

UC Office of the President

Works Prior to 2000

Title

Annual Reports of the Libraries of the University of California. 1948-1954.

Permalink

<https://escholarship.org/uc/item/2h80w127>

Author

University of California Library Council

Publication Date

1949

Report of the libraries.

California.
[Berkeley?]

<https://hdl.handle.net/2027/mdp.39015036754714>

HathiTrust



www.hathitrust.org

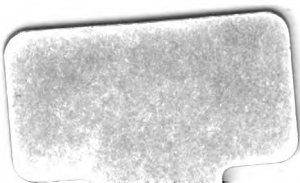
Creative Commons Zero (CC0)

http://www.hathitrust.org/access_use#cc-zero

This work has been dedicated by the rights holder to the public domain. It is not protected by copyright and may be reproduced and distributed freely without permission. For details, see the full license deed at <http://creativecommons.org/publicdomain/zero/1.0/>.

Z
733
C152
A2
1948-54

B 1,053,266



DEC 8 1959

LIBRARY

Z
733
.C152
A2
1948-54

ANNUAL REPORT

Of the

LIBRARIES OF THE UNIVERSITY OF CALIFORNIA

for 1948/49

Issued by the Library Council

BERKELEY General Library, School of Librarianship LOS ANGELES University
Library, Clark Library SAN FRANCISCO Medical Center Libraries DAVIS
College of Agriculture Library RIVERSIDE Citrus Experiment Station Library
MOUNT HAMILTON Lick Observatory Library LA JOLLA Scripps Institution of
Oceanography Library SANTA BARBARA Santa Barbara College Library

FOR THE UNIVERSITY OF CALIFORNIA LIBRARIES, 1948/49 was a year of building. In the creaking postwar millennium, at least a few plans, impatiently hoarded, began to be realized on the busy overcrowded campuses. The Libraries were building - or planning to build - more adequate quarters for work and study and for books; they were building collections to satisfy greatly increased research activity; they were building services and staffs to maintain and interpret the research collections and to meet the needs of great numbers of undergraduates. The year was marked as well by the continuing development of numerous cooperative projects. Joint acquisition of special collections, exchange of duplicate titles, and a lively business in intercampus book-lending strengthened the resources of all the Libraries. These projects and many others were the concern of the Library Council, meeting to study common problems of service and administration.

BUILDINGS

On four campuses, major library buildings were completed (Los Angeles), under construction (Berkeley), and being planned (San Francisco and Santa Barbara); on a fifth campus - Riverside - lack of library space for books and for study remained an urgent problem.

At Los Angeles the outstanding event of the year was the opening of the new East Wing, first addition to the library building since it was erected in 1929. Built at a cost of approximately \$650,000 the East Wing provided four complete floors of badly needed reading rooms. Special features were individual facilities for graduate students and blind readers, a public typing room, a smoking room, reading quarters for government publications and periodicals, and an open stack Undergraduate Library. The UCLA Library building has now gone from L-shape to U-shape; the final unit will be a south wing, closing the square. At Los Angeles also, the Industrial Relations Branch Library moved into handsome quarters in the new Business Administration/Economics Building, and several other branches looked forward to new quarters in 1949/50.

At Berkeley, where construction of a \$2,370,000 Library Annex had begun in May 1948, plans were under way for occupation in the late fall. Meanwhile, as Doe Library partitioned off corridors and stair landings for uses never intended, a faculty member remarked, "I don't dare stand still in this Library for fear of being built in." Four large study halls in temporary buildings continued to supplement library study space during the year. Two branch libraries moved into new quarters: the Forestry Library in the new Forestry Building, and the Public Health Library - which had been sharing Biology Library facilities - into separate quarters adjacent to the Biology Library. Construction of a new laboratory for the Library Photographic Service began in May, to provide the necessary space and equipment for increased production. A continuous processing machine for 16 mm and 35 mm microfilm is ready to be set up in the new laboratory on its completion in August.

In the Medical School Library on the San Francisco campus, overcrowded for years, the most important events of 1948/49 were the study of requirements for a new building and the drawing of plans by University architects. Functional principles to meet the highly specialized needs of a medical library were defined after lengthy examination of national and local practices, and the architects developed plans in accordance with these principles. Out of a series of preliminary designs has emerged a near-final plan which provides almost complete satisfaction and which is in many respects unique.

At Santa Barbara, the Main Library on the second floor of the Administration Building, the Reserved Book Department operating in a temporary building, and the Branch Library of Industrial Arts on the Mesa Campus served more than 2,500 students, providing seating for only one in ten. As book-collecting began to reflect the expanded college curriculum at a satisfying rate, cramped quarters forced storage in the Reserved Book Room and at Goleta. But the solution could be foreseen; the year was marked by the University decision to build a completely new campus at Goleta, and among the first structures, a library building.

COLLECTIONS

By June 1949, the University Libraries reckoned their resources (in bound volumes only) at more than 2,611,000 volumes. They had added more than 170,000 in the past year; some 70,000 of them at Berkeley and another 70,000 and more at Los Angeles, where the record-breaking acquisitions of 1947/48 were nearly doubled. Intensive programs to commence service for the new Medical and Law Schools at Los Angeles accounting for 40 per cent of the new books on that campus; about a fifth of the total accessions were gifts, a great part of them destined for the newly organized Biomedical Library. All the libraries, from the largest general collections at Berkeley and Los Angeles to the smaller specialized collections elsewhere, received generous gifts whose value and variety can hardly be indicated. There were distinguished additions of manuscripts and rare books to the

Bancroft and Clark Libraries at Berkeley and Los Angeles; at San Francisco the number of journals (the life-blood of a medical library) received was especially gratifying; at Riverside, a gift of outstanding importance to the Citrus Experiment Station Library was the collection of Mr. A. D. Shamel, assembled during thirty years' work on citrus fruits for the U. S. Department of Agriculture.

Exchange relations with institutions of learning in Europe and Asia, disrupted by the war, had been widely reestablished by the end of 1948, and the University of California Press shipped abroad the last of the serial publications held during the war years for foreign universities. Not only had old exchange contacts been renewed, but many valuable new ones were made, especially in the Orient, where faculty and library staff members arranged in person for many exchanges. By June 1949, the libraries were receiving publications on exchange from some 3,500 institutions.

Cooperative ventures. Last year the Meinecke forestry collection was acquired jointly by the Libraries; this year brought the George Holl gastronomic collection and a collection on systematic pomology from the library of Count Egon Caesar Corti as joint acquisitions, to be shared chiefly between Berkeley and Davis. During 1948/49 also, there arrived the first books acquired through the Farmington Plan for cooperative foreign purchasing, in which the University Libraries participate with some fifty other American research libraries.

The Orient. The most spectacular book-buying of the year - as well as some of the most important - took place in the Orient. Mr. Richard Irwin of Berkeley's East Asiatic Library and Professor R. C. Rudolph of UCLA collected books in China for Berkeley and Los Angeles respectively, just a jump ahead of the Chinese Communist armies. Professor Delmer Brown and Miss Elizabeth McKinnon of the East Asiatic Library purchased more than 22,000 books for Berkeley in Japan. Lack of space has prevented complete accessibility of the Berkeley East Asiatic Library's more than 50,000 volumes added during the year, and few of them have yet been included in the statistics of holdings. Nevertheless, it was clear that the East Asiatic Library, with these additions and those obtained in recent years by other members of the University staff traveling in the Orient, had assumed a place among the country's top-ranking Oriental collections.

The use of microfilm in developing library resources took on special importance in 1948/49 as the Bancroft Library sent researchers to locate, and film, materials relating to the history of California and colonial Latin America in the archives of Spain and Mexico, and planned for filming archival materials in Portugal, France, and The Netherlands. Plans were completed for, and the bibliographical work begun on, a newspaper micro-filming program which will result in the preservation on film of 7-1/2 million pages of early California newspapers. At UCLA, the transfer of the University's photographic department to the Library underlined the importance of photography in collecting and preserving research materials. University archival materials received special attention at Berkeley and UCLA, with the establishment of an Archives Division in the UCLA Library, and of a separate Archives Department at Berkeley.

The Libraries at Davis and Santa Barbara faced special problems as they broadened the scope of their collections to meet the needs of new curricula. New academic departments at Davis, and the number of faculty and students, increased at a greater rate than library staff and funds. However, collection-building plans were prepared, and some additions of considerable importance were made, notably a complete file of Justus Liebig's Annalen der Chemie, a long file of Biochemische Zeitschrift, and other foreign serials. A survey of personnel requirements was carried out by the Librarian and Assistant Librarian at Berkeley with the cooperation of the Davis Librarian and Library Committee, and the 1949/50 budget made provision for the most urgent needs.

At Santa Barbara it was the second year of sudden growth, and the pace was still increasing. A quadrupled book budget made possible the purchase of more than 7,000 items, about 1/7 of what the main collection previously totalled. About 5 per cent of the budget was spent for standard indexes needed in any college library; back files of some basic scientific periodicals (2,000 volumes) were obtained, and authoritative collected works in the humanities. Santa Barbara had taken a few long steps toward its distant goal: the development of a superior liberal arts library for undergraduates, and the provision of tools for the bibliographic planning of faculty research.

Processing in the eight libraries not only had to keep pace with accelerated collecting, but on most campuses the processing departments had to start the year with a handicap of arrears. At Berkeley the application of IBM procedures to the serials order and payment records added speed and efficiency. There and elsewhere, simplified cataloging methods were studied and applied to good effect. At Los Angeles, for instance, where heavy purchasing of libraries en bloc had resulted in a backlog of nearly 30,000 unprocessed items, a determined attack, using simplified indexing, all but wiped out the arrears. With less than a pre-war complement of professional staff members, and a 53 per cent increase in clientele, the Library at Davis used every expedient to give the fullest possible service to that clientele; consequently, the only major progress on arrears was the transliterated listing of all Russian holdings.

SERVICES

Circulation broke records again in 1948/49, although there were some signs that the extraordinary postwar increases were levelling off. At UCLA all previous records involving books and readers were broken. At Berkeley, where the Loan Desk and the Reserve Book Room handle more than 650,000 charges a year, an IBM system for circulation records was installed in August, resulting in some personnel savings, faster service, and simpler procedures. Later, a modification of the system was applied to branch libraries.

The need for reference service, and for aid and instruction in the use of libraries appeared to be still growing strongly. In Berkeley, during peak hours at the General Reference Desk, four and sometimes five librarians were needed, as compared with two or three in previous years. In answer to the needs of undergraduates, librarians taught the use of books and libraries at the reference and information desks and elsewhere in the service departments of the larger libraries, as well as through leaflets and manuals, and through planned tours and actual classroom instruction.

Organization. At Berkeley, five more departments requested branch status for their collections: Architecture, Astronomy, Geological Sciences, Paleontology, and Physics; and the School of Optometry arranged for the formation of a branch library to begin operation with the new fiscal year. The General Library undertook responsibility for the maintenance of these collections and the provision of specialized library services, the increased service supported in part initially by transfer of departmental funds to the General Library budget. In addition, other extensions of specialized library service were made in different ways best suited to the needs of each case, e.g., supervision by the Engineering Librarian of the newly organized library of the Institute of Transportation and Traffic Engineering; establishment of the position of Industrial Relations Librarian to coordinate and develop library materials and to work with the staff of the Institute of Industrial Relations and others in the field.

The addition of two new services in the UCLA Library (Photographic Service and Archives) - the facilities provided by the new wing - and the preparations under way for service to the Schools of Law and Medicine have already been mentioned. The Biomedical Library, organized in 1947/48, has prepared for use well over 12,000 volumes, planned a long-term acquisitions program, and worked with the architects on plans for new quarters. As the year ended the new Law Library was about to come into being, with a basic collection of almost 25,000 volumes on the shelves of a temporary building.

On the San Francisco campus, the study of preliminary plans for reorganization of the Medical School Library as a medical center library serving all the campus schools has paralleled the development of plans for a new building. This study, which touches every aspect of future policy, is still in progress.

Interlibrary loan. At Santa Barbara, the number of books borrowed through interlibrary loan increased 75 per cent over the previous year, most of the loans coming from other libraries in the University. This was not only a forceful demonstration of increasing faculty research, but of inter-campus cooperation in service. Berkeley lent 1,550 volumes to other University campuses. Of a total of 64 volumes borrowed by Riverside, 47 were from other campuses, chiefly Los Angeles. Increases over the past year in interlibrary borrowing, so notable at Santa Barbara, were large enough to be remarkable elsewhere as well: at Berkeley 57 per cent, for instance, and at Los Angeles 20 per cent. Berkeley lending to other libraries increased 32 per cent, Los Angeles lending 29 per cent. On the San Francisco campus also the number of requests received from other parts of the State and the country continues to grow, giving evidence of the strong resources, especially in periodical literature, in the Medical School Library.

LIBRARY COUNCIL

The Library Council was created by President Sproul in 1945 to consider library problems affecting more than one of the University's eight campuses, and to concern itself with consistency of policy and practice and with the appropriate distribution of responsibilities; it is composed of the chief librarian on each campus and the Dean of the School of Librarianship. During 1948/49 the full Council met twice, as is customary, and the Executive Committee, composed of the Librarians of the General Libraries at Berkeley and Los Angeles and the Dean of the School of Librarianship, met more frequently. The Council last year endorsed the principle of the University Libraries as a "common pool" of books, to be drawn upon by all of its members. The Council proposed the development of a statewide inter-library loan code, and took preliminary steps toward its achievement. It also studied collecting policies, and proposed the preparation of an integrated statement to reflect the policies of all eight libraries. The question of storage facilities, of bases for uniform statistics of holdings, and of personnel welfare, were other matters under consideration during the year. The Council records the retirement of Miss Ruth Agnes Ragan, one of its original members, from the librarianship of the Scripps Institution of Oceanography.

SCHOOL OF LIBRARIANSHIP

The retirement of Professor Edith M. Coulter brought to an end thirty-eight years of service to the University, thirty-one of which were devoted wholly or in part to teaching in the field of librarianship. The reputation of the School is in large measure the result of the excellence of that teaching. The ten regular and part-time members of the Faculty held a total of thirty offices and committee memberships in national and state professional associations. Three books were written or edited by members of the Faculty.

The School graduated 41 students, its largest class since 1941/42, and has now graduated 1,175 students from its first-year program and 81 students with the master's degree.

Authorization of a new series, the University of California Publications in Librarianship, marks a significant milestone in the history of the School and to some extent in the history of productive research in the State.

13 June 1950

Z
733
.C152
A2
1949/50

Annual Report

UNIVERSITY
OF MICHIGAN
JUL 17 1959
LIBRARY

OF THE

LIBRARIES

OF THE UNIVERSITY OF CALIFORNIA

1949-50

*Issued by the Library Council**

BERKELEY: University Library, School of Librarianship. **LOS ANGELES:** University Library, Clark Library. **SAN FRANCISCO:** Medical Center Libraries. **DAVIS:** College of Agriculture Library. **RIVERSIDE:** Citrus Experiment Station Library. **MOUNT HAMILTON:** Lick Observatory Library. **LA JOLLA:** Scripps Institution of Oceanography Library. **SANTA BARBARA:** Santa Barbara College Library.

EXCEPT FOR 1911, when the Berkeley Library left Bacon Hall for the Charles Franklin Doe Building, and 1929, when the Los Angeles Library moved from Vermont Street to Westwood, no year has seen so many books in motion on the University campuses. Some Libraries, settling into new quarters, were meeting long-known needs and discovering with satisfaction that library use increased with the ability to serve; some, although transferring staff, books, and equipment, nevertheless recorded more books processed and used than last year; others, seriously handicapped by lack of book, reader, and work space, still waited for relief. On every campus, library resources grew substantially in quality and quantity; yet, measuring their collections by the needs of the University, the Libraries set goals they could not meet. On every campus, the Libraries were re-examining accepted theory and present practice in the effort to keep increased costs of material and labor from damaging established patterns of growth and service. They were seeking simpler, faster

* Council members are the chief librarians of each campus and the Dean of the School of Librarianship.

UNIVERSITY OF MICHIGAN
GENERAL LIBRARY

Generated at University of California, Merced on 2020-10-02 22:05 GMT / https://hdl.handle.net/2027/mdp.39015036754714
Creative Commons Zero (CC0) / http://www.hathitrust.org/access_use#cc-zero

means of interpreting the collections, and were applying mechanical methods for handling ever-increasing masses of material. Working together through the Library Council, the Libraries on the eight campuses saw progress in a number of cooperative projects, and initiated others made possible by their alliance.

BUILDINGS

At Berkeley the \$2,370,000 Library Annex was completed in the winter and occupied floor by floor as workmen finished last details. The Reserve Book Room on the first floor opened on December 27; Bancroft Library, the Documents Department, and the Administrative Offices moved to the second floor soon afterward. The third floor was developed as a center for services to the social sciences, with reference desks, reading rooms, and stacks for the General Library's Social Sciences Reference Service—which directs the newly organized Business Administration and Economics Library—and for two of the University's special libraries, those of the Bureau of International Relations and the Bureau of Public Administration. The fourth floor provided quarters for a Newspaper Room with improved facilities, and for a number of small faculty studies. Carrels and study tables available on every stack level of the Annex were a welcome addition to those in the Doe Building.

In Doe, the undergraduate reading room, parts of which had been closed by Annex construction for two years, was fully restored to its original purpose. Various services, such as Agriculture Reference and Interlibrary Service, which had been conducting their business in holes and corners, moved into quarters vacated by Annex departments, and the Library Photographic Service occupied a fine new laboratory in the basement constructed during the summer of 1949. Other services await the remodeling of the Doe Building, for which preliminary plans were completed during the year. Removal of some stack materials to the Annex permitted the return to Doe of 16,500 volumes which had been stored in the Administration Building, and gave the East Asiatic Library enough temporary stack space to permit the unpacking of part of its important recent acquisitions. It seems likely that future construction at Berkeley will take the form of an off-campus storage building rather than further expansion of the central library.

Among branch libraries on the Berkeley campus, the Music Library began operations in September in a new, though still temporary, annex to the Music Building constructed primarily to house the Library. Optometry and Paleontology received additional space; Physics Library quarters are under construction in a new building. Public Health Library quarters in a new building are in the planning stage. Engineering Library remodeling is under consideration and additional space is urgently needed; not only does the Engineering collection crowd present quarters, but this Library houses the books

ex. lib.
Direct
2-28-51

acquired by the Institute of Transportation and Traffic Engineering Library. Much time was devoted to problems connected with the School of Librarianship's prospective move to new space. While the space now determined upon represents a considerable improvement in most respects over that now occupied by the School, it becomes evident that really adequate quarters can probably never be provided in the Doe Building and that, consequently, consideration should be given in the future to a location outside the Library. Other branches, including Astronomy, Biology, Chemistry, and Education, are necessarily studying space problems, with no solutions yet in sight. The Forestry Library is in the enviable and probably unique position of being able to say that its physical situation leaves nothing to be desired.

Among special libraries at Berkeley, the Institute of Industrial Relations Library gained space when the Institute moved into larger quarters. The Law Library is bracing itself for a final year of inconvenience before the new Law Building will be ready. In the meantime plans are being developed for the arrangement of the collection in the new building—a considerable engineering problem, since the books are now distributed from basement to attic and in every office at Boalt Hall, and in four separate storage areas scattered about the campus.

The Library at Los Angeles, having settled into the new east wing, gave attention this year to revamping the older portions of the building. Work started in the early spring of 1950 on the west wing, large portions of which had never before been available for library purposes. By year's end the major part of the project was completed, and regular operations were under way in light and comfortable quarters. Remodeled space provided compact quarters for the Department of Special Collections, with controlled stack and reading rooms for maps, rare books and other special materials. The Photographic Service, long cramped in the Administration Building, spread out in the basement level of the west wing. Next door, and readily accessible to the music faculty, the Music Library finally emerged into the light, and was able to bring together in its new quarters the Library's entire collection of musical scores. Elsewhere, expanded quarters were provided for Catalog, Acquisitions, and Bindery Preparation departments, and for administrative offices. At the same time, alterations to the Main Reading Room made it a more effective center for reference service and the use of bibliographies.

With the completion of its remodeling, the U. C. L. A. Library building will be in good order. However, the rapid disappearance of the last empty shelves in the book stack under the flow of more than 5,000 new books per month makes an addition to the existing stack structure a matter of immediate and critical urgency. Also needed, but nearer realization, is a reconstruction of the main loan desk area, with the addition of mechanical book conveyor and pneumatic tube service in the stack to speed up service.

Other important construction for the Library at Los Angeles was under way or in active planning elsewhere on campus during 1949/50. The University Elementary School Library moved into its handsome and functional new structure during the spring; a new Law Building with quarters for a library was well along by the end of the year; and rising above the ground was a Chemistry-Geology building with two branch libraries. As the year ended, specifications were being completed for an underground annex to the Clark Library intended to relieve congestion of both books and readers. During the year basic planning was done for the Biomedical Library, and preliminary library plans considered for Education, Art, Physics, and other units, looking toward construction or remodeling within the next few years.

At Santa Barbara, with the Librarian as Chairman of the Library Building Committee, a building program was written for the first unit of a new library on the Goleta campus.

At La Jolla, it is hoped that completion of the new museum building in the fall of 1950 will permit conversion of the old museum quarters, so that the collection can be brought together and made more accessible.

At Davis, the completion of the Library building as originally planned is urgently needed. Last year brought the transfer of holdings in veterinary medicine from Berkeley to Davis; an aggressive collection-building policy has added more than 4,000 new volumes; Davis' share of the Corti and Holl collections purchased last year and other sizable groups of material await work space and shelving space. During the coming year the Reserve Book Service must be moved to an improvised area in the first floor study hall in order to relieve the Loan Desk; yet reading space for undergraduates is now no more than adequate at present enrollment, and graduate space is inadequate.

COLLECTIONS

The latest comparative statistics for principal American college and university libraries, compiled at Princeton from 1948/49 reports, showed the University of California Libraries on the Berkeley and Los Angeles campuses sixth and twenty-first in size, respectively. The Library at Los Angeles had climbed from twenty-sixth in size in 1947/48 to twenty-first in 1948/49. Berkeley, having passed Minnesota in 1947/48, was next in line after Harvard, Yale, Illinois, Columbia, and Chicago; in this company the order seldom changes.

More than 60,000 volumes apiece were added on the Berkeley and Los Angeles campuses during the year. At Berkeley special grants made possible intensified collecting in the fields of art, architecture, and music; at Los Angeles, Oriental and Slavic buying received special attention, and plans were made for the use of a grant for Latin American materials. The most

notable bulk purchase of the year at Los Angeles was another distinguished Scandinavian group to add to the Kock and Dahlerup collections of earlier years—the 1400-volume library of Professor Aage Friis, rich in local history, topography, and biography of Denmark.

By June 1950, there were available for research and teaching in all the general and special libraries of the University some 2,718,000 bound volumes, and more than 38,000 serial publications currently received. Other resources included an estimated 66,000 maps; 11,500 music and other sound recordings; distinguished collections of music scores at Berkeley and Los Angeles; 4,600 microfilm reels exclusive of those in Bancroft Library; and some 324,000 individually listed pamphlets, comprising the bulk of certain special collections such as the Bureau of Public Administration Library (Berkeley) and the Bureau of Governmental Research Library (Los Angeles), and important supplementary research materials in many other Libraries.

Manuscripts. At Berkeley the Bancroft Library alone added 9,704 items and five large collections during the year. Among the latter were the Chester H. Rowell papers, the William H. Brewer notes and journals, and the Robert Smith La Motte letters of the gold-rush period. At Los Angeles manuscript resources amounted to nearly 10,800 items and 18 large collections. The Clark Library added a record number of both manuscripts and rare printed works to its collections. The latter included six hundred Mazarinades, satirical pamphlets aimed at Cardinal Mazarin during the French Civil War from 1648 to 1653; the very rare second edition of Robert Boyle's *The Sceptical Chymist*; and valuable additions to the John Dryden, John Evelyn, Defoe, Swift, and Oscar Wilde collections.

Foreign acquisitions. The effect of wars past and present on foreign publications continued to be felt. European documents and dissertations of World War II years were still arriving, and Riverside and other Libraries made progress toward filling gaps in sets of important European journals by acquiring the originals or microfilm copies. The flow of books and other publications from China was almost entirely cut off. Two unusual devices brought valuable Russian and Japanese materials to Berkeley: the Library was one of twelve participants in the Library of Congress program for distribution of some 13,000 Russian duplicates in its collection; and in return for aid in checking and sorting large numbers of Japanese acquisitions at the Library of Congress, Berkeley's East Asiatic Library was able to select a share of the duplicates discovered, thus adding more than 2,000 volumes to its collection. The importance of the University of California Press "scientific series" in acquiring scholarly foreign materials through exchange can hardly be over-emphasized. The central exchange department in Berkeley received new requests for exchanges from institutions in Turkey and Tokyo, and from Finland to South Africa. Further development of exchange relations is

planned for the Balkan countries, Turkey, Pakistan, and other areas from which material is now needed.

Gifts. 1950's Charter Day booklet, the annual "Gifts to the University," listed more than 700 donors of books or money to the Libraries in the last nine months of 1949. Among the gifts of the year at Berkeley were the working collection of the great organic chemist Dr. Emil Fischer, given by his son Dr. Hermann O. L. Fischer; a group of letters from distinguished authors given by Professor S. Griswold Morley; the personal and working library of Rabbi Irving F. Reichert, including some 500 volumes of Hebraica and Judaica—a gift made possible by the generosity of several friends of the University; and the collection assembled by Professor Rudolph Schevill in connection with his lifelong interest in Cervantes. Through the year, the Gandhi Memorial Committee of students and others interested in Indian affairs collected \$600 to purchase Indian material for the library; at the end of the year contributions were still being made. The Friends of the Bancroft Library contributed generously to their Bancroft fund, were instrumental in obtaining many rarities for the Library, and published the first two numbers of *Bancroftiana*, concerned with Bancroft resources and activities. At Los Angeles, among the handsomest bequests of the year were the scholarly private library of Emeritus Professor William A. Nitze, famed Arthurian student, and the estate of the late Professor Frederic T. Blanchard which cleared the courts late in the year and brought to the Library its first major endowment, to be used for eighteenth-century English literature, Professor Blanchard's field of interest. Through the generosity of an anonymous friend, the Clark Library received the 600-volume private architecture library of Robert D. Farquhar, designer of the Clark building.

Microfilm copies strengthened the Libraries' research and teaching collections this year in a number of ways. For example, before Berkeley acquired a microfilm of the collection of the Linnean Society of London, study of the collection had been possible in this country only through microfilm copies at Harvard and the Smithsonian Institution. Through its Foreign Microfilming Project, begun last year, the Bancroft Library acquired approximately 100,000 microfilm exposures of documents in foreign archives relating to the Bancroft fields; and the Newspaper Microfilm Project, whose purpose is to preserve some 7½ million pages of early California newspapers, got well under way during May and June with the reproduction of the first 50,000 pages. In the Reserve Book Room at Berkeley, the use of record prints enlarged from microfilm was an expedient means of supplying additional copies of materials difficult or expensive to obtain, especially periodical articles essential for class assignment.

Book funds. In spite of generous book funds, collection building could not keep pace with still rapidly growing campus needs at Los Angeles either on

the undergraduate or the graduate and research level. A book budget fitted to the needs of the University is urgent. At Berkeley, a more mature research collection needs funds for increasingly specialized materials without sacrificing current and basic publications in other fields, or essential quantities of tools for teaching. Everywhere, budgets were caught between rising costs and new demands. The ever-increasing expense and volume of serial publications led to the appointment at Berkeley of the Library Committee's Special Committee on Current Serials to review the list of purchased serials for dead wood or over-duplication, and to devise machinery for reviews at regular intervals. A special committee, continuing work from the previous year, has formulated newspaper collecting policy. The Documents Department plans for the coming year a study of collecting policy, long delayed by lack of personnel.

