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## The Year in Brief Review

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Serving on the ad hoc committee for Library Audio-Visual Services were Louise Bugg, Robert Gaylor, chairperson; Philip Howard; Melbourne Jordan; John Kox; and Margaret McDonald. Louise Giles, Dean of the Learning Resource Center of McComb County Community College, served as a consultant to the committee.

Thomas Lyons was hired to fill the position of Librarian for Audio-Visual Services in September 1974.

Alfred Herz was hired to fill the position of Collections Development Librarian in November 1974.

### The Year in Brief Review

On July 1, the administration of audio-visual services was transferred from the Office of Research and Instructional Services to the University Library. Several months earlier an ad hoc committee had formulated plans to effect a smooth transfer and restructuring of this program as an integral part of the library.<sup>1</sup> Foremost among its several recommendations, the committee urged the creation of a position of Librarian for Audio-Visual Services to coordinate the work and guide the development of this program.<sup>2</sup> The committee also recommended the creation of two clerical positions: (1) a films clerk to enable a greater use and flow of films throughout the university community and (2) a services clerk to improve the use and scheduling of audio-visual equipment for students and faculty. As an initial service orientation the committee suggested the provision of the following materials and related equipment: film loops and strips, films with and without sound, as well as, audio and video tapes. Further, the committee proposed that audio-visual materials and supportive equipment circulate within the university community like all traditional library materials. The committee recommended a budget for Audio-Visual Services of not less than \$60,000 a year for new and depreciated equipment, maintenance and repair of equipment, and the lease and purchase of audio-visual materials.

Another position, new to the library this year, is that of Collections Development Librarian.<sup>3</sup> This is a position new to many academic libraries over the past several years apparently in response to strained budget conditions and renewed attention to gifts and exchanges, approval purchasing, cooperative acquisitions, book budget justification, collection evaluation, and storage problems. Indeed, the Resources and Technical Services Division of the American Library Association established a Collections Development Committee this past year in response to such concerns. Oakland's objective in creating a position for collections development is to effect planned development of the library's collection as opposed to mere growth, a crucial matter when Oakland's curriculum is undergoing great change and diversification.

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<sup>1</sup> Serving on the ad hoc committee for Library Audio-Visual Services were Louise Bugg; Robert Gaylor, chairperson; Philip Howard; Melbourne Jordan; John Kok; and Margaret McDonald. Louise Giles, Dean of the Learning Resource Center of McComb County Community College, served as a consultant to the committee.

<sup>2</sup> Thomas Lyons was hired to fill the position of Librarian for Audio-Visual Services in September 1974.

<sup>3</sup> Mildred Merz was hired to fill the position of Collections Development Librarian in November 1974.

In an effort to provide rapid reference and interlibrary loan services to the public libraries of Oakland County, the Oakland County Library Board established the experimental Oakland County Reference Hotline service in the Oakland University Library in 1972. This service is the primary means by which taxpayers of Oakland County who are not part of the university community are able to have access to the resources of the University Library. During the past fiscal year, the volume of service provided by the Hotline increased 51 percent. As a result of the dramatic increase in the public's use of the Hotline, funding has now become a line-item in the County Library Board's budget.

This past spring several members of the library faculty formed a group called Librarians for an Oakland County Union List of Serials.<sup>4</sup> The LOCULS group plans to develop and provide all of the libraries in Oakland County with a county-wide union list of periodicals. This listing will enable each user to locate and obtain periodical materials more easily and rapidly, decrease the cost of access to periodical material in the County and, at least in principle, outline the scope of cooperative acquisitions of periodicals within the County. The University Library's collection of some 5,000 periodical titles is serving as a base list for this project. Funding is being provided by the County Library Board.

A year ago we noted the need to review the desirability of an associate membership in the Center for Research Libraries. The Center provides member libraries with loan privileges for dissertations, government documents, journals and other rare and infrequently used research materials. Philip Howard, the Assistant Dean for Technical Services, undertook this assignment using descriptive documents provided by the Center, consulting with a number of library and teaching faculty, and surveying Center members. His telephone survey of members elicited the following kinds of information: in 1972-73 Michigan State borrowed 461 titles from the Center at a cost of \$22 per title; Wayne State, 70 titles at a cost of \$150 per title; and Southwest Texas State, an institution more similar to Oakland than the others, 11 titles at a cost of \$100 per title. Since the cost of our membership would be \$1,100 per year we should have to generate at least 110 filled requests each year to derive a reasonable cost per title; that is, \$10 or less. Until the goal of the Center, the establishment of a comprehensive national lending library system for journals, is more fully realized, we shall continue to monitor the development of the Center but not affiliate with it.

Shortly after the first of the calendar year, the Provost asked each of the deans and other persons responsible for the employment of faculty within the division of academic affairs to prepare written affirmative action programs for their respective units, consonant with the guidelines published by the Office of Health, Education and Welfare. The programs were to focus on blacks and women and to include specific

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<sup>4</sup>This group is being headed up by Robert Gaylor, Constance Kelmenson and Elizabeth Titus.

objectives and timetables. Until the program statements were completed and formulated into a university-wide plan, the Provost requested each unit to work towards the realization of a reasonably integrated work force.

The Library responded to the Provost's request by appointing an ad hoc committee charged with the responsibility of preparing a written affirmative action plan detailing the goals of the Library with respect to overcoming any deficiencies discovered in the utilization of minorities and women within a four to six-year time frame.<sup>5</sup> Paralleling this activity the Library faculty also undertook the development of a set of hiring procedures for temporary, regular and administrative library faculty, including a reporting mechanism to aid in monitoring the affirmative-action recruitment process.

The Committee filed a carefully detailed report in April. It reviewed the library's hiring policies and practices, the national availability of qualified minority and female librarians, and the current composition of the faculty of the library. It recommended a plan of action, including minimal employment compositions for women and minorities, a timetable for achievement, an extensive list of desirable recruitment practices, and the assignment of responsibility within the Library for monitoring the plan; in conclusion, it identified several areas for further study. The Committee's report was shared with and reviewed by the Library Faculty, the Provost and the University's Equal Opportunity Manager. These three groups will meet jointly in September to discuss, review, and possibly refine, the library's program.

As a result of last year's Faculty Agreement librarians may be awarded up to six development periods each year, each leave having a maximum length of sixteen weeks. These leaves are intended to make the working conditions of librarians who serve on twelve-month appointments more similar to those of the teaching faculty who, during the Spring/Summer terms, are free to pursue their study and research commitments and interests. The Library Council reviews proposals for these awards and has established the following categories for submission of proposals:

- (1) study of cognate disciplines or advanced study in librarianship
- (2) study or research intended to contribute to the educational mission of Oakland University or its library or
- (3) study or research of importance to librarianship in general.

To date, the Council has recommended the award of thirteen development leaves; one for study leading to a certificate in advanced study in librarianship; ten for further study ultimately leading to a Master's degree in a cognate field including

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<sup>5</sup>Serving on the ad hoc Affirmative Action Committee were Louise Bugg, chairperson; Robert Gaylor; Philip Howard; Melbourne Jordan; Lois Reilly; and Suzanne Tipler. Nancy Covert served as a resource person for this body.

Anthropology, Management, Chinese Language and Literature, History, and Public Health; and two for library research: (1) an investigation of the use of terminal access to commercial on-line services for retrospective literature searching in academic libraries<sup>6</sup> and (2) an annotated bibliography of research materials in the English Literary Renaissance.<sup>7</sup>

In consultation with President O'Dowd and following a meeting with representatives of the Detroit Public Library to preclude the possibility of duplication of effort by the two institutions, Provost O'bear established a committee to study the feasibility of establishing an automotive archives at Oakland University and to outline its role and scope.<sup>8</sup> Although an archives can entail considerable expense it can prove most rewarding, e.g., the Labor History and Urban Affairs Archives at Wayne State University. This is especially obvious when the archives relate closely to the cultural, historical and economic development of the community and when it can prove of direct benefit to the curricular, study and research interests of the sponsoring institution.

The committee defined the scope of the proposed archives as a set of documents or other records produced by an organization in a planned and official way, as opposed to records created about an organization. Specifically, the committee referred to the historical records of the American automobile industry which can be developed, preserved, and made available to the scholarly community by Oakland University. It clearly established the need for such archives at Oakland among its historians, political scientists and scholars in other social science fields, noting the regional appropriateness of the Detroit area and the distinct contribution that Oakland can make in relation to those efforts to document the voluminous history of automobiles already being undertaken by the Detroit Public Library, the Archives of the Ford Motor Company and, among others, the Labor History and Urban Affairs Archives. It estimated the financial commitments which the University would assume to support this proposal and outlined potential interlocking programs, including an extension to the entire area of twentieth century American transportation and the establishment of a museum which would emphasize the effects of changes in the mode, organization, production and use of transportation on established ways of living.

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<sup>6</sup>This award was made to Eileen Hitchingham, Science Librarian, who combined her Oakland leave with a prestigious Council on Library Resources grant.

<sup>7</sup>This award was made to John Kok, a reference librarian with a Ph.D. in English literature.

<sup>8</sup>Serving on the ad hoc Automotive Archives Study Committee were John Barnard, History; David Evans, Engineering; George Gardiner, Chairperson, Library; Nigel Hampton, English; Siddheshwar Mittra, Economics and Management; and Lewis Pino, Research and Instructional Services.

Through a grant received from the University Research Committee, the Science Librarian, Eileen Hitchingham, offered free MEDLINE (MEDLAR ON-LINE) literature searches to the university community this past year. Thirty-seven searches were completed; of 27 search evaluations received, 25 indicated that they were of major or considerable research value. Another interesting finding of this pilot project is that users accepted the principle of paying for this service in amounts ranging from \$2.50 to \$50.

In conjunction with several administrative offices, the Library drafted a policy statement on gifts this past year as an aid in maintaining a continuous flow of gifts which will augment the Library's ability to meet the informational needs of the faculty and students. While no major gifts were received during the year, there was a steady flow of gift and grant activity, including a contribution of \$5,000 from the Alumni Association, a Title II grant of \$4,200, a gift of nearly \$9,000 raised by the Friends of the Library through the annual Glyndebourne Picnic and their commitment to raise another \$5,000 to match the alumni gift. Indeed, the Friends were the deserved recipients of a prestigious John Cotton Dana Award<sup>9</sup> this year "for an unusual and successful program by the Friends of the Kresge Library to raise funds for the support of the library."

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<sup>9</sup>John Cotton Dana (1856-1929) awards are made in honor of the library innovator, best known for his work in stimulating public use of library resources, to libraries which have made outstanding contributions in public relations. These awards are jointly sponsored by the H. W. Wilson Company, publishers of the numerous Wilson indexes, and the American Library Association.

Although librarians have been led to believe, if they have not agreed to believe, that library self-dependence is untenable and inter-library cooperation is inevitable, the demonstrable evidence of this belief is surprisingly lacking. If this assessment is at all accurate, then librarians must share some common pang of guilt over the state of affairs in which we fail to act upon an apparent professional commitment. Within the state of Michigan there are several groups who may share these feelings of guilt. These groups may include the libraries located within Oakland County, the set of state-supported academic libraries in Michigan, and the group comprising all of the libraries in the State.

