

Nocall Newsletter

*Northern California Association of Law Libraries
A Chapter of the American Association of Law Libraries*

VOLUME 5

SEPTEMBER - OCTOBER 1984

NUMBER 2

FROM THE PRESIDENT

Sixty members attended the Fall Business Meeting, held Friday, September 21. In what is becoming a very pleasant tradition, the meeting was held at Golden Gate University. Many thanks to Nancy Carter and her staff for taking care of all the arrangements.

Fall workshops are coming up on November 9. Registration forms and grant applications were mailed out by first class mail on September 24. If for some reason you did not receive this mailing, or have mislaid the application, a form has been included in this Newsletter.

So far this year, the Association has experienced a drop in membership of approximately twenty-five. As is usually the case in the fall, our membership roster is in a state of confusion because former members have neglected to pay their dues by the September 1 deadline. In order not to drop anyone inadvertently from the membership rolls, the deadline was extended to the September 21 meeting. Also, the Education Committee sent Workshop flyers to all 1983-84 members, as well as new members. All subsequent mailings, including this Newsletter will go only to current members.

Although complete minutes of the Business Meeting will appear in the next Newsletter, I would just like to mention a few highlights here. Committee Reports given at the meeting indicate that NOCALL has an active year ahead. The enthusiastic members of the Membership Committee are planning various activities which will establish ties with library schools in the area. If anyone would like to volunteer to host tours of their library to library school students, contact Nancy Lewis or Martha Mille.

The Institute Committee is hard at work planning an Institute on Labor Law to be held in Sacramento in March. If you know of any dynamic speakers on this subject, get in touch with Alice McKenzie, the Chair of the Committee.

Although not mentioned at the meeting, the Nominations Committee will be looking for candidates to fill NOCALL offices during 1985-86. This process will be going on over the next few months; so if you have any recommendations, bring them to the attention of Linda Weir, Chair of the Nominations Committee, or one of the other members of the Committee.

Until next Newsletter,
Gail



NOCALL OFFICERS 1984/85

PRESIDENT	Gail Winson, Hastings College of the Law
VICE-PRESIDENT/ PRESIDENT ELECT	Alice McKenzie, Brobeck, Phleger & Harrison
SECRETARY	Muriel Hoppes, California State Law Library
TREASURER	Donna Martinez, Bank of America Law Library
BOARD MEMBER AT-LARGE	Liza MacMorris, McCutchen, Doyle

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Morrison & Foerster

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Hastings College of the Law

Assistant Editor

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Bronson, Bronson & McKinnon

Membership News, San Francisco

Shirley David
Sacramento County Law Library

Membership News, Sacramento

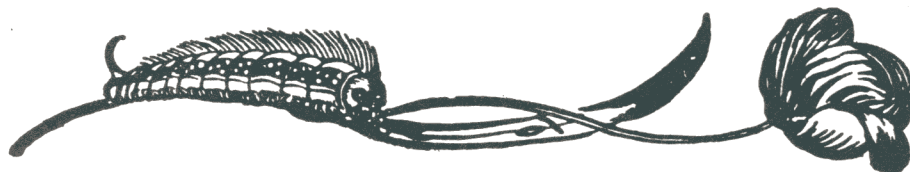
Debbie McGinnis
Santa Clara County Law Library

Membership News, Peninsula

The deadline for submission of material to be included in the next Newsletter (November/December 1984) is November 21, 1984. For the rest of the NOCALL year the deadlines are as follows:

January/February 1985
March/April 1985
May/June 1985

January 21, 1985
March 21, 1985
May 21, 1985



WELCOME TO OUR NEW MEMBERS

Sharon Akey
California Dept. of Corporations
600 S. Commonwealth
Los Angeles, CA 90005

Elmo F. Dattalo
Kirkpatrick, Lockhart, Hill et al
1900 M Street, N.W.
Washington, D.C. 20009

Marilyn J. Josi
McDonough, Holland & Allen
555 Capitol Mall, Suite 950
Sacramento, Ca 95814

Colleen O. Kensinger
Alameda County Law Library
1225 Fallon Street, Room 200
Oakland, CA 94612

Joanne Mazza
U.S. Courts Library
1702 U.S. Courthouse
312 N. Spring Street
Los Angeles, CA 90012

