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FOURTH SEMINAR FOR LIBRARIANS
IN THE
CRIMINAL JUSTICE SYSTEM

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Canberra A.C.T.

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PREFACE

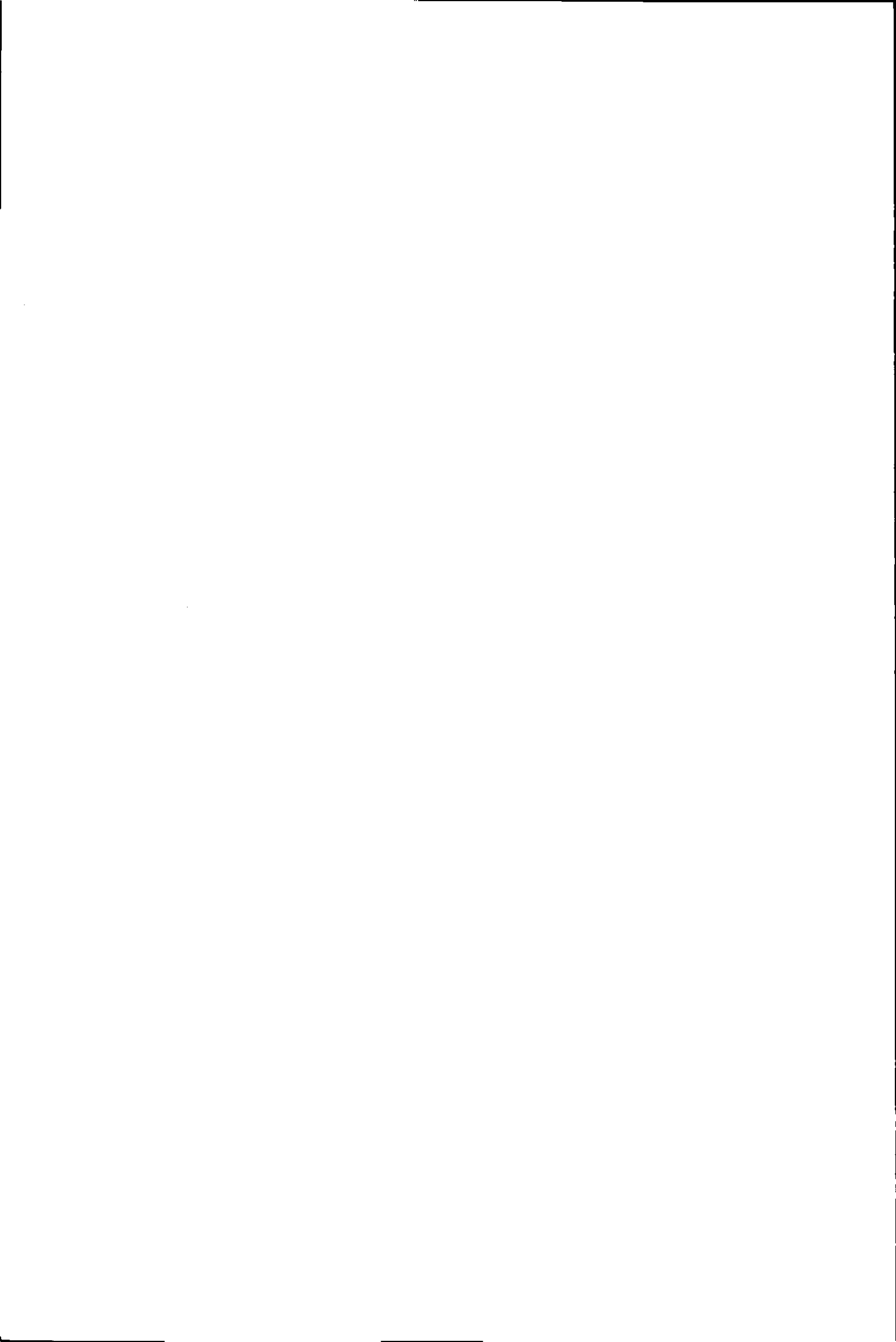
Since the establishment of the Australian Institute of Criminology in 1971, the J.V. Barry Memorial Library and the Training Division of the Institute have held four seminars for librarians in the criminal justice system.

The first two seminars, in 1977 and 1979, were organised by the J.V. Barry Memorial Library staff and held in the Institute's Training Division. In 1981, the third seminar was organised and convened by Mary Gosling, Librarian at the J.V. Barry Memorial Library, and held at the University of New South Wales as a result of a suggestion by Rob Brian, Law Librarian at the University.

There was some delay in mounting the fourth Seminar because of depleted resources within the J.V. Barry Memorial Library. This problem was eventually overcome and the Seminar was held in 1984 by the Institute's Training Division, with a major organisational input contributed by Gael Parr, Acting Librarian at the J.V. Barry Memorial Library.

A summary of each session of the fourth Seminar is contained in this Report. Where indicated, an original paper is held by the Institute and a copy may be obtained on request from:

Publications Section,
Australian Institute of Criminology,
P.O. Box 28,
WODEN A.C.T. 2606



SYNOPSIS

Automation and resource sharing were the main themes of the Fourth Seminar for Librarians in the Criminal Justice System, held at the Institute on 27-30 March 1984. These topics were included by popular request and they clearly reflect current trends in information management. The arrival of the computer in libraries has permitted far greater scope than ever before for co-operation between libraries, sharing of library resources, and for the effective internal management of library systems.

The program included two days devoted to the presentation of papers at plenary sessions, with the remaining two days allocated to discussions and reports by special interest groups, panel sessions and reports of recommendations of the Seminar. In addition, an afternoon was put aside for visits to the Lionel Murphy Library at the Attorney-General's Department, the High Court Library and the National Gallery Library.

If a single message can be said to have emerged from the Seminar, it is that automation is the name of the game. There is a strong move, especially amongst the larger libraries, towards automation of in-house systems such as library catalogues and loans, and automated links to other libraries and their resources via computer networks. In order to work effectively, the latter requires the use of standardised formats for cataloguing, for the exchange of information, and so on. There was considerable discussion about the advantages of joining ABN, the Australian Bibliographic Network, for adding new catalogue entries and for gaining access to the data base for copy cataloguing and other information sharing purposes. The best means of automating were also discussed, including choice of hardware and software systems, and the principles involved in implementing an automated system.

Not all libraries, however, felt that they were in a position to automate and there was some diversity of opinion as to whether libraries should be working towards automation. Many of the libraries in the criminal justice system are small and have limited resources. In most prison libraries, for example, there is such a shortage of resources that there is no question of automating in the foreseeable future. Nonetheless, it was suggested, benefits inevitably flow on from automation and perhaps every library should move towards automation as a principle, whether or not it is achievable in the immediate future. The experience of ABN is that special libraries, exemplified by those in the criminal justice system, are beginning to make a major contribution to the Network.

The J.V. Barry Memorial Library is one library which is scheduled for automation in the future though its precise role vis-a-vis other libraries is, in this context, difficult to ascertain. As was made clear during the Seminar, automation entails a conceptual rethinking of library requirements because it involves more than a mere computerisation of existing procedures. The J.V.B. Library has always played a national co-ordinating role within the criminal justice system but it is concerned about some possible consequences of playing such a role within an automated network. Is it possible, for example, that it could be expected to undertake cataloguing on behalf of other libraries? It is unlikely that the resources would be available to do this. Alternatively, it might be preferable for individual libraries to join ABN. No firm conclusions were drawn, though in respect of present J.V.B. Library activities, Seminar resolutions recommended that CINCH should be made available on AUSINET, and that the Union Catalogue of Monographs should be maintained at least as long as the need exists for it as a manual tool.

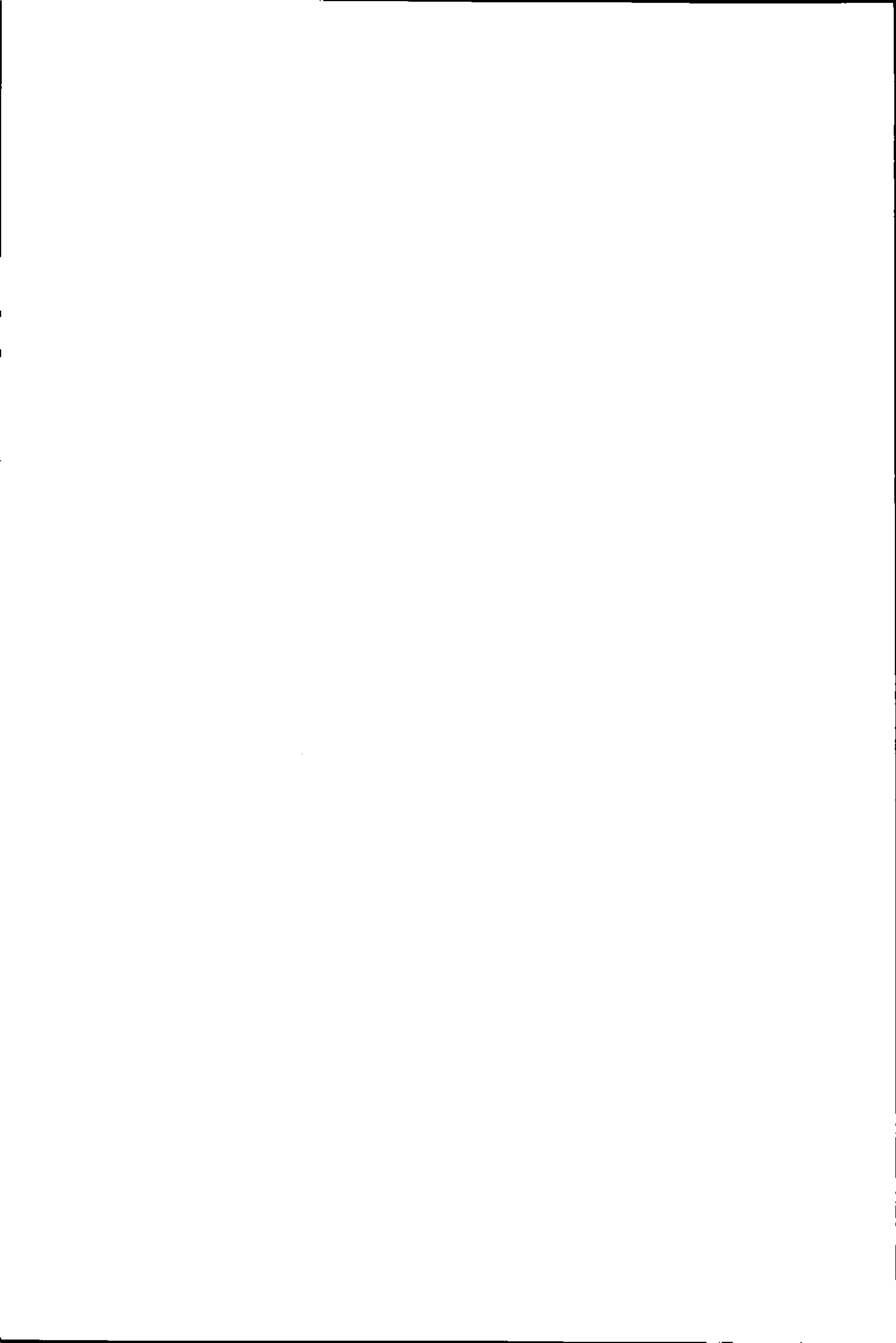
A second major topic of the Seminar, linked closely to the issue of automation, is that of information retrieval and the bibliographic data bases which are available for information searching. Participants were informed about national and international legal data bases which are accessed via networks such as Ausinet, Eurolex, Lockheed Dialog and Scale and they were able to participate in some demonstration on-line searches.

