reformation material also reflects Dissenting, Episcopalian and Roman Catholic traditions. Most entries are followed by bibliographies. A most valuable resource. Highly recommended.

12. *The Australian Dictionary of evangelical biography*. Edited by Brian Dickey. Sydney: Evangelical History Association, 1994. xxi + 417pp. 0-646-16625-5. \$40.00.

This dictionary contains biographical entries for almost 700 persons who have contributed to the making and transmission of evangelical Protestantism in and from Australia. The introduction defines 'evangelical Christian', discusses the problematic of producing such a work and provides interesting statistics. The body of the work consists of signed entries, most in 600 words or less, on 'those who did stand firm in their faith' and who are now dead. There is a listing by denominational affiliation and by membership of missionary societies. There will be some curiosity about 'who is in' and 'who is not', but the biographical coverage provided by this ground-breaking work means that most libraries will need it.

Theology

Firstly, to note that publication of the third edition of the great German Catholic resource, *LTK*, has commenced:

13. *Lexikon für Theologie und Kirche*. Edited by Walter Kasper et al. Projected in 11 volumes. Freiburg: Herder, 1993 -. 3-451-22001-6 (set). Subscription price for the set is DM 4180.

The second edition of *LTK*, including its three volume supplement on Vatican II, was issued from 1957 -1967. The first volume of the new edition: A - Barcelona, and *Abkürzungsverzeichnis* were published in 1993. All major Catholic libraries, at least, will require this superb set.

14. *Dictionary of fundamental theology*. Edited by René Latourelle. New York: Crossroad, 1994. xxxix + 1222pp. 0-8245-1395-9. US\$75.00.

In Catholic theology the old discipline of apologetics has a new identity and status. The shift to fundamental theology has been informed by changes such as pluralism, social indifference, scientific inquiry and chiefly by a change in attitude. The present dictionary, the original edition of which was published as *Dizionario di Teologia Fondamentale* in 1990, reflects a dialogical approach. It contains more than 220 articles of which 30 major ones serve as keys to the whole (for example, christology, church, history, revelation). It also includes subjects which are 'brand new' to apologetics (beauty, feminism, inculturation, silence, structural analysis) and also finds space for the giants of the discipline, such figures as Augustine, Barth, Newman and Rahner. The 93 contributors - 37 of whom teach at the Pontifical Gregorian University in Rome - represent 15 countries. There is a systematic index and a very useful analytic index.

This most impressive work will be required by all libraries supporting courses in recent Catholic theology, in ecumenism and multiculturalism.

15. *The Blackwell encyclopedia of modern Christian thought*. Edited by Alister McGrath. Oxford; Cambridge MA: Blackwell, 1993. xiii + 701pp. 0-631-16896-6. £60.00; US\$94.95.

The work covers Christian theology from the dawn of the enlightenment to the present day. There are substantial essays on central themes such as the doctrine of God, christology and ethics. Another cluster of major articles deals with influential philosophical movements, for example existentialism, Kantianism and Marxism as well as the leading branches of the sciences (McGrath's explanatory introduction is compulsory reading). Major denominations of the church and influential theologians feature prominently. Entries are accompanied by bibliographies. There is a useful glossary of theological terms and a well-produced index to the whole. The contributors are well-known in their fields; the work is ecumenical. The predominant ethos tends toward theological conservatism. Recommended for much-used reference collections.

Ethics

16. *The New dictionary of Catholic social thought*. Edited by Judith Dwyer. Collegeville, MN: Liturgical Press: Michael Glazier Books, 1994. xxxi + 1019pp. 0-8146-5526-2. \$79.50.

The purpose of this work is to analyse the major modern social encyclicals, from Leo XIII's *Rerum novarum* to John Paul II's *Centesimus annus*, as well as to inspect central movements, figures, and themes that have been the hallmark of Catholic social thought for one hundred years. Writers from around the world contribute articles on issues ranging from 'Aborigines, Australian' to 'Worker priests'. Entries are accompanied by see references and bibliographies and the work is well-indexed. An important resource for all involved in social outreach and for those libraries supporting courses in ethics.

