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University of Tennessee Libraries

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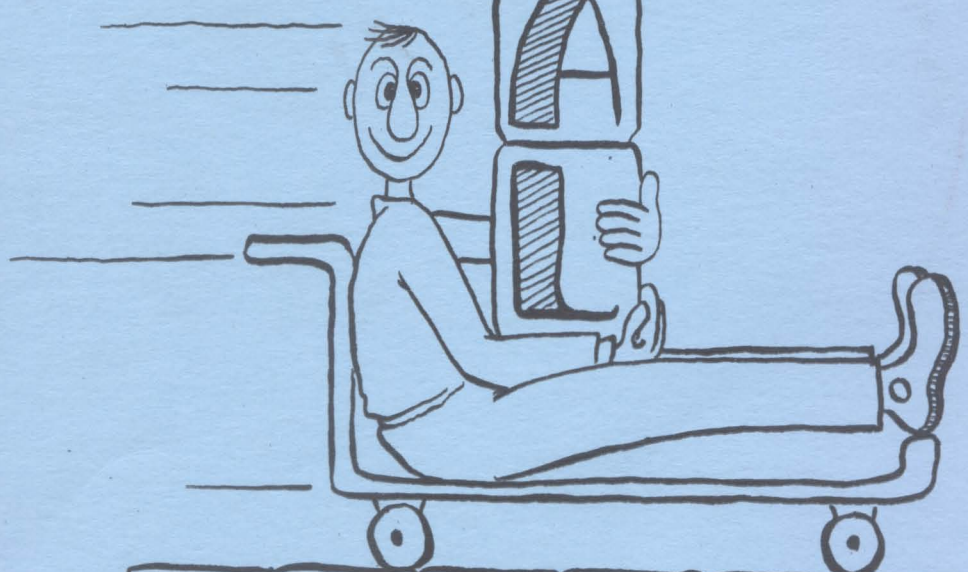
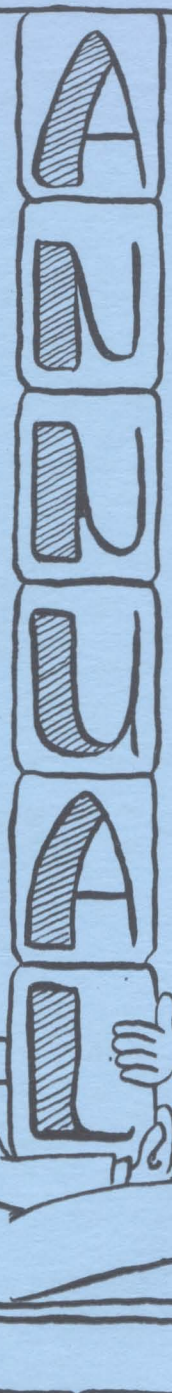
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1963/64



1963-64

WILLIAM H. JESSE,
DIRECTOR



REPORT

TROTTER

THE UNIVERSITY OF TENNESSEE LIBRARIES

A N N U A L R E P O R T

For the Period July 1963 through June 1964

William H. Jesse, Director

The University of Tennessee Library, Knoxville

STATISTICS for 1963/64

CATALOGED MATERIALS

Books

KNOXVILLE DIVISION

Main Library.....	470,585
(Undergraduate 36,307; Special Collections 10,174)	
Agriculture Library.....	19,254
Agriculture Experiment Station Library.....	22,309
Biology Library.....	15,952
Business Administration Library.....	10,259
Education Library.....	21,401
Engineering Library.....	19,777
Law Library.....	64,563
Science Library.....	34,743
Museum.....	61

678,904

EXTENSION DIVISION

6,717

MEMPHIS DIVISION

60,973

MARTIN DIVISION

39,090

785,684

Manuscripts

Special Collections, in Main Library ca406,275

OTHER MATERIALS

KNOXVILLE DIVISION

Congressional hearings.....	16,263
Congressional bills.....	70 linear feet
Other government materials.....	1,071 linear feet
Maps.....	55,000
Newspapers	
Storage boxes containing unbound issues.....	621
Portfolios containing unbound issues.....	20
Telephone directories.....	188
College catalogs.....	670
Books not cataloged.....	5,750

