

INLS 690-213: RARE BOOK COLLECTION FUNDAMENTALS: SYLLABUS

Fall 2013: October 14 to December 9; Mondays, 6:00 to 8:45 p.m.

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COURSE DESCRIPTION

This course will explore what rare books are and the place of rare book collections in today's landscape of knowledge and information resources. It will provide a very basic introduction to the physical book of the hand-press era and to the fundamentals of defining, developing, and administering rare book collections. The course aims to be relevant to those interested in careers in the humanities and general academic librarianship, as well as to future special collections professionals.

This is a 1.5 credit course and only a brief overview of a professional expertise that takes at least a decade to develop. We will cover much territory in an abbreviated fashion in a short time. Still, students should finish the course with an understanding of books as fabricated cultural objects and their place in special collections and larger libraries. You will become aware of the many relevant resources that are available to learn more. The metaphorical door to rare books should be unlocked, and you should feel comfortable around rare books.

This will be a challenging course in that it will require a different way of thinking for many of you who are accustomed to learning purely "intellectual content," often through digital resources. Rare books librarianship is an object-based discipline and relies upon refined observational skills, as well as broad and specific historical knowledge. Be patient with yourselves and stay open to comprehending in a new manner.

CLASS SESSIONS

Course location: Wilson Special Collections Library, North Carolina Collection / Rare Book Collection Reading Room, 2nd floor. The Front Door closes at 5 p.m., and there is no access to the 2nd-4th floors of Wilson Library after then. Entrance to the 1st floor (where the Music Library is open in the evening) is through the East and West Doors. The stairwell doors to the 2nd floor on the East and West sides of the building will reopen at 5:45 p.m. for you to enter the building.

We shall make use of the diverse holdings of the Rare Book Collection. Learning will be accomplished through discussions, lectures, outside assigned readings, and the hands-on examination of books as artifacts.

- We shall all participate actively in each class session. I shall use Socratic method in teaching, particularly when we examine rare books, but also in analysis of readings. It is essential that you come to class having done the required readings and having browsed materials listed.
- This is a 1.5 credit course and meets over two months. Missing one class is the equivalent of missing one-eighth of the course. If you cannot attend every class, please reconsider taking this course. Participation is a part of your grade, and if you cannot participate because you are not present, your grade will suffer.
- All students should register for use of special collections in Wilson Library with its online system, before the first class. You will need to come to the reading room and present a driver's license and be photographed. Please read the guidelines for use of collections carefully. <http://www2.lib.unc.edu/wilson/research/registration.html>
- Please watch these two videos before coming to class
The Folger Shakespeare Library
<http://www.youtube.com/watch?v=5NWYruNYILw>
Harvard's Houghton Library
<http://www.youtube.com/watch?v=UOv0SOQ8B68>
- **No food or drink** is permitted in the NCC/RBC Reading Room, so please eat before you come to class. You will need to check your coats and bags in lockers at the reading room.

ASSIGNMENTS

There will be one short paper (no more than 300 words) on a topic to be announced.

There will also be a collation exercise, to be completed by each student independently.

The nature of the final exam will be announced mid-November. It will include an examination on terminology from Carter's *ABC for Book Collectors*. A Carter Quiz earlier in the course will provide practice for the exam.

GRADING

Grading is according to the system for Graduate Grades on the registrar's website:
<http://registrar.unc.edu/academic-services/grades/explanation-of-grading-system/>

H	High Pass
P	Pass
L	Low Pass
F	Fail
IN	Incomplete - A temporary grade that converts to an F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later.
AB	Absent from Final Examination A temporary grade that converts to an F* unless the grade is replaced with a permanent grade by the last day of classes for the same term one year later.

Participation in class: 25%

Carter Quiz: 5%

Collation exercise 15%

Short paper: 25%

Final Exam: 30%

Late assignments will not be accepted except under extraordinary circumstances.
If a true emergency arises, please contact me by email as soon as possible.

This course and your academic work are governed by the UNC Honor Code.
Please see in particular, II.B. Academic Dishonesty.

http://studentconduct.unc.edu/sites/studentconduct.unc.edu/files/documents/2013_2014.pdf

Plagiarism is a serious offense. Please attribute all ideas, work, and quotations from others in your written work using full citations.

