INF 388K.5 (28720)
RARE BOOKS AND SPECIAL COLLECTIONS
SPRING 2011

Instructor: Michael Laird
Seminar Room: HRC Denius (2nd Floor)
Times: Mon. 1:00pm - 3:45pm
512-668-4621
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Teaching Assistant: Chris Johnson
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OBJECTIVES:

The course will address topics of Special Collections Librarianship, including the management of rare books and manuscript collections, ethics, security, preservation and digitization. The course will allow students to become familiar with specialized research tools and techniques that are daily utilized by bibliographers, rare book dealers and Special Collections librarians. Utilizing primary source materials from the Harry Ransom Humanities Research Center, the course will offer an introduction to the study of rare books, including medieval manuscripts, incunabula and other books from the hand-press era, illustrated books, and historic bookbindings.

TOPICS:

Introduction to Medieval Manuscripts (Codicology), Early Printed Books (Descriptive bibliography), Rare Book reference works, the Antiquarian Book trade (auctions, dealers, librarians and collectors), Price guides and Web resources, Acquisition and De-accessioning in Special Collections, User and public services policies: permissions, copyright, programming, exhibits, Ethics and Security, Rare Book Cataloguing and Bibliographical control of Special Collections, Issues in Preservation and digitization of rare materials, the Future of the Profession.

EVALUATION:

Grades will be based on assignments (20%), midterm exam (15%), Formal “Acquisitions Committee” Presentation (15%), Final project (25%), “Executive Summaries” (15%) and class participation (10%).

Assignment: Discuss problems of “Standards For Ethical Conduct For Rare Book, Manuscript, and Special Collections Librarians. C & RL News, April 1993:
http://www.ala.org/ala/acrl/acrlstandards/standardsethical.cfm
Assignment: Bibliographical Exercise 1 (Title-Page Transcription) = 5% (due Feb. 14, 2011)
Assignment: Bibliographical Exercise 2 (Cataloging a Book) = 5% (due Feb. 21, 2011)
Assignment: Bibliographical Exercise 3 (Appraising a Book) = 5% (due Feb. 28, 2011)

Assignment: Informal Presentation (not graded): “This Old Book” (Mar. 7, 2011)

Midterm Examination: Terminology / Rare Book reference works = 15% (Mar. 21, 2011)

“Curator’s presentation to the Acquisition Committee.” Oral presentation (ca. 5 minutes) with written notes to be distributed to the instructor and to each member of the class (a.k.a. the “Acquisition Committee”) in order to solicit support for major acquisition. Brief discussion to follow each presentation. = 15% (May 2, 2011)

Final Project: Exhibition Catalog = 25% (due before May 9, 2011, 1:00pm CST)

Class Participation (throughout Semester) = 10%. This is a graduate seminar: the discussion of readings and related topics in class is required. Failure to involve yourself in class discussions will naturally result in a zero for this component of the course.

Executive Summaries (throughout Semester) = 15%. In order to bring questions and criticisms about the readings, and to foster discussion in class, we will prepare “Executive Summaries” about the readings in advance (see below).

TEXTS:

ABC FOR BOOK COLLECTORS 8TH ED.
Carter, John & Nicolas Barker
Eighth US Edition With Corrections, Additions and an Introduction by Nicolas Barker.
PCL Reference Z 1006 C37 2004
HRC Z 1006 C37 2004 REF

A NEW INTRODUCTION TO BIBLIOGRAPHY.
Gaskell, Philip
Winchester & New Castle, Delaware : St. Paul's Bibliographies & Oak Knoll Press 2000
HRC Z 116 A2 G27 1995 REF
PCL RESERVES Z 116 A2 G27 1995 ← this book is still being recalled; in the meantime please use the copy in HRC Reference

GLAISTER’S GLOSSARY OF THE BOOK: terms used in papermaking, printing, bookbinding and publishing with notes on illuminated manuscripts and private presses
Glaister, Geoffrey Ashall.
Class 1  
Monday, January 24, 2011  

Introduction  

Introduction to “Rare Books and Special Collections” / administration / distribution of old books (NB: these volumes are to be returned on Mar. 7, 2011)  

Sign-up for brief informational meetings with Instructor at HRC 2nd Floor (2 students at once) – Jan. 31 or Feb. 4, 2011  

