ILLINOIS
UNIVERSITY OF ILLINOIS AT URBANA-CHAMPAIGN

PRODUCTION NOTE

University of Illinois at
Urbana-Champaign Library
1. **State of the Book Collection**

The Library's new holdings figure is 93,449. Outside of this figure, there are important library materials totalling 70,159. The latter include partially cataloged U.S. Government publications, microprint sheets and microcards, maps, music scores, sound recordings, framed prints, microfilm reels, pamphlets and uncataloged paperback books. In order to exhaust the Shakespeare materials in the library, one would have to use not only the book collection, but listen to recordings of his plays, read microcard monographs,
read magazines, use microfilm files, use a map of Shakespearean England from the map collection, use the reference bibliographical tools, refer to the U.S. Documents collection for Library of Congress materials, and go to the pamphlet and paperback collections. Anyone that suffers from the illusion that our modern libraries are arranged by subject should take a good second look. The arrangement seems to be by type of material and type of use, first.

Much time and effort during the year were spent absorbing the Jelinek, Mable, and Moore collections (described in the last annual report). The extensive Pan American collection inherited from the Pan American Book Fair has been carefully culled. A considerable remnant was sent to Urbana. The Library's collection of current books about higher education was well-nigh perfected by the purchase of the Combined Book Exhibit of the Association for Higher Education annual meeting. The books in this Exhibit were selected by a special committee of the Association appointed for the purpose.

A standard procedure in book selection is the checking of lists compiled by experts in the field covered. It has been the practice of this library to check such lists for important items that may have been missed. The general excellence of the collection is owed in part to this labor and it deserves mention. This is only one of the many behind-the-scenes activities of which most library users are unaware. The Acquisitions Department and the Reference Department cooperate in this work.

From the report of the Circulation Department: "The Circulation Department continued inventory program. The aim of this program is to make a complete check of the library holdings every three years. In the 1959-1960
school year, the inventory covered from the 600's through to the middle 900's. The 1960 inventory will complete the cycle. A total of 266 titles were missing in the 1959 inventory, with the majority of these missing items falling in the 600's and in the 790's."

2. **Use of the Library**

Since the decision two years ago to discontinue library science lectures by the library staff in the rhetoric classes, the quality of reference service in the Library has greatly improved. The lectures continue, based on a Library outline, but are given by the rhetoric staff. Projects based in library use are assigned, thus giving the student a sense of the need for using library services. The Library reference staff, relieved of the many teaching hours and preparation therefore, now devotes itself to helping the student as he uses the Library. Reference service statistics show 5,355 questions answered in 1957-58, 7,027 in 1958-59, and 7,201 in 1959-60. Backed by an excellent 8,500 volume reference collection, and a large documents and map collection, the reference staff gives a first-rate reference service.

Circulation statistics show General Circulation (students) 34,326, (faculty) 5,714, with a total of 40,040; Reserve (room use) 7,382, (overnight) 4,819; Interlibrary Loans 18; Interlibrary Borrowings 113; making a grand total of 52,372.

Use of non-reserve books rose 5% over the previous year, but reserve use fell so that there was a slight overall decrease in circulation. Over-all book circulation was still 4% above 1957-1958. Periodical use showed a 11%
increase over last year. Inter-library loans increased 50%, perhaps indicating that we are becoming recognized by other libraries as an important source of such loans. The electric-eye door count showed a 13% increase in the number of people entering the Library. About one in five of these used the rear exit, which has been guarded by non-academic library employees who try, with little success, to do other library work at the same time. Physical Plant cannot provide a guard for both the front and rear doors. The main reason for the back door arrangement is to allow better access to the Fine Arts Library and this it has done. The Fine Arts Library had a 32% increase in attendance over the preceding year.

The Fine Arts Library Listening Room has proved to be a resounding success. This is risking a pun, because a change was made to stereo sound during the year. Group use of the facilities increased 56%, meaning that many more classes used the room for listening to drama, poetry and music, and many more student clubs used it for programs involving listening facilities. Informal, unscheduled individual listening increased 62%, and earphone listening in the Fine Arts Reading Room went up 54%. It should be said here that the Fine Arts area is so crowded that more space is a real necessity.

Some years ago, the Library took upon itself the filling of a gap in the University's instructional facilities by introducing a foreign language tape program in the Main Reading Room. This has grown steadily and is now used extensively by all the foreign language departments. The faculty has been emphatic in stating that it has speeded up their teaching by enabling students to more readily attune their ears to the language by listening to the tapes in
the Library. These tapes were recorded by the faculty members themselves, so that the students can hear their own professors reading the oral portions of their lessons. There are now 82 tapes in use, with 20 more in process of recording. The Foreign Language Department has assisted in the purchase of a new tape recorder and new tapes. One result has been a clamor for a foreign language laboratory in the new campus planning.

3. **Personnel Matters**

Staff size remained unchanged. Giles Robertson became Head of the Reference Department, replacing Marie Rapp, who left for a new position with the Pan American Union Library in Washington. Mr. Robertson has held important positions in the library profession, including those of Head of the Reference Department at Emory University, and Head of Technical Processes for all of the U.S. Veterans Administration libraries. The Fine Arts Library position, which had been filled temporarily by Helen Zimmerman from the Art Institute Library, was taken by Lloyd Engelbrecht, Fine Arts Librarian of the Forbes Library, Northampton, Massachusetts. Mr. Engelbrecht has also worked in the fine arts departments of the public libraries in Oakland, California, and Newark, New Jersey. Mr. Robert Adelsperger of the Bowling Green State University Library replaced Lucille Raub as Assistant Acquisitions and Serials Librarian. Miss Raub married and left the Chicago area. Mr. Adelsperger is an alumnus of the University of Illinois Graduate School of Library Science. Miss Donna Duff, Assistant Reference Librarian, left to take an overseas library job. Her place was taken by another University of Illinois Library School alumnus, Marjorie Bengtson.
Staff members took an important part in professional activities in Chicago during the year. Mr. Frommherz served as Chairman of the Chicago Regional Group for Librarians in Technical Services. He will be President next year. Mr. De Young was Vice President and President-elect of the Chicago Library Club. Mr. Schultheiss, who was President of the Colorado chapter of the Special Libraries Association before coming to Chicago, has continued his SLA affiliation here. Mr. Robertson, Mr. Schultheiss, and Mr. Adelsperger were all active in the Chicago Library Club. Miss Kester continued to edit the "News from College and University Libraries" section of Illinois Libraries, and Mr. Heiliger continued as College and University Libraries editor. Mr. De Young was active in Illinois Libraries Association affairs, serving as Chairman of the Audio-Visual Committee, and Chairman of the Transportation and Tour Committee for the ILA Conference. He also has become a member of the ALA Library Administration Division Election Committee. Mr. Heiliger did a study of the new edition in Spanish of Compton's Encyclopedia (Enciclopedia Cultural) which was published as an article. Mr. De Young published articles in both the Library Journal and Illinois Libraries.

