



UNIVERSITY OF QUEENSLAND LIBRARY  
ANNUAL REPORT OF THE UNIVERSITY  
LIBRARIAN FOR 1968

UNIVERSITY OF QUEENSLAND  
ACCOUNTANCY SEMINAR ROOM



James Forsyth Librarian

F.D.O. Fielding, M.A.Dub.,A.L.A.,A.L.A.A.  
(From June 1965)

Deputy University Librarian

S.B. Page, B.A.Syd.,A.L.A.,A.L.A.A.,A.M.I.R.T.  
(From March 1966)

Principal Librarian i/c Acquisitions and Serials

V.W. Prescott, B.A.Syd.,A.L.A.,A.L.A.A.  
(From June 1966)

Principal Librarian i/c Cataloguing

Mary R. McCarthy, B.A.,Dip.Phty.,A.L.A.,A.L.A.A.,  
(From December 1966)

Principal Librarian i/c Circulation

Mrs. J.C. Owen, B.A.Lond.,M.A.,A.L.A.A.  
(From June 1966)

Principal Librarian i/c Reference Services

S.J. Routh, B.A.,M.S.Col.,A.L.A.A.  
(From November 1966)

Principal Librarian i.c Medical Libraries

Vacant

Senior Librarian

Marianne M.H.E. Ehrhardt, B.A.Lond.,A.L.A.  
(From June 1967)

Front cover: Storage and display facilities for Hayes Collection

No impressive improvements were expected in the library during 1968. The middle year of a triennium in which the university is struggling to meet rising demands from inadequate funds is hardly the time for a great leap forward. Accessions by purchase fell by something over 8%, but the budget for 1969 may redress this situation. The addition of eight positions to the library staff ensured that the library was not drowned in the rising tide of demand for services.

Considerable progress was made in shaping plans for the future, and reshaping some which had been overtaken by events. I would particularly like to express my appreciation of the tolerance with which the Senate accepted a major change of building programme and for the interest and assistance of senior administrative officers in shaping new proposals.

## BUILDINGS

### *Main Library*

The shortcomings of the present building have been stressed in previous reports and require no repetition here. Several proposals to improve the situation were adopted in 1968. The most spectacular improvement has been the laying of carpet on the Fourth and Fifth floors during the 1968/69 Long Vacation. There had been constant complaints from students about the noise on these floors and, following an expert investigation, Senate made funds available for carpet to be laid. Although the work was completed after the period covered by this report it may be said that the move has been overwhelmingly successful. If similar action can be taken on the Lower Ground, Second and Third floors the present building will become quite a satisfactory study area; such measures of course, can not compensate for the desperate shortage of space.

Several minor improvements were carried out at the suggestion of the Student Union Library Liaison Committee which performs a very useful function in keeping us informed of student views about the library service and facilities. An enlarged Reference Desk was also installed.

Improvements planned but not yet accomplished include a screen on the Lower Ground Floor to shield the reading room from the noise which is inevitably generated in the entrance area, and structural alterations to replace the communal typing room for four readers on the fifth floor by eight single studies. Motorised compactus shelving has been installed in the F.W. Robinson Room: the major proportion of the Hayes Collection can now be housed there, and there is some expansion space for additions to the Fryer Library.

Certain incidents which will be described later stimulated an urgent review of safety and fire precautions. Following this review a battery-powered emergency lighting system has been fitted on one of the staircases and direction signs to fire-escapes are to be provided as well as an emergency doorway from the fire-escapes into the Chemistry building. A loudspeaker system now permits communication with all floors in an emergency. In spite of these measures the Main Library, which is the most heavily used building on campus, could be a firetrap in the admittedly unlikely event of a major fire.

Discovery of what appeared to be bookworm and proved to be larvae of the Tobacco Beetle led to the mounting of a major fumigation operation over the Australia Day Week-end. The Main Library was completely sealed off and filled with methyl bromide after all materials and furnishings which might be damaged had been removed. Test specimens of larvae, pupae and eggs which were left in the building were killed by the fumigation and the operation, which cost nearly \$2000 appears to have been completely satisfactory. The help of Dr. Hooper and the Department of Entomology is gratefully acknowledged.