Introduction to Ex-libris archives:  
https://listserv.indiana.edu/cgi-bin/wa-iub.exe?A0=exlibris-l  

Introduction to AEON and HRC Research Account:  
http://www.hrc.utexas.edu/research/account/  

In-class discussion: The Significance of Primary Records: A Statement from the Modern Language Association:  
http://palimpsest.stanford.edu/byorg/mla/mlaprim.html  

Discuss written Assignment #1 (due Jan. 31, 2011): Assessment of RBMS Standards For Ethical Conduct For Rare Book, Manuscript, and Special Collections Librarians:  

Examine HRC Medieval & Renaissance MSS  

Required Readings:
Class 2
Monday Jan. 31, 2011

Bibliography Part I

Written Assignment #1 Due: Potential Problems of *Standards For Ethical Conduct For Rare Book, Manuscript, and Special Collections Librarians* (5% of grade)

Examine HRC Incunabula

Required Readings:

Gaskell, all chapters on Hand Press Period; for title-page transcriptions, see his pp. 322-328 (posted on Blackboard).


Class 3
Monday February 7, 2011
Presentation by Olivia Primanis HRC Conservation (Tour of HRC 4th Floor Conservation Labs)

Examine HRC early printed books (Aldine-Uzielli Collection and Pforzheimer Collection)
Examine HRC reference books

Readings:

Rare Condition: Preservation Assessment for Rare Book Collections
Mary Ellen Starmer, Sara McGough Hyder, and Aimée Leverette
RBM Volume 6, Number 2, Fall 2005
http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/6-2/starmer06.pdf

Your Old Books
RBMS Publications Committee (Revision 2005.2) 02/07/2006
http://www.rbms.info/yob.shtml

Optional Readings:


Nicholson, Catherine. What Exhibits Can Do To Your Collection. Restaurator, vol. 13, no. 3. – posted on Blackboard

Pilette, Roberta and Carolyn Harris. It Takes Two to Tango; A Conservator’s View of Curator/Conservator Relations. RBML vol. 4, no. 2 – posted on Blackboard

Also Recommended:

PCL RESERVES Z701 P37
HRC Z 701 P376 1990 CONSERVATION

Class 4
Monday, February 14, 2011

Technology and Digital Services: Tour of HRC Digital Services Division

Bibliography Part II

Assignment Due: Bibliographical exercise #1: “Title-Page Transcription” – 5% grade.
Discuss: Written assignment (Bibliographical exercise #2: “Catalogue a Book” – 5% grade) – due Feb. 21, 2011

Tour: HRC Digital Services Division

Required Readings:

**Gaskell**, Chapters on Edition Binding, Identification, Bibliographical Description

“ARL Promotes Member Use of Large-Scale Digitization Principles”

*Contemplating Scholarship in the Digital Age*
David M. Levy
RBM Volume 6, Number 2, Fall 2005
[http://www.alan.org/ala/mgrps/divs/acrl/publications/rbm/6-2/levy06.pdf](http://www.alan.org/ala/mgrps/divs/acrl/publications/rbm/6-2/levy06.pdf)


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Class 5
Monday February 21, 2011

**Presentation by Richard Oram** (Associate Director and Hobby Librarian, HRC)

**Reference Works (printed and digital):**

**Assignment Due:** Bibliographical exercise 2: “Catalogue a Book” – 5% grade.

Discuss: Written assignment (Bibliographical exercise 3: “Appraise a Book” – 5% grade) – due Feb. 28, 2011

Examine HRC bindings
Required Readings:

VanWingen, Peter M.  
*Standard citation forms for published bibliographies and catalogs used in rare book cataloging 1996*  
Z 695.74 V36 1996 HRC REF


Peruse VIALIBRI website:  
http://vialibri.net

Peruse American Book Prices Current:  
HRC Reading Room Terminal 1 (open browser: ABPC is on taskbar)

Class 6  
Monday Feb. 28, 2011  
**Accessing Manuscript Resources**  
**Antiquarian Book Trade**

Discuss: Written assignment (Bibliographical exercise 3: “Appraise a Book” due Mar. 7) – 5% grade.

