

N I N T H R E P O R T
of the
L I B R A R Y C O M M I T T E E

t o

T H E S E N A T E

Covering the Year

April 1933 - March 1934

December, 1934

The University of British Columbia,
Vancouver, Canada.

L. S. Klinck, Esq., M.S.A., D.Sc., LL.D.,
President,
Chairman of the Senate,
The University of British Columbia.

Sir:-

I have the honour herewith to present the
Librarian's Report, which covers the period April 1933 to
March 1934.

Yours very truly,

W. L. MacDONALD

Chairman,
Library Committee.

December 12, 1934.

REPORT OF THE LIBRARIAN

Dr. W. L. MacDonald,
Chairman, Library Committee,
University of British Columbia.

Dear Sir:

I beg herewith to present, for the information of the Library Committee, and for transmission to the Senate, my ninth Report on the work of the Library.

In the eighth Report, presented to the Senate November 29, 1933, the period covered was the seven months from September, 1932, to March, 1933. This was an innovation in point of time, the previous practice having been to make these reports cover the twelve months of the University's academic year, which ends in August. After due consideration, it was thought advisable to have the period reported upon changed to cover the University's fiscal year (which corresponds with that of the Provincial Government) ending March 31. The present Report is therefore the first of a new series, covering the period from April 1, 1933, to March 31, 1934.

The principal advantage of the procedure now adopted is that the "Library year" will correspond with that of the University's finances. It is felt to be unsatisfactory that the financial section of the Librarian's Report - one of its most important items - could be brought no further forward than the month of March, whereas the balance of the Report is continued to the end of August. On the other hand, this and future Reports will be under the disadvantage of having to

take into consideration enrolment, registration, circulation, etc., for two University years, one of which ends in April and the other from October to March. This should be borne in mind by the Library Committee, by the Senate, and others interested in the information herein contained.

General Conditions.

Speaking in general terms, the story of the Library during the twelve months under review is the story of an effort to get the Department back upon something like an even keel after the storms that had beset and battered it for the preceding two years.

Details of the Library's misfortunes have been set forth in the Seventh and Eighth Reports. Staff and service of necessity had to be seriously reduced. The average annual appropriation made by the Board of Governors for Books and Magazines for a period of sixteen years - from 1916-17 to 1931-32 - was \$9,003.75. That for the year covered by the last preceding report was \$2,000.00. This sum was only about one-half that required to pay for periodicals and serials subscribed to since the University was founded. In every university library, these subscriptions and continuations are considered a first charge on whatever funds are available for the upkeep and growth of the book collection.

Realizing the importance of keeping the files of the special periodicals intact, the teaching departments with credit balances for the purchase of books turned these balances over for the payment of

subscriptions. The Committee made a special appeal to Alumni and other friends of the University for donations, either of cash or of periodicals to which they personally subscribed. Though this appeal met with a rather disappointing response, the Library was, by these extraordinary means, enabled to maintain the bulk of its subscriptions. But though the greater part of its valuable files of periodicals were thus preserved, there were no funds whatever for the purchase of new books.

This distressing situation was, however, considerably relieved by the generous Grant of \$5,000.00 a year, through three years, for Books for Undergraduate Reading, donated by the Carnegie Corporation of New York. But for this Grant, the Library would have received no additions to its book collection, except such as came by way of personal or institutional gift.

Confronted by the same financial difficulty in 1933-34 as in the previous year, the Board of Governors decided to adopt new means to ensure the Library's continued development.

The Library Committee had appointed a Sub-committee to interview the President regarding the serious reduction in Library Grants, with instructions to suggest the imposition of a special Library Fee, as is the case in Toronto, Alberta, and other Canadian universities, in the event of larger appropriations for Books and Periodicals being otherwise impossible.

The fee suggested at the interview was \$3.00 per student, from which revenue amounting to about \$5,000.00 was expected. The outcome of the whole matter was a regulation charging all enrolled students

a new and additional fee of \$5.00. Though known as the "Registration and Library Fee", no specific portion of this money was ear-marked for Library purposes, the proceeds going to the general or consolidated funds of the Institution, but the general understanding among students and Faculty has been that \$3.00 of the fee is for Library purposes.

On the assumption that this "Registration and Library Fee" was allotted in the proportion of \$2.00 for Registration and \$3.00 for the Library - a reasonable assumption, it seems, based as it is on the suggestion made to the President on April 4, 1933, by the Chairman and the Secretary of the Committee - the amount accruing to the general funds of the University for the Library was approximately \$4,800.00 (1,600 students at \$3.00 per student). As the total Library Grant for Books and Magazines for the year under review was \$7,000.00, the proportion of this amount provided by the students was thus slightly over 68%.

Growth of Book Collection.

