This book must not be taken from the Library building.
This publication is prepared with an automatic text-editing and formatting system (CMS editor, Waterloo SCRIPT, on an IBM 3033). Foster Schoch of the Princeton University Computer Center was responsible for its production.

Key Title: Newsletter - International Association for Social Science Information Service and Technology

ISSN - United States: 0145-238X

Deadline for issues: May 15, 1980 (Spring)
August 15, 1980 (Summer)
November 15, 1980 (Fall)
During the last several years, the community of Census Bureau data file users has expanded greatly and the number of files available has increased dramatically. This phenomenon will continue when files are released from the 1977 Economic Censuses and the Census of Governments and the 1980 Census of Population and Housing.

As the number of data files distributed by the Census Bureau increases, there is need for a systematic method of providing information about existing holdings of data files and updating that information as new files are released.

While current methods of announcing new file releases reach a very large segment of the user community, the need exists for a single reference publication containing information about the complete collection of files available from the Bureau. This is the need the Bureau proposes to meet with a new publication now available.

In this paper, the current means of data information dissemination will be discussed, followed by a detailed explanation of Directory of Data Files, a new Census Bureau publication prepared by the Data User Services Division.

Currently, archivists and researchers obtain initial information about Bureau files from several sources. Data files released during the year are described briefly in Part II of the annual Bureau of the Census Catalog. More current releases are announced in Data User News (published monthly by the Data User Services Division) and in non-Bureau publications such as American Demographics and Review of Public Data Use.

Another less formal means of "spreading the word" about new data files is the data archivist/researcher network. Particularly active at major universities, this informal information network operates outside the constraints of printing and mailing delays.

Although each of these mechanisms for providing information about new files serves a particular audience, none are standardized regarding the level of data information provided or the format in which the information is presented. Nor is there a method of maintaining this information in an easily consulted, cumulative form.

However, this information need will be met by the Directory of Data Files (2), prepared within the Data User Services Division of the Census Bureau. This directory is a cumulative reference guide

(2) The Directory of Data Files was prepared by Molly Abramowitz and Barbara Aldrich under the direction of Larry Carbaugh, Chief, Customer Services Branch, Data User Services Division.
for all publicly available machine-readable data files. It serves a two-fold purpose by indicating that a particular file is available and providing brief but concise information regarding its universe, subject-matter, geographic level, and size.

The Directory is a subscription item available through the U.S. Government Printing Office. Subscribers to the basic publication will automatically receive quarterly updates containing information about new files. The Directory is in a loose-leaf format so all update pages can be entered in the appropriate place.

This publication does not replace any of the current systems of data information dissemination discussed earlier nor is it intended to replace the technical documentation as the source of detailed information about individual files.

An abstract is written for each file in the Directory. Each abstract provides enough information so that the user can determine if the file is of interest or if the more detailed technical documentation for the file is needed.

The Directory reflects the efforts of the Bureau to provide authority titles for files and a standardized framework for information about them. This effort complements the on-going development of standards for the Bureau's technical documentation.

The Directory begins with a general introduction to census data and a review of file ordering procedures. The next chapter is divided into program areas: agriculture, economics, general, geographic reference, government, population and housing, and software. A general overview is provided for each. Following this, individual censuses and surveys are outlined, followed by abstracts of the available files produced in these efforts. For example, the population and housing section contains a general outline of the Bureau's role in collection of population and housing data. This is followed by an overview of the Census of Population and Housing and abstracts of the files that are products of that Census. These abstracts are a major portion of the Directory.

Information provided in the abstract includes the bibliographic entry for the file, type of file, descriptions of universe, subject-matter, and geographic coverage, file size, related reference materials, printed reports and machine-readable data, and file availability.

The BIBLIOGRAPHIC ENTRY for the file contains the authority title, the statement of responsibility, place of production, producer and distributor, and the date of production.

EXAMPLE:


(All subsequent examples are based on this file.)

The bibliographic entry is followed by a statement of TYPE OF FILE and the UNIT OF OBSERVATION. Within the framework of Census Bureau data, the options for type of file are microdata, summary statistics, geographic reference data and software.

TYPE OF FILE:

Microdata, unit of observation is individuals within housing units.

The next element in the abstract is the UNIVERSE DESCRIPTION. If the data are sample data, a brief description of the sampling technique is also provided.
UNIVERSE DESCRIPTION:

The universe consists of persons 3 years old and over who are the civilian non-institutional population of the U.S. living in housing units. A probability sample is used in selecting housing units.

A SUBJECT-MATTER DESCRIPTION follows. This is not intended to be a complete list of the individual variables on the files, but rather to provide an overview of the type of data available on the file.

SUBJECT-MATTER DESCRIPTION:

The basic information collected monthly provides data on labor force activity the week prior to the survey. Comprehensive data are available on the employment status, occupation and industry of persons 14 years and over. Characteristics such as age, sex, race, marital status, household relationship, educational background and Spanish origin are shown for each person 14 and over in the household survey.

In addition, supplemental surveys are sometimes taken at the same time the basic data are gathered. The Current Population Survey, October 1968-78, files contain supplementary data on school enrollment. Items include current school enrollment, type of school in which enrolled and grade attending for all persons 3 and older. Other school enrollment data varies between supplements. The Current Population Survey, October 1974 contains post-secondary school information as well as the school enrollment data.

The GEOGRAPHIC COVERAGE elements provide the information concerning the levels of geographic identification used in the file.

GEOGRAPHIC COVERAGE:

In the years 1968-72, geographic identification includes regions, divisions, 19 States (in the remainder several states are grouped together for identification) and 19 SMSA's. In the years 1973-76 geographic identification includes regions, divisions, 13 States and 34 SMSA's. Beginning in 1977, geographic identification includes regions, divisions, all States and 44 SMSA's.