Other policy questions are being studied at the Law Library on the Berkeley campus, at San Francisco, and at Santa Barbara. Looking forward to new quarters and a larger staff, the Law Library must consider how best to serve the needs of a larger student body and faculty, the extent of its responsibility to other members of the campus community, and means of library cooperation between the Schools of Law at Berkeley and Los Angeles. At San Francisco, a study has been initiated with regard to combining the holdings of the several schools into a Medical Center Library. This is an essential preliminary to occupancy of the new library under existing building plans. Such a study will cover major questions of policy, the establishment of a unified budget and many important changes in internal organization. Adoption of resulting recommendations would strengthen immeasurably the Library on the San Francisco campus. At Santa Barbara, where building plans were of immediate concern during the year, the Library reaffirmed the policy formulated in 1947 for developing a collection primarily for teaching and undergraduate use, and decided that the size of its collection should be limited to 150,000 well-selected volumes.

PROCESSING

The year saw serious study of present and alternative methods and further efforts toward simplification and economy. A number of measures for improving and streamlining the Berkeley catalogs were recommended by the Catalog Content Committee of the Library staff and have already been carried out; new and simpler cataloging rules have also proved satisfactory to catalog users, and are saving cataloging time. A survey of subject catalog use made by LeRoy C. Merritt, Associate Professor of Librarianship, provided data needed before further modifications in cataloging procedures could be considered. The Order Department at Berkeley planned to extend to books and all other library materials purchased the use of IBM procedures, applied last year to serials. (The new system went into effect July 1, 1950.) In the Serials

Department, electrically operated rotary filing equipment was installed for the 38,000 cards in the serials file.

In January, the Catalog Department at Los Angeles completed after fourteen months an arrearage cataloging project of over 13,000 volumes, originally scheduled to take two years. Time was also found to establish procedures for cataloging Oriental language books, and an initial installment of 4,000 volumes was fully handled by the end of the year.

Arrears cataloged at Berkeley during the year exceeded 10,000 volumes, excluding work on the 75,000-item Clerbois collection of newspapers whose processing is nearly complete, and the clearance of a backlog of speech and music recordings. Of some 117,000 arrears listed in 1943 only some 12,500 remain to be processed; an estimated 15,000 remain in collections acquired since 1943, exclusive of Bancroft Library arrears and large groups of material in the East Asiatic Library and the Kofoid Collection. If the current rate of progress can be maintained for two more years, the general arrears should cease to be a problem, but additional funds for cataloging Kofoid and East Asiatic Library books are critical needs. The East Asiatic Library last year nearly completed reclassification of the entire available collection; as soon as work space and catalogers can be obtained, processing of more than 50,000 volumes of arrears will begin.

At Davis, progress on an extensive arrears binding and cataloging program was partly counterbalanced by the receipt of several block purchases; further progress was also hampered by crowded conditions. At La Jolla, some 8,000 reprints need to be processed and made available.

COOPERATION

The eight University Libraries customarily strengthen each other's resources through interlibrary loan. Last year, for example, a quarter of the 5,835 volumes lent from Berkeley for research at other libraries all over the country went to libraries on other University of California campuses; one-seventh of the 1,841 volumes borrowed by Berkeley were supplied by other campuses. Between Berkeley and U. C. L. A. plans were further developed during the year for the exchange of duplicate purchased materials. The outstanding joint purchase of the year was 648 rare volumes on California history from the collection of the late Dr. George D. Lyman of San Francisco, to be shared by the Bancroft Library and U. C. L. A.

As Divisions of the College of Agriculture have moved from Berkeley to other campuses in recent years, the question of transferring library materials has created a number of problems for the faculties and the Libraries concerned. Division Libraries are transferred without question, but General Library books requested are usually of interest to more than one department. This year, surveys of the materials in veterinary science were made by mem-

bers of the Library staff, the Biology and Agriculture Library Committees, and the Zoology, Bacteriology, and Entomology departments to determine what material must remain at Berkeley and what could be transferred to Davis. Some 675 General Library volumes were selected for transfer.

No recent event has emphasized the growing importance of intercampus cooperation more than the policy approved this year at Santa Barbara for the development of Santa Barbara College Library into a well-selected teaching collection of not over 150,000 volumes. For research needs, aside from the provision of an extensive bibliographical collection, Santa Barbara will depend heavily on the University's Libraries at Berkeley and Los Angeles, and on interlibrary loan and microfilming services.

SERVICES

In a year when thousands of books were being trucked and carried from old stacks to new, being relabeled and rearranged, at Berkeley alone a hundred thousand more books than last year were being used by the students and faculty. At U. C. L. A., the Circulation Department improved control of the overcrowded bookstack by the issuance of faculty library cards, by the first review of faculty book charges to be made in a decade, and by an inventory of book collections outside the main building. Full inventory of the main bookstack is still needed.

However, the most significant extensions of service came about through improved and enlarged quarters, and the arrival of long-needed equipment. Both at Berkeley and Los Angeles, Library departments which emerged into efficient quarters served a noticeably larger number of readers, and staff and readers alike responded with pleasure to light, air, and space. As an example, the Documents Department at Berkeley, which moved in February from the Doe stacks to the Annex and brought together the documents collection and a large amount of allied materials, showed an increase of 23 per cent over the number of readers assisted in the second semester last year and an increase of 38 per cent over the first semester of this year. On the Annex third floor, the Social Sciences Reference Service, the new Business Administration and Economics Library, and the Bureaus of International Relations and Public Administration offered a library environment well-suited to the work of students and faculty in the social sciences.

Undergraduate service. At Los Angeles, further expansion of the book collection in the Undergraduate Library opened last year is planned for the near future. At Berkeley, service to undergraduates was improved by the opening of the new Reserve Book Room in the Annex where open stacks will accommodate 30,000 volumes. All books except those limited to two-hour use were placed on open shelves, and there has been a steady and significantly large increase in circulation. The nature of the undergraduate service which

should be provided at Berkeley, and the balance between research and teaching facilities in the Library—one of the subjects studied at the All-University Faculty Conference—need further consideration.

The Reference Department at U. C. L. A. consolidated its bibliographical collections and, in cooperation with the Senate Committee on Improvement of Instruction, embarked on a concerted program of teaching library use to selected upper-division students. At Berkeley, the year showed a need for even more instruction in the use of the Library than has been carried on at the Information Desk near the public catalogs, at the General Reference Desk, and in the specialized services. The Library Orientation Leaflets were used in the Speech and English departments as well as in the Library.

Branch libraries. On July 1, 1949, the Optometry Library on the Berkeley campus began operation as a branch of the General Library, bringing to fifteen the number of branches at Berkeley. At Architecture, which had recently become a branch, extensive binding, cataloging, and book-buying programs were undertaken. The Forestry Library made preparations during the year for research service to the future Forest Products Laboratory, now in the final stages of planning. At Public Health, preliminary plans were under way for the proposed joint library development with the California State Department of Public Health. During the year, a branch librarians' conference under the chairmanship of the Acting Head of Branches met regularly to consider common problems and improvement of branch services. At Los Angeles, centralized planning of branch library buildings and services and a seasoned staff of branch librarians were further developing an effective campus-wide network of library service. At La Jolla, a small branch library was established on Point Loma for Scripps Field activities.

Special materials. Handling and servicing of special forms of library materials have been improved at Berkeley, most notably by the opening of the Newspaper Room and the Map Room in the Annex, and by additional staff and equipment for the care of Bancroft manuscripts. At Los Angeles, a remarkable increase in the use of the Special Collections Department (73 per cent up from last year) under the year's difficult physical conditions, as well as the steady accumulation of manuscripts, maps, music, archival and other special materials, was evidence of the timely development of this new administrative and service unit. More adequate facilities for the use of microfilm have been provided at Berkeley by the installation of five Model C Recordaks; others are needed in the Bancroft Library and elsewhere. The Newspaper Room, where the collection of speech recordings is maintained, will soon have playback equipment with multiple earphones. The new Music Library at Berkeley has three well-equipped listening rooms, and equipment installed in the reading room during the year includes a high-fidelity radio-phonograph and tape recording unit and three earphone listening machines.

All of the listening machines are in constant use by students and faculty. The Music Library and the Morrison Library have cooperated in presenting Tuesday afternoon recorded concerts and occasional "live concerts" throughout the year. The Griller Quartet again this year presented two open rehearsals in Morrison, where the acoustics proved to be very fine for chamber music; the several concerts by student groups, whose programs included student compositions, were of great interest.

At Santa Barbara, the Library, in addition to improving its microfilm equipment and ordering equipment for music listening, has planned with University Extension the joint provision and operation of audio-visual facilities of interdepartmental concern. The Librarian served as chairman of a new committee on visual instruction. The Library at Davis, with the cooperation of many interested departments, planned a reference service for audio-visual aids which will include listing all campus facilities and purchase and loan of some equipment for films and recordings. At La Jolla, in the interest of maximum service to those most concerned with maps, the Library found it necessary to divide its collection by sending Coast and Geodetic Survey and Hydrographic charts to the Geology Division; it is hoped that when adequate housing is provided the Library will again be able to undertake the care and interpretation of this collection.

The Library Photographic Services at Berkeley and Los Angeles were both established this year in well-equipped new laboratories. At Berkeley, the installation of a continuous processing machine enabled the laboratory to increase production of the Library's negative and positive microfilms, and the service also undertook contracts for processing materials from the California State Library and Stanford. Altogether, 115,000 feet of film were processed during the year; record print production totaled 35,000, an increase of 40 per cent over the preceding year.

STAFF

Several major changes in the personnel of the Libraries took place in 1949/50. At Mount Hamilton, Dr. George Herbig became Librarian of the Lick Observatory Library upon the retirement of Dr. Neubauer. In November, Mr. Douglas Bryant, Assistant Librarian at Berkeley, went on leave to the American Embassy in London as Director of Libraries, United States Information Service. In the interim organization at Berkeley, Miss Jean McFarland is serving as Acting Head of General Services, and Mrs. Frances Jenkins as Acting Head of Branches. Miss Eleanor Burke, Head of the Berkeley Loan Department, resigned in March for reasons of health.

The Library at Los Angeles experimented during the past year with an exchange of personnel, which proved so successful that another exchange has been arranged for the coming year. Miss Jean Macalister, Columbia Univer-

sity's Associate Reference Librarian, joined the U. C. L. A. staff last year, and Miss Ardis Lodge, in charge of general reference services, spent the year at Columbia. Next year's exchange involves senior catalogers at U. C. L. A. and Yale.

LIBRARY COUNCIL

The Council met in November and May to consider and act upon matters affecting more than one of the University Libraries. It sponsored the compilation of an intercampus union list of new serials acquired, and the development and use of a uniform multiple-copy interlibrary loan form. The latter has proved so successful among the eight campuses that it will be used next year with other libraries. The Council accepted and put into practice uniform rules for reporting library size in terms of books and other resources; and it produced for the year 1948/49 the first, experimental, unified annual report for the eight libraries. It has begun the preparation of an anthology of University education policy statements.

"The Library" was one of the topics studied at the Fifth All-University Faculty Conference, whose general theme was "Problems and Opportunities of the Large University." The Librarians and Assistant Librarians at Berkeley and Los Angeles were delegates to the Conference, and Conference discussions and resolutions were further studied by the whole Council.

Also under discussion during the year were questions of faculty and staff identification cards for home-campus and intercampus use; the implications of Santa Barbara's new "size policy"; problems of availability and distribution of University theses; and further means of implementing the Council policy approved last year, whereby the resources of the Council Libraries are thought of as a "common pool" to be drawn upon for the advantage of all member libraries. The first day of the May meeting was a "visitors' session," attended by a small group of staff members representing all campuses, selected for their interest in or knowledge of the subjects of the meeting, which included consideration of the feasibility of a University-wide union catalog, other means of circulating information about resources, and the matter of storage facilities. The Council has agreed that visitors' sessions are of value in provoking discussion, providing information to both Council members and their staffs, and promoting a greater sense of unity among the Libraries.

DONALD CONEY, *Secretary*
The Library Council

Berkeley
September 26, 1950

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
June 30, 1950

I. Bound Volumes and Current Serials

CAMPUS AND LIBRARY	VOLUMES	CURRENT SERIALS ^a
BERKELEY	(1,665,063)	(20,039)
General Library.....	1,539,612	17,800
Departmental Libraries.....	125,451	2,239
LOS ANGELES	(762,366)	(14,039)
General Library.....	718,701	13,813
Clark Library.....	43,665	65
Bureau of Governmental Research.....	161
SAN FRANCISCO	(115,265)	(1,297)
Medical Center Libraries.....	88,155 ^b	1,188
Hastings College of Law.....	27,110	109
DAVIS (College of Agriculture)	(66,684)	(1,313)
SANTA BARBARA (Santa Barbara College)	(51,068)	(999)
Main Library.....	42,700	980
Wyles Collection.....	8,368	19
LA JOLLA (Scripps Inst. of Oceanography)	(23,651)	(453)
RIVERSIDE (Citrus Experiment Station)	(14,102)	(467)
MT. HAMILTON (Lick Observatory)	(19,564)	(360)
TOTAL	2,717,763	38,967

^a Titles currently received, excluding current government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b In addition, the Medical Center Libraries have 40,000 foreign dissertations.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA (Continued)
June 30, 1950

I. Bound Volumes and Current Serials

BERKELEY DETAILS			LOS ANGELES DETAILS		
LIBRARY	VOLUMES	CURRENT SERIALS ^a	LIBRARY	VOLUMES	CURRENT SERIALS
GENERAL LIBRARY.....	(1,539,612)	(17,800)	GENERAL LIBRARY.....	(718,701)	(13,813)
<i>Main Building</i>	(1,340,498)	(14,554)	<i>Main Building</i>	(630,804)	(10,853)
Central Collection....	1,134,366	13,893	Central Collection...	614,439	10,843
Bancroft Library.....	90,491	469	Oriental Languages..	16,365	10
East Asiatic Library..	78,694	180	<i>Branch Libraries</i>	(87,897)	(2,960)
Morrison Library.....	18,653	12	Agricultural		
Rental Collection....	18,294	Reference.....	5,189	305
<i>Branch Libraries</i>	(199,114)	(3,246)	Biomedical.....	20,247	829
Architecture.....	5,472	42	Chemistry.....	7,424	173
Astronomy.....	1,779	196	Engineering.....	11,146	585
Biology & Pub. Health	98,198	1,009	Geology.....	8,055
Chemistry.....	6,222	102	Industrial Relations..	4,350	669
Education.....	18,255	328	Law.....	29,462	399
Engineering.....	16,006	230	Physics.....	2,024
Forestry.....	9,184	312	CLARK LIBRARY.....	(43,665)	(65)
Geological Sciences...	3,801	61	BUREAU OF GOVT.		
Library School.....	8,405	718	RESEARCH.....	(161)
Mineral Technology..	4,608	100	TOTAL.....	762,366	14,039
Music.....	18,747 ^b	57			
Optometry.....	600	11			
Paleontology.....	4,100	35			
Physics.....	3,737	45			
DEPT. LIBRARIES.....	(125,451)	(2,239)			
Giannini.....	6,601	493			
Law.....	92,349	756			
All others.....	26,501	990			
TOTAL.....	1,665,063	20,039			

^a Titles currently received, excluding current government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Includes music books and scores housed in Main Building and in Music Branch.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA (Continued)
June 30, 1950

II. Other Library Materials (partial record)

CAMPUS AND LIBRARY	MANUSCRIPTS	MAPS	MICROFILMS (REELS)	PAMPHLETS	SOUND RECORDINGS
BERKELEY	xxx	(51,224)	(3,261)	(261,786)	(8,347)
General Library.....	xxx	(47,204)	(2,323)	(76,786)	(8,347)
Central Collection.....	^a	42,204	1,987	625
Bancroft.....	^b	5,000	^a
East Asiatic Library.....	21
Branch Libraries.....	(4,020)	(315)	(76,786)	(7,722)
Biology & Pub. Health...	153	20,437	17
Chemistry.....	44
Education.....	29,225
Engineering.....	5,000
Forestry.....	1,400	1	14,627	1
Geology.....	1,670
Library School.....	1,953
Music.....	161	7,704
Paleontology.....	950	5,500
Departmental Libraries....	(938)	(185,000)
Giannini.....	938
Public Administration...	185,000
LOS ANGELES	xxx	(10,865)	(1,126)	(54,480)	(1,678)
General Library.....	(8,827 items	(10,640)	(1,126)	(9,801)	(1,671)
Central Collection.....	and 18 coll.)	10,640	1,126	5,445
Music ^d	1,671
Branch Libraries.....	(4,356)
Engineering.....	1,819
Geology.....	2,537
Clark Library.....	(1,939 items)	(225)	(7)
Bur. Govt. Research.....	(44,679)
SANTA BARBARA	(107)	(1,529)
Main Library ^d	11	1,529
Wyles Collection.....	96
LA JOLLA (Scripps Inst.).....	(4,000)	(4,632)
RIVERSIDE (Citrus Exp. Sts.).....	(164)	(3,000)
TOTAL	xxx	66,089	4,658	323,898	11,554

^a Total not available.

^b Total not available. Accessions during 1949/50 were 9,704 items and five collections.

^c Giannini has 264 vertical file drawers and 8 three-foot sections of stack containing pamphlet material.

^d Music scores included in the volume count at Berkeley and Santa Barbara; Los Angeles has 7,911 scores not included in Table I.

University of Michigan
University Library
~~Library Science Library~~

NOV 20 1957

UNIVERSITY
OF MICHIGAN

JUL 17 1959

LIBRARY

Annual Report

OF THE

LIBRARIES

OF THE UNIVERSITY OF CALIFORNIA
1950-51

Issued by the Library Council

BERKELEY: University Library, School of Librarianship. **LOS ANGELES:** University Library, Clark Library. **SAN FRANCISCO:** Medical Center Libraries. **DAVIS:** University of California Library, Davis. **RIVERSIDE:** College of Letters and Science Library. **MOUNT HAMILTON:** Lick Observatory Library. **LA JOLLA:** Scripps Institution of Oceanography Library. **SANTA BARBARA:** Santa Barbara College Library.

Unified Annual Report

INTRODUCTION

IT BECAME increasingly evident in 1950/51 that the library services of the eight campuses of the University constitute in fact a single library system, parallel in organization to the University itself. This library system is well integrated with the whole state-wide University of California which, as a microcosm of the American form of national government, derives strength and power through federation and cooperation. At the same time, freedom of independent action at the campus level gives each of the eight libraries of the University individuality to suit local needs as well as the vitality and democratic spirit which are essential to progress. Association with the School of Librarianship brings to the libraries professional stimulation and to the School, in return, both a laboratory and a challenge.

The U. C. L. A. Library is growing, keeping pace with the expansion of the Los Angeles campus, so that now the problems of the Los Angeles and Berkeley libraries are quite similar; Riverside and Davis, still specialized graduate research stations in the field of agriculture, are on the threshold of developing libraries in the liberal arts similar to that of Santa Barbara which has begun adequately to serve a four-year liberal arts curriculum; and the research functions of the San Francisco, La Jolla and Mount Hamilton libraries vary as specific functions, but share in common the problems of large specialized collections elsewhere in the University library system. Beside this functional pattern, it is also true that a north-south geographical pattern can be discerned in the library development of the University which evidences a sensitive response to the regional needs of California's citizens. The libraries of the University, like the University itself, are responding to changes in our cultural pattern by sharing experiences and resources to strengthen the whole by strengthening the parts. In all parts of the system a vigorous growth of the book collections and special research materials continues; between June 30, 1950, and June 30, 1951, the number of bound volumes of the eight campuses grew from 2,717,763 to 2,897,592, an increase of over six and one-half per cent in a single year. The percentage increase of bound volume holdings has in general been greater in the newer libraries, indicative of the fact that in most instances healthy attention is being given to points where the need is greatest: Berkeley, nearly 5%; Los Angeles, over 10%; San Francisco, over 5% (Medical Center, 3.77%; Hastings College of Law, 10.65%); Davis, slightly over 8%; Santa Barbara, 9.6%; La Jolla, less than 6%; Riverside, 23.6%; and Mount Hamilton, slightly over 1%. Conversely, the growth in specialized research material such as pamphlets, maps, and manuscripts, has for the most part been greater in the older, larger or more specialized libraries of the University.

The libraries of the University have not escaped the effects of an uneasy and uncertain world situation. Loss of personnel by reason of recall to active military service has not assumed critical proportions; but the rising salary trend has made it difficult to attract the best personnel. Higher costs have had a serious effect upon the purchasing power of book budgets, and the inflated dollar will not purchase the supplies and equipment it would a year ago. The worst effect of all, however, has been the delay, resulting from increased costs and materials shortages, in the building expansion program. Space shortages are approaching crisis proportions in the libraries of the Los Angeles, Santa Barbara, Davis, La Jolla, San Francisco Medical Center, and Mount Hamilton campuses. Berkeley, where a large stack addition was occupied in 1950, is already in need of additional space. Problems of unsatisfactory temporary storage, safety hazards in overcrowded buildings, and repeated shiftings of books are combining to threaten effective library

service at many points. Heroic efforts temporarily to alleviate the crowded situation are being proposed and are receiving the sympathetic encouragement of the University administration and faculties.

The sections of this report which follow show that the University of California Library system in 1950/51 attempted vigorously to discharge its obligation of furthering the educational, research, extension and cultural preservation objectives of the University. In retrospect, the most salient features of the year's work appear to have been: first, notable acquisitions; second, close scrutiny of procedures in order to effect better service and to bring about more economical operation; and third, adjustments to operating in newly acquired space, or—more frequently—adjustments to operating without acquiring badly needed additional space.

COOPERATION

The common or similar objectives of the various libraries of the University provide the reason for developing a single library system in the University; voluntary cooperation between the several libraries assures the successful operation of the library system. Problems which concern all campuses are brought to the attention of the Library Council, but a large area of cooperation lies in the less formal exchange of ideas and the material assistance freely asked for and received outside the council meetings. As the development of liberal arts curricula have re-oriented their library objectives, the librarians of Davis, Riverside and Santa Barbara have been able to draw upon the advice, suggestions, experience and other resources of the libraries and library staffs of the Los Angeles and Berkeley campuses. Moreover, they have consulted freely with each other. During 1950/51, Librarian Coman of Riverside has emphatically reported the benefits he has derived from the informal cooperative spirit which prevails in the system to assist in the development of his new library. In planning its new building, Riverside was able to draw upon the experience of Los Angeles and Santa Barbara. In developing its collection, Riverside benefited from the gifts of duplicates from all campuses. In devising efficient routines, Riverside participated with Santa Barbara and La Jolla to prepare a unit order form which will be inaugurated by the Riverside and Santa Barbara libraries in 1951/52. The experience of Riverside is not unique, but rather typifies the spirit of cooperation prevalent in the library system. Transfer of books in the field of veterinary science from Berkeley to Davis furnishes another example of intercampus cooperation. Plans were made for the Cataloging Department at Berkeley to supervise the reclassification and recataloging of the Lick Observatory Library's books; certain acquisitions work was continued by U. C. L. A. for the Scripps Institution of Oceanography Library; and the libraries of Berkeley and Davis jointly purchased the remaining part of

the great agricultural and horticultural library of Count Egon Corti, the pomology and viticulture collections of the same library having been acquired a year ago.

The University libraries have continued their policy of cooperation with those of other institutions, in the strong conviction that education and research will be most effective if we participate in national and international plans with libraries which pursue objectives similar to our own. The Biology Library at Berkeley completed, during the year, its project of reproducing the microfilms of the Linnaean Society collection. Harvard University and the Smithsonian Institution permitted copying of sections of their positive microfilms in connection with this project, making the materials available for West Coast research. Quite a different type of cooperation was exemplified by the exchange of personnel between the cataloging departments of the U. C. L. A. and Yale University libraries, Mr. Rudolph Engelbarts of California and Miss Miriam Nagel of Yale each acquiring for his respective library the benefits of broadening experience. Cordial relationships exist with libraries in the communities of the University campuses; the mutual exchange relations with the Santa Barbara and Riverside public libraries were especially fruitful for the campuses at Santa Barbara and Riverside during 1950/51. On an international scale, the University libraries of the Berkeley and Los Angeles campuses, particularly the former, have done good work. Strong efforts were made to establish relations with libraries in new nations such as Israel, Indonesia and Pakistan; generous gifts of monographs and serials, selected from duplicates, were forwarded to devastated libraries in war-stricken countries such as Japan, and the Philippine Islands.

In the matter of gifts and exchange, the greatest emphasis was placed upon the expansion of intercampus relations. In Berkeley the Gifts and Exchange Department made a systematic effort to collect files of serials from Berkeley's duplicates for the new library at Riverside. Los Angeles and Santa Barbara also concentrated upon assisting Riverside; Santa Barbara alone was able to offer over 500 volumes. Santa Barbara also reported a year of brisk exchanges with both Berkeley and Los Angeles. During the year, there was an increase of 15% in requests for exchanges of Scripps publications as a result of wider fields of research conducted at La Jolla and a growth in the number and importance of other oceanographic institutions. As indicated above, both Los Angeles and Berkeley have been active in the field of gift and exchange with foreign libraries.

COOPERATION (interlibrary loans)

Interlibrary lending, an important aspect of library cooperation both within and outside of the University libraries, continued to grow in importance during the year. The volume of interlibrary loan requests is one of the several

means of measuring the adequacy of a library collection. The general library of the Berkeley campus, as the largest library of the University system, has provided leadership in the problem of interlibrary lending. During 1950/51 Berkeley has reported a 25% increase of requests to lend and a 28% increase of requests to borrow; but correspondence connected with this substantial increase of interlibrary lending was only 8 to 15% greater, due to a new policy of making greater use of the location facilities of the National Union Catalog in Washington, D.C.

Throughout the year, the Interlibrary Service Department of the Berkeley library studied methods of reducing costs, simplifying routines and increasing the efficiency of interlibrary loan procedures. These efforts were considerably stimulated by participation in a library workshop on work simplification in December 1950 and by advice from Professor Louis Davis of the Engineering Department. The practice of substituting microfilm or photoprint copies, when possible, in place of interlibrary lending of originals has been initiated on a limited scale by the libraries at Berkeley and Los Angeles. In Berkeley, a plan of automatic substitution was initiated on a trial basis in a limited area during the spring of 1951.

A most notable accomplishment for the year in the area of cooperation and interlibrary lending was effected in the spring of 1951 when the form of the University of California Intercampus Union List of Serials was perfected. The Interlibrary Service Department (Berkeley) now acts as coordinator of the project, receiving multilith mats from the libraries of the other campuses, and mailing out the finished cards, including those from Berkeley, to each library. The cards already received represent the serials added on all campuses since January, 1951; a portion of the Santa Barbara campus library holdings; and the complete holdings of the library of the Riverside campus.

COOPERATION—LIBRARY COUNCIL

The Library Council, composed of the head librarians of the eight campuses and the Dean of the School of Librarianship, represents the formal aspect of cooperation in the library system and in its meetings considers matters which can be dealt with properly by all parts of the system acting in concert. During 1950/51 the Council issued two publications: the *Second Unified Annual Report, 1949/50* (the *First Unified Annual Report, for 1948/49* was experimental and not published), and the *Policy Anthology*. The latter publication is a collection of statements on University educational policy with special reference to its libraries. The *Policy Anthology* was distributed to the University of California libraries and to a small group of university libraries throughout the country, who received it favorably. The idea behind the anthology was the subject of a paper read at the American Library Associa-

tion Annual Conference of 1951 by Assistant Librarian Milczewski of Berkeley.

The Council adopted a statement descriptive of the importance of book funds for use in connection with budget requests. The meeting of May, 1951, on the Los Angeles campus, was devoted to the topic of book purchasing practices and the problems common to the several libraries were discussed at a visitor's session by representatives of the order departments of all the University libraries.

Important recommendations were agreed upon at various Council meetings. One, to the Chief Personnel Officer, asked for the revision and improvement of certain parts of the classification schedule and salary scales of librarians. Another recommendation, to an administrative committee studying travel grants, urged a liberalization of travel grants for library purposes. At the request of the President, the Council made recommendations on resolutions regarding the relations of the University's libraries which had been passed at the Fifth All-University Conference. It was concluded by the Council that Senate membership for chief librarians not already members would be in the University's interest and that the chief librarians should be members of the projected local Advisory Administrative Councils. The December meeting devoted an afternoon to discussion with the Chief Budget Officer of questions and problems to be met in framing budget requests.

