

THE UNIVERSITY OF BRITISH COLUMBIA

ELEVENTH REPORT

of the

LIBRARY COMMITTEE

to

THE SENATE

Covering the Years

April 1936 - March 1937

April 1937 - March 1938

October, 1938

The University of British Columbia,
Vancouver, Canada.

President L. S. Klinck, M.S.A., D.Sc., LL.D.,
Officier de l'Instruction Publique,
Chairman of the Senate,
The University of British Columbia.

Dear Sir:

As Chairman of the Library Committee I have the honour to submit, for consideration of Senate, the Eleventh Report of the work of the Library, covering the period from April 1, 1936 to March 31, 1938.

All of which is respectfully submitted.

A. H. FINLAY,

Chairman.

November 3, 1938

REPORT OF THE LIBRARIAN

Prof. Allan H. Finlay,
Chairman, Library Committee,
University of British Columbia.

Sir:

I beg herewith to present, for the information of the Committee, and transmission to the Senate, my Eleventh Report on the University Library. This Report covers the two-year period from April 1936 to March 1938.

Essentially, this Report merely continues and develops the conditions and information given in that of two years ago, for, on the whole, the situation at the present time shows little variation from that then pictured and presented. In sum, the story is one of enlargement of facilities, services, and staff: of improved organization: of a steady, though not rapid, addition to the book collection: of a notable increase in the use of the Library by the student body: of a relatively greater inadequacy in the accommodation provided for readers.

Each of these topics will be discussed later in this Report, but viewing the Library as part of the general university organization, and the services it is expected to give to those using it, it is the general conviction that, size of staff and financial resources considered, the Department is keeping step with others in the work of the institution.

The University Library is essentially a department of service.

This service is conditioned by:- (1) A knowledge of the needs of the groups to be served. (2) A book collection adequate to its requirements. (3) A staff which knows the resources at its disposal. (4) The physical accommodation necessary for its work.

Basically the problems incident to the proper development of the Library all focus on finance. Development of the services expected of the Library, as of every other Department of the institution, depends upon money - money for capital expenditures on building, money for the development of the book collection, money for a staff to give the services required. This three-fold problem is dealt with under appropriate headings elsewhere in this Report.

The constituency of the Library's regular work is made up of four classes:

1. The general undergraduate student body, to whom assignments of reading are made by their instructors, and for whom there must be sufficient copies of necessary books provided.
2. Those exceptional students, chiefly, but not always, in Honor courses, who have the intellectual curiosity to go beyond all assignments, and who find in a large book collection a challenge to penetrate more deeply into their subjects of study.
3. Members of the Faculty, and graduate students engaged upon research problems.
4. Persons outside the University interested, or specializing in, particular fields of study, and who can profitably make use of the facilities offered by the University Library.

For the courses at present offered the Book Collection is reasonably adequate for only the first of these four categories. Substantial special appropriations for book purchase should be coincident with any important development, either in introducing new, or enlarging existing, courses.

The Book Collection.

In the Tenth Report the number of volumes in the Library was given at 102,688 - an increase of 11,547 volumes in the two-year period. This increase of an average of 5,775 volumes a year was considerably in excess of the ordinary annual growth, the increase being principally due to purchases made from the generous grant of the Carnegie Corporation of New York - \$5,000. a year for three years. About 6,000 volumes were purchased from this fund, increasing the average annual purchases by 2,000 volumes a year.

At the close of the university year, March 1938, the accessioned volumes totalled 109,829. Unaccessioned duplicate books are estimated at 4,000, which brings the total to almost 114,000 volumes.

The increase for the period covered by this Report is therefore 7,141 books, an average of about 3,570 a year.

The method by which the titles for purchase are selected was fully discussed in the Tenth Report, to which those desiring information on this head are referred. The Librarian, however, desires to place on record his sincere appreciation of the co-operation of the senior members of the Teaching Staff, whose expert acquaintance with the literature of their own fields of knowledge has been of the greatest service in the building up of what is generally regarded as (within the limits of its volume total) a really notable collection.

Limitation of funds has from the very beginning compelled the adoption of the principle that purchases of books must be based upon the requirements of the courses of instruction offered by the University. In these we now have a body of excellent book material, reasonably able to meet the demands of undergraduate study, and also to do somewhat for the

requirements of postgraduate work - at least in the courses at present offered.

Inter-library Loans.

The Collection of course includes basic and general material in other fields of knowledge, but almost every week deficiencies are apparent as specialists request material that cannot be supplied. Such requests are every year becoming more frequent, alike from within and without the University. The impossibility of supplying these needs from our own book resources has been met by the development of a system of Inter-library Loans. We are under deep obligation to other libraries for their kindness in lending to us books, many of them rare and costly, we do not possess. Particular recognition should be made of the help thus given by the Library of Congress, McGill University, the University of Toronto; the State Universities of Washington, Oregon, California; Chicago, Harvard, the Huntington Library, Cornell University, the John Crerar Library, and the Newberry Library. In many cases work for Masters' Degrees, and research work being done by members of the Faculties, would have been seriously handicapped had it not been for these courtesies.

The great majority of these Inter-library Loans are made by American institutions, and the kindness of the Librarians concerned is the more appreciated because of the vexatious restrictions imposed by the regulations of both Canadian and American Customs Departments. Such loans are usually made for a period of three weeks, and the expectation is that they will be returned promptly at the due date. They are required for immediate use, in many cases the work of those interested being held up until their arrival.

Yet in almost every instance there are annoying delays in delivery. The parcels have to be cleared through Customs, and a Customs Broker's fee paid for this service. Under the Canadian regulations free entry is given for books directed to a university up to a valuation of \$25. per day. In excess of this an Excise Duty of three per cent. is charged.