The Library's book collection as at March 31, 1934, totalled 91,141 volumes. On the same date in 1933 accessioned volumes totalled 87,541. The figures for these two years include purchases made under the Carnegie Grant - 2,101 for 1934 and 763 for 1933 - a total of 2,864 volumes.

In the Report of September, 1932 - March, 1933, the number of books added to the collection, exclusive of the Carnegie Grant, was 938 - "this being the smallest addition for a corresponding period, in the whole history of the University". In the twelve months under present

review, the additions to the book collection (again exclusive of purchases made under the Carnegie Corporation Grant) totalled 1,501. It will thus be seen that in the present year the Library has established a new low record - an average of 125 new volumes a month as against 134 in the last Report issued. The growth of the book collection in recent years is herewith tabulated:

	<u>March '34</u>	<u>March '33</u>	<u>Sept. '32</u>	<u>Sept. '31</u>	<u>Sept. '30</u>	<u>Sept. '29</u>	<u>Sept. '28</u>
New Volumes:							
Ordinary	1,501	938	4,823	3,612	7,997	4,221	4,373
Carnegie	2,101	763	-	-	-	-	-
	<hr/> 3,602	<hr/> 1,701	<hr/> 4,823	<hr/> 3,612	<hr/> 7,997	<hr/> 4,221	<hr/> 4,373
Total vols.)							
accessioned)	87,541	83,991	81,352	76,429	72,686	68,900	64,689
Duplicates	3,600	3,550	3,500	3,750	3,681	3,400	3,400
	<hr/> Total	<hr/> 87,541	<hr/> 84,852	<hr/> 80,179	<hr/> 76,367	<hr/> 72,300	<hr/> 68,089
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Under the financial circumstances set forth above, there were practically no outstanding book purchases made during the year. Talvart, "Bibliographie des auteurs modernes de la langue française" (about \$45.00) was purchased for reference, and several Departments clubbed together to partially complete the gaps in the files of the Journal of Biological Chemistry (about \$90.00); the continuation volumes of relatively expensive sets in process of publication (Beilstein - Handbuch der Organischen Chemie, Encyclopedia of the Social Sciences, Dictionary of American Biography, etc.) were also received.

Carnegie Corporation Grant.

Of the \$176,800.00 granted to Canadian Universities and Colleges by the Carnegie Corporation of New York for Undergraduate

Reading, this University can be congratulated on the allotment of a major grant of \$15,000.00, payable in three annual instalments. The first of these was received in December, 1932.

A Report was requested by the Carnegie Corporation on expenditures under this Grant as at July, 1933, and a second under date of July, 1934. Copies of both these reports have been presented to the Senate. They gave data, in text and in statistical appendices, so that it is not necessary again to cover this ground in detail. It is unfortunate, for purposes of reference in the present Report, that only those of the Carnegie expenditures can be made up to July, 1933, the Report of July, 1934, not coming within the period under present review, and no Interim Report coinciding with the term covered herein having yet been made.

Gifts.

There were listed as having been received during the year about 120 gifts, valued at \$850.00. These individually varied from \$.50 to \$125.00. Most of these were books, but some were interesting and valuable collections of pamphlets and periodicals - the gift valued at \$125.00 falling into this class. The list of the donors of the more important is given below:

Walker, P. S. (Vancouver). Ornithology Journals
and pamphlets.
Headley, J. W. (Regina). Mathematical books.
Canadian Medical Ass'n. (Montreal). Books (new,
having been merely reviewed).
Palmer, P. S. (Vancouver). Books.
Profs. Christie, Soward, Topping. Books and
pamphlets (in their respective fields)

In addition, it should be noted that the Canadian Institute of International Affairs, Vancouver Branch, and the International Relations Club, have kindly placed in the Library complete files of publications, as a loan for student consultation.

Among the notable partial sets of government documents received during the period covered by this Report, was a series of about fifty bound volumes of the Sessional Papers of South Africa. The British Hansards and "Command Papers" have been received with due regularity, and the University's file is now interesting and valuable. So also is the file of the Federal documents of the United States. A number of volumes were received in connection with the Pan-Pacific Science Congress which met in Vancouver and Victoria in the summer of 1933. One of the delegates to this Congress from Australia presented the Library, through Dr. A. H. Hutchinson, with a complete set of about 55 volumes of the Linnean Society of New South Wales Proceedings. The Library, however, was already in possession of a file of this publication.

The majority of the gift donations come directly to the Library, though some are forwarded through the President. The transfer of these gifts to the Library is gratefully acknowledged.

The Library continues to be deeply indebted to institutions such as the Smithsonian, the Carnegie, the Rockefeller, the Bernice P. Bishop, the Huntington Library, etc., for much interesting and valuable material.