Discuss: ARCHIVEGRID, OCLC Worldcat, and ACHIVES USA for manuscript research

Peruse ARCHIVEGRID (UT login required):  

Peruse OCLC Worldcat (UT login required):  

Peruse ARCHIVES USA (UT login required):  
http://archives.chadwyck.com.ezproxy.lib.utexas.edu/home.do

Required Readings:

William S. Reese, THE RARE BOOK MARKET TODAY  
http://www.grolierclub.org/Files/2.1.ReeseDESIGNED.pdf

Katherine Reagan, BOOKS IN THE AGE OF ANXIETY
http://www.grolierclub.org/Files/3.2.ReaganDESIGNED.pdf

Tom Congalton, BOOKSELLING IN HARD TIMES: “WILL WORK FOR RARE BOOKS”
http://www.grolierclub.org/Files/2.2.CongaltonDESIGNED.pdf

Class 7
Monday March 7, 2011
Seminar with Everett Wilkie & Rich Oram
Security: Theft Prevention / Recovery

Due: Bibliographical exercise 3 (“Appraisal of a Book”) – 5% grade

INFORMAL PRESENTATION: “This Old Book” (books to be returned Instructor)

Discuss: Midterm Exam (Mar. 21, 2011)

Examine HRC 18th-century imprints

Required Reading:

Guidelines for the Security of Rare Books, Manuscripts, and Other Special Collections
Approved at ALA Midwinter Meeting, January 2006
http://www.ala.org/ala/mgrps/divs/acrl/standards/securityrarebooks.cfm

Bringing It All Back Home: Recovery of Stolen Special Collections Materials
Richard W. Oram and Ann Hartley
FINE ARTS RESERVES: N 8795 A78 2009

Optional: Returning Looted European Library Collections: An Historical Analysis of the Offenbach Archival Depot, 1945–1948
Anne Rothfeld
RBM Volume 6, Number 1, Spring 2005
http://www.librarycareers.org/ala/mgrps/divs/acrl/publications/rbm/6-1/Rothfeld06.pdf

March 14-18, 2011
Spring break (no class)
**Gaskell**, all chapters on the machine press period and bibliographical applications

Bowers, Fredson. *Principles of Bibliographical Description.*
HRC Z 1001 B78 1994
PCL RESERVES Z 1001 B78 1962

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**Class 8**
Monday March 21, 2011

*Presentation by Ryan Hildebrand* (Head of Cataloging, HRC)

Midterm Exam – 15% of grade

Examine HRC 18th-century imprints

**Required Readings:**

- Descriptive cataloging of rare materials (books) (PCL RESERVES: Z 695.74 U54 2007)

**Optional Readings:**

- Stalker, Laura and Dooley, Jackie M. Descriptive Cataloging and Rare Books. *RBML*, vol. 7(1). – posted on Blackboard
- Winship, Michael. “What the Bibliographer Says to the Cataloger.” *RBML*, vol. 7(2). – posted on Blackboard

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**Class 9**
Monday March 28, 2011

*Seminar with Georgia Harper* (Scholarly Communications Advisor, UT Austin Library)

**Copyright Issues**

Examine HRC 19th-century imprints (Wrenn Collection)

**Required Readings:**

*Licensing the Use of Special Collections Materials*
Lisa Browar, Cathy Henderson, Michael North, and Tara Wenger
*RBM* Vol. 3, No. 2 Fall 2002
OCLC’s Copyright Evidence Registry: explore the site to determine its functionality, usefulness, etc. as a means of cumulating information about the copyright status of works:
http://www.worldcat.org/copyrightevidence

Google Book Settlement Agreement: explore online to determine the purpose and mission of the (forthcoming) Book Rights Registry — how it will enable the identification of copyright status of books, etc.
http://books.google.com/googlebooks/agreement/

Library of Congress’ Report on Orphan Works: read the report, at least the executive summary, and consider how the commercial efforts exemplified above (Copyright Evidence Registry and Books Rights Registry) will attempt to address the problems identified in the Report, for which legislative efforts have been thus far unsuccessful.

James Boyle’s “The Public Domain: Enclosing the Commons of the Mind.”
http://www.thepublicdomain.org/download/

Class 10
Monday April 4, 2011
Seminar with Jennifer Tisdale (HRC Public Affairs Officer)
Public Affairs and Special Collections

Nineteenth-century Books

Topics for Term Paper (due before May 9, 2011, 1:00pm) to be submitted to Instructor for approval (see below).