In making the computation of the \$25. entitled to free entry, books loaned to, or bought by, the Library are considered in conjunction with those ordered by the University Book Store, which has heavy shipments, particularly in the summer and autumn months. In consequence, there have been delays amounting to two, or even three weeks in the delivery of book parcels addressed to the Library, if advantage is taken of the \$25. per diem free entry provision. The Customs Department can hardly be expected to select Inter-library Loans from Library or Book Store purchases, so that the period of loan has in some cases elapsed before the books have been received. This involves correspondence and explanations, as well as annoying delays to the person desiring the service.

Further, in several cases the lending library has had to pay import duties on the return of the loaned book, though in each case this Library is careful to indicate that the book is the property of the library to which it is directed, and has been on loan to a sister institution. Although the arrangement at the time the loan is requested is that the borrower shall pay all necessary charges, the unavoidable and regrettable difficulties, delays, and complications add to the obligations of this Library for the kindness of American institutions and officials in thus assisting members of our Faculty and advanced students.

Gifts

The Library has received, as in previous years, many valuable gifts of books from its friends; and in the period covered by this Report these benefactions have been larger than in the immediately preceding years. For the two-year period covered in the Tenth Report the estimated value was \$3,500., but this did not include some two hundred periodical publications received as gifts, nor the hundreds of documents presented by National, Federal, Provincial, State, and Municipal Governments.

For the two years covered by the present Report the estimated value of book gifts received totals \$5,534. - \$2,268. for the university year 1936-37, and \$3,266. for that of 1937-38.

At least four of these gifts merit detailed description. First to be mentioned is Curtis, "Indians of North America", consisting of twenty volumes and twenty large portfolios of plates. The work is one of the most superb and costly ever published in America. It is printed on vellum and bound in half morocco. Alike in the splendour of its typography, its sumptuous illustrations, and its sound scholarship, it is a pre-eminent authority on the native races of this continent. It brings together the results of a lifetime of work by Edward S. Curtis and his associates, and the ethnological knowledge of Frederick W. Hodge and the staff of the Smithsonian Institution of Washington. The research it represents was made possible through a grant of \$500,000. given by the late J. Pierpont Morgan. It contains more than 2,200 plates illustrating every aspect of Indian life, art and religion. The edition was limited to five hundred sets, of which our own is No. 43. Publication commenced in 1907 and was completed in 1930. It was issued in two editions at \$3,500. and \$4,500. respectively. It is believed there are but three copies in

the Dominion, the other two being owned by the Library of Parliament and McGill University.

The set of the Library is one of twenty-five purchased by Mr. Morgan for presentation to personal friends, or institutions in which he was interested. His death occurred before distribution was complete, and thus opportunity came for its purchase through a Boston dealer by whom the undistributed sets had been acquired.

No funds being available for the purchase, the Librarian, with the permission of the University authorities, solicited subscriptions from friends of the Library for the \$930. required to purchase the set. Twenty-four contributors supplied the necessary funds. Their names are duly recorded on a special book plate placed in each of the volumes and portfolios as a suitable memento of their generosity. The Library is proud to have this notable set in its collection.

Another item of interest is the seven-volume set of Audubon, "Birds of America" - a similarly monumental work in its own field. No catalogue that has come to the attention of the Librarian in the past twelve or fifteen years has quoted this set at less than \$700. or \$800. An opportunity came to buy it at \$300. As in the case of the Curtis, no funds were available for its purchase, but His Honor Lieutenant-Governor Eric W. Hamber, University Visitor, Mrs. J. M. Lefevre, and another friend of the Library, who desires to remain anonymous, each contributed \$100. to make up the purchase price. The set is in absolutely mint condition. Enclosed in the set was the original letter of gift, dated 20th November, 1855, from Mr. S. Thayer, of Boston, U.S.A., to Monsieur Hector Bosrange, of Paris. It was presented to him "in grateful acknowledgment for your many kind civilities and favours rendered to me during my residence in

Paris, 1845-46, a lively sense of which will ever remain deeply impressed on my heart."

The third gift meriting particular mention is that of "Noted Porcelains of Successive Dynasties". It was the gift of Dr. John C. Ferguson, the doyen of the European advisers to successive Chinese governments and organizations, and President of the first European-Chinese university. Dr. Ferguson's collection of Chinese jades and porcelains is one of the finest in the world in personal hands, and the book, bound in silk and printed on the finest grade of rice paper, is a magnificent specimen of book-making. It came to the University through the kindly offices of Mrs. Boyle, a member of the British Columbia Public Library Commission.

The fourth item is "Seneca, Tragediae Senecae cum Commento" (Lyons, 1491). Because of its rarity and its age, the most notable volume in the University's book collection is this Tragedy of Hercules Furens, presented to the Library by Dr. Harold Temperley, of Gonville and Caius College, Cambridge. It is a genuine incunabulum, bearing the date 1491, and was issued by Lambillon & Sarazin, of Lyons, one of the earliest printing firms of France. The book is a really fine specimen of early printing, the typography being as sharp and brilliant as in the very best of the incunabula. It is printed from a beautiful font of type, the text of the tragedy being centrally spaced and symmetrically designed, and surrounded by historical, classical, and literary comment in a smaller type. The paper is weathered to a beautiful cream, and nowhere is it defaced by usage and water stains.

As presented by Dr. Temperley, the first two pages were missing, and the hinge of one cover weak. It was, therefore, sent to England for renovation, and Messrs. Stevens and Brown, who did the work, carefully

collated it with the unique copy in the British Museum, and received permission to photograph the lacking pages, which have been bound into the book.