MARTIN DIVISION

Sound recordings..... 660

Microtext..... 597

MEMPHIS DIVISION

Microtext..... 84

~~695,128~~

THE UNIVERSITY OF TENNESSEE LIBRARIES in 1963/64 continued its accelerated pace in all phases of library operation. One of the most satisfying of the year's activities was the use of \$420,048 for books, periodicals, and binding, a total of \$112,655 more than was spent in 1962/63. The increase in book funds was gratifying to both librarians and faculty, since it was a substantial indication of library support on the UT campus. In the amount spent for books, periodicals, and binding, Tennessee rose in the statistics of the Association of Research Libraries (64 academic institutions) from 38th to 34th, a respectable gain in such company.

1. California (Los Angeles)	1,440,120	33. Colorado	439,031
2. California (Berkeley)	1,419,148	34. Tennessee	420,048
3. Harvard	1,279,757	35. Syracuse	413,410
4. Cornell	1,267,138	36. Washington U (St. Louis)	410,883
5. Texas	1,147,039	37. Rutgers	387,572
6. Illinois	1,007,193	38. Florida	383,049
7. Yale	997,616	39. Virginia	348,300
8. Wisconsin	865,195	40. New York	323,554
9. Michigan	772,406	41. Kentucky	317,699
10. Indiana	708,000	42. Wayne State	309,641
11. Columbia	699,985	43. Southern California	309,473
12. Stanford	688,896	44. Johns Hopkins	295,124
13. Minnesota	652,388	45. Rochester	294,510
14. U of Washington	646,208	46. Oregon	288,113
15. Louisiana State	603,264	47. Nebraska	287,886
16. Toronto	588,269	48. Temple	281,234
17. Pennsylvania	582,035	49. Oklahoma	280,192
18. Chicago	570,488	50. Oklahoma State	260,360
19. North Carolina	551,181	51. Joint University	252,482
20. Missouri	543,861	52. Florida State	240,875
21. Ohio State	540,446	53. McGill	239,300
22. Maryland	527,280	54. Notre Dame	239,162
23. Duke	518,466	55. Utah	237,000
24. Princeton	517,497	56. Brown	234,063
25. Pennsylvania State	517,493	57. Washington State	218,730
26. Connecticut	499,831	58. M. I. T.	213,943
27. Pittsburgh	494,219	59. Iowa State	179,985
28. Michigan State	493,607	60. Boston	176,946
29. Kansas	471,553	61. St. Louis	170,508
30. Purdue	468,795	62. Cincinnati	166,657
31. Northwestern	461,327	63. Georgetown	158,659
32. Iowa	444,447	64. Texas A & M	147,755

Median 444,447

The Library Development Program, initiated to help bring UT to library adequacy, contributed \$38,684 to the book fund, which is approximately \$15,000 more than has been collected by this movement in any one period since its beginning in 1959. Dr. John C. Hodges, the coordinator of Library Development, has been and is doing a dedicated and effective job, and we are proud and happy that he is turning his energy and interest to our benefit. Thanks to his efforts, there were seven Patrons (those giving \$1,000 or more) listed in the fourth Library Development Report. Among them were Hamilton National Bank, White Stores, Inc., Mr. and Mrs. John E. Lutz II, Romance Language Department, Alumni Association, Better English Fund, and an anonymous Patron. Several new endowments were set up, one of them, by the University Board of Trustees, quite properly in honor of John C. Hodges. The outstanding gift of materials was the Kefauver Papers, described in the section on Special Collections.