The FILE SIZE element reports the number of files and logical record count of the file(s). In the case of a series like the CPS, when the size varies from year to year, the approximate range is given.

FILE SIZE:

1 file per year, logical record count ranging from approximately 130,000 to 146,000.

The element RELATED REFERENCE MATERIALS is designed to provide the user with a guide to more information about the files. It references the technical documentation as well as other materials regarding data-collection or sampling. It also provides information on how these materials can be obtained.

REFERENCE MATERIALS:

This comprehensive document gives detailed information on the CPS program including sample design and rotation, survey operations, and preparation and accuracy of estimates as well as sampling errors. Thirteen appendices are provided which contain very useful information to a CPS user.


This is a guide to the machine-readable data file. It has general information about the data, specific content information and a codebook.

A separate abstract element RELATED PRINTED REPORTS cites publications which contain actual data produced from the files being abstracted.

RELATED PRINTED REPORTS:


The employment information in Section A of this document is derived from the Current Population Survey of the previous month.

Data from the Current Population Survey, October file is usually published in the Current Population Reports P-20 series. The publications for specific years can be found in the Bureau of the Census Catalog. Examples of some of these reports are listed below:

- College Plans of High School Seniors: October 1975, P-20 No. 299.
- Major Field of Study of College Students: October 1974, P-20 No. 289.

The last element of the abstract is FILE AVAILABILITY. This section indicates how the file is packaged and sold (by Census division, State, all files as a single unit) and identifies individual file order numbers for each file. Appendix C of the Directory is a chart arranged by file order number which indicates the number of reels required for providing several density and blocking options.

Appendix A provides a glossary of Census geographic concepts and Appendix B is a bibliography of Census publications relating to machine-readable data files.

This publication, issued October 1979, is sold by the U.S. Government Printing Office. The cost (which includes the quarterly updates) is $11. Orders may be placed with Subscriber Services Section (Publications), Bureau of the Census, Washington, D.C. 20233.
The Directory will be useful to all types of census data users: data archives, libraries, planning organizations, other Federal agencies, State and local governments, and the private sector. By development of the Directory, the Data User Services Division is providing a new information service to the entire user community.

STATE AND REGIONAL DATA ARCHIVES (SRDA)

Murray A. Straus
University of New Hampshire
Durham, NH 03824 (603) 862-1888

A vast amount of data is available on a state by state basis, or by region. Political scientists, demographers, economists, and geographers have used this valuable resource. Other social scientists have rarely used this data. Part of the reason is that the data is scattered over many sources. Social scientists are often not aware of its potential. Even those who realize the potential do not know the full range of variables. They also do not have convenient access.

In March 1979 we therefore began to compile a truly comprehensive archive of data on American states and regions. This archive (SRDA) is intended to be the equivalent, for states of the United States, of the Human Relations Area Files and other archives of cross-national data. Well over 2,000 variables have been identified in the preliminary search. Other variables are being added continuously. The data files will be available in machine readable form (SPSS file, card image tape, or cards) or as a printed listing.

Two overlapping archives will make up the SRDA. The State Archive consists of data on each of the 50 states and the District of Columbia. There are now about 1,000 variables actually entered in the State Archive in the form of an SPSS system file. The Regional Archive consists of data on the nine divisions which the U.S. Census uses as its main regional classification. All of the variables in the State Archive will also be in the Regional Archive. However, the Regional Archive will contain additional variables that are not in the State Archive. These are variables for which state by state data could not be obtained. The initial Regional Archive file will be created sometime in 1980.

WHY USE STATE LEVEL DATA?

There are many problems connected with the use of state level data for social science research. Among the most obvious is the ambiguity inherent in a statistic which combines, for example, New York City and the Adirondack mountain region. These problems, and also what is to be gained from using state level data, are analyzed in my forthcoming book, State and Regional Analysis in the
Social Sciences. Among the reasons for using state level data despite these problems are:

1. States are the theoretically appropriate unit for issues which involve many aspects of government, politics, taxes, schools, economics, administration, and legal issues, as for example in Hicks, Friedland and Johnson.¹

However, the uses of SRDA data will include many issues for which the states are not the natural unit. In such cases the decision to use state level, as in many research decisions, involves a trade-off: one accepts the problematic aspects of state data in order to be able to do research which would otherwise not be possible or practical. For example:

2. Historical analysis is possible because some state level data goes back to colonial times and the number of variables available has grown exponentially each generation.

3. Causal inferences can sometimes be more clearly established because the same data is available for two or more time periods. This permits the use of time series and cross-lagged correlation analysis.

4. Variables can be linked, even though they are located in different surveys and refer to different respondents. This is possible by first converting the individual level data to state level data: for example, the percent in each state who agree that "Homosexuality is always wrong" from one study, with the percent who oppose the Equal Rights Amendment from another study.

5. Contextual analysis is possible by combining variables from the SRDA with individual level data from specific surveys. For example, Kersti Yilo has constructed a Sexual Inequality Index for each state and used this to find out if the correlates of a male-dominant marriage are the same or different in states where women are generally disadvantaged versus those with greater equality between the sexes.

**TYPES OF DATA**

1. Published lists of state by state data. Many examples are to be found in standard almanacs and the Statistical Abstract of the United States. The largest source of published data is the U.S. Census.

2. Aggregated survey data. These surveys were designed for analysis on an individual by individual basis. For the SRDA, the results are tabulated by state. An example is the percent in each state agreeing with some attitude question.

3. Compilations from documents. Many documents give the state as one item of information. This can be the basis for compiling a new variable. For example, Who's Who in America gives the state of birth. It is possible to obtain a measure of the extent to which each state has contributed eminent persons by tallying the number of eminent Americans born in each state and dividing that by the population of the state.