It is of interest to note that the date of publication, 1491, was exactly three hundred years before Vancouver saw the shores of British Columbia and Nootka Sound. The gift was the result of an interesting morning spent in the Library by Dr. Temperley two years ago, and was presented as a gesture of goodwill to a young institution, as well as a souvenir of his visit. Full details of this valuable gift are contained in an article in the recent issue of the Graduate Chronicle.

Mrs. H. T. Gerrans, of Oxford, England, whose gift of seven hundred volumes, part of the large library of her deceased husband, a Fellow of Worcester College, was acknowledged in the last Report, has continued her interest in this University and its Library by a further gift of two hundred excellent books.

Mention should also be made of a number of old and rare books presented to the Library by Dr. R. E. Stedman, a graduate of this University now resident in England. These are principally medieval classical works.

Other important gifts, for which space will not permit detailed description, are listed hereunder:-

Miss C. J. de Voss Van Steenwyk, General works.
Mr. John E. Eagles, Arkwright, The Pointer and his Predecessors.
Mr. W. R. Cryer, General works.
Mrs. W. Harrison, Warner, Library of World's Best Literature.
Mr. Ralph H. Roys, General works.
Mrs. Jonathan Rogers, Framed colored etching, The Coronation Chair.
Dr. Norman F. Black, U.S. Dept. of Education, Annual Reports.
U.S. Government Documents.
Legislative Library, Victoria, B.C., Sessional Papers of Manitoba.

Mr. T. A. Brough, Educational Reports.
Mr. C. E. Smyth, General works.
Mrs. Dubois Phillips, Picture of Shakespeare.

Gifts of the Carnegie Corporation of New York.

It is once more the duty and pleasure of the Librarian to acknowledge the continued interest and generosity of the Carnegie Corporation of New York. In the last Report acknowledgment was made of a grant of \$15,000. for undergraduate reading, and of the presentation of the "College Art Teaching Collection" valued at \$4,000. The Board of Governors made a grant for the suitable housing of this splendid gift, the usefulness of which has almost every week been demonstrated by frequent consultations made by Faculty and students of the Vancouver School of Art, the Staff of the Vancouver School Board engaged in art instruction, societies like the Women's Faculty Art Club, and members of our own Faculty interested in the subject. Departments of Classics, of English, and of Moderns, have found the material in this collection of the utmost value, as has also the Reference Department of the Library.

Accompanying the 2,100 reproductions of famous pictures was a library of 185 volumes devoted to pictures, statuary, architecture, pottery, and tapestry. Of these 48 of the titles were duplicates of those already owned by the Library. The Librarian attempted to exchange these for others. For reasons for which the Library is not responsible the negotiations were prolonged. It was only towards the close of the University year 1937-38 that the matter was satisfactorily adjusted, and as a result, \$600. worth of books was returned, and new works of equal interest and value supplied in their place.

Few universities in Canada now equal the facilities for art study - at least by means of books and reproductions - now available here.

Within the period covered by this Report the University has received another notable gift from the Carnegie Corporation. This is the "Carnegie Music Teaching Set for Colleges". It consists of 945 phonograph records, an especially-designed electric phonograph, 81 record albums with walnut cabinet, 151 bound scores (either miniature or octavo size), a library of 100 books on music (79 titles) and a card catalogue of all the records - approximately 3,900 cards in all. The manufacturers' cost of this gift is \$2,600.

Of the 79 titles in the book collection the Library was already in possession of 37; of the scores of symphonies, orchestral suites, concertos, etc., the Library already owned 21.

As in the case of the Art Collection, arrangements were made to exchange the duplicate volumes and scores for others to be supplied by the firm assembling the material.

Of all the gifts received by the University, it is doubtful if any have been more extensively appreciated than that now under notice. President Klinck appointed a special committee, with Professor Ira Dilworth as Chairman, to arrange for its administration and use. An inaugural recital was given in the University Auditorium to hundreds of invited guests. In addition to special lectures on different aspects of music by Professor Dilworth, Dr. W. L. MacDonald, Dr. G. G. Sedgewick, and Dr. A.F.B. Clark - all illustrated by the records included in the gift - there have been a large number of informal recitals enjoyed by hundreds of students.

It should be noted that this gift was made under terms of liberal and greatly relaxed Corporation regulations. These regulations prescribe that the Set shall be presented only to institutions giving

formal instruction in the musical art. With this condition this University could not comply, but under the strong representations made, the Committee in charge of distribution relaxed this rule in our favour. This kindness is the more appreciated because of the known fact that there were applications - including those from 160 institutions that qualified under the regulations - beyond the 400 sets presented to universities and colleges of the United States and Canada.

Circulation.

The circulation in recent years has been around the 100,000 mark. There was a slight falling off in the university year 1936-37, though the loans exceeded 100,000. But in the university year 1937-38 the loans showed a 20 per cent. increase, the total being 121,071, representing loans of almost 50 volumes to every student enrolled. In November and March - the months preceding the Christmas and Spring Examinations - book loans averaged about 1,000 every working day.

