MEMORANDUM

TO: ALA Executive Board and Council

FROM: E. J. Josey, chair
       ALA International Relations Committee

RE: Revision of ALA policy #57 on international relations and implementation of international relations action plan

Attached is a report titled The American Library Association and International Relations: Accomplishments, Current Activities, Observations, Strategies, and Plan of Action. This report is presented to the ALA Executive Board and Council for endorsement of two items: 1) revision of ALA policy #57 on international relations (see page 7); and 2) implementation of the action plan (see page 8).

The International Relations Committee held a planning meeting on 18-20 November 1988 to determine the Association's international relations priorities, to develop the Association's goals in this area, to promulgate a plan of action and to identify ways to demonstrate to ALA members and leaders the Association's need and responsibility to be involved in the international arena and the benefits of such involvement to individual groups and members.

At the 1989 ALA Midwinter Meeting, comments were solicited from many units of the association including the divisional international relations committees. Prior to the 1989 ALA Annual Conference, the printed copies of the above mentioned report were mailed to each division board of directors, the International Relations Round Table and many other interested individuals. At the 1989 ALA Annual Conference, an open hearing was held to solicit additional suggestions and recommendations from the general membership. The hearing was well attended (approximately 120 people) and comments were frank, supportive and lively. Statements were made by 36 people and with additional time more would have been heard. All were invited to submit written comments and subsequently, several letters of support were received at the ALA Headquarters. The comments/suggestions from the membership indicate that there is support for increased international relations activities by the Association. No negative responses/comments were received.

The action plan, in particular, received considerable favorable comment and support, especially item number 1, "Establish an office..." Some twenty-two persons stated the need for an International Relations Office (IRO) or staff person at ALA. Several suggested additional activities for the IRO
--- planning programs, serving as liaison with libraries or international organizations, working with area groups, providing services to international visitors, working with chapter associations that have developed international relations programs.

Items in the action plan which received particular support were the involvement of ALA in international standard-setting, the coordination of ALA international relations units, the development and expansion of exchange opportunities, the addition of an international component to library education programs, and the advancement of the IRC's work on human rights issues. Several persons offered additions to the action plan -- literacy, youth services, expansion of the coalition-building section -- and specific activities/programs addressing these concerns will be developed by the IRC and incorporated into the annual planning process.

No one opposed or offered changes to the IRC's proposed revisions to Policy # 57. ALA units on record in support of the policy revision and action plan include the ALCTS (RTSD) Board, the Library History Round Table Executive Committee, the ACRL International Relations Task Force, and the International Relations RoundTable. We hope to receive additional expressions of support from other ALA units during the 1990 ALA Midwinter Meeting.

The IRC expresses its appreciation to all members of the Association who have contributed to this process, in particular, former IRC members--Mohammed M. Aman, Henriette Avram, Donald P. Ely, Hannelore B. Rader, Warren Tsuneishi and past ALA president Emerson Greenaway. The ALA International Relations Committee submits this document for your approval and implementation.

1989-90 International Relations Committee members:
E. J. Josey, Chair
Ann K. Beneduce
Donald G. Davis
Sara Fine
Anne Haley
Helen G. Maul
Ronald P. Steensland
Paul Vassallo

cc: COPES
Divisions Boards of Directors
IRRT Executive Committee
Planning Committee
The ALA charter states that the Association was formed "for the purpose of promoting library interests throughout the world by exchanging views, reaching conclusions and inducing cooperation in all departments of bibliothecal science and economy...."

New developments originate outside the United States which make it increasingly important for ALA to become more active and effective in the international library world. The Association's involvement since 1936 in the area of human rights and since 1940 with intellectual freedom, as reflected in the Library Bill of Rights, has given the Association a maturing sensitivity over the years regarding the importance of human rights. Freedom of thought and freedom of expression are rights basic to all. This concept is now expressed in the Universal Declaration of Human Rights adopted and proclaimed by the General Assembly of the United Nations.

The Association affirms its stance that threats to the freedom of expression of any persons become threats to the freedom of all.

**Policy Objectives**

The American Library Association establishes these objectives and responsibilities for its international relations programs:

1) To foster better international understanding and cooperation among library and information science communities.

2) To encourage the exchange and dissemination of information and the unrestricted flow of library materials throughout the world.

3) To promote the education of librarians and documentalists in such ways as to provide a cadre of persons able to communicate across national boundaries.
4) To encourage involvement of United States librarians in international library activities.

5) To stimulate and assist in the development of viable library associations in all of the countries of the world in order that these associations will be able to provide leadership necessary for library development in their respective countries.

6) To encourage the development of consensus among the library associations represented on the United States IFLA committee, the United States institutional members of IFLA, and the three national libraries on matters of concern to libraries and librarians in the United States.

7) To foster, promote and support the development of international standards relating to library and information services.

8) To promote literacy, reading motivation, and availability of library materials in developing nations.

Implementation of Policy

The American Library Association's International Relations Committee (IRC) and International Relations Office (IRO) are charged with the responsibility of carrying out these objectives:

1) By serving for the American Library Association as the communications link between members and international organizations.

2) By planning for and participating in international programs of value to the work of the Association and librarianship in general.

3) By encouraging in library education and research programs the inclusion of opportunities for librarians to become aware of library developments and research in other countries and where possible the provision of exchange programs.

4) By encouraging ALA membership to participate in international activities and events.

5) By establishing and maintaining working relations with U.S. government agencies, other national
associations, and regional and state associations, for the purpose of promoting programs to strengthen library and information services throughout the world.

6) By being responsible for developing priorities for ALA's attendance at international meetings and support of international organizations.

7) By balancing the need for continuity of representation with the need to broaden the representation and to develop in more members an interest in international activities, while taking into account cultural differences.

8) By taking part in the selection of official ALA representatives to international meetings whenever ALA representation is appropriate.

9) By providing representatives with information on procedures and responsibilities and on requirements of reporting back to ALA and its appropriate units.

10) By assisting foreign librarians to identify expertise among American librarians and assist in every way in making visits to the United States professionally fulfilling.

11) By cooperating with government agencies and foundations in developing and implementing library and information programs.

12) By recognizing and demonstrating support for human rights and intellectual freedom around the world.

13) By affirming ALA's support of all professional associations in other countries which seek to implement freedom of access to library resources and services.

14) By encouraging local and national associations to participate in international cooperative programs that would enhance human rights and intellectual freedom.

15) By participating in international professional projects which foster respect for human rights and intellectual freedom.
16) By encouraging membership and the leadership of the Association and of the profession to consider human rights and intellectual freedom in all policy decisions that concern international relations.

