

# CONTENTS

FOREWORD, **xxi**

INTRODUCTION, **xxv**

Arrangement, **xxv**

Scope, **xxvi**

Acknowledgements, **xxvii**

SAMPLE ENTRIES, **xxix**

*(from Contents, Text, Bibliography, and Index)*

LIST OF JOURNALS SURVEYED, **xxxii**

**1.** \_\_\_\_\_

## **Acquisitions**

APPROVAL PLANS, **3**

Academic, **3**

CLAIMS, **3**

Academic, **3**

COLLECTION GROWTH RATE—GENERAL ISSUES, **4**

Academic, **4**

Special, **5**

COLLECTION GROWTH RATE—MAPS, **6**

Academic, **6**

COSTS—GENERAL ISSUES, **6**

Academic, **6**

Public, **7**

School, 8  
Special, 9

**COSTS—GOVERNMENT DOCUMENTS, 9**  
Academic, 9

**COSTS—MAPS, 10**  
Academic, 10

**COSTS—MONOGRAPHS, 10**  
Academic, 10  
Public, 11  
School, 11  
Special, 12

**COSTS—OUT-OF-PRINT MATERIALS, 12**  
General, 12  
Academic, 12

**COSTS—PER CAPITA, 13**  
School, 13  
Special, 13

**COSTS—PERIODICAL DUAL PRICING, 14**  
General, 14  
Academic, 14  
Special, 15

**COSTS—SUBSCRIPTION INCREASES, 16**  
General, 16  
Academic, 16  
Special, 19

**COSTS—VENDOR DISCOUNTS, 21**  
Public, 21

**GIFT AND EXCHANGE PROGRAMS, 22**  
General, 22

**GOVERNMENT DOCUMENTS, 23**  
Academic, 23

**ISSN, 24**  
General, 24

**MAPS, 25**  
Academic, 25

**MICROFORMS, 25**  
Academic, 25

**OUT-OF-PRINT MATERIALS—GENERAL ISSUES, 27**

General, 27

Academic, 28

**OUT-OF-PRINT MATERIALS—PROCEDURES, 28**

Academic, 28

**PAPERBACKS, 29**

Academic, 29

Public, 29

**PROCEDURES—GENERAL ISSUES, 30**

Academic, 30

Public, 32

School, 32

Special, 34

**PROCEDURES—GOVERNMENT DOCUMENTS, 34**

Academic, 34

**PUBLISHING INDUSTRY ISSUES, 36**

General 36

School, 36

**REPRINTS, 37**

General, 37

**SPEED, 37**

Academic, 37

Public, 39

**VENDORS—BOOK, 39**

Academic, 39

Public, 41

**VERIFICATION, 42**

General, 42

Academic, 45

**WHOLE COLLECTIONS, 47**

General, 47

Academic, 47

Public, 47

---

## Collection Development

---

### AGE OF MATERIAL—GENERAL ISSUES, 51

Academic, 51

School, 53

Special, 53

### AGE OF MATERIAL—BOOKS, 54

Academic, 54

Special, 55

### AGE OF MATERIAL—PERIODICALS, 56

Academic, 56

Special, 59

### AGE OF MATERIAL—PHYSICAL CONDITION, 61

Academic, 61

### AGE OF MATERIAL—SUBJECT, 62

Academic, 62

Special, 63

### APPROVAL PLANS, 64

Academic, 64

Special, 65

### BUDGET, 65

Academic, 65

Public, 66

School, 67

Special, 68

### CENSORSHIP, 69

General, 69

Public, 70

School, 71

### CHARACTERISTICS OF THE LITERATURE—LANGUAGE, 71

Academic, 71

Special, 74

### CHARACTERISTICS OF THE LITERATURE—OTHER, 75

General, 75

Academic, 76

Public, 79

School, **80**

Special, **80**

**CHARACTERISTICS OF THE LITERATURE—  
PUBLICATION FORMAT, 83**

General, **83**

Academic, **84**

Special, **87**