During the summer, Miss Rapp, Mr. Heiliger, and Mr. De Young set up the Pan American Book Fair for the Pan American Festival held in conjunction with the Pan American Games. This was the culmination of a year-long effort, in which all libraries in the Chicago area cooperated. Mr. Heiliger was Chairman of the Committee, and was appointed by the Mayor of Chicago to undertake this project. Members of the Committee included Heads of all the large libraries in Chicago. A total of 2,684 books were received from 19 different countries.
The exhibit was held in the GAR Hall of the Chicago Public Library Main Building. There was great interest in the exhibit on the part of the public, and attendance was very satisfactory. This project was written up in detail in the University of Illinois Library Association Staff Bulletin for December, 1959.

Miss Rapp also served on the Interpreter's Committee for the Pan American Games, and rendered a very valuable service.

Mr. Helliger continued as a board member of the Adult Education Council of Greater Chicago, and served as a member of the Nominating Committee for next year's officers, committees, and board members. He also continued as Chairman of the American Library Association Sears Foundation Project Committee, and became a member of the ALA Adult Services Division Materials Committee, and the ACRL Advisory Committee on Cooperation with Educational and Professional Organizations. ALA also asked him to be its representative at the Association for Higher Education's annual meeting (at which he was also an official representative of the University). Mr. Helliger also attended the Caribbean Conference at the University of Florida, and the UNESCO meeting in Denver.

Mr. Engelbrecht spoke on "The History of Primitive Music" at the combined meeting of the Midwest chapter of the Music Library Association and the American Musicological Society, November 13 and 14, at Valparaiso, Indiana; attended sessions of the Society for Ethnomusicology; was appointed chairman of the Program Committee of the Midwest Chapter of the Music Library Association and will be in charge of the Association's arrangements for its
meeting with the AMS, to be held at Northwestern University in November, 1960.

Mr. Engelbrecht and Mr. Heiliger attended the Founders Luncheon of the Arts Assembly at the Hotel Sherman on March 15th. Two talks on Librarianship were given by Mr. Heiliger at a Career Conference at the Evanston High School on February 17th. In August, Mr. Heiliger gave a television talk on the program of overseas libraries, and in March gave an hour-long radio broadcast on libraries for National Library Week. Mr. De Young was involved in an ALA sponsored demonstration for National Library Week, and prepared UIC National Library Week exhibits.

On campus, Mr. De Young served as Faculty Advisor to the Chess Club, as a member of the Art Gallery Committee, and as Chairman of the Decoration Committee for the Faculty Christmas party. Mr. Heiliger served as Chairman of the UIC Radio and Television Committee, and as a member of the All-University Committee to Direct Planning and Research in Educational Television. In March, a new committee with broader responsibilities replaced the old committee, and he became a member of this new committee entitled "University Committee on Instructional Television and Broadcasting". Mr. Robertson was elected to the Faculty Advisory Committee. This was a faculty-wide election and that he should win during his first year at the Pier is a great compliment to him. Mr. Heiliger continued as a member of the Senate and the UIC Senate Library Committee. Mr. Heiliger was also on the Executive Committee of the University Broadcasting Association.

The Library staff was represented at meetings of the following organizations: American Library Association, Illinois Library Association, Midwest

Mr. Robertson and Mr. Heiliger met with the University Counseling Service staff to discuss qualifications of students planning a career in library service and job possibilities in the field.

Members of the staff were also involved in: a visit to the Library at Abbott's Laboratory to study its machine indexing project; a visit to Thermo-Fax to inspect their latest machines; the Chicago Area High School - University Relations Conference; a trip to ALA Headquarters' Library to examine building plans; visits to the International Relations Library; and the Office Machine Show exhibits.

The following from the Reference Department report expresses the sentiment of the whole staff: "It is with regret that Mrs. Schoessling's resignation was accepted effective July 1. Mrs. Schoessling was married in January and has given the following information: "One day in the summer of 1949, I walked down the hall of Navy Pier to an interview for a position as an assistant cataloger. Before I reached the library I'd made up my mind that I didn't want the job - the walk was too long. This summer, 11 years later, I've made up my mind that the walk is too long, or rather, that the library is too far from home." "Mrs. Schoessling came to the library in September of 1949 as an Assistant Cataloger, the position she held until October, 1953, when she was transferred to the Reference Department in what was called at the time "a temporary transfer". In
this appointment she was made the Assistant Reference Librarian, and has from time to time been the Acting Reference Librarian. She has been an intelligent and courteous reference assistant and we will greatly miss all of the help she has given the reference staff as well as her services to faculty and students. In the summer of 1958 she was placed in charge of the map collection. Here again, she has done a splendid job of organization and service. The job has required a great deal of planning and 'carry through' in addition to much hard physical work. From 1951 to 1958 she participated in the Library Instruction Program and since 1958 has been in charge of the open house library programs. She has been the staff reporter for the Staff Bulletin since September, 1955. "While in Library School, Mrs. Schoessling did part time work at the Schaeffner Library of Northwestern, but the UI-CD has been her only library job after leaving school and we hope that she has been as happy with us here as we have been having her on the staff. We of the Reference Department extend to her our best wishes for happiness in the years ahead."

4. Information Regarding Income and Expenditures

Although the Library Additions budget was increased $5,000, most of it went for three special collections and not to meet increased costs for regular purchases. Some of the increase was used to subscribe to new serial publications which were considered a "must" by the faculty. This will be a continuing cost and the serials allotment will have to be increased next year, too. Two requests were made for nonrecurring funds with no indication from the Committee as to whether or not they were granted. One was for back files of important periodicals and one for additional book purchases. Both were prepared with
care and represented considerable staff work. Both were discussed and unanimously approved by the Senate Library Committee.

Enough cannot be said about problems arising from the increasing cost of books. The following comment from the report of the Fine Arts Librarian is typical. "The chief, or at any rate most readily identifiable, factor in this decrease in book circulation, is to be found in the steep rise in prices of art books. Virtually nothing is being published any more below $10.00 and many of our new books cost a good deal more than that. This results in fewer new books for FARR, which inevitably affects circulation."

5. Building Improvements, Equipment Added

Approximately four hundred square feet of the second floor lounge adjoining the Library was added to form a combined Documents and Faculty Reading Room. Already the wall space is filled with documents and during the year stacks will start filling the faculty reading area.

The equipment budget was increased from $200 to $1200. This money went for a 20-drawer catalog case, two new typewriters, a laminator, new chairs, a tape deck for foreign language works, audio equipment for the Listening Room, an Acme visible file, and an Apeco photo-copying machine. The greatest unfilled needs are for a new microfilm reader-printer, a fleet of new book trucks, and new book stacks.

