

UNIVERSITY OF ARIZONA

Library

Annual Report

1948/49

Tucson, Arizona
June 1949

University of Arizona

TUCSON

June 30, 1949

To President J. Byron McCormick:

I am pleased to present the 36th annual written report on the administration of the University Library for the fiscal year 1948/49.

Miss Paylore continued to serve ably as acting-librarian until my return in January 1949. She then resumed her position as assistant librarian in charge of acquisitions and technical processes. She gives the following statistics on expenditures and acquisitions:

BUDGET and EXPENDITURES

	Final Budget	Expenditures
Wages	\$14,022.58	\$13,614.77
Supplies	1,600.00	1,438.95
Freight, Express, Telephone, Telegraph	400.00	865.23
Binding (including law)	4,600.00	5,229.55
Capital		
Books & periodicals (excluding law)	23,667.24	23,598.73
Equipment & repairs	<u>2,017.00</u>	<u>1,560.24</u>
	46,306.82	46,307.47
Salaries	<u>40,427.42</u>	<u>40,426.66</u>
Total	\$86,734.24	\$86,734.13

ACQUISITIONS

	1947/48	1948/49
Number of volumes, beginning of year	195,909	205,496
Purchased volumes, accessioned:		
General Library	2,983	3,033
Law Library	469	536
Catalogued gifts and exchanges	5,158	4,655
Volumes added through binding	<u>1,452</u>	<u>1,385</u>
Total additions	10,065	9,609
Reinstated	8	12
TOTAL	<u>10,073</u>	<u>9,621</u>
Withdrawn	<u>486</u>	<u>547</u>
GRAND TOTAL	9,587	9,074
Total volumes at end of year	205,496	214,570

In addition the library received hundreds of pamphlets, thousands of periodicals which were not bound, fifty-four rolls of microfilm, sixty-four unaccessioned volumes for reserve, and about 100 shelf-feet of government documents.

Of the 4,693 gift volumes received, those which we did not need were distributed, by agreement with donors, as gifts or exchanges with other libraries, the bulk of them going to Arizona libraries.

Mr. T.E. Hanley sent 1,908 volumes during the year, bringing the total number of volumes in the Hanley collection to 26,330. Other donors included Mrs. Samuel S. Altshuler, University of Arizona School of Pharmacy, Mr. Lloyd T. Buell, Dr. Byron Cummings, Mrs. Bernice Cosulich, Dr. John Evvard, Mrs. Arthur Houle, the Library of Congress, Mr. and Mrs. Henry Mayhew, Dr. John Steele, Mrs. Nancy Pinkley Whiting. Mrs. Evan K. Meredith of Winona, Minn., sent a \$5.00 check to purchase a book in memory of the Late Dr. Charles T. Vorhies. The gift of the Vorhies library will be noted next year.

An interesting gift from the Historical and Philosophical Society of Ohio consisted of 12 issues of the Weekly Arizonian, the first newspaper printed in Arizona. Our library thus has one of the only two known copies of the first issue of the first Arizona paper.

Library resources increased particularly in Athropology, French Literature, Pharmacy, and Zoology, although the library was able to purchase more substantial material in most fields than ever before in a single year. Many significant purchases were made in the second-hand market and from foreign dealers. It is possible to list only a few as examples:

Academy of Natural Sciences of Philadelphia, Proceedings, v. 1-91.
 Astronomische Nachrichten, bd. 184-197.
 Biologia Centrali-Americana, Insecta: Coleoptera, 7 vols.
 British Museum (Natural History) Catalog of books...8 vols.
 British Mycological Society, Transactions, v. 12-31.
 Bulletin of the history of medicine, v. 3-23.
 Diderot, Denis. Oeuvres completes. Assezat ed., 20 vols.
 Grimm, Friedrich M. Correspondance litteraire, 16 vols.
 Journal of Pharmacology and Experimental Therapeutics, v. 26-97.
 Journal of Pharmacy and Pharmacology, 1928-1949.
 Nautilus, v. 1-59.
 Pastor, Ludwig von. Geschichte der Papste zeit dem ausgang des
 Mittelalters, 16 vols.
 Royal Society of London. Catalogue of scientific papers, 1800-1900,
 22 vols.