*A New Central Library*

Last year's annual report indicated that there were good reasons to fear that the proposals for a new Undergraduate Library would not supply a lasting solution to the shortage of space for books, readers and staff. During August, Dr. Keyes Metcalf, Librarian-Emeritus of Harvard University and a world authority on academic library buildings visited St. Lucia and had discussions both with the Libraries Sub-Committee of the Buildings and Grounds Committee and with the Library Committee. His advice confirmed that the proposed Undergraduate Library Stage I would not provide adequate facilities for undergraduates or prevent a crisis in housing the expected growth of bookstock in the present Main Library building. He also questioned the adequacy of the suggested site for a new Central Library of the size which the university will require.

Following Dr. Metcalf's visit new proposals were submitted to the Libraries Sub-Committee. These envisaged a change in the University's submission to the A.U.C. to provide in the 1970/72 triennium for the construction of the first stage of a new Central Library and the conversion of the present Main Library Building into an Undergraduate Library. After detailed examination and discussion the Libraries Sub-Committee approved an amended proposal for Library development. This was accepted by Senate and forwarded to the Australian Universities Commission. At the same time a request was made to the Commission to spend some extra time at St. Lucia to discuss library problems. In the event one of the Commissioners, Professor A.D. Trendall, spent a morning with the Chairman of the Library Committee, Professor G. Greenwood, the University Librarian and the Deputy University Librarian and a most informative and encouraging discussion took place covering not only central library space problems but also those of branch libraries.

Pending the publication of the A.U.C.'s recommendations for 1970/72 the formal situation is that a request has been made for at least \$2 million for the first stage of a new Central Library of 80,000 sq.ft. gross to hold 550,000 volumes, 150 readers and the library's technical service staff. A further \$100,000 is required to convert the present Main Library to an Undergraduate Library accommodating some 1500 readers, a 100,000 volume undergraduate collection and the Thatcher Library for External Students (75,000

vols.). For a further \$700,000 much needed facilities for biological sciences (150,000 vols., 379 seats) could be included in the first stage of the new Central Library.

Projections of the growth of bookstock in the Central Library suggest that the book storage in Central Library Stage I will not last beyond 1974, and that a further \$2 million should be requested for 1973/75 to expand capacity by a further 350,000 volumes and 385 seats as well as to provide other essential facilities.

It is difficult to discuss plans for the future without appearing to demand excessively large proportions of the university's likely capital expenditure. The major factors to be considered are growth of bookstock, reader places and space for staff.

Current predictions suggest that space will be needed in the Central Library for 2 million volumes by 1986. There is no indication that books and periodicals will be superseded by that time, but the library will have reached a stage where there is sufficient less frequently used material to create real economies by compact storage. It remains true that one cannot fix a maximum size for the library of a major university and further storage space will be required.

Adequacy of reader seating is also difficult to estimate. We know that our present seating (893) seats is quite inadequate and that experience here and in other universities shows that improved facilities stimulate increased demand. Future trends in student numbers are not clear, and it can only be said that if this university is permitted to grow to 20,000 students 3000 seats will not be too many either on our present experience or by comparison with provision in other universities in Australia and overseas.

Accommodation for library staff need not keep pace with other lines of growth if prevailing trends towards the use of computers for many clerical operations continue and more use is made of cataloguing data supplied from national centres. A point of stability may be reached in technical services staff for

acquisition, accessioning and cataloguing. Unfortunately no mechanical device has yet appeared which will re-shelve the larger numbers of books which will be used by increased numbers of students making more intense use of improved library facilities.

The proposals which have been made would, for the first time since the foundation of the University of Queensland, create library facilities adequate to our needs. The \$1,200,000 which was spent on extending the present main building is not a large amount in comparison with past or proposed expenditure on central library buildings at the Universities of Melbourne, Sydney and New South Wales. The new proposals would bring our library facilities to a standard similar to those which exist, or are planned, at those universities.