It is sufficiently promising, for example, for the libraries of Oakland County, through their leaders, to come together, perhaps informally at first, to explore such concerns as (1) the circulation of library materials among all of the residents of the county by all of the agreeable libraries within the County (2) the preparation and publication, on a continuing basis, of a union list of serial holdings of all interested libraries and of such other publications which would prove of mutual benefit to all participants (3) the development of a stable funding program for the Oakland County Hotline as long as the Hotline shall provide a meaningful service to the residents of the County (4) the formulation of understandings and commitments for cooperative acquisitions among those libraries to whom such collections planning would prove beneficial (5) the promotion of in-service training workshops, seminars, exchange and other personnel programs of interest to member libraries (6) the exploration and, where possible, the implementation of new informational services to the residents of the County. It is most important that members of this group communicate with each other and, to the extent possible, come to understand each other's similarities and differences. The interest and position of Oakland University and its library in a county-wide dialogue is simply this. What can the Oakland University Library, in conjunction with the university community as a whole, contribute to the informational needs and the informational programs of the residents of the County?

In regard to the second group mentioned above, it may well prove fruitful for the state-supported academic libraries in Michigan to organize somewhat more formally than is presently the case in order (1) to permit the administrative leaders of these libraries to meet, discuss and take appropriate actions on matters of mutual concern (2) to allow, under this umbrella organization, the formation of functional subgroups, as a technical services group, to meet, discuss and make pertinent recommendations to the administrative leadership and (3) develop a set of by-laws covering such concerns as purpose and scope, membership, officers, their duties and terms of office, schedule of meetings, etc. This group has recently begun exchanging information about and with each

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<sup>10</sup>This is a revision of a statement to be published in the Michigan Librarian (Spring 1974).

other through the HEGIS reports and, hopefully, has begun to understand each other more fully. Understanding and organization are necessary conditions for exploring meaningful cooperative activities among this group. This group will, perhaps in the near future, explore more fully sufficient conditions for cooperation including our individual commitments to the principle of sharing, the objectives to be met through cooperation, and specific programs beneficial to the group as a whole.

Libraries of all types within the State should (1) come together to explore interlibrary cooperation on a state-wide basis (2) incorporate into a non-profit entity and (3) expressly consider, among other matters, the creation of an electronic bibliographic system capable of state, regional and national linkage. Such an organization would be governed by the member institutions, each having a single vote, through an elected board of trustees. It would be managed by a director and his staff having such duties as delegated by the board and specified in the policies of the board. It would be funded by the member institutions on an equitable basis such that opportunity for membership would be independent of institutional size. Securing, at least initially, the involvement of presidents and other academic officers, in addition to librarians, as members of the board of trustees of such an organization, will ensure the broadest possible understanding, commitment and support of state-wide interlibrary cooperation in Michigan. The legal problems entailed by the creation of a non-profit agency for interlibrary cooperation are minimal; the intellectual problems, to say the least, are challenging. I doubt that any of us shall save money by participating in such a venture; I believe, however, that we shall be able to offer more and improved services to our primary clients.

When we talk of interlibrary cooperation, we are talking about neither a simple library nor simply a library problem. Institutional and interinstitutional pressures have done much to perpetuate a belief in the viability of the concept of self-dependence. Indeed, when we talk of interlibrary cooperation, we are talking about a student problem, a faculty problem, an institutional problem. Students, for example, must learn to use the mechanism of interlibrary lending just as readily as they use local circulation privileges. Teaching faculty, for example, must be willing to participate with librarians in building the structures of cooperation. They must not only continue to apprise us of those library materials essential to the academic programs under their direction and aid us in the very careful selection of materials added to the library's collections, but also be prepared to advise us in consultation with their colleagues at other institutions of higher education of those areas in their specialties in which we can and should become mutually interdependent. There must be an institutional commitment, for example--a commitment backed with hard cash--to give support to overarching local and regional networks for interlibrary cooperation.

	1987-2000	2001-2004
Salaries	\$12,345	\$12,345
Benefits & Services	\$12,345	\$12,345
Subtotal	\$24,690	\$24,690
Bargaining Unit Travel	\$ 1,000	\$ 1,000
TOTAL	\$25,690	\$25,690

## The State of the Library

The library budget and expenditures for fiscal 1973-74 reads:

TABLE I

Program	Budget	Expenditure
Books	\$244,363 <sup>a</sup>	\$246,417
Computer Services	12,500	7,873
Equipment	7,637	13,150
Labor	106,725 <sup>b</sup>	93,632
Salaries	413,336 <sup>c,d</sup>	371,545
Supplies & Services	58,000	57,962
Subtotal	\$842,561	\$790,579
Bargaining Unit Travel	\$ 2,000	\$ 1,738
TOTAL	\$844,561	\$792,317

<sup>a</sup>Includes \$60,000 in supplemental funding for materials in Allied Health, Biology, Management, and Guidance and Counseling.

<sup>b</sup>\$5,500 transferred from the Labor to the Equipment account.

<sup>c</sup>Excludes fringe benefits.

<sup>d</sup>The transfer of some \$40,000 in year-end salary savings to the book account was not authorized in Fiscal Year 1973-74.

In the last Annual Report it was noted that the proportion of library funds expended for journals, in relation to the proportion expended for monographs, had reached a critical state. Following a careful review of the library's journal subscriptions, the allocation for journal subscriptions was reduced by approximately \$16,000, resulting in the cancellation of nearly 700 journal titles out of a total of 3,651 titles. It is not readily ascertainable what proportion of a library's materials budget should underwrite its journal subscriptions in relation to its monographic acquisitions. Since both accounts are affected by high rates of inflation, serials more than monographs, it is obvious, given the strong likelihood of a steady-state budget, that materials accounts acutely impacted by inflation must eventually consume the entire materials budget. Over the past five years, the journals purchased by the library have inflated on an annual average in excess of 16 percent. If we assume a constant general fund budget of \$187,000, an annual average inflation rate of 17 percent on

the cost of journals, and a policy of non-cancellation of journal subscriptions, then within five years the library will become completely dependent on gifts and grants for the support of monographs as shown in TABLE II below.

TABLE II

Fiscal Year	Monographs & Serials Budget	Serials Cost	% Materials Budget Expended for Serials
1973-74	\$187,000	\$101,000	54%
1974-75	\$187,000	118,000	63
1975-76	\$187,000	138,000	74
1976-77	\$187,000	161,000	86
1977-78	\$187,000	188,000	100%

Needless to say, monographic materials per FYES have steadily declined, generally as a result of the impact of inflation on the materials budget, specifically as a result of the dramatic increase in the cost of periodical subscriptions and serial services.

TABLE III

	66-67	67-68	68-69	69-70	70-71	71-72	72-73	73-74
Book Expenditures per FYES	\$74.65	\$57.01	\$58.70	\$39.74	\$34.90	\$37.80	\$27.70	\$30.64
Average Book Price <sup>a</sup>	\$ 7.99	\$ 8.47	\$ 9.37	\$ 9.50	\$11.66	\$13.25	\$12.99	\$12.20
% ABP Increase over previous Fiscal Year		6%	10.6%	1.4%	22.7%	13.6%	- 1.9%	- 6%
Estimated number of books purchased per FYES	9.34	6.73	6.26	4.18	2.99	2.85	2.13	2.51

<sup>a</sup>These figures are from Bowker Annual, 1974 and represent average prices for hard cover trade and technical books. The 1972-74 decline in prices were affected by fewer high priced books published in those years. Books published in the areas of Art, Business, History, Philosophy, Psychology, Science and Technology all showed a progressive increase in average book prices through 1973-74, thus making the Library's actual average book price higher than indicated in the chart.

The effects of inflation, when combined with the acquisition of more expensive scholarly and technical materials, appears to have had a significant impact on the library's unit cost for additions to the collection as well as on the rate at which the collection is growing in size.<sup>11</sup>

Total library units per FYES is presented with several reservations. While it may be assumed that library materials have an unlimited shelf life, this is simply not so. With the exception of rare books, library materials do indeed decrease in value over time owing to obsolescence or physical deterioration. Certainly within the Science collections, the usefulness of holdings decline dramatically with age. One team of researchers, in fact, arrived at useful life estimates of twenty years for periodicals and ten years for books. With these qualifications, consider these modest changes in units per FYES.

TABLE IV

	Total Library Units	% Change from Previous Year	FYES	Units per FYES	% Change from Previous Year
1970-71	311,664	-	6,643	47	-
1971-72	364,529	+ 16.9	6,905	53	+ 12.7
1972-73	411,527	+ 12.8	7,403	56	+ 5.6
1973-74	447,572	+ 8.7	8,120	55	- 1.7

TABLE V

	Library Units Added	Cost of Library Units Added	Unit Cost	FYES	Units Added Per FYES
1970-71	59,192	\$231,860	\$3.92	6,643	9
1971-72	52,865	261,001	4.94	6,905	8
1972-73	46,998	205,028	4.36	7,403	6
1973-74	36,045	248,788	6.90	8,120	4

<sup>11</sup>For this purpose, a library unit is meant to comprehend all library material regardless of form and therefore includes high cost items such as books and journals and relatively low cost items such as some microforms, government publications, etc.

For Oakland's Library, rapidly increasing costs have (1) caused a serious rate of decline in the number of books and periodicals added to the collections (2) increased the cost per library unit (3) decreased the total number of library units per FYES (4) decreased the number of units added per FYES and (5) created the need for the library to support selected academic programs at the expense of others. Given the combination of continuing inflation and declining gift and grant support, the University Library has been forced to reduce monographic purchases, cancel journal subscriptions, and reallocate monies ordinarily designated for the purchase of new journal subscriptions, backruns, and replacements.

In fiscal 1973-74, the collections of the library grew by 36,045 items (see Appendix F, Collection Summaries), including 11,802 catalogued volumes, 3,683 periodical volumes, and 21,060 units of microforms. In dollar valuation these increments represent an annual valuation of some \$230,000 and a cumulative collection valuation of some \$2.5 million.

With unmistakable pride, in his State of the University message this past spring, President Edward Levi of the University of Chicago observed: "If one wants to describe student life at the University, I suppose one might begin by pointing out that book circulation per capita by students at the University of Chicago is the highest in the nation among university libraries."<sup>12</sup> At Oakland we would prefer not to describe student life in terms of the library circulation statistic. Since fiscal 1969-70 when the circulation of books per student reached a high of 20, the circulation ratio has consistently declined. This year is no exception. The circulation ratio has now dropped to 14. (See Appendix G.) Several factors may explain this phenomenon; for example, the patron's greater dependence on serial holdings which are not monitored as part of the circulation statistic; the inability of patrons to use the library productively resulting from a lack of exposure to or incentive to learn to use a moderately complex library system; the patron's distaste for using materials in microform, a form of information packaging which the library has been purchasing in larger quantities over the past several years; the patron's preference for materials in photocopy or paperback or from the local public library; the inability of the library to provide the patron with adequate and convenient operating schedules or materials relevant to his immediate needs. Which of these factors is most pervasive as an explanation is not readily ascertainable. Certainly they are interrelated and representative of a much more extensive listing of potential explanations. In reviewing the library's usage statistics what we notice most importantly is that the entire pattern of student use of the library is undergoing dramatic change. It is obvious that the traditional indicators of library use, the circulation and door-count statistics, have rapidly deteriorated over the past few years. Other use statistics, however, as reference questions asked, photo-reproduction, in-house use of materials and interlibrary loan requests are showing marked growth. The circulation problem may largely be in the perception of the

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<sup>12</sup>The University of Chicago Record, 7:93 (March 1974).

observer--students may not be using the library less but differently, in combination with other libraries and information sources. We shall witness a renewed growth in the traditional patterns of library use with an increase in the proportion of graduate to undergraduate students, with a return of an on-campus student body and with greater interaction of librarians with faculty and students.