**COLLECTION EVALUATION, 88**

Academic, **88**

**COLLECTION GROWTH, 89**

Academic, **89**

School, **92**

Special, **94**

**COSTS—BOOKS, 95**

General, **95**

Academic, **95**

Public, **96**

School, **96**

Special, **97**

**COSTS—GOVERNMENT DOCUMENTS, 97**

Academic, **97**

**COSTS—MAPS, 98**

Academic, **98**

**COSTS—OUT-OF-PRINT MATERIALS, 98**

General, **98**

Academic, **99**

**COSTS—PER CAPITA, 99**

Academic, **99**

Public, **100**

School, **100**

Special, **101**

**COSTS—PERIODICALS, DUAL PRICING, 101**

General, **101**

Academic, **102**

Special, **103**

**COSTS—PERIODICALS, SUBSCRIPTION INCREASES, 103**

General, **103**

Academic, **104**

Special, **107**

**COSTS—VENDOR DISCOUNTS, 109**

Public, 109

**DUPLICATION OF COPIES, 110**

Academic, 110

Special, 111

**ESTIMATING SIZE, 113**

Academic, 113

**FOREIGN LANGUAGES—GENERAL ISSUES, 113**

Public, 113

**FOREIGN LANGUAGES—**

**PATRON SKILLS AND ATTITUDES, 114**

Academic, 114

**GIFT AND EXCHANGE PROGRAMS, 115**

General, 115

Academic, 116

**GIFTS, 116**

Academic, 116

**HOLDINGS—GENERAL ISSUES, 118**

General, 118

Academic, 119

Public, 123

School, 124

Special, 127

**HOLDINGS—MEDIA, 130**

Academic, 130

School, 131

Special, 133

**LEASE PLANS, 134**

Academic, 134

**METHOD OF SELECTION, 134**

Academic, 134

**OUT-OF-PRINT MATERIALS, 136**

General, 136

Academic, 137

**OUTREACH AND EXTENSION, 138**

Academic, 138

Special, 138

**OVERLAP, 139**

General, 139

Academic, 140

Public, 142

School, 142

Special, 142

**PRACTICES AND PROCEDURES, 143**

Academic, 143

School, 146

Special, 148

**RETRENCHMENT, 149**

Academic, 149

**SELECTION—GENERAL ISSUES, 150**

Academic, 150

Public, 151

School, 151

**SELECTION, MONOGRAPHS—GENERAL ISSUES, 152**

Academic, 152

**SELECTION, MONOGRAPHS—  
HARDBACK VERSUS PAPERBACK, 153**

General, 153

Academic, 154

Public, 154

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (AFRICAN STUDIES), 156**

Academic, 156

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (ANTHROPOLOGY), 156**

Academic, 156

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (BUSINESS), 157**

Academic, 157

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (ENGINEERING), 158**

Academic, 158

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (HISTORY), 158**

Academic, 158

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (LIBRARY SCIENCE), 160**  
Academic, 160

**SELECTION, MONOGRAPHS—SUBJECT AREA (MUSIC), 161**  
Academic, 161  
Special, 161

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (PHILOSOPHY), 161**  
Academic, 161

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (POLITICAL SCIENCE), 162**  
Academic, 162