In the Fine Arts Library, extensive improvements were made in the sound equipment. These involved a new power amplifier, a new sterophonic pre-amplifier, three new sterophonic pickups and arms, and a complete and long overdue re-wiring job.
6. **Special Administrative and Organizational Problems**

Most of the problems in this area seem to stem from lack of space. The four hundred square feet that have been added each of the past two years is just about the amount needed to house the books, periodicals, documents and maps added each year. We are now moving into a year with no new space and none in view. The ideal addition would be the architectural drafting rooms at the rear of the Library. This would not only add adjacent area, but would physically tie the Fine Arts Library to the Main Library. The Architecture Department, which has been expanding, has asked for drafting room space elsewhere, but the Administration has felt the cost to be prohibitive.

For two years the Acquisitions Department and the Catalog Department have provided nonacademic help to guard the back entrance so that it could be kept open to facilitate traffic through to the Fine Arts Library. They have found that these people have not been able to do other work as they guarded, as had been hoped. Although this has been a real contribution to the development of the Fine Arts Library, it has created a real problem in these two departments. Of the two solutions - providing a full-time guard, or closing the door, there is no doubt that a guard is the answer. Physical Plant, working with reduced force is often hard put to maintain the guard at the Main entrance to the Library, and cannot consider providing service for the rear entrance, too.

Now that the Library is facing increased enrollment, the following statement from the Circulation Librarian's report is pertinent: "At the same time as room use has been increasing, seating and table space in the library has been dropping due to expansion demands of the growing collection. On June 1, 1960, there were a total of 56 tables and 381 chairs in the library for patron use."
In the early years of this library seating capacity was well over 1,000 and even in September, 1956, when I first came, seating was over 700." At this rate of shrinkage, we can predict a library without seats by 1964.

During the past two years the faculty has become increasingly concerned with the problems to be faced when the rapid expansion takes place on the new campus. Frequently, a faculty member will urge the purchase of a library item which is not yet needed, but will be essential later. These items are not only current publications, but important older works. The Library is not prepared budgetwise to go along with these requests, but admits it seems wise to do so. As soon as the new campus development becomes more of a reality, the University should allow a budget increase to start stocking some of the more important and elusive of these publications.

An attack was made on the problem of book mutilation, resulting in an excellent article in the student newspaper. This seemed to arouse considerable faculty sympathy, but little additional student cooperation. This is a serious and growing problem in many libraries, as well as here, and the solution has yet to be found.

7. Description of Attempts to Increase Usefulness of the Library

Planning library resources for new courses is a routine matter. This year something was added for one new course, Philosophy 303. Mrs. Schoessling of the Library staff conducted a library tour and lecture for the class, emphasizing advanced materials in philosophy.

National Library Week was used to promote library use. The Circulation librarian's report says, "Several library exhibits and projects were
undertaken for National Library Week, April 3-9, 1960. Among these were:
an exhibit of Notable Books of 1959; handout lists and literature on National
Library Week for all of the public desk areas; exhibits of National Library Week
posters and flyers all over the University; and a packet of National Library
Week material along with a personal letter about the services of the Library
that was sent to each faculty."

Almost every spring the students request evening opening hours in
the Library. Although the Library usually gives in to the request, it always
proves to be a waste of time and effort. The request this year from the Student
Congress (inspired by a member of the Congress who was running for Beauty
Queen) asked evening opening hours during exam week. This was reluctantly
granted. During the first two nights only a total of eight students showed up,
so the experiment was discontinued.

The book review column in the student newspaper, a continuing series
of excellent book exhibits, and work with faculty and student organizations,
were continued successfully by the Circulation Librarian. It is hard to appraise
the net result of such activity, but it certainly helps to maintain the "image" of
the Library as an active element in the daily life of the University.

The Catalog Department took over the cataloging of phonodiscs, which
will help in bringing our large collection of recordings of music, drama, poetry
and history to the attention of library users. This arrangement included printed
music, as well. This involved considerable additional work by the Catalog
Department.
8. **Notes of Special Progress**

During the fall and winter months, sessions were held with Skidmore, Owings, and Merrill on the matter of the library building in the overall new-campus plan. Space figures were recommended for the three phases of campus development. These were discussed, revised, and revised again. However, until the campus site is actually decided upon, such plans must of necessity be tentative. As the year ended, requests came through for detailed room requirements for the Library. The UIC Senate Library Committee recommendations in last year's report have been followed and deserve repeating here:

"The Library Committee of the University of Illinois in Chicago Senate wishes to go on record as urging that a separate Library building, in a central location, be included in the 1963 campus.

"1. Moving the Library to the new campus will be a complicated, expensive operation. This should have to be done only once. If any such move were made first into a non-library building, the move to a library building in 1970 would be even more expensive and difficult.

"2. A library building, designed for library uses, is far more efficient in terms of staffing and use, than temporary quarters in a non-library building. The important factor of control will be desirable in a building planned as a library. In a non-library building this is very difficult.

"3. The Library is used by all departments of the university, and, therefore, should be centrally located.

"4. In this central location, it is most important that there should be land adjacent to the building into which it can expand. The building should be designed to facilitate this expansion."
"5. The new campus will be pressed for study hall space during the years of rapid growth between 1963 and 1970. Space for expansion in the new library building, which will eventually hold more books, can be efficiently used as reading space during these interim years.

"6. A library building planned for library use should not have its planning upset by using its quarters, even temporarily, for use by other university facilities. As the curriculum expands into upper division and graduate work, the Library will become increasingly more important, because upper division and graduate students make far greater use of the Library than lower division students. This will mean that Library growth will take place at a faster rate than the increase in the number of students would indicate."

These were approved by both Dean Caveny and Dr. Downs, and signed by the Committee members.

The General Electric Company decided several years ago to interest itself in machine applications to library work. They hired a librarian from the Library of Congress, a man who had been interested in this subject for many years. The man, Dake Gull, was asked to develop a system for the application of machines to library work. Learning that the UIC Librarian was thinking in the same terms in connection with its new campus planning, he suggested a meeting in Chicago one day last summer to discuss the matter. This turned out to be only one of three trips by Gull from Washington to Chicago and a close working relationship that has led to a complete flow-charting of the Library's work (in terms of machine application) and plans for developing the procedures into average number of units of work, man hours required, and some evaluation of the various functions. Library staff enthusiasm for this project is
considerable.

The achievement of obtaining space for a combined Documents Room and Faculty Reading Room has already been mentioned. The faculty has long sought a special refuge in the Library. There is a conflict in use, inasmuch as the students using the documents must be allowed use of the room. Aside from this, the room has been welcomed. Many of the faculty have crowded desk space in large rooms with many other professors, and need a place to go where they can read in peace and quiet.