#### *Branch Library Buildings at St. Lucia*

At the beginning of 1968 the outlook was bleak for the relief of the overcrowded conditions in several branch libraries which have resulted from their previous haphazard development. In fact the assistance of the Library Buildings Sub-Committee and a number of unexpected developments in teaching departments made several improvements possible and gave promise of more in 1969. This relief is gratefully received, but it must be stressed that it is temporary relief and unfortunately does not apply to some of the most overcrowded branch libraries. My previous recommendations for consolidation of branch libraries into larger units and the construction of suitable buildings to house them offer the only permanent solution to these recurrent problems.

*Architecture Library.* A small amount of extra shelving has been installed, but no more can be accommodated without reducing the already inadequate numbers of readers' seats. Solution of the space problem appears impossible until the Department of Architecture has a new building. All shelving is likely to be full in 1970.

*Biological Sciences Library.* A grant under the minor works programme has financed the extension of the mezzanine in one half of the library. Forty new bays of shelving were erected and a major movement of books was completed in the 1968/69 Long Vacation.

Two more years' growth of bookstock can now be accommodated; in the 1970/71 Long Vacation the mezzanine in the other half of the Library will have to be extended. Completely new premises will be needed by 1973 at the latest.

*Electrical Engineering Library.* Overcrowding in this library combined with unsuitable furniture made it quite unattractive as a study area. By making an adjacent room available and taking down part of the dividing wall the Department has allowed the library to expand. Nine bays of shelving have been added and Professor Prentice remarked that, although the new furniture had not yet arrived, the less crowded arrangement of the previous furniture had brought a noticeable increase in patronage.

*Engineering Library.* 1968 was the third year of occupation of this library and at last completion of the internal fittings is in sight. A grant has been made from the Minor Works programme to complete the staff and office area. Twenty-six bays of shelving were added during the Long Vacation. Since Engineering is the only library with a surplus of seating, signs were put up in the Main Library informing students who could not find seats that seats might be available in the Engineering Library. It has been reported that the appearance of Arts undergraduates in the Engineering precinct has created a favourable reaction from engineers in general.

*Geology Library.* Availability of some adjacent rooms brought some completely unexpected relief to this badly overcrowded library in the 1968/69 Long Vacation. It has been possible to add 29 bays of shelving and to arrange the contents in a logical order. Seating has been increased by 8 and changed from refectory style to reasonably comfortable library furniture. The library staff at last have quarters conducive to efficient work. It will be three or four years before overcrowding starts to appear again.

*Law Library.* Refurnishing of part of the Law Library with more suitable furniture has raised the seating capacity from 83 to 98, still far from an adequate number. Fourteen bays of shelving were added exhausting all space even in the sub-standard conditions which we have been forced to adopt. The new shelving will hold eighteen months' intake of books and periodicals. Expansion into

the present Thatcher Library area cannot occur until 1972 at the earliest. By this time books will be piled on the floor in the Law Library inconveniencing staff and students and discouraging use of this vital facility.

*Mathematics Library.* This is one of the fastest growing of all the branch libraries. By crowding seats together it has been possible to add 12 bays of shelving in 1968, and 8 more will be added in 1969. It is disheartening to see what used to be a very attractive library sliding towards the slum conditions which are only too common throughout the university.

*Music Library.* Only very limited remedial measures have been possible in Music. The Department surrendered a small room which it could ill spare, permitting the addition of 14 bays of shelving and the replacement of the existing tightly packed tables and chairs by six single carrels. The continuing programme to bring the library's resources to an adequate level indicates that more space for shelving will be needed in 1970; provision for readers has never been satisfactory.

*Veterinary Science Library.* This well-used library appears to have a rather tenuous claim on some space which at present accommodates animals. Although drawings for extensions have been made no definite date for the extension is known.

A detailed specification for the Chemistry Library has been supplied to the architect of the new Chemistry building. As usual it has been necessary to work to an area and shape which is dictated by the needs of the rest of the building. Present plans propose 88 seats and shelving accommodation which will be exhausted in about 1972. From that date six seats will be removed annually to accommodate incoming books and periodicals until the second stage of the building permits an extension of the library. This extended library will be adequate in size for some years but not well suited in shape for its purpose. The new Chemistry Library is a case study in the difficulty of planning a satisfactory library in a building designed primarily for another purpose.