Valedictory Gift.

At the suggestion of the Librarian, the Graduating Class of 1932 inaugurated a Book Endowment Fund, the interest of which was

to be devoted to the purchase of books for the Library. The Class of 1933 made a further contribution of \$300.00 to this fund.

Gift from the Summer Session Students' Association.

The Summer Session Students' Association of the session of 1933 presented to the Library a gift of \$200.00. The disposition of this gift is dealt with in the financial section of this Report.

Collection of War Photographs.

On the initiative of Mr. Lionel Haweis of the Library staff, the Library received a collection of some 4,000 British official war photographs. The gift was procured through the co-operation of Mr. Bernard Pelley, chief of the British Consulate in Seattle. As the Library has neither the equipment nor the staff to organize and make referable this fine collection, it has been placed in the vault, for the time being, for safe keeping.

Donation of Books to Unemployment Relief(Military) Camps for Single Men.

At the request of the Department of National Defence, passed on to the Librarian by the President, and later considered by the Committee, about sixty volumes of unneeded duplicates (principally gifts, or books that would otherwise have been discarded) were collected, and presented through Colonel H. F. G. Letson, to the Unemployed Relief Camps for single men.

Registration: Students, Extra-mural.

The number of students registered as borrowers at the end of the Library year (March 1934) totalled 1,731. This registration is 125 in excess of the Registrar's official figures for the session, the surplus representing registration of extra-session students and those taking short courses.

The extra-mural registration for the year totalled 89. These are readers not connected with the University, but pursuing studies or researches for which the University's book collection is of service.

Loans: Ordinary.

"Ordinary" loans for the twelve months from April 13, 1933 to March 13, 1934, amounted to 50,642. This represents a monthly average of 4,220.

This monthly average is 576 less than that given in the last Report. It does not, however, represent a diminution of the circulation, for the preceding Report covered only seven months and coincided almost exactly with the University's autumn and spring terms. The summer five months of the year, during which the circulation is confined to winter session students doing summer work and to the summer session students, were not included in the figures of the last Report. A fairer basis of comparison would be the last full year reported upon - from September, 1931, to September, 1932 - in which the average monthly loans totalled 3,381. On this basis the circulation would show an advance of 839 per month.

Contributing to the undoubted increase in circulation are the following factors:

- (a) New books are displayed on the reference desk after cataloguing, and before being placed on the shelves. The interest aroused by this constant exhibition of new accessions has undoubtedly had an effect on circulation.
- (b) The books purchased under the Carnegie Corporation Grant, while more or less outside the compass of reading prescribed for the courses offered by the University, have undoubtedly stimulated student interest in subjects such as the fine arts, archeology, etc., which partly accounts for the increased use.

Below is given a monthly statement of "Ordinary" loans:

April, 1933	3,157
May	1,941
June	1,164
July	2,501
August	1,876
September	1,560
October	6,475
November	7,564
December	4,029
January, 1934	6,467
February	6,980
March	<u>6,928</u>
	50,642
Monthly average	<u>4,220</u>

"Reserve" Loans.

Reserve loans for the seven months of the winter session show a total of 46,261, and a monthly average of 6,609. The monthly figures are:

April, 1933	5,565
October	6,335
November	9,500
December	3,345
January	5,295
February	7,307
March	<u>3,914</u>
	46,261
Monthly average	<u>6,609</u>

For the third year in succession Reserve loans continue to show a decline. The high-water mark was in the year 1931-32, when the monthly average was 8,657. For the seven months covered by the last Report submitted, the monthly average was 7,731. In that Report the Librarian stated that this diminution was probably due to the reduced hours of library service - nine hours less per week. The decline for the year under review is without doubt due to the reduced number of volumes the teaching departments have requested to be set aside for Reserved reading. This is especially true of the History and English courses, which assign the largest number of books for prescribed or collateral reading.

A comparative statement of Reserve loans for the past six years is herewith given:

Sept. 1928 -	Sept. 1929 -	5,186
" 1929 -	" 1930 -	6,554
" 1930 -	" 1931 -	7,311
" 1931 -	" 1932 -	8,657
" 1932 - Mar.	1933 -	7,731
Apr. 1933 -	" 1934 -	6,609

Inter-Library Loans.

Increased service was given in this field during the period under review. The Library continues to be greatly indebted to the Library of Congress, the University Libraries of Washington, California, Stanford, Harvard, Princeton, Columbia and Yale for the loan of book material it does not possess. The principal institutions to which the Library of this University was able to render Inter-Library Loan service were the Universities of Alberta, Saskatchewan and Manitoba, the Biological Stations at Nanaimo and Prince Rupert, and the Britannia and Anyox Mines.

