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Letter to Anne Washburn regarding the Southeastern Law Librarian and SEAALL Annual Meeting Program, September 12, 1989

Timothy Coggins

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Dear Anne:

Thank you for your participation in the conference call last week. It seems to me that we accomplished a lot.

I talked with the editor of the Southeastern Law Librarian and the deadline for the next issue is November 1. In light of that date do you think the following deadlines are reasonable?

a. October 1: Submit refined version of program idea to me. Upon receipt of the program plans I will call and talk with each program coordinator to finalize the program plans. I will talk with Wes Cochran, SEAALL President, and the Local Arrangements Committee to make certain that the requirements for rooms and time can be met.

Program Assignments:

"Law and Literature" - Tim Coggins & Bob Munro
"LC Subject Headings/Classification" - Alva Stone & Anne Washburn
"PC Basics" - Claire Engel & Herb Cihak
"Historic Preservation Law" - Bob Munro
"Non-Print Media" - Rick Buchanan & Donna Bennett
"Southern Legal History" - Tim Coggins
"Searching for Financial Information" - Claire Engel
"Abortion Law" - Tim Coggins
"Basic International Law Collection" - Donna Bennett

b. October 23: Submit final program plans, including the names of people who will be the participants in the program.

c. November 1: I will summarize the programs and submit article about the upcoming program to the editor of Southeastern Law Librarian.

d. After November 1, begin working on the program brochure.
As you can see I hope that each of you will be responsible for soliciting persons to participate in the program you are coordinating. I also hope that each of you will be available to serve as the moderator of the program you coordinate. If you prefer, feel free to locate a person to serve as the introducer/moderator.

Enclosed is a copy of the proposed program and the time slots for each meeting. Please work on a title for the program for which you are responsible. Also, give me your reactions to the time allocated for each program and the slots into which I have placed the programs (i.e., are the concurrent programs ideally paired?). What do you think about the idea of presenting the program as an "anthology" with various program sessions noted as chapters of the anthology. (Is this really too corny?) I thought that this design and concept would fit very well with the idea of literature.

Don't forget the October 1 deadline. Call me if you have any questions.

Thanks.

Sincerely,

Timothy L. Coggins
Associate Director & Clinical Assistant Professor of Law

cc: J. Wesley Cochran

enclosures