It is not proposed to repeat here the many reasons why it is undesirable to locate branch libraries in buildings designed primarily for other purposes. Until capital funds are available

to build regional subject libraries the present expenditure of money and labour on temporary palliatives will continue.

### *Medical Branch Libraries*

*Central Medical Library.* The Central Medical Library, rehoused as recently as 1965, repeats the story of short-sighted forward planning. The collection grows at the rate of approximately 1000 volumes per year. Accommodation for new books added in 1969 will be possible only because the Medical Society War Memorial Library is to be evicted and replaced by shelving for 1500 volumes. From 1970 an equivalent number of older books must be moved to storage to make way for new arrivals.

During 1968 the storage area for medical books was moved from a very inconvenient room on an upper floor to a large room adjacent to the Central Medical Library. Cumbersome and space-wasting wooden shelving was replaced by manually operated compactus shelving which will eventually hold 12000 volumes; there are approximately 7000 volumes in the store at present. I am most grateful to the Dean of Medicine, Professor E. Saint, for his assistance in planning this reorganisation as well as for his consistent understanding and help with medical library matters.

*Clinical Sciences Library.* Opened as a university library in 1967 this library, as will be described later, became a joint operation with the Hospital in 1968. Once more the space problems which could have been predicted have appeared, although rather more rapidly than would otherwise have happened because of the increased purchases of books to serve both Hospital and university staff. Present indications are that shelving will be full by 1971; that seating is already insufficient is witnessed by frequent occasions on which every seat is taken. Temporary relief has been sought by storing some less-used material in adjacent plant rooms, a stratagem which would not have been necessary if space planning had been carried out on a realistic basis.

Apart from problems arising from inadequate space the present division of medical library resources at Herston between two libraries is an obstacle to efficient use by staff and students. The combined resources of the two libraries are

considerably smaller in quantity than those of medical schools at the Universities of Melbourne, Adelaide, Sydney or New South Wales, and less even than those at Monash. The present division is necessitated by the operation of the Medical School between two major buildings. If future planning could eliminate this split in the Medical Faculty and provide a convenient site for a satisfactory building to house a consolidated medical library, the quality of medical teaching and research would be much enriched.

## ORGANISATION

### *Staff*

As in 1967 there were no resignations at Principal or Senior Librarian level, and this contributed considerable stability to the Library's performance. Among the 20 professionals at Librarian level, 5 vacancies occurred, a surprisingly high percentage considering that there are few attractive positions for professional librarians in Queensland outside the university. Two of the five who resigned moved to positions in Queensland, one to lecture at Teachers' Training College and one to the State Parliamentary Library.

There are 7 resignations among the 23 Graduate Library Assistants, 22 resignations among the 50 Library Clerks, 1 resignation from the 10 Library Attendants and 5 resignations among 14 secretarial and typing staff. There was also a shifting population of casual and temporary staff, so that altogether a very large number of appointments were made during the year. Interviewing, selecting and training staff takes up a great deal of senior staff time.

There is no great difficulty in obtaining candidates for most of the vacancies which occur, particularly at Graduate Library Assistant level for which there is a large file of good applicants for whom no vacancies exist. Attracting competent typists is much more difficult.

Specialist positions, on the other hand, are difficult to fill. A position of Principal Librarian i/c Medical Libraries was widely and internationally advertised early in 1968 but attracted

no suitable candidate. It is being readvertised in 1969. The Japanese Librarian, Mr. T. Kawazoe, returned to Tokio in 1968, having served the Library well for two years. It was clear that his replacement would need to be competent to handle both Japanese and English language books, but no qualified candidate could be found and a promising Australian graduate who has majored in Japanese at this university is now being trained on the job.

Negotiations concerning new conditions of service to cover Graduate Library Assistants, Library Assistants and Library Attendants were in process at the end of the year and completed in 1969. These negotiations arose primarily from the need to provide some remuneration for regular evening work, but broadened out into a comprehensive coverage in which arrangements appropriate to the peculiar needs of the library were made for the first time.

New positions established in 1968 included, in addition to the Principal Librarian i/c Medical Libraries, one Graduate Library Assistant in Main Library Reference Department, two Library Clerks (Cataloguing and Branch Libraries), two Library Attendants (Main Library) and one Typist. As in previous years the main emphasis in new positions was on extra pairs of hands to file and cancel loan cards, shelve books and carry out the house keeping jobs which accompany the increasing use being made of the university libraries.

