

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

Instructor: Michael Laird  
Seminar Room: HRC Denius (2<sup>nd</sup> 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>

[http://www.rbms.info/standards/code\\_of\\_ethics.shtml](http://www.rbms.info/standards/code_of_ethics.shtml) = 5% (due Jan. 31, 2011)

**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.

New Castle, Delaware: Oak Knoll Press, 2004.

PCL Reference Z 1006 C37 2004

HRC Z 1006 C37 2004 REF

Alternately: <http://www.ilab.org/images/abcforbookcollectors.pdf>

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.

Berkeley : University of California Press, 1979.

PCL Reserves Z 118 G55 1979

A history of illuminated manuscripts

De Hamel, Christopher, 1950-

London : Phaidon Press, 1994.

2nd ed. rev.

PCL Reserves ND 2900 D36 1994

Guide to the Collections: Harry Ransom Humanities Research Center.

<http://www.hrc.utexas.edu/collections/guide/>

PERIODICALS:

**RBML** (= Rare Book and Manuscript Librarianship)

**RBM** (= Rare Books and Manuscripts)

**C&RL NEWS** (= College and Research Libraries News)

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 2<sup>nd</sup> 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*:

[http://www.rbms.info/standards/code\\_of\\_ethics.shtml](http://www.rbms.info/standards/code_of_ethics.shtml)

**Examine HRC Medieval & Renaissance MSS**

Required Readings:

*Standards For Ethical Conduct For Rare Book, Manuscript, and Special Collections Librarians*

[http://www.rbms.info/standards/code\\_of\\_ethics.shtml](http://www.rbms.info/standards/code_of_ethics.shtml)

Begin Carter, *ABC for Book Collectors*

<http://www.ilab.org/download.php?object=documentation&id=29>

Begin Christopher de Hamel, *A History of Illuminated Manuscripts*  
PCL Reserves: ND 2900 D36 1994

*What's So Special about Special Collections Librarians?*

Alice D. Schreyer

RBM, Volume 7, Number 1, Spring 2006

<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/7-1/schreyer06.pdf>

Class 2  
Monday Jan. 31, 2011

### **Bibliography Part I**

#### Bibliography Part 1

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).

Belanger, Terry. *Descriptive Bibliography*, in: Jean Peters, *Book Collecting* (1977) pp. 97-115.

PCL RESERVES Z 987 B68

Discuss Bibliographical Exercise #1: "Title-Page Transcription" - due Feb. 14, 2011

Class 3  
Monday February 7, 2011

**Presentation by Olivia Primanis HRC Conservation** (Tour of HRC 4<sup>th</sup> 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:

Henderson, Cathy. Curator or Conservator: Who Decides on What Treatment? *RBML*, v. 2, no. 2. – posted on Blackboard

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:

Paris, Jan. *Choosing and Working with a Conservator* (Atlanta, GA: Solinet, 1990)

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”

<http://www.arl.org/news/pr/principles-4august10.shtml>

*Contemplating Scholarship in the Digital Age*

David M. Levy

RBM Volume 6, Number 2, Fall 2005

<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/6-2/levy06.pdf>

James H. Billington, Librarian of Congress, *Proposal for a World Digital Library*:

<http://www.loc.gov/about/librarianoffice/speeches/060605.html>

Katie Hafner, *History, Digitized and Abridged*. The New York Times, March 10, 2007:

<http://www.nytimes.com/2007/03/10/business/yourmoney/11archive.html>

Hirtle, Peter B. *The Impact Of Digitization On Special Collection Libraries* in: Fleur Cowles Flair Symposium 2000, University of Texas, 3 November 2000, Austin, Texas:

<http://ecommons.library.cornell.edu/bitstream/1813/11310/1/RLG%20DigiNews%20December%2015%2c%202003.pdf>

Patrick Leary, *Googling the Victorians*. Published in *Journal of Victorian Culture*, 10:1 (Spring 2005) 72-86. Posted on Blackboard

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

Oram, Richard. Compilation of Reference Sources (Preliminary draft – unpublished).  
 Posted on Blackboard

