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Administrative Organization and Activities

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TWENTY-NINTH ANNUAL REPORT OF THE MUSIC LIBRARY

1969/70

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Prepared by Eulan V. Brooks, Music Librarian

November 1970

Statistics of the Music Library

Submitted November 1, 1970

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Eulan Brooks continued his joint appointment as two-thirds time Music Librarian and one-third time Assistant Professor of Music during both long terms and, for the first time, also taught during nine weeks of the summer session. A portion of his unexpended library salary was used to allow the temporary appointment of Jennifer Chase to full-time Library Assistant for the summer. Miss Chase, who bears almost total responsibility for circulation processes, carried only a half-time Clerk/Typist appointment during the long terms. Kathi Marable, also a half-time Clerk/Typist took a leave of absence for the summer and was replaced during that time by Trudy Skiff. Jeanne Ann Williams filled the half-time position vacated by Miss Chase's promotion. Since Miss Chase was also granted leave of absence for the month of July in order to sing with opera companies in San Francisco and Houston, Gail Melady was hired as a half-time Clerk/Typist for July and August, using the unexpended portion of Miss Chase's salary.

The Department of Music, with financial assistance furnished by the Office of Student Financial Aids, furnished two work/study students, Ryan Allen and Mary Busenlehner, for service in the Music Library. Mary, who worked from September to May, worked mostly with tape duplication. Ryan came in January and continued throughout the summer, doing such varied tasks as bibliographic searching, preliminary cataloging, and physical preparation of materials reclassified to LC. John Moyer, a Research Assistant assigned to the Music Library by the Department of Music from September to January, worked at a number of special projects, including preparation of bibliographies, verification of certain items in the "Gostling" Purcell manuscript, and maintenance of the desiderata file.

A shortage in funds for clerical assistants caused a reduction in the number of hours during which "double-coverage" of the service desk could be provided. Distribution of clerical coverage on the basis of an analysis of the library's workload prevented any curtailment of library hours of operation, but not without some loss of efficiency.

Except for certain minor alterations in duty assignments during the summer session, the only change in library procedure was the introduction of the "Preliminary Cataloging" system of making certain backlog items more accessible. No changes were made in library policy during the year.

#### Circulation of Books, Music and Phonorecords

The physical separation of the Music Library from the two music buildings is having a depressing effect on library usage. Circulation of materials for the year was down in all area, amounting to a total circulation decrease of 10.5%. Large losses were noted in Home Use (-12.6%), Overnight Use (-28.7%), and Recordings (-25.7%). Appendix A contains

monthly figures and totals in all categories. A fairly dramatic upswing in library use can be expected after the move to Pearce Hall.

### Music Materials and Phonorecords Cataloged in the Music Library

The cataloging of scores and sheet music showed a slight increase of 4.5% in number of titles (91 titles in 559 volumes), while phonorecord cataloging was down by 17% (136 titles in 99 volumes). These figures do not include approximately 500 pieces of music which were handled by a work/study student as "Preliminary Cataloging." No materials were cataloged for the Music Education collection and, as a matter of fact, 44 of the titles and 460 of the collections were reclassified from "Music Education" to a location in the LC scheme. The Music Librarian's "Annual Report to the Library Order Department" has complete figures on cataloging. Totals of library holdings in all areas may be found in Appendix B to this report.

### Books, Microfilms, and Periodicals Received from the Catalog Department

The Music Library received 615 cataloged collections (excluding bound periodicals, added copies, and replacements) from the Catalog Department, representing an increase of 41% over 1968/69. Analysis of the figures shows a significant part of the increase to have been generated by increased activity in such series as Corpus Mensurabilis Musicae, Le Pupitre, and complete works of various composers. New periodicals subscriptions amounted to 30 titles, bring the total of such subscriptions to 158. Microfilm additions totaled 44 for the year, up from 15 for 1968/69. Grand totals of library holdings appears in Appendix B.

