

INF 388K.5 (28655)  
RARE BOOKS AND SPECIAL COLLECTIONS  
SPRING 2012  
Seminar Room: HRC Denius (2nd Floor)  
Times: Mon. 1:00pm - 3:45pm

Instructor: Michael Laird  
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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 Deaccessioning 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 (30%), midterm exam (15%), Formal "Acquisitions Committee" Presentation (10%), Final project (20%), "Executive Summaries" (15%) and **class participation** (10%).

Assignment 1: Assess potential problems of "Standards For Ethical Conduct For Rare Book, Manuscript, and Special Collections Librarians. (1 page, double-spaced)  
C & RL News, April 1993:  
[http://www.rbms.info/standards/code\\_of\\_ethics.shtml](http://www.rbms.info/standards/code_of_ethics.shtml) = 5% (due **Jan. 30, 2012**)

Assignment 2: Exploring HRC Reference Collection = 5% (due **Feb. 13, 2012**)

Assignment 3: Cataloging a Book = 10% (due Feb. 20, 2012)

Assignment 4: Appraising a Book = 5% (due Feb. 27, 2012)

RETURN books from Instructor's Teaching Collection (Mar. 5, 2012)

Assignment 5: Topic for Final Project to be approved by Instructor = 5% (due Mar. 19, 2012)

Midterm Examination: Terminology / Rare Book reference works = 15% (Mar. 26, 2012)

"Curator's presentation to the Acquisition Committee." Formal oral presentation (ca. 5 minutes) accompanied by documentation 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. = 10% (April 30, 2012)

Final Project (due before May 7, 2012, 1:00pm CST)

**Class Participation** (throughout Semester) = 10%. This is a graduate level seminar: the discussion of readings and relevant topics in class is a requirement for this course. Please be mindful that nominal class participation may adversely affect the final grade.

Executive Summaries (throughout Semester) = 15%. In order to bring questions and criticisms about each reading, 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

PERIODICALS:

RBML (= Rare Book and Manuscript Librarianship)

RBM (= Rare Books and Manuscripts)

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

Class 1

Monday, January 23, 2012

Introduction to "Rare Books and Special Collections" / administration / distribution of old books (NB: these volumes are to be returned on Mar. 5, 2012)

Sign-up for brief informational meetings with Instructor at HRC 2nd Floor (2 or more students at once) on Jan. 30 or Jan. 31.

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://www.mla.org/resources/documents/rep\\_primaryrecords/repview\\_records/primary\\_records1](http://www.mla.org/resources/documents/rep_primaryrecords/repview_records/primary_records1)

Discuss written Assignment #1 (due Jan. 30, 2012): 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

Readings:


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

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>

 Nicolas Barker, Introduction to Celebrating Research:

<http://www.celebratingresearch.org/intro/intro~print.shtml>

 "Your Old Books" RBMS Publications Committee (Revision 2005.2) 02/07/2006:

<http://www.rbms.info/yob.shtml>

 What's So Special about Special Collections Librarians?

Alice D. Schreyer. RBM, Volume 7, Number 1, Spring 2006

<http://rbm.acrl.org/content/7/1/49.full.pdf+html>

Class 2  
Monday Jan. 30, 2012

**Bibliography (Part 1)**

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

Discuss Assignment #2: Exploring HRC Reference Collection (due Feb. 13, 2012)

**Examine HRC Reference Books**

Readings:

📖 Gaskell, all chapters on Hand Press Period

📖 Belanger, Terry. Descriptive Bibliography, in: Jean Peters, Book Collecting (1977) pp. 97-115. PCL RESERVES Z 987 B68

Class 3  
Monday February 6, 2012

Issues in Conservation and Preservation: Presentation by Olivia Primanis (HRC Conservation)

Discuss Assignment #2 Exploring HRC Reference Collection (due Feb. 13, 2012)

**Bibliography (Part 2)**

**Examine HRC early printed books (Incunabula)**

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://rbm.acrl.org/content/6/2/91.full.pdf>