Catherine L. Middaugh
2354 California Street, #1
Mountain View, CA 94040

Jozsef Miklosvary
University of California
Law Library
Berkeley, CA 94720

Terry Richards
P.O. Box 1447
Orinda, CA 94563

Jean Shea
Petty, Andrews, Tufts
& Jackson
650 California Street
San Francisco, CA 94108

Linh J. Tran
P.O. Box 9
Suite 146
San Jose, CA 95103

Carl Whitaker
Morrison & Foerster
1 Market Plaza
Spear Street Tower
San Francisco, CA 94105



NOCALL COMMITTEE MEMBERS 1984/85

Audit and Budget Committee

Judy Janes, Chair
Marilyn Josi

Constitution and Bylaws Committee

Al Lewis, Chair
Tana Smith

James Larrabee

Education Committee

Paul Lomio, Chair
David Bridgman
Lorraine Rodich
Barbara Vold

Joy Scott

Grants Committee

Bill Benemann, Chair
Sue Welsh

Margaret Shediak
Michele Sullivan

Membership Committee

Martha Mille, Co-Chair
Nancy Lewis, Co-Chair
Jo Caporaso

Cella Mitchell
Mary Torres

Nominating Committee

Linda Weir, Chair
Lynn Lundstrom

Eileen Norris

Placement Committee

Trish McCurdy, Chair
Ruth Girill

Public Access to Legal Information Committee

Katherine Henderson, Chair
Shirley David
Barbara (Barrie) Elbrecht
Chizuko Kawamoto

Karen Toran
Scott Pagel
Marian Shostrom

NOCALL COMMITTEE MEMBERS 1984/85 CONT.

Union List Committee

Mary Staats, Chair
Maureen Sirhall
Lynn Brazil
Eileen Norris
Teresa Oppedal

Manuel Koff
Trish McCurdy
Barbara Friedrich
Joan Loftus

Liaison to AALL Committee on Relations with Publishers and Dealers

Manuel Koff

Institute Committee

Alice McKenzie, Chair
Al Lewis
Shirley David
Marian Sawyer

Beth Owens
Marilyn Josi

COMMITTEE REPORTS

Public Access to Legal Information Committee

The committee's members work primarily in either Sacramento or San Francisco. Consequently, the committee has decided to present workshops in both areas. The committee will survey the collections of prospective libraries and arrange sessions with the librarians to discuss how to use the existing collection(s) for optimal results. Among the topics to be covered are: the importance of upkeep services and the professional and ethical considerations of legal reference. If the librarians desire, the committee will be prepared to supply participants with a list of recommended acquisitions so that they may improve their respective collections.

Karen Toran

Grants Committee

Applications for grants covering registration costs for the NOCALL workshop have been mailed with the registration information in late September.

Bill Benemann

Union List

No news is good news....sort of. Or perhaps one should say no news is not bad news as far as the NOCALL Union List is concerned. The projected date of publication is January 1985. You will be informed of the particulars such as price and method of distribution as these mysteries are unraveled.

Mary Staats

NEWER LAW LIBRARIANS CALLED TO PRESENT PAPERS
AT THE 1985 NEW YORK ANNUAL MEETING

In an innovative attempt to foster scholarship and newer member participation in Annual Meetings, individuals who have been Association members for less than five years are invited to submit papers for presentation at the 1985 New York Annual Meeting.

The papers may be on any subject so long as they fall within the general theme of the New York program: "Law Librarianship - A Wide Perspective." While traditional scholarly papers are anticipated, creative work in any form will be accepted.

A written outline or prospectus should be submitted by December 31, 1984 to: Roger F. Jacobs, Librarian, Supreme Court of the United States, Washington, D.C. 20543. Completed contributions will be required by May 1, 1985.

Submitted papers will be reviewed by Margaret A. Leary, Director, University of Michigan Law Library; Donald G. Ziegenfuss, Librarian, Carlton, Fields, Ward, Emmanuel, Smith and Cutler, Tampa, Florida; and Roger F. Jacobs.

Three papers will be selected for presentation at the 1985 New York Annual Meeting. In addition to having the opportunity to present their views to the membership, the three winners will receive an appropriate Certificate of Achievement. All papers will be forwarded to the Editor for possible publication in the Law Library Journal.

Newer members are urged to take this opportunity to simultaneously advance the profession and their careers.

