

ANNUAL REPORT

1934-1935

University of Arizona

TUCSON

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In spite of the hardships of a greatly restricted budget, the year has shown definite and satisfactory progress for the library in a few directions at least. Systematic development of domestic exchanges is bringing in many valuable university series not formerly received and has resulted in the filling in of gaps in series already in the library. The catalogue has been enriched and improved with the addition of analytics for several series, sets of cards for periodicals, and the correction of many old cards. Book purchases have been severely restricted, but the periodical subscriptions have been maintained practically without change in spite of the greatly increased cost of foreign subscriptions.

Only one important change affecting readers was made and that was to discontinue lending books from the Reserved Book Room for overnight use. This seems to be a satisfactory arrangement and has eliminated one source of friction between the library and the student body. Books may now be taken out for week-end use only.

CATALOGING

The Catalog Department with difficulty kept up with the current work, but by the end of the summer, most of the urgent arrears had been taken care of. There is, however, a quantity of cataloging which awaits attention when the staff is sufficient to undertake it, particularly in federal and state documents and university publications.

The most important achievement of the year was the completion of the cataloging of all periodicals. Full sets of cards for this material, showing holdings, are now filed in the public catalog for the information of the readers. This task was carried through under the careful

and energetic direction of Helen Squires who was on a temporary appointment from April to October. The material for which L. C. cards were available, had largely been done previously, but the bulk of the original cataloging and recataloging was done from April to September 1935. Seven hundred and fifty five titles were cataloged or recataloged, and 5,556 cards for these titles were added to the various catalogs.

EXTENSION SERVICE

From within the state 186 requests for books were received; 464 individual pieces were sent out to 45 different communities. Special mention may be made of the many scientific volumes sent to a mining research man in Clarkdale, Arizona, and books of more general interest sent to teachers on isolated Indian reservations, such as Fort Apache and Tuba City. Fifteen requests for books or information were received from other states, and 35 pieces were sent out in response to them.

INTER-LIBRARY LOANS

Borrowed: A total of 85 loans were negotiated with other institutions for faculty and graduate student use, the heaviest borrowing being from the following: University of California, 25; University of Illinois, 16; Stanford University, 14.

Loaned: Forty loans were made to other libraries, serving in all 24 different institutions. Five Arizona libraries are included in this number. Among the others, the following were served more than once: University of Kansas, New Mexico Agricultural College, Ohio State University, Oregon State College of Agriculture, Pasadena Public Library, Peabody Museum, University of Texas, Wichita Public Library.

ACQUISITIONS

Purchases

Through the special grant of \$2,000.00 made in June 1934, for library books, it was possible to purchase a number of desirable reference works and periodical sets.

It should be noted, however, that more than half of this amount was used for the payment of current periodical bills which were in arrears. Important acquisitions of the year are listed below.

Reference & Bibliography-

- Agricultural index, 1928-1934.
American book prices current, 1902-4, 1908, 1915, 1916, index 1916-22, 1922, 1926-28.
Art index, 1929-34.
Brockhaus. Konversations lexikon. 1901-4. 17v.
Dibdin, T. F. A bibliographical, antiquarian and picturesque tour in France and Germany. London, 1821. 3v.
--- An introduction of the knowledge of rare and valuable editions of the Greek and Latin classics. London, 1827. 2v.
Engineering index, 1918, 1923-27.
Giles, Herbert A. A history of Chinese literature. London, 1901.
Grant, James. Newspaper press. London, 1871-72. 3v.
Gubernatis, Angelo. Dictionnaire international des écrivains du jours. Florence, 1888-91. 3v.
Hoefer, J. C. F. Nouvelle biographie. Paris, 1855-85. 46v.
Jewish encyclopedia. N.Y. 1901-7. 12v.
Lodge, Edmund. Portraits of illustrious personages. London, 1835. 12v.
Palau y Dulcet, Antonio. Manuel del librero hispano-americano. Barcelona, 1923-27. 7v.
Poggendorff, J. C. Biographisch-literarisches handwörterbuch. Leipzig, 1863. v.1.
Public characters. London, 1799-1809. v.1-10.
Potthast, A. Bibliotheca historica Medii Aevi. Berlin, 1896. 2v.

Series-

- American labor year book, 2, 4, 7, 9, 10. 1917/18, 1921/22, 1926, 1928/29.
Annual register, 1758-1795.
Art studies, v.5-8.
Colorado scientific society, Proceedings, v.7-13.
Connoisseur, v.1-55.
Cornhill magazine, v.11-47 and n.s.v.1-7.
Craftsman, v.1-11.
Economica, v.11-14.
Pacific science congress. 5th, 1933. 5v.
Pencil points, v.1-15.
Poet lore. v.1, 3, and 11 numbers in v.4-5.
Spectator. 1767. 8v.
Tatler. 1764. 4v.

