

UCLA
LIBRARY

Charles E. Young Research Library
Box 951575
Los Angeles, CA 90095-1575

January 27, 2012

Dear LAUC-LA Committee on Research and Professional Development:

I am respectfully submitting an application for a 2012 LAUC Mini-Grant in the amount of \$500 to partially pay for a professional to produce a general index for a book. The project that Dr. Chengzhi Wang, (Chinese Studies Librarian of the East Asian Library at Columbia University Library) and I are working on is entitled *Archival Resources of Republican China in North America: 1911-1949*. The project will be published by the Columbia University Press, and the manuscript is due to the Press on March 30th, 2012.

The Columbia University Press is among the top 10 major academic publishers in the field of East Asian Studies publishing highly respected monographs in the field worldwide. A general index to the content of our book is considered critical by the Press. They suggested including an index to this guide not only to meet the expectations of the Press but also to provide easy access for users of the book.

The *Archival Resources of Republican China in North America: 1911-1949* is a bilingual guide that highlights 350 archival resources on Chinese Republican era (1911-1949) that are held in various academic libraries and institutions in North America. As pointed out by anonymous reviewers there is no such book existing in the field of Chinese Studies and the final product will meet the needs of scholars in both North America and the rest of the world.

To produce a good index, the Columbia University Press suggests hiring a professional indexer to conduct the work. The quote that the Press provided is based on a calculation at \$10 dollars per page of the main content. Below is a detailed calculation:

- 300 pages need to be indexed
- \$10.00 per page
- 300 pages x \$10.00 = \$3,000 dollars
- One sixth (1/6) of the payment for indexing: **\$500.00**
- Total amount applied: \$500.00

I have also submitted an application to LAUC-LA-Mini-Grant for \$500.00 to help with the payment for indexing work.

Thank you for your consideration of this proposal. Please feel free to contact me should you have any question or concerns.

Respectfully submitted:

Su Chen

Head, East Asian Library
University of California, Los Angeles
Tel. (310) 825-1401
Suchen11@library.ucla.edu

Subject: RE: Su Chen
From: "Abramson, Jenifer" <jenifera@library.ucla.edu>
Date: 6/5/2012 1:50 PM
To: "Botello, Keri" <kbotello@ucla.edu>

Dear Keri,

As Head of the East Asian Library at UCLA, Su Chen is in a non-represented librarian position.

Please let me know if I can provide you any other information about this.

Jenifer

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Jenifer Abramson  
Assistant Director for Academic Human Resources  
UCLA Library Human Resources  
Room 22478 Young Research Library  
(campus mailcode: 157511)  
310-825-7095 voice  
310-825-6174 fax  
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-----Original Message-----
From: Keri S. Botello [<mailto:kbotello@ucla.edu>]
Sent: Tuesday, June 05, 2012 1:42 PM
To: Abramson, Jenifer
Subject: Su Chen

Dear Jenifer,

I am writing you in my capacity of Chair, LAUC Committee on Research & Professional Development. Could you verify that Su Chen, Head, UCLA East Asian Library is not a member of the bargaining unit? She has submitted an application for a LAUC Mini-grant, and a LAUC Presentation Grant the committee requests the information to add to her application.

Thank you,

Keri S. Botello

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Keri S. Botello
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& Internship Program Coordinator UCLA Department of Information Studies kbotello@ucla.edu, (310)206-9263
(voice), (310)206-4460 (fax) <http://is.gseis.ucla.edu> <http://is.gseis.ucla.edu/academics/internship/index.htm>