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Library and Information Science, and Bibliography
(Classes Z and ZA)

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I. Scope

Two categories of resources ("subject" and "format") are included in this Collections Policy Statement. The first are the subject categories Library and Information Science (classes Z through Z1000.5) and Information Resources (General) (class ZA). The former includes materials on the history, philosophy, and technicalities of writing, publishing, book collecting, history of the book, the book and serial trade, libraries, library and information science, anonyms and pseudonyms, and all works published by the Library of Congress. Paleography and calligraphy are included within "writing." ZA is the new (1996+) subject classification for works about the Internet and other electronic/computerized information resources. Subscription databases or Web sites corresponding to these subject areas are also within scope. Technicalities of computer and hardware systems are generally excluded here, however, but are covered in QA (which includes Computer Science/Electronic data processing), T58.5+ (Information technology) and TK (which includes Computer engineering).

The second category of resources covered by this Statement is Bibliography, which is subdivided into:

> General (Z1001-1140), including descriptive and analytical treatments dealing with books as
> physical objects;
> National (Z1201-4980);
> Subject (Z5000-7999); and
> Personal (Z8001-8999).

These are essentially "format" categories—i.e., while the immediately preceding and following classes (Z through Z1000.5, and ZA) deal with library and information science, history of the book, publishing, internet resources, and so on, as subjects in their own right, these "middle" categories are made up of bibliography-format materials on any subject, whose monographic literature could fall into any subject class from A through V.

Subscription databases that are essentially indexes to resources within particular subject areas in A through V classes, outside of library science (e.g.., History, Philosophy, Sociology, Anthropology), are responsibilities covered here and also in the Collections Policy Statements for the other subjects. Thus,

for example, the printed *General Science Index* with its Z7401.G46 call number falls within the Z scope of bibliographical finding guides even though it indexes journals mainly in the Q classes; similarly the printed set *Philosopher's Index* at Z7127.P47 falls within the Z scope here, even though most of the journals it indexes fall into B classification areas. The subscription-database counterparts to such printed indexes are thus also within scope here. In general, however, Selection and Recommending Officers for the other subject areas A through V shall have primary (but not sole) responsibility for determining the appropriateness of subscription databases whose print counterparts, if there are any, would fall within Z "Bibliography" classes.

Materials on the expansion of literacy, and the development and sustainability of reading fall, within the LC classification scheme, into classes appropriate to Education (L and LA particularly), and are covered by that policy statement. Bibliographies relevant to these subjects, falling into Z classes, however, are within scope here.

The following materials shall be generally considered out-of-scope for permanent retention: promotional literature from commercial vendors, in-house documents from other libraries (except insofar as contained within commercial collections such as ERIC microfiche), newsletters, and serials of primarily local interest. Publishers' catalogs are not to be kept (except insofar as commercially compiled in printed, electronic, or microform sets organized and bibliographically controlled). A small number of catalogs or prominent antiquarian dealers and of major auction houses will be retained for the permanent collection. Electronic equivalents are subject to the same considerations.

II. Research Strengths

According to the 1997 North American Title Count, the Library had the largest collections for any of the various subdivisions of Class Z among participating libraries. The only other preeminent library at the time was that of Columbia University, which has since eliminated its Library School and stopped collecting substantively in these areas. The responsibility of the Library of Congress to collect comprehensively in Library and Information Science is thus increased.

A major (and unique) strength of the Library's holdings is its own archives in the Manuscript Division. This rich collection of internal documents, memos, and working papers is an unparalleled resource for the study of the Library's historical role in both influencing and determining library policies and practices throughout the nation and the world. In addition to our institutional archives, the Manuscript Division also holds the papers of individuals whose work has been important to the Library, among them Thomas Jefferson, George Watterston, Ainsworth Rand Spofford, Daniel A. P. Murray, L. Quincey Mumford, Verner Clapp, Archibald MacLeish, and Daniel Boorstin. The Division holds, too, microfilm records of the American Library Association's Catalog Code Revision Committee, which resulted in the Anglo-American cataloging rules; it also holds another major research collection, the papers of the Council on Library Resources.

The Library also owns over 9,000 American doctoral dissertations in the fields of "Library Science" or "Information Systems" (as designated by these descriptors in the ProQuest database for dissertations and theses). Although other libraries subscribe to this same database, the Library of Congress alone owns a full set of the actual dissertations, in microfilm and microfiche formats suitable for long term preservation.

The same ProQuest database indexes master's theses in these areas—over 3,700 of them—and is now making full texts of them available online. This is a major new strength of the collection, as previously the Library did not systematically collect master's theses at all; and since the terminal degree in the library profession is at the master's (rather than doctoral) level, access to library science master's theses is especially valuable. (Note however that LC still does not collect master's theses in microfiche format, either currently or retrospectively; and so the electronic versions that are newly available do not meet long-term preservation criteria. Still, such access is a great boon to reference and research, if not to preservation.)

An additional unique collection is that of our National Technical Information Service reports; these are federally-funded research studies in all subject areas. Like doctoral dissertations, the Library is the only library to have a virtually complete set, freely available, in one place. This NTIS collection contains over 34,400 studies that have been given the subject descriptors "Library science," "Information systems," or "Data management." A smaller number of research reports, just over 400, indexed under the descriptors "Library science" or "Information Sciences" may be found in our Defense Technical Information Center (DTIC) collection.

The Library's subgroup of Personal bibliographies (Z8000s) is particularly outstanding; at ca. 900 linear feet, this collection is approximately the length of three football fields. These descriptive and subject compilations of citations to works by or about prominent (and obscure) individuals, worldwide, are an immense time-saver to researchers who are working on any of these people. Indeed, the Library's aggregate of published subject bibliographies as a whole (Z1101 through Z8999) represents a truly major strength of the collection, as such compilations assembled by knowledgeable scholars on particular subject go a long way toward showing researchers "the shape of the elephant" of their various subjects, in ways that are often obscured by the results of Internet or other online searches that depend on computer algorithms rather than human judgments for their collocations and arrangements.