Liturgy

17. Day, Peter D. *The liturgical dictionary of Eastern Christianity*. Collegeville, MN: Liturgical Press: Michael Glazier Books, 1993. viii + 334pp. 0-8146-5848-2. US\$29.95.

Most theological librarians have problems with reference questions about Eastern Christian liturgical terms. Here is a user-friendly guide for those looking for simple rather than scholarly explanations. It includes ecclesiastical and liturgical terms and entries on the various Eastern churches. The dictionary proper is followed by a list of familiar Western terms with equivalent entries for the different Eastern rites, which can then be located within the dictionary. The Eastern terms are anglicised throughout. Peter Day has written in this field and this work, although introductory, is recommended for comprehensiveness and accuracy.

Ecumenism

18. *Stages on the way: documents from the bilateral conversations between churches in Australia*. Edited by Raymond K. Williamson. Melbourne: Joint Board of Christian

Education, 1994. 264pp. 1-86407-031-5. \$17.95.

The Faith and Order Commission of the Australian Council of Churches has published documents which have issued from the national bilateral conversations thus far. They reflect the growing understanding and relationships between churches and help assess the present strengths of ecumenism. Denominations specifically represented are Anglican, Churches of Christ, Greek Orthodox, Lutheran, Roman Catholic and Uniting Church. An important collection for all libraries.

Serials

Two new serials have strong reference potential:

19. *Feministische Theologie im europäischen Kontext = Feminist theology in a European context*. (Annual) Edited by Annette Esser and Luise Schottroff. Vol. 1 (1993). Kampen: Kok Pharos; Mainz: Grünewald, 1993. 225pp. 90-390-0047-6 (Kok); 3-7867-1724-9 (Grünewald). f45,00 / c. £16.00.

The first volume of the Yearbook of the European Society of Women in Theological Research includes scholarly surveys and articles on feminist themes in German, French and English. A major feature is a lengthy section (75 pages in this first volume) devoted to reviews of feminist literature and bibliographies, arranged by subject. This annual is likely to be useful for graduate work in feminist studies.

20. *Reviews in religion and theology*. (Quarterly). Edited by Gareth Jones. Vol. 1 (1994). London: SCM Press, 1994. Each issue to date has 96pp. ISSN 1350-7303. Annual subscription £14.00.

Intends to supply quick, high quality coverage and analysis of new publications in all areas pertaining to religion and theology. Includes lengthy review articles, followed by short notices and lists of books received. This one should be a good 'faculty stirrer' for selection purposes. Ordering details include prices but not ISBNs. The first issues are certainly promising.

General - Style manuals

21. *Style manual for authors, editors and printers*. 5th edn. Canberra: Australian Government Publishing Service, 1994. xi + 468 pp. 0-644-29770-0; 0-664-29771-9 (pbk). \$39.95; \$24.95 (pbk).

The new edition builds on the fourth and its revisions take account of changes that have inevitably taken place since 1988, and new material has been added. For all libraries.

22. McIntosh, Lawrence D. *A style manual for the presentation of papers and theses in religion and theology*. Wagga Wagga: Centre for Information Studies, 1994. xi + 140pp. 0-949060-27-5. \$15.00.

Provides a guide to the presentation and mechanics of writing, documentation, and the options available for formatting citations. Modesty precludes further comment.

10th ANZTLA Conference 1995:

"MAXIMISING OUR RESOURCES"

Dates: Thursday 21st September to Sunday 24th September 1995

Venue: Burgmann College, ANU Canberra

**Come and celebrate 10 years of Theological Libraries' cooperating
during Floriade, Canberra's Spring Festival**

The enrolment form will be in the next issue of the Newsletter for
registration before June 30th to include conference in
1994-1995 financial year

**REPORT OF THE DEWEY WORKSHOP
held at the ANZTLA Conference July 4th, 1994**

No further correspondence had been received from the Library of Congress Decimal Classification Division which somewhat limited our discussion.