17) By expressing ALA's concern for the grievances of librarians where the infringement of their rights of free expression is clearly a matter in which all free people should show concern.

18) By presenting resolutions or other documents, attesting to such grievances and endorsed by the International Relations Committee and the Intellectual Freedom Committee, to the attention of the Council and the Executive Board for their consideration, and by sending adopted resolutions, as appropriate, to the U.S. Department of State, the United Nations, national and international library associations and other bodies.
Accomplishments, Current Activities,

Observations, Strategies,

and Plan of Action
This report was written by Robert P. Doyle, Director, Library/Book Fellows Program.
INTRODUCTION

With the initiation of the Library/Book Fellows Program and the provision of limited funding for the Association’s international relations activities, it is an appropriate time to consider the Association’s international relations activities and obligations—to evaluate the past, to rethink basic positions and activities, and to develop plans for the future.¹

The development of the Association’s international relations activities requires more than desire and opportunity; fundamental and comprehensive review and planning are also essential. This review of the past and planning for the future should provide a solid foundation for the appraisal and development of future international relations activities. Without such a foundation, the Association’s international relations activities will remain episodic, fragmented, and unfocused; and the development and implementation of the concepts outlined in this paper will be extremely difficult, if not impossible.

The purpose of this paper is to:

1) provide a brief review of the Association’s policies and accomplishments in the international arena;

2) describe ALA’s current international interests and activities;

3) outline certain principles and values, which when correlated with current developments and past experience, provide the best possible foundation for an enlightened approach to ALA’s international relations and the formulation of the Association’s international relations policies and actions for the future;

4) outline a system of policies and programs designed to facilitate the fullest and most integrated development of the Association’s resources and relate these activities to the Association’s established statement of mission, priority areas and goals; and

5) identify ways to demonstrate to ALA members and leaders the Association’s need and responsibility to be involved in the international arena and the benefits of such involvements to individual groups and members.

6) Finally, the purpose of this report is to solicit the suggestions and recommendations from as many members of the Association as possible. Your comments are not only most welcome but vital in drafting and planning the Association’s international relations activities.
ALA's international relations began with the Association's first conference in 1876 in which librarians from other countries participated. Ever since, its members have been conscious of their interdependence with colleagues overseas and of the common interests which transcend the boundaries of any country or continent. As early as 1900, there was a Committee on International Cooperation and the Association participated in a great variety of international activities and agreements such as the Brussels Convention in 1889. ALA organized a book campaign to rebuild the libraries damaged in the devastating earthquake that leveled Yokohama and half of Tokyo, Japan in 1923; lent its support to the organization of the International Federation of Library Associations and Institutions (IFLA) in 1927; opened the American Library in Paris in 1920; and the Biblioteca Benjamin Franklin in Mexico City in 1941 (two of the earliest U.S. civilian cultural and information centers established on foreign soil); provided advisory and informational services on professional matters on a worldwide basis; sponsored exhibits on U.S. books and library techniques; and as early as 1929 it developed projects for bringing foreign librarians to the United States for study.

It was in the World War II era, however, that the ALA occupied a unique position as a voluntary organization. It was a singular period in the Association's history, a period during which its influence in government, in foundation circles, and abroad reached an apogee in ways not again attained. U.S. librarianship achieved a new respectability and recognition as a profession with cultural and intellectual significance to the world. ALA became the leading advocate for books and libraries. Its "Victory Book" campaign distributed over 10 million books to our armed forces. Its book and periodical distribution programs placed thousands of the best U.S. publications in virtually every important library in the world. The Association not only helped to introduce to an entire generation of future leaders from other countries the best of democratic U.S. librarianship, but it also laid the foundation for modern library education, particularly in Latin America.

During this period, the Board on International Relations was established by ALA Council in 1942, and a grant from the Rockefeller Foundation made possible the establishment of the ALA International Relations Office (IRO) in Washington, D.C., in space donated by The Library of Congress. The office's purpose was to lend effective aid to libraries and cultural institutions in other countries and to advance the interests of librarianship. Within a span of four years, the IRO had administered approximately one million dollars for special U.S. government projects and hundreds of thousands of dollars for special projects for private foundations and similar bodies. ALA also actively assisted in forming UNESCO as well as in establishing that organization's library and bibliographic program. In 1949, an International Relations Round Table (IRRT) was formed at the request of members as a direct channel through which ALA members could participate in the Association's international activities and as a further means of stimulating the interests of librarians in international library activities.

Postwar developments, however, brought a new set of conditions which were highly unfavorable to the continuation of the Association's international activities. The principal funding sources for ALA's international relations programs were withdrawn. The Rockefeller Foundation believed the ALA had played its rightful part in time of national emergency, but now wished to channel its funding so that others would assume the responsibility for cultural relations. The U.S. government established its own institutionalized apparatus to pursue international interests. Moreover, library needs and priorities on the domestic front now commanded ALA's energy and attention. Since the Association had made no long-term plans for carrying on its international relations activities and since grant funding was terminated, the ALA International Relations Office was closed in 1947. Gary E. Kraske in Missionaries of the Book, points out that another key factor in the Association's reduced international involvement "was the inability of the ALA leadership to win grass-roots recognition for the international contributions already made as well as support for a continuing effort. The absence of a broad-based mandate from the rank and file, as well as the inherent isolationism of many American librarians, hindered the ALA from continuing its large-scale international program and relegated its important contribution to a transitional one between the prewar private enterprise centered activity and a postwar government domination of cultural relations."

In the years following, ALA's international relations activities increased and diminished as various grant funds for special projects became available from the Asia Foundation, Carnegie Corporation, Council on Library Resources, Encyclopaedia Britannica, Ford Foundation, U.S. Agency for International Development, and the U.S. Department of State (see Appendixes 2 & 3, pp. 14-15 and 16).

The projects included the establishment and development of the Keio Library School in Tokyo (1950–56), the Institute of Librarianship at the University of Ankara in Turkey (1955–62), and at the school in Medellin, Columbia (1960–62); ALA also worked with the National Taiwan University (1962–63), the University of the Philippines (1962–65), and the University of Delhi (1962–71) in their efforts to raise the academic level of their library school programs. In addition, the Association helped to build the collection of the University of Brasilia (1966–71) and the social science library at the University of Rangoon (1958–60); it assisted in strengthening and expanding the public library in Callao, Peru; and it aided library development projects at the University of East Africa in Uganda (1963–65) and the International Youth Library in Munich (1950–54). It helped to secure U.S. library personnel to serve as faculty members in library schools in many countries and to recruit U.S. librarians to serve as advisers and consultants to institu-
tions, foundations, and government agencies abroad. Again, however, as the funding for these special projects phased out, the ALA's participation in the international arena diminished.

