

THE UNIVERSITY OF TEXAS AT AUSTIN

THE GENERAL LIBRARIES

GEOLOGY LIBRARY

THIRTY-NINTH ANNUAL REPORT

1974/75

submitted by

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Geological Sciences Librarian

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The present Geology Librarian started his appointment October 14, 1974. He has spent the first several months devoted to intensive orientation and in clearing up backlogs and those areas neglected during the ten months when there was no librarian in the unit. The library has now been brought up to operating standards and the accumulated backlogs have been eliminated. In November, 1974, a full time Library Assistant I was hired for the unit.

I. Accomplishments:

- ✓ A. The GEO-REF current awareness and retrospective searching services were implemented during the year.
- B. The collection count was conducted, giving a total of 45,958 volumes at the time of the count.
- ✓ C. A report on the disposition of the map room and collection was prepared, outlining the reorganization of the collection, the cataloging of the collection and indicating space and equipment requirements. A collection development statement for the map collection was drafted. Final implementation of the report is awaiting the approval of the Department of Geological Sciences.
- ✓ D. Some of the materials in the backroom of the library were disposed of by giving them away to other University of Texas system schools. A large part of the duplicate collection has been asked for by the University of Texas at San Antonio Library.
- E. The order and bindery files were brought up to date. A binding backlog was eliminated.
- ✓ F. The Geology Librarian in cooperation with the Department of Geological Sciences initiated an orientation program in the use of the library for in-coming graduate students.
- ✓ G. A vertical file of geologic materials was started.
- ✓ H. The Geology Librarian entered into agreement with the Bureau of Economic Geology to expand their exchange program into selected areas, to benefit both parties, and to channel all exchange materials received by the Bureau through the Geology Library.
- ✓ I. A new reference shelf was added, which effectively doubled the size of the reference collection. In a further attempt to increase the library's growth capacity and to relieve present crowding, 29 new single-faced sections of shelving were added in 1975.

II. Problems:

- A. Backroom. Whereas much progress has been made, this is a problem that is carried over from 1973/74. A report outlining the proposals for the

reorganization of the backroom has been submitted and its final form awaits approval. At present, the disposition of the remaining duplicate materials, and the unused equipment and furniture is the chief problem with the backroom.

- B. Geology Library Map Collection. The problem here is the disposal of the weeded maps, which are to be moved into storage in the backroom; the unfolding of the topographic maps and the cataloging of the designated geologic maps.
- C. Collection development. Because of the long absence of a librarian in the unit, ground was lost in the development of the geology book and map collections. The burden of collection development was carried by the ~~blanket~~ order plan and the U.S. Geological Survey depository maps. Concentrated effort will be needed to fill in the gaps in the collection based on the revised collection development statement.

III. Special projects and goals.

- A. To follow as closely as possible the time table for the reorganization of the backroom space and the map collection according to their respective plans.
- B. To identify and fill in gaps in the collection and to bring it into line with the collection development statement.
- C. To update the computer generated list of serials in the geology library.
- D. To finish a procedures manual to be used for employee training.
- E. To revise as much as possible the card catalog under one consistent filing system and to eliminate errors where identified.

Submitted by
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Geological Sciences Librarian
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