A new and restricting factor in this phase of the Library's work is the policy inaugurated by some of the large American University Libraries - those that often loan, but rarely need to borrow. These now make a set charge for Inter-Library Loan service. This tends to check indiscriminate borrowing (though the postage and insurance charges are sufficient to do this) but it constitutes a hardship to Libraries such as this, which are compelled to borrow more than their resources will permit them to lend.

In this connection it should be pointed out that the policy of the Canadian Customs, in enforcing with unnecessary strictness its departmental regulations, involves loss of time and money, restricted service, and considerable annoyance. Packages of books for Inter-Library Loans are in all cases addressed to the Library, and carry labels clearly indicating that they are dispatched from an institutional library, and not from a commercial concern. This should be *prima facie* evidence that the books are imported for research purposes, and not for sale. In all cases, however, these importations for loan purposes only are compelled to be cleared by the Library's Customs broker, for which a service charge is made. This policy of putting unnecessary and vexatious hindrances to Canadian University work is one demanding speedy revision and remedy.

Reference Work.

This department of the Library's activities is every year growing larger and more important. Not only students and members of the University, but graduates, teachers, business men, and technical firms are sending requests for service.

The work of checking and arranging the British and American public documents has been continued. In some cases gaps have been filled. In addition, files of the documents of the individual Provinces of Canada, of Australia and its Provinces, of South Africa and of New Zealand and India have been started. This work cannot be comprehensively or adequately done with the present staff. To bring into proper order series of Government publications that in all probability could be secured upon application, and which the Library does not at present possess, would give full time work for one or more persons, while to keep this material up to date, to check, file, and fill gaps, would provide constant work for another member of the staff. This material is of the utmost value, and while far from being completely organized, is being more and more extensively used.

The Education Class is each year making more heavy demands on the Library for pictures for help in practice teaching. During the year under review, the students themselves, the Education Department and the Reference Department have each contributed money for the purchase of such pictures. In addition, Faculty members have generously given newspapers and periodicals to be clipped for this file. Thanks to the co-operation of the whole Library staff, especially of the Cataloguing Department, these pictures have been cut and mounted. Subject headings have been assigned, and many hundreds of pictures made ready for use. The response from the students has amply justified the effort. In addition to students enrolled in the University's Education Class, teachers from all over the city are consulting the Reference Department for picture sources, and availing themselves of the same. There have been a

number of similar requests from study clubs, and teachers from other parts of the Province.

Catalogue Department.

It has long been within the knowledge of the Library Committee that one person cannot satisfactorily handle the cataloguing work of this Library. Government and public documents, serials and continuations regularly received will fully occupy the time of one trained cataloguer. The general Catalogue should be as complete as possible, in order to make available to enquirers the information contained in the books received. In a University Library, the value of the catalogue as a tool of research is immensely extended and reinforced by the addition and inclusion of analytical cards, supplementing the usual author, title and subject cards. Some books require dozens of these analytics, and unless these are included in the catalogue, essential information cannot be obtained therefrom. An assistant cataloguer has for years been one of the most pressing needs in the way of staff additions.

The difficulty during the period under review was seriously aggravated by the enforced dismissal, on grounds of economy, of the Library typist. The ordinary stenographic and typographical work of the Library cannot possibly be handled by one person. Correspondence with general enquirers, with dealers and book agents, the accession records, the typing of memoranda and reports, the detail work of checking accounts - all these have to take precedence over the typing of cards for the Catalogue Department. As a result, the work of the Catalogue Department inevitably fell into arrears. Representations of the difficulty were made to the President, who obtained the approval of the Board for an

additional stenographer for part of the year, and thereby relieved the situation.

In addition to the ordinary work of the Department, and in her own time, Miss Jefferd contributed the share of this Library to the "B. C. History Bibliographical Check List" undertaken by the Bibliography Section of the B. C. Library Association.

Binding.

No financial provision was made for binding for the period under review. Files of periodicals awaiting this attention were shelved in the packing room, the overflow going to the trestles on the lower floor. In previous Reports reference was made to the difficulty caused by the accumulation of much used periodicals in unbound condition. The situation was necessarily aggravated during the year under review.

It has been pointed out in previous Reports that the normal binding requirements of the Library are about \$3,500.00 a year. It will require much larger appropriations to overtake the arrears on, say, a five-year plan. That the University should spend between \$3,000.00 and \$4,000.00 a year in subscribing to necessary scholarly periodicals, and then have these unavailable for reference because of their unbound condition, is more than unfortunate - it is deplorable.

Some small amount of repair work - about sixty-five volumes at a cost of about \$60.00 - was done in the summer. These were chiefly reserve books. The cost was paid from the "Replacement Books Fund" made up of the money fines charged against students for overdue books, or levied against their caution money.

Re-Shelving.