The primary library facility at Oakland, the Kresge Library building, was erected with private funds and completed in 1961. This building was designed to provide space for approximately 200,000 volumes, 50,000 units of microform and 1,200 study stations. It was intended to serve a population of some 4,800 students. In 1961 the Oakland University community totaled 765 FYES students and 48 FTE faculty. By 1966 the number of students had jumped to 2,551; the number of faculty to 175. The 1972-73 FYES enrollment was 7,403 with an FTE faculty count of 375. In 1961 the combined collections of the University Library included 20,627 volumes. Within five years there were 113,610 cataloged volumes, 2,693 units of microform, and 968 current periodical titles. As of June 30, 1973 the collections of the library include more than 245,000 cataloged volumes, 170,000 units of microform and 2,400 current periodical titles.

As a result of the critical demands for space imposed by the growth in the student body and faculty as well as by the growth of the collections and their use, it has been necessary to (1) shrink staff working areas and, as a result, both impede the flow of work and decrease the work efficiency of library personnel (2) compact all stack areas<sup>13</sup> and, thereby, not only greatly inconvenience persons using the library but also nearly double the costs associated with stack maintenance and book retrieval (3) reduce significantly the space available for student and faculty study such that there are only 700 study stations presently available or study stations sufficient to accommodate less than ten percent of the student enrollment. The impact of the inadequacy of the number of student study stations is made more obvious when we note that on an average day during the Fall and Winter semesters more than 1,200 students use the University Library, on a typical day during examination periods more than 2,200 students use the library.

In the immediate future, space required to house additional library materials can be gained only by replacing study areas with stack areas, at the rate of loss of 70-80 study stations a year. This process may be continued as a temporary mode of relief, resulting in the provision of seating for less than five percent of the University's enrollment by 1977. Without a new facility it will be necessary to resort to the exceedingly expensive expediency of remote book storage at least by that time.

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<sup>13</sup>On the average, stack-aisle widths have been reduced by one-third, from 36 to 24 inches.

Library building expansion is urgently needed in order to enable the University Library to continue to provide the university community with sound library service. It is anticipated that new library construction is needed to provide: (1) stack space sufficient to house future collections (2) staff and service areas sufficient to ensure efficient and productive work (3) study stations sufficient to accommodate increased numbers of students and (4) facilities sufficient to expand the use of such non-print media as films, and videotapes in addition to the more traditional types of library materials.

The general objectives of proposed new construction are:

- (1) Interrelating the new library facility with existing campus facilities, such that persons in transit to and from other campus facilities are permitted quick and convenient access. Centrality of location will be essential in meeting this objective.
- (2) Coordinating the proposed structure with the existing library building, resulting in (a) a cohesive organization of facilities (b) minimized operating costs and (c) smooth and rapid flows of human and material traffic. Implicit in this objective is the principle of maximum centralization of library materials, personnel, and functional areas as circulation and exit controls, lobbies, public service desks, etc. This objective is constrained by architectural considerations which may, for example, require two as opposed to one exit control for the combined library facilities.
- (3) Creating both a flexible exterior in order to allow future building expansion and flexible interior areas in order to anticipate change (a) among users--their numbers, patterns of use and demand for services--and (b) in library techniques--technological innovation, integration of non-print resources, functions and services provided. This objective emphasizes the long-term usefulness and adaptability of the proposed facility.
- (4) Designing the internal environment so that (a) the library will be responsive to persons having specialized needs such as the physically handicapped; for example, areas of book stacks should be interspersed with reading areas; there should be a variety of study arrangements--individual study tables, small group study areas, carrels, lounge chairs and conference rooms (b) the organizational structure of the library will be readily comprehended by those who use it (c) interaction among librarians and users will be facilitated and (d) the library will prove to be a place conducive to frequent study and sustained work.

The spatial requirements of library facilities may be expressed as the sum of three capacities: (1) collections (2) seating and study and (3) staff and service areas. The collection capacity is that square footage required for housing library materials including shelving, microfilm cabinets, phonodisk racks and the like. The seating and study

capacity is that square footage required by library users including chairs, carrels and seminar rooms. The staff and service capacity is that square footage required for acquisitions, processing and control of the collections, instruction on the use of the collections, and management of the library: including card production and reproduction equipment, offices, public and non-public catalogs, service counters, work tables, and so forth. We compute the collection capacity at a standard of 60 units of library materials including cataloged volumes, journals, units of microform, etc. per FYES student, allowing 10 such units per square foot. The seating and study capacity is computed at a standard of providing study stations for 25 percent of the FYES enrollment, allowing 25 square feet per FYES student. The staff and service capacity is computed at a standard of one FTE library staff member per 100 FYES students, allowing 220 assignable square feet per staff member. It is understood, of course, that these standards are guidelines, not precise formulas.<sup>14</sup>

Library facilities expansion at Oakland are being planned to accommodate an FYES student body of at least 12,000 and an FTE faculty of 600. We project a total requirement of 166,000 assignable square feet, that is, an expansion of approximately 111,000 assignable square feet plus the 55,000 square feet available in the Kresge building. At the conclusion of this building stage the combined Oakland Library facilities, expressed in assignable square feet, will include:

	AV Materials	Collections	Seating	Staff & Service	Total
Kresge Library	10,000	20,000	24,000	1,000	55,000
New Facility	--	<u>39,000</u>	<u>48,000</u>	<u>24,000</u>	<u>111,000</u>
	10,000	59,000	72,000	25,000 <sup>15</sup>	166,000

<sup>14</sup>These standards are based on an analysis of data obtained from these and other sources: Academic Support Facilities, Planning and Management Systems Division, Western Interstate Commission on Higher Education (Boulder, Colorado: the Commission, 1971); Planning Academic Research Library Buildings, Keyes D. Metcalf (New York: McGraw-Hill, 1965); Planning the College and University Library Building, Ralph Ellsworth (Boulder, Colorado: Pruett, 1968).

<sup>15</sup>This space allocation provides for the centralization of staff and service functions in the new facility.

## APPENDIX A

### LIBRARY FACULTY ACTIVITIES (A Selected List)

#### AWARDS

- Certification as Medical Librarian by Medical Library Association--  
Donna Atkins.
- Council on Library Resources Fellowship, 1974-75--Eileen Hitchingham  
(for study of on-line systems in academic libraries).
- Grant from the Oakland University Research Committee--Eileen Hitchingham (for pilot study of use of MEDLINE at Oakland).
- Professional Development Periods--Janet Krompart (Fall and Winter 1973  
for coursework toward a Master's degree in Chinese from the University of Michigan).
- Professional Development Periods--Suzanne Tipler (Summer and Fall 1974  
for coursework toward a Certificate of Advanced Study from the School of Library Science at the University of Illinois).

#### COMMUNITY SERVICE

- Avon Township: Member, Friends Association, and Treasurer, Library Board--Robert Gaylor.
- Canvassed local precinct in support of Avon Township Library bond election for expansion of Library building--Nancy Covert,  
Suzanne Tipler.
- Librarian, First Congregational United Church of Christ, Rochester, Michigan--Lois Reilly.
- Librarians for an Oakland County Union List of Serials--Robert Gaylor,  
Richard Pettengill, Elizabeth Titus.
- Parish Education Committee Member and Church Librarian, Shepherd of the Lakes Church, Walled Lake, Michigan--Louise Bugg.
- Waterford Youth Assistance, Alternative Education Committee, Co-Chairperson--Jennie Cross.

#### CONFERENCES AND MEETINGS ATTENDED, off-campus

- American Library Association:
  - Annual Conference, July 1973, Las Vegas, Nevada--George Gardiner,  
Robert Gaylor.
  - Midwinter Meeting, January 1974, Chicago, Illinois--George Gardiner, Robert Gaylor.
  - Pre-conference on Library Networks, July 1973, Las Vegas, Nevada--  
Robert Gaylor.
- American Society for Information Science meeting, October, 1973,  
Los Angeles, California--George Gardiner.
- Bently Historical Library Dedication, May 1974, Ann Arbor, Michigan--  
Jennie Cross.
- Conference on Cable TV, November 1973, Warren, Michigan--Ann Pogany,  
Suzanne Tipler.

CONFERENCES AND MEETINGS ATTENDED, off-campus (continued)

- Conference on Library Instruction, December 1973, University of Denver, Denver, Colorado--Rita Sparks.
- Conference on Michigan Academic Library Cooperation, November 1973, Michigan State University--George Gardiner, Philip Howard.
- Credit Union Seminar, February 1974, Troy, Michigan--Jennie Cross.
- Economic Censuses Users Conference, May 1974, Chicago, Illinois--Jennie Cross.
- Executive Development for Library Administrators, August 1973, School of Business Administration, Miami University, Oxford, Ohio--Nancy Covert.
- Federal Documents Regional Workshop, November 30 - December 1, 1973, Chicago, Illinois--Jennie Cross.
- Freedom to Read Conference, May 1974, Cadillac, Michigan--Robert Gaylor.
- Grantsmanship Conference, June 1974, Flint, Michigan--Robert Gaylor.
- Greater Metropolitan Detroit Medical Library Group: September 1973, December 1973, and February 1974, Detroit, Michigan--Eileen Hitchingham.
- Health Instructional Resources Association, July 1973, Oakland County Health Department--Eileen Hitchingham.
- Historical Society of Michigan, October 1973, Niles, Michigan and April 1974, Detroit, Michigan--Jennie Cross.
- International Standard Bibliographic Description Cataloging Seminar, March 1974, Wayne State University, Detroit, Michigan--Louise Bugg, Ann Pogany, Suzanne Tipler.
- Library's Role in the Bi-Centennial, May 1974, Lansing, Michigan--Robert Gaylor.
- Local History Conference, April 1974, Detroit, Michigan--Jennie Cross.
- Librarians for an Oakland County Union List of Serials Regional Meetings, April 1974, Pontiac, Royal, and Walled Lake, Michigan--Elizabeth Titus.
- Michigan Archival Association, May 1974, Adrian, Michigan--Jennie Cross.
- Michigan Credit Union League, Lansing Chapter Annual Meeting, April 1974, Grand Ledge, Michigan--Jennie Cross.
- Michigan Health Science Libraries Conference, May 1974, Lansing, Michigan--Donna Atkins.
- Michigan History Division Regional Depositories Meeting, May 1974, Mt. Pleasant, Michigan--Jennie Cross.
- Michigan Library Association:
  - Academic Division Spring Conference, May 1974, Holland, Michigan--Robert Gaylor.
  - Annual Meeting, October 1973, Troy, Michigan--Louise Bugg, Jennie Cross, George Gardiner, Robert Gaylor, Richard Pettengill (Local Arrangements Committee), Rita Sparks.
  - Legislative Committee Meeting, May 1974, Lansing, Michigan--Robert Gaylor.
  - Michigan Department of Education, State Library Services, Freedom to Read Workshop, April 1974, Flint, Michigan--Louise Bugg, Ann Pogany, Suzanne Tipler.

