

psychological forces affecting the careers of American academic librarians.

A. P. Marshall, in an article attempting to describe the role of bibliographic instruction in the academic library, has produced an interesting survey of the highlights of that field.

If this reviewer had to make a simple, straightforward guess as to which is the most important of the articles in the book, it would have to be William Welsh's call for a fully national bibliographic data base. It is a shame that it is printed here rather than in one of the widely circulated library journals. Perhaps it can be reprinted, but it may be the basis for the emerging national bibliographic network. The parameters of that network will no doubt change from those hinted at by Welsh, but the fundamental question of a national and on-line and decentralized system will most certainly be that of the future.

Lester Asheim, writing about library personnel in the clear and concise style that he always does, has again demonstrated both the expertise and commitment for which he is justly renowned. The conclusions he draws about the education needed for the future librarian are sound and provide an interesting delineation of three components from which one may well be able to construct an adequate library school curriculum.

In an article on operations research in the academic library, Herbert Poole and Thomas Mott provide an approach to that technique of industrial engineering which seems to promise so much and delivers so little. Would that the creativity and considerable learning demonstrated by the authors be applied to the very basic and human problems that are the most serious in academic libraries.

There is a smattering of other articles on such topics as women in academic libraries, bibliographic standards, collection development, and instructional technology that show a workmanlike approach to the problems but suffer that common failure of articles in *festchriften*—they are a little too contrived and a little too lackluster. All in all the book is not a bad one. It has some very good articles in it, and it is recommended to all who are interested in

academic libraries.—Hugh C. Atkinson, University of Illinois at Urbana-Champaign.

*Basic Manual Series.* Chicago: Society of American Archivists, 1977. 5v. \$16.00.

Brichford, Maynard J. *Archives & Manuscripts: Appraisal & Accessioning.* 24p. LC 77-14523.

Fleckner, John A. *Archives & Manuscripts: Surveys.* 28p. LC 77-14554.

Gracy, David B., II. *Archives & Manuscripts: Arrangement & Description.* 49p. LC 77-13527.

Holbert, Sue E. *Archives & Manuscripts: Reference & Access.* 30p. LC 77-21004.

Walch, Timothy G. *Archives & Manuscripts: Security.* 30p. LC 77-15117.

For the past forty years practitioners of the American archival craft have been engaged in a sustained effort to locate and define their endeavor in the broader context of establishing a distinct profession, recognized and accepted as such by their colleagues in related disciplines. Caught between the now firmly established profession of librarianship and the realm of academic professors of history, archivists have collectively suffered from both an identity crisis and an inferiority complex as they went about their quest for professional legitimacy. Despite the generation of a considerable corpus of admittedly uneven archival literature, this quest has been continually confounded by a paucity of standardized methodology, practice, procedure, and terminology—in short, precisely those attributes that help serve to delineate and delimit the essence and parameters of any profession.

With the recent publication by the Society of American Archivists (assisted by a grant from the National Historical Publications and Records Commission) of the *Basic Manual Series*, the still essentially embryonic American archival profession has taken a modest but important step toward achieving the sort of professional status that has hitherto proved to be so elusive.

On a more practical plane, the five manuals that comprise this series provide a wealth of introductory and advanced how-to information for anyone interested in the theory and practice of administering ar-

chives and manuscripts. Professional archivists and manuscripts curators, part-time and paraprofessional staff, librarians, amateurs, and novices alike will find these manuals invaluable for acquiring knowledge of the rudiments and substance of most basic archival functions.

In each of the manuals the authors skillfully synthesize the salient literature of the field in eminently readable prose. The results should not be viewed as dogma or absolute truth, but rather as guidelines for practice, or theoretical frameworks for adoption or adaptation as warranted by each individual application or special circumstance.

Two manuals in the series stand out for their more universal applicability and particularly competent authorship:

*Archives and Manuscripts: Appraisal and Accessioning*, by Maynard J. Brichford, university archivist at the University of Illinois at Urbana-Champaign, is an especially well-written synthesis of the most important considerations involved in determining which records ought to be permanently preserved. Noting that "appraisal is the area of the greatest professional challenge to the archivist" because "in an existential context the archivist bears responsibility for deciding which aspects of society and which specific activities shall be documented in the records retained for future use," Brichford systematically elaborates upon this theme, amassing an impressive array of historical context, carefully explained evaluative criteria, clearly formulated guidelines and procedures, concrete and understandable examples, and other useful information. The manual is well documented, arranged logically in a meaningful sequence, and accompanied by an excellent bibliography.

*Archives and Manuscripts: Arrangement and Description*, by David B. Gracy II, state archivist of Texas, is the keystone of the series, for it is only through the process of arrangement and description (the archival equivalent of classification and cataloging) that archives and manuscripts can be made accessible to a broader audience. Gracy designed the manual "to impart an understanding of archival endeavor, not to provide a garden path down which the naive are led in follow-the-leader style." Moreover, he suggests that the "manual will

have succeeded if it clearly and concisely lays before the reader the tenets of arrangement and description, marks the bounds of possibility in applying those tenets, and suggests the options open for meeting the needs of archivists and archival institutions for sound, workable systems of arrangement and description." On the whole, Gracy's manual succeeds remarkably well in meeting these rather rigorously self-imposed goals. The value of this manual is further enhanced by the inclusion of a comprehensive index that, unfortunately, the other manuals lack.

