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MICHIGAN STATE UNIVERSITY OAKLAND

ANNUAL REPORT OF THE LIBRARIAN

1959 - 1960

TO THE DEAN OF THE FACULTY OF MICHIGAN STATE UNIVERSITY OAKLAND

As University Librarian, I have the honor to submit the following report for the year ending June 30, 1960:

July 1, 1959, was the day my wife and I first saw MSUO when we talked to Chancellor Varner about this position. At that time the temporary library quarters at the rear of South Foundation Hall were under construction, furniture and equipment had been selected by James Skipper, then Assistant Director of Libraries at Michigan State, and ordered.

Several weeks went by before arrangements for me to leave my position as Assistant Director of Libraries at the Ohio State University were completed, and then it was agreed that this would not take place before January 1, 1960. During this period, however, I was successful in arranging with the Librarian of Oberlin College for Miss Audrey North to be released immediately and to come to MSUO as Associate Librarian. She had worked with me from 1952-54 at the American University of Beirut, where she had been in charge of our ordering and processing of Western language books, but had also been my constant advisor and friend. She served as Acting Librarian for several months after my return to this country in 1954. Later, she spent 1955-57 as Acquisitions Librarian at Purdue University and then in 1957-59 was in charge of Readers' Services at Oberlin. This background thoroughly qualified her to face the problems of acquiring the first books and setting policies in a new library.

We agreed that we were to build an undergraduate library. Regardless of future development, MSUO is starting as an undergraduate college and undergraduate education will always be a major part of its program. This program would suffer in a library designed for research use, and we always want to provide the best in undergraduate education. Any development of other programs in the future will require a study of the library and the provision of facilities and collections designed to meet the needs of such a program.

In late August, Miss North, Jim Skipper and I met on the campus. Through the MSU Library, we sent off an order for some 2,000 paperback books which Skipper had selected, and determined a few other orders. At that time also, we made arrangements to employ two library clerks. Mrs. Eleanor Maguire and Miss Mary Lou Pung began as general assistants to Miss North. Both of these people have learned fast and have made willing and able assistants. In March, when it became possible to add another clerk, we were fortunate to find Mrs. Marilyn Mitchell.

She has been doing acquisitions and processing work with Miss Pung, but will become the secretary next year when we are divorced from the stenographic pool.

Through the fall I came to the campus whenever possible, about one week of each month, and finally started full time in late January. During this period, Miss North set up order procedures for us and began working closely with the faculty in selecting and ordering books which they needed in connection with their teaching.

As soon as they arrived, materials were placed alphabetically in four subject divisions on open shelves, using our work slips as a shelf list and our filled order file as an author catalog. This made books available to students in an arrangement related to our freshman curriculum, without the delay involved in the complete cataloging process.

In addition to the original Skipper order, and the materials selected by Miss North and the faculty, we made two dramatic purchases. In December, we bought the entire stock of the Kirschner Bookstore, a New York mail order house which had dealt in out-of-print materials. This purchase brought us about 10,000 usable volumes of standard out-of-print materials. Later we acquired a collection of journals published since 1900, by the American Chemical Society.

These purchases exhausted the bulk of our \$40,000 book budget, and after the first of the year emphasis shifted from acquisitions to cataloging. Miss North and Mrs. Maguire developed a routine whereby the set of cards which we purchase for each title from the Library of Congress is adapted for our catalog by the addition of subject headings and the classification number used by L. C. This is not original cataloging because Mrs. Maguire makes only slight modifications of the work of the Library of Congress, but it is worth noting from Table I that in the last six months of the year, she did almost as many volumes as a professional cataloger would do in one year, and often she was forced to shift to other work to give Miss North a chance to catch up. Including cross reference and shelf list cards, she has produced 13,196 cards for our catalogs. The budget for the new fiscal year includes an assistant for Mrs. Maguire, so we expect to increase this production.

At the moment, we are acquiring very few books which do not have L. C. cards, but we recognize that more will be coming in as time goes on. Tentatively, we are planning to add a cataloger to the staff in 1961.