In recent years, the Association adopted an International Relations Policy (see Appendix 1, pp. 12-13) and evidenced its support of the policy by providing funding for an international relations officer and staff support. In 1981, the international relations officer retired and the positions were eliminated. Since that time, the Association has not allocated appropriate funding to carry out these policies. Rather, the Association has provided limited funding for specific projects. For example, its largest recent international relations undertaking was to cosponsor the 1985 International Federation of Library Associations and Institutions Council and General Conference in Chicago, Ill. This was the third IFLA conference ever held in the U.S. (previous meetings were held in 1933 and 1974). It was a highly successful mix of programs, tours, social events, and even controversy for the 1,765 delegates and exhibitors from 86 countries. Many left the conference remembering the Librarian of Congress Daniel Boorstin's call for librarians as "the ambassadors of culture and books and ideas to open the avenues of books and ideas a little wider so that men and women everywhere may breathe freely the uncensored open air of ideas." 

The opportunity for more librarians to become U.S. information ambassadors was realized with the establishment of the Library/Book Fellows Program in 1986. This joint program of the ALA and the United States Information Agency (USIA) places U.S. librarians and publishers in institutions overseas for periods ranging from several months to one year. The program's eight first-year fellows worked in several countries: Chile, Finland, India, Indonesia, Jordan, Mauritius, Malaysia and Turkey. Their assignments included such projects as developing a university-level library science curriculum, setting up a system for automating library functions, developing and promoting American studies collections in host countries, organizing a national archival collection, training host-country librarians in traditional and automated information retrieval techniques, and promoting the translation and distribution of American books in a particular country or region. It is anticipated that eight fellows will be sent each year to countries across the globe.

The ALA also participated in such international events as the Annual Frankfurt Book Fair and the 1987 Moscow Book Fair as a means of building international relationships with publishers and library communities in other countries and of fostering co-publishing agreements and other cooperative information-based ventures.
In addition to the seminar, several other cooperative projects between the United States and the Soviet Union are planned for 1988-89. These include a seminar on library services to children planned for the Soviet Union in 1989; traveling book exhibits; the exchange of conservators and library educators; collaboration in art and museum librarianship; and facilitating access to the library materials of the respective nations.

While these activities with the Soviet Union might be considered the most important development in ALA's international program, it is only one of many. Other examples are:

- The International Relations Round Table sponsors an international relations reception each year at the ALA Annual Conference; publishes International Leads; and sponsors a program at each ALA Annual Conference.

- The International Relations Committee presents awards to assist members in attending their first international conference; presents awards for significant contribution to international relations; published Going International: Librarian's Preparation Guide for an Overseas Work Experience/Job Exchange with IRRT; sponsored the Fourth U.S.-Japan Binational Conference on Libraries and Information Science in Higher Education and U.S.-U.S.S.R. Seminar on Access to Library Resources through Technology and Preservation; and sponsors a program at each ALA Annual Conference.

- The American Association of School Librarians assisted with the 1988 International Association of School Librarians Conference in Kalamazoo, Michigan, by providing conference travel expenses for two keynote speakers and publicizing the event through state affiliates; and is initiating plans for a reception for international visitors at AASL's 1989 National Conference.

- The Association for Library Service to Children prepares and distributes the ALSC pamphlet, the "U.S.A. Through Children's Books"; prepares bibliographies of books and materials currently available for children in languages other than English, and English-language books originally published in other countries or produced by other cultures; presents the Mildred L. Batchelder Award, a citation to an American publisher, to encourage international exchange of high quality children's books by recognizing United States publishers of such books in translation; sponsored the 1988 ALSC Preconference—Going Global: Celebrating International Children's Books; and sent a delegation to participate in a colloquium on library services for children in the U.S.S.R.

- The Association of College and Research Libraries assists the Franco-American Commission for Educational Exchange in identifying U.S. librarians that may be available for an exchange; is drafting guidelines for the promotion of exchange of librarians and updating the list of foreign and U.S. libraries willing to host exchanges and/or visits; organized ACRL's first overseas conference—"Shared Responsibilities: Librarians and Western European Studies in North America and Western Europe" in Florence, Italy, 4-8 April 1988; planned an international conference, "Markets for Books and Manuscripts: The Trade in Antiquarian Materials Past and Present," held in September 1989 in Cambridge, England; is drafting a tip sheet for those seeking an exchange with a librarian in Germany; and supports a number of committees, sections, and discussion groups that deal with international relations.

- The Public Library Association is exchanging hospitality with Public Library Groups of the Library Association; provides special attention for international attendees at PLA national conferences; and is encouraging international participation at the 1991 conference in San Diego—especially from Mexico and the Pacific rim countries.

- The Association for Library Collections and Technical Services is seeking improved ways to keep ALCTS members...
better informed about IFLA activities in particular and international activities in general; is cooperating with other ALA units by a) co-sponsoring the ALA IRC's conference program and b) involving appropriate resources and technical services specialists in the U.S.-U.S.S.R. Seminar; is serving as ALA or ALA/ALCTS representative to international bodies including the Decimal Classification Editorial Policy Committee, the Joint Steering Committee for the Revision of AACR, and several IFLA committees; provides direct support to three ALCTS members who are members of IFLA standing committees; and works with other standards groups on an international level, using appropriate channels in this country.

The Office for Library Personnel Resources answers requests for information from foreign students and librarians regarding library education, scholarships, and employment in the U.S.; and provides information on job exchanges and employment for U.S. librarians who wish to work abroad.

Publishing Services publishes Anglo-American Cataloging Rules, Second Edition, 1988 Revision; with the cooperation of other national library associations; exhibits at the Frankfurt Book Fair; works on cooperative publishing and distribution projects with the Library Association, the Library Association of Australia, and the Canadian Library Association; sells ALA publications through agents throughout the world; sells language translation rights for some of these publications; and recently completed negotiations to have a permanent exhibit of ALA publications at the American Library in Paris.

The Standing Committee on Library Education International Library Education Subcommittee maintains a list of country resource persons who can provide information on how an individual's level of library education in another country relates to that of the U.S.; sponsors the Carl Milam Lecture Series to bring foreign librarians to speak at ALA-accredited library education programs; is compiling a Directory of International Education Experience; and administers a grant from USIA and the Institute of International Education to help foreign students attend ALA Annual Conferences.