COURSE COMMUNICATION

Course communications will be facilitated by the Sakai site. Please look for Announcements. Ordinarily, I will be using its email function to send messages to you directly, and they will be available retrospectively in the Email Archive.

Because of the Family Educational Rights and Privacy Act, you must use your secure UNC accounts for email communication with me.

Office hours by appointment will allow for in-person communication outside class time.

REQUIRED TEXTS

John **Carter** and Nicolas Barker. *ABC for Book Collectors* (New Castle, Del.: Oak Knoll Books, 2004), 8th ed. The entire 8th edition of the book may be downloaded gratis from:

www.ilab.org/download.php?object=documentation&id=29

Please know, however, that I have found that individuals do not remember the definitions well when they use the online version. You will be required to memorize terms. You are strongly encouraged to have a hard copy for use throughout the course. It is a classic. As the introduction notes, it has never been out of print since its first publication in 1952.

You should be reading the book over the course of the semester. Relevant terms will be highlighted for different classes under **Carter**. Knowledge of terminology will be tested early on with a quiz and as part of the final exam.

Philip **Gaskell**. *A New Introduction to Bibliography* (Oxford: Oxford University Press, 1972); corrected ed. 1974; subsequent British and American reprintings with minor corrections; paperback ed. (New Castle, Del.: Oak Knoll Press 1995), reprintings, including 2009. Required readings will be listed for each class session under **Gaskell**.

WILSON SHELF & SILS LIBRARY RESERVE

There will be a course shelf at Wilson, ready reference, in the NCC / RBC Reading Room, a great place to read. These books will be designated (WILSON) on the syllabus. A few items will also be on reserve at the SILS library, designated (SILS)

LISTSERV SUBSCRIPTION

Please subscribe to Exlibris, an electronic news and discussion group concerning rare books and manuscripts for the duration of the course. To subscribe to Exlibris, please go to the website. Read INFO to learn about the list.

<https://list.indiana.edu/sympa/subscribe/exlibris-1>

SCHEDULE OVERVIEW

October 14: Introduction & Orientation: What Is a Book? What Is the Study of Books? What Is a Rare Book? What Are Rare Book Collections?

October 21: Bibliography, the Underlying Science for Understanding Books as Objects

October 28: Bibliography, Continued

November 4: Bibliography, Continued: Illustration Processes, Bindings, Provenance / Conservation

November 11: The History of U.S. Rare Book Collections and Rare Book Librarianship and Professional Standards

November 18: Collection Development

November 25: Cataloging, Access, and Security

December 2: Exhibitions, Publications, Programming, and Digitization

December 9: Final Exam

CLASS SCHEDULE: READINGS AND ASSIGNMENTS

OCTOBER 14: INTRODUCTION & ORIENTATION: WHAT IS A BOOK? WHAT IS THE STUDY OF BOOKS? WHAT IS A RARE BOOK? WHAT ARE RARE BOOK COLLECTIONS?

Carter: Focus on: Introduction,” “Preface,” “Abbreviations,” “Bibliography,” “Codicology,” “Colophon,” “Condition,” “Early Printed,” “High-Spots,” “Incunable, Incunabula, Incunabulist,” “Limited Edition,” “Manuscript,” “Original State or Original Condition,” “Paleography,” “PMM,” “Press Books,” “Private Press Books,” “Rarity,” “Suppressed,” “Unique.”

Required Readings:

Peter Van Wingen. “Your Old Books.” Chicago: American Library Association, 1994. RBMS Publications Committee, revised online publication of 2011, available at www.rbms.info/yob.shtml

Robert Darnton. “What Is the History of Books?” *Daedalus* 111:3 (Summer 1982), 65-83. <http://www.jstor.org/stable/20024803>

G. Thomas Tanselle. “Libraries, Museums, and Reading,” *Raritan*, 12:1 (Summer 1992), 63-82. [available online through UNC, MasterFILE Complete] Originally delivered as the sixth Sol M. Malkin Lecture in Bibliography at the Columbia University School of Library Service on 17 December 1990.