4. Indexes from other variables. By combining existing variables it is possible to produce entirely new variables, or to produce an index which does a better job of measuring than any one of the variables which are combined to form the index. An example would be a measure of the

¹Hicks, Alexander, Roger Friedland and Edwin Johnson 1978 "Class power and state policy: The case of large business corporations, labor unions and governmental redistribution in the American states." American Sociological Review 43 (3):302-315
socioeconomic status of each state's population. This could be made up by combining the median income, education, and occupational prestige values from each state.

DATA SOURCES

Another way of classifying the data in the SRDA is according to the accessibility of the source. Sections A and B list readily available data sources, each of which contains many variables. The main value of including them in the SRDA is convenience. Researchers using the SRDA data do not have to punch, verify, provide variable levels, etc. Instead they can acquire a proofed, clean, labeled, ready-to-run data set.

The full value of the SRDA, however, will derive from the inclusion of data from sources which are not readily available and which often will not even be known to researchers. These come from dozens of books and research reports, reports of government agencies, special topic reports by the census, and reports of private organizations such as the Institute of Life Insurance, the Audit Bureau of Circulation, the Boy Scouts of America, the National Women's Political Caucus, etc.

Finally, the least accessible data of all are the state level statistics created by aggregating individual level surveys to provide rates and averages for the states and regions. This is a long and expensive process for which the procedures are now being developed.

The initial archive will consist mainly of data given for the 50 states (and the District of Columbia) in the sources below.

A. Multi-topic Compendia

Becheller, Martin A. (Ed.)

Book of the States 1978-1979

County and City Data Book

Demographic, Social and Economic Profile of States: Spring, 1976

Information Please

The World Almanac

Roswe, Arthur E. (Ed.)


B. Specific Topics (Printed Sources)

Almanac of American Politics
1978 New York: E. P. Dutton

Bureau of Labor Statistics


C. Aggregated Survey Data

Physical Violence in American Families 1976 Survey conducted by Response Analysis Corp. for Murray A. Straus, principal investigator.

PROGRAM PUBLICATIONS IN PROGRESS
AT THE UNIVERSITY OF NEW HAMPSHIRE

Straus, Murray A.
Codebook for the State and Regional Data Archives. (Anticipated availability for Part I, Variables 1 to 1,499 is March, 1980; for Part II, Variables 1,500 to 2,999, September, 1980).

State and Regional Data Bulletin
This quarterly publication will replace the Codebook beginning with variable 3,000. The BULLETIN will improve on the Codebook in three ways: (1) Quarterly publication will make materials available more quickly. (2) In addition to documenting the source and nature of the data, it will include a printed listing of the statistics for each state and region. (3) The BULLETIN will include news items about the SRDA and occasional commentary and analyses of data included in that issue. The planned publication date for the first issue is January 1981.
EDUCATION COMMITTEE SEeks INPUT

At the IASSIST Conference in May of last year, a seminar was held to discuss the topic of "Education". This seminar, which was co-chaired by Carolyn Geda and Harold Naugler, was well attended by the membership. Based on the discussion, it was agreed to pursue this topic by establishing a standing committee on Education, to be co-chaired by John McDonald and Laine Ruus.

To gain an appreciation of the scale of activity already being conducted in education, we are requesting that you forward any information you may have regarding education programs currently available in your institution or in other institutions in your region.

As well, we are interested in any ideas you may have concerning the potential for implementing an education program for the training of data archivists/librarians. What sort of structure could such a program have (i.e., course content)? How could it be implemented (graduate programs, informal courses, apprenticeship, seminars)? Where could it be implemented (participating IASSIST institutions, university(ies), data archive(s)/library(ies), faculties)? Who would maintain it (IASSIST members, data archives/libraries, universities)? Who would use it (qualified librarians/archivists, IASSIST members, undergraduates)? How would it be funded (IASSIST, university(ies), students)?

Obviously the future work of the committee could take any of a number of directions. It is important, therefore, that a foundation be laid upon which meaningful decisions may be made regarding the appropriate direction(s).

The information you provide, which forms this foundation, will be reported in May, 1980 at the IASSIST Conference in Washington. At that time, decisions will be made concerning the specific mandate and terms of reference of the committee, the scale of its participation, and the scope and direction of its activities.

Your participation in the work of the committee will contribute greatly to the development of an Education program which, ultimately, will lead to the greater availability of trained data archivists and librarians.

Should you have any questions regarding this request please do not hesitate to call either John McDonald (819-997-3080) or Laine Ruus (604-228-5587).

Responses may be forwarded to:

John McDonald  
Machine Readable Archives  
Public Archives of Canada  
395 Wellington Street  
Ottawa, Ontario  
K1A ON3, Canada  

Laine Ruus  
Head  
Data Library, Computing Centre  
University of British Columbia  
Vancouver, B.C.  
V6T 1W5, Canada
When West Coast members of IASSIST first met at UCLA last September, it was agreed that further gatherings were necessary in order to keep informed of developments with the 1980 Census, and with all aspects of machine-readable data file management. Many also expressed the desire to hold meetings at various data facilities so as to examine their operation in different environments. To that end, a second seminar was held on March 6th at the University of California, Berkeley. The meeting was hosted by Ms. Ilona Elnowski, Data Librarian for UCB's State Data Program (SDP).

Ms. Elnowski presented a program describing the operations and services of the State Data Program, and the cooperative effort between SDP and the Field Institute which produces the California Polls. There was also a demonstration of Berkeley's CATI (Computer Assisted Telephone Interview) project. David Klingman of the University of Southern California was invited to speak on the KWIC index system used with USC's data collection. Round-table discussions followed the speakers and demonstration.

The meeting was planned and organized by IASSIST members Libbie Stephenson of the Institute for Social Science Research, UCLA; Ilona Elnowski; and Jackie McGee of the Rand Corporation, who is IASSIST membership committee chairman.