EXPENDITURES

Item	Knoxville	Memphis	Martin	Extension	Totals
Personal Services					
Staff	\$335,280	\$49,429	\$38,833	\$17,139	\$440,681
Student	26,728	2,880	1,186	875	31,669
Other		3,120	285		3,405
Totals	\$362,008	\$55,429	\$40,304	\$18,014	\$475,755
Books, etc.					
Books	248,360	12,973	14,859	8,352	284,544
Periodicals	64,669	24,825	5,230	583	95,307
Pkg. Lib. Mat.	-----	-----	-----	496	496
Total	313,029	37,798	20,089	9,431	380,347
Binding	32,073	5,668	1,498	462	39,701
Total books, etc., binding	345,102	43,466	21,587	9,893	420,048
Other Operating					
Equipment	22,089	3,571	7,605	2,580	35,845
Supplies	8,593	2,779	1,613	994	13,979
Telephone	5,164	45	191	719	6,119
Postage, exp.	3,006	372	98	460	3,936
Travel	2,872	813	226	782	4,693
Maint., repair	1,116	262	208	27	1,613
Other	401	158	41	343	943
	43,241	8,000	9,982	5,905	67,128
GRAND TOTALS	\$750,351	\$106,895	\$71,873	\$33,812	\$962,931

Total institutional expenditures for educational and general ... \$ 23,422,100
Ratio of library expenditures ... 4.1 per cent

SERVICE IN THE KNOXVILLE LIBRARIES

Circulation of books and library materials rose for the eighth consecutive time, with the greatest increases noted in branch libraries and in Special Collections. The Biology Library gained 38.4 per cent; Business, 15.5 per cent; Engineering, 25.4 per cent; and Science, 49.2 per cent. Special Collections increased 53.9 per cent over last year.

Interlibrary loans to other libraries increased 14.5 per cent. The Main Library loan desk sent out 17.3 per cent, or 589 more volumes than in 1962/63. Except for Business Administration and Science, the branches showed substantial increases in volumes lent.

Borrowing from other libraries increased 26.7 per cent for Main and all the branches. The Reference desk at Main borrowed 35.8 per cent more than in 1962/63. This steady, year-by-year increase in interlibrary borrowing by this library is a matter which should be watched carefully, since it indicates that we do not have at hand all the books which our patrons want and need. Interlibrary loan, with its procedures to follow and necessary records to be kept, is a full-time activity in both the Circulation Department where books are lent, and in Reference where they are borrowed.

CIRCULATION

	Personal	Reserve	Interlibrary Loans		Totals
			Lent	Borrowed	
Knoxville					
Main Library					
Circulation	112,660	-----	3,984	-----	116,644
Reference	-----	-----	-----	1,085	1,085
Undergraduate	48,394	59,878	-----	-----	108,272
Special Collections	3,485	-----	-----	-----	3,485
Documents	1,318	10	-----	-----	1,328
MAIN LIBRARY TOTALS	165,857	59,888	3,984	1,085	230,814
Agriculture Library	11,106	1,136	279	-----	12,521
Biology Library	5,357	837	175	-----	6,369
Business Administration Library	7,625	20,257	226	-----	28,108
Education Library	21,823	6,930	33	-----	28,786
Engineering Library	7,170	2,222	314	5	9,711
Law Library No report made					
Science Library	10,605	2,667	371	230	13,873
KNOXVILLE TOTALS	229,543	93,937	5,382	1,320	330,182
Memphis	115,658	7,236	1,952	621	125,467
Martin	20,319	15,523	6	13	35,861
GRAND TOTALS	365,520	116,696	7,340	1,954	491,510

REFERENCE
1963/64

	Questions Answered
Knoxville	
Main	
Reference	6,838
Undergraduate	4,135
Documents	170
Special Collections	240
Agriculture Library	246
Biology Library	302
Business Adm. Library	396
Engineering Library	883
Science Library	257
KNOXVILLE TOTALS	13,467
Memphis	3,277
GRAND TOTALS	16,744

ORDER AND PROCESSING

The Order Department became the Acquisition Department on July 1, 1963. Miss Branch's title was changed to Acquisition Librarian, and Jack Thompson became Order Librarian. Miss Branch and various faculty members and representatives of departments studied and worked on the preparation of an acquisition policy for the University.

The Processing Department, working with an unfilled new position for the full year and an unfilled junior catalog position for part of the year, added 5,209 more volumes than in 1962/63. Cataloging is one of the library procedures requiring highly skilled workers, and a cataloging vacancy is difficult to fill. All the Processing staff is to be congratulated on the fact that we have no cataloging arrears such as plague many libraries. There is no backlog of uncataloged collections, and the day-by-day acquisitions are kept well under control.