Washington Office monitors and defends reduced domestic and foreign postal rates; participates in a coalition on telecommunications to hold down excessive access charges; and works on international treaty documents, e.g., Berne Copyright Convention.

The ALA Council adopted a resolution in January 1989 that directed ALA to take a leadership role in formulating a campaign to work with the appropriate Armenian authorities in helping to restore libraries and library service in the earthquake stricken areas. ALA President F. William Summers appointed a committee whose first task was to develop a plan of action, which it has titled Hye (i.e. Armenian) Earthquake Library Project (HELP). The Armenian SSR Ministry of Culture accepted the Association's offer of assistance and ALA representatives visited Armenia (at no cost to the Association) to discuss the construction and furnishing of a $2.5 million library for the to-be-constructed city of Stepanavan, Armenia SSR.

Finally, over a hundred foreign visitors come to ALA Headquarters each year for tours and an orientation to U.S. libraries.

The width and breadth of these activities demonstrate ALA's strong continuing interest in international relations and interdependence with its overseas colleagues. The fundamental problem that remains, however, was best stated in 1976 by Peggy Sullivan: "It is exceedingly difficult for members at the proverbial grassroots levels to recognize the value of international involvements, and they are often suspicious of the world-traveling leaders who encourage them to see this as a responsibility."5
ALA's international relations interests are wide and varied, but without a solid philosophical foundation. In many cases, ALA's response to international relations issues is reactive. International programs and activities sponsored by ALA units tend to be isolated and not collaborative. International relations is not perceived as a responsibility of the Association and an oft-repeated opinion is that ALA should not expend any resources on international relations. In fact, international relations ranked last in the areas of interest identified in the 1985 Member Opinion Survey. Why? Perhaps many ALA members assume that international relations is the responsibility of government, a belief shared by many U.S. citizens.

The federal government's involvement in international relations is concentrated on economic and military matters while efforts at cultural relations have been increased to meet immediate needs rather than long-range objectives. In fiscal year 1987, our country spent $282 billion for national defense. In this same fiscal year, the operating budget for the federal government's primary agency for overseas libraries and exchanges programs—the United States Information Agency—was $830 million (or about 0.06 per cent of our military spending). Of that amount, less than $138 million was available for educational and cultural exchange programs.

Even more disturbing are recent cutbacks of support to federal educational and cultural exchange programs, which today operate at two-thirds the level of 1965 programs. Only half as many foreign leaders participate in the International Visitors Program as in 1966. The book publishing program of USIA for foreign translation of U.S. books has been drastically reduced since the 1960s. The number of USIA libraries and reading rooms has been reduced by almost 50% since the mid-sixties, and those that do continue to exist have narrowed their focus.

To compare, the Soviet Union offers seven times as many fellowships for cultural and educational exchanges to Third World countries as does the United States.

Perhaps ALA members see little relation between "international" issues and their library or their community. As the U.S. economy increasingly depends upon global markets, the importance of cross-cultural information sharing becomes more apparent. Today, one out of six U.S. jobs bears directly on some aspect of international trade, with one in three farm acres being used in the production of food exports. U.S. export of goods and services have increased by 105% since 1970, and imports have increased by 127%. Interest in international travel has burgeoned. In 1985, the number of U.S. travelers abroad increased by 134% (12.31 million) from 1970 and the number of overseas travelers to the U.S. has increased by 231% (7.54 million in 1985).

The number of foreign students enrolled at U.S. colleges and universities increased by 237% (150,000 in 1974 to 356,200 in 1987-88). The number of immigrants to the United States increased by 161% (373,326 in 1970 to 601,708 in 1986).

Libraries are affected by these economic and cultural shifts as an increasing number of publishing houses are purchased and managed by multi-national corporations; as the demand for information on these countries and world markets increase; and as the clientele that libraries serve changes. These trends are expected to continue and, in fact, dominate the world markets by the twenty-first century, thus establishing global economic interdependence. As nations continue to develop economically, especially through scientific and technological advances, they rely on building and expanding their storehouse of information. Information thus becomes an "economic asset."

Perhaps ALA members do not realize what would happen on a practical level, if ALA would stop its present work in international relations. The Association would henceforth accept no foreign memberships; receive no foreign visitors; deal with no activity related to international interchange; handle no letters bearing foreign postmarks; cooperate with no international organizations; influence no international standards; and have nothing to do with any foreign library programs or assistance of the U.S. Government.

Finally, perhaps ALA members see no connection between international relations and the Association's goals/priorities. Yet, all of ALA's international activities relate directly to the Association's stated values and commitments, e.g., access to information; intellectual freedom; public awareness; library services, development and technology. Each of these goals has undeniable global implications and is diminished when viewed only in a nationalistic context. Working in an international environment strengthens and enhances ALA goals and priorities.

Professional organizations have a vital role to fulfill in ensuring that cultural relations remain reciprocal, balanced, objective and professional. With its wealth of resources, ALA must act on the many opportunities for problem solving and for information sharing. It must prove the library is indeed "a fitting instrument for the extension of good will and for the mutual understanding between peoples."

As the premier U.S. library organization, ALA must show leadership in this area. The Association's democratic philosophy of ensuring access of information for all, as well as its emphasis on developing, promoting, and improving library and information services, can only be fulfilled in a multi-national context.

As U.S.-Soviet contacts intensify under Mikhail Gorbachev's glasnost, it is an especially propitious time for ALA to formulate and implement a concrete, long-range international program. The Association can serve as a force for change and as a model of intellectual freedom to other countries, with as much to learn from the world as to share with it. It can meet its responsibilities by making a commitment now: to provide direct administrative support for a general program and seek additional diversifier funding for specific programs and activities. Our task stated in the words of L. Endon Johnson, "We know today that...ideas, not armaments, will shape our lasting peace; that the conduct of our foreign policy will advance no faster than the curriculum of our classrooms, and that the knowledge of our citizens is the treasure which grows only when it is shared."

PRINCIPLES / VALUES / PHILOSOPHY
An assured and long-term plan will determine our priorities and chart a course of action to develop and nurture the Association’s international relations programs. Outside support should, and must, continue to be an important element. But since that support has come primarily from the government and most likely will be provided only on an episodic basis, long-range planning is critical.

On 18-20 November 1988 a planning meeting on international relations was held at ALA Headquarters in Chicago. Five members of the Association with extensive international experience and staff attended the planning meeting. The group represented a variety of interests—chapter councilor, former division president, IRC and International Relations Round Table (IRRT) members (see Appendix 4, p. 17).