Other matters considered by the Council during the year were the reproduction of theses, the use of teletype to expedite interlibrary lending between campuses, and the feasibility of acquiring expensive sets of journals jointly.

ORGANIZATION

On the local level, there has been constant concern that the library organization of each campus should be adjusted best to serve its faculty and student body. The Medical School Library in San Francisco has, since its inception, served the entire San Francisco campus but has been organized as part of the Medical School from which it derives its budgetary support. It has long been apparent that these facilities should be reorganized as an all-campus endeavor if the library is to grow in strength and usefulness. Owing to the establishment of a section of the Academic Senate in San Francisco, a library committee of campus-wide representation has come into being which has greatly facilitated the initiation of proposals for a library serving all requirements of the entire campus and all the medical services.

Expanded objectives in the curricula, embracing four-year liberal arts education, at Riverside and Davis, have led to organizational changes and consolidations of book collections on those campuses into general college libraries similar to the one in process of development at Santa Barbara. Specialized collections in agriculture at Davis and citrus experimentation

at Riverside will still be developed in connection with the general collections on each campus.

The campuses at Mount Hamilton and La Jolla are dedicated to the pursuit of scientific investigations in the fields of astronomy and oceanography respectively. Intensification of research programs at both institutions has necessitated complete reorganization of their libraries. The reorganization at the Lick Observatory Library, begun some time before, was still not completed during 1950/51. At the Scripps Institution of Oceanography a survey of the library was undertaken between December 1950 and April 1951, resulting in a 46-page report. The Scripps Library survey scrutinized: (1) the book and periodical collection, (2) the budget, (3) the size and organization of the staff, and (4) the building and its equipment.

ACQUISITIONS POLICIES AND ADDITIONS TO COLLECTIONS

Notwithstanding their growing concern over the shrinking purchasing power of the dollar, most of the University librarians reported satisfaction with the growth of the libraries in 1950/51. The year has marked a climax in the return to a normal rate of acquisitions which had been disrupted by World War II. Growth of the collections in size and quality, however, has necessarily been viewed in context with rising book prices, diminishing stack space, and new trends in the curricula on the various campuses. As a result, there has been considerable concern with more economical acquisitions methods and more clearly defined policies throughout the University library system.

Some of the new buildings and building additions of the postwar expansion program have been completed on the Berkeley and Los Angeles campuses, others are under construction. In several of the new structures provision has been or is being made for branch library facilities; in turn, the collections in broad subject areas have been enriched with the result that it has been necessary to improve, survey, and regroup material in the general libraries of the two campuses to offer optimum service in meeting the research and teaching needs of the University as a whole. In this connection, at Berkeley the Forests Products Collection, the Architecture Library, the Physics Library, the anthropology seminar collection, the Business Administration and Economics Library have been surveyed in the light of their growth or removal to new locations; at Los Angeles similar thought has been given to the Law Library which moved into the newly erected Law Building in September and to the relationship between the biological and growing medical collections. In the next few years, the Los Angeles library's branch development in Biomedicine, Engineering, Art, Chemistry, Geology, Physics, Education, and Agriculture will be provided quarters in new or remodeled

buildings; during 1950/51 acquisitions policies were developed in anticipation of this adjustment. On an intercampus plane, in the field of Agriculture, librarians of Berkeley, Los Angeles, Davis, and Riverside have taken preliminary steps leading to a coordinated collection-building policy for the several campuses.

At Riverside the new College of Letters and Science is still in the blueprint stage of development; however, the Administration has wisely provided, well in advance of the actual construction of buildings, the means of developing good library service by the appointment of a librarian to direct the new library which will also continue the important collection already built up by the Citrus Experiment Station. The acquisitions policy is to proceed from basic reference works, bibliographical tools, and materials needed by a cataloging department to the basic materials in each field of the new curriculum and finally to specific instructional material. A similar problem, that of expanding the library beyond emphasis upon agriculture to include also the broad field of letters and science, was undertaken on the Davis campus to meet the needs of the new college which is to start in September, 1951. The Santa Barbara College library collection, after thirty years of slow growth before it became a part of the University, has been transformed in the last four years by the addition of 22,544 volumes (of the total 59,575) and withdrawal of over 4,000 volumes found to be out of date or unrelated to the purposes of the college. Librarian Davidson was able to report, at the end of 1950/51, a clear-cut acquisitions policy and a collection with which the faculty is qualitatively pleased. Faculty and library, however, look forward to a collection of the same quality but double in size for reasonable adequacy and triple in size for full satisfaction.

Librarian Powell, Los Angeles campus, spent most of the period covered by this report in Great Britain as a Guggenheim Fellow with the double purpose of studying the British antiquarian book trade and of purchasing materials for the libraries of the Los Angeles campus, especially for the Clark Library. Special funds were appropriated, enabling the University to take full advantage of the opportunity of first hand book selecting in England, Scotland, and France.

For the Clark Library he selected about 7,500 volumes and 265 manuscripts and collections of manuscripts. The most impressive purchase was of 1,400 volumes of 17th-century theology from the famous Harmsworth Library. All told, about 4,000 of the books acquired fall into the period of the Wing Bibliography, 1641-1700, a period of special concentration at the Clark. Additions were also made to the peerless Oscar Wilde collection.

For the University Library, which altogether added 72,000 volumes during the year, Librarian Powell secured useful research materials in several fields, notably 18th- and 19th-century minor English poetry and English local

history materials. Notable additions were the Baron Stuart de Rothesay reference collection of European maps of the 18th century, the account books and diaries of a landed English family for the years 1750-1820, an extensive collection of the published works of H. Rider Haggard and Eden Phillpotts with some manuscript material. Further scouring of the foreign book market was done by several faculty members traveling on leave, each with an allocation of funds upon which to draw for the purpose of strengthening the library's holdings in his research field. Normal channels of acquisition and generous gifts also resulted in significant additions to the library, especially in the fields of law, medicine, Oriental languages, folklore, and Latin Americana. Purchase of the 3,000 volume Spinoza collection of the late Professor Abraham Wolf apparently places U. C. L. A. among the three strongest libraries of the United States in Spinoziana. Mrs. Jim Tully presented to the U. C. L. A. Library, as a memorial to her late husband, the 6,000-volume well-selected general library of Jim Tully, and his literary archives rich in material relevant to the Southern California milieu and in correspondence with American literary figures. The Clark Library received, as a gift of Mr. Jules Furthman, six of Oscar Wilde's books in first or important editions, all in special bindings and inscribed to Lord Alfred Douglas.

In the Berkeley campus libraries, too, the most exciting news of the year derived from remarkably rich additions to the collections. Negotiations, begun in December of 1948, culminated in the arrival from Tokyo during the summer months of 1950 of the great Mitsui Library consisting of an estimated 100,000 pieces of Chinese and Japanese material. The effect of this purchase upon the East Asiatic Library was to raise its holdings to approximately the number in the Harvard and Columbia collections, to add a remarkable library of old Korean books and another of Chinese rubbings, and to lift the Japanese collection to a position of pre-eminence. Olof Hirsch and the Nordiska Bokhandeln, of Sweden, were donors of an important Swedish language and literature collection of nearly 3,000 monographs and serials to contribute to the development of the Department of Scandinavian Language and Literature. The remainder of the Corti agricultural and horticultural library, already mentioned as acquired cooperatively with the Davis library, was the third outstanding foreign acquisition at Berkeley. A special grant by the Regents made possible the procurement of the Connick collection of 4,500 opera scores, including rare editions of the works of Lully, Mozart, Puccini, Saint-Saëns and Wagner. Further important additions to the central collection included: 3,000 plays covering the period 1750-1880 of the French drama, 1,500 volumes in belles-lettres, natural history, and Greek and Latin classics presented by Mrs. P. B. Fay in memory of Professor and Mrs. William Merrill; and a collection of five hundred signatures of famous persons of the late 19th century, given by Monroe E. Deutsch. Repre-

sentative of the enrichment of the Bancroft Library was the acquisition of the family papers of General Mariano Guadalupe Vallejo dating from the 1840's well into the 20th century; and the papers of the eminent Professor Joseph N. Le Conte, 1870-1950; and Francis P. Farquhar's gift of an extensive file of bulletins and pamphlets dealing with the National Park Service in the western states. Over half a million photographic exposures were made of manuscripts relating to California and Latin America in foreign archives, particularly in England and Mexico. The outstanding purchase of the year by the Law Library, Berkeley, was the compilation of legislative and administrative documents relating to the Revenue Acts, in 178 volumes. Important gifts, donated by Lloyd M. Robbins of San Francisco, were the entire Reporter System collection and a library on Canon Law.

Gifts to the Santa Barbara College Library in 1950/51 exceeded those of any previous year, and assisted materially in offsetting the crippling effect of a static book budget in a year of increased book prices. In the field of industrial arts, the library of Mr. William E. Roberts, and in belles-lettres and the humanities, the library of Hobart C. Chatfield-Taylor, greatly strengthened the Santa Barbara collections. A third important gift, of standard literary sets and materials in early American history, was presented by Mrs. James E. Moore in memory of her mother. Gifts, including those just mentioned, also made it possible for the William Wyles special collection of Lincolniana and Civil War Americana to show a growth in 1950/51 beyond anything experienced since the death of the donor. A collecting policy adopted a year ago by the Wyles Board has enabled the librarian to review the collection, eliminate nonpertinent material, and build its strength to a significant special collection.

Since the appointment of the librarian at Riverside, on January 1, 1951, the college library has accumulated 2,870 volumes and 107 serial titles. Two hundred and ninety volumes were presented by 31 donors. An important local purchase was the 1,200 volume William G. Farndale library, particularly strong in works of standard nineteenth-century authors. The Scripps Institution of Oceanography, too, participated in an exciting year of acquisitions by the University of California. Included in the Scripps Institution gifts were fifty-seven volumes of *Annales Hydrographiques* from the Service Central Hydrographique, Paris, and over 3,000 valuable maps and charts from the Library of Congress.

SERVICES

The amassing of books and other research materials, as described above, is the *sine qua non* of a great university library system; but the riches must be processed into orderly arrangement and safely preserved by adequate housing if they are to serve the community of scholars as the instrument of re-

search and teaching. It is also the business of a large part of the library's professional staff to improve the means by which the needs of the university's teachers and students are served. To this end, throughout the eight campuses of the University in 1950/51, considerable effort has been expended. Service to readers is primarily the concern of the Circulation and Reference Departments, the former to lend books and the latter to assist in locating sources of information. Beyond this the University's libraries have, where needed, extended special services such as photographic copying, arrangement of exhibitions, establishment of branch libraries to serve particular subject specializations, and active participation in interpreting the library's instructional value.

Decreased enrollments accounted in part for a decrease in loans, particularly from the central book stacks, on both the Berkeley and Los Angeles campuses. Liberalization of direct access to materials and improvements in service facilities also operated to lower circulation figures by increasing use *in situ* or by decreasing need for renewals. Evidence of this trend, at Berkeley, is found in the Reserve Book Department where the circulation of "two-hour" books decreased, but the circulation of "open-stack" books increased. Although the total number of loans declined, the number of loans per student increased. In the main stack at Berkeley, stack-use privileges were granted to all graduate students and to undergraduates enrolled in graduate courses or in courses numbered 198 or 199. The Serials Department adopted more liberal circulation rules for current issues of most periodicals, provided direct public access to daily newspapers and current college catalogs, and extended the "open-to-faculty" stack of periodicals to a total of 1,550 titles. Improved facilities led to increased use and better control of collections in the Agricultural Reference Service, Documents Department, and Physics Library.

At U. C. L. A. the Circulation Department at the end of the year acquired, as a part of the remodeling program, new facilities for lending library materials and for controlling their use. At the same time, the department was faced with the almost final impasse in adjusting existing facilities to house the expanding book collection. The bookstack, by the end of the year, had become an example of capacity storage for a permanent or static collection; all the shelves, ranges, rows, walls, and many of the aisles are solidly packed with books. Such conditions, however, for a rapidly growing and continuously circulating collection are critical to the point of emergency. Satisfactory public service is increasingly difficult to maintain, and the service cost and the waiting time will mount as the situation inevitably becomes more serious. The circulation of books from the general stacks fell off about 12%, accounted for partly by lower student enrollment. Total circulation of material throughout the library, however, more than offset the apparent loss. The

Reserve Book Room maintained its circulation rate and the use of the rental collection increased. In the Department of Special Collections which includes the Music Library, a variety of books and special materials were made available for use for the first time this year. Circulation through branch libraries increased sharply compared with 1949/50.

Santa Barbara College library's circulation service operated under the extreme handicap of dispersed collections, storage at Goleta, and three service points on the other two "campuses"—Riviera and Mesa. The circulation division has put into operation a punched card charging system to increase efficiency by combining into one the "date-due" file and the location file for charged books. The main circulation desk has assumed an additional duty, that of charging phonograph records (with a set of earphones) directly to users. As many as fourteen persons can listen to recordings at a time.

Reference departments of all libraries in the system, though they vary in organization and emphasis, have in common progressive plans to improve their service function of assisting readers and interpreting the libraries to students. On the Los Angeles campus increased emphasis has been placed on library instruction to upper division students by members of the staff. Lower division students are reached by detailed *Know Your Library* tours, coordinated by the Librarian of the Undergraduate Library, and other indoctrination programs. The Undergraduate Library which is a part of the Reference Department was for the first time, in 1950/51, allocated a special grant of \$5,000 for building its collection; this money, supplemented by important gifts such as the Jim Tully Library, has enabled the Undergraduate Library to make great strides in its program of cooperating with the teaching faculty to improve library service for undergraduates.

A specialized research library such as that of the Scripps Institution of Oceanography operates primarily as a reference service. A great impetus was given to oceanographic research as a result of the war, further stimulated by the present emergency. Librarian Holleman reports an increase of 15% for literature searches and a 25% increase in the number of requests for reports on research conducted by industries, governmental agencies and universities. For the first time a lecture on the library and its resources was given by the librarian to the Scripps Institution staff, and mimeographed instructions on how to use the library were distributed to graduate students.

Branch libraries of the various campuses, particularly Berkeley and Los Angeles, serve not only to bring special materials more conveniently to the departments for which the branches were established. The branch librarians also perform as specialized reference librarians in their respective fields, for the general library and for subject specialists of whatever department in the University. Perfection of this service has been a natural outgrowth of the increased importance of the various collections due to 1950-51's spectacular acquisitions.

[12]

Two large-scale photographic services, at Berkeley and Los Angeles, serve the northern and southern campuses respectively. The volume of work increased by 10% during 1950/51 at Berkeley and by 25% at Los Angeles, the latter increase resulting primarily from moving into a new laboratory with additional equipment and a larger staff. A strong bond of cooperation developed during the year between the two services, especially following a visit of the Principal Photographer from the Los Angeles campus to study the methods used in Berkeley. The Photographic Service in Berkeley collaborated with the University of California Press in producing the first microfilmed book in the history of the University, the *Robert Dinwiddie Correspondence*, edited by the late Professor Louis K. Koontz of the U. C. L. A. History Department.

The University Archivist of the Los Angeles campus, a member of the staff of the Department of Special Collections in the library, collaborated with the Graduate Division, Southern Section, in a revision of the regulations governing the preparation of theses. The new rules require the approval of the Archivist as to form and physical makeup before theses are accepted by the Graduate Division. Under the direction of the University Archivist, the faculty file of publications has been made current, and references to this useful file have been added to the Library's public card catalog under the name of each author whose works are included in the archival file.

PROCESSING

Throughout the year in all the libraries of the system efforts continued to modernize, simplify and economize in the technical processing areas of ordering, accessioning, checking, and cataloging the mounting volume of material which is being acquired. The Berkeley Library Order Department has extended the use of IBM procedures to books and all other library materials purchased; while the Serials Department installed electrically operated rotary filing equipment for the 38,000 cards in its files. The problem of arrears was brought well under control, the Order Department's backlog dating back to 1929 having been practically cleared. The Acquisitions Department of the Los Angeles campus library has prepared the attack on a serious backlog of work by developing a new multiple order form, designed to eliminate a number of clerical processes, which is planned for adoption in 1952/53. The Serials Section of the Department has kept itself on a current basis, and instituted a carefully devised system for claiming missing issues of serials. Over 1,500 claims were sent out. A unit order form was devised through the cooperation of the librarians of the Riverside, Santa Barbara, and La Jolla campuses, to be used by the first two in 1951/52. The form is expected to result in a better record control and to effect significant economies, especially in typing time.

Santa Barbara reported satisfactory progress (2,000 books and 634 phonograph record discs) during the year on its project, estimated to require 10 man-years of work, of reclassifying and recataloging the books acquired before June 1948 from the Dewey to the Library of Congress system. The Lick Observatory Library laid plans to classify and catalog its entire collection of monographs and serials on the Library of Congress system, work to be started in 1951/52 under the supervision of the Cataloging Department of the General Library of the Berkeley campus. The Davis campus Library's Catalog Department, notwithstanding the fact that the head cataloger's position has been vacant since the death of Miss Lillian Eross in September was able to use nonprofessional assistance so effectively that the department output of cataloged volumes increased 30%.

Berkeley cataloged nearly 10,000 volumes of arrears, a record so satisfactory as to enable a prediction that in another year most arrears accumulated before 1943 will be cataloged and the post-1943 arrears will be under control by the end of next year. Work continued on the card removal projects recommended by the Catalog Content Committee, resulting in the removal of 27,900 cards considered unnecessary or misleading. To meet faculty requests that dissertations accepted by foreign universities be represented in the public card catalog, the foreign dissertation author file will be incorporated in the author-title catalog. The processing of the foreign dissertations collection was undertaken by the Serials Department on a long-term basis. In Berkeley the *East Asiatic Library Draft Code for Descriptive Cataloging*, by Charles Hamilton and Richard Irwin, was published and distributed to libraries in the United States, England, and Japan having large Far Eastern collections.

At Los Angeles and Berkeley the Catalog Departments began the year auspiciously by moving into adequate quarters. At U. C. L. A. subject cataloging was reorganized into three fields, social sciences, pure and applied science, and belles lettres. The full time of one cataloger, for the first time in the Library's history, was provided for Slavic material; and during the year cooperative cataloging of Oriental books was begun with the Library of Congress. Filing rules for the public catalog, after a thorough study, were drastically revised and the actual re-filing project was initiated. Recognizing an economy in the more careful selection of the large nonprofessional part of the Department which performs clerical operations, a combined aptitude and efficiency test was devised for the purpose of aiding in the selection of new personnel.

BUILDINGS: THE SPACE PROBLEM

Attendant to occupation of the Library Annex in Berkeley and the new East Wing at Los Angeles, remodeling of the old library buildings in progress

during 1950/51 will extend into 1951/52. In the Doe Building, Agricultural Reference Service collections were brought together in the area formerly occupied by the Library of Economic Research and the Bureau of Public Administration. The Library School Library and the School of Librarianship moved into the former quarters of the Bancroft Library, vacating space to improve the housing of the Catalog and Order Departments. Basement space was provided for the Binding Preparation and Mending Divisions. Similar shifting, begun in 1949/50, was completed in the West Wing and central portion of the Los Angeles building which was gradually renovated and provided with new lighting. The major remodeling was the installation of a new loan desk which, in addition to providing better stack control, features an enclosure with seats where readers may wait for the delivery of books and make selections from the new books shelf. Installation of a number call-board, a book conveyor and a pneumatic tube system will complete the loan division remodeling early in 1951/52 and fulfill the promise of better service to library users. These additions, the installation of a second group of faculty cubicles, and the substitution of fluorescent fixtures in the rotunda and hallways will complete the current remodeling program. A one-level underground annex was added to the Clark Library just as the original building was filled to capacity with about 45,000 volumes. The new addition about doubles the Library's stack capacity, providing growth space for a quarter of a century, and includes six private study rooms for research workers.

The Loan Department's activities in Berkeley during the year also centered around plans for remodeling and occupation of space vacated by departments moving into the annex. The major result of this planning was the complete relocation of books in the stack area, incident to construction already completed and preparatory to installation of additional stacks, and the provision of both work area and study space in the old lightwell. Blueprints were completed for relocating the Loan Department and public catalog in the old Periodicals Room and the General Reference Service in the present loan hall.

By far the most important matter confronting the library system in general, is the provision of new buildings or additions to existing buildings in order to provide additional space, in some cases primarily for adequate book storage and in other instances for both bookstacks and service facilities in conventional proportions. Future library development on the University's Los Angeles, San Francisco, Davis, Mount Hamilton, Santa Barbara, Riverside and La Jolla campuses is contingent upon a building program to meet urgent needs.

Plans are completed and approved for new library buildings on the Santa Barbara and Riverside campuses. Here the problem is that of operating

satisfactorily, albeit in a limited way, and planning for a fairly certain future. New quarters are projected in the building program of the Medical School Library on the San Francisco campus. The space at present occupied was never constructed for a library and the weight of books is now taxing severely the strength of the building. Recent surveys by the engineering staff have resulted in a report which expresses considerable anxiety as to the safety of the building. It has become imperative to remove some of the load from the supporting timbers. Consequently, every endeavor is now being made to find additional space for the storage of some 20,000 to 30,000 volumes for an interim period. A reasonable development of the Davis Library, now to be of broader scope, depends upon a new stack unit for books and a new wing for technical and public services. It is estimated that the present stack space at Davis will be filled to capacity by 1952 or early 1953. The library survey conducted at the Scripps Institution emphasized overcrowded shelves and lack of working space in that Library also. Two additional levels of stack were needed as long ago as 1946. Space is required to accommodate 4,000 volumes by 1951/52 and an additional 6,000 items will be acquired by 1956; by 1966 there ought to be space available for 14,000 more. The Lick Observatory Library's quarters were provided when the Observatory was built, and were spaciouly planned by standards of the 1880's. Rapid expansion of the collection in recent years has caused serious inconvenience and is now assuming emergency proportions. During 1950-51 in the face of this pressure, studies were made to improve and modernize the over-all operation of the Library so that it will be prepared for a new and modern library building which has been requested for 1952/53. The situation at Los Angeles is equally grave. There the shelf space of the main Library stack is completely filled and acquisitions currently amount to some 6,000 volumes per month; in several of the branch libraries it has been necessary to use closet and basement storage which virtually removes important library resources from real use.

STAFF

Annual reports for the year 1950/51 from the several libraries of the University of California library system bear witness to active participation by library staff members in professional activities on local, state, national and international levels. Important offices and committee assignments were discharged by the University of California librarians in the California Library Association, American Library Association, Special Libraries Association, Association of College and Reference Libraries, and Association of Research Libraries. Publications by the libraries or by individual librarians have reflected great credit upon the University, as have the many reports and studies which were not published but were circulated among librarians.

other institutions for information, advice or comment. Four of the University's library staff members spent the year abroad: Douglas W. Bryant, Assistant Librarian at Berkeley, with the State Department in Great Britain; Robert E. Burke, Historian Specialist for the Bancroft Library, microfilming documents in England and Scotland; Vincent H. Duckles, Music Librarian at Berkeley, as a Fullbright Grant recipient to do research in music librarianship in England; and Lawrence Clark Powell, as a Guggenheim Fellow, to study the British antiquarian book trade. Assistant Librarian Bryant, Berkeley, and Assistant Librarian Neal R. Harlow, Los Angeles, both resigned, the former to become Assistant Librarian at Harvard next year and the latter to become head librarian of the University of British Columbia. New head librarians assumed their duties during the year: at Riverside in January (Edwin T. Coman, Jr.), at La Jolla in September (W. Roy Holleman), and at Mount Hamilton in the closing days of the fiscal year (S. Vasilevskis). Miss Nelle U. Branch's retirement resignation as head of the Davis library will be effective September 1, 1951, when she will be succeeded by Mr. J. R. Blanchard.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 June 1951

I. Bound Volumes and Current Serials

CAMPUS AND LIBRARY	VOLUMES	CURRENT SERIALS ^a
BERKELEY	(1,744,784)	(19,658)
General Library	1,614,404	17,300
Departmental Libraries	130,380	2,358
LOS ANGELES	(841,019)	(12,313)
General Library	790,012	12,077
Clark Library	51,007	72
Bureau of Governmental Research		164
SAN FRANCISCO	(121,477)	(1,439)
Medical Center Libraries	91,479 ^b	1,319
Hastings College of Law	29,998	129
DAVIS (College of Agriculture)	(72,105)	(1,549)
SANTA BARBARA (Santa Barbara College)	(55,975)	(1,047)
Main Library	47,264	1,028
Wyles Collection	8,711	19
LA JOLLA (Scripps Institution of Oceanography)	(25,001)	(557)
RIVERSIDE	(17,434)	(463)
College of Arts and Science	2,870	3
Citrus Experiment Station	14,564	460
MT. HAMILTON (Lick Observatory)	(19,797)	(382)
TOTAL	2,897,592	37,468

^a Titles currently received, excluding current government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b In addition, the Medical Center Libraries have 40,000 foreign dissertations.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA (Continued)

30 June 1951

I. Bound Volumes and Current Serials

BERKELEY DETAILS			LOS ANGELES DETAILS		
LIBRARY	VOLUMES	CURRENT SERIALS*	LIBRARY	VOLUMES	CURRENT SERIALS*
GENERAL LIBRARY	(1,614,404)	(17,300)	GENERAL LIBRARY	(790,012)	(12,077)
<i>Main Building</i>	(1,376,487)	(13,471)	<i>Main Building</i>	(675,319)	(8,882)
Central Collection.....	1,162,240	12,769	Central Collection.....	651,391	8,872
Bancroft Library.....	93,622	477	Oriental Languages..	23,928	10
East Asiatic Library..	81,967 ^c	213	<i>Branch Libraries</i>	(114,693)	(3,195)
Morrison Library.....	18,763	12	Agricultural		
Rental Collection.....	19,895		Reference.....	5,546	419
<i>Branch Libraries</i>	(237,917)	(3,829)	Biomedical.....	30,009	1,031
Architecture.....	5,774	81	Chemistry.....	7,948	180
Astronomy.....	4,355	213	Engineering.....	13,840	566
Biology & Pub. Health	106,944	1,100	Geology.....	8,564	
Chemistry.....	6,867	110	Industrial Relations..	6,114	491
City & Reg. Planning.	400	40	Law.....	39,690	508
Education.....	22,416	425	Meteorology.....	702	
Engineering ^d	23,232	487	Physics.....	2,280	
Forestry.....	9,804	358	CLARK LIBRARY.....	(51,007)	(72)
Geological Sciences...	3,943	94	BUREAU OF GOVT.		
Library School.....	22,002	713	RESEARCH.....		(164)
Music ^e	21,521	70	TOTAL.....	841,019	12,313
Optometry.....	831	22			
Paleontology.....	5,686	57			
Physics.....	4,142	59			
DEPT. LIBRARIES	(130,380)	(2,358)			
Giannini.....	6,915	548			
Law.....	95,201 ^f	791			
All others.....	28,264	1,019			
TOTAL	1,744,784	19,658			

* Titles currently received, excluding current government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^c In addition, the East Asiatic Library has about 150,000 uncataloged volumes, including the fitsui Library.

^d Includes holdings for Mineral Technology Library and the Institute of Transportation and Traffic engineering Library.

^e Includes music books and scores housed in the Main Building and in the Music Branch.