These stimulating opportunities to meet with data and reference librarians, catalogers, social scientists, and members of the business community that use MDIF's have generated information about existing data facilities and sources that might otherwise not have surfaced. Such meetings have also allowed for the exchange of information and ideas at a local level. It is anticipated that a meeting will be arranged to take place after the IASSIST conference in May. Anyone interested in participating should contact Libbie Stephenson at (213) 825-0711 ext. 241, or Jackie McGee at (213) 393-0411 ext. 7351, or ext. 403.

CONGRESSIONAL INFORMATION SERVICE
STARTS STATISTICAL REFERENCE INDEX

(Ed. note: The following copy was supplied by Congressional Information Service.)

SRI is a monthly index/abstract service (see sample page) that provides current access to selected statistical publications issued by a broad range of private and public American organizations other than the US Government. Most of the publications identified in the Index are contained in the SRI Microfiche Library (see below), which is sold separately. Both services were initiated in January 1980.

SRI covers the statistical data of more than 1,000 organizations, including associations and institutes, business organizations, commercial publishers, independent research organizations, state government agencies, and university research centers.

It is anticipated that in 1980 the service will cover approximately 3,000 titles, representing some 7,000 individual issuances.
R2500
American Institute of Public Opinion

R2500-1  GALLUP OPINION INDEX
Monthly. Approx. 30 p
LC 68-5902
SRI/MF/not filmed
Monthly report on opinion surveys of contemporary political, social, or economic issues, trends, or policies. Published by the American Institute of Public Opinion and conducted by the Gallup Poll.
Data are generally current to 2 weeks prior to publication date.
Each issue contains survey results on approximately 6 topics, each with narrative summary of survey background and response text summary, tables, and 1-2 tables showing survey response, by detailed sociodemographic breakdowns. Survey results for some topics may also contain additional tables on responses to follow-up questions.
Sociodemographic breakdowns show response percent based on a sample size of at least 1,500 persons by sex, race, educational attainment, region; age; income, political affiliation, religious preference, occupation; city size, and labor or nonlabor family background.
Issue summaries describe poll results reported in each issue, as they appear. Summaries for issues reviewed during the current month are given below.

Availability: American Institute of Public Opinion, 53 Bank St., Princeton, NJ 08540, $40 00 per yr.; SRI/MF/not filmed
Issues reviewed to date: Oct. 1979 (F) (Rpt. No. 171).

ISSUE SUMMARIES:

R2500-1.1 Oct. 1979 (Rpt. No. 171)
Opinion and attitude polls covered in the Oct. issue are as follows:


f. Soviet troops in Cuba. Awareness of issue and attitudes toward policy options and President Carter's handling of situation. Conducted Oct. 5-8, 1979, with 4 tables (p. 25-26).

g. Legal drinking age. Attitudes toward minimum drinking age modification. Conducted May 4-7, 1979, with 2 tables (p. 27-29).


d. Federal support: growth of selected student aid programs, 1945-78, education and land grant college budgets of HEW, and other principal Federal agencies or programs, FY78-80, and university defense contract amounts and rank. 3 tables, 1 chart (p. 158-162).

e. Giving (nongovernmental support): amount, type of donor, and purpose, by type of receiving school, 1977-78, and gifts received by selected institutions, 1976-78. 3 tables (p. 163-166).

R4800
Editorial Projects for Education

R4800-1  HIGHER EDUCATION DESKBOOK, 1979-80
- Annual. [1979] 1 v.+ 270 p
ISSN 0192-4338
SRI/MF/excepti
Annual higher education calendar handbook and statistical reference compendium, presenting data on educational finances, enrollment, degrees, faculty, and administration. Handbook also includes directories of education related State and private agencies and congressional committees and selected documents texts.
Data are prepared by staff of The Chronicle of Higher Education, from various Federal, State, and commercial sources. Most data are shown on the 1978-79 school year, with historical trends from 1945 and forecasts to 1986-87.
Contains 1979-80 appointment calendar with event highlights (p. 2-121), statistical section with 11 charts, 1 map, and 33 tables, described below (p. 122-202), directories (p. 203-252), and selected document texts regarding guidelines for copyright "fair use" and for academic freedom and tenure (p. 253-270).

Available: Editorial Projects for Education, 1333 New Hampshire Ave., N.W., Washington DC 20036, $10 95; SRI/MF/except for all statistical portions described below.

TABLES:

R4800-1.1 Educational Finance
a. Finances: operating cost indexes, 1963-78; market value rankings of 144 college endowment funds, June 30, 1978, common fund investments by corporation, 1978-79; and summary revenues expenditures (including scholarships and fellowships) for private and public institutions, universities, and 2- and 4-year institutions. FY76-78. 5 tables, 2 charts (p. 122-132).

b. Tuition and fees for resident and commuter students, 1971-80, and at over 1,800 individual institutions, by State and Puerto Rico, 1977-79; and fee growth rates at land grant colleges, 1965-79. 2 tables, 1 chart (p. 133-144).


d. Federal support: growth of selected student aid programs, 1945-78, education and land grant college budgets of HEW, and other principal Federal agencies or programs, FY78-80, and university defense contract amounts and rank. 3 tables, 1 chart (p. 158-162).

e. Giving (nongovernmental support) amount, type of donor, and purpose, by type of receiving school, 1977-78, and gifts received by selected institutions, 1976-78. 3 tables (p. 163-166).

Sample Abstracts, Statistical Reference Index 1980

Volume 1, Number 1
SRI focuses on recently issued publications of all types — periodicals, annuals and other recurring reports, publications in series, and monographs add published and special studies. Certain items published in earlier years are covered if they have retained current research value and have not been superseded by more recent material.

Coverage emphasizes but is not limited to publications that contain:

- **National Data** — Production, costs, and earnings in major industries and business sectors; operating and market characteristics of business and commerce; data related to key areas of social or public interest; public opinion and salary surveys; demographic data; and national economic trends.