In addition to information sources of the computerised, bibliographic variety, details were given of other types of resources available to librarians in fulfilling their clients' requests for information. These include, for example, the National Survey of Law Libraries in Australia, and various statistical materials, especially those published by the Institute (for example, historical statistics, and summary statistics from the National Prison Census) and by the Australian Bureau of Statistics (for example, victims of crime surveys).

On quite a different note, one plenary session was devoted to the presentation of two papers on prison libraries in Western Australia. Participants thoroughly enjoyed hearing about what is happening at the workface in these libraries, where the basis of a comprehensive collection is being established with severely limited resources. Later in the Seminar it was resolved that a start would be made towards conducting a much-needed survey of prison libraries, and that the prospect of establishing standards for prison libraries (also police libraries and court libraries) would be investigated.

Special interest groups were convened for police libraries, corrections libraries, and a combined group of courts, university and law libraries. These sessions were found to be particularly worthwhile as focal points for the exchange of information and it was suggested that they might be given prominence in future seminars, to include the presentation of special interest group papers.

As with previous seminars for librarians in the criminal justice system, the fourth Seminar provided an excellent opportunity for the librarians to get together to discuss common interests. For many, in fact, it is the only forum available. Rob Brian thanked the Institute for a magnificent Seminar and expressed the wish on behalf of participants that they will be able to meet again at the next seminar.



OPENING REMARKS

The following has been summarised from the opening remarks by David Biles, Assistant Director (Research) of the Australian Institute of Criminology.

David Biles welcomed participants to the Fourth Seminar for Librarians in the Criminal Justice System. In doing so he added that this specialist seminar has become a regular part of the work of the Institute and that informal feedback has suggested that participants have found previous seminars extremely useful.

It was expected that the present Seminar would be at least as useful to the Institute as it would to the non-Institute participants, particularly in view of the emphasis of the present meeting on computers, retrieval systems, data bases and on-line systems. The Institute is in the early stages of planning for significant change in its own library, which will include the introduction of various computerised information retrieval systems.

Participants were informed that the Institute is now experiencing a revitalisation of its activities, having previously suffered a halving of staff numbers, and the termination of the highly valued quarterly Information Bulletin and the computerised bibliographic information service known as CINCH. In this context, it was pleasing to be able to say that both of these services are to be restored, and the Institute's library staff were thanked for their dedication and enthusiasm in maintaining a viable service during a long period of great difficulty.

In the remainder of the opening remarks some thoughts were expressed on the scope of criminology and, consequently, the scope of the operations of librarians in the criminal justice system. Although such librarians cannot be expected to be seen as fully-fledged criminologists, there is a need to have some clear idea of what is to be included in their collections and what is not.

In this, however, there is little guidance available to librarians in the enormously wide definitions of criminology which have been offered. For example, the Criminology Research Act of 1971 defines criminology research as research relating to the prevention and correction of criminal behavior; the great German criminologist, Herman Mannheim, defined criminology as simply the study of crime; a broader view developed from the work of Sutherland and Cressey defined criminology as

the study of law-breaking and of law-making; and so on.

David Biles then offered his own, more precise, three-part definition of criminology as the study of (1) the definition and measurement of criminal behaviour, (2) the effectiveness of crime prevention activities, and (3) the operation of criminal justice systems and the interaction between the elements of those systems - law enforcement, courts and corrections. Even with a relatively precise definition such as this, he recognised, the librarian is still left with the dilemma of judging whether a particular work is to be defined in or out.

On this note, David Biles wished the participants an enjoyable and successful Seminar, and declared proceedings well and truly open.

PLENARY SESSION

TUESDAY 27 MARCH



THE AUSTRALIAN BIBLIOGRAPHIC NETWORK:
ITS PHILOSOPHY OF SERVICE WITH PARTICULAR
REFERENCE TO SPECIAL LIBRARIES

*The following has been summarised from the paper
by Warwick Cathro, National Library of Australia.
Copies of the original paper may be obtained on
request from the Australian Institute of Criminology.*

Over the last twelve months there has been a remarkable development of interest in ABN by special libraries. This is reflected in applications for ABN membership and in the rapidly changing character of ABN participation.

The paper reviews what ABN is; recapitulates the concept and philosophy of ABN; compares this philosophy with the current status of ABN and directions in which it is moving; and gives particular emphasis to the role of the special library in ABN. Where possible, references are made to the place of law libraries in ABN.

The main assumption underlying ABN is that it is a service. Primarily a resource-sharing service to other libraries, it is managed by the National Library and controlled as far as possible by the participants in ABN. In this context, ABN is discussed as a service for:

- . participants - those clients who contribute to the ABN data base and use it for cataloguing purposes;
- . customers - libraries which use the data base as a source of information;
- . the wider library community - includes services such as microfiche publications from the data base, ABN catalogue, ABN authorities;
- . shared cataloguing - to eliminate duplication of original cataloguing and to permit copy cataloguing; hit rates for special libraries appear to be good;
- . location - ABN is the most useful component of the National Union Catalogue and provides on-line access to 1.9 million library locations covering about 1 million files and all types of material; an increasing satisfaction rate

for location searches is particularly relevant to special libraries which are frequently strong inter-library borrowers;

- . information - ABN can be used to produce subject bibliographies, though the inquiry software is inferior to that used by specialised information retrieval services;
- . the nation - no library is excluded from participation because of its geographic location (for example, rural centres) and charges are equalised across the network; this national policy is important for special libraries in their co-operative activities;
- . libraries of all types - all libraries can be served by ABN, from the very big to the very small; it is also rapidly becoming a special libraries network, with these libraries predominating in new applications to join, and amongst ABN customers.

The latter part of the paper examines the related issues of cost-recovery, governance and co-operation, and bibliographic policy.

Cost recovery - All costs are recovered except those of maintaining the national data base, which are borne by the National Library. There is no membership fee for participants but the costs of membership are quite high and include site preparation costs, ABN training charges and equipment cost.

Governance and co-operation - As far as possible, governance of the ABN network is placed in the hands of participants. Thus, they participate in the Network Committee (management and policy), the Standards Committee and user groups, with the ABN office providing technical and secretariat functions.

Bibliographic policy - Bibliographic standards are flexible. For original cataloguing, the minimum input standard is slightly in excess of AACR2 level; subject headings may be based on LCSH, MESH, thesauri or the participants' own headings; private, institution-specific data may be added; any type of material may be catalogued; and analytic entries may be added to the data base.

In conclusion, ABN is becoming more attractive to special libraries and the ABN office is pleased by this development. It will lead to ABN becoming more responsive to the needs of special libraries, an improvement in ABN's information retrieval capabilities, and an overall improvement of ABN as a service.

SUMMARY OF DISCUSSION

1. It is unlikely that AIC will become a member of ABN in the present financial year, though lobbying for membership is recommended.
2. There is some concern that if the AIC joins ABN, there might be an expectation within the criminal justice system that AIC should enter items on behalf of libraries which do not have the facilities to do it themselves. The main thrust of this concern rests on the financial burden of undertaking original cataloguing on behalf of others and the suggestion following from AIC is that libraries should join ABN individually. It is also not known whether the ABN would accept items entered on behalf of other institutions, though its general policy is to assess needs of participants on a case-by-case basis to facilitate individual requirements.
3. ABN is not designed for the reporting of holdings other than by original cataloguing, though serials can be added. The standard method of reporting holdings, if not ABN, is via MARC NUCOM.
4. At present there seems to be no limit on the total number of records included in ABN, though as further disks are added there could conceivably be an eventual delay in disk response time.



WORD PROCESSING, DATA BASE MANAGEMENT
SYSTEMS, OR INFORMATION STORAGE AND
RETRIEVAL SYSTEMS - WHICH ?

The following has been summarised from the presentation by John Kerrisk, Kuring-gai College of Advanced Education. Copies of the paper may be obtained on request from the Australian Institute of Criminology.

All information management systems involve the following component processes: the identification and acquisition of information, the organisation of information for later retrieval (indexing, record construction, storage), the retrieval of information, and the circulation of documents between users.

In the automated management of library information systems a specialised information storage and retrieval system is the preferable software option. Some systems sold as, or used as, information storage and retrieval systems function relatively poorly for this purpose. Word processing software, for example, has a poor retrieval capability because it searches sequentially in a document in order to locate a specific word. The primary purpose of word processors is for the printing of documents, not information retrieval. In contrast, a fully-fledged information retrieval system includes software designed specifically for on-line, interactive searching. It is also capable of storing complete documents, and it often has word processing software built in.

Some available software options which contain these features and are designed for use with mainframe or minicomputers are DIALOG, ELHILL, ORBIT, ASSASSIN, BASIS (Digital), CAIRS, MINISIS, STAIRS (IBM) and STATUS. These are in the \$30,000 - \$80,000 price bracket. The software market for microcomputers is much cheaper, say, \$2,500 - \$9,000 and packages include BRS/SEARCH, HOMER (ICI) and MICROCAIRS. There is still a considerable restriction on the machines on which software for micros can be run, but this is a market which is developing and changing rapidly.

All information retrieval and storage systems work on the same principle. That is, an inverted file is created by the system and stores all the items to be used as search terms. These include the number of the bibliographic record in the data file, the 'words' to be used in the search, the location of the information on the storage disk, and the field location in the bibliographic record. The user's view of the inverted file is a dictionary, which contains all the search terms plus the number of times they are used in the data file.

Standard search features which should be looked for when buying an informational retrieval system are:

- . use of BOOLEAN logic in search
- . saving of searches
- . saving of records retrieved as the result of the searches
- . use of truncation in search
- . capability for searching on the date
- . thesaurus expansion (in addition to natural language searching)
- . capability for serial searching (where the complete data file is searched without using an inverted file).

SUMMARY OF DISCUSSION

1. There is a problem in convincing one's department that automation is beneficial. Therefore, good information is required on what systems are available. The best way to assess the various products is to use them, and salesmen are usually good at giving time and assistance. It is possible to take a sample of one's own data from a standard application, put it up on the system being tested for suitability and play with the retrieval features of the package.

The remainder of the discussion focussed on various aspects of using microcomputers and minicomputers.

2. Standard micro software has a limited record length, so that the inclusion of abstracts is very difficult.
3. The biggest problem with micros is the speed of operation with a large file. The time taken to retrieve information can be quite long.
4. Libraries often use micros and minis which are linked to departmental mainframes. The usual organisation involves the maintenance of essential files on a micro or mini (for example, circulation, cataloguing, loans file) with larger files held on the mainframe. This system works well provided that it is set up with a permanent link to the mainframe; otherwise one cannot conveniently access the mainframe on-line.

5. There is a general move towards totally independent in-house systems so that they can be accessed whenever needed. Where there is a widespread geographic network of participants, it is also possible to give remote dial-in access to a micro or mini. Another option under these circumstances is to physically distribute data to participating organisations on disk.
6. Types of disk available are a floppy, which costs about \$1,000 and stores up to one million characters of data, and a hard disk, which stores 5-85 million characters depending on the size and costs about \$3,000 for one containing 10 million characters. For on-line searching, a hard disk is needed and it is also cost effective. Most hardware can be equipped with hard disk.
7. Micros are ideal for small systems. A library of 5,000 monographs might take, say, 5 million characters on the data file, which is a good size for handling with a micro. It depends, however, on other types of file also expected to be handled by the system, for example, accounting, catalogue, loans, inverted files, on-line access. A full library system gets towards the top end of the micro, towards a mini.
8. The price of setting up a micro system using MICROCAIRS would be approximately \$14,500 for a free text (no thesaurus) system. The hardware (for example, DEC-Rainbow) plus a 10-15 million character hard disk costs about \$12,000 and the MICROCAIRS package about \$2,500. The addition of a thesaurus would take another \$7,000, totalling about \$20,000 for the complete system.
9. Free text systems generally give elaborate security arrangements on the data.