During the summer of 1933, the greater part of the entire book collection was re-shelved. This was necessary because of the unequal growth of certain parts of the collection, and was the third occasion on which this work had to be done since occupancy of the present Library building.

The receipt by the Library of a large number of series of Government documents - particularly those of the British Empire - was the principal factor in requiring redistribution of shelving space. This situation was further complicated by the books purchased under the Carnegie Corporation Grant, it being decided to re-allocate shelving space in anticipation of these new accessions. For the fine arts, music, translations, etc., no appropriations have been possible from the ordinary University book grant, and correspondingly small provision was made for shelving space. These sections of the collection received large additions, however, by purchases from the Carnegie Corporation Grant. On the other hand, the technical sciences received nothing from the Carnegie Corporation Grant, and the pure sciences comparatively little.

The work of re-shelving was done by Mr. Lanning, with the help of the two call boys until their time of employment lapsed. Advantage was taken of the transfer of books to have the shelves thoroughly cleaned at the same time.

Additional Shelves.

In connection with the above re-shelving of books, the Board of Governors made a grant enabling the Library to purchase one hundred additional shelves.

Annual Check: Book Losses.

The Library was closed to readers for one week during May for the annual inventory. The check revealed 273 missing books. Of these, 62 were discovered or returned, leaving a net loss of 211 volumes. This was an increase over the losses of the previous year, which reported 194 missing books with 24 volumes returned, leaving a net loss of 170 volumes.

Finance.

The Grants made by the Board to the Library for the 1933-34 Fiscal year were as follows:-

Books & Magazines	\$7,000.00
Supplies and Expense	1,000.00
Equipment	200.00
Salaries	12,474.40

This compared with the following figures for the previous year:-

Books & Magazines	\$2,000.00
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an increase of \$5,000.00

Supplies and Expense were the same.

Salaries for 1932-33 were \$13,114.90. There was thus a reduction of \$640.50 on this item.

The complete statement of Revenue and Expenditures (including the unspent balance as at April 1, 1933) is as under. This is a statement presented to the Library Committee, and varies - but only in minor particulars - with the final figures, these not having at the time of presentation been checked with the Bursar's records. The variation, which on nearly a total of \$11,500.00 amounts to less than \$9.00 - is principally due to the difference in rates of exchange on payments to American and European firms between the time at which the Library's

accounts were presented to the Bursar's Department for payment, and the time at which foreign drafts were purchased by the Bursar for forwarding.

It should be noted that, in order not to make this Report too lengthy, the details as to personal orders placed by the Library on behalf of the Teaching Staff, and other minor expenditures, are not included in the statement given. These totalled \$671.33.

BOOKS AND MAGAZINES

Balance as at 1932-33	3,007.38
Summer Session Appropriation (made February 1933)	200.00
Fines	258.75
Library Book and Magazine Appropriation for 1933-34	7,000.00
Prize Monies	150.00
Transfer from Department of Education to Reference	10.00
	<u>10,626.13</u>
Credits (Extra Mural Fees and payments on Private Book Orders)	722.64
Transfer from Supplies and Expense account for postages	108.90
	<u>11,457.67</u>
Expenditures for 12 months, as per statement	6,785.24
<u>BALANCE</u>	<u>4,672.43</u>

BINDING

Appropriation from Summer School	<u>100.00</u>
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EQUIPMENT

Appropriation 1933-34	200.00
Special Appropriation (President's letter 27 Sept. 1933)	150.00
	<u>350.00</u>
Total Expenditures	364.30
<u>DEBIT BALANCE</u>	<u>14.30</u>

SUPPLIES AND EXPENSE

Appropriation 1933-34	1,000.00
Postage deposits (Paid by Out-of-town Students, Extra Mural Readers, &c.)	200.14
	<u>1,200.14</u>
Total expenditures	1215.66
Postages on Books (Transferred to Books & Magazines)	108.90
	<u>1324.56</u>
<u>DEBIT BALANCE</u>	<u>1,324.56</u>
	<u>124.42</u>

STUDENT ASSISTANCE

Balance from 1932-33	31.64
Expenditures	30.00
<u>CREDIT BALANCE</u>	<u>1.64</u>

SUMMER SCHOOL CLERICAL ASSISTANCE

Appropriation 1933-34	200.00
Expenditures	196.62
<u>CREDIT BALANCE</u>	<u>3.38</u>

EXPENDITURES FOR TWELVE MONTHS

A monthly statement of accounts, as forwarded to the Bursar's Dept.