The large Army Map Service map collection given to us by the Newberry Library and the USGS depository maps are building our map collection into a size that forbids proper handling without more staff. This is particularly true if the collection is to be cataloged. However, an extensive report by the Reference Department indicates that the collection is usable, is growing rapidly, and is being used. The recommendations made by Bill Woods cannot be followed far until a new staff position is added. For this biennium a combined Map Librarian-Documents Librarian position was sought. It is hoped that it will be forthcoming in the next biennium.

The Reference Department gradually acquired quite a collection of machines, including a microfilm reader, a microprint reader, a microcard reader and an Apeco photo-copying outfit. Wires overhead and underfoot forced a rearrangement of the area with considerable new wiring. The greatly increased use of this area forced the issue.

9. Work of the Departments

Much of the reporting of the Departments has been placed elsewhere
in this report. The following are only excerpts elsewhere unquoted:

**Acquisitions and Serials**, reported by Louis Schultheiss, Department Head: "The Department, working with the Binder, decided to return to standard bound volume markings rather than continue the rather elaborate and cumbersome method used for several years. This decision clears the way for a much greater use of uniform library bindings in the future. At the same time, the library decided to discontinue gold stamping and to have all future bindings marked with white ink; these new markings are much more legible, and should save location time for both students and staff.

"The purchase of a moistener for $5.00 and the adoption of gummed book plates has increased the speed of plating by approximately 500%; and since this work is done by students working at an hourly wage, we estimate that the cost of plating is only about 1/5 as much as it was a year ago.

"Financial records were removed from the Central Serials file on an experimental basis at the beginning of the 1959-60 year, and the separation has been so successful that it will be continued. At present, two nonacademics work with serial publications, and the location of all information in one file makes it extremely difficult for some types of work to be done if mail is being checked in at the same time; moreover, financial records are primarily a departmental problem, and have little to do with check-in and holdings records.

"Direct periodical subscriptions are being eliminated wherever possible; as subscriptions expire, many which used to be placed directly are renewed through a local jobber. New subscriptions are ordered through the jobber as additions to the annual subscription list. This policy change results
in fewer orders, and means that fewer vouchers need be passed for payment.

"A control file for all current serial publications is being made on special Keysort cards. These cards may be sorted by subject, by purchase category, by jobber, by binding category, and by several other classifications useful to the serials clerks at different times of the working year. The control file will greatly simplify preparation of periodical subject lists and subscription renewal orders.

"The provisions of the 1959-61 binding contract, together with a higher student assistant pay scale, has brought us to eliminate most of the temporary binding work formerly done in the department. Most materials which were given temporary bindings are now sent to Burgmeier for Class "D" (Little Used Material), or LUMSPECs) binding, as the work can be done cheaper commercially than we can do it ourselves.

"All of the major departmental processes were translated into flow charts. There were 16 of these charts, totaling 26 8 1/2 x 11" pages.

"The cards for all dead cataloged serials were pulled from the Central Serials Record and are being checked against the shelflist. The titles which have already had holdings recorded on the shelflist will be permanently removed from Serials Records; records for other titles will be sent to the Catalog Department for such recording in the very near future. The elimination of duplicate holdings records will considerably simplify serials inventory.

"All binding records were checked against volumes on the shelves, and a great many corrections were made.

"All missing periodical issues not already on order were listed with the United States Book Exchange, and a large number of volumes have been
completed for binding. The incomplete binding file was reduced by about 50% during the past year.

"Twenty-six cartons of withdrawn and duplicate materials were sorted, bound, and shipped to USBE for discard or for credit.

"The Serials clerk began checking the serials records for titles which began publication since 1 January 1950, and will report all such titles to NEW SERIALS TITLES.

"The checking edition of the new UNION LIST OF SERIALS should arrive about the beginning of July, and will be checked against our serials holdings. This edition will contain some 15,000 titles not listed in the 2nd edition or its new supplements.

"About one half of the gift collection of Pan American materials was checked against holdings and added to our collection or boxed for shipment to Urbana. Checking and selection of materials from the Mable and AHE purchases will continue into the next work year."

Catalog Department, reported by Carl Frommherz, Department Head:

"As time permits, the project to type and process a standard authority card for each Dewey class number is under way. This project has two advantages over use of a master copy of the DC schedule: 1. It allows consideration of the class number to take place in juxtaposition with examination of cards for titles entered under that class and under adjacent classes. 2. It saves the time and expense of copying decisions from one edition of DC to the next. 3. Classification is regarded as a living process intimately involved with a growing collection of books, an attitude that allows catalogers more freedom to be creative in their work. 4. It enables the non-cataloging user of the
Shelf List to gain insight into the arrangement of books on the shelves. 5.
The flexibility, the advantages are similar to that of the Subject Authority File
on cards over the printed LC list of Subject Headings and its supplements. This
project began in 1954/55 and is still in its early stages.

"As might have been expected in a new library, and also because of
a turnover in Catalog Department Staff (including four new heads of the Catalog
Department in its first five years), some desirable changes are beginning to be
obvious. For the most part, these are individual titles that have less usefulness
because they are not together with the bulk of other titles on their subjects.
Occasionally there are awkward spots, such as under Chaucer (Lincoln now has
been given its own number, as was done with Shakespeare in a previous year).

"A much needed 45 tray unit was added to the Main Catalog (not the
105 trays asked for) and very careful shifting provided space for expansion for
about a year. The catalog continued to be overcrowded, making it difficult of
access and tray use.

"Staff Manuals were prepared for the preparation of Pamphlet boxes,
and for the effective control of publisher's inserts and pocket parts of a volume.

"In line with other charting done as an overall operations analysis
of the library's functions, the Catalog Department prepared forty-four flow charts
and forwarded these to the General Electric Company, revising the master chart
again on April 21. Many discrepancies that developed in the haste to meet our
deadline have been corrected in proof since that time. We are working on this
right along.

"In preparation for possible future use in an electronic system, the
Catalog Department has developed a simplified entry form. Patterned on that
used in the Lamont Library list, but adapted also for IBM cards, this form is now in use in preparation of copy for the Acquisitions Department monthly Booklist."

**Circulation Department**, reported by Charles De Young, Department Head:

"The Circulation librarian and the Fine Arts librarian participated in the checking of the professional periodicals that are routed to the library staff and they made many recommendations of items for purchase.

"An important part of the work of the Circulation librarian and his staff during the 1959/60 school year was in the area of student and faculty relationships. These relationships were aimed at bringing the services of the library as close as possible to the needs of the students and to the needs of the faculty. These activities ranged from personal faculty and student contacts inside the library and up and down the pier to informal contacts at staff teas and in organizing and participating in a UIC staff bowling and softball team that played in the student intra-mural sports program.

"A special "The Medieval World" display was obtained from the Art Department of the University of Illinois at Urbana. A Darwin centenary exhibit was set up with close cooperation from members of the Biology Department. The 150 print 1959 small print salon of the Chicago area camera clubs association was obtained and set up. A Chicagoland in Pictures exhibit was obtained from the Chicago Historical Society. The 250 print exhibit, Best News Photos of 1959, was obtained from the Chicago Tribune.