DEFENCE SCIENTIFIC AND TECHNICAL RESEARCH INFORMATION SYSTEMS

The following has been summarised from the paper written by Mike Strode-Smith of the Australian Federal Police and presented by Mike Shearer of Prime Computer of Australia Ltd., who both previously worked for the Department of Defence on the project being discussed. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

This paper provides a detailed sketch of automated bibliographic information systems developed by the Australian Defence Science organisations for storage and dissemination of technical literature. It is not an official interpretation since the author is no longer employed by the Department of Defence.

The major problem which prompted the development of an automated system was the need to achieve the economic dissemination of science and technology information. The information consists largely of technical report literature, much of which is security classified and not available through commercial brokers. Added complications were that, until 1976, there was no central distribution point for foreign material, and in the formative years the Defence community consisted of five separate departments.

The first automated information system was developed in 1967 and this was primitive compared with present sophistication of technology and its application. Its purpose was to provide a current awareness/new accessions alert service on all new technical reports received by major defence libraries, to provide a union catalogue of all technical report holdings of these libraries, and to automate the indexing of documents.

Further development was rapid and largely uncontrolled until late 1979. By that time the internal information system ADSATIS was long established and the external data bases NTIS, COMPENDEX and METADEX were shared with the National Library and the Department of Productivity, and made available on AUSINET. After 1979, economic circumstances caused the National Library to review its science and technology current awareness services and NTIS and COMPENDEX current awareness bulletins plus the National Library's own AUSTRE data base were terminated (METADEX had already disappeared). COMPENDEX was later terminated and only the remaining NTIS data base was retained.

Plans were approved, however, to develop a replacement for ADSATIS. Based firmly on economic criteria, plans for DISTIS included the integration of information retrieval with union catalogue and library management functions and the use of proprietary computer data base management and software components wherever possible. DISTIS had largely replaced the functions of ADSATIS by March 1983, and at that time consisted of both batch and on-line interactive programs running on an IBM-3033 mainframe, with computer terminals located in participating libraries.

The remainder of the paper identifies a number of management issues which contributed to the early success of the ADSATIS/DISTIS project, and to the reduced effectiveness in the period 1976 to 1983.

In managing any computer system/network there must be an agreement between participants on the objectives and goals for the network. These then cannot be changed in mid-stream development of the project. There is a need to determine who are the users, what are their information requirements, where else is that information recorded and can it be more economically provided by a network, and then the goals and objectives should be determined. It is also essential that management is actively involved and supports the project, that the project is regularly reviewed, minimum success criteria determined against which the project is measured, and key decisions on the project's direction not delayed.

In addition, library networks need an effective network administration unit. This is not a governing body and therefore should not have responsibility for policy determination. Rather, it is a management tool and should have functional responsibilities for co-ordination of the network participants' requirements, liaison with systems staff, reporting to the network management on policy alternatives, quality control of data, budgetary control, monitoring use of the network, providing training courses, maintenance of data base authority files, promotion of the network, and advising participants on recommended policies and technical standards.

It is normal for network participants to prepare a requirements statement and an anticipated cost/expenditure plan. A more detailed systems analysis can, however, be undertaken by organisations which provide network services, or by employing a consultant. On completion of the analysis the choice of system will be (a) an in-house computer and in-house developed system, or (b) an in-house computer and a purchased system, or (c) an external computer and leased system. Of these, the first is generally the most expensive unless the project is relatively unambitious. The second option is generally the most economic solution, but again, this depends on the nature and the size of the project. Finally, for the small project the use of a bureau is frequently the most cost effective.

PLENARY SESSION

WEDNESDAY 28 MARCH



AUTOMATED CATALOGUING ALTERNATIVES AND INFORMATION RETRIEVAL FOR SPECIAL LIBRARIES

The following has been summarised from the paper by Donna Reid of the School of Information Studies, Canberra TAFE. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

The paper outlines the types of automated cataloguing systems available, with reference to the most obvious advantages and disadvantages, to many examples, and to the major issues to be faced in making a decision to purchase and install a system.

There are four basic options available, these being a turnkey system, networking, development of an in-house system, and adaptation of another library's system.

A turnkey system contains hardware, software and maintenance of either or both. The advantages of using such a system are that they can be installed within a few months, the designing, programming and testing have been completed, the computer and system specialists are provided by the vendor, and the library operates the system without specialist staff. The major drawback is that the library is totally reliant upon the vendor.

A network is a co-operative organisation formed to provide services to its members. It may be designed, programmed and tested by a networking organisation or commercial vendor and then made available for use by many libraries on a shared basis. The advantages are much the same as for the turnkey system but the cost is generally lower, and the option of withdrawal exists.

With an in-house system the software is locally designed, programmed, tested, installed, operated and maintained on an in-house computer (or on the computer of the host institution or service bureau). It has the advantage that it is geared to meet the exact needs of the library or network and there is control over all aspects of development, installation and operation. The main disadvantage is that it is a time-consuming process which requires specialist staff for software and hardware acquisition, and maintenance. A variation of this type of system is to use a service bureau to produce the automated catalogue, and this seems to have been a viable alternative to many libraries which did not have access to a computer or specialised staff.

Adapting another library's system has most of the advantages and disadvantages involved in developing an in-house system. The main benefit over a completely local product is in avoiding the costly designing and testing phase, but the resulting system is still geared to the needs and policies of the originating library.

Once libraries are faced with these options, the next problem is how to choose among them. Library manuals generally recommend an analysis of the library's needs. It is also suggested that libraries ask critically 'why?'. As a result, it may even be decided that complete automation is not the answer, and that a semi-automated system may be more practicable. In fact, all sorts of combinations and variations of these methods are possible and no one standard should be considered feasible for every library to adopt.

The benefits of automated cataloguing are that by-products such as an on-line automated circulation system and an on-line catalogue can be constructed; participation in networks is made possible through using a standard format and a standardised level of cataloguing; interfacing with other systems is feasible; and records are easily manipulated and updated to produce required products.

There are also, however, various costs and considerations to be assessed before automating. From a cataloguing point-of-view, one of the first questions to be asked is, what is the state of the catalogues in the library considering automation? Do they meet bibliographic standards? Are all entries compatible with a machine-readable format? Is MARC to be used? Then there is the issue of networking. Along with the advantage of sharing resources comes not less work but a great deal of work of a different kind in preparing for and maintaining the new system. Often there are other organisational changes such as the collapsing of previous cataloguing and bibliographic searching departments into one, as these services become part of the same shared network. In turn, there is a consequent effect on staffing. The physical format, as the interface between the user and the information being sought, is also of paramount importance. This includes such issues as the format of the catalogue entry, the use of a COM fiche catalogue, and so on. Last, or perhaps we should say first, there are the users. What are their needs and how are they best serviced?

AUTOMATED CATALOGUING FUTURES

The following has been summarised from the paper by Chess Krawczyk of the School of Information Studies, Canberra TAFE. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

Following on from the previous paper by Donna Reid, this paper attempts to assess the present status of automated cataloguing and where it is going. The main points being made are (a) that computerised cataloguing is more than an automated version of manual procedures and requires a complete rethinking of the purpose and function of the cataloguing system to be automated; and (b) if the advantages of co-operative cataloguing are to be realised, shared cataloguing standards should be adhered to consistently and any felt need to impose an individual variation on these standards should be resisted.

Specific cataloguing features addressed are the use of the MARC format, AACR, classification codes, subject indexing, and computer filing.

MARC format: The Australian standard, AUSMARC III, is accepted by most librarians but is usually modified into an incompatible local variant which cannot be used easily by other libraries. The reason for this occurring is that the MARC format is designed for exchanging data between libraries and the data on a MARC tape cannot be used within an automated system in the format which is used on the magnetic tape. MARC is also out-of-place in an automated system because it was designed in the days of manual catalogue card systems.

AACR: As a set of cataloguing rules for use in an automated system, AACR is rapidly becoming redundant. For example, the concept of 'main entry' has no meaning in a system with offset and duplicated cards and where ISBD determines the layout of the entry, MARC determines the coding input, and systems manuals on how to fill in the coding sheets replace the need for cataloguing rules.

Classification codes: Once indexing terms are assigned to a bibliographic item, it is possible to program the computer to build a classification number.

Subject indexing: It is also possible to develop automated subject indexing, using computerised authority files. This is achieved in conjunction with either pre-assignment of index terms by a cataloguer or subsequent editing by a cataloguer.

Computer filing: ALA Filing Rules for Catalogue Cards are not applicable to book, COM or computer listing.

PANEL DISCUSSION OF PREVIOUS SESSIONS

Panel members: Chess Krawczyk (Chair)
 Lynn Pollack
 Donna Reid
 Mike Shearer
 Maureen Swords

1. NETWORKING WITH ABN

- (a) Experience of Law Courts Library, Sydney (main speaker: Lynn Pollack). There are benefits for the smaller, specialised library in joining a major network such as ABN. It is possible to avoid cataloguing, so that there is less work and less expertise required within the member library. It also releases resources to concentrate on other areas, such as classification. In the case of the Law Courts Library, the training of staff for editing and inputting to ABN was avoided because it is all contracted out; and records are attached from ABN to the Library. Original links with the Network were achieved using dial-up access and a subsequent change to a leased-line terminal decreased costs considerably. ABN has more benefit than most bibliographies, and it has been found that users easily pick up the techniques involved.

The Law Courts Library catalogue is on-line and retrospective cataloguing has just been started. The Dewey classification has been chosen, with some regret, simply because it is used by all the other deposit libraries for legal materials.

The Office of Library Co-operation does the original cataloguing and co-ordinates the contracting out of ABN cataloguers. The charge is \$8.80. There is high level cataloguing of judges' papers and departmental reports. Subject indexing is the most difficult aspect because of the quality of headings. Usually a copy of the contents list and introduction is forwarded with the item to be catalogued, to facilitate as close a fit as possible.

- (b) Use of ABN by special libraries (main speaker: Mike Shearer). The basic hardware requirement to access the ABN data base is a terminal. Small, special libraries can certainly save time and money by joining the Network but the next question

is just what does the special library get out of ABN? Much of the information on ABN is of no value to a specialised clientele. Secondly, it is questionable whether special libraries need to be able to add entries to the ABN data base because a lot of books in special libraries are not permanently kept, thus removing the need for cataloguing.

- (c) ABN and the AIC role (Gael Parr). The J.V. Barry Memorial Library has a national role to play, and presently receives manual catalogue cards from libraries within the criminal justice system. Should AIC join ABN, and if it does, how are the holdings of these contributing libraries to be mounted on ABN unless the libraries individually join ABN?

(Mike Shearer and Chess Krawczyk). The decision to join or not join ABN rests on the requirements of AIC. If the main aim is to be a full member of a national network that is linked with ABN, then the costs of being a member must be met and the network standards must be adhered to. If, however, the main aim is to share resources among like libraries, joining ABN is not necessarily the way to go. Maybe there is a mid-way option, which would allow partial use of ABN, such as entering the Union Catalogue of Monographs. There is no simple answer, but the best strategy is to work out the needs of the contributing libraries and to proceed towards the common goals in stages. A cost-benefit analysis of plans for automation and resource sharing should also be undertaken, both from the point of view of the AIC and the other users in the network.