^f In addition, the Law Library has 30,000 foreign dissertations.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA—30 JUNE 1951
 II. Other Library Materials (partial record)

CAMPUS AND LIBRARY	MANUSCRIPTS	MAPS	MICROFILMS (REELS)	PAMPHLETS	SOUND RECORDING
BERKELEY	xxx	(87,761)	(4,144)	(282,288)	(9,488)
General Library.....	xxx	(87,761)	(3,067)	(75,288)	(9,488)
Central Collection.....	^a	50,527	2,491	625
Bancroft Library.....	1,065,600 & 15 coll.	12,549	^b
East Asiatic Library.....	47
Branch Libraries.....	(4,685)	(529)	(75,288)	(8,863)
Biology & Pub. Health.....	241	22,616	36
Chemistry.....	5
Education.....	16,760
Engineering.....	213	21	7,130
Forestry.....	1,617	15	16,060	1
Geology.....	1,655	247	242
Library School.....	4,000
Music.....	8,826
Paleontology.....	1,200	8,480
DEPT. LIBRARIES.....	(1,077)	(207,000)
Giannini.....	938	^c
Law.....	139	20,000
Public Administration.....	187,000
LOS ANGELES	(11,346)	(28,523)	(1,838)	(76,316)	(1,788)
General Library.....	(9,046)	(28,262)	(1,824)	(26,287)	(1,785)
Central Collection.....	9,038	23,262	1,382	14,205	49
Music ^d	1,736
Branch Libraries.....	(8)	(5,000)	(442)	(12,082)
Agricultural Reference.....	592
Biomedical.....	8	2	223
Chemistry.....	13	685
Engineering.....	10	7,000
Geology.....	3	2,640
Industrial Relations.....	394	107
Meteorology.....	5,000	19	815
Physics.....	1	20
Clark Library.....	(2,300)	(246)	(12)	(1,039)	(3)
Bureau of Govt. Research.....	(15)	(2)	(48,990)
DAVIS (College of Agric.).....	(2)	(181)	(18)
SANTA BARBARA	(117)	(10,736)	(1,879)
Main Library ^d	11	10,736	1,879
Wyles Collection.....	106
LA JOLLA (Scripps Inst.).....	(6,200)
RIVERSIDE	(171)	(3,120)
College of Arts & Science.....	50
Citrus Experiment Station.....	171	3,070
MT. HAMILTON (Lick Ob- servatory).....	(2,200)
TOTAL.....	xxx	102,484	6,451	374,660	13,173

^a Total not available.
^b Bancroft Library has 920,000 exposures.
^c Giannini has 293 vertical file drawers and 13 three-foot sections of stack containing pamphlet material.
^d Music scores included in the volume count at Berkeley and Santa Barbara; Los Angeles has 10,455 scores not included in Table I.



Z
733
.C152
A2
1951/52



1951-1952

ANNUAL REPORT OF THE LIBRARIES

UNIVERSITY OF MICHIGAN
JUL 17 1952
LIBRARY

OF THE UNIVERSITY OF CALIFORNIA

BERKELEY: University Library, School of Librarianship. **LOS ANGELES:** University Library, Clark Library. **SAN FRANCISCO:** Medical Center Libraries. **DAVIS:** University of California Library, Davis. **RIVERSIDE:** College of Letters and Science Library. **MOUNT HAMILTON:** Lick Observatory Library. **LA JOLLA:** Scripps Institution of Oceanography Library. **SANTA BARBARA:** Santa Barbara College Library.

UNIVERSITY OF MICHIGAN
GENERAL LIBRARY

lacy
with
-1-53

T

HIS, the fourth unified annual report of the libraries of the University of California and the third to be published, marks the year 1951/52 as one of substantial progress, albeit in some respects less remarkable than the year before.

A fundamental concept in library administration is that which regards a library as an organism of several constituent elements—the physical plant, building, equipment, and supplies; the staff, including the administrative, professional and clerical personnel; and the collections, books, and other materials—all nourished on the diet of an adequate and well balanced budget. Damage or neglect to any one part of the library body threatens the health of the entire organism. The University of California has shown due concern that its libraries remain healthy and vigorous. It will be recalled that last year's report drew attention to the inadequacy of library buildings in the University; as this year closed there was clear prospect of housing relief within sight. University of California librarians during 1951/52 shared with librarians throughout the country a growing concern over the sharply rising costs of periodical subscriptions and newly published as well as out-of-print books. Book and periodical prices have jumped over 40 percent in the last ten years and are predicted to rise still more in the future. A need for substantial increase in allocations for books and periodicals is regarded as one of the most serious library problems which has been brought into sharp focus in 1951/52.

The distribution of library growth in the University during 1951/52 is displayed in appended tables. Although total holdings, in bound volumes, of the libraries at all eight campus locations rose to 3,059,204 (a gain of 5.58 percent over the 2,897,592 volumes of June 30, 1951), fewer volumes were added in 1951/52 (161,612) than in 1950/51 (179,829). Only at Davis, Riverside and Mount Hamilton was the gain in volumes actually greater than during the previous year—by 2,965 at Davis, by 846 at Riverside, and by 75 at Mount Hamilton. In 1951/52 Berkeley added 11,819 volumes less than in 1950/51, and Los Angeles added 6,028 fewer volumes. The all-campus comparison of the two years vividly demonstrates the effect of rising book

Generated at University of California, Merced on 2020-10-02 22:05 GMT / https://hdl.handle.net/2027/mdp.39015036754714
Creative Commons Zero (CC0) / http://www.hathitrust.org/access_use#cc-zero

prices on the growth of libraries, since \$13,198 more was spent in 1951/52 to acquire a smaller number of volumes. However, the percentage increase of bound volumes holdings was again in 1951/52, as in 1950/51, in most instances, greater in the newer than in the older libraries. Rate of growth was down for Berkeley, Los Angeles and Santa Barbara; down sharply for the Hastings School of Law in San Francisco and the Scripps Institution at La Jolla; up considerably at Davis; and about the same for the Medical Center at San Francisco and the Lick Observatory at Mount Hamilton. Riverside Campus increased its total bound holdings by 23.96 percent; but holdings in the College of Letters and Science part of the Library, as yet not opened for use, increased by 131.95 percent. Rates of growth, as measured by percentage increases, will tend to diminish as the total holdings of libraries increase; and eventually the rates should tend to become more or less equal where similar library functions are performed. If even quality of library facilities is to be developed by the University throughout the State, the smaller new libraries should for some time have a higher rate of growth than the larger and older libraries which perform approximately the same function; and this, in general, has been the case for several years. For example, the infant College of Letters and Science part of the Riverside campus library in 1951/52 showed a percentage increase in bound volumes of 131.95 as compared with Santa Barbara's much more mature main collection which increased by only 8.31 percent in the same period. Another index of library growth—the number of currently received serials—is particularly significant to the libraries which serve large research centers. Here, again, there is healthy evidence of growth to meet actual needs.

The good effects of cooperation in library matters within the University, especially stimulated during the past four years through the Library Council, are shown directly in the sections of this report which follow. The indirect result, of course, is attested by the fact that it is possible to consolidate into a single report the activities of such a complex system for a given year.

ORGANIZATION

No changes were made in the organization of the University of California Library Council which during 1951/52, as in previous years, was composed of the head librarians of the eight campuses (Davis, Berkeley, San Francisco, Mount Hamilton, Santa Barbara, Los Angeles, Riverside, and La Jolla) and the Dean of the School of Librarianship. The library of the Hastings College of Law, also located in San Francisco, is not represented directly on the Council but is reported statistically through the University Librarian at Berkeley. The University Librarians at Berkeley and Los Angeles with the Dean of the School of Librarianship comprise the executive committee of the Council; each of these two librarians also serves an alter-

nating two-year term as Secretary of the Council, 1951/52 marking the second year tenure for Los Angeles.

It is the belief of the Council that the ranking librarian on each campus should be a member of the Academic Senate. Further, the Council advocates, as a sound principle of librarianship and as a device to eliminate wasteful duplication, the administrative unification of all library units on each campus of the University. Toward the fuller realization of these standards which would result in better library service, the Council in 1951/52 supported recommendations of the Berkeley, Los Angeles and Santa Barbara Library Committees to revise basic University legislation on libraries. It is appreciated that the reforms proposed can succeed only with the support and confidence of the Regents and Faculties and, further, that attainment of consolidation may have to proceed by successive steps on the campuses where it is as yet not fulfilled. A set-back in this planning was sustained at Los Angeles by the action of the Regents in removing the Law School Library from the branch library system of the University Library, effective July 1, 1952. On the other hand, the libraries of the San Francisco Medical Center appear to be moving steadily toward greater cohesion.

Patterns of library organization vary on each campus to meet realistically the variety of emphasis in the teaching or research programs which the libraries serve. For this reason, no campus library system is regarded as subordinate to that of another and each of the eight University Librarians is unhampered in his efforts to meet the needs of his local situation. It is also evident that there are situations within the University which are roughly parallel—Berkeley and Los Angeles are similar, each a full-scale university in itself; Riverside and Santa Barbara are similar, each having a liberal arts curriculum; Mount Hamilton, La Jolla and the San Francisco Medical Center are similar, each devoted to specialization in a different aspect of scientific research. The Davis campus, recognized as the University's special center for the advanced study of agriculture and veterinary medicine, also has a relatively new College of Letters and Science. (cf. Santa Barbara and Riverside) in which several departments offer graduate work (cf. Berkeley and Los Angeles).

These considerations result in the unique organization known as the University of California Library System—distributed over a wide geography, strengthened by diversity in its elements, and made cohesive largely through voluntary cooperation.

COOPERATION

The Library Council. The libraries of the University of California are dedicated to a policy of cooperation among themselves and with other libraries, both within and beyond the boundaries of California. Cooperation has

taken, on the one hand, the form of exchanging ideas and information; on the other hand, it has extended to the loan, exchange, and gift of library materials.

The Library Council was established for the purpose of promoting cooperation through meetings of the University Librarians at which matters of general concern could be resolved to the mutual benefit of all. The Council has operated without in any way restricting free intercourse among the several libraries on a less formal basis. The Fall meeting of the Council convened in Sacramento on November 15, 1951, and concluded its sessions in the Library of the Davis campus on November 16. Discussions covered the survey of library education in California, revision of the Regents' standing orders on the libraries, relations of librarians to campus advisory committees, summer session budgeting, reporting of gifts, copyright problems in scholarly photography, and several other matters. Following this meeting and preceding the Spring meeting, information was distributed by the Council to its members on binding, budgeting, and the *University Directory*. The second general meeting of the Council for 1951/52 was held in La Jolla on April 23-24. Sessions of the first day were devoted to a thorough review of the University's personnel scheme and to problems of personnel management; to these sessions the nine Council members invited seven additional members of University library staffs whose duties relate to personnel matters and three University personnel officers: Chief Personnel Officer Boynton S. Kaiser (Berkeley), Mildred E. Foreman (Los Angeles), and Ruth T. Handley (La Jolla). On the following day the Council met without its visitors and agreed to certain revisions of personnel specifications, to enlarge the area of cooperation in recruiting and keep under surveillance library building plans and priorities in the University. The Council restated its conviction that it was desirable for the ranking librarian on each campus to be a member of the Senate on his campus.

Interlibrary Loans. Interlibrary lending continued to grow in volume, evidence that as the collections grow they are being shared within and without the University; interlibrary borrowing, justified by our willingness to reciprocate, has also increased, particularly in the smaller libraries. The General Library at Berkeley maintained its position of leadership within the University in the field of interlibrary loans; the head of Interlibrary Service at Berkeley was an active member of the Association of College and Reference Libraries Committee to rewrite the national interlibrary loan code. The heavy demands made on Berkeley's resources led to a general study of the problems of non-University lending. One of the decisions reached, to obviate the conflict in requests for technical and scientific journals, was to supply photocopies at nominal charges rather than to lend the journals themselves. To this arrangement most of the 71 libraries, which were the

heaviest borrowers from Berkeley, gave their ready consent; but the full efficiency of the plan received a setback when 17 of 89 American scientific and technical journals carrying copyright statements refused permission to reproduce their articles for research purposes in lieu of interlibrary loan. However, it was possible to make special arrangements with a group of eleven libraries, including the technical libraries which make the heaviest demands, to substitute microfilm copies in place of lending chemical and engineering journals whenever possible.

UCLA's interlibrary loan activity in 1951/52 was brisk. Lending increased 31 percent, to a total of 2,747 volumes; borrowing increased 2 percent, to a total of 1,730 volumes; the total number of transactions (5,775) represented an increase of 19.5 percent over 1950/51. The greatest single factor in this increase has been the growing need of local hospital libraries for materials now to be found in the Biomedical Library. If on-campus use is not to suffer from this trend of heavy off-campus lending, a policy of substituting photocopies—as developed by Berkeley—will soon have to be adopted at Los Angeles. At Berkeley, though the number of volumes lent increased only a little, borrowed volumes grew by 18 percent to 2,664; there was a 6 percent increase in interlibrary loan transaction with over 8,000 volumes being lent and borrowed. The volume of interlibrary loan transactions also increased at Davis, by nine percent. Santa Barbara reported that 1951/52 was its record interlibrary loan year—transactions involved 42 colleges and universities as well as a half-dozen municipal, county, state and federal library agencies in 23 states and the District of Columbia. Seventy percent of the books borrowed by Santa Barbara came from other campuses of the University of California.

Gifts and Exchanges. In another section of this report reference is made to the importance of gifts during the year in enriching the various libraries. In addition to well established world-wide exchanges of University publications, the larger or older libraries of the University (notably Berkeley, Los Angeles, and San Francisco Medical Center) have continued their practice of giving or exchanging their duplicates. In this program, first consideration is paid to the needs of the libraries within the University of California, by exchange when reciprocation is possible, otherwise by gift; but it has also been possible to negotiate widely. Berkeley's rôle in international book barter during the year is mentioned in a subsequent section; UCLA shipped ten crates of periodicals to the U. S. Book Exchange and sent 3,316 University of California Press remainders and a number of additional shipments to needy libraries in the United States and in the Philippine Islands. In an increasing number of instances there have been transfers of non-duplicate material from one library to its sister institution in greater need of it. Davis, La Jolla, Riverside, and Santa Barbara have been favored recipients of

materials in 1951/52 as in previous years. Santa Barbara and Riverside have again received important gifts from the public libraries in cities where they are located, and anticipate that this generosity will be repaid. Santa Barbara reports with pleasure its increasing ability to offer materials; in 1951/52 books were shipped to Riverside and Davis, and in the Santa Barbara area, to the public library, Westmont College, the Cottage Hospital and the Santa Barbara Museum of Natural History.

Other Aspects of Cooperation. Throughout this report there will be found other evidence of cooperation among the libraries of the University, and of the libraries either individually or collectively cooperating with other institutions, agencies or private citizens. Governmental and industrial contract research looms larger in the affairs of the University each year, and the libraries are cooperating in direct proportion with the University itself toward the success of this major cooperative program. In another way—the exchange of information and ideas, or in library parlance, “reference service”—the libraries make significant cooperative contributions. For example, the Scripps Institution of Oceanography Library’s off-campus reference service to organizations and institutions increased in 1951/52 by 30 percent. Agencies receiving this assistance from Scripps were the Inter-American Tropical Tuna Commission, the California State Division of Fish and Game, the Scripps Metabolic Clinic, United States Fish and Wildlife Commission, the U. S. Naval Electronics Laboratory, the San Diego Natural History Museum, San Diego State College, and the U. S. Department of Agriculture.

ACQUISITIONS POLICIES AND ADDITIONS TO COLLECTIONS

During 1951/52 the libraries of the University have defined and critically re-examined their acquisitions policies in order to help offset the effects of sharply rising book prices. The prediction that rate of growth would decrease as a result of rising prices has been proved correct; however, a close regard to most urgent needs has resulted in remarkable qualitative growth and substantial quantitative growth of the libraries. Nor can the library administrations claim exclusive credit for this good record; the generosity of donors has enriched the libraries by gifts of materials otherwise out of reach.

Acquisitions policies vary in the several libraries of the University according to the teaching and research functions they serve on their respective campuses. Berkeley and Los Angeles have strong marks of similarity in being the largest and most diversified collections intended to serve general and professional curricula as well as advanced research programs; the acquisitions programs on both campuses are complex not only as a result of being simultaneously broad in scope and exhaustive in coverage, but also

because *servicé* is rendered through extensive branch library systems in which the holdings of each unit must be integrated with the campus-wide library patterns. Differences in collecting emphasis arise from the greater size and maturity of the Berkeley libraries and further from the fact that teaching programs are not exactly parallel on the two campuses—for example, there is a nascent Biomedical Library on the Los Angeles campus, the counterpart of which in the north is split between Berkeley and San Francisco, and the Berkeley campus's important Forestry Library has no correspondent in Los Angeles. Nevertheless, enough similarities make the collecting policies roughly parallel; and a spirit of friendly rivalry has remained subordinate to the more significant programs of cooperation, joint planning, and exchanges. During 1951/52 both Berkeley and Los Angeles turned attention to a study of their general reference collections with the object of making them more comprehensive and up-to-date. Both of the large libraries have also been directing their efforts to the more intensive acquisition of foreign documents, United Nations and related organizations publications, and materials available only through foreign book markets. Material assistance in acquiring foreign materials has been received through direct assistance by librarians and faculty members abroad and by well established relations with foreign dealers. Difficulties were encountered during the year in tapping published resources originating behind the Iron Curtain. Librarian Coney of Berkeley has reported in some detail on this matter. The barter arrangement—whereby the University receives material unavailable on the American commercial market from learned societies and libraries of the U.S.S.R. in return for unclassified books and subscriptions purchased for them from various American publishers—caused misunderstanding in some quarters, particularly among publishers who imposed an informal censorship by refusing to accept orders for transmittal to the Soviet Union. Failure of this program would have left the University in debt for Russian material already received, and even more important, it would have stopped almost completely the meager flow of direct and valuable information concerning the Communist countries. As President Sproul has stated, in defense of the exchange program: "We have consistently known less about Russia than she knows about us. This situation is not to our best interests, and the University of California program is a direct and valuable corrective for this situation."

The libraries at Berkeley and Los Angeles also have in common aggressive programs to collect manuscript and other rare or unique source materials for research in whatever fields available, but especially in areas where collections are already strong such as Californiana, history, politics, literature and music. In these programs substantial assistance has been received from Mr. Lindley Bynum, Special Assistant to the President, who is assigned to

solicit gifts throughout the State for the various campuses of the University. Both Berkeley and Los Angeles continue special efforts to enrich their holdings in the Latin American field. During 1951/52 Berkeley emphasized acquisitions in Argentine history and in historical material published in Brazil during the last three to five years. Los Angeles is able to report that its Latin American buying—supported by a special appropriation—is now in full swing, with large scale searching given exclusively to one firm with satisfying results. Travelling professors Henry J. Bruman and Robert N. Burr arranged shipments in the fields of geography and history from Brazil and Chile to the Los Angeles campus.

The Santa Barbara, Davis and Riverside libraries are in different stages of development, but their acquisitions policies bear some marks of resemblance in that both the Davis campus and the Riverside campus have added full liberal arts curricula similar to that which has been developed at Santa Barbara College since 1944 when the facilities of Santa Barbara State College were taken over by the University. The graduate programs at Davis, however, distinguish that campus library from both Santa Barbara's and Riverside's. Building a library collection for a college differs considerably from building for a university; in the former situation the policy must be one of critical selection to serve immediate needs and weeding out of materials which do not support the teaching program, but in the latter situation the acquisition and retention of materials is much more comprehensive because current research must be served in addition to teaching and because it is impossible to define the scope of future research. A college library is a working collection, its gross size much less important than its selectivity. Librarian Davidson, at Santa Barbara, has thus been able to define rather precisely a college library acquisitions policy which may materially assist Librarian Coman at Riverside, and to a certain extent the other librarians who are developing undergraduate library programs elsewhere in the University. The policies will be similar in broad outline, but not identical. Each of these three campuses—Santa Barbara, Davis and Riverside—also has an area of specialized collecting. The Wyles Collection of Lincolniana at Santa Barbara is small but is growing steadily. The library of agriculture, animal husbandry and veterinary medicine at Davis is the largest and most important of its kind in the State. The Citrus Experiment Station Library, to which 564 volumes and 42 new serials were added in 1951/52, at Riverside represents a specialty on that campus which distinguishes its acquisitions policy from all others in the University. At Santa Barbara where the library passed the 60,000 mark during 1951/52, special efforts have been made to build up periodicals files with the result that the library now has 40 percent of the bound periodicals which it expects to have when the approved top limit of 150,000 volumes is reached. At Davis the rate of acces-

sions more than doubled that of recent years, the increase in large part being in support of the letters and science curricula. Selection of materials was a joint venture of the faculty and library staff with guidance and advice from the Library Committee. In the field of agriculture increased attention was paid to collecting current ephemera of future historical and research value. Current serials rose sharply, by 229 new titles. At Riverside principal attention was given to the letters and science collection which at the end of 1951/52 included 6,575 volumes and 11 current serials; but here selection was the responsibility of the library staff since the faculty and students are not due on the campus until September of 1953. A study was begun to ascertain how many of the serials holdings could be used jointly by the Citrus Experiment Station and the College.

The Medical School in San Francisco, the Lick Observatory at Mount Hamilton and the Scripps Institution of Oceanography at La Jolla also have specialized libraries, but unlike Davis and Riverside these three campuses are exclusively concerned with their areas of specialization—medicine, astronomy and oceanography. Recommendations have been made to combine the dentistry, pharmacy and nursing libraries with the medical library of the San Francisco Medical Center, thereby consolidating library activities and budgets. This anticipated change has already influenced the acquisitions policy of the Medical School Librarian, Dr. Saunders, who is now planning the growth of a unified library of the medical sciences without wasteful duplications. During 1951/52 policies were developed to weed, discard and prepare duplicate journals for exchange. At La Jolla, Librarian Holleman reports that in 1951/52 the library budget for the library was for the first time separated from the general Scripps Institution budget, thereby making it possible to lay plans and devise an acquisitions policy to bring the library of oceanography up to adequacy. Major acquisitions emphasis has been placed on filling the serious gaps in holdings of marine research journals; completion of this project was estimated, in 1951, to cost over \$21,000. In 1951/52 the Regents of the University approved a special appropriation of \$2,500 to begin the purchasing program. Long range policies for developing the library must take into consideration the close relationships which the Scripps Institution faculty has established with other institutions, government agencies and individuals throughout the world whose interest or livelihood is related to the sea. Librarian Vasilevskis of the Lick Observatory at Mount Hamilton also emphasises the importance, in developing a research library of astronomical data, of exchanging data and materials with other institutions. The mailing list for Lick publications, bulletins, and contributions was revised on the basis of correspondence with 438 American and foreign institutions and persons.

The distinction of making the most outstanding acquisition in 1951/52

fell to the UCLA Library. The celebrated Michael Sadleir Collection of nineteenth century British fiction was purchased for this library *en bloc* by special appropriation of the Regents. Among the approximate 10,000 volumes are many hundreds of volumes not found elsewhere in America; there are also numerous unique items and some author collections, such as those of Joseph Sheridan Lefanu and Captain Frederic Marryat, in completeness not duplicated elsewhere, even in Great Britain. The collection as a whole is famous for the fine condition of the books in their original bindings. Since the collection emphasized author and publisher series not satisfactorily dealt with bibliographically, it constitutes an unrivaled source among western libraries for social and historical literary research in nineteenth century England. Because the Sadleir collection considerably enhances the national reputation of the University of California's libraries, a formal dedication is planned to celebrate the event.

UCLA acquired other important collections, including the Collection of Joseph Crawhall, the Newcastle chapbook publisher, and the Alfred Potter Collection (224 volumes) of editions of the Rubaiyat of Omar Khayyam. Notable among several collections of local interest was the William M. Baird Collection, a gift of Mr. and Mrs. Archibald Scott. The Baird Collection pertains primarily to the Curtis Ranch in San Bernardino County which was owned and operated by Baird from 1914 through 1930; but the collection also documents the history of irrigation and agriculture in the areas of Bloomington, Monrovia, Duarte and Ontario. UCLA purchased the manuscript diary, as yet unpublished except for a small fragment, of Henri C. J. Heusken, secretary to Townsend Harris, first United States Consul-General to Japan. To supplement the study of this manuscript the Library of the City College of New York allowed UCLA to make a microfilm copy of the Townsend Harris papers deposited there. The collection of twentieth century authors' manuscripts was augmented by Don Ryan's *Angel's Flight*, H. A. Davis' *Winds of Morning*, Paul Wellman's *The Iron Mistress*, Leon Howard's *Herman Melville*, all gifts of the authors, and Paul Jordan-Smith's *Nomad*, gift of Jacob Zeitlin. Regent Edward A. Dickson, in addition to his other gifts, presented the apparently unique volume one of the *Los Angeles Evening Express* (1871). Mr. Harry Ruby gave some 75 volumes, first editions of nineteenth and twentieth century English and American authors, all important and valuable books in fine condition. Several sums were donated to the Library for the purchase of desiderata, to be bookplated in the memory of persons designated by the donors. An important gift of this kind was the one received from Mrs. Ralph Lyon, in memory of her father, to be used to purchase items for the Department of Special Collections. This Department also received important gifts from the newly formed Friends of the UCLA Library, including \$500 toward the purchase of a substantial

addition to the collection of Eugene Merman's original watercolors of California flora. Two of twelve other items purchased for the Library by the Friends were a "first" of *Ramona* in fine condition and a copy of the London edition of Marryat's *Mountains and Molehills*. The William Andrews Clark Library made substantial additions, although less spectacular than those of 1950/51, to its subject and author collections: over 500 Mazarinades published between 1648 and 1654; a small collection of Quaker tracts (1657-1663); 300 numbers, in four bound volumes, of seventeenth century news sheets; an original portrait of Charles II as a young man by Sir Peter Lely (1618-1680); several dozens of items for the various sections of the graphic arts collection; travel books, courtesy books, and early English novels; and other items by or about Baxter, Boyle, Bunyan, Defoe, Dryden, Evelyn, Heylyn, Smart, Steele, Temple, and Wilde.

The Libraries at Berkeley acquired in 1951/52 two gifts which, although valuable in themselves, have special significance as fruits of a good will policy which is international in scope. The first of these was from Premier Shigeru Yoshida of Japan, the first two volumes of a projected fifteen-volume work on the Yun-kang cave temples of North China, presented by Premier Yoshida as a memento of his visit to the Library at Berkeley in 1951 at the time of the Japanese Peace Treaty Conference in San Francisco. The second gift was from the University of Mexico, a ten-volume set of contemporary Mexican essays issued by that University in commemoration of its establishment by Charles V in 1551, with a medal struck for the event. This gift was in appreciation of the friendship and help given by the University of California at the time the University of Mexico was reestablished in 1910. Among the other outstanding gifts received by the General Library during 1951/52 were the following: 2,300 volumes from the library of Professor Eugene Hilgard; 2,000 publications in many subject fields, from John S. Prell; 200 volumes, useful to the developing of the Scandinavian collection, from Mrs. A. J. Noer; the actuarial library of the late Gordon Thomson; seventy-four volumes in Dutch, chiefly etymological works of the nineteenth century, from Mrs. Francia deWitt; nine diminutive volumes of Shakespeare's plays (Diamond Classics), 8.5 cm. in size, printed by William Pickering in London in 1825, found among the effects of Professor Henry Morse Stephens; and 46 discs of contemporary Swiss music, the gift of Fondation pro Helvitia. During the Japanese Peace Treaty Conference, the *San Francisco Chronicle* prepared a pictorial record of the event and later sent albums of the photographs to the Emperor and Premier Yoshida. The *Chronicle* also presented one to the East Asiatic Library at Berkeley, in appreciation for assistance given by the staff of that Library in preparing the albums.

The Berkeley Library acquired from the daughter of Mark Twain, Mrs.

Clara Clemens Samossoud, approximately 500 original manuscript letters from Samuel L. Clemens to his wife. In support of a project to strengthen holdings in the whole field of English literature, notable progress was made in 1951/52. Much material was acquired on film; but many original volumes of seventeenth century minor poetry, prose fiction and criticism were purchased. With the assistance of Librarian Powell of the Los Angeles campus, Berkeley acquired a collection of miscellaneous eighteenth century literary manuscripts, principally letters, for use in graduate courses on methods of research in English literature. However, the most important specialized acquisition in English literature was the Roger Ingpen collection of Shelleyana, including over 100 titles of various editions of Shelley's works and some manuscript material resulting from Ingpen's editorial work on Shelley. Another successful major acquisitions program at Berkeley during 1951/52 was the obtaining of important sets complete and the building of scarce sets by sections or even individual volumes.

