

ANNUAL REPORT.

1917-1918

To the President of the University,

Sir:

I have the honor to submit herewith my annual report of the University Library for the year ending June 30, 1918. In addition to which is appended an historical statement of the growth of the Library and a description of its present facilities.

Attendance and Circulation, - In spite of the departure of many of our upper classmen for enlistment in war service, our record of attendance and circulation showed an increase over last year. On Tuesdays, Wednesdays and Thursdays, the day and evening attendance averaged 125, with a somewhat smaller number for the other days of the week. The circulation was 5366, an increase of 641.

Accessions, - The accessions and titles catalogued, 2305 and 1055 respectively, exceeded the previous record by 200 volumes. Of this number 1804 were obtained by purchase, 325 came from binding periodicals, and 176 were gifts from various sources. Some of the important purchases were:

Northeastern Reporter	115 volumes
Northwestern Reporter	161 volumes
Southern Reporter	74 volumes
Atlantic Reporter	99 volumes
Southwestern Reporter	193 volumes
Southeastern Reporter	91 volumes

Racinet: Le costume historique 6 volumes

Literature of Mexico(miscellaneous vols.) 50 volumes

Financial Statement, - The following comparative table shows the record of expenditures for the last three years:

	1916	1917	1918
Books	\$2273.30	\$2187.29	\$2401.70
Periodicals	756.50	684.15	818.66
Salaries	2850.00	3450.00	3750.00
Binding and supplies (est.)...	800.00	800.00	800.00
Printing Library bulletin			188.24

Library Staff Appointments, - Miss Abbie F. Gammons, B.S., Simmons College, with five years experience at Williams College, and two years at the Boston Athenaeum was appointed Assistant Librarian, October, 1917. Mrs. E.P. Taylor, B.S., Illinois, was appointed Assistant in the Agricultural Library for half time.

Instruction in the use of the Dibrary, - The Librarian

met all sections of the Freshman class for instruction in the use of the Library, and assigned to all a set of questions calling for the use of ordinary library tools. A course in elementary bibliography, one semester, two units, is offered each year.

The Library Committee, - Two meetings of the Committee were held. At the first meeting the question of opening the reading room on Sunday was discussed. A recommendation favorable to such opening was submitted to Faculty action and passed.

The allotment of \$4000.00 made to the Library for books, periodicals, and binding was also taken under consideration, and the apportionments of the previous year, based upon the following points, were approved: (1) Number of students, (2) Age of department, (3) Research work, (4) General policy as to colleges, (5) Present condition of the Library in a specific department, (6) Desirability of continuing lines in which we already have a fixed investment, (7) Rate of development in the subject itself.

The question of duplicates was brought up at the second meeting. Although the discussion closed without definite recommendation, the concensus of opinion was that duplicates should not be ordered except in standard courses where the registration was large. In no case have the duplicates amounted to more than one for every fifteen students. The departments in which this duplication occurs are Economics, Education, and English.

Extension Service, - During the year the Library loaned books to teachers and private scholars in the following towns over the State: Alto, Benson, Bonita, Casa Grande, Flagstaff, Florence, Kirkland, Miami, Nogales, Phoenix, Prescott, Saint David, San Carlos, Silver Bell, Yuma, Willcox, Williams.

Library War Service, - In August 1917 the Librarian was called upon by the American Library Association War Services Committee to act as State Agent for Arizona. The duties, outlined at Headquarters, were, (1) To gather information relating to the location in the State of all camps and other groups of troops, (2) To organize library service for these groups, and to cooperate with the general committee in serving the larger cantonments, (3) To cooperate with the general committee in collecting books and magazines, (4) To make frequent reports to Headquarters as to the results of this work.

In October Tucson's quota for the \$1,000,000.00 book fund was raised by the Librarian. The following month books to the number of 500 were collected locally by the University and the public libraries. These were sent, for the most part, to Camp Cody, New Mexico. When the A.L.A. set March 18th as the date for a nation-wide campaign for books, the University

library as headquarters for Arizona sent out letters and printed matter to the twenty high school and public libraries in the State, which are on the A.L.A. list, and to all school Superintendents and Principals, asking their cooperation in the campaign.