Delegates who had not attended the 1993 Conference were interested to see the draft edition of Dewey 21, 200-269.

The proposed changes to 266 (Missions) were considered inadequate. Discussion as to possible changes and improvements followed. Below is a draft of the 266 schedule incorporating the suggestions of the workshop.

Delegates agreed that 266 was largely used for historical material. 20th century works on the activities of former missions and other aid agencies should be classed with the country in 27?. or 28?.

Note: Copies of the 200 page document can be obtained by writing to me at St Barnabas' Theological College, PO Box 217, BELAIR 5052 at \$15 + postage.

Update: As of 31/10/94, no further correspondence has been received from the Library of Congress.

Wendy Davis (Mrs) CONVENOR

SCHEDULES

266 Missions

Class here missionary societies, religious aspects of medical missions

Class medical services of medical missions in 362.1

For mission schools, see 371.08

.01 Theory of missions

.02 Kinds of missions

.022 Home missions

.023 Foreign missions

.023091 - .023099 Geographic and persons treatment. Do not use for foreign missions characterised only by place served; class in 266.009. Do not use for foreign missions originating in specific areas; class in 266.0231-266.0239

.0231 - .0239 Persons treatment and foreign missions originating in specific areas.

Add to base number 266.023 notation 1-9 from Table 2, eg. missions originating in France 266.02344; then add 0* and again add notation from Table for place served, French missions to Africa 266.0234406.

*Add 00 for standard subdivisions; see instructions at beginning of Table 1

.03 Dictionaries

.04 Ecumenical/faith missions, eg. Christian Blind Mission

.05 Serial publications

.07 Education for mission work

.09 Historical, geographic, persons treatment

Class here joint and inter-denominational missions; foreign missions by continent, country, locality served

Class foreign missions originating in specific continents, countries, localities in 266.023; class historical, geographic, persons treatment of missions of specific denominations and sects in 266.1 - 266.9

.1-9 Mission of specific denominations and sects

Add to base number 266 the numbers following 28 in 281 - 289,

eg Anglican missions 266.3; Anglican missions serving Africa 266.36

PROFESSIONAL READING: PERFORMANCE MEASURES

by Irene Mills, Vainney College

Hand in hand with the naming of competencies required for particular levels of responsibility within a library that is a current focus of ALIA [see *Incite* 15, 10 for draft competency standards] goes the measuring of the performance of the library. This brings together an assessment of the actual competencies of the personnel with an indication of the adequacy of the library's resources.

The following bibliography is by no means comprehensive, but aims to make available references to easily accessible resources on evaluating a library service. While none of the items deal directly with the evaluation of a theological library service, all have some relevance to us.

BORRELL, J; GARLICK, M; MAHER, E. "Performance measures: some New South Wales experiences". *Australasian Public Libraries and Information Services* 3, 2 (1990): 61-71.

ABSTRACT: Performance measures have been under discussion among public librarians for years. Increasing financial constraints and accountability requirements have given rise to greater interest and action in this field. This paper describes the background to some initiatives in NSW and provides details of two recent examples of performance measures developed at two large public libraries.

BYRNE, A. "Measuring collection performance" in *Libraries: the heart of the matter: proceeding f the Australian Library and Information Association 2nd biennial conference, Albury-Wodonga 27 September-2 October 1992*. Port Melbourne, Vic: Thorpe, 1992. pp.47-49.