MEMBERSHIP NEWS

Stanford Law Library has welcomed Evelyn McMillan to their staff in a new position as the interlibrary loan librarian.

We've also been told of the remodeling of the Reference Area at Stanford with new desks and a computer terminal station. They now have a well-defined and patron-accessible space for reference work.

Susan Kuklin, Law Librarian at Santa Clara County Law Library, passed the February bar examination and was admitted to the State Bar on June 13.

Santa Clara County Law Library is converting their classification to the Library of Congress scheme. Technical Services Librarian, Rolene Bailey, is in charge of the project and is working hard to accomplish the task as quickly as possible. Even so, they see several months of confusion ahead of them. It will be worth the effort, though, when completed.

Alice Murray retired from her position as director of the McGeorge School of Law Library in July. She and her husband purchased a home in Dallas, Oregon. Kathy Henderson has been appointed acting director of the library.

Muriel Hoppes, California State Law Librarian and Shirley David, Sacramento County Law Librarian, serving as the Education Committee of the Council of California County Law Librarians, presented a one day workshop entitled, "Administering the Small County Law Library" on September 24, 1984 during the State Bar Convention in Monterey. Shirley was also elected vice-president of the Council at its annual meeting.

Marian A. Sawyer, currently Assistant Librarian for Technical Services at McGeorge School of Law, has been appointed Law Librarian for the California Department of Justice. Marian replaces Marybelle Archibald who accepted the position of Deputy Attorney General with the Department.

Liza Nicholson was married in September. She now answers to Liza MacMorris.

The California State Law Library in Sacramento has now acquired LEXIS. Searching service for attorneys employed by the State of California throughout the State will be provided by the State Law Library free of charge. Appointments for a LEXIS search may be made by calling the State Library at 445-8833 (ATSS: 485-8833).

LIBRARY PROFILES

Library: Chickering & Gregory
Address: 3 Embarcadero Center,
23d. fl. San Francisco,
Librarian: Michele Sullivan

Background: The firm of Chickering & Gregory had its inception in the mid-1870's. The founding attorneys were W.H. Chickering, Amherst (Class of 1871) and Boston University Law, and William Thomas, Harvard College (Class of 1871) and Harvard Law. While in the employment of Stephen J. Phillips in San Francisco, they decided to go into practice for themselves and formed the firm of Chickering & Thomas. Warren Gregory, UC-Berkeley (Class of 1887) and Hastings College of the Law, joined the firm as a lawyer clerk and became associated with the firm name in 1893. In the mid-1890's William Thomas left to establish the firm of Thomas & Gerstle. The firm became Chickering & Gregory on January 1, 1901. The firm has had a mobile existence. The first quarters were in the First National Bank Building, at the corner of Sutter and Sansome Streets. The fire and earthquake of April 18, 1906 destroyed later quarters in the Mutual Life Building, at California and Sansome Streets. The firm was located temporarily in Oakland and in 1907 moved into the rebuilt Merchants Exchange Building, 465 California. For over forty years the firm resided at 111 Sutter. During the summer of 1977 the move to 3 Embarcadero Center occurred.

Design: The architectural firm of Bond & Brown is responsible for the physical appearance of the firm, which is quite dramatic when you enter on the 23rd floor. As you walk towards the main reception desk the walkway opens on both sides to the floor below which houses the

LIBRARY PROFILES CONT.

central part of the library. The predominant sensation is one of spaciousness. This is very misleading because there is an acute space problem in the library. Light oak furniture, off-white walls, clear glass barriers, and subdued red carpeting add to the airy feeling. The library has approximately 2,200 square feet of floor space. The staff working area consists of an office for the librarian and a two-sided work counter for the library assistant. There are two study tables which seat 6 readers each and 5 carrels, 3 on the 22nd floor and 2 on the 23rd floor.

Cataloging: The library uses a modified version of the "Verlinda Rose" classification scheme and LC subject headings. 35% of the titles received require original cataloging. Marcive in San Antonio supplies our catalog cards for MARC records. I am flirting with the possibility of automating many of the library's procedures. Finding the most versatile and least expensive software is the key.

Special Collections: The firm's areas of specialization include taxation, securities, real estate, labor relations, and employee benefits. The moderately extensive collection of nineteenth century California legal material reflects our early beginnings.