CONFERENCES AND MEETINGS ATTENDED, off-campus (continued)

- Michigan Library Association: (continued)
  - Technical Services Section Spring Meeting, May 1974, Lansing, Michigan--Louise Bugg, Ann Pogany, Suzanne Tipler.
  - Trustee Division Spring Conference, May 1974, Lansing, Michigan--Robert Gaylor (chairperson).
  - Midwest Academic Librarians Conference, May 1974, Milwaukee, Wisconsin--Suzanne Tipler, Elizabeth Titus.
  - Midwest Archives Conference, September 1973, Madison, Wisconsin--Jennie Cross.
  - Nineteenth Seminar on the Acquisition of Latin American Library Materials, April 1974, University of Texas, Austin, Texas--Mel Jordan.
  - Oakland County Library Board Budget Hearings, March 1974, Pontiac, Michigan--Elizabeth Titus.
  - Oakland County Trustee Association Spring Conference, June 1974, Bloomfield Township, Michigan--Robert Gaylor (chairperson).
  - Special Libraries Association:
    - Annual Conference, June 1974, Toronto, Canada--Richard Pettengill.
    - Board Meeting, January 1974, Detroit, Michigan--Rita Sparks.
    - Documents Update, November 1973, Ann Arbor, Michigan--Jennie Cross.
    - Meetings: September 1973, Detroit, Michigan--George Gardiner, Rita Sparks; December 1973, Dearborn, Michigan--Rita Sparks; May 1974, Lansing, Michigan--Rita Sparks.
    - Winter Meeting, February 1974, Ann Arbor, Michigan--Eileen Hitchingham, Elizabeth Titus.
  - System Development Corporation:
    - Demonstration, October 1973, Detroit, Michigan--Eileen Hitchingham, Rita Sparks.
    - Training Session, April 1974, Falls Church, Virginia--Eileen Hitchingham.

CONFERENCES AND MEETINGS PARTICIPATED IN, on- and off-campus

- American Society for Information Science Third Mid-Year Meeting, May 1974, University of Pittsburgh, Johnstown, Pennsylvania--Eileen Hitchingham (presentation of paper--"Utilization of MEDLINE in a University without a School of Medicine").
- Government Publications Workshop, May 1974, Wayne State University, Detroit, Michigan--Jennie Cross (on program).
- Panelist: "Behind Bars or Free--Behavioral Aspects of Probation Decision-Making," March 1974, Oakland University, Sponsored by Allport College and Oakland Center--Elizabeth Titus.
- Panelist: Library College Conference, November 1973, Chicago, Illinois--Robert Gaylor.
- Speaker: Wayne State University Reception for Library Science Graduates, May 1974, Detroit, Michigan--Rita Sparks.

### CONSULTANT SERVICES

- Avon Township Library Building Program--Robert Gaylor.
- Editorial Advisory Board Member, Infodata International, Inc., Chicago, Illinois--Jennie Cross.
- General Motors Truck and Coach Division, Pontiac, Michigan, Fall 1973--Rita Sparks (consultant for setting up information service).
- Oakland County Library Board--Robert Gaylor.
- Oakland University School of Education, Fall 1973--Elizabeth Titus (consultant for Early Childhood Education Library).
- Supervising Librarian--for field work of two Library Technical Assistant students from the Library Technical Program at Oakland Community College--Louise Bugg.

### LIBRARY ACTIVITIES

- Ad Hoc Committee on Affirmative Action:
  - Members: Louise Bugg (Chairperson), Robert Gaylor, Philip Howard, Mel Jordan, Lois Reilly, Suzanne Tipler. Nancy Covert (Resource Person).
- Ad Hoc Committee on Audio-Visual Services:
  - Members: Louise Bugg, Robert Gaylor (Chairperson), Philip Howard, Mel Jordan, John Kok, Meg McDonald.
- Ad Hoc Committee on Library Contingency Space Planning:
  - Members: Louise Bugg, Nancy Covert (Co-Chairperson), Jennie Cross, Robert Gaylor (Co-Chairperson), Philip Howard, Richard Pettengill.
- Ad Hoc Committee on Meric, 1973-74:
  - Members: Nancy Covert, Jennie Cross (Chairperson), Richard Pettengill, Ann Pogany, Rita Sparks.
- Committee on Instruction:
  - Members: Louise Bugg (Fall/Winter 1973-74), George Gardiner (ex-officio/voting), Eileen Hitchingham, Janet Krompart (Chairperson--on leave Fall/Winter 1973-74), Rita Sparks (on leave Winter 1974), Suzanne Tipler (Chairperson for Fall/Winter 1973-74), Elizabeth Titus (Winter 1974).
- Elections Committee:
  - Members: Nancy Covert (Chairperson), Mel Jordan, Richard Pettengill.
- Executive Committee:
  - Members: Jennie Cross, George Gardiner (Chairperson, ex-officio/voting), Robert Gaylor (ex-officio/voting), Philip Howard (ex-officio/voting), Ann Pogany, Elizabeth Titus.

LIBRARY ACTIVITIES (continued)

## --Library Committee on Appointments and Promotions:

--Members: George Gardiner (Chairperson, ex-officio/non-voting),  
Robert Gaylor (ex-officio/voting), Richard Pettengill,  
Lois Reilly.

## --Library Council:

--Members: Nancy Covert, Jennie Cross, George Gardiner (ex-officio/  
voting), Mel Jordan, Richard Pettengill.

## --Library Resources Committee:

--Members: Nancy Covert, Eileen Hitchingham, Philip Howard, Mel  
Jordan, Richard Pettengill, Ann Pogany (Chairperson), Lois  
Reilly.

## --Library Services Committee:

--Members: Jennie Cross (Chairperson Winter 1974), Eileen  
Hitchingham, Mel Jordan, John Kok (Winter 1974), Meg McDonald,  
Rita Sparks (Chairperson, on leave Winter 1974), Suzanne Tipler.

--Parliamentarian of the Library Faculty Assmebly--Richard Pettengill.

PROFESSIONAL ASSOCIATION MEMBERSHIPS

## --American Association of University Professors:

--Members: Louise Bugg, Janet Krompart, Richard Pettengill,  
Ann Pogany, Suzanne Tipler.

## --American Library Association:

--Members: Donna Atkins, Robert Gaylor, George Gardiner,  
Richard Pettengill, Lois Reilly, Rita Sparks.

## --American Society for Information Science:

--Members: George Gardiner, Eileen Hitchingham, Richard Pettengill.

## --Association for Asian Studies:

--Member: Janet Krompart.

## --California Library Schools Alumni Association:

--Member: Janet Krompart.

## --Greater Metropolitan Detroit Medical Library Group:

--Members: Eileen Hitchingham, Elizabeth Titus.

## --Health Instructional Resources Association, Pontiac Area:

--Member: Elizabeth Titus

## --Historical Society of Michigan:

--Member: Jennie Cross (Trustee).

# PROFESSIONAL ASSOCIATION MEMBERSHIPS (continued)

- Michigan Archival Association:
  - Member: Jennie Cross (Nomination Committee).
- Michigan Library Association:
  - Members: Louise Bugg, Robert Gaylor (Legislative Committee; Vice-Chairman--Chairman-Elect, Trustee Division), George Gardiner (Academic Division, Board of Directors), Mel Jordan (Legislative Committee), Janet Krompart, Richard Pettengill (Legislative Committee).
- Midwest Archives Conference:
  - Member: Jennie Cross.
- Oakland County Trustee Association:
  - Member: Robert Gaylor (Vice-Chairman).
- Phi Gamma Nu Business Professional Sorority:
  - Member: Rita Sparks.
- Seminar for the Acquisition of Latin American Materials:
  - Members: Mel Jordan, Lois Reilly.
- Special Libraries Association:
  - Members: Donna Atkins, Eileen Hitchingham (Bulletin Editor), Richard Pettengill, Lois Reilly, Rita Sparks (Bulletin Editor).
- University of Michigan Library Science Alumni Association:
  - Members: Louise Bugg, Nancy Covert, Jennie Cross, Elizabeth Titus.

## PUBLICATIONS

- Alternative Press (Special Publications held by Oakland University)--Elizabeth Titus.
- Contributing Editor, Michigan Librarian, Academic Division, Janet Krompart (on leave Fall/Winter 1973-74), Elizabeth Titus.
- "Michigan Academic Library Cooperation," Michigan Librarian, Spring 1974--George Gardiner.

## RESEARCH ACTIVITIES

- Bibliography of reference materials in the English literary renaissance (in its initial stages)--John Kok.
- Investigation of the use of commercial on-line information retrieval systems by academic libraries (in progress)--Eileen Hitchingham.
- Leadership study in library management--Rita Sparks.

RESEARCH ACTIVITIES (continued)

- Research paper on faculty status in American academic libraries (near completion)--John Kok.
- Study of the utilization of MEDLINE in a university without a School of Medicine: User Evaluation in terms of relevance and dollar commitment--Eileen Hitchingham.

UNIVERSITY ACTIVITIES

- Academic Conduct Committee:
  - Member: Mel Jordan.
- Academic Policy Committee:
  - Members: Louise Bugg, Janet Krompart (on leave Fall/Winter 1973-74).
- African Studies Committee:
  - Member: George Gardiner.
- Afro-American Studies Committee:
  - Member: George Gardiner.
- Arrangements Committee, Glyndebourne Picnic 1973:
  - Member: Robert Gaylor (Chairperson).
- Association of Michigan Collegiate Faculties:
  - Member: Janet Krompart (Executive Board and Oakland University Representative)--(on leave Fall/Winter 1973-74).
- Automotive Archives Study Committee:
  - Member: George Gardiner (Chairperson).
- Black United Front:
  - Member: George Gardiner.
- College of Arts and Sciences Assembly:
  - Members: George Gardiner, Janet Krompart (on leave Fall/Winter 1973-74).
- Committee on Recommendation V, Faculty of Health Sciences Professionals:
  - Member: Eileen Hitchingham.
- Ethnic Heritage Studies Committee:
  - Member: George Gardiner.
- Evening Council:
  - Member: Nancy Covert.
- Freshman Advising:
  - Jennie Cross, Eileen Hitchingham, Richard Pettengill, Rita Sparks, Elizabeth Titus.
- Friends of the Kresge Library:
  - Members: Nancy Covert, George Gardiner (Board Member), Robert Gaylor (Board Member).
- Graduate Council:
  - Member: Robert Gaylor.

# UNIVERSITY ACTIVITIES (continued)

- Learning Skills, Oakland University:
  - Instruction: Jennie Cross, John Kok, Eileen Hitchingham, Richard Pettengill, Rita Sparks, Elizabeth Titus.
  - Library Coordinator for Learning Skills Program--Lois Reilly.
  - Proficiency Committee--Elizabeth Titus.
- Parking Appeals Board:
  - Member: Ann Pogany (Chairperson).
- Parking Commission:
  - Member: Ann Pogany.
- Special Instruction for classes in education, economics, environmental studies, psychology, area studies (Latin America), Allport College, and chemistry, Oakland University:
  - Donna Atkins, Jennie Cross, Eileen Hitchingham, Lois Reilly, Rita Sparks, Elizabeth Titus.
- Spring and Summer Committee:
  - Member: Rita Sparks.
- Summer Programs Committee:
  - Member: Robert Gaylor.
- University Audio-Visual Services Committee:
  - Member: George Gardiner.
- University Learning Resources Committee:
  - Members: George Gardiner, Robert Gaylor.
- University Research Committee:
  - Members: Eileen Hitchingham, Philip Howard.
- University Senate:
  - Members: Nancy Covert, George Gardiner (ex-officio/voting), Eileen Hitchingham.
- University Steering Committee:
  - Member: Nancy Covert.
- University Tenure and Appointment Policy Committee:
  - Members: George Gardiner (ex-officio/voting), Lois Reilly.