The purpose of the international relations planning meeting was “1) to define the ALA’s international interests and objectives; 2) to chart a strategy of programmatic and financial support for these international activities in relation to the Association’s established statement of mission, priority areas and goals; and 3) to outline a system of policies and programs designed to facilitate the fullest and most integrated development of the Association’s resources.”

During the meeting, the participants developed proposed revisions to ALA’s policy #57 on international relations. The number of policy objectives were reduced and stated more succinctly. The following are the revised and prioritized policy objectives:

1) To encourage the exchange, dissemination, and access to, information and the unrestricted flow of library materials in all formats throughout the world (ALA Priority Area A: Access to Information).

2) To promote and support human rights and intellectual freedom worldwide (ALA Priority Area C: Intellectual Freedom).

3) To foster, promote, support and participate in the development of international standards relating to library and information services, including informational tools and technologies (ALA Priority Area F: Library Services, Development, and Technology).

4) To promote legislation and treaties that will strengthen library, information and telecommunications services worldwide (ALA Priority Area B: Legislation and Funding).

5) To encourage involvement of librarians, information specialists, and other library personnel in international library activities and in the development of solutions to library service problems that span national boundaries (ALA Priority Area F: Library Services, Development, and Technology).

6) To promote the education of librarians, information specialists, and other library personnel in such ways that they are knowledgeable about librarianship in the international context (ALA Priority Area E: Personnel Resources).

7) To promote public awareness of the importance of the role of librarians, libraries, and information services in national and international development (ALA Priority Area D: Public Awareness).

The participants then translated these objectives into a format that will combine with the ALA’s strategic long-range plan (SLRP). This document (see Appendix 5, pp. 18-20) now contains possible goals with accompanying strategies. Once the policy #57 is approved, the goals and strategies listed in Appendix 5 will be reexamined and an approval process to include them in SLRP begun. They are included here as an appendix for information only, though the committee will accept and appreciate comments on them. One of the exercises used to during the committee’s meetings was an examination of weaknesses, opportunities, threats and strengths in relation to the Association’s international relations activities from both internal and external points of view (WOTS-up exercise). The result of this analysis is Appendix 6, p. 21.
ACTION PLAN

In order to take these policy objectives from paper to reality, the committee realized that the Association would have to take specific action to fund and promote ALA’s interests in international relations. The committee then drafted an action plan, with specific suggestions on mechanisms to accomplish the proposed policy objectives. After the committee receives comments and suggestions from the membership, a budget will be developed and submitted for approval and implementation. Specific activities would be:

1) Establish an office to initiate, design, develop, implement, and direct a complete program in the area of international relations. (See Appendix 7, p. 22, for proposed budget.)

- to work with the International Relations Committee in assessing the need for, and the development of, policy recommendations to the ALA Council in the area of international relations; to guide the committee to those areas which it should address; to serve as secretariat for the IRC and IRRT;

- to implement policies and projects directed to the office by the ALA Council or Executive Board by determining pertinent information needed, collecting, compiling, and researching information particularly in the area of human rights;

- to assist with standards development and preservation work by securing funding for international representation in appropriate forums;

- to promote legislation and treaties that strengthen library, information and telecommunications services throughout the world; to analyze proposed legislation or treaties affecting libraries; to prepare testimony for ALA to present or file;

- to initiate and develop working relationships with both library-oriented and non-library groups on the local, state, regional, national and international level; to explain ALA’s program to these groups, and determine suitable joint activities; and to provide advice and consultant services to all of these groups;

- to assist ALA members with preparations for IFLA conferences; to assist with the coordination of IFLA standing committee elections; to facilitate the work of the U.S. Association members; to coordinate payment of IFLA dues;

- to provide information and advisory assistance and become the source at ALA Headquarters for international interests;

- to receive international visitors and provide tours and conduct seminars;

- to plan, implement and direct fund raising campaigns and conduct IRRT membership drives;

- and to determine the needs—then design and oversee the development of various materials for sale or distribution, such as Going International: Librarians’ Preparation Guide for a Work Experience/Job Exchange Abroad.

2) Establish an information clearinghouse. Specific responsibilities would be:

- to compile a list of U.S. librarians who have been on exchanges, have worked in foreign libraries, have lectured or interned in non-U.S. libraries;

- to compile a list of U.S. libraries wanting to participate in exchanges, to host foreign visitors, and/or to sponsor foreign librarians;

- to compile a list of libraries in other countries wanting to participate in exchanges, to host U.S. visitors, and/or to sponsor U.S. librarians;

- to compile a list of funding sources available and provide assistance in obtaining funding;

- to create a database of U.S. librarians with foreign language competencies;

- to develop assessments of different types of exchanges and develop various models of exchange;

- to sponsor forums or seminars on exchanges;

- and to establish a speaker’s bureau.

3) Plan and execute an educational campaign to communicate and to stress the importance of international relations to librarians and the general public.

- to develop a public awareness plan;

- to place articles in library, education, and general magazines and newspapers, and to make speeches to library and non-library groups and associations;

- to sponsor exhibits;

- to encourage the publication of more translations and reviews of international publications, and to develop graphics and other tools which promote international relations.

4) Build coalitions to solve problems that span national boundaries.

5) Create a book donation program.

- to develop a program for gathering and shipping books to needy libraries all over the world;

- to seek funds from corporations and philanthropic foundations to assist with the cost of shipping books and operating the program;

- and to develop a database which can match donors of books with needy libraries and with possible funding agencies.

6) Raise funds to sponsor representation in international bodies by ALA members; and to sponsor joint conferences with library associations with defined long-term benefits.

7) Sponsor professional study/information visits.

- to organize programs for foreign visitors in the United States;

- and to organize programs for U.S. librarians to learn about libraries and information science developments overseas.
CONCLUSION

The interest in and involvement of the ALA in international relations is as old as the Association. It is, in fact, required by the ALA charter which states the Association was founded for the “purpose of promoting library interests throughout the world by exchanging views, reaching conclusions and inducing cooperation in all departments of bibliothecal science and economy.” It seems safe to predict that the ALA will continue to engage in international relations work as long as the organization exists. In fact, the Association’s values and commitments, e.g., access to information; intellectual freedom; public awareness; library services, development and technology all have undeniable global implications and are diminished when viewed only in a nationalistic context.

The purpose of this report is to solicit the suggestions and recommendations from as many members of the Association as possible. Your comments are welcome.

FOOTNOTES

1 This paper deals with the American Library Association’s international activities. It is recognized that other library projects and programs foster and support international awareness and cooperation, but have no connection to the American Library Association and thus are not included in this paper.