"The Library also cooperated with the various departments of the university by opening the Reserve Book Station to giving of placement tests
to late registrants. A total of 240 tests were monitored by library personnel under this program.

"New faculty members were contacted by personal and by welcoming letters; student groups were contacted for use of library exhibit facilities and under the guidance of the Circulation librarian as Faculty Adviser, the UIC Chess Club became the largest in membership of any student organization at the school. Under his direction the chess club was able to draw such national chess names as Samuel Reshevsky, who put on a thirty game simultaneous demonstration match for the club.

"The Circulation Department continued to expand the Paperback collection during the 1959/60 year. Three hundred and seventy four quality titles were added. This special collection is still concentrating on titles in the below $1.00 category, with titles above $1.00 usually being added to the cataloged collection. The price of paperbacks is gradually rising however so continued development of this collection in the below $1.00 area may have to be altered.

"Cooperation with student organizations resulted in thirty three displays on Library exhibit boards. At the beginning of each semester letters were sent to each of the faculty advisers offering their student organizations the free use of the library display boards and also calling their attention to other library services. This library cooperation with the student groups and their faculty advisers has resulted in more and continuing friends for the library."

Circulation Department, Fine Arts Library, reported by Lloyd Engelbrecht, Fine Arts Librarian:

"The new stereophonic pre-amplifier made for a big improvement in
the usability and sound quality of our stereophonic system. The new power amplifier allowed us to retire one amplifier-pre-amplifier for use at the main circulation desk. The new stereo pickups and arms improved the quality of our stereo listening and made it possible to play a stereo record on either of the two channels presently fitted with only one amplifier when the stereo channel is in use (thus yielding monophonic sound, of course, but preserving these records from the excessive wear caused by playing them with monophonic arms and cartridges). They also helped our record wear down to a minimum, since they track at a light pressure, have high vertical and horizontal compliance, and are low in mass.

"As before, records are handled only by FARR staff members. Hence, we have now virtually eliminated record wear and damage with our acquisition of these new pickups. Our records will now last almost indefinitely, barring accidents in handling. It will be our policy to transfer worn discs to the circulating record collection housed at the main circulation desk as they are replaced, as well as such other discs as are no longer needed in FARR. Some discs have already been earmarked for this.

"Comparing figures for this year with last shows a decrease in the number of records played. This difference is probably mainly because some of the turntables were tied up from time to time by rewiring, replacement of arms, etc., and by the sundry minor repairs. While in operating order, all three turntables were in use most of the time, and many patrons who wanted records played were turned away at peak periods. Many students used the sound equipment individually in connection with course work. Some did this as a result of specific or general assignments. Others used records, such as
library recordings in foreign languages, because they were helpful in their work in courses. It is interesting to note student musical tastes. Popular throughout the year were:

Revel, Bolero.  
Gershwin, Rhapsody in Blue.  
A jazz recording by the Gerry Mulligan Quarter.  
Rodgers, South Pacific  
Grofé, Grand Canyon suite.  
Loewe, My fair lady.  
Rodgers, Flower drum song.  
Beethoven, Various symphonies, (mainly no. 9) and piano sonatas (mainly "Moonlight").

Strong early starters in the popularity contest which finished poorly at the end of the year included Gershwin's Porgy and Bess (the motion picture was showing more intensively in the Fall) and a recording of bull ring music. Nearly all the use made of the listening room was by students. Faculty members used the room almost exclusively when they brought in their classes.

"No count is taken of room use of our periodicals, but it is obvious to the FARR staff that the use is heavy. The collection of architectural periodicals, especially is outstanding. All but a few of the architectural periodicals currently indexed in the Art index are subscribed to, and about 75 percent of those indexed in years past are in the FARR collection. (A useful gift of back architectural periodicals from the firm of Henschien, Everde and Crombie helped in the latter respect.) Thus our architectural periodicals constitute a valuable adjunct to a book collection whose rate of growth is increasingly allowed by higher prices. It is interesting to note that there was a substantial increase in total use of the room, in spite of the drop in book circulation.

"This is not the place to dwell on the makeshift conditions encountered in trying to run a university in temporary quarters on a pier next to a seaport on a lake. But it is the place to say that during my time here I have been impressed
with the perseverance and resourcefulness of those who constitute our university, and not the least with my colleagues on the library staff. Makeshift temporary quarters or no, our staff has the continuing tradition of appreciation of good sound equipment and enlightened attitudes toward preserving recordings in good condition. This helped greatly in making my first year here rewarding. And, as mentioned above, we are building a superior collection of architectural periodicals. These are just small examples of the truism that a university is concerned primarily with the life of the mind, and buildings are not the primary standard of which universities are to be judged."

"Reference Department, reported by Giles Robertson, Department Head:

"Recently someone wrote - "Why measure reference work? The results are singularly uninformative." Perhaps this is true, but I believe in this period of expansion for us that the time spent in maintaining our standards is worthwhile and somewhat significant. We find that our present staff could not adequately handle an appreciable increase in this service without reducing time spent on other functions. It is anticipated that our student body will increase to 4500 from the present 4000 so that if our present service continues to increase we will desperately need four full time professional librarians in the department. During the next fiscal year we will wish to re-evaluate our present statistics and possibly consider two groups of statistics to be maintained: "the ready reference type" and those which require more time on the part of the staff.

"The Fall semester Open House tours were conducted on Tuesday, September 5 and Friday, September 11. The Friday tours were scheduled after the Academic Deans' meetings and the Tuesday tours were planned to attract
some students before these meetings so that we would not have large crowds
on Friday. The Dean of Men and the Dean of Women each held meetings Tuesday
morning and encouraged freshmen to visit the Library after the meeting. More
than 800 came between 11:30 and 1:00—more than we could conveniently handle.
This meant that we had fewer on the Friday tours. All members of the pro-
fessional staff took part, including the three new members. The new Guides
to the Library were distributed. We encountered new problems in the Spring
semester. The Academic Deans' meetings were held simultaneously rather than
at staggered hours, and the Library was the site of pre-advisement. This meant
that it was roped off and the usual tour was impossible. The majority of
Freshmen came in the morning before and after the meetings of the Dean of Men
and Women. The long lines of former students waiting for pre-advisement must
have discouraged any freshmen coming after the Academic-Deans' meetings
because only two students arrived for afternoon tours. Despite the handicap,
we had a slight increase over 1958/59— one which might be explained by in-
creased enrollment.