## APPENDIX B

### Significant Titles Purchased During the 1973-74 Fiscal Year

- Ainsworth, G.C., THE FUNGI VOL. I, II, III, IVA, IVB, Academic Press, New York, 1965-1973.
- AMERICAN HISTORY AND LIFE VOLUME ZERO, American Bibliographical Center, Clio Press, 1972.
- AMERICAN STATISTICS INDEX, 1974 Sub.
- APPEAL TO REASON, Aug. 31, 1895 - June 25, 1921, Bell & Howell, 1973.
- Ashby, Thomas, THE AQUEDUCTS OF ANCIENT ROME, McGrath Publ. Co., 1971.
- BIBLIOTHECA SCRIPTORUM GRAECORUM ET ROMANORUM TUBERIANA (Bibliotheca Teubneriana), Harrassowitz
- Blaustein, Albert P., Constitutions of the Countries of the World, Vols. 2 through 10, Oceana Publications, 1971.
- Boswell, BOSWELL'S LIFE OF JOHNSON
- BUSINESS REGULATION IN THE COMMON MARKET NATIONS, Ged. Ed. Vol. 1-3, Harlan Morse Blake, Vol. 4, James A. Rahl, McGraw-Hill, 1969-70.
- Campbell, Willis Cohoon, OPERATIVE ORTHOPAEDICS, Mosby, 1971.
- CARNEGIE-MYRDAL STUDY OF THE NEGRO IN AMERICA -- 1940, Kraus-Thompson, Microfilm, 1970.
- CATALOG OF THE MELVILLE J. HERSKOWITZ LIBRARY OF AFRICAN STUDIES, Northwestern University Library, and Africana, G.K. Hall & Co.
- CHAMBERS' ENCYCLOPEDIA, Roger La Plante, Wayne, Mich., 1973.
- Chang, Chi-Yun, THE TWENTY SIX OFFICIAL HISTORIES, The East and West Shop, Inc., 1972.
- CLASSIFIED INDEX TO PERSONS IN THE LIBRARY OF CONGRESS CLASSIFICATIONS SCHEDULES, 1974, U.S. Historical Documents Instit. Inc.
- COMPREHENSIVE INORGANIC CHEMISTRY, Pergamon Compendium, Elmsford, New York, 1973.
- CONGRESSIONAL RECORD, Princeton Microfilm Co., (1873-1911).
- ENCYCLOPEDIA BRITANNICA, 1974 Edition, 30 Volumes, Anthony Kuntz Publ. 1974.
- Erickson, Edgar L., HANSARD'S PARLIAMENTARY DEBATES, 1892-1908, Readex Microprint Corporation
- F&S INDEX INTERNATIONAL ANNUAL, Predicasts, Inc. 1973.
- Folger Shakespeare Library, CATALOG OF MANUSCRIPTS OF THE FOLGER SHAKESPEARE LIBRARY, G.K. Hall & Co., 1971.
- Gallup, George Horace, THE GALLUP POLL PUBLIC OPINION, 1935-1971, Three Volumes, Random House, 1973.

- Graves, Algernon, THE ROYAL ACADEMY OF ARTS: A COMPLETE DICTIONARY OF CONTRIBUTORS AND THEIR WORK FROM ITS FOUNDATION IN 1796 to 1904, B. Franklin, 1905-06.
- Grzimek, Bernhard, GRZIMEK'S ANIMAL LIFE ENCYCLOPEDIA , 5 Vols (received), Van Nos Reinhold, 1972.
- Guidol, J. GOYA: 1746-1828 BIBLIOGRAPHY, ANALYTICAL STUDY AND CATALOGUE OF THE PAINTINGS, Tudor, 1971.
- Hart, Henry Harper, CONCEPTUAL INDEX TO PSYCHOANALYTIC TECHNIQUE AND TRAINING, North River Press, 1972.
- Harvard University, SUBJECT CATALOG OF THE BAKER LIBRARY, GRADUATE SCHOOL OF BUSINESS ADMINISTRATION, HARVARD UNIVERSITY, Boston, G.K. Hall, 1971.
- Hispanic Society of American Library, CATALOGUE OF THE LIBRARY, FIRST SUPPLEMENT, 4 Vols., G.K. Hall, 1971.
- Holland, J. F., CANCER MEDICINE, Lea & Febiger, 1973.
- Houghton, Walter Edwards, THE WELLESLEY INDEX TO VICTORIAN PERIODICALS, 1824-1900, Vol. II, University of Toronto, 1972.
- Housman, Alfred Edward. THE CLASSICAL PAPERS OF A. E. HOUSMAN, EDITED BY J. Diggie and F. R. D. Goodyear, 3 vols., Cambridge Univ Press, 1972.
- INDEX TO LATIN AMERICAN LEGISLATION, 2nd suppl., G. K. Hall, 1973.
- International Monetary Fund and World Bank Group, Joint Bank Fund Library, Staff comp. ECONOMICS AND FINANCE: INDEX TO PERIODICAL ARTICLES, G.K. Hall, 1972.
- Kafka, Franz, GESAMMELTE WERKE, The Hague.
- Kent State University, AUTOMATED PROCESSING, Kent State University.
- Kosolapoff, Gennady, ORGANIC PHOSPHORUS COMPOUNDS, Wiley Interscience, 1972.
- Lyonnet, Henry, DICTIONNAIRE des COMEDIENS FRANCAIS, Slatkine Reprints, 1969.
- MACHINE INTELLIGENCE, VOL. 4,5,6,7, Halstead, New York, Wiley, 1969-73.
- MARXISM, COMMUNISM AND WESTERN SOCIETY - 8 Vols, McGraw-Hill, 1972.
- MCGRAW-HILL ENCYCLOPEDIA OF WORLD DRAMA, 4 Vols, McGraw-Hill, 1972.
- MENTAL HEALTH BOOK REVIEW INDEX: SET, VOLS. 1-17, Coun.Res. Biblio, 1972.
- METRIC SYSTEM GUIDE SERIES, J. J. Keller and Assoc., 1974
- Musorgskii, Modest Petrovich, WORKS - EDITED BY PAUL LAMM, 21 Vols, Alexander Broude, New York Times Theatre Reviews, NEW YORK TIMES THEATRE REVIEWS, 1920-1970, 1973.

- Prevost, Antoeni Francois, A NEW GENERAL COLLECTION OF VOYAGES AND TRAVELS COLLECTED BY THOMAS ASTLEY, Frank Cass, 1746
- Prothero, George Walter ed., PEACE HANDBOOKS, Vols., I-XXV, Scholarly Resources, Inc., 1973.
- QUARTERLY CUMULATIVE INDEX MEDICUS, VOLS. 1-60, Western Periodicals Co., North Hollywood, Calif.
- Ralph Nader Congress Project, CITIZENS LOOK AT CONGRESS, Grossman Publishers, Washington, 1973.
- REVUE FANTAISISTE. Geneve, Slatkine Reprints, 1972.
- ROMANTIC MOVEMENT BIBLIOGRAPHY, THE, Romantic Movement Bibliography, The, 1936-1970, R. R. Bowker: Pierian Press, 1973.
- Schiff, Gert, FUSSLI, 1741-1825, Prestel-Verlag Munchen, 1972.
- Skinner, William G. MODERN CHINESE SOCIETY, East and West Shop,
- Torres, Naharro, Bartolome de fl. 1517, PROPALLADIA AND OTHER WORKS OF BARTOLOME DE TORRES NAHARRO, University of Penna. Press, 1951.
- U. S. Laws, Statutes, etc., URBAN AFFAIRS: LAWS AND TREATIES, AMS Press, Inc., 1973.
- U. S. Serial Set Groups 21 and 22, Readex Microprint Corp.
- Vierteljahresschrift der Goethe-Gesellschaft, The Hague, 48 Vols.
- Xerox University Microfilms, COMPREHENSIVE DISSERTATION INDEX, 1861-1972, 37 Vols.

# APPENDIX C

## Selected List of Serial Back-Runs Ordered, 1973-74

ACADEMY OF MANAGEMENT.JOURNAL.	1965-1971
ACTA MORPHOLOGICA.(Budapest)	v.9 (1960)-v.15 (1967)
ACTA OPHTHALMOLOGICA.	v.38 (1960)-v.51 (1973) & supplements #60-112
ACTA PHYSIOLOGICA.(Budapest)	v.18 (1960)-v.33 (1967)
ACTA PHYSIOLOGICA SCANDINAVICA.	v.60 (1964)-v.68 (1966)
AMERICA INDIGENA.	v.20 (1960)-v.30 (1970)
AMERICAN BAR ASSOCIATION.JOURNAL.	v.46 (1960)-v.53 (1967)
AMERICAN CRIMINAL LAW REVIEW.	v.1 (1962)-v.11 (1973)
AMERICAN DIETETIC ASSOCIATION.JOURNAL.	v.36 (1960)-v.53 (1968)
AMERICAN FEDERATIONIST.	Mfilm:1894-1964
AMERICAN GERIATRICS SOCIETY.JOURNAL.	v.8 (1960)-v.21 (1973)
AMERICAN HEART JOURNAL.	v.59 (1960)-v.78 (1969)
AMERICAN JOURNAL OF CARDIOLOGY.	v.6 (1960)-v.11 (1963)
AMERICAN JOURNAL OF CLINICAL NUTRITION.	v.8 (1960)-v.25 (1972)
AMERICAN JOURNAL OF CLINICAL PATHOLOGY.	v.33 (1960)-v.46 (1966)
AMERICAN JOURNAL OF DISEASES OF CHILDREN.	v.99 (1960)-v.126 (1973)
AMERICAN JOURNAL OF EPIDEMIOLOGY.	v.83 (1966)-v.98 (1973)
AMERICAN JOURNAL OF MEDICAL TECHNOLOGY.	v.26 (1960)-v.39 (1973)
AMERICAN JOURNAL OF MEDICINE.	v.28 (1960)-v.55 (1973)
AMERICAN JOURNAL OF OBSTETRICS AND GYNECOLOGY.	v.79 (1960)-v.118 (1973)
AMERICAN JOURNAL OF OCCUPATIONAL THERAPY.	v.14 (1960)-v.22 (1968)
AMERICAN JOURNAL OF OPHTHALMOLOGY.	v.49 (1960)-v.64 (1967)
AMERICAN JOURNAL OF PSYCHIATRY.	v.114 (1958)-v.127 (1971)
AMERICAN JOURNAL OF PUBLIC HEALTH AND THE NATION'S HEALTH.	v.50 (1960)-v.53 (1963); v.58 (1968)-v.63 (1973)
AMERICAN JOURNAL OF SURGERY.	v.99 (1960)-v.126 (1973)
AMERICAN JOURNAL OF THE MEDICAL SCIENCES.	v.239 (1960)-v.258 (1969)
AMERICAN JOURNAL OF TROPICAL MEDICINE AND HYGIENE.	v.9 (1960)-v.18 (1969)