### New Additions of Interest

#### Books:

- Bragard, Roger. Musical instruments in art and history. New York, Viking Press, 1968.
- Bryden, John R., ed. An index of Gregorian chant. Cambridge, Mass., Harvard University Press, 1969. 2 vols.
- Huys, Bernard. Van Paus Gregorius tot Stockhausen; twaalf eeuwen muzieknotatie. Brussels, Albert-I-Bibliotheek, 1966.
- Racek, Jan. Stilprobleme der italienischen Monodie. Praha, Státní pedagogické nakladatelství, 1965.
- Schmid, Anton. Ottaviano dei Petrucci ..., der erste Erfinder des Musiknotendrucks. Amsterdam, Grüner, 1968.
- Smith, William Charles. A bibliography of the musical works published by the firm of John Walsh. London, The Bibliographical Society, 1968.

Tobin, John. Handel's Messiah; a critical account of the manuscript sources and printed editions. London, Cassell, 1969.

New Periodicals Subscriptions:

American musical digest.  
 Association for Recorded Sound Collections. Bulletin.  
 Association for Recorded Sound Collections. Journal.  
 Choral journal.  
 Church music.  
 Current issues in music education.  
 Down beat.  
 Gottesdienst und Kirchenmusik.  
 The hymn.  
 International review for music aesthetics and sociology.  
 Jahrbuch für Liturgie und Hymnologie.  
 Kirchenchor.  
 Lute Society of America. Journal.  
 Music; the AGO magazine.  
 Music cataloging bulletin.  
 Musik und Gesellschaft.  
 Musik und Kirche.  
 Musikern.  
 Musikhandel.  
 Nuova rivista musicale italiana.  
 Nutida musik.  
 Das Orchester.  
 L'organo.  
 RCM magazine.  
 RSCM news.  
 Royal Musical Association, London. Research chronicle.  
 Sacred music.  
 Schweizerische Musikzeitung.  
 Vereniging voor Nederlandse Muziek. Tijdschrift.  
 Vivaldiana.

New Serials:

Acta organologica.  
 Akademie der Wissenschaften, Wien, Kommission für Musikforschung.  
 Mitteilungen.  
 California. University. Publications in Contemporary Music.  
 Contributions to the development of the piano sonata.  
 [The Norton] Critical scores.  
 Dufourcq, Norvert. La musique, les hommes, les instruments, les oeuvres.  
 Goldron, Romain. History of music series.  
 Handbuch zum evangelisches Kirchengesangbuch.  
 Miscellanea musicologica.  
 Monumenta musicae in Polonia. Ser. A.  
 The Nineteenth Century.  
 Robert-Schumann-Gesellschaft. Sammelbände.

Accomplishments, Problems, and Objectives

The Music Library is once again preparing for a move. Pearce Hall 103 has been made available to the library, and occupancy is expected to be assumed during the period between 15 December 1970 and 15 January 1971. The primary

advantage of the new quarters will be its physical proximity to the Music Building and the Main Library. Its primary drawbacks are that it does not provide adequate floor space (only 300 square feet than that in UJH), it is not to be remodeled adequately to allow for the most efficient service, and certain areas within the Library have been assigned for faculty offices. It is expected that by 1973/74, at the latest, steps will have to be taken to acquire additional space.

An encouraging note is the prospect of the construction of a "Center for the Performing Arts", perhaps to be realized as early as 1975/76, which will contain provisions for an expanded library. Preliminary plans outlining library requirements will be submitted to the committee responsible for the planning of the new building during the Fall 1970/71 semester. These plans will either be contained in, or derived from, the Library Development Plan which the Music Librarian has been formulating for some time.

During the summer semester, several new items of audio equipment were furnished to the Music Library by the Music Department. The five troublesome Heathkit amplifiers can now be replaced with Shure Solophone headphone amplifiers. Six Koss KO-727 headphones have replaced the 15 year old models formerly used, and two Sony TC-252 stereophonic tape recorders were added to the monophonic Viking tape deck acquired last year. The Main Library provided two book drops for use in the two Music Buildings for the convenience of faculty and students.