Berkeley's Bancroft Library added some 800,000 exposures of microfilm, bringing the total of the Bancroft foreign microfilming project up to 1,426,330 exposures, of source materials in foreign libraries on the colonial rivalry of European nations in the new world and on early California and the American West. The Bancroft also received several outstanding collections of manuscripts during the year, including: the letters of General and Mrs. John C. Frémont to Colonel William K. Rogers, private secretary to President Rutherford B. Hayes; the papers of Robert Whitney Waterman, Governor of California from 1887 to 1890; the papers of Annie E. K. Bidwell, wife of John Bidwell who was the leader of the first overland emigrant train to California in 1841; the Frank Norris Collection, consisting of Professor Franklin Walker's correspondence, notes and other materials; correspondence and literary manuscripts of C. S. Forester, George R. Stewart, Joseph Henry Jackson, Charles G. Norris, and Kathleen Norris, together forming the nucleus of a newly started collection of contemporary authors' manuscripts; and miscellaneous Mormon materials, acquired with the W. C. Claypool donation.

The growth of the library on the Santa Barbara campus benefited substantially in 1951/52 from a special additional grant of \$5,000 to supplement the basic book budget. The special fund was allocated for out-of-print books, back files of periodicals, phonograph records, music scores, and textbooks on the approved list for the Santa Barbara County Schools. Progress was made toward completing series and in obtaining English translations of the world's literary classics. Collections in the fields of philosophy, psychology and history were strengthened by both additions and weeding. Exchanges proved especially fruitful to Santa Barbara; and gifts added

materially to the library's holdings in English and American literature, particularly the gift of over 500 volumes from the library of the late Professor William Maxwell, donated by Mrs. Maxwell. Another important gift, from Miss Marion Hooker of Santa Barbara, was a collection of early nineteenth century imprints which included Barbauld's *British Dramatists*.

At the Davis Library subscriptions were placed for 229 new serials, and back files of periodicals accounted for the largest part of important new items in 1951/52. Davis was the recipient of one of the major gifts to the University of California during the year: \$5,000 from the Shell Oil Company to the College of Agriculture, the sum being turned over to the Library by the College. Several long runs of journals of importance to agricultural research, some on microcard or microfilm, were procured with this money. The library of W. C. Haring was another gift to Davis, made possible through the good offices of Dean George H. Hart. Although the Haring Library is one on veterinary science, it includes valuable general material and some rare or scarce items such as Benjamin Rushe's *Medical Inquiries and Observations* (Philadelphia, 1793-1794), Burton's *Flora of North America* (Philadelphia, 1820-1823) and Barton's *Vegetable Materia Medica . . .* (Philadelphia, 1817-1818). Modest beginnings were made on an audiovisual collection.

Riverside campus library growth stems from gifts and exchanges as well as purchases. Gifts from other campuses of the University have been important, as have the contributions from neighboring institutions in Riverside and individuals connected with them: members of the Citrus Experiment Station and the U. S. Salinity Laboratory, the Riverside Public Library, the Riverside College Library and the Polytechnic High School Library have donated both books and periodicals. The record of notable gifts from 63 donors for 1951/52 includes: 355 books and 600 pamphlets on labor relations and economics, from Provost Gordon S. Watkins; 945 books and bound government publications, from Congressman and Mrs. John Phillips; 130 books and pamphlets, from the Haynes Foundation; 106 serial publications of the Carnegie Institution, from that organization; an initial gift of 42 volumes to establish a Spanish collection in memory of UCLA professor Cesar Barja, from Mrs. Barja; a set of the *Jewish Encyclopedia*, from Messers. Henry, Abner and Emanuel House, in memory of Augusta House; from Leo J. Klotz, Professor of Plant Pathology at the Citrus Experiment Station, books on geology and geophysics in memory of his son, L. Joseph Klotz, Jr.; and the three sisters of Professor Henry Joseph Quayle have given, as a memorial to him, the library he collected of over 700 volumes of general and entomological works.

The Scripps Institution at La Jolla added to its growing collection of unique English translations of important contributions to marine research.

George F. McEwen presented his translation of Thorade's *Methoden zum Studium der Meeresströmungen*, and Joe Reid, his translation of Fjelstad's *Interne Wellen*.

SERVICES

Attention to the growth in size and quality of collections is but one of the three major concerns of the University of California libraries. A second concern is that the books and other materials be safely preserved and adequately housed. A third concern lies in the broad area of service by the library staff, whose business it is to shape the library into an effective instrument of research and teaching. Speedily processing books and periodicals into an orderly arrangement is the business of the technical processing departments which operate for the most part behind the library scenes. Direct service to readers is rendered by the circulation and reference departments, the former to lend books and the latter to assist in locating sources of information. Photographic copying, arranging exhibitions, bringing materials more directly to users through branch libraries, and actively interpreting the library as a tool of learning are other special services.

The extent to which the libraries of the University are used is a better indication of their real value than is the impressive inventory of their contents. The most convenient, but by no means the only, device to measure the use of libraries is the compilation of circulation statistics. These statistics usually rise or fall with student enrollment statistics; but throughout the University, decreases in circulation cannot be fully explained by the decreases in enrollment of the last two or three years because during the same period efforts have been made to liberalize the direct accessibility of books to students. When books can be used increasingly in the stacks and when more books are brought out into reading room locations, it follows that fewer call slips will be filled in (circulation is usually counted by call slips) even though books are actually in more use. Both Berkeley and Los Angeles report that in 1951/52, when enrollments on the two campuses dropped, there was a decrease in loans from the central collections, practically no change in the volume of reserve book room transactions, but a considerable increase in loans by the more specialized units. On the Los Angeles campus overall use in 1951/52 increased by 28.4 percent even though circulation in the departments of the main library building fell off by 1.5 percent from 1950/51 totals. At Los Angeles the eleven branch libraries and the Music Library (Department of Special Collections) reported a combined increase in circulation and use three times as great as in 1950/51. At Berkeley increases in circulation and use were also heavy in specialized areas, notably in the departments of Agriculture Reference, Archives, Documents, Newspapers, Periodicals, and Social Sciences Reference. Circulation at Davis

dropped slightly, but here again the decrease in enrollment combined with freer use of the stacks by undergraduates is an explanation. Although Santa Barbara's circulation increased, that library is not satisfied with the extent of its use. Crowded stack conditions, shifting of books in the stacks, and out of stack storage of materials are also factors which reduce circulation statistics at Los Angeles, Davis and Santa Barbara. The libraries of the San Francisco, Mount Hamilton and La Jolla campuses and the Citrus Experiment Station Library at Riverside—all being specialized research and reference collections—do not find in circulation statistics a sound index of use.

On the campuses where there are already considerable bodies of undergraduate students, i.e., at Berkeley, Los Angeles, Davis, and Santa Barbara, the library staffs continued their programs of instruction to students in the use of the respective libraries, in some cases reaching graduate students as well. These efforts are on the whole appreciated by the faculties who have encouraged the work and given direct assistance. Responsibility for library instruction at Los Angeles is assigned to the Reference Department staff which endeavors to indoctrinate all new students, through a general orientation program, with a full understanding of library use. Well defined instructional programs were offered during 1951/52 in the following areas: general bibliography for the humanities and social sciences, the use of government publications and related bibliographical materials, bibliography for students of education, and library resources in the field of social welfare. During the year a new edition of the leaflet, *Locating Biographical Materials*, and the seventh annual edition of the booklet, *Know Your Library*, were issued.

It is realized that effective instruction depends upon a sympathetic understanding of student library problems and should be integrated with other special efforts to gain the good will of students. These objects have been pursued for several years at Los Angeles, through encouraging the Student Library Committee, maintaining the Undergraduate Library and publicizing the Robert B. Campbell Student Book Collecting Contest. In 1951/52 progress was made toward drawing graduate students into this program of student participation in library affairs by recommending to the Graduate Students Association the establishment of a Graduate Student Library Committee.

At Berkeley a trend toward the instructional, rather than the directional, type of library tour was noted during 1951/52. Several faculty members instituted intensive library tours, emphasizing the use of general and special research materials related to their teaching programs. Santa Barbara librarians during 1951/52 gave an increased number of talks about the library to classes in several different departments; but regarded as even more important was the initiation, on an experimental basis, of orientation leaflets directed to upper division students to explain the library and its facilities,

each leaflet emphasizing a different subject major. Davis also directed more attention toward familiarizing students with their library. Arrangements were made to devote an hour to library instruction in a number of classes of the language and literature department, and the Librarian discussed bibliographic organization with several seminars.

The most spectacular of library sponsored public events took place on the Berkeley campus where a series of sixteen television broadcasts entitled "California Notebook" featured the Bancroft Library and important phases of that library's collections. Staff members, professors from several departments of the University and prominent members of the Friends of the Bancroft Library participated in the broadcasts which dealt with such topics as the Larkin Papers, Yosemite, Frank Norris and *McTeague*, the Drake Plate, the Bear Flag Revolt, and Microfilming Abroad. At Los Angeles a public Founder's Day celebration was held at the Clark Library in June of 1952 for the first time since 1949. Shakespeare rarities of the Clark Library were displayed and the last act of *A Midsummer Night's Dream* was produced in the sunken garden, by the Theater Arts Department, for about 800 guests. At Westwood the Library was host for three important gatherings. The first of these was a meeting of the 300 members of the new Friends of the UCLA Library, to hear a symposium on D. H. Lawrence in which Frieda Lawrence, Aldous Huxley, Lawrence Clark Powell, and Dorothy Mitchell were the speakers, Professor Majl Ewing, the moderator. The second meeting, held in December of 1951, was an all-day institute on the handling of special library collections, sponsored jointly by the University Extension Division and the Alumni Association of the University of California School of Librarianship. In April the UCLA Library and the Southern California Chapter of the Special Libraries Association held a popular conference on systems and procedures for libraries.

Two specialized services—the University Archives and the Photographic Services—continued to grow in importance at both UCLA and Berkeley during 1951/52. At Berkeley the Archives compiled several brief university histories, notably the historical section of the University of California handbook entitled *The Nonacademic Employee*; the new undertaking of the UCLA University Archivist in 1951/52 was to make a survey, as chairman of a special committee appointed by the Administration, of all campus records. The gross volume of work done by Berkeley's Library Photographic Service was approximately 15 percent higher than in the preceding year, the increase in large part being due to the expansion of the newspaper microfilming project. About 500,000 pages of newspapers were microfilmed at Berkeley in 1951/52. The volume of work done in UCLA's Library Photographic Service was 23 percent greater in 1951/52 than in 1950/51 when it made a 25 percent gain over the previous year, 1949/50.

The most notable achievements in campus service at UCLA were made by the various branch libraries where hours were extended (Biomedical Library, Agriculture Reference Library), holdings were expanded, reference facilities were enlarged, study groups were instituted (by the Engineering Library), circulation was increased and special bibliographies and catalogs were made or improved. The Main Library building's hours of service could not be generally extended to equal Berkeley's, in spite of persistent agitation from the Student Library Committee; but the main building was opened for extra hours during final examination periods. The Davis campus library in 1951/52 opened for 91 hours a week, four additional hours being added at the request of the Student Welfare Council.

PROCESSING

Success in the area of public services to library readers depends directly upon the speed, efficiency and thoroughness of the work being done by the technical processing departments which operate unseen by most of the Library's clientele. Last year, in 1950/51, efforts were made throughout all the libraries in the University of California system to modernize, simplify and economize in the work of ordering, accessioning, checking and cataloging the mounting volume of material which was being acquired. This year reported satisfactory progress toward the goal of removing work arrearages and reducing to a minimum the span of time required to check, order, receive, accession, bind, classify, catalog, and deliver new materials to the shelves.

At UCLA a new loose-leaf manual, *Administrative Manual for Departments and Branch Libraries*, was issued in order that all staff members in an increasingly complex system might better understand general objectives and become familiar with established procedures. Librarians on the Riverside campus also wrote procedures manuals, one for each activity of the library, in order to develop systematic methods. It is anticipated that these manuals will undergo periodic revision, and that when they are completed, a general policy manual will be compiled to outline the objectives of the library as well as to establish areas of responsibility.

Berkeley's Order Department, breathing more freely in expanded quarters, extended its IBM procedures to the purchase of all books on departmental accounts, thereby increasing efficiency in processing and claiming. Responsibility for handling of departmental library funds was assigned to the Order Department by the University Office of the Controller. Correlation of procedures yielded time savings in operations and in training new personnel. Plans are being made to extend IBM procedures further, to book-keeping and accounting problems. The Order Department, as well as the Loan Department, successfully used the "Photoclerk"—a small photostat camera and processing unit designed to eliminate steps in clerical routines.

Berkeley is cooperating with ten other American libraries in a two year experiment to determine the usefulness of this device which was invented by Ralph Shaw, Librarian of the United States Department of Agriculture Library. Santa Barbara announced last year that it would inaugurate in 1951/52 the use of a new unit order form, prepared in multiple copies to eliminate several subsequent processing steps. The form, which was developed in cooperation with Riverside where it is also used with slight variations, has proved remarkably successful at Santa Barbara in speeding up the work of acquisitions by reducing copying and typing operations. Further, it has had a decidedly beneficial effect upon interdepartmental coordination and cooperation. UCLA's Acquisitions Department was handicapped in 1951/52 because funds were not available to provide the new unit purchase order form which it had also devised—a form different in design but similar in purpose to that of Santa Barbara and Riverside. Attention was therefore directed to other matters with the result that a very satisfactory year's progress was reported, particularly in reducing checking time, speeding payment of dealers, reviewing procedures, instituting a branch library delivery system, improving wants lists, establishing improved routines in the receiving section of the department, and reviewing pre-war exchanges. A Keysort system of subscription invoice records for serials was started; this will permit analysis of the subscriptions list by dealer, date-due, frequency, language, subject, etc., all of which information will be of value for reference purposes as well as for payment of invoices. An agreement was reached with the Controller's Office to add more information to invoices before final approval, thereby enabling the Controller to pay invoices with only a superficial audit and hastening the whole payment process. The Scripps Institution Library of the La Jolla campus continues to operate at a disadvantage owing to lack of personnel; acquisitions work for that library was still done at UCLA during 1951/52, an arrangement unsatisfactory to both libraries which may be eliminated in 1953/54 if an acquisitions librarian is added to the Scripps staff. At Davis the Library's operations are being scrutinized by the staff which is introducing work simplification techniques. At year's end the Acquisitions Department was under study, but that department had set a notable record during the year by processing a greater number of books than ever before in spite of being short-staffed by even minimum standards. A serials committee was organized to make decisions concerning new subscriptions, back files, and binding policies.

The year 1951/52 also marked up a creditable record of performance by catalogers of the several libraries. Two major recataloging projects are being undertaken in the University—at Santa Barbara, where recataloging the old collection from the Dewey to the Library of Congress classification proceeded even more rapidly than the year before, nearly one third of the total

volumes now being converted; and at Mount Hamilton, where since July 1951 about 80 percent of the monographs of the Lick Observatory Library have been reclassified, remarked and reshelved. The Lick Library cataloging project has been handled by the Berkeley Catalog Department. It is anticipated that in 1952/53 work on the monographs will be completed and the serials record file, to be modeled on the system at Berkeley, will also be finished. Santa Barbara cataloging work was by no means confined to reclassification; all new books were cataloged on a current basis in the Library of Congress classification, attention was given to the collection of juvenile books, and some 250 music scores were added during the year. The cost of cataloging music scores has been estimated at Santa Barbara to be three times that of regular book cataloging.

Berkeley catalogers, in addition to the Lick Observatory job, managed to eliminate over 7,000 volumes of arrears work and at the same time keep recently acquired material under control. The permanent cataloging of the East Asiatic Library collection began in October, 1951; five catalogers, with the help of a calligrapher, cataloged 2,500 works in eight months. Copies of the permanent catalog cards were distributed to six libraries by sale or exchange. Approximately 12,000 additional volumes were accessioned in the East Asiatic Library during the year, bringing the total of processed volumes to 94,000. In another area of specialized processing, that of foreign dissertations, Berkeley proceeded at a faster rate than had been anticipated. More than 12,000 foreign dissertations were moved from the arrears collection to bring the total of accessioned items to over 30,000. UCLA also moved forward in processing of specialized collections such as maps, manuscripts, newspapers, pamphlets, the University Archives, and the California imprints collection; but even more satisfying was the report from UCLA's Catalog Department that in 1951/52 more titles and volumes were cataloged than in any year of its history except 1948/49 when a concerted drive and selective cataloging practically eliminated the arrearage built up during the war. The 1951/52 record is the more remarkable when it is noted that several projects were undertaken which detracted from the normal work output, for example: there was heavy recataloging due to large transfers of books to new or expanded branch libraries; cards were shifted in the public card catalog to expand into 240 additional trays and refileing of the whole catalog was continued; the shelf list was twice shifted to expand into new furniture; and participation was begun in the Library of Congress Cyrillic Union Subject Catalog. To offset these new chores and to cope with the ever increasing volume of regular work, new equipment and more ample working space were of some help. However, the most important factor was a series of conferences in which cataloging work was carefully analyzed and in which decisions were reached to simplify procedures. The 1949 Library of Congress Rules for

Descriptive Cataloging, previously used on an experimental basis, were officially adopted; work priorities were agreed upon to avoid jams; photocopying was introduced whenever feasible to reduce clerical operations; and some progress was made in reducing added entries and the number of subject cards prepared. A study of selective cataloging was made and recommendations to simplify continuations cataloging were prepared.

Binding problems—rising costs, scheduling delays, and quality standards—were examined in both the north and the south. Detailed discussions in the Heads Conference of the Berkeley Library were joined by representatives from other campuses and departmental libraries. At Los Angeles a special committee was appointed to make a continuous study of means to effect economies and regularize both rush and routine binding shipments.

BUILDINGS—THE SPACE PROBLEM

Last year's report emphasized the alarming situation on all campuses which had resulted from delays in building programs. Although at this year's end the libraries of the University are operating in substantially the same space and with considerably enlarged collections, concern has been allayed by measures of temporary relief and by the high priorities given to library projects in the University building program for the next five years.

At both Riverside and Santa Barbara, as the year 1951/52 closed, plans and specifications were completed for entirely new library buildings. Contracts will be signed and construction started on these major developments early in 1952/53. The two buildings will differ in general appearance and floor plan, but will have much in common as a result of being developed from a similar architectural approach and philosophy of librarianship. The librarians at Riverside and Santa Barbara have cooperated closely with each other, sharing freely the benefits each had gained from study of the best new college library buildings in the United States and from conferences with faculty members, University officials and other librarians. Basic ideas incorporated in both buildings will feature flexible and expansible structure, functional and original layout to serve the educational objectives of the colleges, attractive appearance and convenient facilities to encourage the use of the library collections, and design which exploits the climatic advantages of Southern California.

A new library building is also projected for completion in the spring of 1954 at the Lick Observatory on Mount Hamilton where the need for space is at present the most crucial library problem. Preliminary plans have been completed for a building to house the present collection and its normal growth for thirty years, with provision to add an additional floor of stacks thereafter. Although at San Francisco preliminary meetings with architects have already taken place, it will be some five years before new library quar-

ters will be erected. Meanwhile, beginning in 1951/52, steps are being taken to reduce safety hazards and to provide in the antiquated present structure such minimal improvements as adequate lighting, cleaning and painting. The first unit of temporary shelving—about one third of the total needed to accommodate the 30,000 overflow volumes in the permanent collection—was installed in 1951/52, permitting a shift to reduce the weight load on the weakened foundations at the south end of the old medical school building. The La Jolla campus library also has as major problems its lack of working space and overcrowded shelves; but a measure of relief is in sight since money has been provided for the remodeling of the building. Plans are on the drawing boards which incorporate recommendations of the Scripps Institution's librarian and faculty to revamp the whole library in successive steps—providing first for additional stack and a relocation of the loan desk which will allow more work and readers' space.

Although the library building on the Davis campus is a relatively new building, it is already in need of both remodeling and expansion. In 1951/52 some improvements were made in the ventilating system and a study concluded which recommends, at a cost of \$7,721, alteration of lighting fixtures to raise footcandle strength from 13 to a minimum of 35. However, the badly needed stack annex large enough for 150,000 volumes has not yet been budgeted. The present stack was built for an 80,000 volume capacity, already exceeded by the collection. The Library Committee has met with the Committee on Campus Building Development to discuss the problem. As was the case on the Los Angeles campus for many years, at Davis the building is shared by the library with the administrative offices; in the event of future remodeling of the entire building, the space now used by administrative offices could be adapted to seminar or special reading rooms, audiovisual rooms, and work space. Lack of work space is nearly as serious as the crowded book stack. Already the increased staff, to serve a university rather than only the college of agriculture, has overflowed into public service areas with serious consequences to efficiency and the even flow of processing work.

The library space problems of Berkeley and Los Angeles are rather similar: principal space gains in 1951/52 were made by branch libraries outside the central locations; removal of branch units from the main buildings on each campus gave some measure of relief; disaster preparedness plans have directed attention to the use of the two large buildings in event of emergency; and, probably the best news of the year to both libraries, there is clear promise of additional stack for the rapidly growing book collections.

At Berkeley news was received in March that the Office of Education had released critical materials to the University, implementing the stack completion and remodeling project described in the Library Council Report for 1950/51. Bids have been accepted and work will commence early in 1952/53

to fill in the stack well of the Doe Building to provide book and reader space and an enlargement of the Loan Department's work area. The present east reading room will be reconstructed for the loan desk and public catalogs, the present loan hall eventually to be remodeled for General Reference Service. Los Angeles received news late in the year that "Unit B" of its 25-year building program will probably be funded next year (1952/53), the unit being an eight level stack annex and underground vault—the 30,000 additional square feet to provide books, manuscript, film and archival space which will accommodate additions to the collection for five or six years at the present rate of growth. Tentatively, "Unit C," a south wing, is within the 5-year plan of campus development. Meanwhile thousands of volumes must continue in hazardous storage areas, often repacked in crates rather than placed on shelves, threatening damage to books and a breakdown of the efficient service pattern which has been painstakingly developed in recent years. In the existing stack area it has been necessary to resort to fore-edge shelving in order to increase capacity. This, with other adjustments and shifts within the stack (e.g., eliminating cubicles) made it possible in 1951/52 to get 20,500 volumes off the stack floors; but at the year's end there were still some 5,350 books either on the floor or away from their proper stack location. Only about 840 volumes were transferred from the stack to branch libraries and to the Department of Special Collections.

Problems of lack of space and equipment hover over many library units at Berkeley, particularly the Music Library, Chemistry Library, Biology and Public Health Libraries, and the Bancroft Library. New storage space for the bulky Bancroft collections is urgently needed to replace the Edwards Field quarters (under the stadium grandstand), which have been used for about fifteen years and are so moist that papers are deteriorating from dampness and mould. The bulky manuscript and University Archives collections, pamphlets, and the Oriental Collection—all in the Department of Special Collections of the Los Angeles Library—have also in large part been put into scattered, unsatisfactory storage locations such as closets and basements. The Agriculture Reference Library at Los Angeles is probably the most inadequately housed active collection in the entire University. The University Elementary School Library, a branch in the Los Angeles campus library system and a unique library development in the whole University, suffers less from crowding than from improper furnishing and equipment. The Meteorology Library suffers a space as well as a budget handicap.

There is, however, a brighter side to the picture shown by the reports of University Librarians Coney and Powell. Two removals from the crowded main building at Berkeley occurred during 1951/52: The East Asiatic Library moved from the fourth floor of the Doe building into the basement and second floor of Durant Hall, formerly called Boalt Hall; and the Insti-

tute of Transportation and Traffic Engineering Library moved to the Richmond Field Station. At UCLA removal of the Engineering Library from the Library building to the new Engineering building made possible the installation of badly needed faculty study cubicles and the transfer of some materials in the field of engineering from the congested main stack. Progress was made on the three-story stack annex and remodeling of Berkeley's Architecture Library; and the new Memorial Reading Room of the Forestry Library was dedicated on the tenth Anniversary of Pearl Harbor to the memory of foresters who gave their lives in World Wars I and II. The room was equipped with lounge furniture by the California Alumni Foresters. Plans for a new Forestry Products Laboratory Library, to be run in connection with the Forestry Library, are in high gear with construction expected to begin before the end of 1952 on the Richmond site. Two new branches will be established, probably in October 1952, in Dwinelle Hall: the Mathematics-Statistics Library and the Howison Library of Philosophy. A new Virus Laboratory Library is expected to open in October of 1952. At Los Angeles also new branch facilities have been occupied and additional branch libraries are in advance stages of planning. The Chemistry Library and Geology Library have each been given ample facilities in the new Chemistry-Geology Building, both libraries drawing off some materials from the main library building for which there had not been room in the old quarters. A new branch library, the Art Library, was established in 1951/52 with space for a 10,000 volume collection in the new Art Building. The Theater Arts Library, at the close of the year, moved into new quarters with better provisions for readers' and work space but only slightly more room for the collection which is congested. The Library Committee at Los Angeles, following careful planning which was presented, agreed during the year to add two new branch libraries to the library system (Home Economics and Education) and has under consideration a proposal to establish an Astronomy-Mathematics-Meteorology Library scheduled for inclusion in the first unit of the projected Physical Sciences Building. The new underground stack annex of the Clark Library, completed during 1950/51, successfully stood the test of a very wet winter and is now considered safe for even the most precious of the Clark treasures. Outbuildings on the Clark residence grounds have been used for newspaper files storage by the University Library for some years; during 1951/52 the last of this space was consumed by a large gift of newspaper files from the Los Angeles Public Library.

STAFF

Each year, as the total staff of the libraries of the University increases in size, it becomes increasingly difficult to enumerate new appointments and

other changes with any degree of completeness. One change only was made during 1951/52 in the membership of the Library Council, when J. Richard Blanchard (Davis) filled the vacancy created by the retirement of Nelle U. Branch. Berkeley lost Assistant Librarian Douglas W. Bryant to Harvard, and the University of British Columbia enlisted Assistant Librarian Neal Harlow from Los Angeles. Four new Assistant Librarians were appointed during the year—at Berkeley, Jean H. McFarland and Melvin J. Voigt; at Davis, Helen R. Blasdale; at Los Angeles, Andrew H. Horn. A considerable number of other new appointments and reclassifications throughout the system had the net effect of strengthening, especially in the number of specialist-librarians, a total staff which was already distinguished in competence. Participation in professional organizations and activities in no way diminished; even a listing of committee and other appointments accepted by the staff would exceed the length of this report. The entire University shared in the benefits, enjoyed more particularly by the UCLA Reference Department, of this year's residence as visiting librarian Robert L. Collison, Reference Librarian of the Westminster Public Libraries of London, who came to Los Angeles under Fulbright auspices.

The year marked the deaths of Sydney B. Mitchell, Dean Emeritus of the School of Librarianship, and Harold L. Leupp, Librarian Emeritus of the University of California, Berkeley—two losses which will be long felt in California and in the library world. The School of Librarianship announced that the promising career of one of its young professors, Reuben Peiss, was cut short by an untimely demise. Two more deaths occurred shortly after the close of the year, as this report was being compiled—that of J. Gregg Layne who had only six months before been appointed consultant in Western Americana for the Los Angeles campus library; and that of Associate Astronomer Emeritus Ferdinand J. Neubauer who, before his retirement, served as Librarian at Mount Hamilton and was a member of the Library Council.

