

File - IF office

Mr. D. H. Clift

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Responsibilities of Intellectual Freedom Office and job description for its head

The following classified list of possible activities of this office was compiled from the original recommendations of the IF Committee last Midwinter, the Report of the Executive Board Review Committee, the fuller list submitted by Miss Boaz for the committee. There are a few additions of my own. Sources are indicated. Some duplication in wording between similar items supplied by different sources has been eliminated.

ADVISORY AND CONSULTANT SERVICE

- ✓ Provide counseling service to local libraries and Intellectual Freedom Committees, national, state, and ~~county~~ ^{local,} as requested. (IF Comm. Recom.)
- ✓ Respond to inquiries from librarians, school personnel, board members, representatives of other organizations, students, interested citizens, etc. about ALA's position on intellectual freedom, with emphasis on censorship and book selection. (IF Comm. and SS)
- ✓ Develop quantity collections of ALA and other free ~~and inexpensive publications~~ ^{materials} to be used in answering inquiries. (SS)

ASSEMBLY OF RESOURCE MATERIALS

- Compile list of volunteer attorneys who may be available for aid and consultation in combating censorship in local communities. (IF Comm. Recom.)
- Establish a file of censorship information at headquarters to be used as source material, primarily as related to libraries but should include all media of communication in U.S. (IF Comm.)

Develop information kits, such as that of the California Library Association, on Intellectual Freedom. (IF Comm.)

DISSEMINATION OF INFORMATION

Act as spokesman for ALA in opposing censorship utilizing all communications media. (IF Comm.)

Acquaint librarians with the problem of censorship and of methods of meeting such problems through in-service or other training programs of one kind or another. (Review Comm.)

flex below

who will do?

ALTA - yes

at what level?

Develop articles? include

for, or among

fastest possible

ALTA ok 1/29

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Advise the membership of the sources of advice and assistance in both tenure and censorship cases. (Review Comm.)

W T T
Edit Newsletter on Intellectual Freedom. (Merritt letter.)

LIAISON ACTIVITIES

✓ Work with the Intellectual Freedom Committee as ALA staff liaison. (IF Comm.)

✓ Develop liaison with state and regional library association intellectual freedom committees. (SS)

✓ Develop liaison with other organizations interested in intellectual freedom and censorship--AAUP, ACLU, NEA, NCTE, etc. (SS)

JOB PROTECTION OF THE INDIVIDUAL MEMBER

T P Explore the possibility of providing job financial security for the individual librarian whose job may be jeopardized by resistance to censorship activity. (IF Comm. Recom.)

T Extend duties to cover all cases regarding tenure, including those involving intellectual freedom. (Review Comm.)

SCOPE AND FEASIBILITY OF ALA ACTIVITY

Gather information needed to make the scope of the activity (an ALA Intellectual Freedom Office) more clear. (Ex. Bd.)

Help establish possible budgetary implications of the recommendations of the Committee on Intellectual Freedom. (Review Comm.)

MISCELLANEOUS

Ask legal counsel to file friend-of-the-court briefs in censorship cases when deemed advisable. (IF Comm. Recom.)

Develop his own background knowledge of history of censorship and censorship cases in U.S. and some familiarity with legal aspects of censorship. (IF Comm.)

Work with LED in developing intellectual freedom material for inclusion in library school curricula. (IF Comm.)

Make periodic reports and recommendations on all aspects of the office's work.

~~The following is my first draft of a charge for the Intellectual Freedom Office.~~ Provide advisory and consultant service in the intellectual freedom area for librarians and others; disseminate intellectual freedom information as the need arises; collect and file source materials in the intellectual freedom area; work with legal counsel on friend-of-court briefs, etc., as the need arises; work as staff liaison with the Intellectual Freedom Committee, and develop liaison with state intellectual freedom committees and other national and state organizations working in the intellectual freedom area; and study and make recommendations on development of the Intellectual Freedom Office at ALA headquarters.

CIF Admin
to office
and staff...
see re IF

National
and
State

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