2. AUTOMATION ISSUES

- (a) In-house system vs turnkey system

(View 1: Rob Brian). At the University of New South Wales an in-house Book Control System was developed because there was no alternative off-the-shelf product which had all the features that the Library required of such a system. At a later stage it was proposed to extend the in-house system into a data base containing book abstracts and precis, with an estimated development cost to the University of \$350,000 (on a Library budget approaching \$7,000,000). The University is not prepared to spend this amount, even if the costs are defrayed by selling the product, and now the Library is looking for a ready-made product. Are there ready-made products available which will service all in-house requirements?

(View 2: Maureen Swords). The organisation of a library system is a total management problem. This being so, one of the main attractions of purchasing a ready-made system is that it is completely integrated, and is much better than a fragmented system consisting of bits and pieces. The Department of Employment and Industrial Relations has found

a fully-integrated system, URICA, which is capable of handling everything required of it. The total cost, however, was originally in the region of a quarter of a million dollars (on a Library budget of \$1,000,000), and this was not acceptable to the Department. After considerable negotiations the Department has agreed to a five-year implementation plan, which effectively spreads the costs. Cataloguing is the first segment to be implemented, followed by acquisitions/serials/loans, network connections to branch libraries, and the interface with ABN.

Most librarians now see the advantages of automation, though it has been slow to develop. There is an advantage for both large and small libraries. For the latter, it would be possible to network via URICA, with one computer in a central library and terminal links. There is great value in sharing resources and in innovative thinking in librarianship.

- (b) Hardware (Chess Krawczyk). A major problem with URICA is that it will only run on the Microdata line of computers, and most government departments do not see the need to change existing hardware to justify purchasing a software system.
- (c) How to get started (Main speaker: Mike Shearer)

Special libraries serve a relatively small clientele and they have less resources. It is therefore very difficult to automate. The answer is to be flexible, and in the absence of being able to mount a system in one step, try doing it in several stages. A first stage might be to set up a word processing package to provide some rudimentary retrieval facilities and to demonstrate the potential of a system. Then perhaps a microcomputer can be installed, with a package such as MICROCAIRS, costing about \$5,000. At this stage be content with fairly crude indexing, and do not use MARC standards. Use a pilot program to demonstrate the possibilities, and co-operate with other libraries to obtain results. Finer features, such as an integrated system and the use of MARC standards, can be implemented later.

Conclusion. There is no easy route to resource sharing and automation, and there is a need to be innovative. Any proposed system has to be worked out according to specific needs and specific resources, not the least of which are the dollars needed to install the hardware and software. In the end, however, it may be possible to get the system started relatively cheaply, and build up from there. The point is, to work out the options, then get the same as everyone else so that it is possible to share the resources.



PRISON LIBRARIES IN WESTERN AUSTRALIA

The following has been summarised from the paper by Maureen Allman, W.A. Prisons Department. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

The paper presents an overview of library services to prisoners in Western Australia. In sharing this information it is hoped that a better library service will be achieved both for Western Australian prisons and for Australian prisons in general.

The major Western Australian prisons (seven out of a total of seventeen) now have libraries linked to the Library Board. The agreement implemented is that a set number of books is provided to a prison by the Library Board in return for a once-only payment. The Board then undertakes to exchange a proportion of the books on a regular basis at no further cost to the Prisons Department. In addition, the prison library functions as a branch library in that it has access to inter-library loans and information facilities of the State public libraries and the State Bibliographical Centre. Although this arrangement provides a sound basic collection, the Prisons Department uses its limited library funds to supplement collections with materials not catered for by the Library Board. The resulting collection is not the very best but the limited resources available for its development are eked out as much as possible, and the prisoners' appetite for books is insatiable.

Staffing is severely limited, with only one professional librarian, who has an advisory and consultancy role. Responsibility for supervising the library is usually allocated to prison officers, with prisoners operating the daily routines. There is a pressing need for more training for prison library officers.

If library facilities in prisons are to be improved in the future, detailed information on the present situation is needed now. The survey of prison libraries called for at the 1977 Seminar for Librarians should be the first priority. This should be followed by a national statement of objectives and how these might be attained. There is a convincing argument which suggests that such objectives should be founded on the assumption of the right to read, not on the rehabilitation model.

The Australian Institute of Criminology, the Library Association of Australia and prison administrators should all be involved in the development of national standards for prison libraries. Perhaps librarians with an interest in this field could form a working party to investigate possible strategies for the development of such standards.

FREMANTLE PRISON LIBRARY

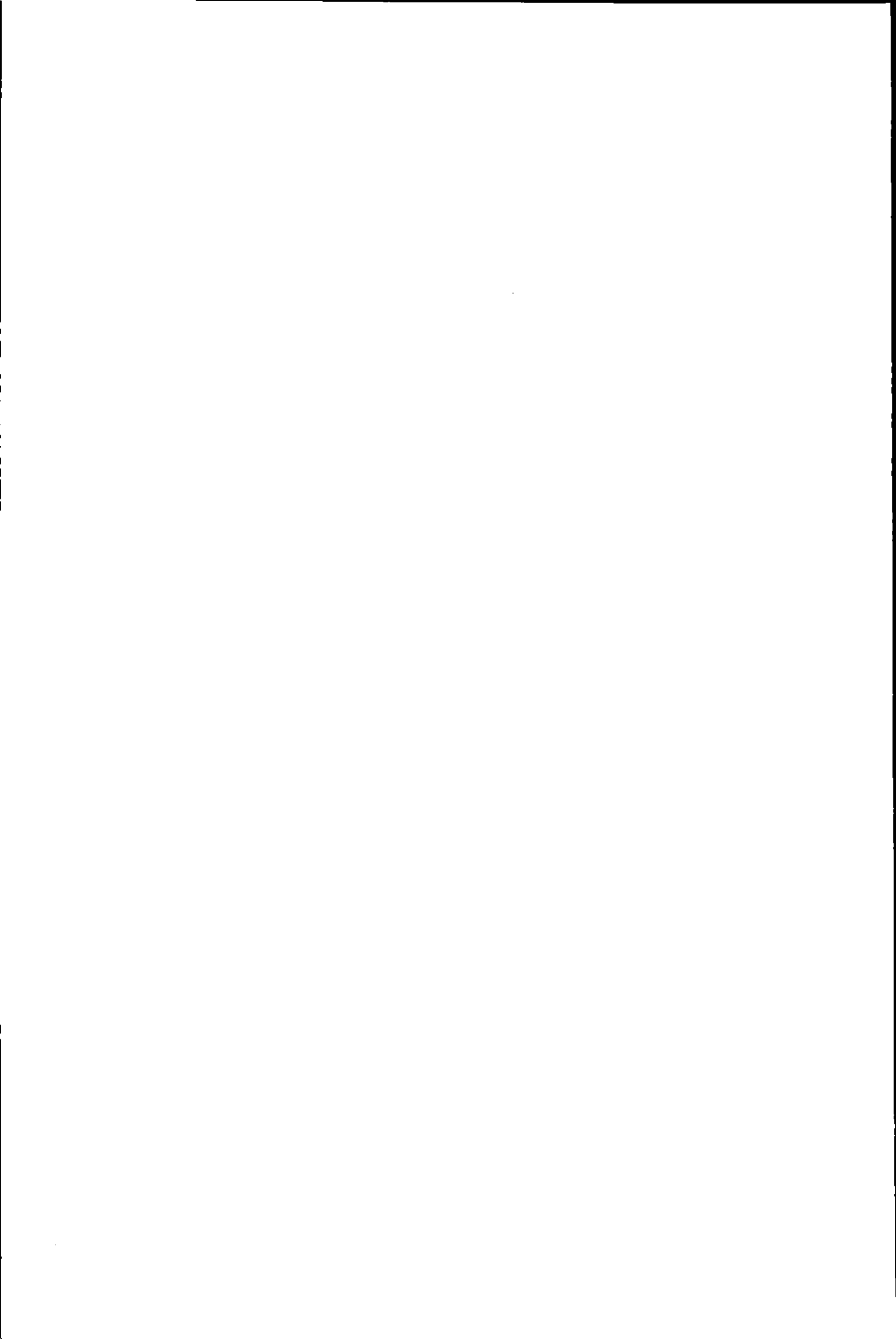
The following has been summarised from the paper by Robert Hind, Fremantle Prison. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

Fremantle Prison Library opened in 1975 as a branch of the Library Board of Western Australia. From the previous 'library' service involving the selection of books from a large basket dropped outside cell doors, the new branch library developed into an organisation holding 10,000 items for loan, and functioning as nearly as possible like any other branch library.

In the early days of the library the program permitted every inmate a twice-weekly visit with an allocation of one fiction and one non-fiction book. Conditions were crowded and the library was located in an isolated section of the prison where the female support staff had their rooms, so that a few hair-raising and potentially dangerous incidents occurred during this time.

After considerable persuasion on the part of the Library Officer, the library was relocated into a much more suitable site. Within the new library there is a Work Room and a Waiting Area, and a Reference Area containing a growing, comprehensive range of law books. Stock now includes magazines, comics and cassettes and readers are permitted tickets for three books, two magazines and two cassettes per week, with one visit per week.

The library is run by a Library Officer recruited from the prison officer staff and assistants are selected from the prison population on the basis of their aptitude for the job. When the Library Officer is away, another prison officer fills in. More often than not he has no experience in running a library, and much reliance is placed on the prisoner assistants. The system works quite well except that it is difficult to keep a team together. Unfortunately, prisoners best suited to the job are of the kind that do not stay in prison long, so there is a high turnover of library staff.



COMPUTERISED LEGAL DATA BASES

Rob Brian, Law Librarian at the University of New South Wales opened the session on Computerised Legal Data Bases and gave a list and brief overview of available data bases. No paper was available.