The total loans, by years, are as follows:

| | <u>General</u> | <u>Reserve</u> | <u>Total</u> |
|---------|----------------|----------------|--------------|
| 1933-34 | 50,642 | 46,261 | 96,903 |
| 1934-35 | 55,974 | 41,008 | 96,982 |
| 1935-36 | 61,229 | 41,737 | 102,966 |
| 1936-37 | 52,880 | 49,075 | 101,955 |
| 1937-38 | 55,005 | 66,066 | 121,071 |

The monthly statistics of circulation are as follows:

| | <u>1936-37</u> | | | <u>1937-38</u> | | |
|---------|----------------|-----------------|--------------|----------------|-----------------|--------------|
| | <u>General</u> | <u>Reserved</u> | <u>Total</u> | <u>General</u> | <u>Reserved</u> | <u>Total</u> |
| April | 4,931 | 4,451 | 9,382 | 2,823 | 4,655 | 7,478 |
| May | 975 | - | 975 | 3,012 | - | 3,012 |
| June | 1,541 | - | 1,541 | 1,280 | - | 1,280 |
| July | 3,105 | 2,310 | 5,415 | 3,538 | 2,540 | 6,078 |
| Aug. | 2,062 | 1,545 | 3,607 | 2,613 | 2,124 | 4,737 |
| Forward | 12,614 | 8,306 | 20,920 | 13,266 | 9,319 | 22,585 |

| | 1936-37 | | | 1937-38 | | |
|---------|----------------|-----------------|----------------|----------------|-----------------|----------------|
| | <u>General</u> | <u>Reserved</u> | <u>Total</u> | <u>General</u> | <u>Reserved</u> | <u>Total</u> |
| Forward | 12,614 | 8,306 | 20,920 | 13,266 | 9,319 | 22,585 |
| Sept. | 2,388 | 920 | 3,308 | 2,511 | 1,926 | 4,437 |
| Oct. | 7,816 | 7,715 | 15,531 | 6,581 | 7,931 | 14,512 |
| Nov. | 6,945 | 8,825 | 15,770 | 7,957 | 12,048 | 20,005 |
| Dec. | 3,111 | 2,875 | 5,986 | 4,082 | 7,630 | 11,712 |
| Jan. | 6,600 | 5,515 | 12,115 | 6,922 | 6,347 | 13,269 |
| Feb. | 6,686 | 6,789 | 13,406 | 6,754 | 8,486 | 15,240 |
| Mar. | 6,720 | 8,130 | 14,919 | 6,932 | 12,379 | 19,311 |
| | <u>52,880</u> | <u>49,075</u> | <u>101,955</u> | <u>55,005</u> | <u>66,066</u> | <u>121,071</u> |

The total registration, including the Directed Reading Courses, for the university year 1936-37 was 2,329, and for that of 1937-38, 2,497.

The Loan Desk gives service to Faculty and students for 13 hours a day during the winter session except on Friday and Saturday, the hours being from 8:45 A.M. to 9:45 P.M. The regular circulation staff of five has to be supplemented during the rush hours by assistance from the Reference and Directed Reading Departments.

In order to give to those it serves the most speedy and satisfactory service, a number of experiments in the arrangement of the stack system have been made during recent years. Some courses - as Literature, Economics and History - demand much more extensive reading than others, and the classes taking these subjects are very large. To reduce the time of book service these sections of the library have been stacked in positions as close as possible to the Loan Desk, ignoring, for the sake of the time and labor thus saved, the orderly and sequential arrangement of the book classification. Signs on the book aisles indicate these changes to members of the Teaching Staff, and students having stack privileges.

The advantages of these modifications are obvious and continuous, when it is remembered that the book collection is distributed through a stack occupying six stories, and that the call boy messengers have to go up and down staircases for every book required. In the English collection, for instance, this rearrangement of location saves travel up and down one flight of stairs - a labor that has to be repeated scores - sometimes hundreds - of times a day. As it is, the work of the Loan Staff is physically tiring: they are on their feet at least seven hours a day, and for a good part of that time are carrying books up or down stairs.

The Librarian deems it no more than just to put on record the fact that the service given users of the Library by Miss Lanning and her assistants is highly appreciated and frequently praised by Faculty and students for its promptness, efficiency and courtesy.

Graduate students who have done work in other libraries frequently comment on the speed of service, as compared with other universities having larger library staffs.

Reference Department.

This Department has in recent years been the most rapid in its growth and (at least by Faculty and research students outside the University) the most appreciated of all the services rendered by the Library. Members of the teaching staff have shown a steadily increasing inclination to rely on the Reference Librarian, not only for the bringing together, but in many cases the preliminary selection, of book material essential to their work. When the resources of our own book collection are inadequate for their purposes, it is the Reference Librarian, Miss Anne Smith, who secures from other institutions, by way

of Inter-library Loan, the material required. Some of the details and difficulties of these Inter-library borrowings have been dealt with elsewhere in this Report. The compilation of material required for public addresses by members of Faculty has, in the period under review in this Report, been an added and interesting feature of the Reference Department's work.

Students, likewise, have in recent years shown an increasing appreciation of the assistance that can be rendered by this department. They discuss with Miss Smith the material required for the numerous assigned essays: questions relating to campus activities, and those having to do with educational, social, religious, and technical relations outside the Campus. The department secures Inter-library Loans for graduates and fourth year Honor students, and gives, both to groups and to individuals, a great deal of personal instruction in the use of the Library.

Information is frequently sought by students who have left the University on all types of reference questions. Out of town students request suggestions and advice on book selection. Many teachers ask for information on teaching methods, and advice on titles to be placed in school libraries.

Technical questions on all topics come to this department from business firms, principally in Vancouver, and extensive loans are made to business corporations, such as the Britannia Mining & Smelting Company, the Consolidated Mining & Smelting Company at Trail, to agricultural experimental stations, and biological boards. Help is frequently requested from the various public libraries of the province, on whose behalf Inter-library Loan arrangements are made by this Library.

The organization of these various services necessarily involves much preparatory work, such as the indexing of periodicals, the keeping of clipping files, and the compilation of a picture collection for class instruction by teachers of the public schools. This latter is a particularly appreciated, and steadily increasing, service.