2 During this period of tremendous activity, the American Library Association with Yale University and other universities became unwittingly involved in providing a cover for the Office of Strategic Services in World War II. Robin Wink describes the Yale Library Project in Cloak and Gown: Scholars in the Secret War, 1931-1961 (N.Y.: Morrow, 1987, pp. 116-51). Wink details the story of how Yale’s war collection was used as a cover under which a Yale scholar, Joseph Toy Curtiss, went overseas ostensibly to purchase continental war literature for the library but, in fact, gathered information for Secret Intelligence and the Office of Research and Analysis.


12 Kraske, Missionaries of the Book, 75.


APPENDIXES

2. Chronology of ALA's International Relations Projects—Year, Project, Source, Funding.
3. Funding for the ALA International Relations Office.
4. List of participants at the 18-20 November 1988 International Relations Planning Meeting.
5. Strategies for the Implementation of International Relations Goals.
6. Analysis of Weakness/Opportunities/Threats/Strengths.
7. Proposed Budget for the Establishment of an Office.
APPENDIX 1

ALA International Relations Policy Statement
Adopted by ALA Council 29 June 1978

The ALA charter states that the association was formed “for the purpose of promoting library interests throughout the world by exchanging views, reaching conclusions and inducing cooperation in all departments of bibliothecal science and economy...”

New developments originate outside the United States which make it increasingly important for ALA to become more active and effective in the international library world. The association’s involvement since 1936 in the area of human rights and since 1940 with intellectual freedom, as reflected in the Library Bill of Rights, has given the association a maturing sensitivity over the years regarding the importance of human rights. Freedom of thought and freedom of expression are rights basic to all. This concept is now expressed in the Universal Declaration of Human Rights adopted and proclaimed by the General Assembly of the United Nations.

The association affirms its stance that threats to the freedom of expression of any persons become threats to the freedom of all.

Policy Objectives

The American Library Association establishes these objectives and responsibilities for its international relations programs:

1) To foster better international understanding and cooperation among library and information science communities.

2) To encourage the exchange and dissemination of information and the unrestricted flow of library materials throughout the world.

3) To promote the education of librarians and documentalists in such ways as to provide a cadre of persons able to communicate across national boundaries.

4) To encourage involvement of United States librarians in international library activities.

5) To stimulate and assist in the development of viable library associations in all of the countries of the world in order that these associations will be able to provide leadership necessary for library development in their respective countries.

6) To encourage the development of consensus among the library associations represented on the United States IFLA committee, the United States institutional members of IFLA, and the three national libraries on matters of concern to libraries and librarians in the United States.

7) To foster, promote and support the development of international standards relating to library and information services.

8) To promote literacy, reading motivation, and availability of library materials in developing nations.

Implementation of Policy

The American Library Association’s International Relations Committee (IRC) [and the International Relations Office—IRO]* are charged with the responsibility of carrying out these objectives:

* The ALA International Relations Office was closed in 1981.
1) By serving for the American Library Association as the communications link between members and international organizations.

2) By planning for and participating in international programs of value to the work of the association and librarianship in general.

3) By encouraging in library education and research programs in inclusion of opportunities for librarians to become aware of library developments and research in other countries and where possible the provision of exchange programs.

4) By encouraging ALA membership to participate in international activities and events.

5) By establishing and maintaining working relations with U.S. government agencies, other national associations, and regional and state associations, for the purpose of promoting programs to strengthen library and information services throughout the world.

6) By being responsible for developing priorities for ALA’s attendance at international meetings and support of international organizations.

7) By balancing the need for continuity of representation with the need to broaden the representation and to develop in more members an interest in international activities, while taking into account cultural differences.

8) By taking part in the selection of official ALA representatives to international meetings whenever ALA representation is appropriate.

9) By providing representatives with information on procedures and responsibilities and on requirements of reporting back to ALA and its appropriate units.

10) By assisting foreign librarians to identify expertise among American librarians and assist in every way in making visits to the United States professionally fulfilling.

11) By cooperating with government agencies and foundations in developing and implementing library and information programs.

12) By recognizing and demonstrating support for human rights and intellectual freedom around the world.

13) By affirming ALA’s support of all professional associations in other countries which seek to implement freedom of access to library resources and services.

14) By encouraging local and national associations to participate in international cooperative programs that would enhance human rights and intellectual freedom.

15) By participating in international professional projects which foster respect for human rights and intellectual freedom.

16) By encouraging membership and leadership of the association and of the profession to consider human rights and intellectual freedom in all policy decisions that concern international relations.

17) By expressing ALA’s concern for the grievances of librarians where the infringement of their rights of free expression is clearly a matter in which all free people should show concern.

18) By presenting resolutions or other documents, attesting to such grievances and endorsed by the International Relations Committee* to the attention of the Council and the Executive Board for their consideration, and by sending adopted resolutions, as appropriate, to the U.S. Department of State, the United Nations, national and international library associations and other bodies.

* Revised by the ALA Council on 1 July 1987 as indicated.
# APPENDIX 2

## Chronology of ALA's International Relations Projects

The following information was taken from the ALA official files, which includes Executive Board and Council minutes, auditor’s reports and International Relations Office files.

<table>
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<th>Period</th>
<th>Project</th>
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<th>Funding</th>
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<td>Aid to Libraries in War Areas-Periodicals</td>
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*C.I.A.A. = Coordinator of Inter-American Affairs*
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## Appendix J