This and last year's reports were written for the Library Council by Andrew H. Horn, Associate Librarian, Los Angeles. Statistical tables for this report were compiled by Kenneth J. Carpenter, Intern in Administration, Berkeley. Cover design is by W. W. Bellin of the UCLA Library staff.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1952

Table I: Bound Volumes and Current Serials

	VOLUMES			CURRENT SERIALS ^a		
	1951	1952	% GAIN	1951	1952	% GAIN
BERKELEY	(1,744,784)	(1,812,686)	3.89	(19,658)	(20,252)	3.02
General Library.....	1,614,404	1,674,078	3.70	17,300	17,692	2.27
Departmental Libraries....	130,380	138,608	6.31	2,358	2,560	8.57
LOS ANGELES	(841,019)	(913,644)	8.64	(12,313)	(13,222)	7.38
General Library.....	790,012	860,928	8.98	12,077	12,978	7.46
Clark Library.....	51,007	52,716	3.35	72	76	5.56
Bureau of Govt. Research.....	164	168	2.44
SAN FRANCISCO	(121,477)	(125,082)	2.97	(1,439)	(1,632)	13.41
Medical Center Libraries....	91,479	94,680 ^b	3.50	1,319	1,505	14.10
Hastings College of Law....	29,998	30,402	1.35	120	127	5.83
DAVIS	(72,105)	(80,491)	11.63	(1,549)	(2,055)	32.67
SANTA BARBARA	(55,975)	(60,159)	7.51	(1,047) ^c	(987) ^c
Main Library.....	47,264	51,194	8.31	1,028	967
Wyles Collection.....	8,711	8,965	2.92	19	20	5.26
LA JOLLA	(25,001)	(25,425)	1.70	(557)	(548)
RIVERSIDE	(17,434)	(21,612)	23.96	(463)	(508)	9.72
College of Letters and Science	2,870	6,657	131.95	3	11	266.67
Citrus Experiment Station	14,564	14,955	2.68	460	497	8.04
MT. HAMILTON	(19,797)	(20,105)	1.56	(382)	(387)	1.31
TOTALS	2,897,592	3,059,204	5.58	37,408	39,591	5.84

^a Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b In addition, the Medical Center Libraries have 40,000 foreign dissertations.

^c Includes U. S. documents on regular subscription.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1952

Table II: Bound Volumes and Current Serials—Berkeley Campus

	VOLUMES			CURRENT SERIALS ^a		
	1951	1952	% GAIN	1951	1952	% GAIN
GENERAL LIBRARY	(1,614,404)	(1,674,078)	3.70	(17,300)	(17,692)	2.27
<i>Main Building</i>	(1,294,520)	(1,320,094)	1.98	(13,258)	(13,026)
Central Collection.....	1,162,240	1,184,910	1.95	12,769	12,688
Bancroft Library.....	93,622	96,001	2.54	477 ^f	326
Morrison Library.....	18,763	18,332	12	12
Rental Collection.....	19,895	20,851	4.81
<i>Branch Libraries</i>	(319,884)	(353,984)	10.66	(4,042)	(4,666)	15.44
Architecture.....	5,774	6,389	10.65	81	108	33.33
Astronomy.....	4,355	4,570	4.94	213	281	31.92
Biology & Pub. Health..	106,944	112,033	4.76	1,100	1,147	4.27
Chemistry.....	6,867	7,500	9.22	110	114	3.64
City & Reg. Planning...	400	561	40.25	40	51	27.50
East Asiatic Library...	81,967	94,400 ^c	15.17	213	261	22.53
Education.....	22,416	27,518	22.76	425	400
Engineering ^b	23,232	28,192	21.35	487	761	56.26
Forestry.....	9,804	10,096	2.98	358	428	19.55
Geological Sciences....	3,943	3,996	1.34	94	137	45.74
Library School.....	22,002	22,777	3.52	713	734	2.94
Music.....	21,521 ^d	23,983 ^e	11.44	70	80	14.29
Optometry.....	831	908	9.27	22	25	13.64
Paleontology.....	5,686	5,841	2.73	57	69	21.05
Physics.....	4,142	5,220	26.03	59	70	18.64
DEPARTMENTAL LIBRARIES ...	(130,380)	(138,608)	6.31	(2,358)	(2,560)	8.57
Giannini.....	6,915	7,157	3.50	548	551	.55
Law.....	95,201 ^d	100,611 ^d	5.68	791	841	6.32
All others.....	28,264	30,840	9.11	1,019	1,168	14.62
TOTALS	1,744,784	1,812,686	3.89	19,658	20,252	3.02

^a Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Includes Mineral Technology and Institute of Transportation and Traffic Engineering libraries.

^c Includes music books and scores housed in Music Library and in the Main Building.

^d In addition, Law Library has 30,000 foreign dissertations.

^e In addition, East Asiatic Library has approximately 125,000 uncataloged volumes.

^f Includes government documents which are excluded from 1952 count.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA

30 JUNE 1952

Table III: Bound Volumes and Current Serials—Los Angeles Campus

	VOLUMES			CURRENT SERIALS*		
	1951	1952	% GAIN	1951	1952	% GAIN
GENERAL LIBRARY	(790,012)	(860,928)	8.98	(12,077)	(12,978)	7.46
<i>Main Building</i>	(675,319)	(722,779)	7.03	(8,882)	(8,730)
Central Collection	651,391	697,839	7.13	8,872	8,687
Oriental Languages	23,928	24,940	4.23	10	43	330.00
<i>Branch Libraries</i>	(114,693)	(138,149)	20.45	(3,195)	(4,248)	32.96
Agricultural Reference	5,546	6,154	10.96	419	504	20.29
Biomedical	30,009	35,840	19.43	1,031	1,246	20.85
Chemistry	7,948	8,460	6.44	180	191	6.11
Engineering	13,840	16,605	19.98	566	703	24.20
Geology	8,564	9,346	9.13	71
Industrial Relations	6,114	7,756	26.86	491	451
Law	39,690	50,084	26.19	508	1,012	99.21
Meteorology	702	775	10.40
Physics	2,280	3,129	37.24	70
CLARK LIBRARY	(51,007)	(52,716)	3.35	(72)	(76)	5.56
BUREAU OF GOVT. RESEARCH	(164)	(168)	2.44
TOTALS	841,019	913,644	8.64	12,313	13,222	7.38

* Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

**SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1952**

Table IV: Other Library Materials (partial record)

	PAMPHLETS	MICROFILM REELS	MAPS	RECORD- INGS	MANU- SCRIPTS
BERKELEY	(331,726)	(6,722)	(80,455)	(10,738)	xxx
General Library.....	(117,519)	(5,568)	(75,426)	(1,406)	xxx
Central Collection.....		3,712	62,855	1,406	
Bancroft Library.....	33,200	929 ^e	12,571		1,065,700 ^f
Branch Libraries.....	(84,319)	(927)	(5,019)	(9,332)	
Biology & Public Health.....	24,414	271		36	
Chemistry.....		11			
East Asiatic Library.....		261			6,086 ^g
Education.....	16,954				
Engineering.....	12,146	34	213		
Forestry.....	17,401	25	1,742		
Geology.....	257		1,635		
Library School.....	4,680				
Music ^a		305		9,296	
Paleontology.....	8,467	12	1,429		
Physics.....		8			
Departmental Libraries.....	(214,207)	(1,154)			
Giannini.....	^b	938			
Law.....	20,000	216			
Public Administration.....	194,207				
LOS ANGELES	(96,861)	(2,742)	(29,732)	(1,884)	(12,652)
General Library.....	(42,406)	(2,728)	(29,450)	(1,881)	(10,319)
Central Collection.....	17,251	2,257	24,431	54	10,314 ^b
Music ^a				1,827	
Branch Libraries.....	(25,155)	(471)	(5,019)		(5)
Agricultural Reference.....	808				
Biomedical.....	136	31			5
Chemistry.....	935	13			
Engineering.....	15,000	10	19		
Geology.....	6,731	3			
Industrial Relations.....	480	394			
Meteorology.....	815	19	5,000		
Physics.....	250	1			
Clark Library.....	(556)	(12)	(246)		(2,333)
Bureau of Govt. Research.....	(53,899)	(2)	(36)		
DAVIS		(54)		(88)	(2)
SANTA BARBARA	(11,184)	(240)	^d	(2,139)	
LA JOLLA		(16)	(7,430)		
RIVERSIDE	(3,080)	(175)			
MT. HAMILTON	(2,200)				
TOTALS	445,051	9,949	117,617	14,849	xxx

(Microcard collections also reported were: Berkeley, 266; Los Angeles, 5,000; Davis, 11,700; La Jolla, 3,750)

^a Music scores included in volume count at Berkeley and Santa Barbara; Los Angeles has 10,984 scores not included in its volume count.

^b Giannini has 293 vertical file drawers and 13 three-foot sections of stack containing cataloged pamphlets and maps not included in Berkeley's total.

^c In addition Bancroft Library has 1,647,682 microfilm exposures.

^d Included in pamphlet collection.

^e Total not available.

^f In addition Bancroft Library has about 7,900 unprocessed items and 15 unprocessed collections.

^g Bound volumes of MSS.

^h 10,261 individual MSS and 53 collections.



Z
733
.C152
A2
1952/53

THE UNIVERSITY
OF MICHIGAN
DEC 8 1959
LIBRARY



1952-1953
ANNUAL
REPORT
OF THE
LIBRARIES
OF THE
UNIVERSITY OF CALIFORNIA

BERKELEY: University Library, School of Librarianship. **LOS ANGELES:** University Library, Clark Library. **SAN FRANCISCO:** Medical Center Library. **DAVIS:** University of California Library, Davis. **RIVERSIDE:** College of Letters and Science Library. **MOUNT HAMILTON:** Lick Observatory Library. **LA JOLLA:** Scripps Institution of Oceanography Library. **SANTA BARBARA:** Santa Barbara College Library.



THE LIBRARY COUNCIL of the University of California was created by President Robert G. Sproul in 1945 to consider library problems affecting more than one of the University's eight campuses, and to concern itself with consistency of policy and practice and with the appropriate distribution of responsibilities. It is composed of the head librarians of the eight campuses of the University (J. Richard Blanchard-Davis; Donald Coney-Berkeley; John B. deC. M. Saunders-San Francisco; Stanislavs Vasilevskis-Mount Hamilton; Donald C. Davidson-Santa Barbara; Lawrence C. Powell-Los Angeles; Edwin T. Coman, Jr.-Riverside; W. Roy Holleman-La Jolla) and the Dean of the School of Librarianship (J. Periam Danton).

The librarians of Berkeley and Los Angeles and the Dean of the School of Librarianship comprise the Executive Committee of the Council. The Secretaryship alternates every two years between the librarians of Los Angeles and Berkeley, the librarian at Berkeley holding the position for 1953/54-1954/55.

This is the fifth Unified Annual Report of the libraries of the University issued by the Library Council.

DONALD CONEY,
Secretary,
The Library Council

THE END PRODUCT of libraries is a book supplied or a question answered. This product is delivered by a complex machine constructed of books (and other forms of record), people, space, and judgment. This report records only a part of the production of the University's libraries, for it is impossible to count all the books used and questions answered. Also, the value of this product is hard to estimate: what happens after an answer has been given or a book delivered is seldom known. The potential ability of the libraries to deliver the needed book or answer the important question is described by reporting improvements to essential parts of the machine: the staffs, the books, the buildings, and the judgment.

THE STAFFS

A report covering the year's high lights is likely to ignore the part staff members play in turning what might be a tangled mass of uncoördinated activities into a smooth operation. The repetitive work of ordering, receiving, arranging, and circulating goes on constantly. Books are checked out, questions answered, cards filed, and accounts balanced. This work done by clerks, stenographers, photographers, librarians, and others, encompassing a wide assortment of skills, is the substance of the library's operation. This report can record only the administrator's awareness of its importance and his acknowledgment and appreciation of the efficiency and loyalty of the library staffs whose professional competence and hard work must be recognized as a real contribution to education and research on our campuses.

Turnover was a problem at Santa Barbara and Berkeley; the former had an almost complete turnover in its cataloging staff, and Berkeley's problem was highlighted by 108 replacements during the year. Too few people is also a threat to efficient operation, and Librarian Holleman of La Jolla found himself caught between increasing demands for service and too few people to give it. Plans that have been made for future service on that campus must wait on enlarging the library's staff. Los Angeles also needs more people in order to lengthen the service hours of its branch libraries and to cope with a still-expanding acquisitions program.

At San Francisco the staff was reorganized as a part of the consolidation of the libraries of the Medical, Pharmacy, Dental, and Nursing schools into one University of California Medical Center Library. One of the high marks of the year at the Riverside Library was the arrival of department heads for the new Letters and Science Library.

The appointment in August, 1952, of Melvin Voigt as Assistant Librarian in charge of personnel at Berkeley resulted in fresh stimulus to that library's personnel program. A first-year contact program, a series of interviews between the library's administration and new employees during their first year at the library, was initiated and preliminary plans were made for an extensive employee orientation program. All departments contributed to *The Branch Manual, an Introduction to the Main Library for Branch Librarians and Assistants*, written to help orient new employees as well as to be a source of information to all personnel.

The staffs of several of the libraries were augmented by special appointments during the year, the most important of which was that of Jay Monaghan as consultant to the Wyles Collection at Santa Barbara. Torben Palsbo, Assistant Librarian of the University of Copenhagen, spent four months working on Berkeley's foreign university publications collection, and La Jolla had on its staff for a year Miss Gullborg Helgesen of Trondheim, Norway.

THE COLLECTIONS*

Expansion. A university library feels the impact of all changes within the academic part of the University. No course can be added, no department, school, or college created, no building erected, nor new appointment made without the creation of new demands on the library. Even the redeployment of existing activities and persons requires that libraries make adjustments.

As an indication of what is happening on all campuses, at Berkeley the size of the faculty has increased 33 per cent during the five years 1946/47-1951/52, and the number of graduate courses has increased 30 per cent in the three years 1949/50-1952/53. An increase in the number of institutes and bureaus devoted to research activities in special fields also has increased demands on the library's collections. There are now on the Berkeley campus alone over twelve such organizations devoted to stimulating research in their particular fields. Some, like the Institute of Industrial Relations, are intercampus organizations, extending their activities over several campuses of the University.

At Los Angeles the relative growth of research activities has been even more pronounced, and such organizations as the Institute of Industrial Rela-

* Appendix A lists the libraries' more important gifts and purchases during 1952/53. A more comprehensive list is included in *Gifts to the University*, issued annually by the Office of Official Publications.

tions on that campus report plans for further expansion of their collecting activities; in this case, of pamphlet material and labor papers. At Santa Barbara stimulated faculty interest has resulted in intensive examination of the library's collecting activities in the fields of art, sociology, music, and botany. Librarian Holleman of La Jolla reports that "the demand for library services has increased more than 35 per cent, due to the extension of Scripps' research program and a steadily increasing number of employees and graduate students."

Policies. The collecting policy of each library is determined by the teaching and research programs on each campus. The collections at San Francisco are limited by teaching and research confined to the medical sciences; those at La Jolla are limited to marine sciences and geophysics; those at Mount Hamilton, to astronomy. At Santa Barbara the collections are limited by a curriculum confined to an undergraduate liberal arts program, and the present belief is that a collection of 150,000 volumes will suffice for this purpose. During the past year at Santa Barbara the faculty has helped with an intensive review of the library holdings in philosophy, political science, education, physical education, arts, and natural sciences, in accordance with the principle of maintaining an active collection. The curriculum at Riverside is similar in purpose to that at Santa Barbara and allows a similar limitation to a relatively fixed number of volumes. The character of this collection will also be modified by the intention of the faculty to require the students to do considerable reading in foreign source materials. The Davis curriculum includes both a liberal arts program and specialized training in various agricultural fields. Library support of this educational program will demand a larger collection than that at Riverside or Santa Barbara (a minimum collection of 350,000 volumes is now planned), but one with fairly clearly defined limits.

The curricula on the Los Angeles and Berkeley campuses are much larger and more greatly diversified than on the other campuses, demanding correspondingly larger and more diversified library collections to support them. But even such large and diversified collections as these must be are not limitless, as some have assumed. Berkeley, for instance, does not need to have a research collection in medicine, since it has no medical school on the campus; Los Angeles does not require a research collection in architecture since it does not offer a degree in this field, and neither campus demands the kind of research collection in astronomy which Mount Hamilton must have. Limitations other than those imposed by educational policies, however, cannot be made without destroying the ability of the University to teach and to do research in the areas for which it has assumed educational responsibility.

During 1952/53 at Berkeley the various collecting policies embodied in statements issued by agencies inside and outside the library were examined

by the heads of the library departments and the library administration. Examples of topics discussed were: the role of the General Reference Service in recommending books for purchase, the recommendations of the Latin-American Colloquium in relation to the existing Bancroft area of interest, the "areal" responsibilities of the library defined by the Library Committee of 1945/46 as they relate to current interests on the campus, Farmington Plan commitments, and the division between Berkeley and Davis of responsibility for historical materials in many fields of agriculture.

Non-book material. Librarians deal with many kinds of material besides books and periodicals. Slides, pictures, recordings, maps, and microfilm are, of course, not new. But the ratio of these to books and periodicals in the library is changing, and non-book materials are becoming an important factor in the library economy. During the last year, the Los Angeles Library was faced with the problem of cataloging, housing, and servicing the new Art Library's collection of slides and pictures. The Architecture branch on the Berkeley campus began a collection of plans and elevations, and, after a long period of study and consultation with the faculty, began cataloging its extensive slide collection. The Library Council spent some time at its April, 1953, meeting discussing the place and administration of audio-visual materials. The Santa Barbara Library began active participation in an audio-visual service center, and two projectors were acquired during the year. The Bancroft Foreign Microfilm Project continued with 302,872 exposures added in 1952/53. During the year, Berkeley's representative in England filmed a large collection of German Foreign Ministry Archives, particularly of the Bismarck era, and recorded on tape two interviews with Alice B. Toklas.

Los Angeles has now microfilmed practically all its important holdings of local newspapers and disposed of the originals. The Institute of Industrial Relations is about to undertake an extensive program of collecting labor papers on microfilm. Microfilming theses at Los Angeles and Berkeley has begun.

Documents depositories. One of the most important developments on the Davis campus during 1952/53 was the naming of that library as an official partial depository for federal documents. This was made possible by the reorganization of the Third Congressional District, which had no depository library designated by a member of the Congress. Davis has been a depository for United States Department of Agriculture publications for many years but has had to depend on individual orders or mailing lists for other documents. Under the new arrangement, Davis will select only the more important documents for deposit, since both the State Library and Berkeley receive all publications issued by the Superintendent of Documents.

The Los Angeles Library committed itself this year to the role of a central documents library in the southern section of the State and will maintain in

the future complete files of State documents in certain fields. Coöperating local libraries transferred to the Los Angeles Library a number of volumes of State documents relating to these selected fields.

MONEY

Although the libraries receive much valuable material by gift, exchange, and by depository arrangements, most must still be bought. The book costs of the University are steadily increasing, not only because of rising prices but because so much more is demanded by faculty and students and because so much more is being published. The increase since 1945 in numbers of periodicals and monographs published here and abroad has caused tremendous pressure on the libraries, especially in the larger ones at Los Angeles and Berkeley, to acquire more. The obvious solution of seeking more money is counterbalanced by sharpening selection methods and policies, and by increasing the efficiency of buying procedures.

Los Angeles placed serial record payments on punched cards, planned an order manual for faculty use, and studied the use of a multiple-order form. At both Santa Barbara and San Francisco book selection methods were improved, and at Berkeley reorganization of procedures relating to status of orders and search priorities resulted in increased efficiency in its Order Department.

STORING AND ARRANGING

Space. The storage of books has become one of the most pressing library problems all over the country, and the libraries of the University share this problem with their counterparts, east, north, and south. The combined libraries of the eight campuses now number 3,233,500 volumes, a gain of 5.7 per cent in the year 1952/53.* The problem of where to put the books is still difficult of solution even though building has already begun or funds have been allotted for either new library buildings or extensive additions at Santa Barbara, Riverside, La Jolla, Mount Hamilton, San Francisco, Davis, and Berkeley. The most acute situation exists at Los Angeles, where over 8,000 volumes are already stored on stack floors for lack of shelving.

Binding. The University's binding costs are rising because of increasing prices of materials and wages and the increasing number of items to be bound. The University librarians have been scrutinizing not only procedures but periodicals, streamlining the one and screening the other in an effort to hold down as much as possible the steady rise in binding costs. The Library Council in November, 1952, discussed specifications and methods of reducing costs with representatives of the University binderies.

Through joint effort of the libraries and the University binderies, delivery

* The size of the libraries of the University is shown in Appendix B.

last year to the Los Angeles and Berkeley campuses was speeded considerably. At Berkeley a list of duplicate serials was made, preliminary to a review of their binding, and at San Francisco a completely revised binding policy was worked out and initiated during the year.

Classifying and cataloging. In the last few years not only have the cataloging departments been able to keep fairly well up to date with current receipts, but have cut deeply into the large arrearages accumulated during 1945-49; in some cases, wiping them out entirely. One notable exception is La Jolla, which has been handicapped severely by lack of cataloging personnel.

At Berkeley almost every branch and service department, as well as the main catalog department, reported revisions and investigations of cataloging procedures and policy. Illustrative examples were the Catalog Department's change of procedure to bypass temporarily the cataloging of selected serials; the Documents Department's start on a revision and simplification of its catalog; a reclassification of the Education branch's textbook collection; and East Asiatic Library's descriptive cataloging code published this year. At Los Angeles the Elementary School catalog was revised and the big job of refiling the main catalog in strict alphabetical sequence was completed. A code for simplified cataloging was adopted and plans made for a study of client use of the catalog—a necessary preliminary to further revision of the cataloging code. The Los Angeles shelf list was microfilmed during 1952/53. Studies were made at Los Angeles, as well as at Berkeley, for local preparation or reproduction of all catalog cards in lieu of the long-time practice of buying many from the Library of Congress. La Jolla cataloged 75 per cent of its reference collection and has prepared plans for recataloging reprints, for revising its subject authority file, and for cataloging its archives collection. At Santa Barbara the recataloging of the collection from the Dewey to the Library of Congress classification system continued, and a reclassification and rearrangement of the elementary school curriculum collection was completed. At Mount Hamilton the reclassification of monographs by the Berkeley cataloging staff neared completion and plans were made for a reclassification of periodicals. Central recording of serials was begun at Mount Hamilton. Riverside's new cataloging staff of three established its routines and cataloged 7,000 volumes this past year.

Guides and bibliographies. The conventional card catalog is not sufficient for every purpose and other indexes or guides to the libraries' collections have been produced or planned during the year. One approach—the distribution of lists of recent acquisitions, usually by subject—has been carried on for some time by Davis, La Jolla, and Santa Barbara, as well as by twelve branches and three special libraries on the Berkeley campus. The guide and publication program of the Bancroft Library initiated several years ago

continued with publication of Volume III of the Larkin Papers. Several essays have been completed in the guides to the manuscripts program, and the *Guide to the Vallejo Papers* was scheduled for publication by the University Press in the fall of 1953. The staff of the Government Publications Room at the Los Angeles Library published the first issue of a proposed semi-annual or quarterly annotated bibliography of United Nations publications, and the Los Angeles Reference Department prepared bibliographies of selected reference materials for use in classes in art, business, history, political science, and theatre arts. Preliminary plans have been made for a guide to the department of Special Collections, much of whose material is not represented in any catalog.

At its November, 1952, meeting the Library Council furthered its plans for a University-wide quarterly journal of acquisitions. Frequency, price, and distribution were agreed upon, but actual publication must await final arrangements for financing and sponsorship.

Branches, special libraries and collections. Los Angeles extended its branch system with the opening of a new branch in art, and the move to new quarters of the branches in geology and chemistry. During the year approximately 12,000 volumes were transferred from the central collection to subject-oriented branches. At Berkeley two new branches (Philosophy and Mathematics-Statistics) raised the total of General Library branches on that campus to twenty. The Institute of Transportation and Traffic Engineering Library moved to the Richmond Field Station and withdrew from the General Library system, further subdividing the University's library holdings on that campus.

At San Francisco and Berkeley administrative consolidations occurred. The separate libraries of the Schools of Medicine, Dentistry, Nursing, and Pharmacy were consolidated at San Francisco into a single Medical Center Library organization under Dr. J. B. deC. M. Saunders. At Berkeley plans were completed for combining—administratively but not physically—the three libraries of Architecture, City and Regional Planning, and Landscape Architecture.

The physical consolidation of certain collections is soon to be completed at Berkeley with a bringing together into one place of the reference and bibliographical collection hitherto scattered throughout the Order, Catalog, and Interlibrary Service departments, and the Humanities and General Reference services. At Santa Barbara, "A definite accomplishment," says the Librarian, "was the reorganization of the juvenile literature or curricular collection. . . . The new system of arrangement brings together in two places that which formerly had been found in six—use after rearrangement immediately increased 35 per cent." The new library building at Goleta will be organized according to subject. Periodicals and reference materials, for

instance, will be found with the books they supplement. The only separate collections will be the Wyles Collection of Lincolniana, the curriculum collection, and a (greatly reduced) reserve collection. Fragmentation of library resources will be no problem here nor will it at Riverside, where the closest coöperation is planned between the few overlapping areas of the College of Letters and Science Library and that of the Citrus Experiment Station.

To reduce duplication and to help users locate material in other branches or in the central collection at Los Angeles, it is planned to expand each branch library catalog to include cards representing material of allied subjects in other branches or in the central collection.

Centralization and coöperation. Dispersion of library materials over a large campus and multiple administrative control of individual libraries is more of a problem on the Los Angeles and Berkeley campuses than elsewhere. At Berkeley, besides the General Library with its twenty branches, there now exist fifty independent departmental, institute, and laboratory libraries with holding totaling 150,000 volumes. That the matter has been a source of some concern to all librarians besides the two directly concerned is shown by the outcome of a discussion during the November, 1952, meeting of the Library Council, the *Minutes* of which read: "The consensus of opinion was that all book collections be acquired and controlled by the main library of each campus. This would be a saving through the elimination of expensive duplication of books and other library material. The time of the faculty, research staff and students will be saved by centralized control." As it now stands, communication (and understanding) between the geographically distant libraries represented on the Library Council is better than between some campus libraries separated by only a few score yards.

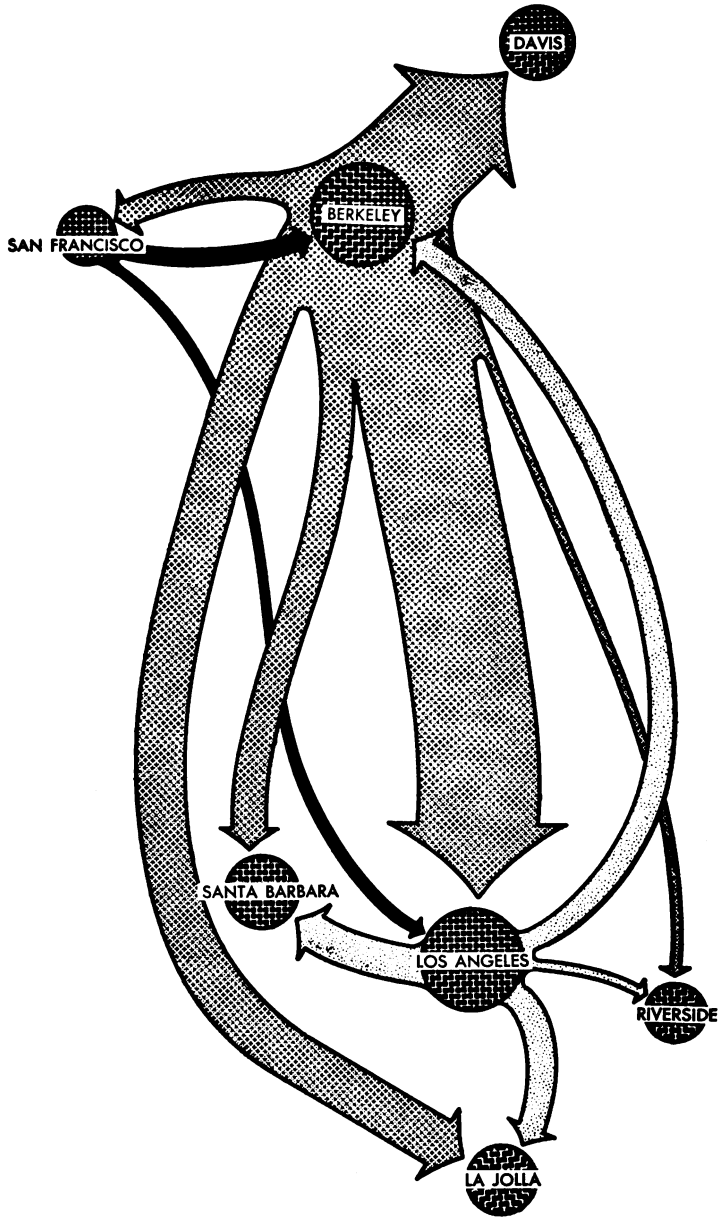
The Library Council itself is one of the principal means of communication and coöperation between the libraries of the eight University campuses. This communication is effective: the interchange and interaction of information, opinions, judgments, feelings between the administrative heads of the eight libraries—not just the passing of information from one to the other. Coöperation on the everyday business level also has been deliberately fostered with advantages to each library—and, even more importantly, to the University. The exchange of duplicate books, for instance, has enriched every library, the new library at Riverside being the most notable as well as most recent example. Interchange of all kinds of information is carried on daily—information about personnel, budgeting, books, and periodicals. The accompanying table and chart of the volume and flow of interlibrary loans show a small part of what interlibrary coöperation brings to the faculty, to the students, and to the administration of these eight campuses. It would be difficult to estimate the time, money, and convenience gained by this activity.