OPEN HOUSE ATTENDANCE

<table>
<thead>
<tr>
<th>1959/60</th>
<th>1958/59</th>
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</thead>
<tbody>
<tr>
<td>Sept. 8</td>
<td>857</td>
</tr>
<tr>
<td>Sept. 11</td>
<td>311</td>
</tr>
<tr>
<td>Total</td>
<td>1168</td>
</tr>
<tr>
<td>Feb. 1, 1960</td>
<td>326</td>
</tr>
<tr>
<td>Total 59/60</td>
<td>1494</td>
</tr>
</tbody>
</table>

Each year a flier regarding the Library Open House is mailed to prospective
students together with other literature. It was felt that this could be re-worked
to have more appeal and better effect. Mr. Paul Cahill of the Public Relations
Department helped write new copy for the sheet to be sent out to students who will be newly enrolled this fall. It is hoped that this new flier will prove an effective lure for bringing students to the Open House.

"The use of microfilms has increased more than 17% over the use in the previous year. The increased use of microcards and microprints has been even more spectacular. During certain periods we find it necessary to schedule use of the Recordak and there is a considerable period of waiting before all students can be accommodated. As soon as possible we should purchase another Microfilm reader.

"The department compiled several bibliographies during the year. Miss Bengtson did the bibliography on the national debate proposition. "Resolved: That Congress should be given the power to reverse decisions of the Supreme Court." She also brought this up to date with a supplement. In addition, she did a revision of the bibliography on reading and study skills originally issued as Information Circular No. 130. Mr. Adelsperger compiled the bibliography for the national discussion question. "What should be the role of government in regulating organized labor?"

"The reference collection is a well-balanced and rounded one. We now have 8509 books in our reference collection, as compared with 7981 at this time last year. This represents an increase of over 6%. In building the collection further, the emphasis continues to be on both its present usefulness and the needs which will arise as a result of expansion to a four year curriculum. Perhaps the major reference purchase this year was a new edition of the Encyclopedia Britannica, but there were many useful additions including such unique items as the Atlas of American Wars. A considerable increase in the
book budget and the purchase of older files of periodicals, as well as general books would enable us to render still a better reference service.

"During the past year a major shift of about one third of the reference collection was undertaken to provide for expansion in certain over-crowded areas. A relocation of Chemical Abstracts freed one whole counter and relieved some of the congestion. In addition, the volumes formerly used in library instruction were wooded, labeled, and relocated on the oversize reference shelves, freeing much needed work shelf space in the reference desk area. Some work has been done in retiring earlier editions or volumes to the stacks, but lack of time prevented anything being done on a really systematic basis.

"With the help of an alert student assistant much has been done in the checking of books for necessary repairs. One big problem which exists, however, is the continued mutilation of books, often in the most capricious manner. The most flagrant example is the removal of fourteen pages from a library instruction copy of the Encyclopedia Britannica. In some instances we have been able to repair volumes with photo-duplicated pages.

"The main project in connection with the pamphlet file has been the weeding of the government documents removed from the file for re-evaluation. Many were returned to the pamphlet file after being noted in the documents shelf list; many were added to the documents collection; and some older editions were discarded. The major problem at present is the considerable backlog of pamphlets needing subject headings. There were a number of those at the beginning of last year and the number has grown, due no doubt to the fact that the person in charge is only in reference half time rather than full time as
formerly,. It is hoped that the summer will allow some time for dealing with these.

"The college catalogs were inventoried in December, but the student assistant doing the work did not do an entirely satisfactory job. Although the student is no longer working for the department we were not able to replace her and are therefore short of student help needed to work on the catalogs. However, we are now in the process of claiming catalogs where we lack current ones. Another project which has been started is the typing of new check-in cards with a somewhat different format which will facilitate the handling of check-in and claiming records. Again, real work on this must wait until summer.

"The department is at present clipping both the Chicago Tribune and the Champaign News-Gazette. The clippings file relates primarily to University and Chicago area items. Since a backlog of papers had accumulated because of a shortage of student help, the Circulation Department offered the services of 'Mrs. Grady at the Reserve Book Station in clipping these back files. Through her help the backlog of papers has been eliminated. The major effort has been expended in making the file on the Chicago Undergraduate Division--Site Selection as complete as possible. A rubber stamp was purchased for marking these to insure a neat appearance and Miss Glover has been engaged in mounting these clippings on backing sheets. The department was fortunate in receiving from the Public Relations Department a substantial file of clippings on the site which had already been mounted.

"During the past twelve months we have added over 7,000 U.S. Government documents to our library collections. We now have in the library a total
of over 17,000 pieces. In September, the position of the documents librarian was changed from a half-time position to a full-time one. This has been a great help to the reference function of the library and has enabled us to make a much more effective use of the documents. The Cataloging Department is continuing to catalog with the Superintendent of Documents numbers those documents which seem to be of special importance to our users. Others of still greater value are treated as individual titles and are processed for either the reference or general book collections. Still others are put into the pamphlet file or into the periodical collection. This insures wider use of the documents than they would otherwise receive. We have the microprint edition of the depository for 1956 and we became a depository in September 1957. This leaves a gap of approximately eight months which we should be filling in by ordering many of the more important items published during this time. It was hoped that many of the older government publications now classified under Dewey Classification would be reclassified under the Superintendent of Documents numbers and housed in the documents room. This has proven to be easier said than done, and for space problems noted below and other reasons, this project will have to wait. We are now adding to our documents record those items which had been received before we became a depository and also non-depository items received at any time. These pieces are in the general and reference book collections, pamphlet files, and periodical section. We hope, in time, to have a complete record of all U.S. Government documents held by this library, so that we will be able to know simply by checking in one place, whether or not we have a particular item.

"During the past year we have attempted to organize the unprocessed
or the unclassified map section from a series of boxes and miscellaneous folders into some order. All of these maps and charts have been placed in folders arranged by area or type. This is a way of knowing what we have as well as preparing the way for the detailed cataloging and classification which will have to be undertaken in the future. It also brought to light badly mutilated maps and some duplicates which could be discarded.

"One thing is certain, the map collection needs the attention of a librarian who has more time, adequate work space and more privacy than has been possible up to this time. The same need for space exists as was described last year. It has not been feasible to rope off an area in the reading room, because the map librarian has not been able to spend more than a few hours each week there. While working with the collection, the librarian has been interrupted by students who find it convenient to ask reference questions there rather than walk to the reference desk.

"Students have been encouraged to browse, but have been asked not to refile maps. Still, some do - and not always accurately. There is always the danger of students mixing maps "in process" with maps waiting "to be filed". The map sorting project requires the use of three tables and at times students insisted on using these tables and moving the maps despite notices. An ideal arrangement would be to implement the Woods Report and have the processing and cataloging of maps done in the technical processes departments.

"We have had a student assistant working with maps for 9 hours a week during both semesters. He has followed directions well, but did not have the background in geography which is so valuable."
"Other Activities and Accomplishments in the Map Section:

"a. New rolls of 3x jute were used for the first time and cut into various size folders. Folders were prepared for the expanding topographic map files, for the new AMS sets, the unclassified map section, and the classified maps. Some of the torn and overcrowded AMS folders were replaced.