One important area in which one might take issue with Gracy is his insistence upon including a rather catholic representation of various systems of arrangement and description, rather than emphasizing one or two as more useful than others. Possibly motivated in part by a reluctance to precipitate criticism that might be occasioned by bruised egos, Gracy rather agnostically explains that "to promote one or two systems as being satisfactory for all situations would doom this manual to failure from the onset and would ill serve the goal of methodological harmony in our relatively young and growing profession." Perhaps. But if the archival profession is to continue to mature, the development of methodological harmony is a desirable and even mandatory (if for some archivists painful and distasteful) goal that must eventually be realized. I would have preferred that Gracy had assigned more emphasis to such clearly successful and readily adaptable systems of arrangement and description as the one developed over many years of application at the State Historical Society of Wisconsin. Such an endorsement, while undeniably controversial, would have provided a much-needed and long-overdue stimulus to the development of more standardized arrangement schemes and descriptive formats.

*Archives and Manuscripts: Reference and Access*, by Sue E. Holbert of the State Historical Society of Minnesota, is a straightforward, no-nonsense, well-written, information-packed primer that deals with virtually every conceivable aspect of reference service and most problems concerning access to holdings as well. In a very clear, succinct narrative Holbert addresses almost

every possible question that those charged with providing reference service might ask. Especially helpful are those sections of her manual that pertain to the right to know and the right to privacy, restrictions, guides and finding aids, and ethics. The section devoted to copyright considerations is particularly valuable. Also useful are two appendixes: the Society of American Archivists' "Standards for Access to Research Materials in Archival and Manuscript Repositories" and the SAA's "Statement on the Reproduction of Manuscripts and Archives for Reference Use."

*Archives and Manuscripts: Surveys*, by John A. Fleckner of the State Historical Society of Wisconsin, is more specialized than the other manuals. According to the author, "it examines the several uses of record surveys and offers instruction in carrying out a survey. Its central theme is that the records survey is a tool that enlarges the archivist's view beyond the walls of the archivist's own institution." Fleckner meticulously traces the historical evolution of the use of records surveys, defines the terms associated with such activities, enumerates the various purposes of surveys, pays careful attention to both planning surveys and selecting appropriate methodologies, and summarizes the various procedures utilized in conducting surveys. Several representative forms and other helpful examples are included. Concise and to the point, Fleckner's contribution is an original and definitive contribution to the rather sparse and wanting literature on this important archival function.

*Archives and Manuscripts: Security*, by Timothy G. Walch, director for special programs at the Society of American Archivists, contains a thorough and informative treatment of a matter of paramount concern to all archivists: how to deter the increasing number of rip-offs of archives and manuscripts. Walch discusses such topics as planning and implementing a security program, security and the law, and security against fires and floods. His manual, like Fleckner's, represents an important contribution to the literature in an area in which archivists have long been seeking substantive assistance.

In summary, this five-volume basic manual series, available in an easily accessible

8½-by-11-inch format at a relatively inexpensive price, constitutes a most welcome and valuable addition to archival literature. At once it represents a progressive step in the professionalization of the archival discipline while serving as an invaluable tool for all those who work with archives and manuscripts. As such, the volumes in this series belong on the reference shelves of all libraries and other institutions, organizations, governmental units, or individuals concerned even in the most remote or marginal manner with the administration of archives and manuscripts.—Patrick M. Quinn, Northwestern University, Evanston, Illinois.

♦Smith, Jessie Carney. *Black Academic Libraries and Research Collections: An Historical Survey*. Contributions in Afro-American Studies, no. 34. Westport, Conn.: Greenwood Press, 1977. 303p. \$15.00. LC 77-71857. ISBN 0-8371-9546-2.

Black institutions of higher education in America have, for the most part, been invisible when intellectual histories have been written. Even more invisible than the colleges and universities have been the libraries serving these institutions. McGrath in his 1965 study of the predominantly black colleges and universities states that the sit-ins and civil unrest of the early 1960s gave these institutions visibility.

Between 1917 and 1971, studies and research findings relating to black academic libraries have been made available through three major surveys that were published in 1917 and 1942, a number of similar studies, and more recently surveys conducted between 1965 and 1970. Jessie Carney Smith, university librarian of Nashville's Fisk University, has written the present survey.

Smith was the recipient of a Council on Library Resources "mid-career fellowship" in 1968 to undertake a detailed, in-depth analysis of library programs, facilities, and services in black colleges and universities. This study is one of the few that have dealt with the history of black institutions of higher learning and the growth, development, and status of their libraries. The news had been circulating for years that the "Smith study" was to be published, and finally it is out. It is a welcome addition to