Wisconsin academy of sciences, arts, letters. Transactions,
v.7,9,11,14,15 pt.2, 16 pt.1-2, 18,19 pt.1,20-27.
Yellow book, v.1-13.
Zoological record, 1911-14.

Sets-

Austen, Jane. Novels. Oxford, 1933. 5v.
Campaigns of the civil war. N.Y., 1881-83. 13v.
Hamilton, Alexander. Works. N.Y., 1885-86. 9v.
Johnson, Samuel. Works. London, 1810. 12v.
Lockhart, John G. Memoirs of the life of Sir Walter Scott.
Philadelphia, 1838. 7v.
Reade, Charles. Works. Boston, 1899. 12v.
Sloane, W. M. The life of Napoleon Bonaparte. N.Y., 1909.
4v.
Stewart, Dugald. Collected works. Edinburgh, 1877. 11v.
Thiers, Adolphe. The history of the French revolution.
London, 1838. 5v.

Holme Collection of Drawings

For general interest, perhaps, the outstanding acquisition of the year was the collection of original drawings by Frank Holme and others, secured from Charles H. Sloan, Columbus, Ohio. This collection of drawings (approximately 500 pieces) from the "nineties" is an addition to original source material of the period and should be of decided interest both to journalism and art, as the period from which they date was a golden age for the newspaper artist. In addition to Holme's own drawings, there are many others by his contemporaries, notably John T. McCutcheon. The collection is appropriately located here because of Frank Holme's printing activities in Arizona where he established the first private press, the Bandarlog.

This collection was used to illustrate a talk given by the librarian for the Tucson Fine Arts Association early in 1935, and is described briefly in an article by the librarian in the Colophon, new series volume 1, number 2, Autumn 1935.

Through the efforts of Dr. Esther Payne who carried on her work with the picture collection on an FERA assignment, the library secured donations of original drawings from several cartoonists and other newspaper artists

of today. Among them were included: J. R. Williams, Jerry Doyle, Fontaine Fox, Ding Darling, Billy DeBeck, Daniel Bishop, Edmund Waller Gale, Grover Cleveland Page. This may well form the nucleus for a very significant collection of newspaper art.

Exchanges

Exchange activities were exceptionally brisk. The increased material available for exchange purposes through the University's new bulletin series paved the way for inaugurating many new exchanges and strengthening the old. Among new domestic exchanges added during the year, the following institutions were involved: Universities of North Carolina, Georgia, Kansas; George Peabody College for Teachers; Catholic University of America, Washington, D. C.; Witte Memorial Museum, San Antonio, Texas; American Museum of Natural History, New York; Ohio Academy of Science. While no systematic effort has been made as yet to develop foreign exchanges, satisfactory arrangements were made with the following institutions: American University of Beirut, Syria; Musée d'Ethnographie, Paris; Brussels. Ministère des Colonies (Bulletin agricole du Congo Belge, v.21-25, 1930-34); University of Lund, Sweden; University College of Aberystwyth, Wales; Université Libre de Bruxelles, Belgium; University of Ottawa, Canada; University of Toronto, Canada; K. Danske Videnskabernes Selskab, Copenhagen.

During the year the assistant in charge of exchanges, Patricia Paylore, began systematic development of the exchange records and carried on a heavy correspondence relative to all exchanges. Resumption of publication of the Arizona Historical Review by the University made it possible to secure 30 journals, chiefly historical, in exchange for the Review, among them the following:

American Antiquarian Society. Proceedings.
American Geographical Society. Geographical Review.
British Museum Quarterly.
California Historical Quarterly.
Huntington Library Bulletin.
Louisiana Historical Quarterly.
Michigan History Magazine.
Minnesota History.
Missouri Historical Review.
New Mexico Historical Review
Oklahoma Chronicles.
Oregon Historical Quarterly.
Southwest Review.
William and Mary Quarterly Historical Magazine.

Duplicate books and serials were listed and many exchanges made with the following universities: Michigan, Illinois, Oregon, Minnesota, Duke. Some effective exchanges were made with public libraries, among them, Los Angeles and San Diego, and with universities not on a current exchange basis, -- Columbia, Chicago, Princeton. The Boston Public Library continued to send its discarded foreign newspapers, Figaro, Journal des debats, La Tribuna, Hamburger Nachrichten, which have been sewed into red rope covers and made available for use. Unfortunately the files when received are not always complete.