- **State-Wide Data** — State statistical compendia and 20-40 additional selected basic reports for each state, presenting data on such areas as vital statistics, health, agriculture, business conditions and economic indicators, employment, education, state taxation and finance, elections, construction, insurance, tourism, motor vehicles and accidents, and judicial system.

- **Data on Foreign Countries** — World economic or demographic trends, and foreign country studies; international finance, investment, and trade data; foreign country social and economic indicators.

- **Local or Otherwise Narrowly Focused Data** — Detail by county and municipality is provided in many state reports selected for inclusion. In addition, local or narrowly focused studies or articles, from any source, may be included if the subject matter is judged to have research value beyond the limited area of coverage.

Paperbound index and abstracts volumes are issued monthly. Briefly annotated entries in the multiple-access index volume direct users to full descriptions of and bibliographic citations for source publications in the abstracts volume. The monthly index volumes cumulate throughout each quarter. A clothbound annual cumulation of both indexes and abstracts will be published in Spring 1981.

SRI provides access to publications through four basic indexes: Index by Subjects and Names, Index by Categories, Index by Issuing Sources, and Index by Titles.

The abstract for each publication identifies its format and general scope; the extent and subject matter of the statistical information it contains; and the sources, level of detail, time periods covered, geographic breakdowns, and page locations of the statistics. Full bibliographic data also is provided, including notes on hardcopy and SRI microfiche availability.

The 1980 index and abstracts service may be ordered at a price ranging from $290 to $865, depending on type of library or organization and its annual budget for books, periodicals, and microforms.

**FICHE BACK-UP SERVICE**

The SRI Microfiche Library provides access to publications identified in the Statistical Reference Index.

The complete collection is available on a subscription basis. Microfiche are shipped monthly, shortly after publication of the companion issue of the Statistical Reference Index. Notes on microfiche availability are contained in SRI abstracts entries.
The microfiche are organized in accession number order to correspond with SRI index and abstracts entries.

CIS anticipates that during 1980 more that 80% of the titles identified in the Statistical Reference Index will be included in the SRI Microfiche Library. Certain titles will not be filmed, because reproduction rights cannot be obtained. Generally, the unfilmed publications are familiar trade and commercially produced periodicals, most of which are widely distributed in printed form.

SRI microfiche meet or exceed all applicable standards established by the American National Standards Institute and the National Micrographics Association, with modifications to improve the usefulness of the fiche. Each fiche is a sheet of archival-quality, silver halide, safety base film measuring 105mm x 148mm (approximately 4"x6"). It contains a maximum of 98 pages, reproduced in negative polarity at reduction ratios of 18:1 to 24:1 (mainly 24:1), depending on original publication size, format, etc. Foldouts and other oversized material are filmed one per frame wherever possible.

Through June 30, 1980, the SRI Microfiche Library may be ordered for $5000.

Both SRI and the SRI Microfiche Library are published by and are available exclusively from Congressional Information Service, Inc. CIS also publishes the CIS/Microfiche Library, the ASI Microfiche Library, and a wide variety of other microform collections and bibliographic aids.

For further information, consult the User Guide which appears at the beginning of the SRI abstracts section or contact Rick Johnson, CIS Public Relations Director, at 301/654-1550.

GUIDELINES FOR MRDF EDITIONS FROM LIBRARY OF CONGRESS

Completion of the first draft of Machine-Readable Data Files: a MARC Format was announced in the last Newsletter. The Library of Congress Network Development Office, author of the draft, has now made it available to persons in the library and data archive communities. One important section (Appendix B) deals with what constitutes a new edition of an MRDF, and what does not. Since editions are a fundamental unit in bibliographic control of any graphic product, the new draft guidelines are reproduced here.

Changes Constituting a New Edition

Adding or deleting logical records, e.g. cases or observations.

Adding or deleting variables or data elements.

Adding or deleting content from a text file, with the exception of scheduled updates (for bibliographic files?).

Adding or deleting personal identification of human subjects, either survey or clinical.

Changing programming statements or languages.

Converting from one program language to another.
Making substantial changes in a text file, including changes from the original language text.

Reformatting data files into or out of "system" formats, such as MARC, SPSS, SAS, CEIRIS, etc.

Performing substantial cleaning and correction routines that change the "make-up" of the file and make it easier to use, e.g. recoding, removing multiple punches, removing wild punches, logical/contingency checking, etc.

Making changes in the number of samples contained in a file from what was in the original file.

Changes NOT Constituting a New Edition

Changing the logical arrangement of the file's contents.

Changing the physical size or characteristics of the file, e.g. changes in recording densities, data set names, record length, etc.

Changing the display medium, e.g. from computer printout to CRT.

Revising the file's documentation or printing the documentation independent of changes in the file.

Rearranging or making special groupings of variables.

Making retrospective or update additions for dynamic data bases, i.e. bibliographic data bases.

Performing longitudinal or panel studies.

Having versions of the same work but in different media, e.g. print, microform, machine-readable, etc.

Changes Creating a New File Rather than a New Edition

Partitioning the file, i.e. making two files out of one.

Creating subfiles or subsamples.

Creating work copies of a file created for one-time use or for a special person.