The call met with a most patriotic and generous response. Books collected at the large centers, such as Phoenix and Prescott, as well as those at towns near a border camp, were sent directly to the camps, while the smaller units were shipped to Tucson for distribution. Over 200 letters and postals of instruction were written. All supplies, - book plates and pockets, were distributed from this point to the agencies at work over the State. The expense to the A.L.A. was kept within \$35.00, as the larger part of the shipments were sent by Quartermaster freight, or at the expense of the library making shipment. The collections reached 8621 volumes, contributed at the following points: Bisbee, 300; Casa Grande, 122; Clarkdale, 200; Flagstaff, 250; Florence, 350; Globe, 200; Kingman, 500; Lakeside, 17; Nogales, 485; Phoenix, 1872; Prescott, 1000; Safford, 50; Shumway, 75; Tempe, 730; Thatcher, 300; Tucson, 2000; Williams, 300; Winslow, 420; These have been shipped to the following camps: Arivaca, Camp Cody, New Mexico; Fort Clark, Texas, Camp del Rio, Texas; Douglass, Fort Huachuca; Marfa, Texas; Naco, Nogales, Yuma. This report is not final, as donations will continue to be received and forwarded to the army camps for the duration of the war.

In November, 1917, the Librarian was asked by the Library Section of the Food Conservation Division at Washington, to act as Library Publicity Director for Arizona. In this connection letters urging cooperation in the campaign for food conservation were written to all the libraries of the State. Fifty or more sets of posters, and over 1000 bulletins were distributed for library use.

Respectfully submitted,

Estelle Rutrell
Librarian.

Historical Statement.

The Library dates its beginning from 1891 when the University of Arizona offered its first courses of instruction. Due to the recognition of the importance of a library, and a respect for a systematic arrangement, on the part of Professor H. J. Hall, of the English Department, who was appointed Librarian in 1892, the Library was placed on a sound basis from the start. As Librarian he continued to advocate its needs, with success, until his resignation in 1904, at which time the present building was well under way, the appropriations and plans therefor being largely the result of his efforts. In 1896 the books were catalogued, accessioned, and placed in a large room in University Hall, now known as the Assembly room. By 1902 the Library, which then contained about 6000 volumes, was classified according to the Dewey system, and a dictionary catalogue of script cards completed up to date. This catalogue has since been replaced by printed cards in conformity with later practice.

The new building of red brick and Bedford sandstone, measuring 85x66 feet, was erected and equipped at a cost of about \$32,000.00, and occupied January 1905. It was known at first as the Library and Museum building, and housed the Library, the museum, and the administrative offices. In 1915 the museum was removed to the Agriculture building and this space, 60x40 feet, used for a reading room. With the completion of the new Mines building in 1918, the library will for the first time occupy the entire building.

The annual fund set aside for the purchase of books has kept steady pace with the growth of the Institution in other Departments. The Library report in 1901 mentions the "sum of \$1000.00 which according to established custom has been appropriated annually for the purchase of books." The establishment of the Nelson Fund in 1907 made possible the rapid improvement of equipment throughout the University and an increased revenue was raised by the Legislative Assembly to provide for expenses in directions which this expansion necessitated. The library apportionment was at once advanced 30 per cent. This was gradually increased until the amount segregated for books, periodicals, and binding reached the sum of \$4000.00 in 1912-1913, and has maintained that figure annually, with the exception of the years 1914-1916, when this amount, though apportioned was not available in full. Throughout the later years of its history the Library has been fortunate in having the continued support of the Administration and of the Faculty. Recognition was given the position of Librarian in 1917 when the rank of Associate Professor was conferred on the present incumbent, independent of teaching requirements.

The following estimate, arranged by decades, will show the growth of the Library from its organization up to the present time.

	Volumes	Appropriations for books, periodicals and binding.	Total value of books and fixtures.
Dec. 1891	320		\$1087.97
Dec. 1900	4520	\$1000.00	9126.92
Dec. 1910	15278	2500.00	29696.50
June 1918 (7½ years)	*28431	4000.00	58564.55

*These figures are exclusive of volumes in the document room, some 4000 in number.