The more important legal data bases are as follows:

ABN

SCALE

CCHI

Legal Resources Index

Eurolex

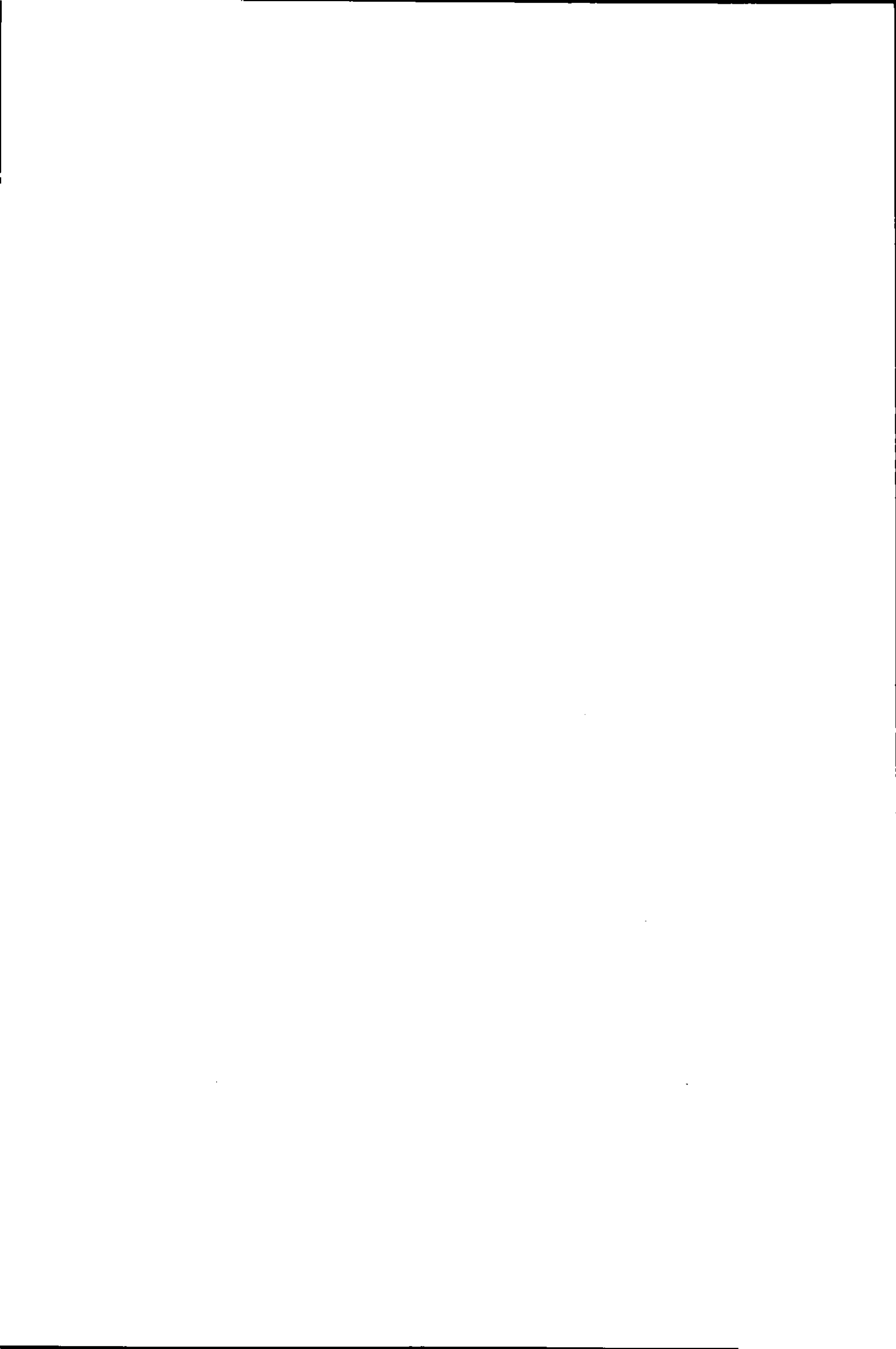
QL Systems

Lexis)
Westlaw) Not available in Australia

Criminal Justice Periodicals Index

NCJRS

CLIRS



CLIRS DEVELOPMENTS

The following has been summarised from the paper by Lynn Pollack, Sydney Law Courts Librarian and presently Consultant to CLIRS. Copies of the original paper may be obtained on request from the Australian Institute of Criminology.

The Computerised Legal Information Retrieval System, or CLIRS, is a national information retrieval system. Overall direction to the development of the system is provided by the company CLIRS Australia Pty. Ltd., which commenced operations on 1 February 1984, and which is wholly owned by Computer Power Group Pty. Ltd.

To date, both New South Wales and Victoria have entered into agreements to establish information retrieval systems on CLIRS for the legal materials produced by their states, and access has been given by the Commonwealth to the SCALE system. Daily operational requirements will be undertaken by CLIRS N.S.W. Pty. Ltd., and CLIRS Victoria Pty. Ltd., with Computer Power providing the computer communications and technical resources. It is hoped that other states will join the system in due course.

CLIRS is the result of careful planning and of analysis of legal information systems operating overseas. Continuing liaison is considered vital and advisory councils have been established to maintain communication between the legal profession and CLIRS, and to ensure that CLIRS is responsive to market needs.

CLIRS is designed as a vehicle for providing the widest possible range of information and services to meet user needs. Under the terms of its agreements, Computer Power is required to include a large volume of primary material in the data base. Secondary materials and ancillary services such as litigation support files and electronic mail will also be included, and it is hoped that publishers and data proprietors will also use CLIRS as a means of making their resources more widely available.

The computer facilities are now operational and available from 9 am to 10 pm, Monday to Saturday. Communications access is provided by 128 incoming lines with up to eight incoming access calls allowed per line, and the system will be run on STATUS software. Storage and processing facilities, hours of operation and communications ability are planned for extension as the need arises. Testing is now under way and the

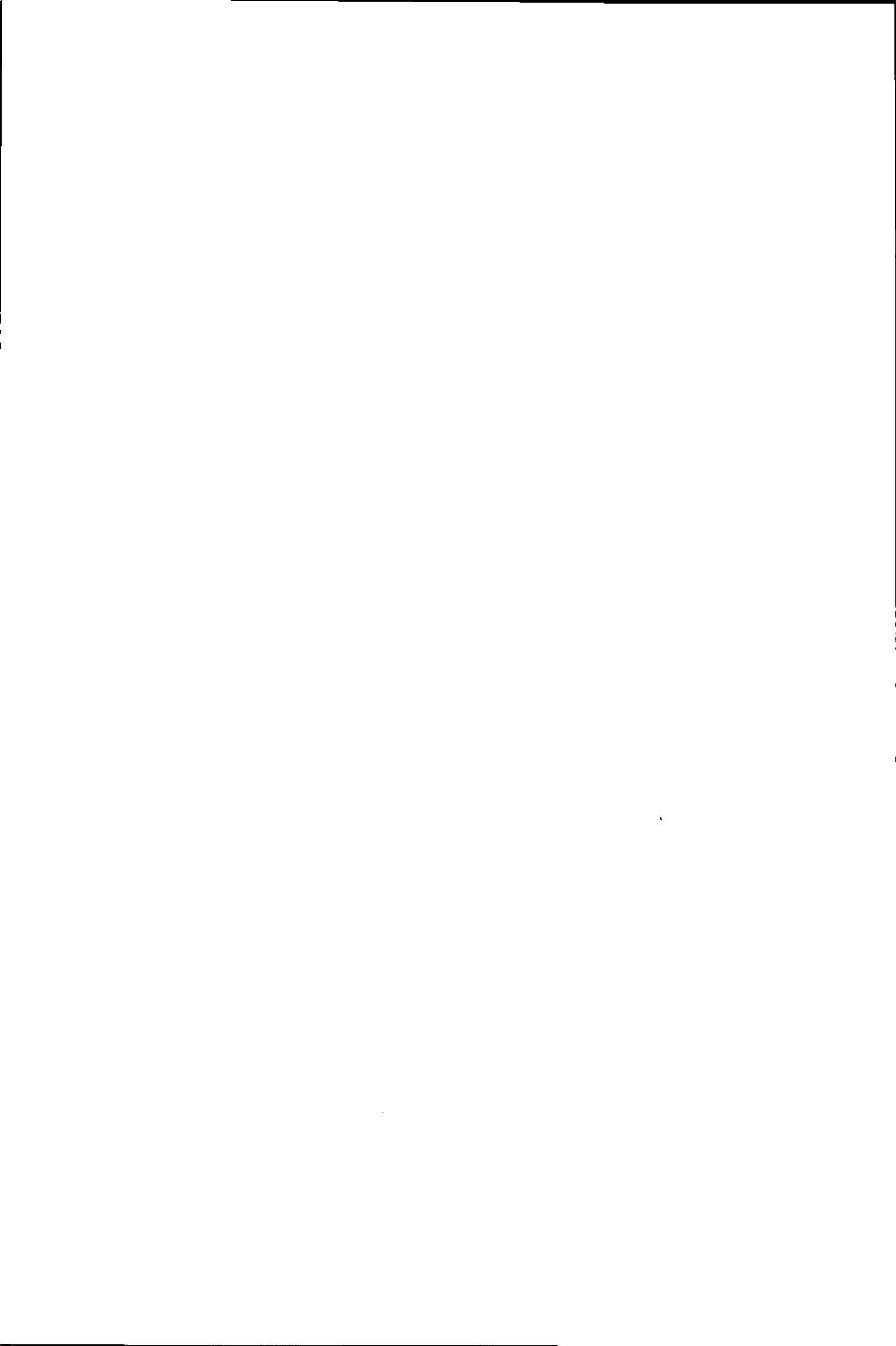
present schedule includes an operational test system by September or October 1984, with a full public launch in early 1985. In the meantime any ideas or suggestions relating to the further development of CLIRS are invited.

DEMONSTRATION OF ON-LINE DATA BASES

The demonstration session was opened by Lisa Slade, Reference Librarian at the Lionel Murphy Library, with a brief description of the seven on-line data base systems available to the Attorney-General's Department in Canberra. Further information about these data bases (ABN, Ausinet, Eurolex, Lockheed Dialog, QL Systems, Scale and SDC Orbit) is contained in the publication Data Bases On-Line, compiled by Amanda Keam and published by the Attorney-General's Department Library, ISSN 0812-034X.

The remainder of the session was devoted to a practical demonstration on the Dialog data base, using an IBM-PC minicomputer with a modem link-up. Participants were able to direct several sample searches and, with a link-up between the VDU and a video-projector, were able to observe the process as it occurred on the VDU screen.

In this participatory learning process, it was possible to pick up a number of tips for expediting searches. For example, participants learned that the searching device, DIALINDEX, can save time by showing which data base would be more relevant for the subject being searched for. It achieves this by searching descriptors across a number of data bases, giving the number of data bases the descriptors appear in.