COURT RULE CHANGES

Please enclose a self-addressed stamped envelope when requesting court rule changes.

<u>EFFECTIVE DATE</u>	<u>SECTION CHANGED</u>	<u>COURT AND ADDRESS</u>
7/11/84	Division V, Section 5	San Diego Superior Court County Clerk's Business Office 220 West Broadway, San Diego, CA 92101 (\$4.00)

BOOK REVIEWS

ABA/BNA LAWYER'S MANUAL ON PROFESSIONAL CONDUCT.
Washington, D.C., Bureau of National Affairs; American Bar Association. 1984-

A new service published this year jointly by the American Bar Association and the Bureau of National Affairs provides a significant addition to the literature of professional responsibility. The manual brings together major documents in this area such as: the ABA Model Code of Professional Responsibility, the ABA Model Rules of Professional Conduct, as well as ABA ethics opinions. The manual also contains digests of ethics opinions from state and local bar associations.

The new manual consists primarily of a practical guide on how to handle issues involving ethical considerations in the practice of law. The thirteen topics under which these issues are arranged and discussed include: Fee Arrangements, Advertising, Client Trust Funds, Confidentiality, Conflict of Interest, and Withdrawal of Representation. The issues under these topics are then divided into three sections entitled PRACTICE GUIDE, BACKGROUND, and APPLICATION. The PRACTICE GUIDE is a statement that summarizes what model rules and standards, court decisions, and ethics opinions have to say on the issue. The BACKGROUND provides further reference on the legal and historical development of the issue, including text of relevant model code provisions and complete citations to reference materials. The APPLICATION then sets forth practical examples to illustrate how courts and disciplinary authorities have dealt with the issues.

The service, at the present time, consists of two loose-leaf volumes. One volume contains the professional responsibility documents and the practice guide. This volume, in order to remain current, is to be continually updated. The other volume is comprised of biweekly Current Reports, which summarize and review the latest developments in the field. These reports include such items as recent court decisions, ethics opinions, disciplinary proceedings, bar association activities and legislative action.

The manual is provided with a concise HOW-TO-USE section and the following finding aids: a table of contents, which gives a complete listing of topics and issues, a general index to these issues, and an index to the ethics opinions. The manual also contains bibliographies which appear at the end of many of the topic sections.

Mary Glennon

ALMANAC OF THE FEDERAL JUDICIARY. Chicago, Ill.:
LawLetters, Inc., 1984. 1 volume (loose-leaf)

The Almanac of the Federal Judiciary contains profiles of all "active" United States District Court Judges. The Almanac was compiled from questionnaires sent to each judge, from secondary sources of information on the Federal judiciary, and from surveys sent to lawyers practising in all districts. In the introduction to the Almanac the editors outline in detail how this information was gathered, verified, and interpreted for inclusion in this manual.

The profile of each judge consists of standard biographical data, as well as brief evaluations based on the information collected from the various sources. The profiles include, for example, the "Noteworthy Rulings" of each judge. These rulings were either indicated by the judge in the returned questionnaire or determined by the editors in the course of their research. The "Lawyers Comments" about the judge are summarized in a pattern that corresponds to the survey sent to the attorneys. A copy of this survey is included in the Almanac.

The Almanac is a loose-leaf publication that the editors indicate they will periodically update. It is divided by tab-guides into the eleven circuits and the D.C. Circuit. Each circuit is then divided into states, and within each state into districts. The judges are arranged within each district as follows: Chief Justice; other Justices (alphabetically); Senior Justices (also alphabetically). The index to the Almanac lists the names of the judges and gives a reference to their respective districts. A page number is also given, which refers to the page on which the justice appears within each circuit.

Mary Glennon



WHAT'S NEW

Mead Data has announced the introduction of Short Cut, an enhancement that allows users to bypass menu screens and some command sequences. By using Short Cut, you can stack commands by separating them with a semicolon. Abbreviations preceded by a dot replace the automatic function keys. For example, .CF is used to change files.

A complete explanation of Short Cut is available from Mead Data.

Also new from Mead Data: software enabling Apple and Wang microcomputer users to gain access to LEXIS, NEXIS and other Mead Data services. Available now is software for the Wang Professional Computer, Apple III, IBM 3270 PC, IBM Portable PC, and Xerox 820-11 microcomputers. Software for the Apple Macintosh, Apple IIc Portable, Apple IIe, and Televideo 924 will be ready later this year.