This total number of bound volumes is distributed by Departments approximately as follows:

Agriculture	1111	Law	1389
Astronomy and Physics	763	Mathematics	444
Biology	864	Military Science	145
Chemistry and Mineralogy	1596	Philosophy and Psychology	864
Classics	175	Physical Culture	109
Education	924	Romance Literature	1534
Engineering	2158	Social Science	1853
English	3926	General Periodicals	2060
Fine Arts	756	General Science	863
Geology	1008	Government Documents	1000
German Literature	397	Reference Books	900
History and Archaeology	2430	State Documents	316
Home Economics	156	Withdrawn	700
Total		27731	
Lost and withdrawn		700	

The Law library was opened in 1915 as a part of the University Library. It now embraces the National Reporter system, the American Digest system, as well as the Cyclopedia of Law and Procedure, Corpus Juris, some of the leading textbooks, and Lawyer's Reports Annotated (old and new series), all of which sets are continued as issued.

The Agricultural Experiment Station Library.

This library is not included in the above enumeration. It is housed at present on the second floor of the Agriculture building. In the collection there are about 5000 volumes, comprising chiefly the publications of the U.S. Department of Agriculture, sets of U.S. State Experiment Station Bulletins and Reports, together with many reports from foreign agricultural bureaus. It receives also some thirty agricultural journals, and has the back files for the last ten years of many of the important ones. The card catalogues indexing the Agricultural Experiment Station literature and the publications of the U.S. Department of Agriculture are also filed in this library.

The Arizona State Bureau of Mines Library.

A small working library is gradually being established in connection with the State Bureau of Mines. In addition to the standard mining handbooks much local material is being collected, and about twenty five journals are received, chiefly in exchange for the Bulletins of the Bureau. This material is all catalogued and is accessible to the specialist upon application.

Current Periodicals.

The Library receives currently 500 serial publications. Of the magazines indexed in the Readers' Guide, the Supplement, the Industrial Arts index, and the Agricultural index, the following are on the current list.

Agricultural digest
Agricultural gazette of Canada
Agricultural gazette of New South Wales
American anthropologist
American architect
American chemical society journal
American fertilizer
American forestry
American historical association, Report
American historical review
American institute of electrical engineers, Proceedings
American journal of archaeology
American journal of psychology
American journal of sociology
American labor legislation review
American machinist
American magazine
American physical education review
American poultry advocate
American sheep breeder and wool grower
American society of mechanical engineers, Journal
Annals of the American academy of political and
social sciences
Architectural record
Art and archaeology
Arts and decoration
Astrophysical journal
Atlantic monthly

Better fruit
Bookman
Botanical gazette
Breeder's gazette
Bulletin of the Pan American union

Catholic world
Century
Contemporary review
Coal age
Country gentleman
Country life

Current opinion

Dial
Drama

Economic geology
Educational review
Education
Electric railway journal
Electrical review
Electrical world
Engineering and contracting
Engineering and mining journal
Engineering news-record
English historical review
English journal

Farmers bulletins
Field illustrated
Fortnightly
Forum
Foundry
Fruit grower

Geographical review
Gleanings in bee culture
Good housekeeping

Harper's magazine
House beautiful

Illustrated world
Independent
Industrial management
International studio
Iron age
Iron trade review
Irrigation age

Journal of accountancy
Journal of agriculture, New Zealand
Journal of agricultural research
Journal of agricultural science
Journal of American folk lore
Journal of board of agriculture, London
Journal of entomology
Journal of the Franklin institute
Journal of home economics
Journal of geography
Journal of geology
Journal of industrial and engineering chemistry
Journal of political economy

Kimball's dairy farmer

Ladies' home journal
Literary digest

Living age

Machinery, engineering edition
Mentor
Metallurgical and chemical engineering
Mississippi Valley historical review
Modern language notes
Modern philology
Monist
Municipal engineering
Musician

Nation
National education association, Proceedings
National geographic magazine
National wool grower
Nature
New republic
Nineteenth century and after
North American review