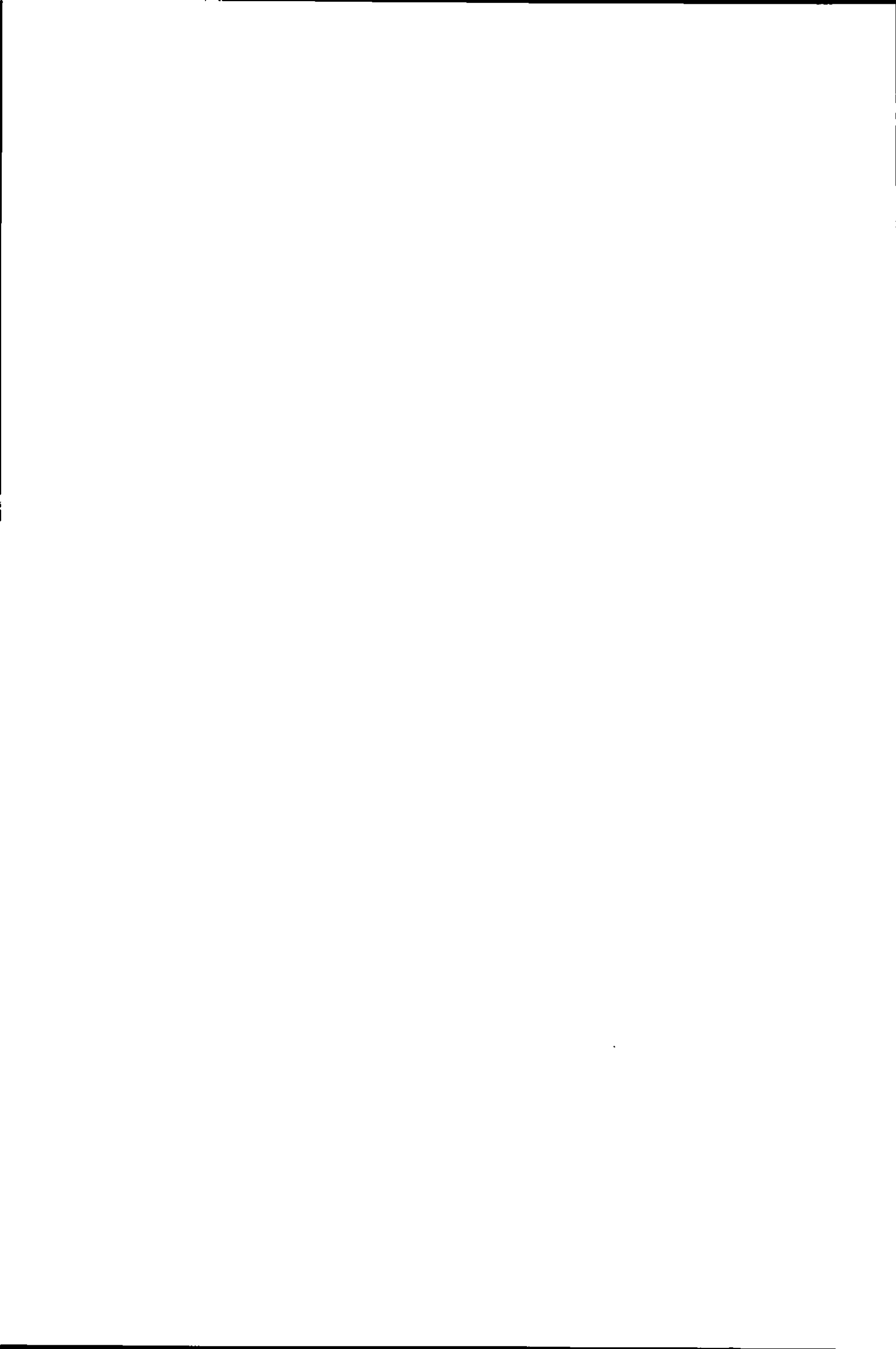
PANEL INFORMATION SESSION

SPECIAL INTEREST GROUP REPORTS

RESOLUTIONS OF THE SEMINAR

CLOSING REMARKS

FRIDAY 30 MARCH



PANEL INFORMATION SESSION

Panel members: Gael Parr
David Biles
Peter Grabosky
Sat Mukherjee
John Walker
Rob Brian

1. CINCH (speaker: Gael Parr)

CINCH, acronym for Computerised INformation from Criminological Holdings, is a batch process data base consisting of Australian criminological references (journal and monograph). These are indexed in the J.V. Barry Memorial Library and made available via CSIRONET.

Because of staffing problems, CINCH has not been updated since 1979. The Information Bulletin of Australian Criminology was another victim, with the last issue published in June 1982. The Institute is committed, however, to bringing the indexing of Australian criminological material up-to-date, though the precise means of achieving this have yet to be determined. The resuscitation of the Information Bulletin is the first step, with the next issue expected in June 1984. The future of CINCH is certainly as an on-line data base and it may be more useful to the criminological community to have it accessible on AUSINET rather than CSIRONET. No decision can be made at this stage but a bid for funds to investigate the possibility has been made for the 1984-85 forward estimates.

Questions asked of participants in the Seminar are:

- (a) Is an up-to-date data base of Australian criminological material wanted by the user community?
- (b) Is there a preferred alternative name to CINCH?

On a different but related topic, the future of the Union List of Criminological Periodicals is in doubt. Updating the list is becoming increasingly difficult for JVB, especially without supporting word processor or microcomputer facilities.

2. CRIMINAL JUSTICE STATISTICS

Overview: the availability of criminal justice statistics (Speaker: David Biles) Librarians clearly receive inquiries about the availability of criminal justice statistics, as does the Australian Institute of Criminology. The following sketch outlines the types of statistics that are collected and also points to the major gaps.

One can conceptualise the criminal justice system as three interlocking subsystems consisting of the police, the courts, and corrections. This is not to be confused with what we call 'crime', much of which goes unreported, and one of the major ways of collecting information about unreported crime is via victim surveys (see following section by Peter Grabosky).

Reported offences are recorded officially as police statistics, and offences cleared in court are recorded as court statistics. The major gaps in the collection of crime statistics lie in these two areas, though there are plans for improving this situation. In the area of police-recorded crime statistics, some long-term historical work has been undertaken by Sat Mukherjee at the Institute, and the Australian Bureau of Statistics will shortly outpost an officer to the Institute in order to conduct some collaborative research. In addition, the Australian Bureau of Statistics will soon be publishing statistics on the operations of courts.

Statistics relating to corrections are very well developed in Australia, and the Institute has made a major contribution. Statistics published monthly by the Institute are Australian Prison Trends, Probation and Parole Statistics, and Juveniles under Detention; Prisons Statistics for Asia and the Pacific are published three-monthly; and a National Prison Census is conducted annually. These statistical collections are soon to be expanded with the addition of a planned National Census of Persons Undergoing Community-Based Corrections.

Comment by Sat Mukherjee Although Australian statistics are not totally satisfactory, they are no worse than statistics produced by any other advanced country. The major problem in Australia is in the time lag between production and distribution of official statistics.

Victims of Crime (Speaker: Peter Grabosky) Until very recently, most of the statistics on the incidence of crime were produced by police. These statistics were as significant for what they excluded as for what they included. What they did indicate was the level and type of crime reported to the police. These statistics were designed, however, to serve the internal organisational needs of the police ('who done it', not 'who cops it') and what they did not show was the estimated fifty per-cent

of crime which does not reach police attention. Secondly, they were not designed to indicate the distribution of risk of becoming a crime victim, which is spread very unevenly across the population.

Those types of offence which are not reported to police tend to be the less serious (no weapon, no injury, minor property with no insurance cover), and those characterised by a close victim-offender relationship. In contrast, there are those which have a very high reporting rate, such as vehicle theft.

In 1975 and 1983-84 the Australian Bureau of Statistics conducted surveys which sought to address some of these issues. The 1983-84 survey is the more detailed and includes information on reported and unreported crime under different offence categories, background characteristics of victims, whether weapons were used, whether there was a close victim-offender relationship, and reasons for reporting or not reporting the crime. By happy coincidence, a health survey has also been conducted recently by the ABS providing information on health insurance cover and on counselling services.

While these surveys permit greater comparability than do police statistics of reported crime, there are still some information gaps. These are in very important areas and include domestic assault, sexual assault, victimisation of Aborigines, and fraud and corporate crime.

Comment by Sat Mukherjee Even victim surveys do not indicate the full extent of crime committed because not all crimes are reported by the survey respondents. (We should, however, be happy that this is so, otherwise most of us could be considered criminals at some time!).

Availability of historical statistics (Speaker: Sat Mukherjee) Statistics for the twentieth century have been compiled and published in the Source Book of Australian Criminal and Social Statistics 1900-1980, by Sat Mukherjee, Evelyn Jacobsen and John Walker. This large volume contains about half the statistics collected by the AIC. A future proposal will recommend that the unpublished statistics should be compiled into a ten-year volume and advertised for those who may wish to consult the contents, because the AIC is the only place where these exist for the whole of Australia for the time period that official crime statistics have been produced and printed.

As a follow-up to the type of statistics contained in the Source Book, statistics on convicts and crime in the colonies are being compiled for the period 1788 to 1900. These will be available in book form through the AIC.

Present work-in-progress is the compilation of material for inclusion in a ten-volume set of historical statistics, to be produced as a Bicentennial publication. A forty-page section has been set aside for a chapter titled Crime and Justice Statistics and this will include statistics on every colony from 1850 to 1900, and for every jurisdiction from 1901.

An internal survey of requests for information from the AIC has shown that these historical statistics are a very valuable resource.

National Prison Census (Speaker: John Walker) Correctional statistics are compiled in essentially two forms, that we might call flow statistics and stock statistics. Flow statistics are those which provide trends, such as increases and decreases in imprisonment. Stock statistics involve a count of those in prison at any one time and what their characteristics are. The National Prison Census is an example of the latter.

The third annual Prison Census will be conducted in June 1984. Each year there are difficult decisions to be made on whether any new questions should be added. Last year, for example, a question was added on the number of escapees; in the forthcoming Census questions are to be added on outstanding charges and security ratings. The Census questions are designed to answer such policy and research questions as 'how many prisons are needed?', and 'how many prison officers are needed?'. Collection of the data is carried out by each state or territory corrections department, with prison officers in each prison asking the Census questions.

Summary data from the Census is contained in the AIC publications Australian Prisoners 1982 and Australian Prisoners 1983, by John Walker and David Biles. Because of the sensitivity of these data, access to the raw data is controlled by the state governments. Permission to use the raw data must be obtained on individual request. So far the AIC has made, and been granted, a few such requests and very great care is taken to ensure that confidentiality of the data is maintained.

SUMMARY OF DISCUSSION

Prison Census

- (a) It is a statutory requirement that unit record data may not be released under any circumstances, even obliquely. The AIC is prepared to produce cells containing only one case and is satisfied that the individual in that cell could only be recognised if he or she happens to personally well known by the person reading the data. No respondent is identified by name, because identification on the data is by prison number.

- (b) The Prison Census does not include figures for Queensland on the number of Aborigines imprisoned. Data from the 1981 Population Census however, indicate that Aborigines in Queensland are, statistically, slightly less likely to be in prison than is the case in other states.
- (c) Information on drug use is not available in the Prison Census, though there are some questions on the drug problem. The topic of drug use would be more appropriately handled by a one-off survey or research project and, even here, there would be some problems with non-response because of the sensitivity of the topic.

White-collar crime A figure frequently asked of the AIC library is the cost of white-collar crime. It appears that the cost is both astronomical, and unknown.

Locating relevant statistics

- (a) It is difficult to isolate figures for deaths arising from a wilful act from police statistics on homicide. This is because these statistics tend to group murder, attempted murder and deaths occasioned by negligent driving into one category. In fact, health statistics are a better, if not perfect, indicator of homicide figures. The moral of this is that one does not necessarily go to the most obvious source to locate relevant statistics.
- (b) All statistics are estimates, no matter how perfect they might be, and some statistics are better than others. It is advisable to use as many sets of statistics as are available, to produce as good an estimate as possible.
- (c) Statistics on juvenile offences are not obtained easily in a useful form. For the period 1964 to 1980, the only published figures group crimes by age categories which are not useful in the younger age categories. The lowest age grouping is 'under 16' but a more useful breakdown would be 'under 10', '11-12', '13-14', and so on. The only way to get access to these figures at present is through established contacts in the criminal justice system.
- (d) For the eighteenth and nineteenth centuries there are no statistics on Aboriginal crime rates except for imprisonment rates and court statistics from Western Australia.
- (e) There is no master list of criminal justice statistics which are collected. This might, however, be an excellent task for the ABS officer who is shortly to be outposted to AIC.

Uniformity of statistics ABS statistics are not always uniform from state to state. This is not necessarily a bad situation but where it exists there is a need to clearly specify where, and what, the differences are.

3. SURVEY OF LEGAL MATERIALS (Speaker: Rob Brian)

A national survey was first proposed in a meeting of the Law Foundation of New South Wales. It was agreed that there was a need for such a survey and, in 1979, funding was made available by the Commonwealth Attorney-General's Department, the Law Foundation of New South Wales, and the Victorian Law Foundation. Work on the survey started in 1981 and the results are now published as follows:

National Survey of Law Libraries in Australia

Compiled by Beth Wilson; supervised by E.J. Glasson.
Sydney: Australian Law Librarians' Group, 1984. Cost \$35.