"b. We acquired the files of the News Map of the Week which had been in the Circulation Office. Each week the Circulation Department has the latest News Map posted on a display board in the corridor. It is returned to the library at the end of the week and filed. We arrange them by date in the Map Vertical File after recording each one on our own check-in card. Some maps are lost and are never returned and this is why we maintain a record of the maps received in the reference department.

"c. The project for filling in our collection of topographic maps of Illinois was completed. We were fortunate to receive 159 quadrangle maps free from the U.S.G.S. because we are now a depository library.

"d. All our topographic maps were checked against the state index maps and all holdings marked on the indexes. Late last year it was discovered that a large number of maps had been filed before being entered on the index sheet. We added 2122 new topographic maps this year, a 66% increase in our topographic map holdings. They are housed in the low steel blueprint cabinets. Most of the drawers are crowded and more space will have to be provided for these maps within a year if the collection continues to grow at this rate.

"e. We became a depository library for the U.S.G.S. 1:250,000 series. This series has been published by the Army Map Service and the U.S. Geological
Survey, but the latter now distributes the civilian edition. At the time we became a depository the U.S.G.S. could not supply us with all the maps printed in the series, but would only send new ones as they were published. Fortunately, we had some maps of this series published by the AMS and were able to file them with the topographic set. (The AMS set thus used was not our AMS depository set, but duplicates, a gift from another source.) This is a useful set and topographic quadrangles will soon be available for the entire United States.

"f. Shipments of Army Map Service maps have declined. Last year we received about one shipment each month. We have not received any shipments since last November. This year we received 526 AMS maps as compared with 1,672 last year.

"g. The globe was renovated. The stand was broken last year and we learned that a new stand would cost almost as much as a complete globe and stand. Thanks to the Serials Department mending section, the stand was repaired there and returned to the Map section.

"h. We purchased 15 National Geographic Society maps so that we now have all of these maps in print. We also ordered all the indexes to these maps, a total of 45. At present they are filed directly behind the National Geographic Maps in the Vertical File. This arrangement is subject to review later when all the maps in the Vertical File are integrated into one geographical area arrangement. We also obtained one copy of each L.C. printed card available for our maps. These will not be used if we adopt ADS (Area, Date, Scale) headings but the cards have valuable information for the cataloger.

"i. We began a card file for all road maps and city plans in the Map
Vertical File. This is similar to the record made by former student assistants. There is a card for each state on which all road maps are recorded and a second card for each state on which city maps are recorded. Illinois is an exception because we have so many city, county, and Chicago maps.

"j. We purchased some U.S. Lake Survey charts of the Great Lakes so that we have these charts for the entire St. Lawrence Seaway.

"k. Late in the year we reviewed the Woods Report and found that we had not followed his suggestions about acquiring local maps. We wrote letters to the city and county agencies, which he recommended. The response was excellent. At the time of writing this report we have received more than 200 maps and plans of Chicagoland from these agencies and most of them have been gratis. From the City Planning Commission we received the large Reference Atlas of the City of Chicago, a collection of detailed neighborhood maps. This means that we can now boast of a fairly good collection of local maps as well as an Illinois State map collection which has always been good. We also received additional Illinois maps, some of which were free.

"l. We purchased the 38 U.S.G.S. state geologic maps indexes which we lacked. These show the status of geologic mapping in each state and are filed in the Map Vertical File in the drawer with the other maps and charts of geologic investigations, mineral resources, etc. The maps in this drawer need attention if they are to be useful. At present, our student has checked our holdings in PUBLICATIONS OF THE GEOLOGICAL SURVEY, May 1958 and its supplements (R/016.55/U58Gp/1958). Individual cards for each map should be prepared.

"m. No new maps have been added to the so-called "cataloged map"
section in the past two years. This section should be called the Classified Maps section. Nick Beeler, the student who organized this collection, did a remarkable job in assigning classification numbers and preparing simple catalog cards. He did not work from a shelf list consequently gave more than one map the same number and did not assign individual sheet or map numbers to maps within a set. The cards contain only brief information. However, his work is complete enough for our present needs. The entire section will have to be revised and new cards prepared when the map collection is cataloged.

"n. For the first time, there has been a separate budget for the maps and atlases. We did not use all the funds allowed to us this year because many of our purchases were from federal agencies, and the cost of these was charged to another fund. We did not spend the money alloted for the *Times Atlas*, vol. 2 which we expected to receive this spring. The publication date has been postponed to December 1960.

"Some of the problems of the map collection have been outlined in this report. There are other problems and projects which should be mentioned. Some of the maps in our collection are gifts from Urbana and other libraries. Many of these maps still have their former library's ownership mark and/or call number. These need to be obliterated in some way.

"The Newberry Map cases need to have labels prepared for each shelf. This will probably involve the purchase of some additional steel label holders, the same style as are used on the book shelves now.

"The Map collection needs to be weeded eventually. The original collection is an amalgamation of duplicate maps from other libraries. These are
incomplete sets, some duplicates, some outdated maps with no historical significance, as well as a few which are not pertinent to our collection. This is not a particularly urgent project because there are not many of these maps. "o. The recent article by Bill Woods, "Map Cataloging: Inventory and Prospect", Library Resources and Technical Services, Fall 1959, pp. 259-273 is an excellent summary of map cataloging problem. It appears that we will want to adopt this ADS type entry."

10. Recommendations for the Future

**Space needs** must be met or there will be no place for readers to sit. This must certainly be given priority. **Personnel needs**, sharply defined by the situation created by the two new large areas of service, maps and documents, are critical. One academic and one non-academic was requested for this biennium, but not granted. It is a satisfaction to note that this addition is **tentatively accepted for the next biennium**. Also, additional student help is needed in all departments. **Book and periodical needs** were pointed up by non-recurring requests (not granted), totalling $15,000 during the past year. Part of this request was for more money for current purchases and part for back files of much-needed periodicals. This was backed by the Senate Library Committee. The $10,000 request for increase in the book budget for the next biennium will help to overcome this shortage.

The Acquisitions and Serials Department is recommending a new Continuation Fund in the Library Additions account, which would free departmental allocations from having to pay for standing orders from already inadequate funds. Also, it recommends increased funds for starting **new** periodical and serial runs,
and constantly seeking nonrecurring funds for building back files.

The Library Handbook will have to be revised and a new edition printed during the coming year. This involves the whole staff. The Handbook is used by library schools in many parts of the country and is requested frequently by other libraries.

Additional sound facilities will be needed for both the rapidly growing foreign language work and the Fine Arts Library operation. Cross talk is still a problem, more power amplification is needed, and more jack boxes for ear-phone listening should be added.

A careful survey of the use of the Reserve Book Station is needed, to determine whether or not its existence is justified.

A new microfilm reader is necessary. At times, patrons are waiting in line for use of our present machine. Purchase is recommended.