ABSTRACT: Formal collection development policies are increasingly being employed to define the objectives of developing and managing library collections. Measures of success in collection development have tended to focus on the comprehensiveness of the collection without reference to other objectives. The Clapp-Jordan and Wainwright-Dean standards, for example, have been invaluable guides to the size of adequate library collections in suggesting the number of volumes that should meet the defined needs of a specified number of clients. Conspectus, similarly, measures the depth of collections against standard indicators of comprehensiveness in each field. However, such measures do not indicate the library's success in meeting the needs of clients or other objectives. An objectives based approach to performance measurement provides an experimental basis for developing a satisfactory suite of indicators of success in collection development.

HARRIS, M. *Measuring performance indicators in an academic library*. Perth: Library, University of Western Australia, 1989.

ABSTRACT: Performance indicators were derived from the goals of University of W.A. Library and practicable measures were then explored for these indicators. The advantages and disadvantages of user surveys were considered. The survey method developed had a novel feature and provided results not only in the broad service areas most in need of improvement, but also in specific areas in which improvements would be most useful.

HERNON, P; McCLURE, C.R. *Evaluation and library decision making*. Norwood, N.J.: Ablex Pub. Co., 1990

ABSTRACT: The authors define evaluation as "...the process of identifying and collecting data about specific services or activities, establishing criteria by which the success of those services can be measured, and determining both the quality of the service or activity and degree to which it accomplishes stated goals and objectives" They describe in detail the evaluation process and give case studies of areas evaluated - interlibrary loans and the use of indexing tools. This is a comprehensive book which which applies the results of evaluation to the management process.

McINTYRE, B. "Measuring excellence in public libraries" in *Achieving excellence: papers of the 5th annual conference of the Country Public Library Association of New South Wales, Queanbeyan, 5-7 May 1993*. Queanbeyan, NSW: City Council, 1993. pp.28-57.

ABSTRACT: Current problems in the measurement of public library performances are explored. Recent performances of public libraries in NSW and Victoria are used to demonstrate several of these difficulties. Public library performance is measured against the standards of ALIA. The analysis reveals several important deficiencies in the level of services provided. A new performance scorecard is created to assess public library performance. The E index is a combination of input, internal efficiency and output indicators.

McLEAN, N; WILDE, C. "Evaluating library performance: the search for relevance". *Australian Academic and Research Libraries* 22, 3 (1991): 198-210.

ABSTRACT: This paper is based on a brief historical survey of developments in library performance measurement and evaluation, together with a detailed examination of three recent manuals on the subject. It is an attempt by two practitioners to understand the complexities of assessing library performance in the belief that a theoretical understanding is a necessary precursor to the consideration of the practical means of measurement and evaluation.

NOVAK, J. "Performance indicators: why do we use them?" in *Libraries: the heart of the matter: proceedings of the Australian Library and Information Association 2nd biennial conference, Albury-Wodonga 27 September-2 October 1992*. Port Melbourne, Vic: Thorpe, 1992. pp.263-267.

ABSTRACT: Performance measurement has become a major issue within the Australian library community. As the discussion progresses there is an accelerating emphasis upon the need to use such measures. Frequently embedded within this approach is the hope that the resulting performance indicators will be comparable, and this in turn rests upon the assumption that one can look at a performance indicator and understand what it means. Performance measures should not be viewed as ends in themselves; only within this context do they have meaning. A six step evaluation model is proposed as an appropriate method for judging a library's performance.

RALLI, T. 'Performance measures for academic libraries'. *Australian academic and research libraries* 18 (March 1987): 1-9.

ABSTRACT: The author examines some of the issues raised by performance measurement for academic libraries, specifically as they apply to libraries in Australia. External forces and internal reasons for measuring performance are introduced and contrasted as to how these lead to realization. The importance of specifying the purpose or goal to be achieved, selecting what measures or units are appropriate and what will be done with the measurements are the major issues explored. These specific areas are investigated: the collection of data;

document delivery capability; reference service evaluation; exposure to users; and the user population as well as input measures. The author stresses that comparison between different libraries have to be made very carefully because of broad ways to measure performance.