## Technical Services

### *Acquisitions Department*

The revised procedures adopted in 1966 enabled this section of the library to keep its work under control in 1968 without an increase in staff. There are still occasions when book orders take longer to dispatch than one would wish but this situation normally arises because of the uneven flow of requests from teaching departments and occasional sickness of either of the two typists at times when no assistance can be provided from elsewhere in the library.

Although funds spent on books increased by \$42,025 (from \$227,694 in 1967 to \$269,719 in 1968) mainly because of increased expenditure from research funds and donations, the actual number of books purchased for the library fell by more than 3000. The number of new titles added was boosted very considerably because of the continuing incorporation of material from the Hayes Collection. Expenditure on serial subscriptions appeared to fall slightly but this phenomenon was caused by the failure to arrive of an invoice for more than \$20,000 which is normally received from our major American supplier in December.

The 1969 Library Budget provides for an increased expenditure on books and periodicals of \$43,500, which in another difficult financial year is a further sign of the Senate's belief in the importance of library resources in the university. In addition the Senate has accepted a grant of \$15000 for library materials for American Studies from the American Council of Learned Societies. This grant has been made on a condition that Senate provides a matching amount. In this way an extra \$30,000 U.S. will be spent by the library during the next three years on books, journals and microfilms relating principally to United States literature, history and politics. Professor G. Greenwood was responsible for most of the negotiations leading up to the submission to A.C.L.S. thus placing the library once more in his debt.

In my last report I mentioned the view of the British University Grants Committee's Committee on libraries which recommended that university libraries should employ specialists who, with the full cooperation of academic staff "should be given maximum responsibility for book selection" and which recommended against the strict allocation of all or most of the library's money to teaching departments. In fact in the library's budget for 1969, 36% is allocated to departments, 40% to periodical subscriptions, 10% to general funds and 14% to multiple copies. It is difficult to see how this arrangement could be altered unless funds available were greatly increased.

Nevertheless changes are occurring in the methods of book-purchase. For more than two years a wide range of medical books has been sent regularly by a library supplier on a sale or return

basis; this arrangement gives academic and library staff an opportunity to handle the books themselves very shortly after publication, a more reliable method than working from publicity material and leading to faster purchase than waiting for book reviews. A similar scheme is now in operation for Australian publications and another may be adopted for Law. Another problem, that of books published in the Soviet Union which go out of print almost on day of publication, is being approached differently; for a trial period we have joined a scheme under which an agent supplies automatically books judged to be of importance in the field of Russian language and literature. This is a method commonly used by American university libraries, and may prove a solution to a most difficult purchasing problem.

A major weakness in present selection procedure relates to multiple copies. In spite of the best efforts of teaching departments and library staff there are frequent occasions on which student demand for particular books far outstrips the supply. Occasionally this happens because the library has not been given notice, or has been given insufficient notice, that a book or journal article will be in demand. If a book is not available in local bookshops or is out of print it is impossible for the library to purchase extra copies before the time for a particular assignment has passed.

To some extent the problem is insoluble. It is not really caused by lack of funds; the expenditure involved is not normally very large in proportion to the total library budget. The problem is basically one of communication and can perhaps be solved by nominating graduate members of library staff to liaise with particular departments with responsibility to make themselves familiar with the courses given, the reading associated with them, the numbers of students involved and the books actually available from the library as distinct from what is recorded in the catalogue. Surveys in other universities have demonstrated that what students actually read is rather different from what academic staff consider ought to be read.

This kind of liaison is carried out better in branch libraries at present than in Main Library. It is hoped that the move towards automated procedures, particularly in cataloguing, will release library staff to improve this aspect of library service.

## *Serials*

The total number of serials currently received has now reached 15791, of which 2717 are second or multiple copies. An increase of 1195 serials has been absorbed at a time when the number of people employed on serials accessioning has been reduced.