**SELECTION, MONOGRAPHS—  
SUBJECT AREA (SOCIOLOGY), 163**  
Academic, 163

**SELECTION, OTHER—GENERAL ISSUES, 163**  
Academic, 163  
Public, 164  
Special, 164

**SELECTION, OTHER—DISSERTATIONS, 165**  
Academic, 165

**SELECTION, OTHER—ENCYCLOPEDIAS, 165**  
Public, 165

**SELECTION, OTHER—GOVERNMENT DOCUMENTS, 167**  
Academic, 167  
Public, 169

**SELECTION, OTHER—MEDIA, 169**  
Academic, 169  
School, 170  
Special, 170

**SELECTION, OTHER—MICROFORMS, 171**  
Academic, 171  
Public, 173  
School, 173

**SELECTION, OTHER—REPRINTS, 174**  
General, 174

**SELECTION, OTHER—WORKING PAPERS, 174**  
Academic, 174

**SELECTION, PERIODICALS—GENERAL ISSUES, 175**

General, 175

Academic, 176

Public, 180

School, 181

Special, 182

**SELECTION, PERIODICALS—**

**BRADFORD DISTRIBUTION, EXPLICIT, 186**

General, 186

Academic, 186

**SELECTION, PERIODICALS—**

**BRADFORD DISTRIBUTION, IMPLICIT, 187**

General, 187

Academic, 188

School, 191

Special, 192

**SELECTION, PERIODICALS—ISSN, 194**

General, 194

**SELECTION, PERIODICALS—**

**SUBJECT AREA (BIOLOGY), 194**

Academic, 194

**SELECTION, PERIODICALS—**

**SUBJECT AREA (BUSINESS), 195**

General, 195

Academic, 196

**SELECTION, PERIODICALS—**

**SUBJECT AREA (ECONOMICS), 197**

Academic, 197

**SELECTION, PERIODICALS—**

**SUBJECT AREA (ENGLISH), 197**

Academic, 197

**SELECTION, PERIODICALS—**

**SUBJECT AREA (GEOLOGY), 197**

Academic, 197

**SELECTION, PERIODICALS—**

**SUBJECT AREA (HISTORY), 198**

Academic, 198

**SELECTION, PERIODICALS—**

**SUBJECT AREA (LIBRARY SCIENCE), 199**

Academic, 199

**SELECTION, PERIODICALS—**

**SUBJECT AREA (MEDICINE, GENERAL), 202**

Academic, 202

Special, 205

**SELECTION, PERIODICALS—**

**SUBJECT AREA (MEDICINE, CARDIOLOGY), 208**

Academic, 208

Special, 209

**SELECTION, PERIODICALS—**

**SUBJECT AREA (MEDICINE, PHYSIOLOGY), 210**

Academic, 210

Special, 212

**SELECTION, PERIODICALS—**

**SUBJECT AREA (MEDICINE, TROPICS), 213**

Academic, 213

Special, 214

**SELECTION, PERIODICALS—**

**SUBJECT AREA (MICROBIOLOGY), 215**

Academic, 215

Special, 216

**SELECTION, PERIODICALS—SUBJECT AREA (MUSIC), 217**

General, 217

**SELECTION, PERIODICALS—**

**SUBJECT AREA (PHARMACEUTICALS), 217**

Special, 217

**SELECTION, PERIODICALS—**

**SUBJECT AREA (PHARMACOLOGY), 218**

Academic, 218

Special, 219

**SELECTION, PERIODICALS—**

**SUBJECT AREA (PHYSICS), 220**

Academic, 220

**SELECTION, PERIODICALS—**

**SUBJECT AREA (POLITICAL SCIENCE), 221**

Academic, 221

**SELECTION, PERIODICALS—**

**SUBJECT AREA (SOCIAL WORK), 222**

Academic, 222

**SELECTION, PERIODICALS—  
SUBJECT AREA (SOCIOLOGY), 223**

Academic, 223

**SELECTION TOOLS—GENERAL ISSUES, 225**

General, 225

Academic, 225

Public, 228

School, 229

Special, 230

**SELECTION TOOLS—BOOK REVIEWS, 230**

General, 230

Academic, 232

Public, 233

School, 237

Special, 240

**SELECTION TOOLS—MEDIA, 242**

Academic, 242

Special, 243

**SELECTION TOOLS—MONOGRAPHS, 243**

General, 243

Academic, 243

School, 243

**SELECTION TOOLS—PERIODICALS, 245**

General, 245

Academic, 249

Special, 250