📖 BOOK STRUCTURE DESCRIPTION & TERMINOLOGY

Posted on Blackboard

📖 Nicholas Pickwood, Determining How Best to Conserve Books in Special Collections

<http://cool.conservation-us.org/coolaic/sg/bpg/annual/v13/bp13-07.html>

Class 4  
Monday, February 13, 2012

Presentation by Molly Schwartzburg (Curator of British and American Literature, HRC) Collection Development; the Book Trade, Accessioning and De-Accessioning

Assignment #2 Due: Exploring HRC Reference Collection = 5%

**Examine HRC Aldine-Uzielli and Pforzheimer Collection materials**

Readings:

📖 Curatorial Crossover: Building Library, Archives, and Museum Collections

Gerald Beasley. RBM Volume 8, Number 1, Spring 2007

<http://rbm.acrl.org/content/8/1/20.full.pdf>

📖 Cooperative Collection Building: A Response to Gerald Beasley. Bruce Whiteman  
RBM Volume 8, Number 1, Spring 2007

<http://rbm.acrl.org/content/8/1/29.full.pdf>

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

<http://rbm.acrl.org/content/rbml/12/1/9.full.pdf>

📖 Smyth, Elaine. A Practical Approach to Writing a Collection Development Policy.  
RBML, v. 14(1).

<http://rbm.acrl.org/content/rbml/14/1/27.full.pdf>

#### Class 5

Monday February 20, 2012

Reference Works (printed and digital)

Discuss: Assignment #2: "Catalogue a Book" (5% grade) due Feb. 27, 2012

**Examine HRC historical bindings**

#### 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

📖 Selected Reference Sources. 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. 27, 2012

Accessing Manuscript Resources. Antiquarian Book Trade

Assignment #2 Due: "Catalogue a Book" – 10% grade.

De-briefing (Assignment #2)

Discuss: Assignment #3: "Appraise a Book" (due Mar. 5)

Peruse ARCHIVEGRID (UT login required):

Peruse OCLC Worldcat (UT login required):

Peruse ARCHIVES USA (UT login 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 5, 2012

Seminar with Everett Wilkie (Consultant): Security / Theft Prevention / Recovery

Assignment #3 Due: Appraisal of a Book (5% of final grade)


Discuss: Midterm Exam (Mar. 21, 2012)

**Examine HRC 18th-century imprints**

Readings:

 Guidelines for the Security of Rare Books, Manuscripts, and Other Special Collections. Approved 2009

[http://www.ala.org/ala/mgrps/divs/acrl/guidelines/standards/security\\_theft.cfm](http://www.ala.org/ala/mgrps/divs/acrl/guidelines/standards/security_theft.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. PCL RESERVES: N 8795 A78 2009


 Optional: Anne Rothfeld, Returning Looted European Library Collections: An Historical Analysis of the Offenbach Archival Depot, 1945–1948  
RBM Volume 6, Number 1, Spring 2005


[rbm.acrl.org/content/6/1/14.full.pdf](http://rbm.acrl.org/content/6/1/14.full.pdf)

March 14-18, 2012

Spring break (no class)

Readings:

 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

NB: Please remember to RETURN books from Instructor's teaching collection on March 19, 2012

Class 8


Monday March 19, 2012

Introduction to Rare Book Cataloging: Presentation by Micah Erwin (Project Archivist, HRC)

RETURN books from Instructor's teaching collection

Midterm Exam – 15% of grade

Readings:

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

 Introduction to MARC Tagging: An OCLC tutorial:

<http://www.oclc.org/support/training/connexion/marc/>

📖 Guide to the Cataloguing of Rare Books:

<http://www.cilip.org.uk/get-involved/special-interest-groups/rare-books/Documents/guidelines.pdf>

### Class 9

Monday March 26, 2012

Seminar with Georgia Harper (Scholarly Communications Advisor, UT Austin Library): Copyright Issues