Changing the content and format of a file for a new purpose, e.g. for educational classroom use.
ECSSID WORKSHOPS IN SOFIA AND VIENNA: A Report

ECSSID (European Cooperation in Social Science Information and Documentation), established in 1977 in Moscow by a joint East-West initiative, adopted a program of activities to promote the information flow in the social sciences between Eastern and Western Europe. Four working groups have been set up to help reach this goal:

1) Exchange of primary and secondary documents
2) Information on and documentation of ongoing research
3) Problems of compatibility of automated processes and related intellectual activities
4) Exchange of know-how and training of specialists and users of SSID-services

I attended two workshops which had been arranged by working group 3:

a) Tape Exchange, Sofia, Bulgaria, 22-24 October 1979
b) Indexing and Retrieval Languages Compatibility, Vienna, Austria, 11-13 November 1979 (in cooperation with the FID C/3 committee)

At the Sofia meeting, it was decided to conduct an inventory of computerized information in the social sciences (bibliographic as well as statistical data) available on magnetic tape in six European subregions:

INVENTORY TO BE CONDUCTED BY:

<table>
<thead>
<tr>
<th>Country</th>
<th>Person</th>
<th>Country</th>
<th>Person</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Belgium</td>
<td>Dr. Christian Milelli (France)</td>
<td>4 Bulgaria</td>
<td>Dr. Svobodozaria Gabrovska (Bulgaria)</td>
</tr>
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The tape inventory, which is to be completed at the end of October 1980, will help in the planning for a tape exchange. In spite of the rapid development of telecommunications for information exchange, not all European countries have access to data networks.

A study visit to the Computer Center of the Institute for Scientific and Technical Information at Sofia was a valuable part of the October 1979 meeting. The center started its service in 1976 with an IBM 370/135. (The Bulgarian terminals have Latin as well as Cyrillic characters.) Besides giving service to researchers attached to the Academy of Sciences, the center is building its own databases, such as: -17-
ESCOA a database on business trips and study visits of specialists to foreign countries

HORISON a database with 20,000 Bulgarian documents on industrial and economic development worldwide

SIRENA a database on research work done in Bulgaria, including dissertations

GBNA a database with 10,000 documents on information in political economics, political sciences, law, and Balkan Studies (in English)

LIDA a database on information centers, telenets, and databases

The aim of the Vienna meeting was to discuss the content and implementation stages of the project on information languages compatibility. A pilot project for a comparative study of the Universal Decimal Classification (UDC), Broad System of Ordering (BSO), and MR (MISON headings) was discussed. The project was done by the Czechoslovakian Academy of Sciences in cooperation with other Eastern countries connected with MISON. MISON is an international information system for social sciences in the Socialist countries, based on conventional routines. MISON will eventually be an automated system. INION (Institute of Scientific Information in Social Sciences) in Moscow has a leading, coordinating role in the comparative study.

The goal of the study is to develop conversion tables between UDC and MR using BSO as a "switching language." The conversion tables together with a MISON-thesaurus (under development) could be used as an indexing and retrieval language between East and West. Currently, the MISON keywords are translated into English and German.

It was recommended that the project should be revised according to suggestions made by the delegates, including detailed descriptions of scope and objectives. Testing methods should be developed which take the methodology thus far worked out by the BSO Panel into account. At this stage, the project will be performed in Socialist countries only, with Western European countries participating at a later time.

At both meetings I informed the delegates about IASSIST and distributed the material which had been sent to me by Judith Rowe. ECSSID is very interested in cooperation with IASSIST, and I pointed out that a joint IASSIST-IFDO conference will take place in Europe in 1981.

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This volume is an edited version of the proceedings of a conference sponsored by the International Federation of Data Organizations to assess the impact of data protection on social research in Sweden, Norway, Denmark, Canada, the U.S., the Federal Republic of Germany, Italy, Great Britain, the Netherlands, and Belgium. Experts from each nation describe and evaluate general characteristics of national data protection and regulations concerning: 1) data collection in social research; 2) administrative, process-produced data for research purposes; 3) access to statistical microdata; 4) preservation and access to archived data; 5) data handling in social science research (code of ethics); and 6) implementation of data protection laws and practices of data protection at all levels of government.

During the conference working groups were established to: 1) further evaluate the overall impact of data protection on social science research in a comparative perspective; 2) formulate recommendations for a policy that would strike a proper balance between the protection of individual privacy and the society's need for knowledge; 3) formulate recommendations for the international development of social science research; and 4) recommend steps to be taken by the social scientists to strengthen the responsible research use of personal data.

In plenary session resolutions were adopted concerning:

1) The Social Scientist's Experience with Data Protection calling for an understanding of social scientists' need to have access to data to maintain their contribution to public discussion. To do this, social science research must be considered as part of the system of democratic control. The Bellagio Principles were endorsed. (These are included as an appendix to the Canadian report by David M. Flaherty, who was Chair at the Bellagio Conference.)

2) Preservation and Accessibility were underscored: the need to preserve data relevant to scientific investigations on human affairs in readily usable forms; open access to research data for social researchers and the general public of all nations, within the limits of protection and privacy outlined in the first resolution; and the need for governments to eliminate barriers of access to research data under principles established by the United Nations and Unesco.

3) Codes of Conduct for social researchers were also discussed and recommendations made for their development.

Other considerations of privacy treated in this volume include the final report of the Bellagio Conference; an international perspective on data protection and social research; privacy as an issue affecting social research; ethical standards and data archives; and possible conflicts of interest in data protection.
Data Protection and Social Science Research provides a two-fold service to the social science community. It outlines current privacy legislation in the ten nations and also provides a basis for future deliberations on this critical topic. The volume is essential reading for all who are involved in the provision of information for the social research community.

Contributors are Ronnie D. Aylward, Clapton-on-the-Hill, Cheltenham; Leopold A. Bodart, Universite de l'Etat a Mons; Robert F. Boruch, Northwestern University; Ralph Brennecke, University of Frankfurt; Jarle Brosveet, Norwegian Social Science Data Service; Martin Bulner, London School of Economics and Political Science; Joseph S. Cecil, Northwestern University; Ulrich Damann, Office of the Federal Data Protection Commissioner, Bonn; David H. Flaherty, Social Science Centre, University of Western Ontario; Frits de Graf, Institut Inleiding tot de Rechtswetenschap, University of Utrecht; Carl-Gunnar Janson, Sociologiska Institutionen, University of Stockholm; Ekkehard Moehmann, Zentralarchiv für empirische Sozialforschung; Paul J. Muller, Institute for Applied Social Research, University of Cologne; Per Nielsen, Danish Data Archives; Orjan Oyen, Institute of Sociology, University of Bergen; Alice Robbin, Data and Program Library Service, University of Wisconsin; Stefano Rodota, University of Rome; and Erwin K. Scheuch, Institute for Applied Social Research, University of Cologne.