In 1969 the Library will pay for the first time for issues of *Australian Journal of Politics and History*, *University of Queensland Law Journal*, *Slow Learning Child* and *World Review* which form part of the exchange material sent out in return for 7,994 serials received from other institutions. The copies made available to the library for exchange purposes were previously paid from central university funds as official publications. The estimated cost to the library in 1969 is \$1300, but subscriptions are expected to rise in 1970, and it appears likely that the library budget will then also be debited for the first time for University Calendars and Handbooks which are sent on exchange throughout the world.

## *Cataloguing Department*

Although labour early in the year was diverted to cataloguing the remainder of the Hayes Collection books Queensland remains one of the few university libraries which has no backlog of cataloguing arrears. The addition of 34,140 new titles to the bookstock and 1370 new serial titles and the recataloguing of 3,206 titles involved the production, sorting and filing of 400,000 catalogue cards. During the year the University Printery took over from the University Photographer the printing by offset of catalogue cards; this change has not been entirely successful and the situation is still under review.

The cataloguing of increasing numbers of books and the sorting and filing of mountains of catalogue cards ties down 31 library staff. In an effort to reduce the amount of original cataloguing it was decided to file the incoming proof slips of Library of Congress catalogue cards. All orders for new books or newly arrived books are checked against these files; if a matching proof-slip is found it is used with minimum alteration as the basis for the catalogue entry, and a proof from which multilithmasters are typed. In an effort to eliminate typing

and subsequent proof-reading investigations were carried out by the Deputy University Librarian, Mr. S.B. Page, into the direct production of catalogue cards from proof slips by Xerox; although this is done by many American libraries and at least one Australian library, technical difficulties, possibly associated with humidity, proved insuperable. Photographic production of multilith masters was then investigated; technical and administrative difficulties and the lack of convincing evidence of financial savings have so far discouraged change but the situation is being kept under review.

Although our files of L.C. Proof slips are only for 1967 onwards their use appears to have reduced the cataloguing load considerably, although the tedium of sorting some 3200 proof-slips per week and inserting some 1500 into the file is not popular.

Further thought has been given to conversion from Dewey to the Library of Congress Classification and to the use of the university's computer to carry out the sorting and filing now done manually by the Cataloguing staff.

Administrative reasons for adopting the Library of Congress classification were outlined in my last report. The great obstacle to conversion is the labour of correcting all our present records and relabelling and resorting the present book-stock. This operation has taken up to twenty years in some libraries overseas. The perpetuation of two sequences of books in every collection for so many years is not a condition which library staff wish to inflict on library users.

The only acceptable procedure would be one which created a completely new set of catalogues and conversion lists to be used in relabelling books, and preferably one which permitted each library to be converted at a different time. The only possible method of doing this appears to be by using the computer.

It is proposed to investigate the feasibility and economics of converting the official catalogue in the Cataloguing Department - which is a master-file for all the libraries - into machine readable form and of drawing up programmes which would

permit sorting, up-dating and print-out of catalogue cards. It would be intended to format the cataloguing data for our present bookstock in a form compatible with that in which the Library of Congress is now selling cataloguing data for new English language publications on magnetic tape (the Marc 2 format). In due course cataloguing of new material would be carried out by feeding in the data from Library of Congress tapes and having it sorted and printed out in the form of pre-sorted files of catalogue cards ready for filing into the various card catalogues.

For the conversion programme it would be intended that for one library at a time a complete new catalogue on cards could be printed as well as conversion lists for a blitz operation of relabelling books with Library of Congress numbers. The dead-line for Main Library would be completion of new central Library Stage I when a catalogue for the Undergraduate Library would be required and the removal of the bookstock to new quarters would give an unequalled opportunity for rearranging the sequence.

I am assured that the operation which has been outlined is within the capacity of the GE 225 computer, and that it will be available for use since much of the demand for computer time will move to the newly installed PDP10. There is no doubt that the proposal will be costly in programming, computer time and labour to correct the present records and to key-punch the mass of information. A single copy of every entry in the present library catalogue is estimated to come to 200 million characters growing at a rate of up to 40 million per year.

The alternative is to continue with present methods of creating and filing more than 400,000 catalogue cards every year, a figure which will rise as expenditure continues to increase. Our present shelf arrangements become less and less satisfactory as the total bookstock grows. The initial cost of computer assisted cataloguing may be daunting, but if the costs of persevering with present manual methods could be calculated they would be equally intimidating.