The Reference Department was the principal initiator of a plan to compile a Union List of Serials for Western Canada, which will include the larger libraries in British Columbia, the university libraries of Alberta, Saskatchewan, and Manitoba, and a number of special libraries covering research material in the fields of forestry, mining, fisheries, and education. Started six or seven years ago for our own convenience and use, preliminary drafts were sent as compiled to other librarians for their information, and as a result, several of these proceeded to list their own material. The combination of these into a Provincial Serial List was a logically succeeding step, and last year the enlargement of the plan by inclusion of the serial holdings of the principal libraries of the three prairie provinces was undertaken. It is expected that the work will be finished this summer. When completed, the principal libraries of western Canada will have their own holdings of periodicals and serial publications completely listed, and be in possession of information concerning those of other libraries throughout the region covered. The reciprocal availability of this information will be an important step in general library organization, enabling librarians throughout the four western provinces to secure for their enquirers, and without delay, all available material.

The last Report submitted to the Senate pointed out the necessity, in view of the increasing work of the Reference Department,

of the appointment of an assistant to Miss Smith. This step has since been taken, the additional member of the staff being Miss Dorothy Kelly, M.A.

To meet the increased work in the field of Adult Education, and the Extension Department, Miss Jean Fannin was appointed to succeed Miss Helen Fairley on the latter's retirement due to her marriage.

Reference has already been made in this Report to the progress rendered possible by the appointment of a Reference Librarian in charge of Public Documents. Many thousands of these had been received since the Library's organization, but lack of staff utterly precluded any permanent workmanlike organization of this material. Substantial progress can, however, now be reported. All newly arriving Government Documents are now checked, stamped, marked for shelves, and distributed to the correct department if to be catalogued. Approximately one thousand such documents are received every month. The lists of government publications are studied for desired material, and requests for the same sent to the department of publications. Much correspondence is required to fill in missing numbers, and for the acknowledgment of the receipt of requested documents coming in as gifts.

The organization of the Government Document material in arrears has already made substantial progress, the publications of Great Britain, Australia, India, and South Africa having been systematized. Classification headings have been made (these being checked against Gregory's Union List of Foreign Documents), and the material arranged for binding, or placed in transfer cases. Some idea of the volume of work done can be given by the statement that, for Great Britain alone, 16,000 separate documents have been classified and filed,

and by the further fact that 25 volumes of publications of the House of Commons have been collated and checked for binding. Many of these papers are merely leaflets, though of importance for historical reference. The work done represents an assemblage of over 40,000 pages.

Work has begun on the documents of the United States and Canada. This is really a gigantic task, and will require years to complete. There are awaiting organization more than 10,000 separate volumes and pamphlets of the Dominion, and of American federal and state documents. Aside from regular sized volumes, there are some hundreds of pamphlet cases in which the material has been temporarily deposited pending organization.

In January Miss Kelly presented to the Library Committee an interesting progress report, from which the foregoing statements have been selected. It concluded with the program of proposed developments in the Government Document field. This was arranged under nine heads. Its completion will take some years of work, and an increase of staff. It is gratifying to report, however, that a notable start has already been made, with the promise of continued progress in the near future. The work already done has abundantly justified the appointment of a special member of the staff, repeatedly urged in previous Reports.

Periodicals Department.

The work of this department, and the policies under which it is operated, were discussed at length in the Tenth Report. No new ground has been broken in the interval. Work has proceeded normally and continuously under the supervision of Mr. Roland Lanning.

Applications by the Teaching Staff for the purchase of periodicals not on the Library's list have been less numerous, and less

insistent, than in recent years. Without doubt this is due to the known reluctance of the Committee to increase the number of subscriptions - a policy decided upon in consequence of the disproportionate amount expended on periodicals, as compared with books.

The Teaching Departments, up to the limits of the book purchase appropriations awarded them by the Committee, have practically a free hand in the selection of books purchased for the Library, but in the matter of periodical subscriptions applications have to be sent in to the Committee, and specially authorized, before orders are placed. This regulation was necessary to safeguard the Library against avoidable and inadvisable changes in the subscription list. Every effort has been made to limit periodical subscriptions to those of permanent and enduring value, and to have the holdings of these, if not complete, at least continuous. This policy, steadfastly adhered to since the organization of the University, has proved both wise and effective. Indeed, the characteristic feature of the University's book collection is the high proportion of long runs of periodicals of authority, and of the Transactions and Proceedings of learned societies, viewed in relation to the 115,000 volumes on the shelves. Few, if any, libraries of comparable size and character have so large a proportion of works of this type, which constitute the background and backbone of the material for research.

For a score of years the Library Committee has had to resist the pressure to change its list of periodical subscriptions. A really strong and convincing case has to be presented before a new subscription is added. This attitude was adopted because all periodical subscription costs were a first charge on the Book and Magazine Appropriation,

and correspondingly diminished the sums the Committee could award to the Departments for the purchase of books.

Four years ago the Committee relaxed its regulation in this regard by permitting Departments, insisting on the necessity of some new subscription, to pay for the same from their book appropriation, on the understanding that the subscription should be continued by the Department for a period of at least three years, after which, if funds permitted, its cost would be taken over by the Periodical Fund on specific approval by the Committee. This regulation had an immediate effect on the number of applications for new subscriptions, and automatically disposed of a certain proportion of departmental requests.

The three-year period of probation of some of the periodicals subscribed to by the Departments under the approval of the Committee has elapsed. In a few cases the costs of these have been assumed by the general Periodical Fund; in others the cost of subscription is still charged against the appropriations of the Departments interested.