Problems completed and substantially completed during the year were:

1. The production and filing of card sets for those departmental theses and dissertations shelved in the Music Library. (Note: Beginning with the Fall Semester, 1970/71, The Music Library will receive a copy of every thesis or dissertation submitted to the Department of Music.)
2. A library survey was undertaken by Frederick Freedman of Vassar College at the request of the Department of Music. A copy of his report accompanies this report.
3. Preparation of a Union List of Serials Holdings in Music in cooperation with North Texas State University, Southern Methodist University, Texas Christian University, Baylor, and several smaller institutions.
4. A comparison of the phonorecord holdings with the score catalog to produce a list of scores needed to match the recordings held.

Projects partially completed during the year were:

1. Preliminary cataloging of uncataloged music. Some 500 items from the cataloging backlog of scores and performing editions were brief-listed by a work/study student, a main entry for each item was filed in the card catalog, and the music was marked and shelved in a special section under such headings as "Prelim Flute," "Prelim Vocal".
2. Conversion of certain classes of unclassified material to the Library of Congress scheme proceeded at its usual snail's pace due to lack of time on the part of the Music Librarian. 51 titles were converted, affecting 468 physical volumes (as many titles were for music education series containing 30 to 90 volumes). Five-hundred thirty seven new scores

and phonorecords were acquired during the year, bringing the cataloging backlog to approximately 3900 pieces.

3. Duplication on magnetic tape of certain rare, unique, or otherwise unavailable materials was carried on during the year by a work/study student and several faculty members. This Music Library Archives' material now amounts to about 200 tapes.

4. The Library Development Plan was revised considerably by the Music Librarian during the summer months. In all probability, it will be submitted to the Music Library Committee in two parts for revision and transmission to the Chairman of the Music Department and the University Librarian. The first part of the Plan, concerned with the provision of media materials and services, should be ready for submission to the Committee in October, while the remainder, concerned with library organization, staffing, budgeting, etc., should be ready during early November.

5. Floor plans and a moving plan were being developed during the summer in preparation for the move to Pearce Hall. By early November, all formal planning should be completed and submitted to Buildings and Grounds and Construction and Maintenance.

Projects postponed or cancelled during the year were:

1. Planning toward any immediate development of computerized processes in the Music Library was delayed until certain related concepts contained in the Library Development Plan could be further defined.

2. Preparations toward the publication of the catalog of the Bachmann Collection and of a facsimile edition of the "Gostling" Purcell manuscript were postponed due to lack of time and staff.

Projects to be undertaken during 1970/71 include:

1. Publication of a series of library memorandums to the Music faculty as a means of informing them of library activities, projects, and services.

2. Investigation of procedures most suitable for informing faculty when the library places orders as a result of their suggestions for library materials.

3. Investigation of procedures for informing faculty when library materials are received but not immediately cataloged.

4. An increase of library operating hours, including Sunday afternoon hours.

5. An explanation and updating of the collection of publisher's catalogs, with a selection of the most important catalogs being made accessible to the public.

6. A comparison of the score catalog with the phonorecord catalog for the purpose of preparing a list of needed recordings.

7. A transfer of the unclassified Chamber Music collection to the Orchestra Library in Music Building East.

8. An intensive study of the implications of the Media Proposal, the Library Development Plan, and the Freedman report as they involve planning, budgeting, staffing, and inter-departmental relationships.

9. A statement of the architectural requirements of the Media Proposal and the Library Development Plan.

The problems of the Music Library remain virtually unchanged from those enumerated in the past, except that, as the gap between the library's level of service and the level to which it should obtain steadily widens the problems become more acute and more widely felt. Whereas, in the past, only the Music Library Committee and a small number of interested faculty had expressed any concern to the Music Librarian about book budgets and library services, the library conditions were, during 1969/70, the subject of several meetings within the department, including at least one in the Budget Council. The invitation to Fred Freedman to make a study of the Music Library was one result of this concern. While it is unfortunate that Freedman and the Music Librarian were given no opportunity to plan the most effective use of his time prior to his arrival at the Music Library, and this led to certain misstatements and faulty conclusions in the published report, he nevertheless was able to focus attention upon almost every major trouble-spot within the library and to offer a number of pertinent suggestions. The Music Library Committee and the Music Librarian will study the report very carefully in order to make the most effective use of its contents.