Book fund allocations were made to departments on the basis of a formula approved by the library committee. Much work went into the formula, but the fact that any formula needs many qualifications in its practical application leaves its real value open to question.

During each of the past two years some fifty new periodicals have been added to the library list which puts an even greater strain on our reading room space for current periodicals and on the funds for binding. Binding costs have increased so that with a much larger budget we are nonetheless able to bind a smaller percentage of desirable materials that we did seven years ago. The cost of books has also risen to the point that with an increase of one hundred percent in the book funds we were not able to increase the number of volumes purchased more than fifty percent.

CATALOGING

Miss Siebecker reports a satisfactory year of cataloging during which some 2000 stored and uncataloged volumes were processed in addition to the current accessions. She gives the following statistics which show a considerable increase in accomplishment over the preceding year:

	1947/48	1948/49		
Main entries (printed)	4,886	6,434		
(typed)	<u>453</u>	<u>714</u>		
Total main entries	5,339	7,148		
	Titles	Volumes	Titles	Volumes
Added copies: Continuations	2,256	3,326	2,546	3,757
Second copies	<u>395</u>	<u>763</u>	<u>248</u>	<u>498</u>
	2,651	4,089	2,794	4,255
Temporary cataloging	509	610	315	385
Recataloging and reclassification	240	643	460	716
Law library (new titles)	87	140	41	108
Hanley collection (included in total main entries above)	2,580	2,778	3,881	4,263
Cards added to catalogs	1947/48: 35,899		1948/49: 47,237	

SERVICES TO LIBRARY USERS

Recently Mr. Powell has undertaken a general supervision of all services to library users; the resulting coordination of reference, circulation, and other public services should prove of lasting importance to faculty and students. Those activities of the documents librarian under the reference department will emphasize the use of our extensive collection of documents, which has been brought into good order. An accessible room has been designated where current documents may be consulted and reference service obtained.

The reference department now functions very well since an able staff member is on duty in the reading room during most of the 79 hours a week that the library is open. In a nine month period last year 4,000 inquiries were answered across the desk, sixty by mail, and many reading lists, bibliographies, and indexes were compiled. A record high of 564 volumes was sent on extension to residents of the state. The number of volumes loaned to other libraries also hit a new high of 237, and we borrowed 146 volumes from other libraries.

A guide to the use of the library, particularly for new students, was compiled, and the reference department is now maintaining a biographical file on Arizonans about whom there is apt to be inquiry in the future.

Pressure on the use of sometimes inadequate library materials by the large student body has resulted in a somewhat larger book and periodical loss than usual from the open shelves of the reading rooms.

Many minor changes in circulation procedures have helped an alert department to keep abreast of the new high tide of users. The cooperation of faculty and students during a difficult period is appreciated. Comparative statistical summaries of circulation are as follows:

	1947/48	1948/49
Volumes loaned for home use:		
To faculty (main desk)	6,591	7,685
To students " "	34,170	38,900
Volumes loaned for reading room use:		
From main desk	38,731	34,650
From reserve (including over-night loans)	<u>167,360</u>	<u>190,112</u>
TOTAL CIRCULATION	246,852	271,347

In connection with these statistics, it should be noted that great use is made of the bound periodicals in the reference room, and other reading room materials, of which no record can be kept.

Several distinguished visitors used our library during the year, and special privilege cards were issued to about 175 authors, research workers, etc.; 250 new stack permits were granted.

Miss Paylore, Mr. Powell, and Miss Ball carefully prepared eight exhibits which attracted comment in the press and elsewhere.

PERSONNEL

During the fiscal year several staff members resigned: Mrs. Higley, who discontinued her library career; Miss Hill, who went to work in the Santa Paula, California public library, and was replaced in March by Mrs. Lois Smith; Miss Junkin, who quit in order to attend library school, and was replaced in August by Mrs. Dorothy Osborne; and Mrs. Barbara Smith, who resigned to go to the Oklahoma City public library, and was replaced in June by Miss Maye Snyder.