Orange Judd farmer
Outing
Outlook

Pedagogical seminary
Philippine agricultural review
Philosophical review
Poet lore
Poetry
Political science quarterly
Popular astronomy
Power

Quarterly journal of economics
Quarterly journal of public speaking

Religious education
Review of reviews
Revue des deux mondes

School and society
School review
School science and mathematics
Science
Scientific American
Scientific American, Supplement
Scientific monthly
Scribner's magazine
Soil science
Spectator
Sunset
Survey
System

Unpopular review

Wallace's farmer
World's work

In addition to these periodicals all the U.S. bulletins indexed are available.

Current Newspapers

The Library receives and keeps on file a large number of newspapers, most of which represent the local interests of the various counties in Arizona, with two dailies covering the general news of the East and West.

The New York Times and the Los Angeles Times are received daily.

Of the town papers the Arizona Daily Star and the Tucson Citizen are on the list, one of which is bound.

The capital city is represented by the Arizona Republican.

The counties are represented by the following papers:

Apache County, the Observer; Cochise County, the Arizona Range News; Bisbee Daily Review, Bisbee Ore, Courtland Arizonan, Douglas International, Tombstone Epitaph; Coconino County, Coconino Sun; Gila County, Arizona Silver Belt, Arizona Record; Graham County, Arizona Bulletin, Graham Guardian; Greenlee County, Copper Era; Maricopa County, Mesa Daily Tribune, Southwestern Stockman Farmer, Tempe News; Mohave County, Mohave Daily Miner; Navajo County, Holbrook News; Santa Cruz County, Nogales Daily Herald, Oasis; Yavapai County, Jerome News, Prescott Courier, Weekly Journal-Miner; Yuma County, Parker Post, Yuma Sun.

U.S. Public Documents.

The Library was made a depository for the Congressional set of the U.S. Public Documents in 1907. Files of many of these department publications have, however, been made complete by application for the early volumes. With the exception of the publications of geology and of agriculture the sets are shelved in the document room.

Indexes to U.S. Public Documents.

These indexes are kept in the reading room.

Poore, B.P. Descriptive catalogue of the government publications of the United States, Sept. 5, 1774-March 4, 1881
General arrangement is chronological, with author and subject index.

Tables of and annotated index to the Congressional series of United States public documents. Wash. 1902

Covering documents of the 15th to the 52d Congress, alphabetic by subject and author with various tables.

Comprehensive index; catalog of the documents. 1881-, 47th Congress to date.

Includes publications of department and congressional sets with author index. Alphabetic by subject.

Consolidated index (document index), 1895-date.

An index to the subjects of the documents and reports, and to the committees, senators, and representatives presenting them. From the first session of the 54th Congress to date. Includes only Congressional set. Alphabetic by author and subject.

Monthly catalog, 1910 - date.

Priced list by department, bureau, and division; with quarterly index. The special value of the catalog is to show how and where documents may be obtained, and the prices of those available for distribution.

Special Collections.

The Library has begun a collection of material relating to Arizona, to which yearly additions are made. An Arizona bibliography of 1319 titles has also been published listing books, pamphlets and magazine articles accessible in the University library. (See, Library publications. Bibliography No. 1.)

Some attention is being given to the acquirement of the literature of Mexico, of which the Library already has 225 well chosen volumes. The collection of historical novels is especially representative.

Library Publications.

A bibliographical list of books, pamphlets and articles on Arizona in the University of Arizona Library, by Estelle Lutrell. 60 p. (University of Arizona Record. Series VI, No. 10. Library Bibliography No. 1, December 1913.)

Annotated Shakespeare book list for secondary schools, by Estelle Lutrell. 26 p. (University of Arizona Record Vol. IX. No. 2. Library Bibliography No. 2. February, 1916.)

List of library books for high schools. General reference, English section, by Estelle Lutrell, History section by Ida C. Reid. 66 p. (University of Arizona Record Vol. IX. No. 3. Library Bibliography No. 3. April 1916.)