Modern Language Association of America. “Statement on the Significance of Primary Records.”

http://www.mla.org/resources/documents/rep_primaryrecords

http://www.mla.org/resources/documents/rep_primaryrecords/repview_records/primary_records1

Dana Gioia. Preface to *Reading At Risk: A Survey of Literary Reading in America, Research Division Report #46* by Tom Bradshaw (Washington, D.C., National Endowment for the Arts, 2004), vii.

<http://arts.gov/sites/default/files/ReadingAtRisk.pdf>

[Read the one-page preface; you may peruse the report if you wish.]

Recommended Readings:

G. Thomas Tanselle. "From Bibliography to *histoire totale*: The History of Books as a Field of Study," *Times Literary Supplement*, 5 June 1981, 647-649.

[available online through UNC, Factiva]

Originally delivered as "The History of Books as a Field of Study," the second Hanes Lecture at the University of North Carolina at Chapel Hill, on 15 April 1981.

OCTOBER 21: BIBLIOGRAPHY, THE UNDERLYING SCIENCE FOR UNDERSTANDING BOOKS AS OBJECTS

Carter: "Bibliography," "Broadside," "Cancels, Cancellation," "Casting Off," "Catchword," "Chain Lines," "Collation, Collated," "Complete," "Conjugate Leaves," "Edition and Impression," "Fingerprint," "Folio," "Format," "Gatherings," "Gothic Type, Gothic Letter," "Headline," "Ideal Copy," "Imperfect," "Imposition," "Impression," "Imprint," "Integral," "Issues and States," "Leaf," "Octavo," "Paper," "Point System," "Preliminary Leaves or Prelims," "Quarto," "Quire," "Recto," "Roman Type," "Sheet," "State," "Stick," "Stub," "Tympan," "Variant," "Verso," "Watermark," "Wire Lines."

Required Readings:

Gaskell, 1-77.

Terry Belanger. "Descriptive Bibliography" in *Book Collecting: A Modern Guide*. ed. Jean Peters (New York and London: R. R. Bowker, 1977), 97-101. available online at www.bibsocamer.org (choose Bibliography Defined from the sidebar).

Browse:

- Fredson Bowers. *Principles of Bibliographical Description*. (Winchester, U.K.: Oak Knoll Press, 1994).
Rare Book Collection Reference Z1001 .B78 1994 (WILSON)
- Edward Heawood. *Watermarks, Mainly of the 17th and 18th Centuries* (Hilversum, Holland: Paper Publications Society, 1950).
[Read the introduction and browse]
Rare Book Collection TS1080 .M65 v. 1 (WILSON)

- Christopher Perfect. *Rookledge's Classic International Typefinder : the Essential Handbook of Typeface Recognition and Selection* (London: Laurence King, 2004).
Z250 .P42 2004 (DAVIS – AT WILSON)
- S. Steinberg. *Five Hundred Years of Printing*. 4th ed. (New Castle, Del.: Oak Knoll Press, 1996).
Z124 .S8 1996 c. 2 (SILS)

OCTOBER 28: BIBLIOGRAPHY, CONTINUED

Class meets **6 pm sharp** at **301 Hanes Art Center**, Printmaking Studio, for a demonstration of letterpress printing by Professor Beth Grabowski. This should take about an hour, and we will then walk back to Wilson together, to continue class and collate books.

Carter: See previous week .

Required Readings:

Gaskell, 78-144, 311-335.

NOVEMBER 4: ILLUSTRATIONS, BINDINGS, PROVENANCE / CONSERVATION

Guest Instructors: “Jandrea”: Jan Paris, Head, Conservation Lab; Andrea Knowlton, Assistant Conservator for Special Collections.

Carter Quiz

Carter: Focus on “Illustration Processes,” “Binding, Bindings,” “Binding Materials,” “Binding Terminology” [read all relevant entries in the last two].

Required Readings:

Gaskell, 146-159, 231-250.