The staff made many valuable contributions to librarianship and to the library well-being of the citizens of Arizona. Their activities, in addition to their regular duties, may be briefly noted as follows:

Miss Patricia Paylore, acting librarian July-December 1948; assistant librarian January 1949: Secretary, University of Arizona Faculty Committee of Eleven; Arizona State Library Association: Chairman, Survey and Planning Committee; Program Chairman, 20th Annual Meeting. Southwestern Library Association: Secretary; Chairman, Publications Committee. Author of "Memo to You" a survey of the total library resources of the state in 1948, published in the Arizona Librarian, Jan. 1949. Four radio broadcasts; several talks, including those before Pi Lambda Theta and the Arizona Municipal League.

Miss Phyllis Ball, assistant in acquisitions. Arizona State Library Association: Member of the Survey and planning committee; contributor to panel discussion on techniques of library extension at the annual meeting.

Miss Virginia Cochrane, Acquisitions assistant. Managing editor, Arizona Librarian.

Miss Dorothy Siebecker, head of the catalog department. Chairman, College and Special Libraries Section, Arizona State Library Association.

Mr. Donald Powell, head of the reference department, Editor, Arizona Librarian. Second vice-president, Arizona State Library Association. In support of the associational campaign for better library service in Arizona, Mr. Powell made numerous talks in Florence, Benson, Casa Grande, Sacaton, Oracle, Douglas, and Tucson. He completed an index to Arizona Highways which the magazine hopes to publish soon. He also wrote two articles on government documents.

Mrs. Lutie Higley, reference librarian, helped compile a directory of Arizona librarians, and spoke on a panel on visual aids during the annual meeting of the Arizona association.

Mrs. Barbara Smith, documents librarian, contributed, with Mr. Powell, an article on documents to the April issue of the Arizona Librarian.

Miss Gertrude Hill, served as editorial assistant of the Kiva, and Secretary of the Arizona Archaeological and Historical Society.

Miss Estelle Lutrell, library consultant, finished work on her Newspapers and periodicals of Arizona, 1859-1911 which will soon be published by the University.

I should like to express my appreciation of the leave granted me by the University so that I might direct the American Library Association, International Relations Office, in Washington during 1947 and 1948. The office, supported by the Rockefeller Foundation, completed some fifty projects in international relations work, many on contract from the Department of State. We worked closely with UNESCO, the U.S. Army, the Department of State, the Library of Congress, United Nations, Institute of International Education, and many other organizations in this country and abroad. We were involved in the Fulbright program, the Army and

and State information library service abroad, and particularly in the exchange of library personnel and materials. I represented the American Library Association at many meetings in Washington and at the UNESCO conference in Mexico City; I also served on various committees, and on the advisory board of the U.S. Quarterly Book List. We published a monthly report on the work of the office and yearly reports in the A.L.A. Bulletin.

I attended the last two national library conventions in San Francisco and Atlantic City, and wrote several short articles for the A.L.A. Bulletin, the Library Journal, and the Arizona Librarian.

Since returning to Arizona in January 1949, I have been pleased with the progress of the University Library and with the increased interest among the people of Arizona in library service, and I am glad to take some part in a program of library development. Since my return I have continued to serve on the university Publications, Library, and Folklore committees, on several committees dealing with American Library Association affairs; and I have been asked to serve as chairman of the State Curriculum Coordinating Committee's Library Guide Evaluating subcommittee.

Most of the professional staff members take an active and intelligent interest in library matters. At present, I believe, we have as competent a staff as we have ever had at the university library.

RECOMMENDATIONS

1. That the library and buildings and ground staff collaborate in planning a new library addition so that a maximum of flexible space be obtained; that when the addition is furnished with stacks we also purchase map cases to be placed in the stack addition in order to house our large collection of maps which are now in storage.
2. That the administration continue to give careful attention to the support of the library which is not now equal to that of neighboring university libraries. In its survey of land grant colleges and universities the Office of Education recommended that institutions spending less than 4% of the institutional budget on the library should give careful attention to the question of support of the library.
3. That during the year the faculty status of certain library staff members (as mentioned in the faculty constitution) be clarified and that certain of our professional librarians, whose academic background, experience and education qualify them, be recommended by the library committee for academic rank. Actually, some staff members devote time now to teaching, either informally or in lecturing to various classes. Although the University catalog contains only one course in library science, the probability that other courses may be demanded (because of the North Central Association requirements for school librarians) should be kept in mind in a discussion of faculty status for librarians.

Respectfully submitted,

Frederick Cromwell

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Librarian