Chapters on: Law School libraries
Court libraries
Government libraries
Law firm libraries
Police libraries
National Library of Australia
Parliamentary libraries
State and public libraries

Orders to: ALLG, P.O. Box 78, St. Pauls, N.S.W. 2031

4. RESOURCE SHARING (Speaker: Rob Brian)

- (a) ABN. The best means of sharing resources and finding out what everyone else has is to contribute bibliographic data to ABN and to access holdings information on the data base.
- (b) Inter-library loans. These must be reciprocal. In addition, realistic charges may equalise the burden and show the real cost of providing a library service. Larger libraries, such as university libraries, should not be expected to subsidise smaller libraries.
- (c) A survey of Australian prison libraries is needed.
- (d) National standards are needed for prison libraries, police libraries and court libraries.
- (e) Sharing of services provided for one's own clients, for example, data bases accessible on SCALE, through the Attorney-General's Department. This has made the A-G's library one of the leading libraries in Australia.

SPECIAL INTEREST GROUP REPORTS

The following notes have been edited from reports received from each of the three special interest group rapporteurs.

POLICE LIBRARIES (Rapporteur: Erica Bolto)

1. Preliminary exchange of information

- (a) Roslyn MacKenzie, from the Department of Defence Library, spoke for about forty minutes on sources of information in the defence forces area. This was an extremely desirable area for the police librarians to be acquainted with, as the armed forces and the police have many areas in common.
- (b) Chris Miels described the fairly newly established National Police Research Unit in Adelaide. The functions of the Unit will be that of liaison with participating forces and other bodies to co-ordinate, stimulate and sponsor research programs concerned with policing; and to disseminate the results of this research.
- (c) Alan Patterson gave a short talk on the changed structure within the N.S.W. Police Department library scene. The N.S.W. Police Academy is planned to take up residence in the Goulburn CAE complex. It will take over the site, including the library and approximately half of the CAE's book collection. It will also receive, over a period, a large part of the collection of the N.S.W. Police Headquarters library.
- (d) Chris Paterson explained the situation regarding the new police central library to be set up at the Victorian Police Academy at Glen Waverley. No librarians' position has been established as yet. The respective roles of the new library and the existing Victorian Police College Library have not yet been clarified. It is seen as very desirable that the new library be automated from the beginning, but this could depend on which brand of computer the Victorian Police Department buys.

2. Participation in ABN - It has not been possible for the people in the police libraries group to give definite statements on their future role in ABN but, on the whole, they see their future involvement as that of dial-up customers.
3. Automation - For most police libraries, a projected date for computerisation seems indefinite. Libraries will need heavy commitment and co-operation from their departments to automate. These same departments have very pressing priorities in the criminal data area. Alan Patterson may in future be involved in CLANN. Chris Miels will be acquiring a microprocessor using dBASEII to set up an in-house catalogue.
4. Information Services
 - (a) CINCH should be available on AUSINET.
 - (b) A drawback of ABN and CLANN is that they are not set up for, and consequently have an inability to cover comprehensively, journal articles.
 - (c) The current lack of up-to-dateness on the NCJRS data base is very regrettable, but in view of the problems being experienced by the U.S. National Institute of Justice, it seems an unfortunate fact of life that will continue for the time being.
 - (d) Police Science Abstracts should be available on an automated base such as DIALOG, and the Group has agreed to write to the publishers to express strong interest in this.
 - (e) Police libraries experience a part duplication of effort in producing current awareness services. However, because of the differences, difficulties, and the fact that each of these services is tailored to the needs of a specific police clientele, it seems unlikely that the situation will change at this time.
5. Translations - There are very valuable and sometimes unique articles which appear in French and German police periodicals. It was agreed that translations done by a library will be made available to all other police libraries.
6. Inter-library loans - It is recognised that large libraries are committed to a library voucher system. However, a commitment should preferably be obtained from police and corrections libraries to re-affirming the policy on free reciprocal inter-library copying as stated in the seminar of 1977.
7. Union Catalogue of Monographs - This is a very useful tool and it is hoped that the Institute of Criminology will be able to maintain it as long as the need exists for it as a manual tool.

8. Future exchange of information between police libraries
- (a) An Australian Police Libraries Newsletter will be produced on a quarterly basis. Alan Patterson has agreed to compile it from contributions from personnel in police libraries. The first contributions should reach him before September 1984. The Newsletter is expected to include such items as basic library changes, expensive acquisitions and developments in automation.
 - (b) Recent acquisitions of 16 mm film and video tapes will be notified.
 - (c) Some sort of liaison is desirable between police personnel who are responsible for the legal collections in police departments, and who in varying degrees are involved in drafting of some legislation. The group agreed to facilitate that liaison through its network.
 - (d) There was an agreement to exchange copies of bibliographies which are compiled by individual libraries but not copies of automated searches.
9. Survey of legal materials - There is concern about the information contained in the police sections of the survey compiled by Beth Wilson. An air of mystery surrounds its origins and some information is inaccurate.
10. Structure of the Seminar for Librarians - The information given to the special interest group by Roslyn MacKenzie (Department of Defence) was extremely useful. This idea could be a trend worth investigating, for example, papers helpful to special groups could be given at these special group meetings rather than at the plenary sessions. This could, in addition, release extra, badly-needed time for the special interest groups. In other words, more time could be devoted to parallel sessions.

CORRECTIONS LIBRARIES (Rapporteur: Maureen Allman)

- 1. Preliminary exchange of information - There was a general information exchange regarding library staff positions and services. In addition, satisfaction was expressed that there was present a representative for correctional services from each state.
- 2. Prison libraries - survey and standards - There was general discussion on the desirability of standards for prison libraries. It was noted that the Library Association of Australia is currently drawing up standards. However, it was felt that prison libraries need urgent and special attention.

Resolved:

- (a) G. Harper to draw up a draft survey form by early April to be circulated to members of the special interest group for comments. The final survey form to be ready by June and results available by December 1984.
 - (b) G. Harper and M. Allman to examine standards from U.K., U.S.A. and any other English speaking jurisdiction. Draft standards to be compiled and circulated to members of this group for comments. A final recommendation will then be discussed with the L.A.A. and negotiations opened with the Institute of Criminology regarding incorporating the standards in the 'Minimum Standard Guidelines for Australian Prisons'.
3. Staffing of prison libraries - Various staffing arrangements in the different jurisdictions were outlined and discussed.
 4. Textbooks - Provision of textbooks to prison officers undertaking external studies was generally agreed to be a matter of Departmental policy.
 5. Information services - CINCH should be on AUSINET.
 6. Automation - Most prison libraries have no prospects for automation in the near future.

COURTS, UNIVERSITY AND LAW LIBRARIES (Rapporteur: Bruce Bott)

1. Legal indexing and abstracting of periodicals - The U.S. bias is unfortunate in some services, especially NCJRS. The group resolved to take individually such lobbying action as seems appropriate, and to send copies of any letters to Lorraine Weinman at the Lionel Murphy Library and inform others through the ALLG Newsletter. Further discussion is planned for the forthcoming conference in Brisbane.
2. Published bibliographies and information sources - Libraries should be encouraged to publish lists of bibliographies available for distribution in ALLG Newsletter, so that a kind of union list could be built up. Perhaps Lisa Slade could write a newsletter item for ALLG.
3. Participation in ABN - All libraries should participate in ABN as soon as possible. The level of cataloguing in ABN is higher and consistent, and there is a 75 per cent hit rate with copy cataloguing. Other benefits are improved access to the collection and, although in the short term there are no savings in staff or money, there will be very considerable savings from the collection rationalisation that will be encouraged by improved access to other collections.

4. Information services

- (a) The Institute of Criminology should take the initiative in mounting CINCH on AUSINET. The present use of CSIRONET is inappropriate because of its general inaccessibility. Though access via SCALE or CLIRS might be attractive, it is felt that CINCH has more general appeal than a strictly legal data base and that it would be better if mounted on AUSINET.
- (b) Under investigation at present are the mounting of both AGIS and the full text of recent High Court judgements on SCALE, with the latter coming directly from the word processed text of the judges' typists.

5. Reported judgements - The delay in publication of the Commonwealth Law Reports is now about three years. All librarians present at the discussion should write to the Managing Director of the Law Book Co., asking them to investigate the situation and improve the CLR service. In addition, an editorial on the matter should appear in the next ALLG Newsletter.

6. Unreported judgements

- (a) Supreme Courts - Access to the whole body of unreported judgements is desirable, rather than only a selection, and the user should be able to make the decision. There are also difficulties in obtaining subject access. There is a computerised index of N.S.W. judgements mounted by the N.S.W. Bar and available on subscription. It is possible that this could be extended to cover other states.
- (b) Lower Courts - There are problems of access to magistrates' reserved decisions and decisions in courts other than courts of record. Some statistical information is available on crime and sentencing patterns from the N.S.W. Bureau of Crime Statistics. Decisions of other bodies such as the Administrative Appeals Tribunal are also of great interest, and the possibility of arranging for a set of these decisions to be available in each state Deputy Crown Solicitor's office will be investigated by Lorraine Weinman.

7. Legal subject headings and thesauri - Rob Brian and Lorraine Weinman reported progress. The list is in three sections. Only part is typed, with the bulk as annotations to Sainsbury's list of legal subject headings. A draft will be prepared, possibly with funding from the N.S.W. Law Foundation, and this will be circulated for comment by the end of 1984, with the Attorney-General's Department as the clearing house. The final list will be placed on ABN as a participant thesaurus.



RESOLUTIONS OF THE SEMINAR

1. The Seminar would like the Institute to make CINCH available on AUSINET.
2. Alan Patterson be appointed as a co-ordinator to obtain a commitment from all police and corrections libraries, that they would be happy to reaffirm the policy on free reciprocal copying as stated in the seminar of 1977.
3. The Institute should maintain the Union Catalogue of Monographs at least for as long as the need exists for it as a manual tool.
4. At future seminars for librarians in the criminal justice system more time should be given to special group discussions at the expense of the plenary sessions, with a selection of 'special interest' papers presented at the special interest group sessions and notable papers in each group delivered at plenary sessions.
5. The offer by Alan Patterson to produce newsletters between police libraries and by Graham Harper to produce at least the first newsletter between prison libraries be accepted.
6. A survey of prison libraries be conducted using existing resources, with Graham Harper finalising a form by June 1984 and the results made available by December 1984.
7. The prospect of establishing standards for police libraries be investigated by Alan Patterson, for prison libraries by Graham Harper, and for court libraries by Bruce Bott.
8. Individual approaches co-ordinated by Rob Brian be made to the advisory committees of NCJRS, Index to Legal Periodicals, and Current Law Index with a view to improving the Australian coverage of these indexes.
9. Erica Bolto be requested to approach the editorial board of Police Science Abstracts with a view to encouraging them to mount their data on DIALOG.

