

# About *College & Research Libraries*

AT THE ANNUAL CONFERENCE in Dallas, June 1979, the Board of Directors of ACRL separated editorial control of *College & Research Libraries* and *College & Research Libraries News*. The U.S. Postal Service has also determined that *College & Research Libraries* and *College & Research Libraries News* are separate publications. Accordingly, the individual issues of *College & Research Libraries News* are no longer related to issues of the bimonthly journal.

*College & Research Libraries*, which is published bimonthly (January, March, May, July, September, and November), bears the ISSN 0010-0870. The January 1980 issue is number 1 of volume 41. The subscription price for *College & Research Libraries* is \$25 per year.

*College & Research Libraries News*, which is published eleven times a year (monthly, except for a combined July/August issue), bears the ISSN 0099-0086. The January 1980 issue is number 1 of volume 41. The subscription price for *College & Research Libraries News* is \$5 per year.

## A General Statement of Purpose

*College & Research Libraries* serves as a medium for professional communication among academic and research librarians. The journal contains reports of research and thoughtful articles on matters of current and continuing concern, communications from readers related to those articles, and reviews and announcements of important relevant publications.

## Submitting Manuscripts

Manuscripts of articles are to be sent to the editor (Richard D. Johnson, James M. Milne Library, State University College, Oneonta, NY 13820).

Authors should follow these general instructions: Manuscripts are to be typewritten, double-spaced, and submitted in two copies. The title, name and affiliation of the author, and an abstract of 75 to 100 words

should precede the text. Bibliographical references are to be consecutively numbered through the manuscript and appear on a separate sheet or sheets (also double-spaced) at the end.

The journal follows *A Manual of Style*, 12th ed., rev. (Chicago: Univ. of Chicago Pr., 1969), in matters of bibliographical style. Authors may also consult recent issues of the journal for examples of the style.

Manuscripts should range in length from 1,000 to no more than 5,000 words. Manuscripts may include tables, figures, and other illustrations. Such items should be placed on separate sheets and inserted where they are discussed in the text. Camera-ready copy should be submitted for figures and illustrations. Auxiliary materials may be incorporated into an appendix, but numbered references in the text should be restricted to bibliographical citations.

## Subject Content

*College & Research Libraries* includes articles in all fields of interest and concern to academic and research librarians—for example, library collections, their acquisition and organization; services to readers and bibliographic instruction; library organization and management; library buildings; library history. In its treatment of a subject, the manuscript may employ a number of different approaches, for example, a case study or a descriptive or historical narrative, an article expressing informed opinion on a matter of continuing interest, a report on the procedures and results of a controlled research project.

## Review of Manuscripts

Manuscripts received are given an initial review by the editor, and those selected for further review are submitted to at least two readers, generally from members of the Editorial Board. Names of authors are removed from the manuscript, and thus author identification should be on the first

page of the manuscript only. Insofar as possible, other items in the manuscript that identify the author (e.g., a bibliographical reference) are blocked out by the editor prior to submission for formal review.

When the review is completed, generally in six to eight weeks, the editor notifies the author. An author is not to submit a manuscript to another publication while it is under review by *College & Research Libraries*.

In their review the readers will direct their attention to the content and style of the manuscript, addressing such questions as the following: Does the manuscript make a substantially new contribution to the literature? As for the method employed, is it appropriate to the subject, and does the author demonstrate competence with it? Is the author then able to communicate findings clearly to an educated yet not necessarily specialized audience? Does the author demonstrate through a review of the literature and other developments how the research or opinions here presented relate to them?

#### Publication

If accepted for publication, the manuscript is generally published from six to nine months after acceptance (depending on the supply of accepted manuscripts). The manuscript will be edited to conform to the style of the journal, and the editor may offer recommendations to the author on changes to make.

Articles published in *College & Research*

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Readers are invited to comment on articles in the journal through letters addressed to the editor. It is recommended that such communications be as short as possible and no longer than 200 words. All letters should be typewritten, double-spaced. Letters accepted for publication are subject to editing. A letter commenting on an article in the journal is shared with the author, and a response from the author may appear with the letter.

#### Reviews

*College & Research Libraries* includes reviews and listings of new publications of interest to academic and research librarians. Publishers are invited to send review copies of their publications as well as announcements to the editor (Richard D. Johnson, James M. Milne Library, State University College, Oneonta, NY 13820).

Readers wishing to review books for the journal are invited to write to the editor indicating their special areas of interest and qualifications.

#### Statement of Ownership and Management

*College & Research Libraries* is published bimonthly six times a year by the American Library Association, 50 E. Huron St., Chicago, IL 60611. American Library Association, owner, Richard D. Johnson, editor. Second-class postage paid at Chicago, Illinois. Printed in U.S.A. As a nonprofit organization authorized to mail at special rates (Section 132.122, *Postal Service Manual*), the purposes, function, and nonprofit status of this organization, and the exempt status for federal income tax purposes, have not changed during the preceding twelve months.

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