The most important single acquisition of the year was a collection of duplicate New York and London newspapers, secured from Duke University for the cost of packing and transportation. The weight of this shipment exceeded 6,000 pounds and the entire cost to us was \$300.00. Some papers go back to 1802. The best runs, however, begin about 1842.

During the librarian's leave in New York (summer, 1934), a number of duplicates were secured from the New York Public Library, some at a slight charge, others for the cost of transportation. Important sets acquired in this way included a complete file, bound in half leather, of the Bulletin of the New York Public Library, and a complete set of the Astor Library catalogue. A music collection (more than 300 pieces, largely unbound) of volumes of music scores and sheet music was secured for \$15.00 plus transportation. In addition, duplicates from the Wilstach Library were purchased at a few cents a volume. Of particular interest in this collection were the many old and unusual volumes concerning stage production and dramatic art in general.

Gifts

Interesting gifts other than those mentioned under exchanges have come to the library from various sources. The following may be singled out for special mention.

Armitage, Merle. Warren Newcombe. N.Y. 1932.

Gift of Louis Dana, Los Angeles.

Brinegar, David. Polo; newspaper clippings, 3v. 1931-33. Gift of David Brinegar.

Cotton, John. Practical commentary upon the first Epistle of John. London, 1658. Gift of D. A. McKenzie, Southern Arizona School for Boys.

Hutchinson's Britain beautiful. Gift of Dr. E. P. Mathewson (transferred to Picture Collection).
Nature magazine, v.1-22. Gift of Dr. C. T. Vorhies.
Peru. Viceroyalty. Memorias. 1859. 6v. Gift of Jose Rollin de la Torre Bueno.
Wood, Casey. An introduction to the literature of vertebrate zoology. London, 1931. Gift of Dr. Casey Wood.

EXHIBITS

Among the interesting exhibits of the year should be mentioned a Wodehouse exhibit, showing a selected group of American and English firsts, autographs, and music scores from the private collection of an Arizona student, Elmer Flaccus. This is the first student collection to be exhibited in this way, and it is hoped may lead to the discovery of other student collectors and collections.

During the showing of an exhibit of Mexican art in the Art Gallery, an exhibit of prints and pictures on the subject was prepared, emphasizing the work and background of leading Mexican artists of today.

Immediately following the news of Governor Hunt's death, an exhibit was prepared, featuring some of his donations to the library and bringing out the significance of his relationship to Arizona history and politics.

Other exhibit subjects were: Charles Lamb, John Henry Nash, International Peace, Pirandello, Prints, Grand Canyon, Mme. Curie.

STAFF

Fortunately no permanent changes occurred on the staff. However, every individual was pressed to the utmost to carry on his current work, as almost every department of the library's activities showed a decided increase.

We were fortunate in having a few capable student assistants with good library experience, who could relieve the regular staff members of some of their less difficult tasks: Mabel Sicard handled the checking of current periodicals, and Helen Austin had charge of the main desk during certain hours.

The librarian was on leave of absence from April 15 to September 1. During that time he was on a special assign-

ment with Vanderbilt University Library, assisting in an expansion program, and in addition taught eight weeks of summer session in the University of Illinois Library School. During his absence and continuing to October 31, Helen Squires was on a temporary appointment as a general assistant.

Four members of the staff attended the annual conference of the American Library Association in Denver, Colorado: Miss Clara Larson, Miss Helen Squires, Mr. Henry Cox, and the librarian. The librarian served as chairman of the Catalog Section.

NEEDS

The most imperative need of the library at present is additional shelving in the book stacks. Three years ago an addition was made which was estimated at that time to relieve the congestion for three years. At the end of this year space is more at a premium than it was in 1932. Until new stacks are secured, it will mean shelving material out of place and the storage of less used books, both of which will seriously retard service at the desk, and make it impossible to care for the book stock as it should be cared for.

The staff is too small for the work which should be done. There should be more time devoted to supervision of the reading rooms by a regular staff member and also more time for giving direct and immediate aid to students and faculty members. There is much floundering about by students which would be eliminated if a staff member were readily accessible to help when needed. Also a few well-prepared and carefully presented lessons in the use of the library should be given each year by a member of the staff to the entire Freshman class.

The book fund is inadequate and should be doubled. Departments are very much dissatisfied with their book allotments and more funds are also needed for the purchase of books of reference and bibliography. Even if this library does not anticipate becoming a great research library, at least the important bibliographical works in fields covered by the work of the institution should be here.