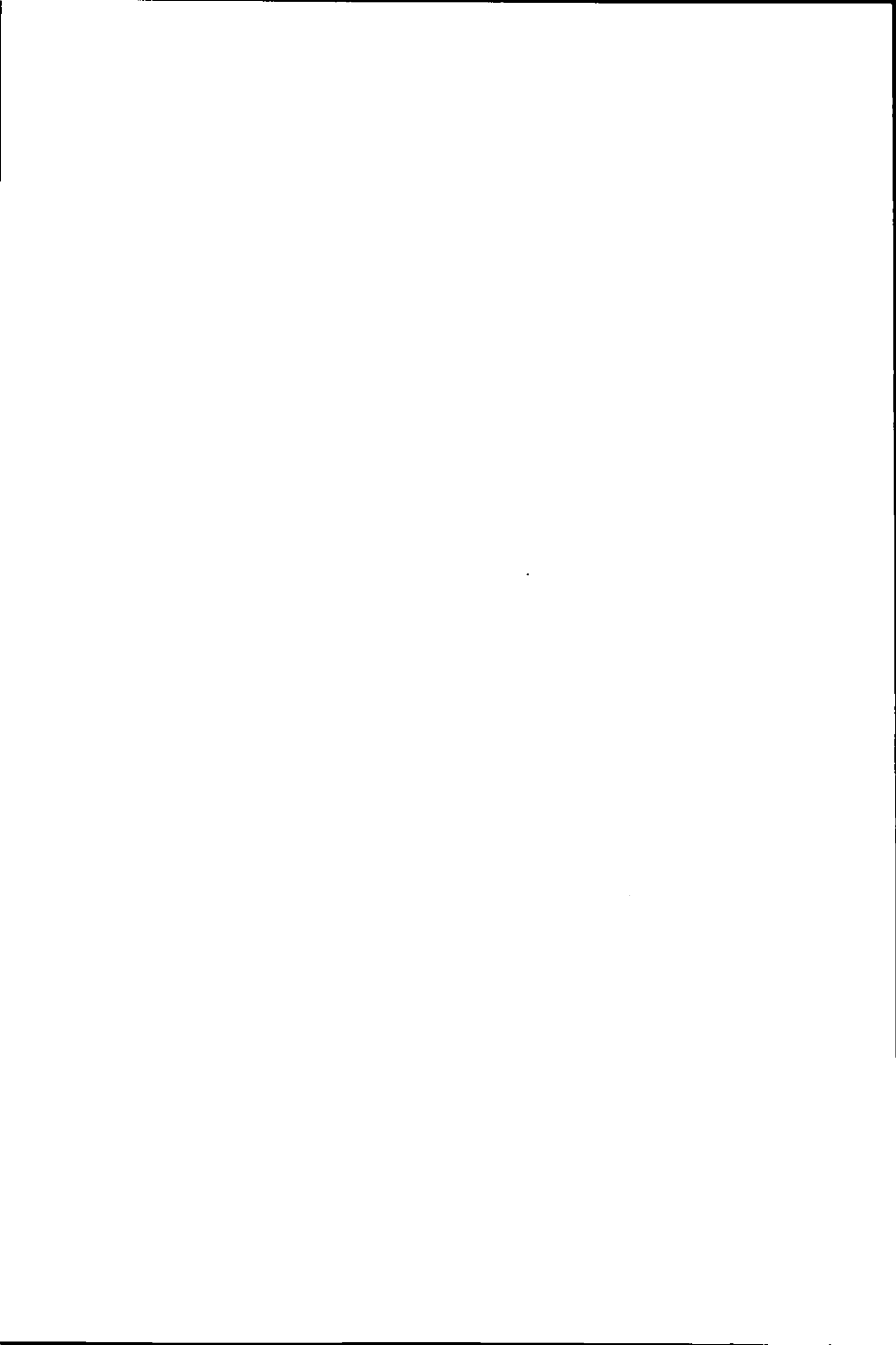
10. Libraries be encouraged to publish lists of bibliographies available for distribution in special interest group newsletters, for example, ALLG Newsletter, and a copy of the bibliographies be lodged with the Australian Institute of Criminology library.
11. All law libraries should participate in ABN as soon as possible and librarians in other interest groups should continue to evaluate prospects for participation.
12. Gael Parr be requested to approach the Criminology Research Council to ascertain its willingness to assist with proposing a project relating to standards for prison libraries that it might be prepared to fund.

CLOSING REMARKS

Rob Brian offered a vote of thanks to Col Bevan, Gael Parr and everyone else involved in organising this magnificent Seminar, and also to the Australian Institute of Criminology, without which the Seminar would not have been possible. He expressed the hope that everyone would meet again in two or three years' time at the next Seminar.

APPENDIX A

SEMINAR PROGRAM



Training Project 63/3/5

THE AUSTRALIAN INSTITUTE OF CRIMINOLOGY

Fourth Seminar for Librarians
in the Criminal Justice System (TP.63)
Canberra 27-30 March 1984

TUESDAY 27 MARCH

- | | | |
|-------------|--|--|
| 10.30-11.00 | Morning Tea | |
| 11.00-11.15 | Opening and Welcome | Mr D. Biles
Assistant Director
Research |
| 11.15-12.45 | Australian Bibliographic
Network | Mr Warwick Cathro
National Library of
Australia |
| 12.45-2.00 | Lunch | |
| 2.00-3.30 | Word Processing, Data Base
Management Systems, or
Information Storage and
Retrieval Systems - Which?

<u>Chair:</u> Ms Keithlea Bolitho | Mr John Kerrisk
Kuring-gai College of
Advanced Education |
| 3.30-3.45 | Afternoon Tea | |
| 3.45-5.00 | Defence Scientific and
Technical Research Information
Systems - Paper prepared by
Mr. Mike Smith A.F.P.

<u>Chair:</u> Ms Dawn McCaghy | Presented by Mr Mike
Shearer - Prime
Computer of Australia |

WEDNESDAY 28 MARCH

- | | | |
|------------|--|--|
| 9.30-10.45 | Automated Cataloguing
Alternatives and Information
Retrieval for Special
Libraries

Automated Cataloguing Futures

<u>Chair:</u> Ms Christine Miels | Ms Donna Reid
School of Information
Studies, Canberra TAFE

Mr Chess Krawczyk
School of Information
Studies, Canberra TAFE |
|------------|--|--|

10.45-11.00	Morning Tea	
11.00-12.30	Discussion of previous sessions	Panel: Mr Chess Krawczyk Ms Lynn Pollack Ms Donna Reid Mr Mike Shearer Ms Maureen Swords
	<u>Chair:</u> Mr Chess Krawczyk	
12.30-1.45	Lunch	
1.45-2.45	Prison Libraries in Western Australia	Ms Maureen Allman Librarian, W.A. Prisons Dept.
	Fremantle Prison Library	Mr Robert Hind Library Officer Fremantle Prison
	<u>Chair:</u> Mr Col Bevan	
2.45-3.30	Computerised Legal Data Bases	Mr Rob Brian Law Librarian, University of NSW
	CLIRS Developments	Ms Lynn Pollack Computer Power
3.30-3.45	Afternoon Tea	
3.45-5.00	Demonstration of On-Line Data Bases	Ms Lisa Slade Reference Librarian, Lionel Murphy Library Attorney-General's Department

THURSDAY 29 MARCH

9.30-10.45	Special Interest Groups:	1. Police 2. Corrections 3. Courts, University and Law Libraries
10.45-11.00	Morning Tea	
11.00-12.15	Special Interest Groups	
12.15-2.00	Lunch - ANU Staff Centre	
2.15-3.30	Visit - Lionel Murphy Library	
3.45-5.00	Visit - High Court Library or National Gallery Library	

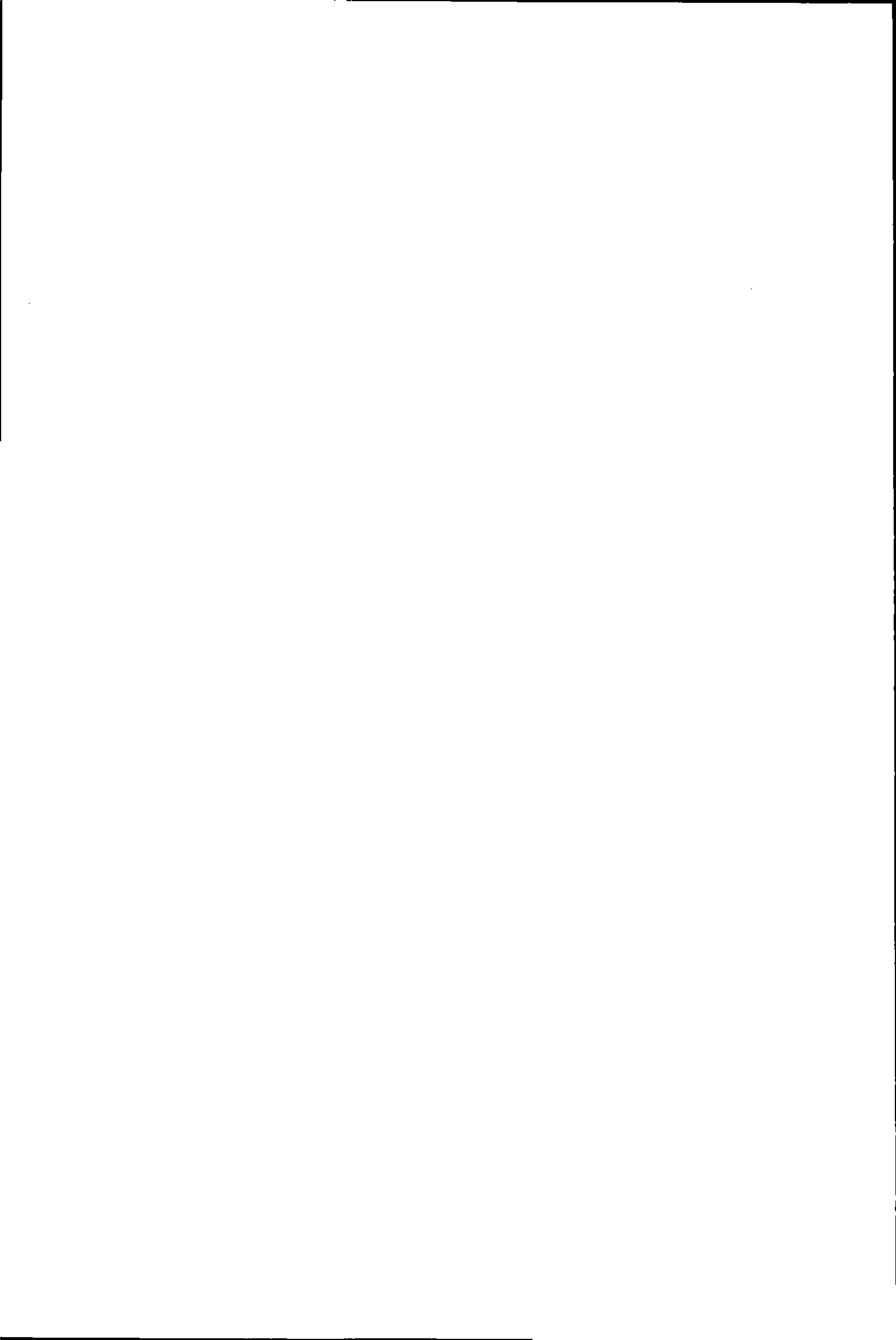
FRIDAY 30 MARCH

9.30-10.45	Panel Information Session:	
	<u>Topic</u>	<u>Panel or Discussion Leader</u>
	1. CINCH	Ms Gael Parr
	2. Criminal Justice Statistics	Mr David Biles Dr Peter Grabosky Dr Sat Mukherjee Mr John Walker
	3. Survey of Legal Materials	Mr Rob Brian
	4. Resource Sharing	Mr Rob Brian
10.45-11.00	Morning Tea	
11.00-12.45	Special Interest Group Reports	
	<u>Chair:</u> Ms Gael Parr	
12.45-2.00 .	Lunch	
2.00-3.30	Recommendations and Resolutions	
	<u>Chair:</u> Mr Col Bevan	
3.30-4.00	Afternoon Tea	
4.00	Bus to <u>AIRPORT</u>	



APPENDIX B

LIST OF PARTICIPANTS



TNG/TP.63/3/5

AUSTRALIAN INSTITUTE OF CRIMINOLOGYFOURTH SEMINAR FOR LIBRARIANS IN THE CRIMINAL
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