AMERICAN REVIEW OF RESPIRATORY DISEASES.	v.81-v.108
ANESTHESIOLOGY.	1961-1973
ANNALES DE GENETIQUE.	v.2 (1959)-v.12 (1969)
ANNALS OF INTERNAL MEDICINE.	v.52 (1960)-v.79 (1973)
ANNALS OF SURGERY.	v.151 (1960)-v.176 (1973)
APPEAL TO REASON.	Mfilm:1895-1922
APPLIED MICROBIOLOGY.	v.8 (1960)-v.25 (1973)
ARCHIV FUER MIKROBIOLOGY.	v.35 (1960)-v.75 (1970)
ARCHIVES OF ENVIRONMENTAL HEALTH.	N.S.:v.1-v.9;v.12-v.27
ARCHIVES OF INTERNAL MEDICINE.	v.105 (1960)-v.133 (1973)
ARCHIVES OF NEUROLOGY.	v.1 (1959)-v.27 (1973)
ARCHIVES OF OPHTHALMOLOGY.	v.63 (1960)-v.90 (1973)
ARCHIVES OF PHYSICAL MEDICINE AND REHABILITATION.	v.41 (1960)-v.49 (1968); v.51 (1970)-v.54 (1973)
ARCHIVES OF SURGERY.	v.80 (1960)-v.107 (1973)
ARENA.	Mfilm:1889-1909
BIOCHEMICAL PHARMACOLOGY.	v.3 (1960)-v.20 (1971)
BIOPOLYMERS.	v.1 (1963)-v.4 (1966)
BLOOD.	v.15 (1960)-v.38 (1971)
BRITISH MEDICAL JOURNAL.	1960-1962;1970-1973
BULLETIN OF THE HISTORY OF MEDICINE.	v.34 (1960)-v.45 (1971)
CALIFORNIA MANAGEMENT REVIEW.	v.8 (1965/66)-v.14 (1971/72)
CANADIAN JOURNAL OF BIOCHEMISTRY.	v.38 (1960)-v.44 (1966)
CANADIAN JOURNAL OF GENETICS AND CYTOLOGY.	v.1 (1959)-v.8 (1966)
CHEST.	v.37 (1960)-v.62 (1973)
CHINESE TRADE UNIONS.	Mfilm:v.1 (1951)-v.20 (1970)
COLUMBIA JOURNAL OF LAW AND SOCIAL PROBLEMS.	v.1 (1965)-v.8 (1973)
COLUMBIA LAW REVIEW.	v.60 (1960)-v.66 (1966)
COUNSELING PSYCHOLOGIST.	v.1 (1969)-v.4 (1972/73)

CRIME AND DELINQUENCY.	v.6 (1960)-v.19 (1973)
CRIMINOLOGY.	v.1 (1963)-v.10 (1973)
DIABETES.	v.9 (1960)-v.22 (1973)
EAST AFRICAN ECONOMIC REVIEW.	Mfilm:S1:v.1(1954)-v.10 (1963)
EDUCATION DIGEST.	v.21 (1955/56)-v.27 (1961/62)
EXCEPTIONAL CHILDREN.	v.29 (1962/63)-v.33 (1966/67)
G.P.	v.21 (1960)-v.32 (1965)
GERONTOLOGIST.	Mfilm:v.1 (1961)-v.6 (1966)
GROWTH.	v.29 (1965)-v.33 (1969)
HARVARD LAW REVIEW.	v.73 (1959/60)-v.77 (1963/64)
HEALTH SERVICES RESEARCH.	Mfilm:v.1 (1966)-v.6 (1971)
HISPANIC AMERICAN HISTORICAL REVIEW.	v.1 (1918)-v.34 (1954)
HOPPE SEYLER'S ZEITSCHRIFT FUER PHYSIOLOGISCHE CHEMIE.	v.321 (1960)-v.343 (1966)
HUMAN RESOURCE MANAGEMENT.	v.9 (1970)-v.12 (1973)
INQUIRY;A Review of Current Research in Hospital and Medical Economics.	Mfilm:V.1 (1963)-v.8 (1971)
INTERNATIONAL NURSING INDEX.	v.1 (1966)-v.8 (1973)
INTERNATIONAL NURSING REVIEW.	v.7 (1960)-v.20 (1973)
ISSUES IN CRIMINOLOGY.	v.5 (1970)-v.8 (1973)
JOURNAL DE PHYSIOLOGIE.	v.52 (1960)-v.65 (1973)
JOURNAL OF ALLERGY.	v.31 (1960)-v.48 (1973)
JOURNAL OF APPLIED PHYSIOLOGY.	1960-1966
JOURNAL OF BIOSOCIAL SCIENCE.	v.1 (1969)-v.5 (1973)
JOURNAL OF CHRONIC DISEASES.	v.18 (1965)-v.26 (1973)
JOURNAL OF CLINICAL ENDOCRINOLOGY AND METABOLISM.	v.20 (1960)-v.37 (1973)
JOURNAL OF COLLEGE STUDENT PERSONNEL.	v.1 (1959)-v.10 (1969)
JOURNAL OF CRIMINAL LAW AND CRIMINOLOGY.	v.50 (1960)-v.54 (1963)

JOURNAL OF EDUCATIONAL PSYCHOLOGY.	v.41 (1950)-v.51 (1960)
JOURNAL OF EMPLOYMENT COUNSELING.	v.6 (1970)-v.10 (1973)
JOURNAL OF GENERAL AND APPLIED MICROBIOLOGY.	v.6 (1960)-v.19 (1973)
JOURNAL OF GENERAL VIROLOGY.	v.1 (1967)-v.21 (1973)
JOURNAL OF GERONTOLOGY.	Mfilm:v.14 (1959)-v.21 (1966)
JOURNAL OF HEALTH AND SOCIAL BEHAVIOR.	v.1 (1960)-v.10 (1969)
JOURNAL OF INFECTIOUS DISEASES.	v.106 (1960);v.110 (1962)- v.128 (1973)
JOURNAL OF MEDICINAL CHEMISTRY.	v.1 (1959)-v.9 (1966)
JOURNAL OF NEGRO EDUCATION.	v.19 (1950)-v.32 (1963)
JOURNAL OF NEGRO HISTORY.	Mfilm:v.1 (1916)-v.49 (1964)
JOURNAL OF NEW DRUGS.	v.1 (1961)-v.9 (1969)
JOURNAL OF NUTRITION.	v.72 (1960)-v.103 (1971)
JOURNAL OF OCCUPATIONAL MEDICINE.	v.1 (1959)-v.14 (1973)
JOURNAL OF PEDIATRICS.	v.60 (1962)-v.69 (1966)
JOURNAL OF PSYCHIATRIC NURSING AND MENTAL HEALTH SERVICES.	v.1 (1963)-v.4 (1966)
JOURNAL OF READING.	v.1 (1957/58)-v.7 (1963/64)
JOURNAL OF REHABILITATION.	1960-1965;1967-1968
JOURNAL OF RESEARCH IN CRIME AND DELINQUENCY.	v.1 (1964)-v.10 (1973)
JOURNAL OF SCHOOL HEALTH.	v.30 (1960)-v.38 (1968)
JOURNAL OF SEX RESEARCH.	v.1 (1965)-v.9 (1973)
JOURNAL OF SPEECH AND HEARING DISORDERS.	1960-1968
JOURNAL OF THE HISTORY OF MEDICINE AND ALLIED SCIENCES.	v.15 (1960)-v.20 (1965); 1970-1973
JOURNAL OF UROLOGY.	v.83 (1960)-v.100 (1968)
JOURNALISM QUARTERLY.	v.40 (1963)-v.50 (1973)
LABOR HISTORY.	v.1 (1960)-v.5 (1964)
LABORATORY PRACTICE.	v.9 (1960)-v.16 (1967)
LANCET.	1960-1961;1965-1966

LONDON TIMES.EDUCATIONAL SUPPLEMENT.	Mfilm:1965-1973
MC CLURE'S MAGAZINE.	Mfilm:1901-1921
MEDICAL AND BIOLOGICAL ENGINEERING.	v.1 (1963)-v.10 (1972)
MEDICAL CLINICS OF NORTH AMERICA.	v.44 (1960)-v.50 (1966)
MEDICAL LIBRARY ASSOCIATION.BULLETIN.	v.48 (1960)-v.53 (1965); v.57 (1969)-v.61 (1973)
MICHIGAN LAW REVIEW.	v.60 (1960)-v.64 (1965)
MOLECULAR AND GENERAL GENETICS.	v.91 (1960)-v.102 (1968)
MONIST.	1965-1972
NEA JOURNAL.	v.39 (1950)-v.48 (1959)
NEUROPSYCHOLOGIA.	v.1 (1963)-v.11 (1973)
NEW REPUBLIC.	Mfilm:v.1 (1914)-v.61 (1930)
NORTH AMERICAN REVIEW.	Mfilm:1851-1878;1879-1888
OBSTETRICS AND GYNECOLOGY.	v.15 (1960);v.16,21-42 (1963-1973)
PEABODY JOURNAL OF EDUCATION.	v.28 (1950/51)-v.39 (1961/62)
PEDIATRIC CLINICS OF NORTH AMERICA.	v.7 (1960)-v.11 (1964)
PEDIATRICS.	v.25 (1960)-v.49 (1972)
PEOPLE'S CHINA.	Mfilm:v.1 (1950)-v.7 (1957)
PERSONNEL ADMINISTRATION.	v.29 (1966)-v.32 (1969); v.34 (1971)
PERSONNEL AND GUIDANCE JOURNAL.	v.38 (1959/60)-v.46 (1967/68)
PERSONNEL JOURNAL.	v.39 (1960)-v.42 (1963); v.45 (1966)-v.51 (1972)
PERSONNEL PSYCHOLOGY.	v.13 (1960)-v.21 (1968)
PERSPECTIVES IN BIOLOGY AND MEDICINE.	v.3 (1959/60)-v.9 (1965/66)
PHYSICS IN MEDICINE AND BIOLOGY.	v.5 (1960)-v.18 (1973) *
QUARTERLY REVIEWS OF BIOPHYSICS.	v.1 (1968)-v.5 (1972)
RADIOLOGY.	v.74 (1960)-v.109 (1973)
RESEARCH QUARTERLY.	Mfilm:v.1 (1930)-v.30 (1959)

RUSSIAN REVIEW.	v.1 (1941)-v.18 (1959)
SCHOOL COUNSELOR.	v.8;v.10;v.14-v.15 (1960/61)- (1967/68)
SCHOOL REVIEW.	v.58 (1950)-v.63 (1955); v.65 (1957)-v.74 (1966)
SCRIBNER'S MAGAZINE.	Mfilm:1887-1902
SOCIAL BIOLOGY.	v.7 (1960)-v.21 (1973)
SOCIAL SCIENCE AND MEDICINE.	v.1 (1967)-v.7 (1973)
SOCIAL WORK.	v.1 (1956)-v.4 (1959)
SOCIETE DE CHEMIE BIOLOGIQUE.BULLETIN.	v.42 (1960)-v.48 (1966)
SOUTHERN SPEECH JOURNAL.	v.26 (1959/60)-v.39 (1973)
SURGERY.	v.47 (1960)-v.73 (1973)
THEORETICAL AND APPLIED GENETICS.	v.30 (1960)-v.37 (1967)
THEORIA.	v.34 (1968)-v.39 (1973)
TORY.	Mfilm:1892-1897
TRAINING AND DEVELOPMENT JOURNAL.	v.14 (1960)-v.24 (1970)
TRANSITION; A Journal of the Arts, Culture and Society.	Mfilm:v.1 (1961)-v.7 (1968)
VOCATIONAL GUIDANCE QUARTERLY.	v.8 (1959/60)-v.16 (1967/68); v.18 (1969/70)
YALE LAW JOURNAL.	v.69 (1959/60)-v.73 (1963/64)
YOUNG CHILDREN.	v.21 (1965/66)-v.28 (1972/73)