The use of books in the Reserved Book Room is growing each year. The trend in this direction seems as decided as ever and additional seating space will be needed for this particular type of reading.

APPENDIX I

Statistics, 1934-35

Number of days open in the year -	300
Number of hours open each week:	
General Library (September-May)-	80
Reserve book room-	76
Summer school-	75
Number of books lent for home use:	
Main desk-	29,563
Reserve book room (overnight)-	13,501
Books charged for use in reading rooms:	
Main desk-	62,714
Reserve book room-	<u>85,546</u>
	191,324
Number of volumes at beginning of year, approximately	103,574
Number of volumes withdrawn or missing	176
Total number of volumes at end of year, approximately	108,517
Number of newspapers, periodicals, and other serials received, approximately	1,100
Books accessioned:	
Purchase, General Library-	2,709
Purchase, Law Library-	518
Gifts and exchanges-	1,034
Binding-	<u>858</u>
	5,119
Library apportionment-	
Expenditures:	
Salaries	\$15,176.10
Student service	2,238.33
Books, General Library	4,451.25
Books, Law Library	1,914.13
Periodicals	4,796.25
Binding, General Library	2,076.97
Binding, Law	151.27
Supplies, Stationery, Printing	840.95
Telephone, postage, freight, express	700.32
Furniture, equipment	<u>93.08</u>
	\$32,438.65

Catalog department:

Titles cataloged (L.C. and typed)-	3,465
Typed titles-	795
Total cards added-	22,650
Typed cards added to D.C., total-	3,429
Total L.C. cards added to D. C.-	12,183
Total continuation adds-	338 titles, 537 vols.
Total second copy adds-	164 titles, 283 vols.
Titles reclassified-	13 titles, 329 vols.
Law books catalogued,	
L.C. cards -	31 titles, 43 vols.
typed cards-	22 titles, 87 vols.
Total-	53 titles, 130 vols.

APPENDIX II

Report of Periodical Cataloging

Titles cataloged-		752
Cards to D. C.:		
Library of Congress -	2296	
Typed-	<u>1756</u>	
		4,052
Total number of cards:		
Shelf list-	752	
Official catalog-	752	
Dictionary catalog-	<u>4,052</u>	
		5,556

Average number of cards to set, 7

Average number of sets cataloged per month, 58

Classification changes (about 70% Cutter numbers):

Titles - 67

Volumes - 498

Time covered for cataloging periodicals, 18 months
(May 1, 1934 - November 1, 1935)

Actual time spent for cataloging periodicals, 12½ months.

APPENDIX III

Inter-Library Loans

Borrowed-

Arizona State Library, 4
Colorado State Teachers College, 1
Columbia University, 2
Cornell University, 1
George Washington University, 1
Harvard University, 1
Iowa State College of Agriculture, 1
Johns Hopkins University, 1
Kansas University, 1
New York University, 1
Peabody Institute, 1
Stanford University, 14
U.S. Department of Agriculture, 2
University of California, 25
University of Chicago, 4
University of Cincinnati, 2
University of Illinois, 16
University of Michigan, 1
University of Minnesota, 1
University of Southern California, 2
University of Virginia, 1
University of Wisconsin, 2

Total- 85

Loaned-

Arizona State Library, 1
Arizona State Teachers College, Flagstaff, 2
Clark Memorial Library, Clarkdale, 2
Denver Public Library, 1
Estherville, Iowa, Public Library, 1
George Washington University, 1
Kansas University, 3
New Mexico Agricultural College, 3
Northwestern University, 1
Ohio State University, 2
Oregon State College of Agriculture, 2
Pasadena Public Library, 2
Peabody Museum, 1
Phoenix Public Library, 2
Prescott Public Library, 4
University of California, 1
University of Idaho, 1

University of Montana, 1
University of New Mexico, 1
University of Oregon, 1
University of Pittsburgh, 1
University of Texas, 3
University of Washington, 1
Wichita City Library, 2