**SOURCES OF MATERIALS, 250**

Academic, 250

Special, 251

**SPECIAL COLLECTIONS—FACULTY LIBRARIES (LAW), 252**

Academic, 252

**SPECIAL COLLECTIONS—LABOR, 253**

Public, 253

**SPECIAL COLLECTIONS—MAPS, 253**

Academic, 253

**SPECIAL COLLECTIONS—NEWSPAPERS, 255**

Academic, 255

**SPECIAL COLLECTIONS—RECREATIONAL READING, 256**

Academic, 256

**SPECIAL COLLECTIONS—TEACHER COLLECTIONS, 256**

School, 256

**SPECIAL COLLECTIONS—UNIVERSITY COLLECTIONS, 257**

Academic, 257

**STANDARDS, 257**

Academic, 257

**TRANSLATIONS—PERIODICALS, 259**

General, 259

**WHOLE COLLECTIONS, 260**

General, 260

Academic, 260

Public, 260

**3.**

---

## **Collection Use**

---

**AGE OF MATERIAL—GENERAL ISSUES, 263**

General, 263

Academic, 264

School, 265

Special, 265

**AGE OF MATERIAL—BOOKS, 266**

Academic, 266

Special, 268

**AGE OF MATERIAL—GIFTS, 269**

Academic, 269

**AGE OF MATERIAL—NEWSPAPERS, 269**

Academic, 269

**AGE OF MATERIAL—PERIODICALS, 270**

Academic, 270

Special, 273

**BOOKS—GENERAL ISSUES, 275**

Academic, 275

School, 278

Special, 278

**BOOKS—BRADFORD DISTRIBUTION, IMPLICIT, 279**

Academic, 279

School, 280

**BOOKS—HARDBOUND VERSUS PAPERBACK, 280**

Public, 280

**BOOKS—TYPE OF PATRON, 281**

Academic, 281

Public, 282

Special, 282

**BOOKS VERSUS PERIODICALS, 283**

General, 283

Academic, 283

School, 285

Special, 285

**BROWSING, 286**

General, 286

Academic, 286

Public, 287

Special, 288

**COPYRIGHT—RESERVES, 288**

Academic, 288

**COSTS, 289**

Academic, 289

**DISSERTATIONS AND THESES, 290**

Academic, 290

Special, 290

**FOREIGN LANGUAGES, 291**

General, 291

Academic, 291

Public, 292

Special, 293

**GIFTS, 293**

Academic, 293

**GOVERNMENT DOCUMENTS, 295**

Academic, 295

School, 297

**IN-HOUSE, 298**

Academic, 298

Public, 299  
Special, 300

**MAPS, 300**  
Academic, 300

**MEDIA, 302**  
Academic, 302  
School, 302  
Special, 303

**METHOD OF SELECTION, 303**  
Academic, 303

**MICROFORMS, 305**  
Academic, 305  
Special, 307

**NEWSPAPERS, 307**  
Academic, 307  
School, 308

**OUTREACH AND EXTENSION, 309**  
Academic, 309  
Special, 310

**PERIODICALS—GENERAL ISSUES, 311**  
Academic, 311  
Public, 314  
School, 315  
Special, 316

**PERIODICALS—BRADFORD DISTRIBUTION, IMPLICIT, 316**  
Academic, 316  
School, 318  
Special, 319

**PERIODICALS—CORE, 319**  
General, 319  
Academic, 320  
School, 322  
Special, 323

**PERIODICALS—TYPE OF PATRON, 323**  
Academic, 323  
Special, 326

**REFERENCE MATERIALS AND TOOLS, 326**  
Academic, 326

Public, 327

School, 328

**RELATION TO PERSONAL COLLECTION, 329**

Academic, 329

**RESTRICTIONS, 329**

Academic, 329

Special, 330

**STACK POLICY, 331**

General, 331

Academic, 331

Special, 332

**SUBJECT AREAS, 333**

Academic, 333

Public, 335

Special, 335

**SUCCESS RATE AND PROBLEMS—GENERAL ISSUES, 336**

Academic, 336

Public, 340

Special, 341

**SUCCESS RATE AND PROBLEMS—AGE OF MATERIAL, 342**

Academic, 342

**SUCCESS RATE AND PROBLEMS—LOAN PERIOD, 342**

Academic, 342

**BIBLIOGRAPHY OF ARTICLES, 343**

**AUTHOR INDEX TO BIBLIOGRAPHY OF ARTICLES, 399**