In all, about 482 periodicals are regularly received. This amounts to an increase of 22 over the total in the Tenth Report, and illustrates the insistent pressure on the Committee by the Teaching Departments to make available in the Library the latest views, and the newest knowledge, in their respective fields. The new subscriptions assumed by the Library represent perhaps only one-third of the applications received. The majority of the new subscriptions are those of newly founded journals of acknowledged importance. The list follows:

| | |
|--------|---|
| Botany | Chronica Botanica. |
| | Cold Spring Harbor Biological Ass'n. Symposium. |

Chemistry: Journal of Chemical Physics.
Journal of Organic Chemistry.

Civil Engineering: International Association for Bridge and Structural Engineering. Proceedings.

Economics: Amerasia.
American Sociological Review.
League of Nations. Subscription to inclusive economic publications.

Education: British Journal of Educational Psychology.
School Life.

History: Crown Colonist.

Library: Library (Bibliographical Society, Transactions).

Moderns (German): German Life and Letters.

Nursing & Public Health: Canadian Hospital.
Hospitals.

Physical Education: Athletic Journal.
Journal of Health and Physical Education.
Physical Education ... Digest.

Subscriptions to several important journals were dropped during the depression, and these have been renewed, and the missing years obtained to make the file complete. They are as follows:

Biometrika.
Eugenics Review.
Journal of Engineering Education.
Power Plant Engineering.
Revue Horticole.
Romanic Review.

In the field of education the Library for some years received from the Teachers' Association Library of Vancouver the completed volumes of a number of subscriptions, on condition that they be bound and made available for teachers. Upon acceptance of this offer, such of these subscriptions as had been placed by the Library were dropped. The Teachers' Association, however, withdrew from this arrangement,

Slavonic Review. v.l- 1922- to date.
Sociological Review. v.l- 1908- to date.

Important additions have also been made to the Library periodical files, largely by the Teaching Departments from their allocations of the \$1,100. special grant made by the Board to the Library in March 1937. These are as follows:

American Institute of Mining & Metallurgical Engineers.
Transactions.
American Naturalist.
California. University. Publications.
Criterion.
Institute of Radio Engineers. Proceedings.
Journal of Comparative Neurology.
" " Morphology.
" " Nutrition.
Mining Congress Journal.
Mycologia.
National Education Ass'n. Publications.

This summary of the work done by the Periodical Department indicates the range and the importance of periodical and allied material in relation to the general activities of the Library. The checking of this material demands continuous watchfulness and care. The Librarian is glad to testify that in every respect this work is well done by the Periodical Librarian, Mr. Roland Lanning.

The Library Catalogues.

The last Report presented to the Senate set forth the importance of the Catalogue as the key that opened to enquirers the resources of the book collection. It stated that the twenty years' labors of Miss Dorothy Jefferd, the member of the staff responsible, had created a tool by means of which any enquirer could easily and speedily ascertain the location of any book in the collection, with particulars as to the author and subject, time and place of publication, and

general preliminary information as to the scope and field of the book. Though the Staff might desire a larger number of "analyticals" - cards giving more detailed particulars - this was impossible until an assistant Cataloguer was appointed, but that, as it then stood, the Catalogue had been given high commendation by members of our own Faculties, and by visiting scholars and librarians.

The work of developing the Catalogue has proceeded steadily throughout the period covered by this Report. A recent check shows that there are, in all, 646,500 cards in the four systems required.

In the Main Catalogue, housed adjoining the Reading Room, there are 324,200 cards - an average of three for every book in the collection. This makes available information to enquirers as to Author, Title, and Subject.

The other three Catalogues are in the Library offices. They are the Author Catalogue, containing 103,900 cards, and the Shelf List with 104,900. In the latter, the cards are arranged in cabinets in exactly the same order as the books appear on the shelves. It is the means by which the annual inventory of the Library is made, and missing books ascertained. The fourth Catalogue is that of accessions. It contains 113,400 cards. These give the business details of the acquisition of the Library's books - the dates on which they were ordered and received, the dealer from whom they were purchased, the particular editions acquired, the price paid, and bibliographical details. It is a record of all necessary business details of books purchased or otherwise acquired since the Library's organization.

Depository Catalogue.

The work on the organization of the Depository Catalogue has proceeded steadily since the last Report.

In the two-year period now under review 821,987 cards were placed in their proper location in the system. Of these, 739,437 were from the original shipment received in the autumn of 1935, and 82,550 were newly printed and current cards. In all, 1,050,393 cards had been filed at the close of the university year. Of the shipment of 36 packing-cases, 12 yet remain to be done, so that at the rate of progress hitherto maintained the Depository is expected to be complete by the opening of the fall session in 1939.

The cost of the organization of the Depository to the end of the university year was about \$4,420. The work is under the supervision of Miss Mary Barton, and an appropriation of \$960. has been allotted for student help in each of the two years under review. Most of the work has been done during the summer vacation, an average of six girl students being employed for four hours a day at an hourly rate of 30 cents.

As it progresses toward complete organization, the value of the Depository Catalogue, alike to Faculty and the Library Staff, is being increasingly demonstrated. Its possession is fulfilling every expectation in giving the Library recognized reputation for its facilities for bibliographical research.

Binding.

The last Report presented to the Senate set forth the deplorable situation into which the binding requirements of the Library had fallen as a result of the reduction of the University's income, and

the steps taken to remedy the situation after the restoration of the Provincial Government grant nearer to its former figure. That Report set forth that an annual appropriation of \$2,000. had been voted for current requirements, and an additional \$3,000., on a five-year plan, to overtake arrears. The Report further set forth that in the year 1934-35 1,268 new volumes were bound, and 184 repaired. For the year 1935-36 the work in this Department was greatly increased, in all, 5,236 books being handled. Of these, 2,844 were new volumes, 301 were theses, and 1,036 were paper-covered books rebound. A total of 1,055 volumes were repaired.