New stacks to hold each year's acquisitions cost $1600, but this cost has been avoided by buying miscellaneous old stacks from other libraries and by renting shelving at the Midwest Interlibrary Center. Both of these sources have almost dried up. By the end of the 1960-61 year, the shelves will be very tight and something will have to be done. It is recommended that a separate budget item for these stacks be provided each year.

11. Cataloging and Serials Statistics

From the Catalog Librarian's report: "The possibility that the methods used in arriving at our annual "holdings" statistics would permit of variation in interpretation induced as to re-examine the statistics for the years 1954/55. As a result, the count for "in process" has been removed from this and subsequent
year's total holdings. Microcard and microfilm items are no longer included in the count for Circulation, Reference, or Periodical holdings. "Items" cataloged do not include Periodicals or withdrawn items. They do include Reference items. The Documents Collection statistics originate in the Reference Department; items represented in the card catalog but not shelved outside the Documents Collection are counted as analysis in order to avoid confusion with the holdings count.

This reexamination has also revealed faulty counting in years past of withdrawn items and a double count of reference items. All of this brings a new total several thousand below what the total would otherwise have been. Sometime in the future, a shelf list count of the whole collection should be done to assure a more accurate base figure.

The decision to eliminate "in process" items from the cataloging count conforms with practice in Urbana.

Cataloging:

<table>
<thead>
<tr>
<th>Description</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Titles cataloged (including 2,495 books, 2 maps, 52 recordings)</td>
<td>2,549</td>
</tr>
<tr>
<td>Analytical titles cataloged (72 books, 12 sound recordings)</td>
<td>84</td>
</tr>
<tr>
<td>Titles recataloged (399 books, 1 microcard, 28 sound recordings)</td>
<td>428</td>
</tr>
<tr>
<td>Items (volumes, not including analytical titles) (4,314 books, 14,930 pamphlets, 55 films, 408 microcards, 2 maps, 120 sound recordings)</td>
<td>19,829</td>
</tr>
<tr>
<td>Office collections (including 226 books)</td>
<td>226</td>
</tr>
<tr>
<td>Items withdrawn (99 books)</td>
<td>99</td>
</tr>
</tbody>
</table>
Items for Departmental Libraries (812 books, 55 films, 408 microcards, 282 sound recordings) 1,557

Periodicals (bound volumes) (628 books, 55 films) 683

University of Illinois Library
Chicago Undergraduate Division
Catalog Department

HOLDINGS AT END OF YEAR:

<table>
<thead>
<tr>
<th></th>
<th>1958/59</th>
<th>1959/60</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Volumes (cataloged)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Circulating</td>
<td>89,234</td>
<td>93,449</td>
</tr>
<tr>
<td>b. Reference</td>
<td>69,980</td>
<td>73,094</td>
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<tr>
<td>c. Periodicals</td>
<td>7,981</td>
<td>8,509</td>
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<tr>
<td></td>
<td>11,273</td>
<td>11,846</td>
</tr>
<tr>
<td>2. Pamphlets (not cataloged)</td>
<td>13,534</td>
<td>9,055</td>
</tr>
<tr>
<td>3. Microfilm reels (cataloged)</td>
<td>1,520</td>
<td>1,575</td>
</tr>
<tr>
<td>4. Maps (not cataloged)</td>
<td>21,508</td>
<td>24,838</td>
</tr>
<tr>
<td>5. Framed prints (checklisted)</td>
<td>196</td>
<td>204</td>
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<tr>
<td>6. Sound recordings (partially cataloged)</td>
<td>872</td>
<td>938</td>
</tr>
<tr>
<td>7. Periodical titles currently received (cataloged)</td>
<td>804</td>
<td>842</td>
</tr>
<tr>
<td>8. Microcards (cataloged)</td>
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</tr>
<tr>
<td></td>
<td>2,979</td>
<td>3,387</td>
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<tr>
<td>9. Music scores (not cataloged)</td>
<td>196</td>
<td>213</td>
</tr>
<tr>
<td>10. Paperbound Browsing Collection (not cataloged)</td>
<td>800</td>
<td>961</td>
</tr>
<tr>
<td>11. Microprint sheet items (not cataloged)</td>
<td>9,838</td>
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</tr>
<tr>
<td>12. Documents Collection (cataloged as such)</td>
<td>10,077</td>
<td>17,166</td>
</tr>
</tbody>
</table>

The annual increase in holdings reflects an adjustment representing items withdrawn.
12. **Gifts and Important Acquisitions**

More than 600 of the approximately 4800 volumes added to the library this past year were gifts. And gifts accounted for 31 of the 39 new periodical titles added to our holdings. There are still a large number of gift volumes waiting to be checked and processed by the Acquisitions and Serials Department. Most of them are Pan American materials.

The largest single gift, and probably the most important, was the collection of Pan American materials given to the library after the closing of the Cultural Festival held in connection with the Pan American Games last summer. Slightly more than half of this material has been sorted and checked. The other interesting bulk gifts from sources outside the University were foreign language materials given by Mr. C. F. Smith and by Mrs. Heda M. Schickel.

A special note of thanks is due to Elizabeth Wright, of our English Department, who has been responsible for generous and important gifts during this past year.

The most important single block purchase made during the year was that of the Combined Book Exhibit shown at the Association for Higher Education Conference in Chicago. This was purchased at one-half list price.
GIFTS
1959-1960

Faculty
Miss Winifred Berglund
Mrs. Mary Gallagher
Dean Robert Hackett
Mr. Edward Heiliger
Dr. Falk Johnson
Dr. Robert Karpinski
Mr. Joseph Kozacka
Mr. Stanley P. Lallas
Miss Marie Rapp
Dean Fred Trezise
Mrs. Elizabeth Wright

Staff
Miss Dorothy Dobrynski
Miss Virginia Duke
Mrs. Phedorah Prescott

Academic Departments
Architecture
Chemistry
Health Service

Others
Air University
American Association of Land Grant Colleges
American Association on Mental Deficiency
American Forestry Association
American Iron and Steel Institute
American Petroleum Institute
Association Press
Caribbean Conference
Louis Cheskin
Chicago Commission on Human Relations
Commission on Youth Welfare (Chicago)
Christian Science Church (Chicago)
Florida State University
Charles C. Hilliard
Illinois Department of Public Welfare
Illinois Department of Revenue
Indian Embassy, Washington, D.C.
Kent University
C. F. Kettering Foundation
Mrs. Kratzke

Moody Press
National Association of Architectural Metal Manufacturers
New Hampshire University Press
Pan American Union
Smithsonian Institution
Stanford Research Institution
Alexander Stuart
U.S. Brewers' Foundation
U.S. Library of Congress
University of California Library
University of Florida Press
University of Florida Library
University of Michigan Press
West Virginia University
Arthur Wiesenberger Associates
Yale University

Edward Heiliger
Librarian