**Assignment #5 Due:** Topic for Final Paper = 5%

**Examine HRC 19th-century imprints (Wrenn Collection)**

Readings:

📖 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.oclc.org/productworks/cer.htm>

NOTE: the following site is "Temporarily Unavailable" (January 12, 2012)

<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://www.googlebooksettlement.com/agreement.html>

📖 "Judge Rejects Google's Deal to Digitize Books"

[http://www.nytimes.com/2011/03/23/technology/23google.html?\\_r=1&hp=&page-wanted=print](http://www.nytimes.com/2011/03/23/technology/23google.html?_r=1&hp=&page-wanted=print)

📖 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 2, 2012

Seminar with Jennifer Tisdale (HRC Public Affairs Officer): Public Affairs and Special Collections

**Examine HRC 19th-century imprints (Wolff Collection)**

Explore:

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

Share / Blog / Multimedia

<http://tinyurl.com/HRC-Press-Releases>

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 9, 2012

Seminar with Margie Rine (HRC Development Officer)

Development Issues in Special Collections

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

Readings:

📖 Steven Escar Smith, "The Accidental Fund Raiser" in: Chronicle of Higher Education (January 14, 2012)

<http://chronicle.com/article/The-Accidental-Fund-Raiser/125891/>

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

[rbm.acrl.org/content/5/1/52.full.pdf](http://rbm.acrl.org/content/5/1/52.full.pdf)

📖 Jennifer F. Paustenbaugh, "Fundraising for special collections" in: Bottom Line: Managing Library Finances. Vol. 15 Issue: 4 (2002)

Available through Emerald Insight (UT Austin Library Online databases)

📖 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 16, 2012

Seminar with Rich Oram (Associate Director and Hobby Librarian, HRC)

Administration and Management in Special Collections

Discuss: Presentation to the "Acquisitions Committee" (April 30, 2012)

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

Readings:

📖 ACRL, Competencies for Special Collections Professionals

<http://www.ala.org/acrl/standards/comp4speccollect>

📖 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

[rbm.acrl.org/content/7/1/73.full.pdf](http://rbm.acrl.org/content/7/1/73.full.pdf)

Class 13

Monday April 23, 2012

Technology and Digital Services: Presentation by Christopher Jahnke, Database Administrator and Head of Technology and Digital Services, HRC

Tour: HRC Digital Services Division

Examine HRC 20th-century "Modern Illustrated Books"

Readings:

📖 "ARL Promotes Member Use of Large-Scale Digitization Principles" (2010)

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

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

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

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

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

[rbm.acrl.org/content/10/1/30.full.pdf](http://rbm.acrl.org/content/10/1/30.full.pdf)

Class 14

Monday April 30, 2012

The Future of the Profession

**Presentation:** "Curator's presentation to the Acquisition Committee." (ca. 5 minutes)  
– 10% grade

**Discussion:** Final Project (due before Monday, May 9, 2012, 1:00pm EST)

Readings:

📖 William E. Landis. "Personas and Archetypes: Envisioning the 21st-Century Special Collections Professional." RBM, Volume 7, Number 1, Spring 2006

[rbm.acrl.org/content/7/1/40.full.pdf](http://rbm.acrl.org/content/7/1/40.full.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://rbm.acrl.org/content/1/1/54.full.pdf>

📖 ER Cordes. "A Response to Traister." RBM Fall 2006 7:105-112

<http://rbm.acrl.org/content/7/2/105.full.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://rbm.acrl.org/content/2/2/163.full.pdf>

## FINAL PROJECT

Final Project = 20% (due before May 7, 2012, 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 March 19, 2012.

## 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, namely:

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. Questions and Criticisms are to be directed specifically at the work in question. 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% of final grade).

## 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.

## PLAGIARISM

Please do not plagiarize, as instances of plagiarism will result in an automatic F (fail) for the entire course, and possible expulsion from the iSchool and the University of Texas at Austin. Plagiarism is defined here:

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

## 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.