SCHMIDT, J. "Practical experience of performance measurement at the State Library of New South Wales". *Australian Academic and Research Libraries* 2, 2 (1990): 65-77.

ABSTRACT: Performance measurement involves the evaluation of a program or service in relation to its appropriateness, effectiveness and efficiency. The author describes the evaluation of 2 programs - binding and serials - at the State Library of New South Wales, and concludes that the exercise is well worth the effort.

"SELF-evaluation in the one-person library: an exercise". *The One-Person Library* 5, 1 (1988): 1-2.

ABSTRACT: One of the problems of working alone is the lack of professional judgement by one's peers. A list of questions is provided to help the librarian focus on areas where change might be needed and to step back and assess the service provided.

SHAPIRO, B.J. 'Access and performance measures in research libraries in the 1990s'. *Journal of library administration* 15,3/4 (1991): 49-66.

ABSTRACT: The article reviews the efforts of ARL and others in the development of appropriate access measures for academic libraries. The author then proposes a set of access measures that are applicable to the conditions faced today. The author focuses primarily on access measures and performance measures. Access measures are defined as those indicators measuring physical and bibliographic access to resources owned by an individual library, and the extent to which the library serves as a gateway to information and resources owned by others. Performance measures are defined as those measures quantifying the effectiveness of a service and measuring user satisfaction.

SHAUNESSY, T.W. 'Assessing library effectiveness'. *Journal of library administration* 12, 1 (1989): 1-8.

ABSTRACT: The author suggests that the increasing occurrence of assessment of library effectiveness presents library managers with an opportunity to focus staff attention on service quality. He also proposes that if assessment of quality were to become a central theme characterizing the library organization, the overall quality of libraries would improve, i.e. a culture in which quality becomes important would serve libraries well. Various assessment techniques are described, including 1) queries to users to discover a library's reputation, 2) examination of an institution's resources based on statistical measures, 3) focusing on outcomes, 4) the value-added method, and 5) application of performance measures such as those developed by Paul Kantor, which allows tracking over time of progress in areas such as availability of library materials, accessibility, and patron activity. The author stresses staff involvement in the form of self-assessment.

VAN HOUSE, N.A. 'Output measures in libraries'. *Library trends* 38 (Fall 1989): 268-279.

ABSTRACT: This article traces briefly the history of the use of performance measures in libraries and discusses some issues in the use of such measures for decision-making and problem solving. Issues studied include the definition of library effectiveness, perspectives of significance, information needs and uses, measurement, sampling and statistics, and user surveys. The determinants of output measures as well as cross-library comparisons are also provided.

JOURNAL REVIEW:

College and undergraduate libraries. Editor: Alice Harrison Bahr. Binghamton, N.Y.: The Haworth Press, 1 (1994) +. 2 issues per year. ISSN 10691316.

Something for everyone! The first issue of Haworth Press's new journal for librarians has just that! The editor, Alice Harrison Bahr, introduces CUL as a "vehicle enabling undergraduate librarians to help one another".

CUL aims to provide articles of practical value, on subjects of interest to librarians in the smaller academic library, faced with the universal problems of shrinking budgets, minimal staffing, and the eternal struggle to keep abreast of state-of-the-art technologies. A user or reader education program - its design or appraisal; dealing with the relationship between information available on CD-ROM databases and what is actually available in the library collection; aspects of automation - in this instance barcoding and planning for the implementation of automation; the Internet - these are just some of the subject areas addressed in this initial publication.

The editor clearly aims for an interesting mix of the serious with the humorous. The approach is not heavily academic, but essentially practical.

For the theological librarian working alone in an institutional library, this newcomer to the library journal title listing offers practical information about services and operations, focussing on daily problems and providing for the exchange of creative and practical ideas. It is a potentially valuable resource for the provision of library and information services in our theological libraries.

Lynn Pryor, Churches of Christ Theological College, Mulgrave, Vic.