Behavioral and Social Sciences Librarian. Fall, 1979, V. 1 -
Editor: Virginia H. Parr; Education-Psychology Section; University of Oregon Library; Eugene, Oregon 97403; ISSN: 0163-9269.

Subscriptions: The Haworth Press, 149 Fifth Avenue, New York, New York 10010. $15 per year; ($12 per year for members of ALA-Education/ Behavioral Science Section; MLA-Mental Health Section; SLA- Social Sciences Section; ASIS-Behavioral and Social Sciences Section); Canadian orders: $20 per year; other foreign orders: $25 per year.

At last we have a scholarly journal that addresses the interests of librarians and information professionals in the social and behavioral sciences. The Behavioral and Social Sciences Librarian (B & SSL) is a new journal that attempts to merge content intended for the library practitioner with that of a journal devoted to specific disciplines that impact libraries.

The intended scope of B & SSL is wide. It may include contributions describing or questioning modes of acquisition or bibliographic control of behavioral, social science, or cross-disciplinary materials; experience with online services and data bases; descriptions of library instruction modules developed for the behavioral and social sciences; and reviews of reference sources and bibliographies.

The first issue contains a review of information transfer studies in the social sciences from 1974-1978 by Perry Morrison; and an overview of 48 online data bases relevant to the behavioral and social sciences by Sara D. Knapp, with documentation for each data base.
NEWSLETTER vol. 4 no. 1

A sample description from Knapp:

PAIS INTERNATIONAL (Public Affairs Information Service)

Producer: PAIS, Inc., New York, N.Y.

Print equivalent: PAIS Bulletin and PAIS Foreign Language Index

Scope: World social science literature

Availability: BRS, Lockheed

Years: PAIS Bulletin: 1976-; PAIS Foreign Language Index: 1972-

Update frequency: Monthly

Thesaurus: Online only

Also included is an annotated bibliography of detailed refutations of occult and paranormal beliefs by Terrence Hines; an approach to bibliographic instruction in psychology utilizing natural structure of the research literature by L. James Olivetti; considerations for the social science librarian using the Library of Congress Class K (Law) schedule, with notes on the growing division of law-related materials in libraries; a book review of Robert I. Watson's The History of Psychology and the Behavioral Sciences: A Bibliographic Guide by Richard A. Littman; and the first of an ongoing series, Subject Journal Review, which is a bibliographic essay by Theodora Andrews and Sidney Cohen on drug and alcohol abuse periodicals.

Future issues of the B & SSL will include essays on Oscar Krisen Evers; on searching multiple data indexes and databases in the social sciences; and subject journal reviews of behavior therapy, analysis and modification; social gerontology; and marriage and the family.

This journal appears to fill a void in the professional literature for discipline-specific treatment of issues that affect the information professional serving the social and behavioral sciences. The editorial board is composed of individuals from a cross-section of libraries and information centers. These include librarians from the National Council on Aging; the Menninger Foundation; American Psychiatric Association; American Psychological Association; and the Social Science Research Council; as well as individuals from research libraries such as the University of Illinois, University of Pennsylvania, Stanford University, and the University of Chicago.

IASSIST members Judith Rowe and Nancy Carmichael McManus are included on the editorial board, which indicates that future issues of the journal may well include material of specific interest to the IASSIST membership.

This journal promises to be a forum for discussion on a scholarly level of the issues and problems that confront the information professional serving the social and behavioral sciences community. It is difficult to assess the quality of a new journal after only one issue but the B & SSL appears to be one which IASSIST members will want to support.

This study explores the feasibility of establishing archive services within the ERIC Clearinghouse on Information Resources. The community of users and potential users was surveyed by selecting a sample of contributors to ERIC's two informational services, RIE and CIJE, as well as educators in instructional technology and library and information science. The survey found that approximately 150 data sets are generated by researchers in these fields each year and that there is a willingness to share data sets through a centralized clearinghouse.

Means to facilitate this service are explored and the ERIC system found amenable to inclusion of data sets (if data sets are indexed as a whole rather than item-by-item or variable-by-variable). The researchers recommend that a data archive not be established, but that ERIC/IR implement a formal data sharing system with inclusion of data sets in ERIC indexes and an annual directory of data sets.

This report is interesting, for it demonstrates the attempt of one cross-disciplinary area to cope with the production of data sets. While the conclusions are for bibliographic rather than physical centralization of material, the results indicate that the concept of data archiving is spreading beyond the traditional social sciences.
"BY THE SEAT OF MY PANTS"
Alice Robbin

A recent announcement in the Society of American Archivists (SAA) Newsletter on National Endowment for the Humanities grant awards in its Research Collections Programs leads me to some thoughts for this issue of "by the seat of my pants." In the announcement, there is a note that funds have been awarded to an organization for "disaster action team development." It was the word "disaster" which caught my attention. What are "disasters" for the data library or archive?

Of course, there are the usual ones that we think of first: reduction in the level of services, not enough money to obtain data, not enough staff to carry out the daily activities, etc. But one that probably few of us consider on any regular basis is deterioration of the quality of the storage medium for the data files in our collection. The reason that I have been worrying about this problem during the last year, and why I would like to share some thoughts with you about it, is that the Data and Program Library Service, my own organization, faces the prospect of a large-scale effort to upgrade the quality of its magnetic tapes, the library's medium for long-term archival storage of data. As DPLS moves into the 1980's, it faces an era of different computational hardware and new media for storing data. It may be that staff time, computer resources and capital equipment required to protect DPLS's collection are inadequate to deal with the volume of magnetic tapes and data files, quality control problems, and human investment in record keeping.