A list of serials in the University of Arizona library, by Estelle Lutrell and Mabel A. Guild. 46 p. (University

of Arizona Record, Vol. XI. No. 2. Library Bibliography No. 4. March 1918.)

To which may be added:

Bibliography of mining, metallurgy, and geology, compiled under the direction of Estelle Lutrell. 49 p. (Bureau of Mines Bulletin, No. 23, 1916.)

This bulletin is, in part, a rearrangement of mining districts of references to be found in Library Bibliography No. 1

APPENDIX II

List of theses presented for the Master's Degree, University of Arizona, deposited in the University Library.

Cochran, Horace Merle. 1914.

The petrography of the Twin Hills, Pima County, Arizona. [2], 19 p. phot., col. maps.

Culin, Frank Louis, Jr. 1916.

An investigation of scientific management, or the application of efficiency principles, with special emphasis on its relation to mine management. [2] 65 p. pl. (diagr.) phot.

Duell, Prentice W. 1917.

A study of the Mission San Xavier Del Bac, near Tucson, Arizona. [61] p. fold. diagr.

Estill, Howard Wilmot. 1916.

Investigation of the action of calcium carbide on certain organic compounds. [2]. 24 p.

Joseph-Haskevitch, Phincas Eleazar. 1916.

"Primary" or "secondary" origin of wulfenite. [2], 21 p.

Micotti, Alfred D. 1915.

Proposed additions and extensions to the sewer system of the city of Tucson, Arizona. [2], 19 p. diagr. (partly fold.)

Mills, Muriel. 1918.

The cinematograph, its relation to education, delinquency and crime. 64 p.

Minister, Percy Frank. 1916

The volumetric determination of tungsten. [3] 87 p.

Murphey, Elizabeth. 1916.

The Oregon boundary line. [2], 51 p.

Post, Anita Calneh. 1917.

The Spanish dialect of Southern Arizona. [4], 51 p.

- Prout, John W., Jr. 1907
The silver-lead deposits of the Mowry mine, Mowry,
Santa Cruz County, Arizona. 18 p. maps.
- Stander, Henricus Johannes, 1916.
A text book on the flotation process. [5], 243 p.
- Templeton, Merle S. 1918.
The supervision of the rural schools from the County
Superintendent's office. [3]. 17 p.
- Walker, John Franklin. 1916.
Survey of high schools and personnel of high school
teachers of the state of Arizona. 1915-1916. 32 p.
- Wallace, James B. 1918.
Flat slab construction. 48 p. diags.
- Whisler, Lois G. 1917.
Pageantry in America with a special consideration of
the possibilities for a Tucson pageant. [6:]52,[2] p.

1917-1918

Appropriation	Department	Books	Periodicals	Total
\$ 100.00	Agriculture	\$ 46.67	\$ 23.15	\$ 69.82
75.00	Archaeology	28.18	19.00	41.18
100.00	Astronomy & Phys.	70.20	29.25	99.45
150.00	Biology	39.23	95.24	116.47
200.00	Chemistry	126.72	75.25	201.97
125.00	Civil Eng.	97.40	27.15	124.55
25.00	Classics	---	---	---
250.00	Education, Philos. & Psychol.	153.04	34.10	187.14
175.00	Engl. Comp.	139.57	11.35	150.92
175.00	Engl. Lit.	135.46	11.35	147.81
75.00	Fine Arts	51.03	7.00	58.03
75.00	Geology	14.08	40.05	54.13
75.00	German	10.10		10.10
100.00	History	66.98	14.15	81.13
100.00	Home Econ.	136.41	50.60	187.01
400.00	Law	551.00		551.00
525.00	Library, Genl.	269.30	229.02	498.32
50.00	Mathematics	32.26	15.75	48.01
150.00	Mech. Eng.	44.00	55.45	99.45
200.00	Min. Eng.	120.43	27.55	147.98
150.00	Romance	122.33	26.75	149.08
175.00	Social Science	147.31	26.50	173.81
		2401.70	818.66	3220.36
	Binding			542.68
	Outstanding bills at McClurg's estimated			100.00

Respectfully submitted,

Estelle Petrell
 Librarian