Examine HRC 19th-century imprints (Wolff Collection)

Required Reading:

Wolff, Robert Lee. Title Nineteenth-century fiction : a bibliographical catalogue based on the collection formed by Robert Lee Wolff
-Q- Z 2014 F4 W64 1981 HRC REF

Sadleir, Michael, XIX century fiction : a bibliographical record based on his own collection
Z 2014 F4 S16 HRC REF

Sadleir, Michael, Excursions in Victorian bibliography
Z 2013 S12 HRC REF
Class 11  
Monday April 11, 2011  
**Seminar with Margie Rine** (HRC Development Officer)  
**Development Issues in Special Collections**

Examine HRC 20th-century imprints (Carlton Lake Collection)

Required Readings:

Lisa Browar, “Paving the Road to Hell? Cultural Institutions and the "New" Philanthropy”  
RBM Volume 5, Number 1, Spring 2004  

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HRC Z689 S338 2001  
PCL RESERVES Z689 S338 2001

Class 12  
Monday April 18, 2011  
**Seminar with Mary Beth Bigger** (Executive Associate Director, HRC)  
**Administration and Management in Special Collections**

Examine HRC 20th-century “Modern Illustrated Books”

Required Readings

ACRL, *Competencies for Special Collections Professionals*  

Mark Dimunation, *Red Wine and White Carpets: What We Didn’t Learn in Library School, or When the Dog and Pony Goes Bad*  
RBM, Volume 7, Number 1, Spring 2006  
[http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/7-1/dimunation06.pdf](http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/7-1/dimunation06.pdf)
Class 13
Monday April 25, 2011

Presentation by Daniel Slive (Head of Special Collections, Bridwell Library, SMU)
Collection Development; the Book Trade
Accessioning and De-Accessioning

Discuss: Presentation to the “Acquisitions Committee” (May 2, 2011)

Examine HRC 20th-century imprints (Currey Collection / Detective Fiction)

Required Readings:

Curatorial Crossover: Building Library, Archives, and Museum Collections
Gerald Beasley
RBM Volume 8, Number 1, Spring 2007
PCL Z 688 R3 R374

Cooperative Collection Building: A Response to Gerald Beasley
Bruce Whiteman
RBM Volume 8, Number 1, Spring 2007
PCL Z 688 R3 R374


http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/14-1/smyth.PDF

Class 14
Monday May 2, 2011

The Future of the Profession

Presentation: “Curator’s presentation to the Acquisition Committee.” (ca. 5 minutes) – 15% grade

Required Readings:

Final Project = 25% (due before May 9, 2011, 1:00pm CST)

**Rare Books and Special Collections Librarianship (Term Paper)**

Students will submit 10-15 page term paper which discusses ONE aspect of the profession of Rare Book Librarianship that was NOT discussed in class. Suitable formats of the Term Paper: MS WORD document, PDF or website. Students are required to submit their topic to the Instructor BEFORE April 4, 2011.

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**Executive Summaries**

In order to generate a greater degree of class participation from each student in the “Studies in the Book Arts” Seminar:

The “Executive Summaries” will consist questions and criticisms of at least TWO of the assigned readings for a particular week. This means:

1. specific QUESTIONS you might have about the readings;
2. specific CRITICISMS you might have about the readings.

Please be mindful that “Executive Summaries” are not essays, or synopses of the material being analyzed, but very brief Questions and Criticisms in a list format. Quality takes precedence over quantity.
At the beginning of each weekly seminar we will discuss your questions and criticisms about the readings in a round-table format. “Executive Summaries” will be graded for content, and will count toward your fulfillment of the “Executive Summary” Requirement (15%).

**Attendance Policy**

Three (3) absences lowers the overall final grade by one (1) letter grade; Four (4) absences lowers the overall final grade by two (2) letter grades; Five (5) absences results in a **Fail ("F") for the course.**

Nota bene: as a courtesy to the other students, please arrive by 1:15pm, otherwise you will be counted as absent. Thank you.

**A note on Plagiarism**

Please do not plagiarize, as instances of plagiarism will result in an **automatic F (fail) FOR THE ENTIRE COURSE.** Plagiarism is defined here:


[http://www.plagiarism.org/learning_center/what_is_plagiarism.html](http://www.plagiarism.org/learning_center/what_is_plagiarism.html)

**STATEMENT CONCERNING STUDENTS WITH DISABILITIES**

Students with disabilities may request appropriate academic accommodations from the Division of Diversity and Community Engagement, Services for Students with Disabilities, 512-471-6259.