OCLC has introduced the Cataloging Micro Enhancer, a software package for use with the M300 Workstation and the Cataloging Subsystem. Some of the routine cataloging work can be batched, and repetitive tasks, such as title searching, are done automatically when you use the Enhancer.



SPECIAL COMMITTEE ON INTERNATIONAL PLACEMENT
SEEKS U.S. HOST LIBRARIES

The Special Committee on International Placements (SCIP) is beginning its second year as a special committee of the American Association of Law Libraries. The Committee hopes to act as a clearinghouse for law librarians, both here and abroad, who wish to participate in international employment exchanges or visitations, and for foreign and domestic law libraries who wish to participate in the program.

To determine the viability of the Committee's endeavor, a questionnaire was sent to law libraries in selected geographical locations last year. The positive response indicated there is an interest for this type of program.

Since funding is a constraint in effecting an international placement program, SCIP members are collecting information on funding sources to which an individual or institution might apply to finance an exchange or visitation. Also, work is currently underway to develop guidelines for libraries participating in an exchange of staff or the hosting of a librarian from another country.

The Committee is now developing a file of U.S. law libraries which are interested in the program. If your library is a potential participant, please complete and return the form below. A questionnaire will be returned to gather further information.

Please include the library listed below as a potential SCIP host library. We would be interested in the following:

- Exchange agreement between a librarian on our staff and a staff member from another country.
- Hosting a law librarian from abroad.
- Sending a staff member to a visiting position in a foreign law library.

Thank you for your interest.

Name and Address of Library or
Institution

Name and Title of Person
Responding to Questionnaire

Please return to: Katherine Faust, SCIP Committee, Paul L. Boley Law Library,
Lewis and Clark Law School, 10015 S.W. Terwilliger Blvd.,
Portland, OR 97219

1984 NOCALL WORKSHOPS

9 November 1984

Red Lion Inn
San Jose, California

Join your friends for a day of workshops and lunch at the luxurious and conveniently located Red Lion Inn.

Program

8:00 - 10:00 Coffee, Danish & Registration

10:00 - 12:00 Workshops #1 & #2

Workshop #1

The San Carlos Room

"Now that you've got a micro-computer in your library, what can you do with it?"

Workshop #2

The San Juan Room

"California legislative histories --- or, 'where's the intent?'"

12:00 - 2:00 lunch

The San Martin and San Simeon rooms: Sesame chicken, oriental fried rice, stir fry veggies, & peach melba.

2:00 - 4:00 Workshops #3 & #4

Workshop #3

The San Carlos Room

"What a bibliographic utility can do for your library."

Workshop #4

The San Juan Room

"Finding and using international documents"

Registration

Registrants may sign up and pay for only one workshop if they wish. Lunch is also made optional.

	<u>NOCALL members</u>	<u>Students</u>	<u>Non-NOCALL members</u>
Morning workshops	\$ 10.00	\$ 5.00	\$ 17.50
Lunch	13.50	6.75	13.50
Afternoon workshops	10.00	5.00	17.50
TOTAL:	\$ 33.50	\$ 16.75	\$ 48.50*

*Includes NOCALL membership

REGISTRATION FORM

Name _____ Affiliation _____

Enclosed is my check for \$ _____. I plan to attend: Morning workshops _____;
Lunch _____; Afternoon workshops _____.

Mail to: Paul Lomio, Stanford Law Library, Stanford, California 94305

PLACEMENT

Assistant Librarian for Technical Services. McGeorge School of Law. Requirements: MLS from ALA accredited school and substantial prior supervisory experience as a technical services librarian, preferably in a law library. J.D. preferred. Demonstrated management and communication skills. Working knowledge of LC classification system and AACR II, and bibliographic networks such as RLIN. Experience with automated library systems highly desirable. Duties: Responsible to the law librarian for planning, directing, and coordinating the activities of the technical services department, including acquisitions, cataloging, serials, and government documents, with particular emphasis on implementation of automated applications. Formulates policies and procedures which promote the efficiency of the technical services operation. Supervises a staff of 11 which includes 2 professional librarians and 9 library technical assistants. Oversees accounting and statistics gathering activities in connection with the processing of library materials. Assists in selection and collection development, and participates in reference and public services functions as needed on a rotating basis. Salary: competitive, with full benefits. Available: immediately. Contact: Katherine Henderson, Acting Law Librarian, McGeorge School of Law, 3200 Fifth Ave., Sacramento, California 95817.