At the present time we are working both on the cataloging of new materials and items from our alphabetical collections. With our policy of adding one class each year, the latter will probably be eliminated before we have Senior students. Table I shows the total volumes available for use:

TABLE I

HUMANITIES	<u>Volumes</u>
Blue alphabetical collection	1190
Cataloged and classified in A, B, M, N, P, Z	1429
Duplicate copies	19
HISTORY, AREA STUDIES	
White alphabetical collection	1002
Cataloged and classified in C, D, E, F, G	957
Duplicate copies	21
BEHAVIORAL SCIENCES	
Red alphabetical collection	638
Cataloged and classified in H, J, L	502
Duplicate copies	101
SCIENCE	
Yellow alphabetical collection	300
Cataloged and classified in Q, R, S, T, U, V	245
Duplicate copies	1
REFERENCE -Alphabetical section	528
Completed volumes of periodicals: Bound	304
Microfilm	71
Special collection of rare books or fine printing	<u>84</u>
TOTAL VOLUMES	7392
Records	6
Serial titles regularly received by subscription and gift	176

Of the 7392 volumes shown in Table I, as a part of our present working collection, 624 were received by gift. Table II shows a rough breakdown of our receipts by purchase.

TABLE II

Total collection	7392
Received by gift	<u>624</u>
Received by purchase	<u>6768</u>
Periodical subscriptions (some of these cover more than 1 vol.)	176
Unprocessed volumes of Kirschner collection	<u>9000</u> approx.
Approximate total volumes purchased	15944

Our total expenditures for books were \$40,000 which means approximately \$2.50 per volume. Especially when one considers the large number of expensive bibliographical and reference books which we had to acquire, this is an exceedingly low average. We were, of course, helped greatly in this average by the low per-volume price of the Kirschner collection, but we feel our book fund went a long way and we were fortunate to acquire as many quality books at such a low average price. It is highly unlikely that we will be able to do as well as this again.

In discussing the size of the collections and the amount of money spent, I have not counted the collection of Chemical Journals already referred to, which was purchased at \$3,600 from Daniel D. Whyte of New York City. The fact that we located a set of Chemical Abstracts for our library is remarkable in itself. That ours was in absolutely mint condition and was acquired for a reasonable price, places us much in debt to Mr. Whyte. In addition, it is a real pleasure to recall that the Grants Committee of the Dow Chemical Company was sufficiently impressed with the desirability of our making this purchase, to provide the full price. These volumes (some 2500) are now in 62 cartons in our basement. They will not be unpacked until shelving, now on order, arrives, and hence, neither they nor the cost are a part of the figures shown.

In addition to this gift from Dow Chemical of \$3,600, we also received \$2,000 from Mr. Harold Fitzgerald. This is included in our gross expenditures, and was used to help pay for the Kirschner collection. We also received a small gift of money

from the Zonta Club of Pontiac to pay for two volumes on French Art which they donated in appreciation of a talk made to them by Mme. Desparmet.

Among the 624 gift books previously mentioned, 81 volumes of fine printing and rare books, a gift of Mr. Charles Feinberg, stand out. These books remain to be studied in detail, and doing so will provide a great deal of pleasure to librarians and, we hope, students. They form a fine nucleus of interesting materials around which to construct exhibits and curricular work in the book arts.

Books from two other donors are now part of the same collection. Mr. C. E. Cameron gave us a Hebrew Bible printed in Basel in 1665, which is a fine example of bookmaking of the period. Still in its original vellum binding, this likewise will be a valuable teaching tool. Also in our special collection, is a Dickens item given by Professor Burt S. Prunty, of New York University, who spoke at the Dean's Honors Convocation.

Among our other donors, the largest is the Library of MSU, which has collected duplicates and other materials for us. They donated 241 volumes; but more important has been the constant encouragement and interest on the part of their entire staff. They have kept us constantly in mind, and gone out of their way to anticipate our needs and answer our requests. Donors and the number of volumes presented by each, are listed in Table III:

TABLE III

<u>DONOR</u>	<u>NO. OF VOLUMES</u>
Michigan State University Library	241
Charles Feinberg	81
Michigan State University Math Department	57
James Zeder	48
Mrs. J. L. Van Wagoner	33
John Hannum	22
William White	16
D. B. Varner	16
Anonymous	16
Jewish Publication Society, through the sisterhood of Temple Beth Jacob, Pontiac	14
Mrs. Eleanor Maguire	13
Miss Audrey North	12
Representative William S. Broomfield	9
Jewish Chautaugua Society	9
R. F. Hopkins	6

TABLE III (con't.)