CATALOGING
1963/64

Library	Vols. in Library 6/30/63	Volumes Added 1963/64	Trans- ferred to	Trans- ferred from	With- drawn	Total Volumes 6/30/64
General Collection	405,254	19,571	50	291	480	424,104
Undergraduate	31,824	4,634	32	49	134	36,307
Special Collections	9,201	888	87	2	---	10,174
Agriculture	18,637	659	6	---	48	19,254
Agric. Exp. Station	21,905	407	--	1	2	22,309
Biology	14,754	1,250	4	5	51	15,952
Business Adm.	8,680	1,579	84	12	72	10,259
Education	19,607	1,836	40	2	80	21,401
Engineering	18,679	1,137	38	65	12	19,777
Law	61,966	2,602	5	1	9	64,563
Science	31,813	3,023	87	5	175	34,743
Museum	61	-----	--	---	---	61
Knoxville Totals	642,381	37,586	--	---	1,063	678,904
Extension Division	4,888	1,982	--	---	153	6,717
Memphis Division	58,260	2,730	--	---	17	60,973
Martin Division	36,503	2,771	--	---	184	39,090
GRAND TOTALS	742,032	45,069	--	---	1,417	785,684

SPECIAL COLLECTIONS

One of the items listed in the minutes of a meeting of the Subcommittee on Special Documents is "Kefauver, Estes. Papers, books, and mementoes. 59,000 lbs." This is succinct mention of one of the University of Tennessee's greatest acquisitions in the field of special collections. The late Senator Kefauver's papers, from his offices in Washington and Chattanooga, include letters, speeches, copies of the bills he wrote, copies of congressional hearings he conducted, books, and mementoes. The Kefauver Papers will be invaluable to historians, political scientists, and other scholars through the years. The gift was made by Mrs. Kefauver through the Estes Kefauver Memorial Foundation.

Other important additions to the Special Collections Library include the following:

Blanton, Margaret Gray, collector. Tennessee Johnson's Eliza. ca. 330 pieces. Notes, clippings, photographs, photostats, transcripts, correspondence and mementoes collected in anticipation of a biography of Eliza McCardle Johnson. Gift of Mrs. Blanton.

Cobb, William. Plea of debt against Archer Evans, Jonesborough, Nov. 3, 1795. 1 l. printed form filled in by hand. Signed by J. A. Sevier, Clerk.

Fitzgerald, N. E. Letters, 1943-1947, to and from UT students in the armed forces. ca. 300 pieces. part typewritten, part handwritten. Letters exchanged by the Dean of the College of Education with students in service. Gift of Dean Fitzgerald.

Mather, Cotton. Letter, dated 16 June 1692, to George Corvin. 1 l. handwritten. Gift of Mrs. Louise M. McCleary.

Miller, Mrs. Helen (Topping) 1884-1960. Scrapbooks, 1916-1957. 10 v. Include correspondence, clippings of reviews and periodical stories, typescripts, and mementoes of the prolific Tennessee writer. Gift of F. M. Hill.

Miller, Malcolm. Knoxville drama critic and impresario. Theater collection 1925-1963. ca. 2500 pieces: correspondence, programs, autographed photographs, reviews, scripts, and memorabilia. Gift of Malcolm Miller estate.

Park, James. An inventory of the real and personal estate of James Park, deceased, taken on the 3d day of February, 1854. 138 p. handwritten. 31 cm. Records of the Park estate, Knoxville, showing assets, receipts, payments and disposition, 1854-1877.

Pope, James. Former senator from Idaho and TVA Director. Papers, 1939-51. ca. 8,000 pieces. Official and personal papers pertaining mainly to TVA. Gift of Senator Pope.