Reference/Media Services Librarian. McGeorge School of Law. Requirements: MLS from accredited school and two years' of fulltime public services experience, preferably in a law library. Working knowledge of computerized information systems such as Lexis, Westlaw, and Dialog, and experience in the utilization of microform collections. Strong orientation toward automated research and ability to deal effectively with students, faculty, and other library users. Duties: Responsible for planning and coordinating computer-assisted legal research services and maintaining the microform collection and equipment. Organizes Lexis and Westlaw training programs, and supervises and schedules media attendants. Compiles bibliographies, and prepares guides and exhibits relating to media services. Assists with selection and collection development. Shares responsibility for general reference services with 2 other professional reference librarians. Works some evening and weekend hours on a rotating basis with other library staff. Salary: competitive, with full benefits. Available: immediately. Contact: Katherine Henderson, Acting Law Librarian, McGeorge School of Law, 3200 Fifth Ave., Sacramento, California 95817.

PLACEMENT CONT.

Robbins Collection Cataloger. School of Law Library,
University of California, Berkeley.

Requirements: MLS or equivalent from an ALA-accredited library school; some expertise in canon law or church history, medieval history, or a related discipline; proficiency in Latin and working knowledge of at least two modern European languages, preferably German and a Romance language; Cataloging experience and familiarity with a bibliographical utility such as RLIN or OCLC helpful, but not essential. Work experience or coursework relating to rate books also highly desirable. Duties: Chief responsibility for cataloging of Robbins materials in the core areas of canon and religious law and church history, extending to the ancillary areas as necessary. All cataloging is done in the RLIN system to full network standards, using full MARC coding, AACR2, and LC subject headings. Classification is in LC and several locally developed schedules. Salary: Associate Librarian from \$24,828-\$35,748 depending on academic background, experience and specific qualifications. Contact: Send resume to Robert Berring, Law Library, 230 Boalt Hall by 1 November 1984. (415)642-6205.

Senior Reference Librarian. School of Law Library,
University of California, Berkeley.

Requirements: MLS and JD degrees from accredited schools. Legal reference experience, including knowledge of the LEXIS and WESTLAW systems. Familiarity with RLIN, DIALOG, OCLC, and other on-line systems is extremely desirable. Ability to deal effectively with students, faculty, and other library users is essential. Duties: Report to the Head of Reference and Special Services in a library of some 450,000 volumes, serving 950 students and a faculty of 60. Give reference service to faculty, students, attorneys and members of the public. Administer inter-library loan operations. Other duties include book selection, preparation of bibliographies, and occasional tours, lectures, and training sessions. Salary: Associate Librarian from \$24,828-\$35,748 depending on academic background, experience and specific qualifications. Contact: Send resume to Robert Berring, Law Librarian, 230 Boalt Hall by 1 November 1984. (415) 642-6205.

Part-time Clerk. Landels, Ripley & Diamond.

Requirements: Prior law library experience preferred but not essential. Duties: Technical processing, shelving, and filing 14 hours per week from 9 to 5 Tuesdays and Thursdays. Contact: Jeanette S. Lizotte, Landels, Ripley

PLACEMENT CONT.

& Diamond, 450 Pacific Avenue, San Francisco, CA 94133.
(415) 788-5000.

Assistant Librarian. The State Bar of California.

Requirements: AA degree in Library Technology or the equivalent from an accredited college or university, or 2 years of experience in a library performing duties in at least one of the following areas: technical services, circulation, cataloging, clerical (other than shelving books); or a combination of the above. Duties: 20 hours per week. Receive and sort library mail, maintain serials record, file loose-leaf services, process and shelve incoming materials, remove superseded materials, shelve and maintain library, route materials, process invoices for payment, obtain inter-library loan materials, discharge and reshelve circulated books: as assigned, select, catalog, loan and assist with reference use of materials; as assigned, order publications and materials; other duties as assigned. Salary: \$9.25 per hour. Paid medical insurance, paid holidays and pro rated vacation and sick time accrues after three months. Contact: William R. Fry, Employment Representative, Office of Personnel Services, The State Bar of California, 555 Franklin St., San Francisco, CA 94102-4498.