### Funding for the ALA International Relations Office

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<tr>
<th>Period</th>
<th>Funding Sources and Activities</th>
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<tr>
<td>1942–47</td>
<td>In October 1942, a $101,000 grant from the Rockefeller Foundation made possible the establishment of the ALA International Relations Office in Washington, D.C., in space donated by The Library of Congress. The office’s “purpose was to lend effective aid to libraries and cultural institutions in other countries and to advance the interests of librarianship.... The scope of the activities was enormous. Both the Rockefeller Foundation and the U.S. State Department made grants to the office to supply library science literature to libraries overseas, for the distribution of bibliographies, for administration of library schools in Latin American countries, for administering the program for bringing foreign librarians to the United States for study and observation of American library methods, for the purchase of American learned journals for distribution to forming libraries after the war, for stockpiling sets of reference books published in the United States during the war for peace time distribution overseas, and for administering for the Coordinator of Inter-American Affairs, the Department of State, and the Books for Foreign Libraries Project. The office served as an information center on professional matters to libraries all over the world and was often called on by the Department of State to advise on matters affecting libraries in the international cultural programs.”</td>
</tr>
<tr>
<td>1947</td>
<td>International Relations Office closed.</td>
</tr>
<tr>
<td>1956–67</td>
<td>A $491,350 grant from the Rockefeller Foundation, and a later (1961-67) supplemental $117,574 grant from the Council on Library Resources, made possible the reestablishment of the International Relations Office, operating from quarters in both the ALA Headquarters in Chicago and an office in Washington, D.C. Although it had the same name as the previous office, its function was much narrower. “The new office was concerned primarily with library education in foreign countries, including archival work, documentation, and other activities usually associated with the work of libraries and information centers.”</td>
</tr>
<tr>
<td>1967–72</td>
<td>The ALA assumes responsibility for the office’s administrative funding and expends $193,085 over a six-year period. During this period substantial outside project funding is secured from the Rockefeller Foundation, the Ford Foundation, the U.S. State Department and the U.S. Agency for International Development. The Office is quartered at both the ALA Headquarters in Chicago and the Washington Office.</td>
</tr>
<tr>
<td>1972–76</td>
<td>International Relations Office closed. ALA Executive Director provides limited staff assistance to the ALA international relations committee. ALA expends $43,600 over a four-year period.</td>
</tr>
<tr>
<td>1976–81</td>
<td>International Relations Office opens in Chicago and a full-time staff liaison is provided to the ALA international relations committee. ALA expends $197,805 over a six-year period.</td>
</tr>
<tr>
<td>1982–85</td>
<td>International Relations Office closed. ALA Executive Director again provides limited staff assistance to the ALA international relations committee. ALA expends $3,504 over a four-year period.</td>
</tr>
<tr>
<td>1986–</td>
<td>ALA Executive Director requests Director of the Library/Book Fellows Program to be staff liaison to the ALA international relations committee. No funds are budgeted for the IRC, but ALA does contribute $17,664 in 1986-87 and $18,894 in 1987-88 for the Library/Book Fellows Program. These funds are essentially used to provide salary expenses for a one-third time administrative assistant, staff and advisory committee travel expenses, and interview costs.</td>
</tr>
</tbody>
</table>
APPENDIX 4

Participants at the 18-20 November 1988 International Relations Planning Meeting

E. J. Josey, chair, ALA International Relations Committee (1987-present; member, 1976-80; chair, 1978); past ALA president (1984-85); professor, School of Library and Information Science, University of Pittsburgh;

Mohammed M. Aman, member (1984-88; chair, 1984-86; member, 1978), ALA International Relations Committee; past chair, International Relations Round Table (1977); dean, School of Library and Information Science, University of Wisconsin, Milwaukee;

Thomas J. Galvin, former chair, ALA International Relations Committee (1983-84); former ALA president (1979-80); ALA executive director (1985-present);

Anne Haley, member, ALA International Relations Committee (1987-present); past president, Washington Library Association (1983-85); chapter councilor, Washington Library Association (1987-present); director, Walla Walla (Washington) Public Library;

Hannelore Rader, past ACRL president (1987-88); chair, IRC/IRRT International Exchange of Librarians Committee (1986-present); director, Cleveland State University Libraries;

Warren M. Tsuneishi, member, ALA International Relations Committee (1986-present); past chair, International Relations Round Table (1984); acting assistant librarian for research services, Library of Congress.

Roger H. Parent, ALA deputy executive director, attended the meeting to discuss how international relations can be best incorporated in the ALA Strategic Long Range Plan (SLRP). In addition, the following representatives of the divisions with international relations committees attended this session: Ann Carlson Weeks for the American Association of School Librarians, Susan Roman for the Association for Library Service to Children, Mary Ellen Davis for the Association for College and Research Libraries, Eleanor Jo Rodger for the Public Library Association and JoAnn King for the Resources and Technical Services Division. The meetings were chaired by E. J. Josey. Robert P. Doyle, director, Library/Book Fellows Program, coordinated and participated in the meeting. He was assisted by Gil Taylor from ALA Books.
APPENDIX 5

ALA Strategic Long-Range Plan and
International Relations

Possible Goals and Strategies

PRIORITY AREA: A: Access to Information

Policy Objective
To encourage the exchange and dissemination of, and access to information and the
unrestricted flow of library materials in all formats throughout the world.

Proposed Goal
The flow of and access to library materials in all formats is unrestricted throughout
the world.

Strategy
In order to address the many aspects of international librarianship and access to
information services, ALA should continue to support the work of the
IRC and its efforts to coordinate the work of the various units with international interests.

Strategy
In order to encourage access to information internationally, ALA should support
professional associations in other countries which seek to implement freedom of access
to library and information resources and services.

PRIORITY AREA: B: Legislation and Funding

Policy Objective
To promote legislation and treaties that will strengthen library, information and
telecommunication services worldwide.

Proposed Goal
International organizations and national governments consistently approve legis­
lation and treaties favorable to libraries.

Strategy
In order to promote legislation and treaties that strengthen library, information,
and telecommunication services throughout the world,

ALA should continue to support existing laws, treaties, and regulations governing
such areas as the Universal Copyright Convention, the Berne Convention, the Nairobi
Protocol, the Florence agreement and other relevant agreements;

and ALA should continue to maintain working relations with government agencies,
private foundations, and commercial entities in the information industry.

PRIORITY AREA: C: Intellectual Freedom

Policy Objective
To promote and support human rights and intellectual freedom worldwide.

Proposed Goal
Intellectual freedom and human rights are secure worldwide.

Strategy
In order to continue to express ALA’s concern for intellectual freedom and ALA’s
concern for the grievances of librarians when human rights and intellectual
freedoms are infringed,

ALA should continue to support the United Nation’s Universal Declaration on
Human Rights, in general, and Article 19 in particular;

ALA should urge IFLA to endorse Article 19 and to ask national library associa­
tions to urge their governments to abide by Article 19;
and ALA should participate in international projects that foster respect for human rights and intellectual freedom.

PRIORITY AREA: D: Public Awareness

Policy Objective
To promote the awareness of the importance of the role of librarians, libraries, and information services in national and international development.

Proposed Goal
Libraries are recognized as essential institutions for national and international development.

Strategy
In order to raise the international visibility of library services as an asset in changing economic environments,

ALA should urge librarians worldwide to articulate the importance of library and information services within the context of educational, scientific, industrial, and economic development;

ALA should promote the use of libraries and information services to strengthen and advance research;

ALA should focus international attention on the importance of supporting libraries and information services to bridge the gap between the information rich and information poor.

Strategy
In order to increase public visibility of individual contributions, ALA should continue to recognize outstanding achievements by individuals and institutions to the international development of library services via awards.