For the year 1936-37, the appropriation totalled \$3,500., \$1,000. of this being the grant under the five-year plan. In addition, there was an unspent balance of \$454.30, making a total available for binding of \$3,954.30. In all, \$3,972.92 was spent, leaving a debit balance on this account of \$18.62. 1,266 new volumes costing \$2,213.70 were bound at an average cost of \$1.75. 589 paper-covered volumes were bound, the cost being \$810.65, an average of \$1.38. 775 rebinds and repairs cost \$799.77 - an average of \$1.13. In addition 13 theses were bound, making the total volumes bound or repaired 1,643.

For the year 1937-38 the appropriation was also \$3,500. There was spent \$3,654.52, leaving a debit of \$154.52. The costs of the various types of binding were approximately as in the previous year. 1,355 new books were bound; 469 paper-covered volumes were rebound; while 539 items were rebinds and repairs. The total number of volumes handled therefore was 2,363.

In addition, the "chained book", presented by Mrs.

F. W. Walker, was sent to England for special renovation, as was also Seneca's "Tragedy of Hercules Furens" (1491), presented to the Library by Dr. Temperley, of Gonville and Caius College, Cambridge.

The local binding work has continued to be done by Brooks & Son, which has given excellent service in the matters of price, quality, and time.

The binding work of the Library is in charge of Mr. Roland Lanning, and has been done with thorough competence.

Finance.

The following summary of departmental finance is given for the Senate's information.

The Library budget for the two years under review shows the following appropriations:

| | <u>1936-37</u> | <u>1937-38</u> |
|--------------------|----------------|----------------|
| Books & Magazines | \$ 6,500.00 | \$ 6,500.00 |
| Binding | 3,500.00 | 3,500.00 |
| Equipment | 465.00 | 465.00 |
| Supplies & Expense | 1,500.00 | 1,500.00 |

In addition, supplementary grants were made by the Board of Governors to the Book & Magazine Account, to meet special requirements that developed subsequent to approval of the Department's regular budget. These amounted to \$3,220. in 1936-37, and \$670. in 1937-38. A gift of \$50. was received from the Japanese Alumni Association. Fines totalling \$977.50 were collected. In all, \$18,428.42 was expended on books and periodicals during the two years, the excess - \$1,558.42 - over the appropriations received representing orders outstanding, and provided for by grants from preceding years.

The work of ordering books is in the hands of Miss Evelyn

Hearsey, and has been done with thorough satisfaction, alike to the Librarian and the Bursar's Department, with which the accounts regularly submitted to the President and the Library Committee, are each month checked and adjusted.

The Problem of Accommodation - For Readers
- for Books.

Previous Reports presented to the Senate have set forth the difficulties due to inadequacy of accommodation, alike for readers and for books. Practically no improvement can be reported in the conditions therein set forth. Readers' accommodation in the Library is exactly what it was two years ago, though in the meantime student enrolment has increased, and the conditions of congestion have become correspondingly aggravated. In the weeks prior to the Christmas and spring examinations every seat in stack and reading rooms is occupied: scores of students have to stand to study: they sit on windowsills or radiators, and on the staircases within, or outside, the building. They do their reading in common rooms, in the cafeteria, at the bus stand, and on campus benches.

During the past three or four years this pressure on seating accommodation has occurred not merely at periods prior to examinations; it has been continuous and constant. A week after the opening of the autumn session all the reading rooms have been overcrowded at certain periods of the week, and have so remained throughout the year. No relief is possible unless and until the building is enlarged.

The present University premises were designed for a student body of 1,500. The present enrolment is about 60 per cent. in excess of that capacity. Readers' accommodation should provide for at least

30 per cent. of student enrolment - on the present basis, for about 720. The actual facilities are for less than 380 - and this figure includes all emergency provision within the building. The figures are:-

| | | | |
|-----------------------------------|-----------|--------|---------------------|
| Main Reading Room | 126 | chairs | |
| South " " | 60 | " | |
| North " " | 60 | " | |
| Periodical Room | 46 | " | |
| Stack Carrels | 52 | " | |
| Art Room | <u>13</u> | " | 357 chairs |
| Supplementary - Main Reading Room | 4 | " | |
| Stacks | 8 | " | |
| Reserve Catalogue | <u>6</u> | " | <u>18</u> " |
| Total | | | <u><u>375</u></u> " |

Outside the Library building, there are the following additional reading facilities:

| | | | |
|------------------------------|------------------|--------|--|
| Applied Science Reading Room | 26 | chairs | |
| Chemistry " " | 4 | " | |
| Herd Book Room | 14 | " | |
| Nursing | <u>10</u> | " | |
| | <u><u>54</u></u> | " | |

Thus, after taking into account every facility provided, there is a shortage of about 300 chairs in the reading accommodation required.

Present day university education is more and more emphasizing collateral or prescribed reading. In many of the courses here offered a knowledge of more than fifty books is required. These requirements necessarily impose heavy demands upon the Library staff. They also presuppose provision of the accommodation necessary to enable students to meet the conditions imposed by the courses of instruction taken. The first of these requirements the Library staff does its best to meet. Nothing can be done as to the second unless and until

further seating accommodation is provided.

The President and the Board of Governors are well aware of, and sympathetic to, the conditions and the needs, but are as helpless as the Library staff to improve either. The remedy lies with the Provincial Government, to which repeated representations have been made with respect, not only to the Library, but other Departments of the institution suffering from similar congestion. The Library Committee and the Library staff deem it their duty to present the circumstances to those in authority, even while recognizing the financial difficulties implicit in the situation.