UNIVERSITY OF CALIFORNIA LIBRARIES
 INTERLIBRARY LOANS, 1952/53

Number of titles lent —		Number of titles borrowed (total: 12,707)									
(total: 12,698)		Berkeley	Los Angeles	San Francisco	Davis	Santa Barbara	La Jolla	Riverside	Mt. Hamilton	All others	
		(1,868)	(1,576)	(305)	(799)	(518)	(581)	(103)	(0)	(6,951)	
(4,909)	Berkeley	561	116	535	173	247	31	-	-	3,246	
(2,880)	Los Angeles		1	9	176	138	53	-	-	2,391	
(1,159)	San Francisco	76	26		32	-	2	-	-	1,023	
(184)	Davis	8	11	4		4	2	-	-	154	
(14)	Santa Barbara	1	1	-	-	-	1	-	-	14	
(123)	La Jolla	1	8	-	-	6	-	-	-	108	
(22)	Riverside	-	2	-	1	3	1	-	-	15	
(2)	Mt. Hamilton	1	-	-	-	1	-	-	-	-	
(3,405)	All Others	1,669	967	184	222	156	192	15	-	-	

UNIVERSITY OF CALIFORNIA LIBRARIES
INTERLIBRARY LOANS, 1952/53

(Width of flow lines is relative to volume of interlibrary loans.
Only transactions of twenty-five titles or more are included.)



Generated at University of California, Merced on 2020-10-02 22:05 GMT / <https://hdl.handle.net/2027/mdp.39015036754714>
Creative Commons Zero (CC0) / http://www.hathitrust.org/access_use#cc-zero

(Even more time will be gained by the Los Angeles and Berkeley libraries, since they will soon be using library-based teletype to speed bibliographic information and requests not only to each other but to the great bibliographic centers of the country, such as the Library of Congress and the Midwest Interlibrary Center.) All libraries benefit, although within the closed system of the University certain libraries naturally must give more than they receive. The University as a whole, however, does not come out the loser. It can be seen from the totals given in the table that in numbers alone borrowing equalled lending. Even if it did not, however, the service would undoubtedly have been worth the cost, although it is impossible to translate into dollars and cents the value to any researcher of a particular book or periodical.

Circulation and reference. The end product of libraries, books supplied, or questions answered, is conventionally measured statistically. But valid comparison between the statistics of unlike libraries cannot be made easily. None shall be given here. It might be worth showing, however, how little the relation of the number of books circulated has to student enrollment in a large university library.

During the last year net enrollment on the Los Angeles campus increased 1.4 per cent; circulation of library material, on the other hand, increased 10.5 per cent. At Berkeley student enrollment dropped 5.8 per cent, while circulation dropped only .8 per cent. Translating this into other terms, in 1951/52 on the Berkeley campus circulation was 55.7 books per student; in 1952/53 it was 62.3 books.

The counting of books is easy, but answering questions, providing reading lists and bibliographies, helping users with the catalogs, conducting tours, translating articles, etc., are difficult to measure. The work of the reference staff is almost impossible to tally statistically, but even the slightest acquaintance with the work of the libraries' reference departments cannot fail to impress. As great as it now is, however, each of the eight libraries report plans to extend even further the service is now gives to the public over the reference desk.

NON-UNIVERSITY SERVICE

The University library by definition is an agency created by and for the University, and most of its skills, energy, and time are as a matter of course spent in serving faculty, students, and research and administrative staffs. But just as a library is an agency of the University, so is the University an agency of society, and its responsibilities to the world surrounding its campuses are fully understood by the University (and made evident in the *Proceedings* of the Second All-University Faculty Conference of 1947, "The Relation of the University to the State"). Services to the State, besides the

obvious ones of research and teaching, cover a wide range of activities, including extension, arbitration in labor-management disputes, consultation service to private and public agencies, laboratory testing, public lectures, radio and television broadcasts, replies to inquiries, legislative and general reference service. The libraries are not the least among the many agencies that implement the University's program of direct service to that part of society outside its campuses.

The services given to the public by the libraries differ in no way except in degree from those given to their more immediate clientele, the University faculty and students. Bibliographies are compiled, special bibliographic searching and verification is done, reference service from the simplest to the most complex is given, material is lent directly, and interlibrary loans are arranged.

Non-University users are individuals who use the libraries for avocational or study purposes, and organizations (public and private) which use the libraries to further their particular work. The extent to which the libraries serve these groups is very difficult to estimate. However, some indication of use is given by the number of borrowers' cards issued to people not connected with the University. During 1952/53 alone the Los Angeles library issued 2,500 such cards; the total currently held is about 3,100. At Berkeley, of the 1,115 cards currently in use, 433 are held by individuals, 230 by educational institutions, 130 by industrial and business firms, and 322 by governmental agencies (federal, state, county, and municipal).

Federal and state government agencies with offices in the Los Angeles and San Francisco areas depend heavily on the University for their book and reference needs. Those with offices on the campus at Berkeley naturally use the library as does any University department. Most of the service is given as a matter of course by the libraries, with no thought of formalizing the relationship between the agencies and the libraries. However, in some cases formal agreements have been made. Following the closing of the branch library of the Department of Agriculture in San Francisco, a coöperative service arrangement between the United States Department of Agriculture and the library at Davis was approved by the Board of Regents in the spring of 1953. Under this arrangement the Davis Library will supply services to approximately 1,600 United States Department of Agriculture employees in the seven states of California, Oregon, Washington, Idaho, Nevada, Utah, and Arizona. The greatest part of the service will consist of routing periodicals by mail, but reference service will also be given by the library. The Berkeley library will continue to serve the Department's personnel located in the East Bay area.

Another coöperative arrangement is being negotiated between the University and the California State Public Health Service for a joint library

servicing both. Although both the University and the State are building new Public Health buildings in Berkeley, only the University expects to maintain a library; its Public Health branch will furnish library service to the personnel of both the University's School of Public Health and the State Department of Public Health.

Except for the California and United States Government agencies, no outside group uses the libraries more than do private business and industrial firms. Some of these are such heavy borrowers that they operate a daily or weekly messenger service from their headquarters to the libraries. One in the Berkeley area even hires a student ten hours a week to ready books in the main building and branches for its daily messenger to pick up. This same firm was independently reported as a heavy user by five main building service departments and by seven branches.

Motion picture and oil companies are the heaviest users of the Los Angeles collections. Sample statistics taken at the Los Angeles Reference Department indicate that nearly 10 per cent of that department's time is spent serving non-University patrons. Non-University use of certain branch libraries at Los Angeles has been estimated: Geology—3 per cent of circulation and 5 per cent of reference work; Physics—10 per cent of circulation.

At Berkeley only four out of the thirty service units involved reported little or no service given to outside users; the rest reported considerable use and several attempted estimates: Bancroft Library—25 to 30 per cent of time spent; East Asiatic Library—2 to 3 hours a day of a professional librarian's time; Forestry Library—10 to 15 per cent of all reference work; Agricultural Reference Service—30 per cent of time and 20 per cent of all circulation.

Non-University service given by the other libraries of the University is largely through interlibrary loans, but not altogether. La Jolla, for instance, regularly furnishes information and locally compiled bibliographies to educational institutions and government agencies; and several research organizations recently located at Santa Barbara have been using that library's resources and reference service. At Riverside non-University service has so far been offered mainly by the library of the Citrus Experiment Station. The Medical Center Library at San Francisco has a long history of public service. Practicing physicians and hospitals located in the area form the largest block of users. Its reference and bibliographic service have, however, been exploited by many industrial firms and commercial laboratories.

The libraries of the University in furnishing valuable and extensive service to the public are conforming to a pattern of public service long ago set by the University itself. But although the libraries of the University have been serving the State in their areas of special competence, it has been easy for them to fall into a permissive attitude: doing what is asked but no more. In

the light of what the University regards as its responsibility, this does not seem sufficient, and the Library Council at its April, 1953, meeting recommended that its members adopt a more positive attitude toward service to the non-University public.

APPENDIX A
THE MORE NOTABLE GIFTS AND PURCHASES OF
THE YEAR 1952/53

BERKELEY

The papers of Dr. John C. Merriam, Professor of Paleontology and Historical Geology and Dean of the Faculties, covering the years 1904-16. Gift. Deposited in the Archives Department.

Correspondence, scrapbooks, etc., of Robert W. Kenney, former Attorney General of California (1943-47) and member of the State Senate. Gift. Deposited in the Bancroft Library.

Correspondence and business records of H. M. Yerington, General Manager of the Virginia and Truckee Railroad during the heighday of the Comstock. Deposited in the Bancroft Library.

The Janet Black Collection of material relating to Frank Norris. Gift. Deposited in the Bancroft Library.

Papers of the Pacific Coast Committee on American Principles and Fair Play, correspondence, press releases, etc., on the rights of Japanese on the West Coast during World War II. Gift. Deposited in the Bancroft Library.

Manuscripts of Lincoln Fitzell, Joseph Henry Jackson, Josephine Miles, Timothy Pember, Theodore Roethke, Wallace Stegner, George R. Stewart. Continuing the Western Authors' Manuscripts program inaugurated 1951/52. Gifts. Deposited in the Bancroft Library.

J. N. Perlot's *Vie et aventures d'un enfant de l'Ardenne* (1897), Joannes de Laet's *L'histoire du nouveau monde* (1640), and Gustav Nordenskiöld's *The Cliff Dwellers* (1893). Deposited in the Bancroft Library.

A *Bibliography of Early California Forestry* in sixty-nine volumes. Gift. Deposited in the Forestry Library.

Three hundred volumes from the architecture library of William C. Hays. Gift. Deposited in the Architecture Library.

The Frank M. Bumstead collection of fables illustrating the history of printing from Caxton to the present. Gift. Deposited in the central collection.

Senoku Seisho, twelve-volume illustrated catalog of the Sumitamu collection of ancient Chinese bronzes. Gift. Deposited in the East Asiatic Library.

The Horter collection of ichthyology. Deposited in the central collection.

LOS ANGELES

The library of the John Randolph Haynes and Dora Haynes Foundation, a collection of over 17,000 pieces on municipal affairs and social conditions in Los Angeles. Deposited in the Bureau of Governmental Research Library.

Sclta di curiosita letterarie inedite o rare dal secolo XIII al XIX (1861-



99). A set of *Flora, order allgemeine botanische Zeitung; Mercure françois*, 1619-48; *America*, volumes 1-76; *Forschungen zur brandenburgischen und preussischen Geschichte*, volumes 1-52; *Bijdragen voor vaderlandsche geschiedenis en oudheidknudes grav.*, 1836-1944. Also the *Fossilium Catalogus*, the *Gazette des beaux-arts*, and Jean Rousset de Mussey's *Recueil historiques de actes*, 42 volumes, and the Frank Marcham collection of about 410 volumes of English Book Auction Records.

Water color drawings of California plants by Eugene Murman; additions to the Norman Douglas collection and to the Gerson collection of California and other American autographs and manuscripts.

Two hundred and eighty-seven books by and about John Galsworthy. Gift.

Large collection of atlases, maps, United States Geological Survey folios, geological books, etc. Gift.

Die Chronica van der hilliger Staat van Coellen, by Johann Koelhoff the Younger (1499). Gift.

DAVIS

Forty-two volumes on French art, literature, and science. Gift.

Large collection of art books. Gift.

Files of the *Commercial and Financial Chronicle* and *Moody's Manual of Investments*. Gift.

SANTA BARBARA

Bibliographies, books, pamphlets, and microfilm material on Lincoln and the Civil War. Deposited in the Wyles collection.

Sets of Thackeray, Duruy, and Rousseau, and nearly complete collections of the works of George Moore and of D. H. Lawrence.

Journal and letters of Samuel Smyth of the Union Army. Gift. Deposited in the Wyles collection.

RIVERSIDE

The professional library of Dr. Edwin Robert Parker, former Professor of Horticulture and Chairman of the Department of Orchard Management. Gift. Deposited in the Citrus Experiment Station Library.

Also received were extensive gifts in the fields of literature, art, history, psychology, education, and current fiction.

APPENDIX B

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA

30 JUNE 1953

(Bound volumes and current serials)

Table I

	VOLUMES			CURRENT SERIALS ^a		
	1952	1953	% Gain	1952	1953	% Gain
BERKELEY	(1,812,686)	(1,878,389)	3.6	(20,252)	(21,499)	6.2
General Library.....	1,874,078	1,728,761	3.3	17,692	18,809	6.3
Departmental Libraries.....	138,608	149,628	8.0	2,560	2,690	5.1
LOS ANGELES	(914,002) ^b	(987,878)	8.1	(13,222)	(14,443)	9.2
Medical Center Library.....	810,844 ^c	869,073	7.2	11,966 ^c	13,007	8.7
Clark Library.....	53,074 ^b	53,935	1.6	76	57	(-25.0)
Law Library.....	50,084 ^c	64,870	29.5	1,012 ^c	1,100	8.7
Bureau of Gov't Research.....				168	279	66.1
SAN FRANCISCO	(125,082)	(128,513)	2.7	(1,632)	(1,559)	(-4.5)
General Library.....	94,680	97,721	3.2	1,505	1,408	(-6.4)
Hastings College of the Law.....	30,402	30,792	1.3	127	151	18.9
DAVIS	(80,491)	(91,139)	13.2	(2,055)	(2,851)	38.7
SANTA BARBARA	(60,159)	(65,787)	9.4	(987)	(1,077)	9.1
Main Library.....	51,194	56,391	10.2	967	1,055	9.1
Wyles Collection.....	8,965	9,396	4.8	20	22	10.0
LA JOLLA	(25,425)	(26,746)	5.2	(548)	(600)	9.5
RIVERSIDE	(21,612)	(34,636)	60.3	(508)	(900)	77.2
College of Letters and Science.....	6,657	19,265	189.4	11	368	3,245.5
Citrus Experiment Station.....	14,955	15,371	2.8	497	532	7.0
MT. HAMILTON	(20,105)	(20,412)	1.5	(387)	(399)	3.1
TOTALS	3,059,562 ^b	3,233,500	5.7	d	d	

^a Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Corrected figure.

^c In the 1952 tables, the holdings of the Law Library were included in those of the General Library of which it was a part.

^d Totals excluding duplicate titles not available.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1953

(Bound volumes and current serials)

Table II
(Berkeley details)

	VOLUMES			CURRENT SERIALS*		
	1952	1953	% Gain	1952	1953	% Gain
GENERAL LIBRARY	(1,674,078)	(1,728,761)	3.3	(17,692)	(18,809)	6.3
<i>Main Building</i>	(1,320,094)	(1,355,584)	2.7	d	d
Central Collection	1,184,910	1,215,307	2.6	d	d, e
Bancroft Library	96,001	100,029	4.2	326	365	12.0
Morrison Library	18,332	18,484	.8	12	12
Rental Collection	20,851	21,764	4.4
<i>Branch Libraries</i>	(353,984)	(373,177)	5.4	d	d
Architecture	6,389	7,555	18.3	108	131	21.3
Astronomy	4,570	4,874	6.7	281	361	28.5
Biology and Public Health	112,033	117,132	4.6	1,147	1,239	8.0
Chemistry and Virus Lab.	7,500	6,685	(-10.9)	114	139	21.9
City and Regional Planning	561	766	36.5	51	45	(-11.8)
East Asiatic Library	94,400	101,400*	7.4	261	447	71.3
Education	27,518	28,752	4.5	400	423	5.8
Engineering and Min. Tech.	28,192 ^b	24,213	(-14.1)	761	430	(-43.5)
Forestry	10,096	10,516	4.2	428	504	17.8
Geological Sciences	3,996	4,164	4.2	137	138	.7
Library School	22,777	24,017	5.4	734	990	34.9
Mathematics-Statistics	1,973	50
Music	23,983	26,045	8.6	80	71	(-11.2)
Optometry	908	1,074	18.3	25	36	44.0
Paleontology	5,841	6,455	10.5	69	89	29.0
Philosophy	2,109	21
Physics	5,220	5,447	4.3	70	75	7.1
DEPARTMENTAL LIBRARIES	(138,608)	(149,628)	8.0	(2,560)	(2,690)	5.1
Giannini	7,157	7,523	5.1	551	587	6.5
Law	100,611	106,483	5.8	841	891	5.9
All others	30,840	35,622	15.5	1,168	1,212	3.8
TOTALS	1,812,686	1,878,389	3.6	20,252	21,499	6.2

* Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Includes Institute of Transportation and Traffic Engineering Library not included in 1953 total.

^c In addition, East Asiatic Library has approximately 125,000 uncataloged volumes.

^d Totals excluding duplicate titles not available.

^e The Documents Department currently receives over 8,750 government document serials.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1953
 (Bound volumes and current serials)

Table III
 (Los Angeles details)

	VOLUMES			CURRENT SERIALS*		
	1952	1953	% Gain	1952	1953	% Gain
GENERAL LIBRARY	(810,844) ^b	(869,073)	7.2	(11,966) ^b	(13,007)	8.7
<i>Main Building</i>	(722,779)	(742,942)	2.8	(8,730)	(9,330)	6.9
Central Collection.....	697,839	717,404	2.8	8,687	9,193	5.8
Oriental Languages.....	24,940	25,538	2.4	43	137	218.6
<i>Branch Libraries</i>	(88,065) ^b	(126,131)	43.2	(3,236) ^b	(3,677)	13.6
Agricultural Reference.....	6,154	6,729	9.3	504	499	(-1.0)
Art.....	2,490 ^d
Biomedical.....	35,840	41,885	16.9	1,246	1,405	12.8
Chemistry.....	8,460	9,632	13.9	191	201	5.2
Engineering.....	16,605	20,755	25.0	703	759	8.0
English Reading Room.....	5,857 ^d	38
Geology.....	9,346	16,845	80.2	71	145	104.2
Industrial Relations.....	7,756	8,482	9.4	451	541	20.0
Meteorology.....	775	1,084	39.9
Physics.....	3,129	3,482	11.3	70	89	27.1
Univ. Elementary School.....	8,890 ^d
CLARE LIBRARY	(53,074) ^c	(53,935)	1.6	(76)	(57)	(-25.0)
BUREAU OF GOV. RESEARCH	(168)	(279)	66.1
LAW	(50,084) ^b	(64,870)	29.5	(1,012) ^b	(1,100)	8.7
TOTALS	914,002 ^c	987,878	8.1	13,222	14,443	9.2

* Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b In the 1952 tables, the holdings of the Law Library were included in those of the General Library of which it was a part.

^c Corrected figure.

^d Reported for the first time 1952/53.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA
30 JUNE 1953
 (Non-Book Library Materials, partial record)

Table IV

	Pamphlets	Microfilm Reels	Maps	Recordings	Manuscripts
BERKELEY	(325,902)	(8,715)	(100,807)	(11,881)	(1,104,366) ^d
General Library.....	125,686	7,527 ^b	100,807	11,881	1,104,366 ^d
Departmental Libraries.....	200,216 ^a	1,188
LOS ANGELES	(125,033)	(3,674)	(34,251)	(2,157)	(23,744)
General Library.....	48,889	3,616	33,969	2,154	21,346
Clark Library.....	556	56	246	3	2,398
Bureau of Gov't. Research.....	75,588	2	36
DAVIS	(54)	(88)	(2)
SANTA BARBARA	(11,222)	(574)	•	(2,239)
LA JOLLA	6,796	(51)	(7,530)
RIVERSIDE	(6,250)	(178)	(1)	(1)
MOUNT HAMILTON	(2,300)
TOTALS	477,503	13,246	142,589	16,365	xxx

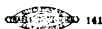
(Microcard collections also reported were: Berkeley—2,556; Los Angeles—6,803; Davis—11,700; La Jolla—3,850.)

^a In addition, Giannini Library has 293 vertical file drawers and 13 three-foot sections of stack containing cataloged pamphlet material, including maps.

^b In addition, Bancroft Library has 1,950,553 exposures.

^c Included in pamphlet collection.

^d Bancroft Library only, which has, in addition, 29 large unprocessed collections. Total for Central Collection not available.



11m-4,54(8898)

1953 / 54

~~Z
733
C153
1953/54~~

Z
733
C152
A2
1953/54

UNIVERSITY OF MICHIGAN
JUL 17 1959
LIBRARY

ANNUAL
REPORT OF THE LIBRARIES
OF THE
UNIVERSITY
OF
CALIFORNIA

ISSUED BY THE LIBRARY COUNCIL

UNIVERSITY OF MICHIGAN
GENERAL LIBRARY

1953/54

THE LIBRARY COUNCIL of the University of California was created by President Robert G. Sproul in 1945 to consider library problems affecting more than one of the University's eight campuses, and to concern itself with consistency of policy and practice and with the appropriate distribution of responsibilities. It is composed of the head librarians of the eight campuses of the University (J. Richard Blanchard-Davis; Donald Coney-Berkeley; John B. deC. M. Saunders-San Francisco; Stanislaus Vasilevskis-Mount Hamilton; Donald C. Davidson-Santa Barbara; Lawrence C. Powell-Los Angeles; Edwin T. Coman, Jr.-Riverside; W. Roy Holleman-La Jolla) and the Dean of the School of Librarianship (J. Periam Danton).

The librarians of Berkeley and Los Angeles and the Dean of the School of Librarianship comprise the Executive Committee of the Council. The Secretaryship alternates every two years between the librarians of Los Angeles and Berkeley, the librarian at Berkeley holding the position for 1953/54-1954/55.

This is the sixth Unified Annual Report of the libraries of the University issued by the Library Council, and was prepared by Donald Coney, Secretary of the Library Council, and Kenneth J. Carpenter, of the Berkeley library staff. Since notable acquisitions of the year are listed in the "Gifts to the Libraries" section of the University of California publications, *Gifts to the University*, for 1954 and 1955, they are not repeated in this report.

DONALD CONEY
Secretary,
The Library Council

SIZE/COST

In November of 1953 the Library of the University of California at Los Angeles acquired its one-millionth volume. At the end of 1953/54 the University Library at Berkeley was within a few thousand of its two millionth. The combined libraries of the University's eight campuses number three and one-half million volumes as compared to the two million of 1945—Berkeley's present size. In the intervening nine years the combined libraries added one and one-half million volumes, an increase of 75%. Size of itself has little more value than the journalistic one of attention-getting; it is, however, an index, however crude, to a library's ability to meet demands made on it.

Conspicuous among the many reasons for this substantial growth are circumstances in the book market, the faculty, and the University's own educational policy. The end of the war reopened foreign book markets, brought a resumption of scholarly work, and shortly thereafter of scholarly publication globally. To the renewed vigor of the learned world the University responded with the release of cash reserves accumulated during the war years. Of more durable nature is the effect of University policy. Reflecting the developments of scholarship and the demands of the society which supports it, the University expanded its offerings on all campuses. There has been movement toward a master's program at Santa Barbara in the year here reported, the addition earlier of a liberal arts college at Davis, and the creation of a whole new campus at Riverside. Less apparent, but of powerful influence—especially on the two general campuses at Los Angeles and Berkeley—has been the substantial increase in faculty accompanied by a broadening of the spectrum of demand that falls on the book collections of the University.

On the Pacific Coast the University's libraries, because of their size, relative age, and variety, play an important role in establishing the quality of regional holdings. A recent study¹ based on a sample of scholarly books reviewed in 1951 displays the relative library strength of regions in the United States. As might be expected, the libraries of the middle Atlantic states owned most of the books in the sample and were followed closely by adjacent regions up and down the eastern seaboard. The middle west with its circuit of great state university libraries was very nearly as good. The Pacific Coast, however, was a somewhat distant third, holding 78% of the sample against 91 to 96% for the eastern areas. Studies like this have demonstrated more than once that scholars in the University of California operate under greater handicaps than do their colleagues east of the Mississippi both as to immediate and regional access to a wide variety

¹C. W. David and R. Hirsch, "Cooperation and planning from the regional viewpoint," *Library Trends*, v. 3 (April 1955), p. 371.

of materials. Looking forward to the substantial expansion of enrollment officially predicted for the next decade (which carries with it the guarantee of greatly enlarged graduate enrollment) it is apparent that the University libraries cannot relax their efforts to acquire books but must, in fact, increase them.

Books in large quantities, their acquisition and processing, and the varied public services which must accompany such collections, have a high value in scholarly returns—and in dollar cost. In 1945/46, the first of the postwar years, the University spent on all library services \$735,000. In 1953/54 it spent \$3,564,000, or 386% more. If one rejects the 1945 figure as a special case of wartime economy and retires to the next year's cost—\$1,062,000—he finds the percentage of increase still large: 235%. This is a measure in dollars of the explosive expansion that characterized the postwar era in universities, reflecting—along with a resumption of scholarly work and publication—the declining value of the dollar.

Such size and cost lead instantly to questions of need and efficiency. In 1952 the ambivalent and sensational treatment of libraries in the staff report of the Commission on Financing Higher Education² threw into high relief in the minds of trustees, presidents, and inevitably librarians, questions such as these and, in 1953/54, led the American Association of Universities and the Association of Research Libraries to project plans for a survey of university library finance. The anticipated study will, no doubt, reveal new facets of the problem of supplying aggregations of scholars with their necessary books. In the meantime it seems reasonable to bear in mind that a very large part of funds expended for libraries, including those cited for this University, results in a durable product. The better part of library expense goes into the cost of books, the processes of acquisition and organization, and the housing of books. The resulting integrated collection is a scholarly tool of great social value, large parts of which, far from deteriorating, are enhanced in value by the passage of time.

NEED

During the year of this report attention was given by committees on the several campuses to the problems of constantly growing collections of all kinds of things: shells, bones, rocks, artifacts—and among them, books. One such committee³ reported its conclusions with some passion:

The collections acquired and developed by the University are of diverse kinds and have a large range of important purposes, but they all have in common the vital function of constituting both the factual basis and the record of scholarship. The search for truth, which is the University's most essential function, is com-

² John D. Millett, *Financing Higher Education in the United States*, New York, Columbia University Press, 1952.

³ Committee on Housing of Collections, reporting to Chancellor Clark Kerr, Berkeley, December 30, 1953.

pletely dependent on extensive library collections for the record of knowledge on which all further progress in the pursuit and exposition of truth must rest. Similarly, in a number of areas of scholarship, a collection of objects or organisms is a research record of fact and analysis, repeatedly needed for critical re-examination, which provides the foundation from which further research must proceed.

This committee betrayed its scientific orientation in its language, but its remarks are quite as relevant to library books as to other objects.

The specimens in our collections are the embodiment of human endeavor, whether they be items in an art collection or a collection of modern mammals. They represent critically selected or created material, (1) which was obtained by, or through the scholar, artist, or research worker, (2) which has entailed much effort and cost in acquisition and in the recording of full pertaining data, (3) which has required preparation for study and long-range preservation, (4) and of which there has been repeated study and recheck over long periods by University staff and other research men.

Having in mind that society's willingness to spend money for desirable goods has increased at a spectacular rate within the memory of the present generation, this committee spoke with conviction on behalf of scholarly collections of all kinds in the University.