Bamber Gascoigne. *How to Identify Prints : a Complete Guide to Manual and Mechanical Processes from Woodcut to Inkjet*. 2nd ed. (New York, N.Y.: Thames & Hudson, 2004), “How to Use this Book,” 1a-19g (WILSON)
American Institute for Conservation (AIC). <http://www.conservation-us.org/>
[Please read: “Find a Conservator,” “How to Choose a Conservator, How to Care for Your Treasures,” selecting books]
Roger E. Stoddard. *Marks in Books, Illustrated and Explained* (Cambridge, Mass.: Houghton Library, Harvard University, 1985).

[Please read the introduction and peruse]
Z235 .S86 198 (SILS and WILSON)

Browse:

- Jane Greenfield. *ABC of Bookbinding : a Unique Glossary with over 700 Illustrations for Collectors & Librarians* (New Castle, DE: Lyons Press, 1998). Rare Book Collection Reference Z266.7 .G74 1998 (WILSON)
- Pearson, David. *Provenance Research in Book History : a Handbook*. [Amended reprint] (London: British Library, 1998). Z994.G7 P43 1998 (WILSON)

NOVEMBER 11: THE HISTORY OF U.S. RARE BOOK COLLECTIONS AND RARE BOOK LIBRARIANSHIP / PROFESSIONAL STANDARDS

Required Readings:

Nicolas Barker, Introduction to *Celebrating Research: Rare and Special Collections from the Membership of the Association of Research Libraries*. (Washington, DC: ARL, 2008).

<http://www.celebratingresearch.org/intro/index.shtml>

Association of College and Research Libraries. Rare Books & Manuscripts Section. <http://rbms.info/index.shtml>

[Browse the site, read in particular: About, History, Diversity]

William L. Joyce. "The Evolution of the Concept of Special Collections in American Research Libraries." *RBML* 3:1 (1988), 19-30.

<http://rbm.acrl.org/content/rbml/3/1/19.full.pdf+html>

Alice Schreyer. "From Treasure Room to Research Center: Special Collections in the United States," in *Sondersammlungen im 21. Jahrhundert : Organisation, Dienstleistungen, Ressourcen = Special Collections in the 21st Century : Organisation, Services, Resources*, Herzogin Anna Amalia Bibliothek. (Wiesbaden: Harrassowitz, 2008), 107-122. available online at <http://www.initiativefortbildung.de/pdf/sondersammlungen2005/schreyer.pdf>

Recommended Readings:

Randall G. Adams. "Librarians As Enemies of Books," *Library Quarterly* 7 (1937), 317-331. <http://people.virginia.edu/~pm9k/libsci/enemy.html>

Terry Belanger. "Rare Books and Special Collections in American Libraries: Seeing the Sites," *RBML* 1:1 (1986), 11-24.

<http://rbm.acrl.org/content/rbml/1/1/11.full.pdf+html>

Browse:

- Association of College and Research Libraries. Rare Books & Manuscripts Section. "Guidelines: Competencies for Special Collections Professionals." 2008.
<http://www.ala.org/ala/mgrps/divs/acrl/standards/comp4specollect.cfm>
- Association of College and Research Libraries. Rare Books & Manuscripts Section. "Standards for Ethical Conduct for Rare Book, Manuscript, and Special Collections Librarians"
http://www.rbms.info/standards/code_of_ethics.shtml
- American Association of Museums. "Code of Ethics for Museums," 2000.
<http://www.aam-us.org/museumresources/ethics/coe.cfm>

NOVEMBER 18: COLLECTION DEVELOPMENT

****Assignment Due**** Collation exercise

Carter: "Auctions," "American Book Prices Current," "Antiquarian Booksellers," "Booksellers' Catalogues," "Bought In," "Breaking Up," "Brunet," "Called For," "Fairs," "Made-up, Made-up Copy," "Not Subject to Return," "On Approval," "Sophisticated," "Ring"

Required Readings:

The Trade

William S. Reese. "The Rare Book Market Today," *Yale University Library Gazette*, 74:3-4 (April 2000), and reprinted as a separate pamphlet by the Yale University Library.

<http://www.reeseo.com/papers/market.htm>

Calvin Trillin. "American Chronicles: Knowing Johnny Jenkins," *The New Yorker*, October 30, 1989, 79-97.