Why do DPLS and all other data centers which may or may not play important national archival repository roles need to worry about preservation of machine-readable data files? Is this an issue that can be left to the national archives of our country, where funding resources and experience are assumed to be greater in terms of preservation? I say a strong NO, for several reasons.

First, we always assume that because we are not an archive of record, a data file obtained from another archival organization or an individual can be replaced. But can it? In the past ten years, on at least six occasions, federal government agencies and individual researchers from whom DPLS had received data were unable either to locate the original data files which they sent to DPLS many years ago or to read their original data files. Since there is not a developed system in this country for routine depositing of one's data in an archive, data centers should never assume they can replace data files obtained from elsewhere.

Second, we rarely calculate the costs of repurchasing a data file when we obtain a data file for the first time. We assume that data bought once can be bought at no cost a second time if "something goes wrong." Obviously, if we paid for data once, we will have to pay for data a second time; no other archive has zero costs in filling a data request.

Third, we forget the time delay in ordering and obtaining a data file, in preparing it for use by a user, in reviewing the data and documentation, backing it up, placing it (perhaps) in a system file to facilitate access and computation. All this work takes time, and needs to be done a second time if the data are reacquired.

Fourth, decentralizing maintenance activities insures broad-scale efforts to preserve data and reduces the costly burden and responsibility of maintenance for those few archival institutions with a specific mandate to preserve machine-readable data. Although there are economies of scale that come with centralization of services, typically (in contrast to a small organization) centralized institutions allocate a greater portion of their budget to administrative operations than to technical services. This allocation becomes in the long run more costly for the total information system. In contrast, if each small data center keeps its own house in order, there are significant savings for all members of an information system. (I'll return to thoughts on centralization versus decentralization of data services in a future issue of IASSIST Newsletter.)
Fifth, most archival data are accessed infrequently (sometimes once every few years, or not at all, as our records indicate for almost 50% of our collection). Thus, without a regular and frequent maintenance program, tape deterioration is not apparent until the data are requested, accessed, and copied. The quality of magnetic tape and therefore its reliability does vary, in spite of manufacturer guarantees. The quality of magnetic tape produced after 1972 is significantly better than that of tape produced before 1972. Archives whose collections date before 1972 may need to replace fully large parts of their magnetic tape collection.

Finally, there is no way to simulate the reliability of a magnetic tape as a storage medium for a long period of time. Thus, a program of frequent tape maintenance becomes even more critical and must be instituted.

Although industry manufacturers of permanent recording media are experimenting with a variety of techniques for insuring long-term storage of information, and the latest experimental work indicates that within five to ten years we may be storing our data on video disk, magnetic tape remains the medium of storage for the data archive. This suggests that we all need to consider inexpensive (relatively speaking) investments in staff, capital equipment, and computer time to develop a regular tape maintenance program for data preservation.

The machine-readable data divisions of the U.S. National Archives and Records Service and the Public Archives of Canada have in recent years investigated ways to carry out an efficient tape maintenance program. These two organizations have been actively supporting the experimental research in new methods for long-term archival storage of machine-readable data. We will have an opportunity to hear about archival storage techniques and solutions at the next IASSIST meeting in Washington, when Harold Naugler, director of Public Archives of Canada Machine Readable Data Division, chairs a session on this subject. We expect to hear about some of the pioneering work being carried out by several manufacturers, as well as what PAC and NARS have planned for their own organizations. This session should be of great assistance to all of us.

In the meantime, we in the small, typically underfunded data centers, which are located outside of computing centers and are not designated as national repositories, need to add preserving our collection to the list of problems to be addressed on a regular basis. We need to make our funding sponsor and user community aware that just as archives and libraries have line items in their budgets for maintenance of their collections, the data library/archive must, too. Data preservation should be an ongoing activity, not a crash program to be instituted only when disasters strike. As an ongoing activity, maintenance becomes a smaller percentage of a budget, and much more affordable. By establishing a program of collection maintenance, we assure long-term savings for our institution. It makes good sense, doesn't it?
OBJECTIVES

Encourage and support the establishment at local and national levels of information centers for data base reference, maintenance, and dissemination.

Foster international dissemination and exchange of information on significant developments in information centers for statistical and textual machine-readable data bases.

Coordinate on an international level programs, projects, and general procedural efforts which provide an international forum for the discussion of problems relating to information centers.

Promote the development of professional standards and encourage the establishment of training for data center personnel.

ACTIVITIES AND MEMBER PARTICIPATION

Members participate in Action Groups organized to address problems in the following areas: Data Archive Registry, Data Archive Development, Data Acquisition, Data Documentation, Classification, Process-Produced Data, and Data Organization and Management.

The Action Group activities include development of a registry of data libraries, archives, and information services; writing of a guide to providing social science data services for research, policy and planning purposes; development of standards for data acquisition, documentation of sample survey and process-produced data, bibliographic control and citation of social science machine-readable data, and the relationship of study design to data management; and, creating a directory of catalogues which list machine-readable data files.

Other activities include regional and international workshops, conferences, seminars and training sessions.

PUBLICATIONS

IASSIST Newsletter: A quarterly publication on activities relating to the production, acquisition, preservation, processing, distribution, and utilization of machine-readable data in the international social science community.

IASSIST Conference Proceedings

MEMBER BENEFITS

IASSIST Newsletter

S.S. Data: A Newsletter of Social Science Archival Acquisitions (a quarterly publication from the University of Iowa, describing social science data acquisitions around the world).

Special rates on other IASSIST publications.

(See other side to indicate Action Group)

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INSTITUTIONAL AFFILIATION

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Institutional (two individual memberships): $35

Library subscription: $25

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