Local 653, U.A.W.	5
Lowell Eklund	5
George T. Matthews	4
A. B. White	3
Paul Tombouliau	3
Burt S. Prunty	3
Oberlin College Library	2
C. E. Cameron	2
Spartan Motel	1
Ford Foundation, through the American Universities Field Staff	1
Foundation for Foreign Affairs	1
Rand McNally & Company	1

If I felt that an annual report would be read regardless of length, I would say more about these gifts. In looking over the list, a story occurs to me with regard to almost every one. In addition, we have made no attempt to record the number of people who have made available to us back numbers of magazines and have freely offered other materials which did not fit into our projected undergraduate curricular-related library. Our most important gifts of periodicals have come from the ever faithful MSU Library and Mrs. Charles J. Shain. Throughout, however, interest and enthusiasm of our neighbors has made our task a very happy one.

The Library Committee of the MSUO Foundation has met several times and is interested in organizing community effort to increase our library resources and to further enrich the educational program of MSUO. As time goes on, this group will be able to do much in helping us acquire valuable items which state funds cannot be expected to provide.

In keeping with our desire to provide the best type of facilities to encourage and foster habits of library use among undergraduates, we have made our collections available to our students with complete freedom. One result of this is that our circulation statistics hold little meaning because they show only volumes borrowed for home use and not those used in the library. For two quarters, our library doors were never locked, while during the Spring quarter they were locked only after 11:00 p.m. Hours of this kind are not conducive to borrowing for home use. At the same time, I find Table IV disappointing. An average of four borrowings per year, including reserve books, to each member of the community, does not indicate a book-centered curriculum or college. I think we have a long way to go in the development of both curriculum and teaching methods which will involve our students in the use of more books. Louis Martin, who joins us as an Assistant Librarian next year, and I will devote a good deal of our time to working with the teaching faculty on ways of accomplishing this.

TABLE IV

VOLUMES BORROWED FOR USE OUTSIDE THE LIBRARY

Students	1312
Faculty and administration	407
Periodicals	<u>41</u>
TOTAL	1760
Reserve books	274
Records	9

In addition to encouraging direct access to our collections on the part of our students, we refused to assign staff to police the library and to check to see that all loans were properly recorded. This was done intentionally and at a calculated risk, because we think the results will pay off in the long run. There is really no way of policing a library. The most elaborate systems of turnstiles and inspectors do not prevent the removal of books concealed in clothing or brief cases. Worse still, they do not prevent the removal of significant pages from important volumes. We believe that the only salvation for the library in this battle is to develop such a feeling of personal pride in the library on the part of students and faculty, that the collections are treated with respect and affection similar to that due a revered professor. As a matter of fact, policing may tend to increase problems in this area by setting up an image of the library as available for plunder.

We have striven, through the books we have acquired, the ways we have arranged them, and the service we have provided to create this positive attitude. In this, in spite of continued cooperation from many members of the faculty and Dean Alexander, much remains to be done. The students responded well to a letter from the Dean and a speech from me at the beginning of the Spring quarter. The library became reasonably quiet and exactly half of the books missing in an inventory taken between Winter and Spring quarter have been returned. It has not been possible to take a complete inventory since then, so we are not sure how many books were lost during the Spring quarter. A guess might be that possibly 1% of the books reported here as being available, have in one way or another, disappeared. This is not a bad record in comparison with many libraries, but it is hardly one to be proud of; and we hope to improve it.

One way we hope to improve is by offering a photoduplication service which will allow us to copy occasional pages. This, plus our liberal loan policies, with no due date and no fines, should eliminate any reason for stealing or defacing our books.

In spite of ventilation problems, our temporary quarters have been very satisfactory. Through the year much thought and planning has gone into the first unit of our permanent building on which construction will start next year with funds donated by the Kresge Foundation. Throughout this planning, we have kept our original purposes and aims in mind and anticipate a superior building.

In retrospect, this first year has been an exciting one and we have accomplished much to which we can point with pride. That much more remains to be accomplished in the future is obvious; but we are moving forward with vigor and enthusiasm. One of the strongest contributing factors to that enthusiasm is the spirit of MSUO. Students, faculty and staff have been appreciative and cooperative throughout. This spirit has made it fun to face problems and frustrations and will contribute, more than any of us as individuals, to our eventual success.

Respectfully submitted,

David Wilder
University Librarian

cc: Chancellor Varner