

ART LIBRARY
ANNUAL REPORT, 1969/70

The steady growth and development of the Art Library that has been evident for several years past, continued throughout 1969/70. Again, the library grew and expanded in every phase covered by this report.

CIRCULATION

The figures for the ART LIBRARY for 1969 to 1970, were in general to the same order of magnitude as that of 1968/69. However, the method of counting the circulation was changed in June, 1969. Instead of using the number of volumes checked out for use in the room for the "book day" figure, as was usual books used in the library and left on the tables for reference. Adding this figure to our circulation, of course, increased the total circulation figure. However, we did prepare a statement for this year that is interesting. Namely, we are showing circulation of books checked out for loan use.

Books Due	1969/70	12,563	
	1968/69	17,422	All Services

We can safely say that there was at least a stellar increase in the other categories of circulation. Next year we are completely sure the total circulation.

NEW ACQUISITIONS

Our new acquisitions are similar to 1969. It was complete in certain ways.

In the past five years, the total collection has increased by 50%.

	Purchased	Donations	Total Book Collection
1964/65			8,728
1965/66			9,219
1966/67	178	214	10,205
1967/68	151	1,789	12,026
1968/69	211	2,521	14,557

*Books last have been quoted.

ART LIBRARY
ANNUAL REPORT, 1969/70

The rapid growth and development of the Art Library that has been evident for several years past, continued throughout 1969/70. Again, the library grew and expanded in every phase except in physical space.

CIRCULATION

The figure for the total circulation for 1969/70 (77,694) cannot be compared to the total circulation of 1968/69 (45,648), or to that of previous years, because, as explained in last year's report, the method of counting the circulation was changed in June, 1969. Instead of using the number of reserve books checked out for use in the room for our "Room Use" figure, we now count books used in the library and left on the tables for this statistic. Adding this figure to our circulation, of course, increased the total circulation figure tremendously, but produced a statistic for this year that is misleading. However, we can compare statistics of books checked out for home use:

Home Use	1968/69	14,543	
	1969/70	16,622	14% increase

We can safely assume that there was at least a similar 14% increase in the other categories of circulation. Next year we can accurately compare the total circulation.

BOOK COLLECTION

Our card catalog was contained in 30 drawers in 1967; it now occupies 48 catalog trays.

In the past five years, the book collection has increased by 67%:

	<u>Periodical</u> <u>Subscriptions</u>	<u>Acquisitions</u>	<u>Total Book</u> <u>Collection</u>
1965/66		477	8,723
1966/67		789	9,443 ^a
1967/68	170	916	10,205
1968/69	191	1,769	12,016
1969/70	215	2,541	14,557

^aBooks lost have been deducted.

STUDENT ENROLLMENT

The enrollment of art majors has increased 90% since 1966.

	<u>1966/67</u>	<u>1967/68</u>	<u>1968/69</u>	<u>1969/70</u>
Student Enrollment (Art Majors)	461	570	637	875
Faculty	39	40	42	45

Several other factors have contributed to the increased use of the Art Library:

Extended library hours: The longer hours of library service which began in Spring, 1969, and have continued, have increased library use. Through the Suggestion Box, we have recently received requests to remain open all day Saturday and for longer hours on Sundays.

Teaching methods: Several faculty members permit students to write an extra paper instead of taking the final exam. In particular, Dr. Shirley Alexander's classes are assigned projects that require extensive use of the library.

Efforts of the library staff: We stress courteous and friendly service.

Orientation lectures for new students at the start of each semester.

EQUIPMENT ADDED

Two tables and twelve chairs were transferred to the Art Library from Engineering last spring. We now have a total of 82 chairs, which, at times, are all occupied.

Locked cases have been installed in the library office to house rare books from the Bingham Collection.

PROBLEMS AND NEEDS

Personnel: Increases use of the library produces a similar increase in the volume of work -- there are more books to be charged and discharged, more over-due charges, more filing, more questions, more shelving. Especially more shelving. More clerical help is needed.

PROBLEMS AND NEEDS (cont'd)

Book Budget: Since our book budget has been insufficient for many years, and the cost of books, as well as the number published, increases each year, the sum needed for essential publications grows each year. Additional funds are needed to fill in gaps in the collection, for incomplete runs of journals, for exhibition catalogs, and to acquire the many important books that are now being reprinted.

Space: Additional space has become a necessity. The physical space needs to be at least doubled in size. The shelf space, as well as the reading area, is inadequate. Even if enrollment were limited to the present number, additional space would be necessary. Carrels are needed, especially for graduate students.

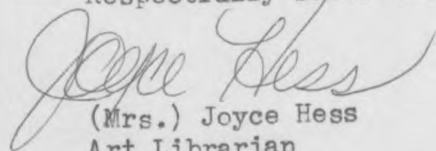
Two more file cabinets are needed.

Security is a continuing problem. As art books are among the most expensive and the most attractive of books, a guard is needed at our door at all times.

LIBRARY OBJECTIVES

The objective of the library is to build the best possible collection and to give the best possible service to students and to faculty.

Respectfully submitted,



(Mrs.) Joyce Hess
Art Librarian
30 October 1970

Copies: Mr. Fred Folmer
Mr. Heartsill Young
Mr. Donald Goodall
Mrs. Eleanor Greenhill