	<u>Books & Mags</u>	<u>Equipment</u>	<u>Binding</u>	<u>Supplies and Ex.</u>	<u>Student Asst.</u>	<u>S.SESSION Clerical Asst.</u>
<u>1933</u>						
April	263.45			196.05		
May	424.31			128.62		
June	157.94			37.57		
July	320.19			193.68		60.00
August	169.42			36.11		136.62
September	564.06	14.63		145.00		
October	605.58	7.65		74.37		
November	623.75			102.21		
December	620.69	95.00		128.23		
<u>1934</u>						
January	1,889.42	55.02		54.14		
February	504.80			65.98		
March	<u>441.63</u>	<u>192.00</u>		<u>57.85</u>	<u>30.00</u>	
	<u>6,785.24</u>	<u>364.30</u>		<u>1,219.81</u>	<u>30.00</u>	<u>196.62</u>

The Book & Magazine Appropriation of \$7,000.00 was divided as follows:-

Periodicals (including Annuals)	3,600.00
Continuations, Replacement Books, Reserve Duplicates, Reference	950.00
Teaching Departments - Special Agriculture & Applied Science, not partici- pating in the Carnegie Grant	450.00
All Teaching Departments	1,600.00
Committee Fund	<u>400.00</u>
	<u>7,000.00</u>

The total of \$7,000.00 for Books and Magazines is here-
with compared with the grants for the three preceding years:-

1930-31	11,500.00
1931-32	9,500.00
1932-33	2,000.00
1933-34	7,000.00

There were no supplementary appropriations, with the exception of \$100.00 for additional shelves.

The \$200.00 given by the Summer School Association in 1933 was, on the decision of the President and based on the Association's recommendation, divided - \$100.00 being used to bind some of the periodicals most used by Summer Session students; the remaining \$100.00 being for Reference books adapted for Summer School courses.

Herewith is given a complete statement of appropriations and expenditures of the Teaching and non-Teaching Departments as at 31st March 1934.

NON-TEACHING DEPARTMENTS

	Appropriations 1933-34 together with Cr. <u>balances 1932-33</u>	<u>Orders received</u>
Annuals	495.98	443.87
Committee	488.04	98.24
Continuations	200.00	363.25
Indexes	91.22	57.08
Library	24.00	22.65
Colonial Appts.	18.55	
Periodicals Replacement	76.65	51.93
" 1932	1,691.10	118.26
" 1933		1,052.49
" 1934	3,125.00	2,298.42
Reference	373.29	219.33
Extra Copy	200.00)	
Replacement Books	382.89)	373.12
Subject Bibliography	<u>152.86</u>	<u>69.36</u>
	<u>7,319.56</u>	<u>5,168.00</u>

TEACHING DEPARTMENTS

Appropriations 1933-34
together with Credit
balances 1932-33.

Orders received

Ag. Economics	13.04	
Agronomy	82.40	19.18
Animal Husbandry	120.15	30.88
Bacteriology	115.61	15.00
Botany	72.00	25.23
Chemistry	72.00	49.90
Civil Eng.	241.71	36.40
Classics	108.34	6.25
Commerce	173.79	3.60
Dairying	118.78	25.40
Economics	162.41	62.60
English	144.00	71.88
English 19	73.26	7.80
Education	64.11	79.83
Forestry	108.84	31.56
Geology	64.00	24.85
History	144.00	113.43
Horticulture	72.00	23.23
Mathematics	32.00	28.33
Mech. Engineering	134.00	62.31
Mining	66.00	5.40
Moderns. Fr.	96.00	22.55
Ger.	105.97	8.59
Nursing	105.88	38.18
Philosophy	76.14	4.55
Physics	72.00	29.05
Poultry Husbandry	35.00	14.45
Zoology	108.45	45.24

Summer Session

Economics	66.01	22.41
English	127.56	34.79
History	42.53	3.00
Mathematics	10.00	
Moderns Fr.	42.75	
Philosophy	60.46	

3,134.19

945.88

Periodicals.

Periodical subscriptions, in the majority of cases, are paid in advance. Thus the 1933 subscriptions were paid before the end of 1932, and from out the 1932-33 appropriation. The means by which it was planned to pay for the 1933 subscription commitments, out of a total book and magazine appropriation of \$2,000.00, were fully dealt with in the preceding Report. Mr. Lanning, Periodical Librarian, set forth the situation in detail in a special report to the Library Committee last March.

A new difficulty complicating the periodical financial situation was the item of exchange. There was a definite loss of \$120.00 on American and French exchange, and a gain of \$30.00 on subscriptions payable in England. There was a further "unseen loss" of possibly as much as \$125.00 on German periodicals. The amount can only be estimated, as most of the German periodicals received by the Library are billed for part by part, and not as annual subscriptions. German periodical publishers have a frequent practice of billing by volume - and then of adding two additional volumes during the year! The complications to the Library's budget caused by this practice will be obvious.