<http://archives.newyorker.com.libproxy.lib.unc.edu/?i=1989-10-30#folio=078>

Germaine Warkentin and Peter Hoare. "Sophisticated Shakespeare: James Toovey and the Morgan Library's "Sidney' First Folio" *The Papers of the Bibliographical Society of America* 100:3 (September 2006).

[to be posted to course website]

Book Collecting

A.W. Pollard. "Book-Collecting," in *Encyclopedia Britannica*, 11th edition (Cambridge: Cambridge University Press, 1910-1911), vol. 4, 221-225.

[to be posted to course website]

Institutional Collecting

Elaine Smyth. A Practical Approach to Writing a Collection Development Policy. *RBML* 14:1, 27-31. <http://rbm.acrl.org/content/rbml/14/1/27.full.pdf>

Michael T. Ryan. "Developing Special Collections in the '90s: A fin-de-siècle Perspective," *Journal of Academic Librarianship*, 17:5 (November 1991), 288-93.

<http://ehis.ebscohost.com.libproxy.lib.unc.edu/ehost/pdfviewer/pdfviewer?vid=3&sid=8cc3f70d-67cd-4d28-8653-e341ca025b63%40sessionmgr111&hid=8>

“RES Gestae, Libri Manent: An Exhibition and Symposium Celebrating the Career of Roger E. Stoddard,” *Harvard Library Bulletin* 15:1-2 (Spring-Summer 2004)

<http://pds.lib.harvard.edu/pds/view/2573358?n=21864&s=4&printThumbnails=no>

[Please read pages vi-xvii, peruse “I: The Exhibition,” and read “II: The Symposium” if you have the time]

Browse:

- Guidelines on the Selection and Transfer of Materials from General Collections to Special Collections. Third edition. Approved by the ACRL Board of Directors, July 1, 2008.
<http://www.ala.org/acrl/standards/selctransfer>
- Antiquarian Booksellers Association of America (ABAA)
<http://www.abaa.org>
[In particular, **do read:** Mission Statement, Guarantee & Code of Ethics]
- Bookmans Price Index RBC Z1000 .B74 (WILSON)
- viaLibri <http://www.vialibri.net>
- American Book Prices Current
<http://www.bookpricescurrent.com/?AspxAutoDetectCookieSupport=1>
- Fine Books & Collections <http://www.finebooksmagazine.com>
- *The Book Collector* Z990 .B6 (Davis Library, 8th Floor)
<http://www.thebookcollector.co.uk>

NOVEMBER 25: CATALOGING, ACCESS, AND SECURITY

Guest Instructor: Eileen Dewitya, Assistant Head of Wilson Technical Services

****Assignment Due** Short Paper**

Required Readings:

Association of College and Research Libraries. Rare Books and Manuscripts Section. Bibliographic Standards Committee. *Descriptive Cataloging of Rare Materials (Books)* (Washington, D.C.: Cataloging Distribution Service, Library of Congress, 2007), 1-45

[to be posted to course website]

Recently corrected pages (2011) are available gratis at

[http://www.loc.gov/cds/PDFdownloads/dcrm/DCRM\(B\)_2008.pdf](http://www.loc.gov/cds/PDFdownloads/dcrm/DCRM(B)_2008.pdf)

American Library Association and the Society of American Archivists.

ACRL/SAA Joint Statement on Access to Research Materials in Archives and Special Collections Libraries.

Approved by the ACRL Board during the ALA Annual Conference, July 2009

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

ACRL/RBMS Guidelines Regarding Security and Theft in Special Collections approved by ACRL in 2009.

http://www.ala.org/acrl/standards/security_theft

Folger Shakespeare Library. "To Catch a Thief: Recovering the Durham First Folio: Steven Galbraith, Folger Curator of Books and Renate Mesmer, Head of Conservation."

<http://www.folger.edu/template.cfm?cid=3891>

http://www.folger.edu/documents/DurhamFirstFolio_transcript.pdf

Browse:

- Association of College and Research Libraries. Rare Books and Manuscripts Section. Security Committee.
<http://rbms.info/committees/security/index.shtml>
- Everett C. Wilkie, Jr., ed. *Guide to Security Considerations and Practices for Rare Book, Manuscript, and Special Collection Libraries* (Chicago: Association of College and Research Libraries, 2011)
Call number to come (WILSON).