III. Collecting Policy

For all subjects related to the production, history, philosophy, description, and organization of graphic records of human expression (including microform, electronic, and other formats)—herein collectively designated Library and Information Science (including history of the book)—the Library will acquire research-level collections of published materials of a scholarly nature that contain new information, surveys, research, historical treatments, or analysis. Virtually all commercial monographs and serials in Library and Information Science subject areas that are copyright-deposited shall be retained for the permanent collection. Foreign materials, including especially the publications of national libraries and international library organizations, shall be acquired through either exchange agreements or purchase.

All publications by the Library of Congress itself, on any subject, shall be systematically collected with one copy being classed in Z663 and its various subdivisions, with other copies classed according to the particular subject of the individual publication(s).

Publications about the Library by its own staff members are to be collected, in print form or harvested from electronic sources maintained by stable institutional servers. The personal papers of retiring professional staff members, or oral history interviews, insofar as they contribute to an understanding of policy decisions made by the Library, are to be sought out, preferably at the point of the employees' retirement.

Unlike their treatment in many other subject areas, textbooks in Library and Information Science shall be systematically sought out and permanently retained.

The Library shall comprehensively acquire all copies of substantive published bibliographies recording the existence of publications from countries or other regions, including especially all catalogs of the holdings of national libraries and union lists of any sort.

Recognizing that subject bibliographies, and bibliographies listing works by and about individual people, that are compiled by scholars usually contain information that cannot be found through computer databases, the Library shall comprehensively collect such subject and personal bibliographies. All bibliographies of substantive research value (including any that are self-published) deposited for U.S. copyright protection shall be added to the permanent collections. No substantive bibliographies of any sort shall be excluded. The Library shall also seek to acquire systematically all foreign subject and personal bibliographies. Subject bibliographies in clinical medicine and technical agriculture (except those reflecting a primarily historical focus) are to be excluded, although personal bibliographies concerned with individuals in medical or agricultural fields shall be retained. Computer databases corresponding to journal indexes for clinical medicine and technical agriculture shall be selected according to the policy statements for those subject areas.

The Copyright Best Edition statement provides guidance for selecting materials for the library and information science, and bibliography collection.

IV. Acquisition Sources: Current and Future

The main sources for materials are, at present, four: 1) copyright deposits; 2) Cataloging in Publication receipts; 3) paid subscriptions to relevant subscription databases (both indexes and full-text); and 4) blanket orders and approval plan profiles with overseas dealers. One possible, and highly desirable, future change would greatly affect #1: Many resources now exist in both print and electronic formats, and the copyright law (as currently interpreted) allows the Library to claim free copies of only the print-formats. If the copyright law were to be re-interpreted to allow the Library to claim free access (onsite only) to both the electronic versions and the corresponding print formats, our collection strengths would dramatically improve. It could reasonably be claimed that there are in fact two "best editions" of such works, for different purposes: the print version being best for long-term preservation, but the electronic version being superior for access and reference. Electronic versions routinely allow a variety of search methods, combinations, and limitations that cannot be done at all with their print counterparts; the differences are so great that one can no longer realistically describe the electronic databases as "equivalent" to the printed volumes, and so they can reasonably be regarded as separate works.

It is probably true that blogs and discussion lists in the library field are more active than those in other academic disciplines, in part because libraries are necessarily more interconnected than history, anthropology, or sociology departments. The latter, while sharing codes of ethics, do not rely to the same degree on shared technical standards that are necessary to the functioning of libraries. Nevertheless, Recommending or Selection Officers should be conservative in considering the harvesting of such discussions; much of it is ephemeral in content, and the important decisions that are made in the field will continue to be published, not only in print format, but in more permanent institutional web sites, which are fit resources for harvesting.

Greater effort should be made to collect the personal papers of retiring professional staffers whose careers have affected Library policies, decisions, and functions.

V. Collecting Levels

The Library shall acquire all substantive current and retrospective monographs, serials, and reference works in the subject areas specified within classes Z and ZA, and shall acquire subscription access to major databases providing important access to materials in these same subject areas.

Published works of current and past employees of the Library are to be collected, even if self-published.

The Library shall acquire published bibliographies in all languages, whether General (Z1001-1140), National (Z1201-4980), Subject (Z5000-7999) or Personal (Z8001-8999). Selection and Recommending Officers shall strive to be aware of important subscription databases in all subject areas, for possible recommendation in cooperation with officers covering those other areas, A through V, whose corresponding subject indexes fall into the Z1201-7999 class areas.

Library and Information Science

LC Classification		Collecting Level	Comments
Z4-115	Books in general	5	3 for Z52-52.5 (Word processing manuals)
Z4-8	History of the book	5	
Z116-659	Book industries and trade	5	
Z662-1000.5	Libraries and library science	5	

Bibliography

LC Classification		Collecting Level	Comments
Z1001-1121	General bibliography	5	
Z1201-4999	National bibliography	5	
Z5000-7999	Subject bibliography	5	Self-published not excluded
Z8000-8999	Personal bibliography	5	Self-published not excluded

Information resources (General)

LC Classification	Collecting Level	Comments

ZA3038-3080	Bibliography, General works	5	
ZA3150-3159	Information services, centers	5	3 for ZA3155 Directories
ZA3201-3250	Information superhighway	5	3 for ZA3235 Juvenile works
ZA4050-4075	Info in specific formats (incl. electronic, motion pic., pictures, photos, sound rec.)	5	
ZA5049-5190	Government information	5	

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