The whole German periodical situation is eminently unsatisfactory. Yet these periodicals present much of the research work done by foreign scholars, and any reduction in these subscriptions will deprive the teaching staff of the opportunity to profit by the result of the work of their colleagues abroad. Such subscriptions cannot be reduced without a permanent injury to research and scholarship.

The American Library Association has had a committee working on the problem for more than three years. While some progress

has been made, German periodical publishers are still pursuing their policy of deliberately exploiting foreign libraries.

Periodical gifts that came as the direct result of the Library appeal actually saved only the rather disappointing sum of \$240.00.

As noted in the section "Finance", \$3,600.00 was allotted for the 1934 periodicals, all of which were ordered in November, 1933.

Faculty Reading Room.

Through the kindness of the Faculty Association, the Faculty Room was used as a supplementary reading room during the two weeks immediately prior to the April examinations. Formal acknowledgment was made at the time for this appreciated courtesy, but the Association's kindness in this matter justifies a wider and more permanent acknowledgment.

During the year, the Faculty Room was also used for one exhibition of art work - water colors and drawings by school children in London, England. In previous years there have been Travelling Exhibitions from the College Art Association, the Library having co-operated with the Vancouver Art Gallery in paying the relatively small expense incidental in bringing pictures and prints to Vancouver. For financial reasons, this was not possible in the year 1933-34. A particularly fine collection of Japanese prints had to be declined for this reason. Nor were the photographic reproductions of famous paintings (principally Primitive and Early Italian) presented by the President to the Library early in 1930 put on exhibition during the year.

The Librarian earnestly hopes that arrangements may be made by which the exhibitions of the College Art Association of New York may continue to be shown. The six or eight that have been held aroused the greatest interest among the students, and were topics of lively discussion. They constituted a valuable means of education in aesthetics, for which the University as yet offers no formal facilities.

Discipline.

It is gratifying to state that in the period covered by this Report, there were no serious breaches of Library discipline. The behaviour of the students as a whole was quite satisfactory, the great majority realizing that the Library building was a place for quiet and for study. Infractions of Library regulations were wholly due to thoughtlessness or high spirits, and could in no sense be considered defiances of authority. It is a pleasure for the Librarian to testify to the excellent attitude of the great majority of students, and to their recognition of the fact that the regulations governing the Library are made for the students' benefit and protection, and as such deserve wholehearted co-operation.

Volunteer Service.

As in the two previous winter sessions, there was no provision in the Library appropriations for student assistants. The situation was relieved, however, by generous offers of voluntary and unpaid help from a number of students. To these, the Library staff, the Faculty, the student body, and the University as a whole, owe a debt of gratitude which the Librarian is glad to acknowledge. It is not too much to say that the Loan and Circulation services would have been utterly

demoralized were it not for the help thus voluntarily given.

Some of these students gave as much as six or eight hours a week in volunteer service at the Loan Desk, or in delivering to the Desk books from the stacks. A large proportion of the twenty-three students who thus assisted in the work of the Library were majoring in History. That they should donate to the Library time and work covering in some cases almost a full day a week, and this when under the pressure of taking heavy reading courses, is a really notable contribution - one offering indisputable proof of the personal interest taken by students in the Library's difficulties and welfare. The following are the names of the undergraduates who gave this service:

A. Anderson	David Rome
Kathleen Baber	Sam Rodden
Esperance Blanchard	Wm. Ryall
Jean Clotworthy	Peter Sharpe
G. H. Cockburn	W. Simmons
Gladys Downes	J. Sutherland
Phyllis Gifford	James Swan
Ken MacKenzie	Alan Walsh
B. Melvin	D. Washimoto
H. Morrow	J. Wighton
D. Perley	Sophie Witter
Audrey Phillips	

In addition to the volunteer work of these undergraduates, the Library is under obligation to two professional librarians who donated their services for the sake of added experience - Miss Margery Patterson, a graduate of McGill Library School, and Miss Mary Barton of the Toronto Library School.

The Problem of Space: Books.

Reference has already been made to the re-shelving of the whole book collection. This brings to the forefront the question of

stack accommodation. In the very near future - in two, or at the most, three years - this problem will become acute, and must be faced. While the acquisition of books was very seriously curtailed in the year under review, Government documents, gifts, publications of learned institutions, etc., continue to come in. Many of these do not appear in the statement of new books acquired during the year, for most of them are in pamphlet form and not accessioned. But they take a considerable proportion of the shelving accommodation. Already the space for newspapers is quite inadequate. Trestles have had to be installed along the full length of the stack room on tiers 1 and 2. The space beneath these trestles is piled with unbound periodicals and Government documents. Most of the steel cabinets at the carrels on all four floors on which these are installed are utilized for the storage of Government documents, either in their series, or awaiting cataloguing.