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 ARCHIVES USA for manuscript research

Peruse ARCHIVEGRID (UT login required):  
<http://ezproxy.lib.utexas.edu/login?url=http://firstsearch.oclc.org/fsip?dbname=worldcat&done=http://www.lib.utexas.edu/indexes/index.html>

Peruse OCLC Worldcat (UT login required):  
<http://ezproxy.lib.utexas.edu/login?url=http://firstsearch.oclc.org/fsip?dbname=worldcat&done=http://www.lib.utexas.edu/indexes/index.html>

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 18<sup>th</sup>-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*

In: *Art and Crime : Exploring the Dark Side of the Art World* (2009), pp. 172 et seq.  
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

Class 8

Monday March 21, 2011

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

Midterm Exam – 15% of grade

Examine HRC 18<sup>th</sup>-century imprints

Required Readings:

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

Optional Readings:

Raine, Henry & Laura Stalker. Rare Book Records in Online Systems. *RBML*, vol. 11(2). – posted on Blackboard

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

Class 9

Monday March 28, 2011

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

**Copyright Issues**

Examine HRC 19<sup>th</sup>-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

<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/3-2/browar.pdf>

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.

<http://www.copyright.gov/orphan/orphan-report.pdf>

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 19<sup>th</sup>-century imprints (Wolff Collection)**

Required Reading:

Wolff, Robert Lee. *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 20<sup>th</sup>-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  
<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/5-1/browar.pdf>

Jennifer F. Paustenbaugh, "Fundraising for special collections" in: *Bottom Line: Managing Library Finances*. Vol. 15 Issue: 4  
<http://tinyurl.com/fundraising-special-collection>  
 SCROLL DOWN to Vol. 15, Issue 4

Schreyer, Alice D. *Elective affinities : private collectors & special collections in libraries*. Chicago : University of Chicago Library, 2001.  
 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 20<sup>th</sup>-century "Modern Illustrated Books"

Required Readings

ACRL, *Competencies for Special Collections Professionals*  
<http://www.ala.org/ala/mgrps/divs/acrl/standards/comp4specollect.cfm>

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>

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 20<sup>th</sup>-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*

<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/8-1/beasley07.pdf>

**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/8-1/whiteman07.pdf>

Oram, Richard. *Current Professional Thinking on the Deaccessioning of Rare Books in Academic Libraries*. RBML, v. 12(1). – posted on Blackboard

Smyth, Elaine. A Practical Approach to Writing a Collection Development Policy.

*RBML*, v. 14(1).

<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:

Barbara Taranto. “It’s Not Just about Curators Anymore: Special Collections in the Digital Age.” RBM Spring 2009 10:30-36

<http://rbm.acrl.org/content/10/1/30.full.pdf+html?sid=defd2d68-8bcc-402a-bb83-c9e21bf669cc>

William E. Landis. "Personas and Archetypes: Envisioning the 21st-Century Special Collections Professional." RBM, Volume 7, Number 1, Spring 2006  
<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/7-1/landis06.pdf>

Daniel Traister. "Is There a Future for Special Collections? And Should There Be? A Polemical Essay." RBM Vol. 1, No. 1 Spring 2000  
<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/1-1/traister.PDF>

Robert L. Byrd. "One Day...It Will Be Otherwise:" Changing the Reputation and the Reality of Special Collections. RBM Vol. 2, No. 2 Fall 2001  
<http://www.ala.org/ala/mgrps/divs/acrl/publications/rbm/2-2/byrd.PDF>

Discussion: Final Project (due before Monday, May 9, 2011, 1:00pm EST)

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.

### 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%).

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### **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.

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### **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://deanofstudents.utexas.edu/sjs/scholdis\\_plagiarism.php](http://deanofstudents.utexas.edu/sjs/scholdis_plagiarism.php)

[http://www.plagiarism.org/learning\\_center/what\\_is\\_plagiarism.html](http://www.plagiarism.org/learning_center/what_is_plagiarism.html)

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### **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.