News from the South Australian Chapter

Each year the Chapter arranges a visit to a place of interest. This year it was to the Openbook Publishers - formerly Lutheran Publishing House. It is a very modern venture committed to publishing literature for the Lutheran community and the wider Christian community. Delegates at the 1992 conference who remember visiting it under its former name, would be aware of the company's intention to expand its relevance to the whole Australian Christian population.

From *New Librarian* June 1994 comes news that the British Library will spend more than \$2 million to purchase the sole surviving complete copy of William Tyndale's 1526 translation of the New Testament. The price of the volume, described as being the most important book in the English language is considered by the library to be a bargain.

The original owner of the book is not known. It was acquired by the second Earl of Oxford in the early 18th century and later passed to Andrew Gifford, a librarian at the British Museum, who bequeathed it to the Bristol Baptist College in 1784. The College has turned down higher offers for this book because of its historical, literary and religious significance as the cornerstone of English Protestantism.

All subsequent English translations are said to owe a major linguistic debt to Tyndale's version. His determination to make the Bible accessible to the common person antagonised Henry VIII, and Tyndale fled to Germany. He eventually printed 300 copies of his Bible, of which only two copies survive; the other one is incomplete.

AUSTRALASIAN RELIGION INDEX

Published jointly with Centre for Information Studies, *ARI* indexes approximately 70 Australasian religious studies serials.

Two issues each year, second issue is a cumulation.

Subscriptions are \$65.00, \$50.00 for ANZTLA members.

Inquiries to: Centre for Information Studies,

Locked Bag 660

Charles Sturt University
Wagga Wagga NSW 2678

A unique service for anyone interested in religion and theology from a variety of perspectives

CHAPTERS UPDATE

Office bearers:

NSW Chapter:

President Lynnette Champion, ACU Strathfield
Secretary/Treasurer Judith Goodwin, St Columban's College
North Turramurra

New Zealand Chapter:

Convener/President/Secretary/Treasurer
Helen Greenwood, St John's College Auckland

Queensland Chapter:

President Elizabeth Jordan, Trinity Theological College, Auchenflower
Secretary/Treasurer Carolyn Willasden, Pius XII Seminary Banyo

S.A. Chapter:

President Trevor Zweck, Luther Campus Nth Adelaide
Secretary/Treasurer Val Canty, Parkin-Wesley College Wayville

Victorian Chapter: (*until elections early 1995*)

President Virginia de Crespigny
Secretary/Treasurer Margaret Zarifeh, Presbyterian Theological College, Box Hill

W.A. Chapter: *no information available at time of printing*

News on sales of Style manual:

To the end of November 765 copies of the first print run
of 1000 have been sold!

Copies available from Centre for Information Studies
Locked Bag 676, Wagga Wagga NSW 2678

- President:** Trevor Zweck, Luther Seminary
104 Jeffcott Street, NTH ADELAIDE SA 5006
Fax: 08 267 2119
- Secretary/Treasurer:** Val Canty, Parkin-Wesley College
20 King William Street, WAYVILLE SA 5034
Fax: 08 373 4874
- Editor:** Irene Mills, Vianney College
P O Box 172, WAGGA WAGGA NSW 2650
Fax: 069 331 278
- Assistant Editor:
Theological** Judy James, St Marks National
Centre, P.O. Box E67, Queen Victoria Tce
ACT 2600 Fax: 06 273 4067
- Executive Member:** Philip Harvey, Joint Theological Library
Ormond College, PARKVILLE VIC 3052.

ANZTLA Membership and Subscription to the Newsletter:

- | | |
|---|------------|
| Association membership (inc. Newsletter subscription) | \$A40 p.a. |
| Newsletter only | \$A20 p.a. |
| Overseas surcharge | \$A5 p.a. |

Payment to the Treasurer.

Some back issues available from the Editor (\$7.00 each).