Circuit Librarian. U.S. Court of Appeals, Ninth Circuit (San Francisco).

Requirements: College graduate with degree in library science. Graduate study in law or library science preferred. Three years' law library experience, and at least one year of supervisory experience. Duties: Manage headquarter's library and eleven branch libraries throughout nine states. Supervise 26 management and clerical employees. The library system has an active microform program, and both WESTLAW and LEXIS computer research programs. Salary: \$25,489-\$36,327 (JSP 11-13) depending on qualifications. Available: November, 1984. Send resume and references to: Circuit Librarian Search Committee, Office of the Circuit Executive, U.S. Court of Appeals for the Ninth Circuit, P.O. Box 42068, San Francisco, CA 94101.

Assistant Librarian-Acquisitions & Serials. University of San Francisco School of Law Library.

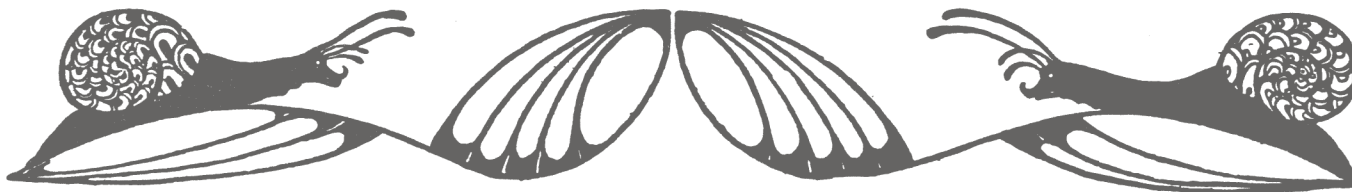
Requirements: MLS from accredited institution and four years' professional library experience; preference to those with acquisitions or serials cataloging experience on RLIN and to those who have worked in a law library. Duties: Under general supervision of Law Librarian, develops and

PLACEMENT CONT.

implements policies and procedures for the acquisition and processing of library materials; works with librarians who select materials; serve as liaison with faculty on book and non-print orders. Plans, organizes and directs the operations of the acquisitions department which includes searching, order preparation, receiving, claiming, serials records, local and federal documents, gifts and exchanges, weeding, updating of collection, shifting of collection in annex, and fiscal functions. Supervises Accounting and Serials Assistant and student employees assigned to the department. Compiles "New Acquisitions" list each month. Performs serials cataloging using RLIN shared cataloging system. Performs related duties as assigned. Salary: Commensurate with qualifications and experience, tuition remission, TIAA/CREF, part of Associated Law Professors bargaining unit. Available: Immediately. Contact: Send resume and references to Clint Lyle, Employee Relations, University of San Francisco, Ignatian Heights, San Francisco, CA 94117-1081 or Virginia Kelsh, Law Librarian and Associate Professor of Law, School of Law Library, Kendrick Hall, University of San Francisco, Ignatian Heights, San Francisco, CA 94117-1081.

Circulation Librarian. Hastings College of the Law Library.

Requirements: MLS from ALA accredited school. Minimum one year fulltime professional work in a law library or circulation department, with supervisory responsibilities. Essential to have the ability to work effectively with faculty and students. Duties: Under general supervision of the Public Services Librarian, supervises Circulation and Reserve Desks. Salary \$20,316. Available: November 1. Tentative filing deadline, October 17. Contact: Hastings Personnel Office to obtain fuller job description and an application. 200 McAllister Street, San Francisco, CA 94102. Phone (415) 557-2514 or 557-2617.



1984-85 Calendar of NOCALL Events

November 9, 1984	NOCALL Workshops - Red Lion Inn, San Jose
January 24, 1985	Luncheon and Business Meeting, Marines' Memorial Club, San Francisco
March 9, 1985	Fifth Annual NOCALL Institute, Hotel El Rancho Resort Conference Center, Sacramento
May 1985	Annual Business Meeting/ Reception (time and place open)

NOCALL NEWSLETTER
C/O HASTINGS COLLEGE OF LAW LIBRARY
200 McALLISTER STREET
SAN FRANCISCO, CA 94102