As part of the effort to secure additional reading room accommodation, there has been inaugurated in the Applied Science building a special reading room for students of that Faculty. Professors have long deplored the fact that their students made little use of library facilities during their earlier years. For this there were two reasons:- the heavy character of the Applied Science course, requiring a larger proportion of time for drafting and laboratory work, and the distance of the Library from the Applied Science building.

Shortly after his arrival Dean Finlayson discussed the matter with the Librarian, and a working arrangement, satisfactory to his Faculty, and not diminishing in any important sense the service of the Main Library, was evolved. With the consent of the Department concerned, a room devoted to geological literature was made available as a general Applied Science Reading Room. Some twenty-five or thirty engineering periodicals were transferred there from the Periodical Room, as was also a serviceable working library dealing with the various branches of engineering. The Applied Science stenographer supervises

the room, and keeps records of loans, which are included in the general statistics of circulation. To give increased opportunity for consultation of the material thus made available, lecture and laboratory hours in the first and second years of the Applied Science courses were reduced by several hours a week, while, to ensure reference to the new book and periodical material, a course of general engineering, in which essays on prescribed reading in current engineering literature were required, was inaugurated.

Professors in the Faculty of Applied Science agree that the amount of reading done by students has considerably increased as the result of these arrangements.

The problem of book accommodation, though not so desperate as that for readers, has nevertheless become serious and acute. Every year major or minor readjustments have to be made in the shelving of books to provide for developments in the collection that cannot be anticipated. Last year the whole of Tier 1 and more than one-half of Tier 2 - nearly one-half of the collection - had to be reshelved. Some measure of relief was obtained by partitioning off a part of the men's cloakroom in the basement. Temporary wooden shelving was installed, and in this was shelved the accumulation of Government Documents and allied material. Similarly, temporary shelving was installed in the furnace room. These adjustments rendered possible the much more satisfactory organization of important, and increasingly used, types of book material. There still awaits organization, however, the Library's collection of newspaper files, which at the present time are stored in packing cases in the women's cloakroom, and are altogether unavailable for reference.

As previously pointed out, the solution of the book shelving problem lies in the development of Tiers 6 and 7 of the stack, at present the temporary Periodical Room. This cannot be done, however, until the first addition to the Library building is erected, for nearly 50 chairs of the present entirely inadequate seating accommodation would thereby be lost.

Staff.

The Library staff, as at the closing date of this Report, was as follows:

Librarian's Office:

| | |
|--------------------|--------------|
| John Ridington | Librarian |
| Evelyn Hearsey | Book Orders |
| Christina McGregor | Stenographer |

Reference Department:

| | |
|--------------------------------|----------------------|
| Anne M. Smith, M.A., B.L.S. | Reference Librarian |
| Dorothy B. Kelly, M.A., B.L.S. | Government Documents |

Catalogue Department:

| | |
|------------------------------|----------------------|
| Dorothy M. Jefferd | Cataloguer |
| Mary K. Barton, B.A., B.L.S. | Depository Catalogue |
| Lionel T. J. Haweis | Accessions |

Periodicals and Binding Department:

| | |
|---------------------------------|----------------------|
| Roland J. Lanning, B.A., B.L.S. | Periodicals, Binding |
|---------------------------------|----------------------|

Circulation Department:

| | |
|--------------------------------|---------------------------------|
| Mabel M. Lanning, B.A., B.L.S. | General Circulation |
| Jean G. Fannin, B.A., B.L.S. | Directed Reading Courses |
| Hermione D. Büttger, B.A. | Applied Science Reading Room |
| Elizabeth Hoffmeister, B.A. | Reserve Loans |
| Lyman Swennerton | Call Boy |
| Arthur Sobotin | " " |

In the period covered by this Report a new position has been added to the Department - that of care of Government Documents,

a section of the Library, and of Library work, that has greatly developed within the last five years. This position is filled by Miss Dorothy B. Kelly.

As in previous Reports, the Librarian desires to convey to the Senate his appreciation of the loyal and intelligent service given by every member of the staff in the period under review.

Library Committee.

In October 1936 the Senate approved the recommendations of the Faculties, and appointed as members of the Library Committee the following:

| | |
|------------------------------|---|
| Prof. F. H. Soward, Chairman | Representing the Faculty of Arts and Science. |
| Dr. Isabel MacInnes | " " |
| Dr. M. Y. Williams | " " |
| Dr. Blythe Eagles | Representing the Faculty of Agriculture. |
| Prof. A. H. Finlay | Representing the Faculty of Applied Science. |

A year later Prof. Soward, who had served for five years on the Committee - the last two as Chairman - announced his desire to retire. Prof. Thorlief Larsen was appointed as Prof. Soward's successor, representing the Faculty of Arts and Science, and at the next succeeding meeting of the Committee Prof. A. H. Finlay, the senior member, was elected Chairman.

Seven meetings of the Committee were held in the first year covered by this Report, and eight meetings in the university year just closed.

The Librarian takes pleasure in placing on record the interest taken, and the co-operation given, by every member of these

two Committees in the work of the Library. The discussions at the Committee meetings have covered every aspect of library policy and administration. In addition to the regular meetings, there have been many informal discussions on library problems, particularly with the Chairmen of the respective years. The success of the work of the Department in the period under review would certainly not have been as marked had it not been for the Committee's contribution.

Lastly, it is also the duty and the pleasure of the Librarian to acknowledge the sympathetic assistance given by the President of the University, Dr. L. S. Klinck. He has considered the problems of the Library in conjunction with many competitive claims made by other Departments of the University. Those knowing, at least in a general way, the many problems with which he has officially to deal are satisfied that he, and the Board, have treated the Library with sympathy and with justice, while his availability for consultation and advice is deeply appreciated.

Respectfully submitted,

JOHN RIDINGTON,

Librarian.

October, 1938