One new problem did come to light during the summer when it was discovered that the University bindery was no longer able to do hand-sew binding. The Assistant Librarian and the Head of the Bindery Preparation Unit are looking for a solution to this problem, perhaps involving the routing of this work to the state contract binder or even an out-of-state binder. An estimated 250 pieces have been identified as "Pre-Bindery Prep" and are withdrawn from the shelves awaiting hand-sew binding.

The Music Librarian is feeling an ever-growing demand upon his time arising from the need for short- and long-range planning, for developing additional contacts (with the Drama Department, the Department of Education Media Center, the Computation Center, as well as a number of off-campus agencies), for supervision of additional clerical and work/study employees, and for regaining close communication with the Department of Music--a communication lost during the years of physical estrangement of the library from the faculty. Moreover, the cataloging backlog is growing ever larger and more reference and informational services are being demanded of the Music Librarian. The immediate addition to the staff of a full-time Library Assistant and a Music Cataloger are imperative if library service is not to deteriorate completely and future service is not to be hopelessly crippled.

	Home Use		Building Use		Recordings		Overnight Use		D.C.		Totals	
	1969/70	1968/69	1969/70	1968/69	1969/70	1968/69	1969/70	1968/69	1969/70	1968/69	1969/70	1968/69
September	610	690	663	719	91	157	79	57	5	5	1448	1628
October	1507	1745	1953	2247	569	691	242	322	12	12	4283	5017
November	1228	1363	1923	3028	514	773	199	265	15	21	3879	5450
December	1347	1433	3440	2272	455	750	255	177	10	11	5507	4643
January	1021	1386	1819	1843	565	786	175	247	28	17	3608	4279
February	1391	1521	1952	1945	419	709	185	336	12	21	4323	4587
March	1383	1459	2050	2502	565	1082	319	385	20	18	4337	5446
April	1517	1389	2053	2111	522	715	214	351	17	21	4323	4587
May	1113	1754	1825	1970	678	1060	262	460	25	22	3903	5266
June	1370	1702	1998	2169	626	448	216	370	21	19	4231	4708
July	1028	1227	2120	1712	682	442	140	253	14	25	3984	3659
August	720	608	1161	717	271	405	31	30	11	16	2194	1176
TOTALS	14,235	16,277	22,957	23,235	5,957	8,016	2,317	3,253	190	208	45,656	50,991

-12.6%

-1.2%

-25.7%

-10.3%

-8.6%

-10.5%



APPENDIX B:  
GRAND TOTALS OF MATERIALS  
IN THE MUSIC LIBRARY

Books cataloged by Dewey	added	1968/69 1969/70 TOTAL	13,361 vols.* <u>615</u> 13,976 vols.*
Bound Periodicals	added	1968/69 1969/70 TOTAL	2,377 vols.* <u>88</u> 2,465 vols.*
Microfilms	added	1968/69 1969/70 TOTAL	422 reels <u>44</u> 466 reels
Microcards	added	1968/69 1969/70 TOTAL	107 sets <u>0</u> 107 sets
Music Education Books	withdrawn	1968/69 1969/70 TOTAL	2,638 vols. <u>-460</u> 2,178 vols.
Uncat. Scores	withdrawn	1968/69 1969/70 TOTAL	2,526 vols. <u>-1</u> 2,525 vols.
Operas & Operettas	added	1968/69 1969/70 TOTAL	669 vols. <u>0</u> 669 vols.
Scores and Music Cataloged by Library of Congress Scheme	added	1968/69 1969/70 TOTAL	279 vols. <u>559</u> 838 vols.
Uncat. Sheet Music	withdrawn	1968/69 1969/70 TOTAL	7,756 vols. <u>-8</u> 7,748 vols.
Phonorecords	added withdrawn	1968/69 1969/70 1969/70 TOTAL	3,642 vols. 99 <u>-7</u> 3,734 vols.

\*Estimated figure