# APPENDIX D

## Select List of Serial Gifts, 1973-74

AMERICAN HEART JOURNAL.	Mfilm:v.49 (1955)-v.58 (1959) Hd.Cpy:v.13 (1937)-v.28 (1944); v.31 (1946)-v.48 (1954)
AMERICAN JOURNAL OF CARDIOLOGY.	Mfilm:v.1 (1958)-v.4 (1959) Hd.Cpy.:v.13 (1964)-v.25 (1970)
AMERICAN JOURNAL OF CLINICAL PATHOLOGY.	Mfilm:v.24 (1955)-v.32 (1959) Hd.Cpy.:v.19 (1949)-v.23 (1954)
AMERICAN JOURNAL OF DISEASES OF CHILDREN.	Mfilm:v.92 (1956)-v.98 (1959) Hd.Cpy.:v.83 (1952)-v.85 (1953)
AMERICAN JOURNAL OF MEDICINE.	Mfilm:v.18 (1955)-v.27 (1959) Hd.Cpy.:v.8 (1950)-v.17 (1954)
AMERICAN JOURNAL OF OBSTETRICS AND GYNECOLOGY.	Mfilm:v.69 (1955)-v.78 (1959) Hd.Cpy.:v.50 (1948)-v.68 (1954)
AMERICAN JOURNAL OF OPHTHALMOLOGY.	Mfilm:v.40 (1955)-v.46 (1958) Hd.Cpy.:v.32 (1949)-v.38 (1954)
AMERICAN JOURNAL OF PATHOLOGY.	Mfilm:v.31 (1955)-v.35 (1959) Hd.Cpy.:v.22 (1946)-v.30 (1954)
AMERICAN JOURNAL OF SURGERY.	Mfilm:v.89 (1955)-v.98 (1959) Hd.Cpy.:v.35 (1937)-v.44 (1939); v.47 (1940);v.49 (1940)- v.88 (1954) <u>Lacks v.53 &amp;59</u>
AMERICAN JOURNAL OF THE MEDICAL SCIENCES.	Mfilm:v.229 (1955)-v.238 (1959) Hd.Cpy.:v.211 (1946)-v.228 (1954)
AMERICAN MEDICAL ASSOCIATION.JOURNAL.	Mfilm:v.157 (1955)-v.171 (1959) Hd.Cpy.:v.99 (1932)-v.121 (1943); v.142 (1950)-v.156 (1954)
ANNALS OF INTERNAL MEDICINE.	Mfilm:v.42 (1955)-v.51 (1959) Hd.Cpy.:v.1 (1927)-v.41 (1954)
ANNALS OF SURGERY.	Mfilm:v.141 (1955)-v.150 (1959) Hd.Cpy.:v.105-v.106 (1937);v.111 (1940);v.123 (1946)-v.140 (1954)
ANESTHESIOLOGY.	Mfilm:v.16 (1955)-v.20 (1959) Hd.Cpy.:v.9 (1948)-v.15 (1954)
ARCHIVES OF INTERNAL MEDICINE.	Mfilm:v.95 (1955)-v.104 (1959) Hd.Cpy.:v.59 (1937)-v.94 (1954)
ARCHIVES OF OPHTHALMOLOGY.	Mfilm:v.53 (1955)-v.62 (1959) Hd.Cpy.:v.12 (1934)-v.52 (1954)

ARCHIVES OF PATHOLOGY.	Mfilm:v.59 (1955)-v.68 (1959) Hd.Cpy.:v.20 (1935)-v.58 (1954)
ARIZONA AND THE WEST.	v.1 (1959)-v.4 (1962);v.6 #1 (1964);v.8 (1966)-v.15 (1973)impf
BEAVER.	v.271 (1940)-v.302 (1971)impf
BLOOD.	Mfilm:v.10 (1955)-v.14 (1959) Hd.Cpy.:v.3 (1948)-v.9 (1954)
DISEASES OF THE CHEST.	Mfilm:v.27 (1955)-v.32 (1958)
DISEASES OF THE NERVOUS SYSTEM.	Mfilm:v.16 (1955)-v.20 (1959)
G.P.	Mfilm:v.11 (1955)-v.20 (1959) Hd.Cpy.:v.5 (1952)-v.10 (1954)
ILLINOIS STATE ARCHAEOLOGICAL SOCIETY. JOURNAL.	O.S.:v.3 (1946)-v.7 (1950)impf N.S.:v.1 (1950/51)-v.2 (1952)impf
INDIAN MAGAZINE OF HISTORY.	v.54 (1958)-v.55 (1959)very impf; v.57 (1961)-v.65 (1969)mostly impf
INTERNATIONAL ABSTRACTS OF SURGERY.	v.98 (1953)-v.109 (1959)
INTERNATIONAL JOURNAL OF FERTILITY.	v.7 (1962)-v.11 (1966)
JOHN HOPKINS UNIVERSITY. BULLETIN.	v.82 (1948)-v.104 (1959)
JOURNAL OF CHRONIC DISEASES.	v.1 (1955)-v.10 (1959) <u>Lacks v.5</u>
JOURNAL OF CLINICAL ENDOCRINOLOGY AND METABOLISM.	v.15 (1955)-v.19 (1959)
JOURNAL OF LABORATORY AND CLINICAL MEDICINE.	v.31 (1946)-v.54 (1959)
JOURNAL OF MEDICAL EDUCATION.	v.29 (1955)-v.34 (1959)
JOURNAL OF PEDIATRICS.	v.17 (1940)-v.19 (1941); v.21 (1942)-v.55 (1959)
JOURNAL OF THE WEST.	v.2 (1963)-v.12 (1973)impf
JOURNAL OF UROLOGY.	v.77 (1957)-v.82 (1959)
LABORATORY INVESTIGATION.	v.4 (1955)-v.8 (1959); v.10 (1961)-v.14 (1965)
MEDICAL CLINICS OF NORTH AMERICA.	v.25 (1941)-v.43 (1959)impf
MICHIGAN ARCHAEOLOGIST.	v.4 (1958)-v.17 (1971)impf
MINNESOTA ARCHAEOLOGIST.	v.5 (1939)-v.31 (1971/72)impf

## MISSOURI ARCHAEOLOGIST.

v.1 (1935)-v.13 (1951)impf;  
v.15 (1953);v.17 (1955)-v.33  
(1971)impf and Lacks v.24 and v.26

## NATIONAL PARKS MAGAZINE.

v.35 (1961)-v.42 (1968)impf

## NATURAL HISTORY.

v.39 (1937)-v.72 (1962)impf

## NEW ENGLAND JOURNAL OF MEDICINE.

v.234 (1946)-v.260 (1959)

## OBSTETRICS AND GYNECOLOGY.

v.1 (1953)-v.14 (1959)

## PEDIATRIC CLINICS OF NORTH AMERICA.

v.1 (1954)-v.6 (1959)impf

## PEDIATRICS.

v.1 (1948)-v.24 (1959)

## POSTGRADUATE MEDICINE.

v.3 (1948)-v.6 (1949);v.9-v.10  
(1951);v.12 (1952)-v.26 (1959)

## SURGERY.

v.19 (1946)-v.46 (1959)

## BOOK BUDGET EXPENDITURES

	1966/67	1967/68	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
State funds	1217,924	1136,439	1079,047	1100,625	915,590	8170,612	5167,687	5116,000
Grant funds	25,679	38,156	39,872	40,946	27,498	47,376	3,838	—
Gift funds	1,102	38,156	22,277	17,723	46,480	73,011	27,493	2,192
Total	1244,705	1212,751	1141,196	1159,294	989,568	8991,099	5499,028	5118,192

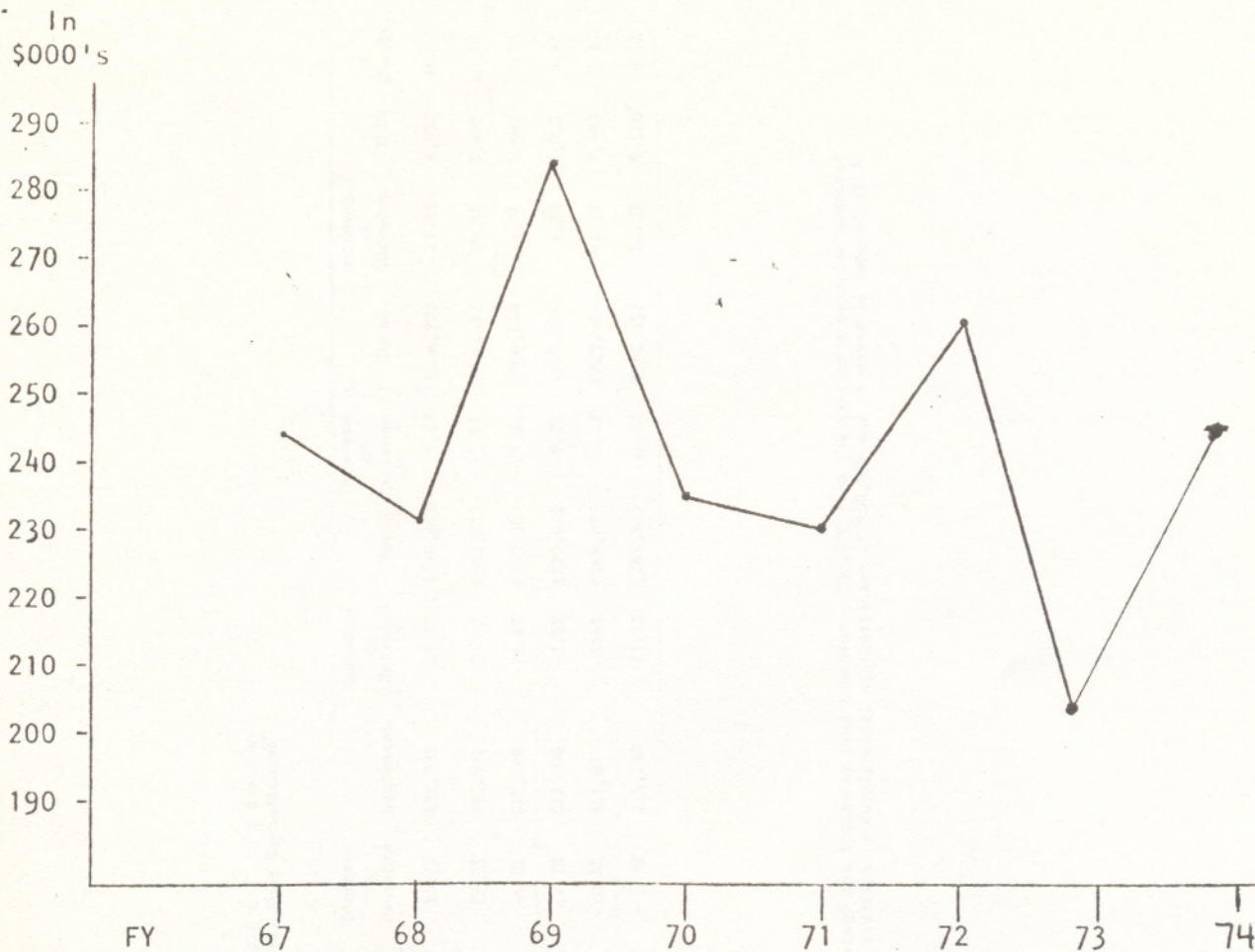
## PERCENTAGE TABLE BOOK BUDGET EXPENDITURES

	1966/67	1967/68	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
State funds	89.02	87.22	89.35	89.58	87.12	85.42	82.30	82.02
Grant funds	10.37	10.71	14.08	14.11	11.94	6.52	4.32	—
Gift funds	1.10	10.56	7.23	7.02	1.05	28.02	13.48	1.98
Total	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00

Includes matching funds.

APPENDIX E - FISCAL SUMMARIES

EXPENDITURES FOR BOOKS AND RELATED LIBRARY MATERIALS  
State, Gift, and Grant Funds



BOOK BUDGET EXPENDITURES<sup>a</sup>

	1966/67	1967/68	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
State funds	\$217,924	\$156,438	\$169,043	\$188,825	\$155,500	\$170,612	\$168,687	\$246,417
Grant funds	25,624	38,156	39,972	28,416	27,480	17,376	8,858	-0-
Gift funds	1,182	38,354	75,971	17,422	48,880	73,013	27,483	2,371
Total	\$244,730	\$232,948	\$284,986	\$234,663	\$231,860	\$261,001	\$205,028	\$248,788

PERCENTAGE TABLE: BOOK BUDGET EXPENDITURES

	1966/67	1967/68	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
State funds	89.0%	67.2%	59.3%	80.5%	67.1%	65.4%	82.3%	99.0%
Grant funds	10.5%	16.4%	14.0%	12.1%	11.9%	6.6%	4.3%	-0-
Gift funds	.5%	16.4%	26.7%	7.4%	21.0%	28.0%	13.4%	1%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

<sup>a</sup> Includes matching funds.