At this point, the Librarian is impelled to step out of the period covered by this Report, and to speak in terms of the time at which it is written.

The shifting of the books above referred to was done eighteen months ago. In the interval the necessity for the expansion of the stacks is evident. In the tenth Report, to be presented to the Committee and Senate at the end of the present University year, it will be necessary to emphasize the seriousness of the problem of shelf congestion. It is expected that by that time 5,000 new books will have been acquired, bringing the volume-total of the Library up to about 100,000. A year from that time - less than eighteen months from the time of the presentation of this Report - the limit of useful accommodation will

have been reached, and passed. Provision to meet the need should therefore be faced at once, for eighteen months is not too long a time to make provision for the extended accommodation.

In the original plans of the Library building, a temporary periodical reading room was provided from the 6th and 7th tiers of the stack room, not yet required for the shelving of books. A comparatively modest sum would therefore provide shelving accommodation for the period of perhaps five years by the installation of stacks in these two tiers. But the doing of this would involve the taking over of accommodation for sixty readers - and there would be no provision for a magazine room!

Problem of Space: Readers.

Each year it has been the duty of the Librarian, in his annual Report, to stress the necessity for more reading accommodation in the Library. It has been pointed out that sometimes more than one hundred students cannot find chairs on which to sit or tables at which to read. The census of standing readers has been taken at various times, and completely establishes the necessity for further readers' accommodation. The aggregate loss of time to students in walking across the campus from the Arts or Applied Science Building to the Library, and then finding it impossible to secure a seat, must amount to hundreds of hours every week. When students are assessed a Library and Registration fee, they naturally feel that they are entitled to at least seating accommodation at all hours the Library is open. There have been many complaints from students on this ground.

During the period covered by this Report, the strain on the reading accommodation of the Library building was more severe than at any time since the building was occupied - and this in spite of a decreased student enrolment. Stepping once more outside the period covered by this Report, the Librarian would testify that in the present session, the strain is even more severe. In the month preceding the Christmas and spring examinations, though one hundred people have been crowded into the Faculty Room, there were still scores who were unable to be accommodated in the building.

The solution of both these problems - the accommodation for books and for readers - lies in the erection of the south wing of the Library. This would make provision for a permanent periodical room, and for a permanent reserved reading room. The proposed addition would accommodate at least two hundred readers. The present temporary periodical room could be developed as tiers 6 and 7 of the stacks, and, as before stated, would meet this aspect of the difficulty for probably five years.

The sympathetic consideration of the Senate, the Board of Governors and the Provincial Government is urged for the solution of this problem within the near future.

Librarian's attendance at A. L. A. Conference.

The Librarian was granted leave of absence to attend the Conference of the American Library Association in October, 1933. This was held in Chicago. His presence was specially requested by Dr. F. P. Keppel, President of the Carnegie Corporation of New York, in order to discuss certain Canadian national library problems set forth in

"Libraries in Canada", the Report of a Commission of Enquiry, of which the Librarian was Chairman, published the preceding year.

Library Staff.

The Library staff during the period under review consisted of the following:

John Ridington, Librarian
Dorothy M. Jefferd, Cataloguer
Anne M. Smith, Reference
R. J. Lanning, Periodicals, Binding
Mabel M. Lanning, Circulation
Evelyn Hearsey, Orders and Correspondence
Lionel Haweis (part time) Accessions
Mary Barton, Page
Ralph Little, Page

The arrangement whereby Mr. Haweis worked on a half-time basis (necessitated by the reduction of the staff in the previous year) was continued for the period under review. The sum thus saved allowed for two extra part-time helpers at the Loan Desk during the session. The Librarian shares with the Committee the hope that improved financial conditions may speedily enable Mr. Haweis to be replaced on full time.

Library Committee.

The Library Committee remained unchanged during the year and was as follows:

Dr. L. S. Klinck, President, ex officio.
Dr. W. L. MacDonald, Chairman, representing the
Faculty of Arts and Science.
Dr. F. W. Seyer, representing the Faculty of
Arts and Science.
Prof. F. H. Soward, representing the Faculty of
Arts and Science.
Dr. Gordon G. Moe, representing the Faculty of
Agriculture.

Prof. F. W. Vernon, representing the Faculty of
Applied Science.
John Ridington, Librarian and Secretary.

Seven meetings of the Committee were held during the
period under review. At practically every meeting there was a full
attendance of appointed members.

The Librarian is glad to acknowledge the active interest
in the welfare of the Library taken throughout the year by all members
of the Committee, and the value of their advice and co-operation in
meeting the difficult conditions under which the Department of necessity
had to work.

All of which is respectfully submitted.

JOHN RIDINGTON,
Librarian.

December, 1934.