Total- 40

APPENDIX IV

Donors

Andersen, Dean A. O.
Anderson, Prof. Ernest
Atkinson, Edward W.
Augsburg Publishing House
Bacqué Company
Barr, John
Barrett, F. W.
Berg, Dr. A. A.
Berliner, Mrs. Emile
Brinegar, David
Bryan, Carter
Campbell, Percy A.
Carnegie Corporation
Chemical Foundation
Child, Allen P.
Church, Mrs. M. R.
Clark, Owen Farrell
Cohen, Dr. M. D.
Colquhoun, James
Conrad, Dr. F. A.
Cosulich, Bernice
Daniels, Francis P.
Danz, Louis
Davies, Lord
Deere, John
de la Torre Bueno, José R.
Dillon, Arthur Orison
Evans, C. W.
Field, Ben
Firestone, Harvey S.
Flaccus, E. W.
Ford Motor Company
Fowler, William F.
Gjelsness, R. H.
Hannum, Prof. Clair
Heisel, C. T.
Henderson, Yandell
Hill, Edwin B.
Hispanic Society of America
Japan. Bd. of Tourist Industry
Japanese Embassy, Washington
Johnson, Mrs. E. A.
Kassel, Charles
Leonard, Dr. H. B.
Lockwood, Prof. F. C.
Lockwood, Thomas B.
Los Angeles Stock Exchange
McKale, Prof. J. F.
McKenzie, D. A.
Marburg, Theodore
Mathewson, Prof. E. P.
Mitchell, James M.
Murray, William H.
National Publishing Co.
Nichols, Prof. George
Nicholson, Prof. Helen
Pan American Union
Pattison, Mrs. S. F.
Post, Prof. Anita G.
Priser Typewriter & Supply Co.
Ramaley, Prof. Francis
Reynard, Charles
Robinson, Mrs. Mollie A.
Rogers, Henry Munroe
Shantz, H. L. (office of)
Shell Oil Company
Sommer, Federico
Stout, Jean
Thomsen-Ellis Company
U. S. Department of State
U. S. George Washington
Bicentennial Commission
van Wagenen, Judge A.
Varley, Kirton
Velten, Prof. C.
Willys, Rufus Kay
Winstead, Mrs. Lorena H.
Wood, Dr. Casey

University of Arizona Library

EXTENSION LOANS

1934-35

In	(Inquiries (Requests	Volumes loaned	(Pamphlets (Unbound magazines (Pictures (Typed extracts (Newspapers clips.
	1	2	
Avaca	1	1	
son	11	22	2
bee	3	14	11
akeye	1	4	
sa Grande	7	12	3
arkdale	14	21	7
olidge	1		
uglas	2	7	9
agstaff	5	6	
erence	4	7	2
rt Apache	18	31	2
la Bend	1	2	
and Canyon	4	7	
ayden	2	2	
mboldt	1		
spiration	1	1	
rome	1		
ngman	1	1	2
sa	1	2	
ami	7	18	
reenci	1	8	

Town	(Inquiries (Requests	Volumes loaned	(Pamphlets (Unbound magazines (Pictures (Typed extracts (Newspaper clips.
Gales	2	3	
Gardner	1		
Globe	8	14	14
Havas	3	3	4
Phoenix	9	12	
Pima	1		
Prescott	3	6	
Scottsdale	17	37	9
Tucson	2	3	9
Yuma	1	4	
Chandler	2	1	
Flagstaff	2	4	8
Cottonwood	5	8	1
Springerville	1	3	
Superior	8	24	3
Tempe	2	2	
Tombstone	5	5	1
Tombstone	2	5	
Tombstone	6	17	2
Tombstone	8	8	
Tombstone	4	7	
Tombstone	3	4	13
Tombstone	3	6	18
<u>Total</u>	186	344	120

Name	(Inquiries (Requests	Volumes loaned	(Pamphlets (Unbound magazines (Pictures (Typed extracts (Newspaper clips.
California:			
Laguna Beach	3		10
Sacramento	1		7
Springville	1		
New Mexico:			
Hillsboro	1	2	1
Lordsburg	1	4	
Ramah	1	4	
New York:			
Trudeau	1	1	1
Louisiana:			
New Orleans	1		1
Washington:			
Seattle	1		
Texas:			
El Paso	1	1	
Riviera	1		
Whittenburg	1	3	
Mexico:			
Hermosillo, Sonora	1		
<u>Total</u>		15	20

University of Arizona Library

ACCESSIONS STATISTICS

1934-1935

Month	Orders	Law	Bindery	(Exchanges (Gifts	Total	Cancelled
JULY	282	51	161	111	605	24
AUGUST	593	24	201	47	865	11
SEPTEMBER	355	58	37	39	489	22
OCTOBER	365	71	76	93	605	13
NOVEMBER	123	48	4	97	272	6
DECEMBER	117	28	148	78	371	24
JANUARY	278	56	40	102	476	9
FEBRUARY	110	65	134	137	446	43
MARCH	104	46	4	111	265	2
APRIL	165	23	53	99	340	20
MAY	141	19		66	226	2
JUNE	76	29		54	159	
	2709	518	858	1034	5119	176