KRESGE LIBRARY  
General Fund Expenditures<sup>a</sup>

	Salaries	Increase or Decrease	Labor	Increase or Decrease	Supplies & Services <sup>b</sup>	Increase or Decrease	Equipment	Increase or Decrease	Books	Increase or Decrease	Total	Increase or Decrease	FYES	% Change
1968/69	\$253,003	23.0%	\$ 78,993	8.4	\$72,332	15.7%	\$31,332	63.5%	\$169,043	8.1%	\$604,703	17.0%	4,852	18.7%
1969/70	\$309,513	22.3%	\$ 93,890	18.9%	\$86,603	19.7%	\$43,591	39.1%	\$188,825	11.7%	\$722,422	19.5%	5,905	21.7%
1970/71	\$352,806	14.0%	\$107,184	14.2%	\$82,410	-4.8%	\$12,360	-71.6%	\$155,500	-17.6%	\$710,260	-1.7%	6,643	12.5%
1971/72	\$360,697	2.2%	\$ 99,378	-7.3%	\$76,568	-7.1%	\$12,000	-2.9%	\$170,612	9.7%	\$719,255	1.3%	6,905	3.9%
1972/73	\$358,251	- 0.7%	\$ 95,670	-3.7%	\$68,600	-10.4%	\$11,835	-1.4%	\$168,687 <sup>c</sup>	-1.1%	\$703,043	-2.3%	7,403	7.2%
1973/74	\$371,545	3.7%	\$ 93,632	-2.1%	\$67,573 <sup>d</sup>	- 1.5%	\$13,150	11.1%	\$246,417	46.1%	\$792,317	12.7%	8,120 <sup>e</sup>	9.7%

<sup>a</sup> Includes matching funds -- excludes fringe benefits.

<sup>b</sup> Includes CDPC charges.

<sup>c</sup> The original \$98,087 allocated for books was increased through the following fund transfer: \$31,800 from the Library's Salaries account; \$5,800 from Labor; \$3,000 from Supplies and Services. In addition, a supplemental appropriation of \$30,000 was received in June of 1973.

<sup>d</sup> Includes Faculty Travel in amount of \$1,738.

<sup>e</sup> Source - Budget Directors Office, 8/28/74.

Expenditures for all Library purposes  
(State funds only - excludes fringe benefits)

	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
FYES	4,852	5,905	6,643	6,905	7,403	8,120
Total Library Expenditures	\$604,703	\$722,422	\$710,260	\$719,255	\$703,043	\$792,317
Expenditures per FYES	\$ 124.63	\$ 122.34	\$ 106.92	\$ 104.16	\$ 94.97	\$ 97.58

Expenditures for Books (State funds only - includes matching funds.)

	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
FYES	4,852	5,905	6,643	6,905	7,403	8,120
Book Expenditures	\$169,043	\$188,825	\$155,500	\$170,612	\$168,687	246,417
Book Expenditures per FYES	\$ 34.84	\$ 31.98	\$ 23.41	\$ 24.71	\$ 22.79	\$ 30.35

Expenditures for Books (Gift and Grant Funds only)

	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
FYES	4,852	5,905	6,643	6,905	7,043	8,120
Book Expenditures	\$115,943	\$45,837	\$ 76,360	\$ 90,389	\$ 36,341	\$ 2,371
Book Expenditures per FYES	\$ 23.90	\$ 7.76	\$ 11.49	\$ 13.09	\$ 4.91	\$ 0.29

Total Expenditures for Books (State, Gift, and Grant Funds)

	1968/69	1969/70	1970/71	1971/72	1972/73	1973/74
FYES	4,852	5,905	6,643	6,905	7,403	8,120
Book Expenditures	\$284,986	\$234,662	\$231,860	\$261,001	\$205,028	\$248,788
Book Expenditures per FYES	\$ 58.74	\$ 39.74	\$ 34.90	\$ 37.80	\$ 27.70	\$ 30.64

## COLLECTION STATISTICS

## APPENDIX A

(Revised July 10, 1974)

	Volumes Added July 1, 1972 - June 30, 1973	Inventory June 30, 1973	Volumes Added July 1, 1973 - June 30, 1974	Inventory June 30, 1974
<b>BOOKS AND RELATED LIBRARY MATERIALS (other than microforms)</b>				
Cataloged Books	16,773		12,071	
		189,948		202,019
Periodicals	2,517		3,887	
		27,802		31,689
Documents	7,760 <sup>a</sup>		-80 <sup>g</sup>	
		31,190		31,110
TOTAL, Books and Related Library Materials	27,050		15,878	
		248,940		264,818
Withdrawn Library Material	- 775 <sup>b</sup>		-893 <sup>h</sup>	
		-7,350		-8,243
ADJUSTED TOTAL, Books and Related Library Materials	26,275		14,985	
		241,590		256,575
<b>MICROFORM MATERIALS</b>				
Cataloged Reels	219 <sup>c</sup>		42	
		6,101		6,143
Cataloged Cards	713 <sup>d</sup>		0	
		30,600		30,600
Cataloged Fiche	1,297 <sup>e</sup>		6	
		18,463		18,469
TOTAL, Cataloged Microforms	2,229		48	
		55,164		55,212
Organized-for-Use Reels	225		298	
		16,551		16,849
Organized-for-Use Cards	977		1,038 <sup>i</sup>	
		24,320		25,358
Organized-for-Use Fiche	17,292 <sup>f</sup>		19,676 <sup>j</sup>	
		73,902		93,578
TOTAL, Organized-for-Use Microforms	18,494		21,012	
		114,773		135,785
TOTAL, Microform Materials	20,723		21,060	
		169,937		190,997
TOTAL, Books and Microforms	46,998		36,045	
		411,527		447,572

<sup>a</sup> based on Documents inventory of June 1, 1973

<sup>b</sup> cataloged volumes, 369; periodical volumes, 26; documents, 380.

<sup>c</sup> 160 are Early English Books

<sup>d</sup> Early American Imprints

<sup>e</sup> 950 are Slavery Source Materials

<sup>f</sup> 17,036 are Educational Resources Information Center (ERIC)

<sup>g</sup> based on Documents Inventory of June, 1974.

<sup>h</sup> cataloged volumes, 269; periodical volumes, 204; documents, 420.

<sup>i</sup> Early American Imprints, Second Series, 1801-1819. (The 713 Early American Imprints microcards shown as "cataloged" in 1972-73 should have been shown as "organized for use.")

<sup>j</sup> All but 221 are ERIC.

The Library's collections at 6/30/74 also include 5,363 phonodiscs, 121 of which were added during 1973-74, and 1,059 phonotapes, 210 of which were added during 1973-74.

TITLES CURRENTLY RECEIVED BY THE SERIALS DEPARTMENT

[illegible]

APPENDIX G

USAGE SUMMARIES, 1973-74

PUBLIC SERVICES STATISTICS

A. Reference Questions (Reference Desk only)

<u>Year</u>	<u>No. of Questions</u>	<u>% Increase/Decrease</u>
1968/69	13,214	
1969/70	21,991	+66.4%
1970/71	24,025	+ 9.2%
1971/72	18,966	-21.1%
1972/73	22,662	+19.5%
1973/74	26,897	+18.7%

B. Documents Department Reference

1968/69	4,105	
1969/70	3,957	- 3.6%
1970/71	5,455	+37.9%
1971/72	5,134	- 5.9%
1972/73	7,428	+44.7%
1973/74	8,652	+16.5%

C. Performing Arts Library

Reference Questions

1970/71	790	
1971/72	3,041	+284.9%
1972/73	6,196	+103.7%
1973/74	25,793	+316.2%

Audio Activity

1970/71	431	
1971/72	5,264	+1121.3%
1972/73	7,283	+ 38.4%
1973/74	19,812	+172.0%

Door Count P A L

1972/73	34,671	
1973/74	57,409	+65.6%

In-House Use P A L

1972/73	2,238	
1973/74	4,151	+85.5%

Public Services Statistics

D. Serials Department Reference

<u>Year</u>	<u>No. of Questions</u>	<u>% Increase/Decrease</u>
1970/71	3,175	
1971/72	5,734	+80.6%
1972/73	4,861	-15.2%
1973/74	3,608	-25.8%

E. Total Questions all Departments

	<u>68/69</u>	<u>69/70</u>	<u>70/71</u>	<u>71/72</u>	<u>72/73</u>	<u>73/74</u>
Ref. Desk	13,214	21,991	24,025	18,966	22,662	26,897
Documents	4,105	3,957	5,455	5,134	7,428	8,652
Audio Req.*	23,015	16,181	16,608	2,009	216	19,812
Serials	--	--	3,175	5,734	4,861	3,608
P A L	--	--	1,221	8,305	13,479	25,793
TOTAL	<u>40,334</u>	<u>42,129</u>	<u>50,484</u>	<u>40,148</u>	<u>48,646</u>	<u>84,762</u>

\*Kresge Audio now taken over by Perf. Arts Audio  
Kresge Audio phased out 72/73

Total Reference Questions Percentage of Increase/Decrease

<u>Year</u>	<u>Total Questions</u>	<u>% Increase/Decrease</u>
1968/69	40,334	
1969/70	42,129	+ 4.5%
1970/71	50,484	+19.8%
1971/72	40,148	-20.5%
1972/73	48,646	+21.2%
1973/74	84,762	+74.2%

F. Interlibrary Loan Transactions

1968/69	818	
1969/70	1,581	+93.3%
1970/71	1,970	+24.6%
1971/72	1,785	- 9.4%
1972/73	2,238	+25.4%
1973/74	2,301	+ 2.8%

Public Services Statistics

G. <u>Reference Holdings</u> <u>New Titles</u>		<u>No. of Volumes added</u>
1969/70	919	2,663
1970/71	1,572	3,406
1971/72	915	1,951
1972/73	760	1,489
1973/74	459	1,237

H. <u>Door Count Kresge Library</u>		<u>% Increase/Decrease</u>
1968/69	318,471	
1969/70	325,291	+ 2.1%
1970/71	316,236	- 2.8%
1971/72	325,637	+ 3.0%
1972/73	297,822	- 8.5%
1973/74	241,225	-19.0%

Combined Door Count Kresge and P A L

1972/73	332,493	
1973/74	298,634	-10.2%

I. Photo Copies Produced

1968/69	112,391	
1969/70	118,521	+ 5.5%
1970/71	110,652	- 6.6%
1971/72	169,738	+53.4%
1972/73	171,241	+ .89%
1973/74	233,179	+36.2%

J. Circulation

1968/69	111,063	
1969/70	116,650	+ 5.03%
1970/71	125,869	+ 7.90%
1971/72	119,579	- 5.00%
1972/73	112,987	- 5.51%
1973/74	104,355	- 7.63%

In-Library Circulation

1969/70	140,182	
1970/71	164,140	+17.1%
1971/72	145,182	-11.6%
1972/73	141,684	- 2.4%
1973/74	141,228	- .3%

In-Library Circulation, Kresge and P A L

1973/1974	145,379
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