DECEMBER 2: EXHIBITIONS, PUBLICATIONS, PROGRAMMING, AND DIGITIZATION

Required Readings:

Greenblatt, Stephen. "Resonance and Wonder," in Ivan Karp, *Exhibiting Cultures : the Poetics and Politics of Museum Display*. Washington: Smithsonian Institution Press, 1991, 41-56. [to be posted to course website]

Association of College and Research Libraries. Rare Books and Manuscripts Section. Exhibition Awards Committee.

http://rbms.info/committees/exhibition_awards/index.shtml

[Read evaluation criteria]

Association of College and Research Libraries. Rare Books and Manuscripts Section. "ACRL/RBMS Guidelines For Interlibrary And Exhibition Loan Of Special Collections Materials." Approved by the ACRL Board of Directors, January 2012

<http://www.ala.org/acrl/standards/specialcollections#exhibition>

Browse:

- Beverly Serrell. *Exhibit Labels : an Interpretive Approach*. Walnut Creek: Alta Mira Press, 1996.
AM157 .S46 1996 (WILSON)
- Association of College and Research Libraries. Rare Books and Manuscripts Section. “The Katharine Kyes Leab & Daniel J. Leab *American Book Prices Current* Exhibition Catalog Awards for Excellence: An Online Exhibition of Winning Catalogs, 1986-1995.”
http://rbms.info/committees/exhibition_awards/first_ten_years/index.html
- Smithsonian Institution Libraries. “Library and Archival Exhibitions on the Web.” [This list of online exhibitions is provided as a public service of the Smithsonian Institution Libraries.]
<http://www.sil.si.edu/SILPublications/Online-Exhibitions/>
- Omeka website
<http://omeka.org>
- Association of Research Libraries. “The Unique Role of Special Collections.”
<http://www.arl.org/rtl/speccoll/>

DECEMBER 9: FINAL EXAM – 208 Manning

WEB RESOURCES:

AbeBooks Online Glossary of Book-Related Terms.

<http://www.abebooks.com/docs/HelpCentral/Glossary/sellerIndex.shtml#general>

American Printing History Association (APHA). <http://www.printinghistory.org>

Antiquarian Booksellers Association of America (ABAA). <http://www.abaa.org>

[Note resources listed under “Learn about rare books”]

Bibliographical Society (U.K.). <http://www.bibsoc.org.uk/>

Bibliographical Society of America. <http://www.bibsocamer.org/>

Bibliographical Society of Canada. <http://www.bsc-sbc.ca/en/news.html>

Book History Online <http://bibliographies.brillonline.com/browse/book-history-online>

California Rare Book School. <http://www.calrbs.org/>

Center for Book Arts (New York, N.Y.). <http://centerforbookarts.org/>

Center for the Book in the Library of Congress <http://www.read.gov/cfb/>

Ephemera Society of America. <http://www.ephemerasociety.org/>

Fellowship of American Bibliophilic Societies (FABS).

<http://fabsbooks.org/default.aspx>

Fine Books & Collections. <http://www.finebooksmagazine.com>

Grolier Club. <http://www.grolierclub.org>

Independent Research Libraries Association (IRLA). <http://irla.lindahall.org/>

International League of Booksellers (ILAB). <http://www.ilab.org/>

Iowa Center for the Book. <http://www.iowacenterforthebook.org/>

Library and Archival Exhibitions on the Web

<http://www.sil.si.edu/SILPublications/Online-Exhibitions/>

London Rare Books School.

<http://ies.sas.ac.uk/cmpps/events/courses/LRBS/index.htm>

Rare Books and Manuscripts Section (RBMS), Association of College and Research Libraries (ACRL). www.rbms.info

Repositories of Primary Sources. Compiled by Terry Abraham.

<http://www.uiweb.uidaho.edu/special-collections/Other.Repositories.html>

Rare Book School. <http://www.rarebookschool.org/>

Society for the History of Authorship, Reading and Publishing (SHARP).

<http://www.sharpweb.org/>

Triangle Book Arts <http://trianglebookarts.wordpress.com>