PRIORITY AREA: E: Personnel Resources

Policy Objective
To promote the education of librarians, information specialists, and other library personnel in such ways that they are knowledgeable about librarianship in an international context.

Proposed Goal
Librarians, information specialists, and other library personnel knowledgeable about librarianship in an international context.

Strategy
In order to develop library and information professionals with an international perspective,

ALA should encourage all library education programs to incorporate various international aspects in their curricula and to participate in the international exchanges of faculty and students;

and ALA should urge units to sponsor and/or cosponsor with other organizations professional visits, conferences (seminars), and other formal and continuing education opportunities.

Strategy
In order to increase international cooperation on a person-to-person basis and to provide educational experiences, ALA should encourage international exchanges of library personnel.

Strategy
In order to provide opportunities for U.S. librarians to enrich and broaden their experience through a short period of overseas services, to increase international access to information from and about the U.S., to strengthen professional and personal contacts between U.S. and foreign libraries, and to improve mutual understanding, ALA should continue to cooperate with the U.S. Information
Agency on the Library/Book Fellows program as well as other federal and philanthropic agencies with interest in international library and information science development.

**PRIORITY AREA: F: Library Services, Development, and Technology**

**Policy Objective**

To encourage involvement of librarians, information specialists, and other library personnel in international library activities and in the development of solutions to library service problems that span national boundaries.

**Proposed Goal**

Library service problems that span national boundaries are resolved by the involvement of librarians, information specialists, and other library personnel in international library activities.

**Strategy**

*In order to* promote international cooperation in problem solving, *ALA should establish* coalitions with international, national, regional, and state library associations to develop methods to find solutions to library, information, and telecommunication services problems that span national borders.

**Policy Objective**

To foster, promote, support and participate in the development of international standards relating to library and information services.

**Proposed Goal**

International standards relating to library and information services, including informational tools and technologies, are formulated and promoted to facilitate effective library service and resource sharing.

**Strategy**

*In order to* ensure that meaningful statistics about libraries in other countries are available, *ALA should continue* to participate in the collection of such statistics through international organizations such as IFLA and ISO.

**Strategy**

*In order to* facilitate effective international sharing of resources,

*ALA should continue* to develop fundamental agreements on issues relating to international networking, exchange of publications, preservation, and bibliographic description, for example, such international agreements as Anglo American Cataloging Rules;

*ALA should continue* to work with libraries from other countries through international organizations such as IFLA; in joint seminars and other activities to address technical problems; such examples in 1988 are the U.S.-U.S.S.R. Seminar on Access to Library Resources through Technology and Preservation and the Fourth U.S.-Japan Conference on Libraries and Information Science in Higher Education.

*Strategy*

*In order to* foster co-publishing agreements and other cooperative ventures and to build international relationships with publishers and library communities in other countries,

*ALA should continue* to participate in international book fairs such as the annual Frankfurt Book Fair, the Guadalajara Book Fair, and the Moscow Book Fair;

*ALA should encourage* international publishers to exhibit in the U.S.;

*and ALA should take measures* to increase the visibility of international publications to U.S. librarians.

*Strategy*

*In order to* be able to respond to inquiries about libraries and information services in foreign countries with timely and accurate information, *ALA should continue* to maintain relationships with international organizations, such as IFLA and with libraries and library associations in other countries.
APPENDIX 6

Analysis of Weaknesses / Opportunities / Threats / Strengths

At the meeting, the participants also looked at weaknesses, opportunities, threats and strengths in relation to the Association’s international relations activities from both internal and external points of view (WOTS up exercise). The results of this analysis follows:

EXTERNAL TO ALA

Opportunities

1) Potential of multi-national corporations and philanthropic organizations to take interest in and sponsor activities favorable to international librarianship.
2) Wide array of international activities that The Library of Congress, the National Library of Medicine, and the National Agricultural Library have in place.
3) Existence of international databases: OCLC, VTLs, UTLAS, DIALOG, WLN, etc.
4) Potential for bibliographic networking/resource sharing.
5) Coalitions with other library associations-state, regional, national and international.
6) Challenge to educate the general public on the importance of libraries to economic development.

Threats

1) Low public awareness of the importance of libraries in national and international development.
2) Isolationist tendencies of many Americans.
3) Funding uncertainties.
4) Indifferent or hostile U.S. government policies.
5) U.S. withdrawal from UNESCO.

INTERNAL TO ALA

Strengths

1) Distinguished history of international activities.
2) Active IRC, IRRT, and divisional IRCs.
4) Book Donation Program.
5) Accomplished legislation program.
6) Experienced conference planner, e.g., recent binational and international conferences with the U.S.S.R., Japan, U.K., Italy, etc.
7) Active awards, fellowship, and publications programs.

Weaknesses

1) Lack of funding.
2) Lack of coordination.
3) Lack of follow-up and continuity. Activities are episodic in nature.
4) Lack of grass root awareness, knowledge, and support.
5) Lack of continuing education.
6) Activities are passive, such as publications, awards, exhibits and conferences, rather than proactive, such as leadership in coalition building to solve problems which span national boundaries.
7) ALA is not leading in international problem solving.
8) It is difficult to focus on long-term strategies and commitments.
9) Finally, it is difficult to achieve consensus on issues and priorities within the Association.
APPENDIX 7

Proposed Budget for the Establishment of an Office

This proposed budget will be submitted for the 1991 fiscal year which will go into effect September 1990.

1. Program Director $42,000
2. Secretarial support $18,000
3. Temporary help $ 1,000
4. Benefits $14,000
5. Supplies $  500
6. Telephone $ 1,500
7. Photocopying $ 2,500
8. Postage $ 1,500
9. Design, typesetting & printing $ 4,000
10. Travel $ 5,000

TOTAL $90,000

BUDGET NOTES

1. Program Director, Grade 17 ($35,557-$53,335).
2. Administrative Assistant, Grade 8 ($16,584-$24,876).
3. Temporary help.
4. Benefits are estimated by the ALA's Fiscal Services Department at 22% of salaries which includes employer contributions to retirement plan, Social Security (FICA), unemployment compensation tax, and insurance programs—health, dental, disability and life.
5. Operating supplies—stationery, diskettes, etc.
6. Estimated telephone expenses.
7. Estimated photocopy charges for reports, agendas, minutes, etc. for the IRC and fulfillment of requests for information.
8. Estimated postage charges for committee mailing and overseas mailings.
9. Estimated design expenses for the production of promotional materials and other printed materials.
10. Staff travel.