There should be ample support for this function in a population growing at the rate of that of California. We do not in this state hesitate to increase roads, power plants, and public buildings manyfold commensurate with population growth. Similarly, our cultural resources in collections should be expected to grow and to serve the Pacific Coast and indeed the whole world. Understanding of this responsibility should be complete within the University. To implement this ideal and to convince the people at large of the University's position is a task requiring patience and skill. Success cannot be expected for every effort, but the ideal should be very much a part of long-range University policy and every opportunity should be developed to further it.

The multitude of books and the infinity of scholars' wants are often a matter of great concern to university administrations. The Committee considered this question and concluded that "Because of the basic purpose of the University, it is impossible to limit the size of the collections . . ." and continued:

The dynamic quality of investigations and teaching at the University make it mandatory that materials constantly be added. *Thus research and reference collections must be "open-end."* The non-limitation of size of collections does not nullify the principle of controlled growth based on the quality and desirability of new material, a principle already operative.

Conspicuous as the libraries' growth and their ensuing cost may be, it seems apparent that this is the order of magnitude in which a lively university must range to provide itself with the materials and services concentrated under the head of "library." After all, in these days a campus may find it necessary to invest an amount equal to the total cost of its library in a collection of monumental devices for the study of atomic

energy. An examination of the relationship between general educational expense and that for libraries for the University campuses does not encourage the University's librarians to believe they are keeping pace with the advance of the institution. Since 1949/50 the ratio between these two expenses has declined from 6.6% to 6.1%, even though fairly substantial library expenditures for departmental libraries have been transferred from general educational expense to library budgets. Nor has there been any slackening of demand. On the Berkeley campus alone, although the student population decreased by 3.2% in 1954, recorded circulation of books per student increased by 5.3%. Circulation at Los Angeles (including a factor for unrecorded use) increased by 12% with almost no increase in students. These increases are typical of the other campuses.

EFFICIENCY

The University's librarians individually, and collectively through the Library Council, have in the past year continued their efforts to make their institutions more efficient. This report cannot detail the many administrative improvements and innovations studied, initiated, and completed by all the libraries during 1953/54. Most of them were minor, but their cumulative effect is significant. Three of most general interest are the installation of simplified procedures (including bibliographic checking) in the Los Angeles Acquisitions Department, the introduction of the Xerox-Multilith process at Berkeley for the reproducing of catalog cards, and the installation of what is, in effect, a university-wide teletype network between the eight libraries. This last June saw the end of a successful eight months experimental period of the use of library-based teletype, and the Library Council in its report to the President strongly recommended that teletype take its place as an important piece of standard library equipment. The most notable advantages derived from teletype were (1) the speeding of interlibrary loans, resulting in widely expressed satisfaction by faculty and graduate students, (2) facilitating the interchange of reference work, (3) bringing closer together the administrations of the libraries, (4) lessening the need for expensive union catalogs, and (5) translating into action the concept of the University libraries (and the libraries of the nation) as a "common pool" of books.

SPACE

How to meet the increasing demands for space to house books, users, and staff is a concern of the libraries on all the University campuses. Because the library space problems of the two large campuses at Berkeley and Los Angeles and those of the other six differ so in degree, it is not possible to present detailed plans that specify, for instance, sizes or shapes

of buildings, or ratios of study space to books or to enrollment. Certain principles, however, can be used to guide library planning for both the large and small campuses individually as well as the library future of the whole University.

The optimum size of *undergraduate liberal arts libraries* and needed study space in such libraries can probably be determined and, once determined, should be adhered to and should guide future planning. Such libraries are the undergraduate liberal arts collections now forming at Santa Barbara, Davis, and Riverside. They can be regarded as "closed end" collections, their acquisitions eventually balanced by a program of withdrawals. Santa Barbara set 150,000 volumes as a maximum for its library in 1950, and although the newly proposed master's degree program will require an upward revision of this figure, it is believed it will not greatly increase need for library space on that campus. The factors that operated in setting this limiting figure at Santa Barbara might also operate on the Davis and Riverside campuses. The Davis library also believes that approximately 150,000 volumes would be adequate for its undergraduate liberal arts curriculum, and that a minimum additional 200,000 volumes will be required for graduate work and research in agricultural science.

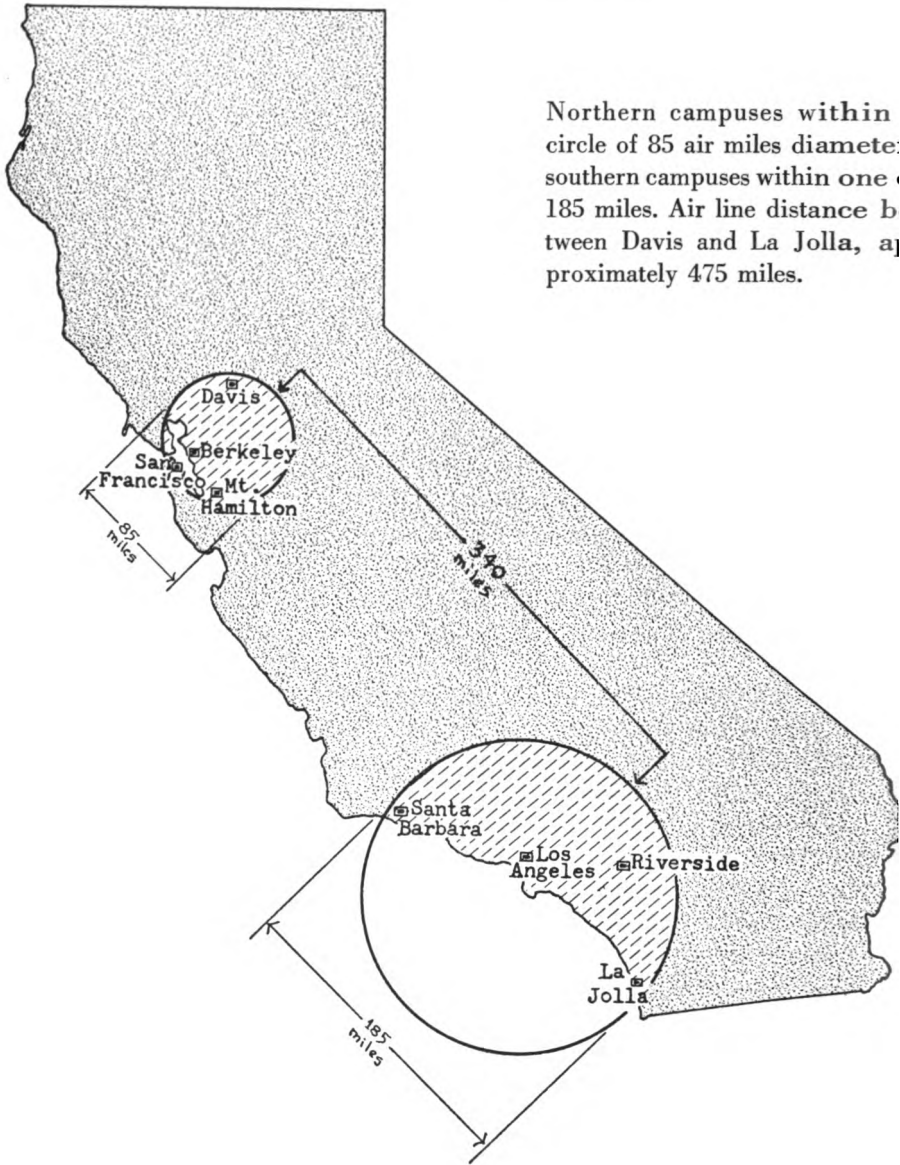
Only the elimination of certain fields of research—evidently not contemplated by the University of California—will reduce the number of collecting areas and substantially affect the book storage problem of research libraries.

Through co-operative acquisition at a national level and through planned storage libraries at a regional level, it is possible to exert effective, if not absolute, control on the cost of maintaining research collections. Since all regions of the United States are or will be facing the problems California now faces, there is reasonable hope that a pattern of co-operation will be developed which will avert needless duplication within the nation's libraries. The University libraries should always stand ready to participate in whatever national or regional co-operative activities that will reduce the cost or control the growth of their research collections or increase their efficiency.

The point at which storage library facilities must be planned will vary from library to library because of the varying capacities of existing (or possible) buildings, because of geographic location, and the relationship to other research institutions with which co-operative storage or acquisition can be planned. The Berkeley library has already reached the point of storage planning. The Los Angeles library will face it in another decade or so.

Geographical considerations alone indicate that two storage centers, one in the San Francisco Bay area and one in the Los Angeles area, would be preferable to a single storage center. A single center would have to serve

Distribution of the University of California Libraries:



libraries 475 air miles apart (Davis and La Jolla). It is believed that transportation, communication, and administration charges would, in time, make this a more expensive operation than would the establishment of two storage centers. It is certain that users would be more reluctant to see even seldom-used material go to a distant storage building.

If in the future it should prove desirable to bring into any storage arrangement other libraries of the state, the establishment of two centers, in the two greatest population areas, would undoubtedly make such co-operation more feasible than if only one were established in central California.

Space must be provided for four kinds of people in college and university libraries: undergraduates, graduate students, faculty, and library staff. The happy architectural solutions to the problem of housing substantial numbers of undergraduate students in convenient proximity to books enjoyed in the new buildings at Riverside and Santa Barbara are not immediately feasible at Berkeley and Los Angeles. There the problem assumes new dimensions by virtue of the large book and undergraduate populations. Yet this is a problem which must be faced and solved within the next decade of rapidly mounting enrollments. Present doctrine in the library world leans either toward divisional reading rooms with large, open collections, or toward the construction of a separate undergraduate library, as at Harvard. The main library buildings at Los Angeles and Berkeley do not lend themselves to divisionalization and the enrollments predicted suggest difficulty in applying the Harvard solution literally. These campuses look toward the exploration of other solutions such as divisional collections distributed to several classroom buildings, or extensive alterations to the main library structures.

Graduate students and faculty share similar needs born of their common research interests. The researcher who finds most of his material in books requires a private office or some kind of private space, preferably in the library structure which houses his principal material. On some of the campuses it seems likely that large units of central library space will be needed for graduate students.

Like an iceberg, the largest part of a library staff is hidden from view, since the job of getting and organizing library materials takes staff in considerable numbers. For most efficient service this part of the staff must be housed in the main library building and in many cases close to the general card catalog. The principal problem here arises from the conflict of interest in valuable space adjacent to books. The Council believes it reasonable to consider the possibility, in the larger libraries, of finding space in more remote parts of library buildings for units of staff not directly associated with the use of books or catalogs.

Public space in libraries cannot be planned in a vacuum. To a high degree it is the function of other space provided on a campus—in faculty offices, departmental common rooms, dormitories, and union buildings. Much use is made of library reading areas for purposes better or more cheaply supplied by such special space. The Council believes that the pervasive character of books and the diverse uses to which its reading rooms can be put must be constantly before campus planners.

INTERLIBRARY LENDING

Interlibrary lending is an aspect of interlibrary co-operation which has long been in operation and is one of the important ways of effectively controlling the size of libraries. This co-operation must, of course, be reciprocal to be successful. We cannot, here in California, hold our size down simply by asking older libraries in the east and middle west to bear part of our burden. We must assume an obligation to lend if we expect to continue to borrow. The community of scholars that is the University of California is only one unit of the larger scholarly community of the country. The University community depends upon the exchange of ideas and information with the larger community. The libraries further this communicative process in part through the nation-wide system of interlibrary lending. We lend a great deal to other libraries. But we borrow a great deal. In the year 1953/54, the eight campuses of the University lent 8,177 titles to non-University of California libraries; the eight campuses of the University borrowed 3,327 titles from outside its own library system.⁴ The cost of lending must always be measured in terms of the gain in borrowing. It is by assuming a regional responsibility for lending in the far west that the University libraries have in turn been privileged to avail themselves of the scholarly wealth of the east coast and middle west.

CAMPUS NOTES

La Jolla added, through alteration of its building, four work rooms, an electric book lift, and enlarged book stacks. For the first time in the history of the library, all book orders were processed from the La Jolla campus. Hitherto such work had been done by the Acquisitions Department of the Los Angeles library.

At *Riverside*, after three years of planning and of accumulating books, theory became practice when the College of Letters and Science Library came together under one roof for the first time in December, 1953. Enrollment in the College's first semester, the spring semester, was low, fortunately

⁴Detailed figures showing the interlibrary lending activity of the libraries during 1953/54 are shown in the table in Appendix A.

so, says the Librarian, for it gave the library an opportunity to catch up on organizing its various departments.

Los Angeles acquired its millionth volume this past year, thus dramatizing this library's growth as a major research institution. The largest single collection acquired during 1953/54 was the library of Californiana and western Americana assembled by the late J. Gregg Layne. Also added were the records of the Twelfth Regional District (California) of the Townsend Plan and the John M. Miller collection of photographs of California historic buildings. The library began its first collecting in the Near East, acquiring about 1,300 volumes as a nucleus for an area studies program of this region.

The simplified cataloging procedures instituted in 1952/53 proved their worth: the Catalog Department was able to catalog approximately 6,000 volumes more in 1953/54 than in 1952/53 without any increase in personnel. Simplified procedures in the Acquisitions Department were instituted, the most important of which was reduced bibliographic checking.

The branch library system at Los Angeles was enlarged with the establishment of a new Graduate Education Library in November 1953. An agreement on the division of fields and mutual accessibility of material was worked out with the Law Library, made autonomous a few years ago.

Santa Barbara's year was filled with the planning and reorganizing necessary for the move into the new building at the Goleta campus.

Since 1942 the library has added 45,143 volumes, but—in line with its policy of a limited collection—has withdrawn 12,306 volumes in favor of later, more pertinent books.

The initiation of a graduate program on the campus, recently authorized by the Regents, will force some revision of the original plan for a 150,000-volume maximum to the library; but the Librarian believes that 200,000 volumes will meet the College's needs, providing that the curriculum remains primarily undergraduate in character and the student population remains under 3,500. An increased dependence upon interlibrary lending will be necessary, as will be an increase in the number and kinds of needed bibliographic works.

Mount Hamilton worked on plans for the move into the new building addition which was to be completed by the end of 1954.

San Francisco. June, 1954, marked the end of the first year of service of the Medical Center Library as the unified library serving the schools and colleges of Medicine, Dentistry, Pharmacy, Nursing, and all other activities of the San Francisco campus. In so far as can be measured by statistics of attendance, circulation, and interlibrary loan, there has been an appreciable increase in every aspect of the library's activities.

The expansion of departments as they move into the new Medical Sciences Building (Increment I) and the opening of the H. C. Moffitt Hospital (to be completed by the spring of 1955) will result in even greater demands for library service which can be met only in part since the library itself will not possess adequate quarters until the completion of Increment II sometime in 1957 or 1958.

A new lending code initiated during 1953/54 filled a long-time need, and the introduction of a new system permitting closer co-operation of the faculty in book selection was a forward step in the future strengthening of the collection.

Berkeley's year began with an important staff change: Mrs. Helen Worden, formerly Head of the Serials Department, was appointed Assistant Librarian in charge of service, replacing Miss Jean McFarland who resigned.

In September, 1953, the Doe Building stacks were completed, and the relocation of the loan desk, the installation of a mechanical book conveyor and pneumatic tube system forced a reorganization upon the Loan Department itself during the first weeks of a busy semester.

Other highlights of the year were the combining of the reference and bibliographic collections of five library departments into a unified public collection under the supervision of the General Reference Service; the extension of the graduate student loan period from two weeks to a full semester; and the installation of a Xerox-Multilith process for the reproduction of catalog cards.

The acquisitions program was marked by the purchase of several notable collections, especially those of Sigmund Romberg, Thomas W. Norris, and Herbert E. Bolton; and by especial attention to India and Latin America. Unusually interesting gift collections included the Irving Morrow library of sheet music, the Wright Morris manuscripts, the Gellett Burgess papers, the Bonnier Scandinavian contemporary bindings, the Jedediah Smith family papers, and the Pettus collection of museum pieces illustrating the history of printing in the Far East.

Davis. In 1953/54 Davis acquired its one-hundred thousandth volume. The liberal arts undergraduate program is in full swing and depending heavily on the library.

The long-range reorganization of the library begun in 1951 continued, this year special attention having been paid to acquisition and cataloging processes and to departmental libraries. Planning for a new building addition continued with construction expected to begin in the summer of 1954.

Much time was spent in preparing a detailed report on library operations for the Western College Association accrediting team, which, after making its survey, reported: "The Committee finds the library to be a growing institution with a staff which is fully cognizant of its responsibility for

service to students and faculty. The staff is well prepared professionally and well chosen in terms of the intellectual interests of the University at Davis. Morale seems high. This combines with the enthusiasm for the building of an expanding collection of books and materials, and a fine physical environment to make a good organization. The Committee wishes to commend the library staff for its excellent work. . . .”

APPENDIX A

UNIVERSITY OF CALIFORNIA LIBRARIES

INTERLIBRARY LOANS

	To other campus libraries		<i>Titles Lent</i> To all other libraries		Total	
	1952/53	1953/54	1952/53	1953/54	1952/53	1953/54
Berkeley	1,663	1,947	3,246	4,457	4,909	6,404
Los Angeles	489	572	2,391	2,410	2,880	2,982
San Francisco	136	175	1,023	925	1,159	1,100
Davis	29	25	154	222	183	247
Santa Barbara	3	..	14	19	17	19
La Jolla	15	12	108	131	123	143
Riverside	7	3	15	13	22	16
Mount Hamilton	2	3	2	3
Total	2,344	2,737	6,951	8,177	9,295	10,914

	From other campus libraries		<i>Titles Borrowed</i> From all other libraries		Total	
	1952/53	1953/54	1952/53	1953/54	1952/53	1953/54
Berkeley	199	161	1,669	1,385	1,868	1,546
Los Angeles	609	636	967	1,051	1,576	1,687
San Francisco	121	105	184	181	305	286
Davis	577	764	222	294	799	1,058
Santa Barbara	362	457	156	204	518	661
La Jolla	389	379	192	198	581	577
Riverside	87	218	15	13	102	231
Mount Hamilton	..	17	..	1	..	18
Total	2,344	2,737	3,405	3,327	5,749	6,064

DETAIL OF INTERCAMPUS LENDING 1953/54

Titles lent by	Berk	LA	SFr	Dav	StB	LaJ	Riv	MtH
Berkeley	..	593	100	692	269	199	77	17
Los Angeles	81	..	3	16	159	177	136	..
San Francisco	71	36	..	56	12
Davis	5	2	2	..	10	2	4	..
Santa Barbara
La Jolla	1	5	5	..	1	..
Riverside	2	1
Mount Hamilton	3

APPENDIX B

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA—30 JUNE 1954 (Bound volumes and current serials)

TABLE I

	VOLUMES			CURRENT SERIALS ^a		
	1953	1954	% Gain	1953	1954	% Gain
BERKELEY	(1,907,539) ^b	(1,986,818)	4.2	(21,499)	(23,427)	8.9
General Library.....	1,728,761	1,793,460	3.7	18,809	20,203	7.4
Departmental Libraries.....	178,778 ^b	193,358	8.1	2,690	3,224 ^c	19.8
LOS ANGELES	(987,878)	(1,051,677)	6.5	(14,443)	(14,513)	0.5
General Library.....	869,073	914,606	5.2	13,007	13,331 ^c	2.5
Clark Library.....	53,935	54,627	1.3	57	57	0.0
Law Library.....	64,870	82,444	27.0	1,100 ^d	907
Bureau of Government Research.....	279	218	(-21.9)
SAN FRANCISCO	(128,957)	(132,958)	3.1	(1,559)	(1,730)	10.9
Medical Center Libraries.....	97,721	101,873	4.2	1,408	1,545	9.7
Hastings College of Law.....	31,236 ^b	31,085	(-0.5)	151	185	22.5
DAVIS	(91,139)	(108,164)	18.6	(2,310) ^b	(2,736)	18.4
SANTA BARBARA	(65,787)	(70,427)	7.1	(1,077)	(1,185)	10.0
Main Library.....	56,391	60,253	6.8	1,055	1,165	10.4
Wyles Collection.....	9,396	10,174	8.3	22	20	(-9.1)
LA JOLLA	(25,425)	(27,036)	6.3	(600)	(675)	12.5
RIVERSIDE	(34,636)	(51,436)	48.5	(900)	(1,348)	49.8
College of Letters and Science.....	19,265	35,611	84.8	368	801	117.6
Citrus Experiment Station.....	15,371	15,825	2.9	532	547	2.8
MOUNT HAMILTON	(20,412)	(20,713)	1.5	(399)	(405)	1.5
TOTALS	3,261,773	3,449,229	5.7	e	e

^a Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Corrected figure.

^c Includes government documents.

^d Estimated figure.

^e Totals excluding duplicate titles not available.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA—30 JUNE 1954
(Bound volumes and current serials)

TABLE II
(Berkeley details)

	VOLUMES			CURRENT SERIALS ^a		
	1953	1954	% Gain	1953	1954	% Gain
GENERAL LIBRARY	(1,728, 761)	(1,793, 460)	3.7	(18, 809)	(20, 203)	7.4
<i>Main Building</i>	(1,215, 584)	(1,396, 205)	3.0	d	d
Central Collection	1,215, 307	1,252, 254	3.0	d	d, e
Bancroft Library	100, 029	102, 847	2.8	365	401	9.8
Morrison Library	18, 484	18, 635	0.8	12	11	(-8.5)
Rental Collection	21, 764	22, 469	3.2
<i>Branch Libraries</i>	(373, 177)	(397, 255)	6.4
Architecture	7, 555	8, 570	13.4	131	133	1.5
Astronomy	4, 874	4, 944	1.4	361	366	1.3
Biochemistry	2, 081 ^b	109
Biology and Public Health	117, 132	121, 223	3.5	1, 239	1, 331	7.4
Chemistry	6, 685	5, 065	(-24.2)	139	139	0.0
City and Regional Planning	766	1, 191	55.4	45	59	31.1
East Asiatic Library	101, 400	110, 000 ^c	8.4	447	547 ^f	22.3
Education	28, 752	30, 237	5.1	423	502	18.6
Engineering and Mineral Tech- nology	24, 213	25, 126	3.8	430	578	34.4
Forestry	10, 516	10, 975	4.3	504	817	62.1
Geology	4, 164	4, 273	2.6	138	158	14.4
Landscape Architecture	977	16
Library School	24, 017	24, 927	3.8	990	1, 122	13.3
Mathematics-Statistics	1, 973	2, 594	31.4	50	154	208.0
Music	26, 045	29, 212	12.1	71	74	4.2
Optometry	1, 074	1, 136	5.7	36	36	0.0
Paleontology	6, 455	6, 776	4.9	89	107	20.2
Philosophy	2, 109	2, 220	5.2	21	22	4.7
Physics	5, 447	5, 728	5.1	75	81	8.0
DEPARTMENTAL LIBRARIES	(178, 778) ^g	(193, 358)	8.1	(2, 690)	(3, 224)	19.8
Giannini	7, 523	7, 958	5.7	587	543	(-7.4)
Law	106, 483	112, 266	5.4	891	1, 304 ^f	46.3
All others	64, 772 ^g	73, 134	12.9	1, 212	1, 377	13.6
TOTALS	1, 907, 539 ^g	1, 986, 818	4.2	21, 499	23, 427	8.9

^a Titles currently received, excluding government documents. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Includes volumes transferred from Chemistry in the creation of the branch library.

^c In addition, East Asiatic Library has approximately 107,000 uncataloged volumes.

^d Totals excluding duplicate titles not available.

^e The Documents Department currently receives over 9,576 government document serials.

^f Includes government documents.

^g Corrected figure.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA—30 JUNE 1954
(Bound volumes and current serials)

TABLE III
(Los Angeles details)

	VOLUMES			CURRENT SERIALS ^a		
	1953	1954	% Gain	1953	1954	% Gain
GENERAL LIBRARY.....	(869,073)	(914,606)	5.2	(13,007)	(13,331)	2.5
<i>Main Building</i>	(742,942)	(764,559)	2.9	(9,558)	(9,539)	(-0.2)
Central Collection.....	717,404	733,767	2.3	9,421	9,399	(-0.2)
Oriental Languages.....	25,538	30,792	20.5	137	140	2.2
<i>Branch Libraries</i>	(126,131)	(150,047)	18.9	(3,449)	(3,792) ^b	9.9
Agricultural Reference.....	6,729	8,011	19.0	499	511
Art.....	2,490	3,790	52.2	30
Biomedical.....	41,885	49,536	18.3	1,405	1,614
Chemistry.....	9,632	10,223	6.1	43	220
Education.....	2,034	151
Engineering.....	20,755	23,839	14.9	759	872
English Reading Room.....	5,857	6,083	3.9	38	36
Geology.....	16,845	19,064	13.2	145	434
Industrial Relations.....	8,482	9,445	11.4	541	491
Meteorology.....	1,084	1,084 ^c	65
Physics.....	3,482	3,814	9.5	19	121
Theater Arts.....	2,987	46
University Elementary School.....	8,890	10,137	14.0	20
CLARK LIBRARY.....	(53,935)	(54,627)	1.3	(57)	(57)	0.0
BUREAU OF GOVERNMENT RESEARCH.....	(279)	(218)	(-21.9)
LAW LIBRARY.....	(64,870)	(82,444)	27.0	(1,100) ^d	(907)
TOTALS.....	987,878	1,051,677	6.5	14,443	14,513	0.48

^a Titles currently received including government documents which are serials. Bound volumes of serials and documents are included in the "VOLUMES" column.

^b Total officially received not the sum of figures below. The figures given for individual branches include titles received by the Main Library and forwarded, duplicating Main Library's figures. The large changes in Branch figures represent a change in method of counting, not genuine increases. In 1952/53 titles received by Serials and forwarded were not counted as Branch holdings.

^c No report.

^d Estimate.

SIZE OF THE LIBRARIES OF THE UNIVERSITY OF CALIFORNIA—30 JUNE 1954
(Non-Book Library Materials, partial record)

TABLE IV

	Pamphlets	Microfilm Reels	Maps	Recordings	Manu- scripts
BERKELEY	(328, 257)	(13, 054) ^a	(103, 592)	(12, 716)	(3, 328, 956)
General Library.....	128, 041	11, 794 ^b	103, 592	12, 716	3, 328, 956 ^c
Departmental Libraries.....	200, 216 ^d	1, 260
LOS ANGELES	(139, 145)	(6, 110)	(38, 941)	(3, 010)	(39, 599)
General Library.....	57, 054	6, 026 ^e	38, 659	3, 007	34, 599
Clark Library.....	563	82	246	3	5, 000
Bureau of Government Research.....	81, 528 ^f	2	36
DAVIS	(191) ^g	(1, 942) ^h	(279) ⁱ	(2)
SANTA BARBARA	(8, 723)	(635)	j	(2, 323)
LA JOLLA	(3, 153) ^k	(7, 710)
RIVERSIDE	(5, 056)	(178)	(444)	(1)
MOUNT HAMILTON	(2, 300)
TOTALS	483, 481	23, 321	152, 629	18, 328	xxx

(Microcard collections also reported were: Berkeley—5,364; Los Angeles—7,565; Davis—18,333; Santa Barbara—631; La Jolla—3,890.)

^a Corrected comparable 1952/53 figure—9,484.

^b Corrected comparable 1952/53 figure—8,296. In addition, Bancroft Library has 2,222,115 exposures.

^c Including count of Bancroft Library manuscripts previously listed as unprocessed collections. Accessions during 1953/54—139,390. Total for Central Collection not available.

^d In addition, Giannini Library has 296 vertical file drawers and 13 three-foot sections of stack containing cataloged pamphlet material, including maps.

^e Including newspapers on microfilm.

^f All Bureau of Government Research holdings are counted as pamphlets. The count includes Haynes Library.

^g Corrected comparable 1952/53 figure—189.

^h Corrected comparable 1952/53 figure—1,787.

ⁱ Corrected comparable 1952/53 figure—197.

^j Included in pamphlet collection.

^k Includes slides.



UNIVERSITY OF MICHIGAN

3 9015 03675 4714