The Special Collections Library, containing 10,174 books and 406,275 manuscripts, is being used more and more each year. Since it opened in September, 1959, with 1,980 volumes and 108,000 manuscripts, its circulation has risen from 510 to almost 3,500. Circulation of Special Collections material increased 53.9 per cent over the 1962/63 figures. The 29 tons of Kefauver material have been placed in a special locked section of the library stacks outside the Special Collections Library. It seems inevitable that expansion for Special Collections must be seriously considered very soon now. The Kefauver Memorial Foundation has discussed plans for a Kefauver wing in conjunction with the Special Collections Library, but in view of the great interest shown in Special Collections, some shelving relief should be given in the interim before the Kefauver Wing becomes a reality.

These important source materials should have some priority in the matter of space released when Undergraduate Library moves into separate quarters.

THE NEED FOR SPACE

As indicated in last year's report, the undergraduate library stacks should be filled to working capacity (40,000 volumes) before the end of next year. We added 4,634 books, bringing the UGL collection to 36,307 volumes. Special Collections Library is overflowing its quarters. Use of the reading rooms and lounges is, as has been the case, extensive.

The Engineering Library has no storage space and is fast using up the space for books. In fact, if all the books charged out were returned at one time, they would have to be stacked on the floor.

The Agriculture Library needs expansion.

The new quarters of the Biology Library contain twice as much space as the old; however, the strong graduate programs now in progress mean increased book allotments and increased graduate enrollment.

Science Library is generally crowded. There is no work space as such for the staff, so a much-needed reading table sometimes has to be used.

Increased space in both Business Administration and Education branch libraries has been proposed; and even though most of the Biology books have been removed, the Law Library is still lending stack storage space for materials from Engineering and Agriculture. The bookshelves in the Law Library are needed for Law books, and we hope soon that this will be the case.

The steadily increasing enrollment is taxing library seating capacity. The fall quarter 1963 enrollment in Knoxville was 11,823. We can seat 16.3 per cent, or .2 per cent less than we could last year. This situation is undesirable, particularly in view of the vast need for student study space.

STAFF ACTIVITIES

Don Jett, Science Librarian; Tom Rogero, Engineering Librarian; and Stewart Garrett, Cataloger, are the members of the Director's "Youth Committee," which was formed to investigate the ramifications of automation. They have attended several meetings on automation, information storage and retrieval, data processing, etc., at various association meetings and institutes.

The Director taught two courses (Library Buildings; Library Administration) during the summer session, School of Library Service, Columbia University. The National Book Committee asked him to serve as its judge in the 1964 Library Buildings Award Program, co-sponsored by NBC, the American Library Association, and The American Institute of Architects. He contributed two articles to Southeastern Librarian and, at the request of the editors, book reviews to College and Research Libraries and Library Journal. He served the Southern Association of Colleges and Schools on the LSU and SMU Visitation Teams and continued as chairman of the Committee on Library. He again represented ARL on the ASA Z85 Committee and continued on several ALA, ACRL, and LAD committees. Schools asking his advice on library buildings and services included Western Kentucky State College, Berea College, Appalachian State Teachers College, Miami University in Ohio, Stanford University, Eastern Montana State College, Radford College, University of Tampa, Wake Forest College, Eastern Kentucky State College, Johnson C. Smith College, and Scarritt College for Christian Workers.

G. M. Abel, Administrative Assistant, attended library dedications at Notre Dame and Auburn Universities. He continued as manager of The Tennessee Librarian.

John H. Dobson, Special Collections Librarian, remained as editor of The Tennessee Librarian.

The Mary E. Baker Library Scholarship Fund, given by the staff each year to a nonprofessional staff member who wishes to go to library school, was offered to Patricia Nichols, Assistant in the Reference Department.

Library Lecture #16, The Public Relations Activities of the University Librarian, was delivered by James T. Babb, Librarian of Yale University.

MISCELLANEOUS INFORMATION

Item	Knoxville	Memphis	Martin	Extension	Totals
Periodicals received	4,722	1,136	484	106	6,448
Newspapers received	46	2	14	12	74

Personnel					
Professional libns.	26	5	4	2	37
Nonprofessionals	60	6	6	3	75
	86	11	10	5	112

Hours of student assistance	29,698	2,280	1,976	---	33,954

Money rec'd. from fines	\$11,625				
Money rec'd. for lost books	820				