Once the catalogue data is in machine readable form the step to on-line consultation of the catalogue is not great. The file would also be a basis for generating data for a

computer-based circulation system as well as for compiling bibliographies and sectional catalogues.

### *Thatcher Catalogue*

The 1967 report forecast work on a project to compile the basis for the printed Thatcher catalogue on computer tape and to provide programmes for updating sorting and print-out. The printed catalogue is sold to external students who use it as a basis for requests to the Thatcher Library.

The Thatcher Librarian, Mrs. J. Guyatt, with financial assistance from the Department of External Studies, worked on this project during 1968 with Mr. J. Rowe a graduate student in the Department of Computer Science. By the close of 1968 work was well forward and the first printed listing was expected during 1969.

It also appears likely that the "Thatcat" programme could be adopted to print a list of the serial titles taken in the university.

### Reader Services

Common to Main Library and Branch Libraries is the evidence of increasing student use of libraries. Since total student numbers barely changed in 1968 from 1967 the increased demand appears to be a consequence of changing attitudes either among students, who are becoming more seriously motivated, or among teaching staff who are placing increasing emphasis on private study.

One manifestation of this demand is a call for libraries to be kept open for longer hours. In 1968 for the first time the Main Library stayed open until 11 p.m. from the beginning of First Term (formerly 10 p.m.) and midnight closing was reintroduced in Third Term as had been the case in 1967.

These extended hours could be absorbed by Main Library, although they highlighted the absence of evening penalty rates of pay. Opening a multitude of small branch libraries in the evening is a different proposition, especially when it involves

the employment of unskilled casual and sometimes unreliable labour. At its July meeting the Library Committee set up a Subcommittee on late opening of libraries in the evening and at week-ends.

The Subcommittee faced a difficult task. Some readers are not using books from the library in which they are sitting, and could be accommodated elsewhere; the most economic accommodation is in the Main Library but there are frequently no seats available there in the evening. Some readers are using "reserved books"; here the solution appears to be to allow these books out overnight but this may be unfair to the student who can't get to the library by 5 p.m. either because he has laboratory classes or is part-time. There is no standard by which to compare the need of a student for access to material in the Physics or Music Library at night with that of the fortunate student whose material is available in the Main Library in the evening and at the week-end.

A considerable amount of information was collected about evening use of libraries; some evening openings were obviously unjustified and these were reduced, but no great change was made in existing practice. Statistics are continuing to be kept and will be used as a basis for establishing future hours of opening but no "standards" for decision have emerged.

Present Main Library hours of opening appear to be sufficient during the academic year. A difficult problem is raised by the increasing use of the library during the Long Vacation by Post-graduate and Honours students who are expelled when the library closes at 5 p.m. At present quite small numbers are involved; although the normal loan facilities are available these are not well suited to the student who needs access to reference works, bibliographies, statistics, parliamentary papers and periodicals. The minimum number of staff who could keep the library open until 10 p.m. is five men, taking into account the two service desks, the need to cover meal breaks and the lack of any campus police. This would cost approximately \$33 per night from 5 p.m. to 10 p.m. for extra staff. On recent experience all staff are fully employed during the present Long Vacation hours on the many tasks which need to be held over from the academic year; one quarter are usually on annual leave which they

are not normally permitted to take during the academic year because of the need to meet demands for service.

A very useful by-product of the Sub-Committee's work was the drafting of new conditions of service for sub-professional library staff which recognise, for the first time, that they may be required to do evening and week-end work on a regular basis and award penalty payments. The new arrangements provide very fair conditions of service to meet the peculiar needs of the library.

### *Main Library*

*Circulation Department.* A small increase in loans from 117,559 in 1967 to 121,811 in 1968 fails to do justice to the work of this section of the library. Heavy use of reading facilities means a load of book re-shelving which keeps the Library Attendants at full stretch. Some estimate of use may be gained from the number of people recorded as passing through the exits to the Main Library.

	Number of Exits, 1968.	Number of Exits, 1967.
June	171,491	153,805
July	225,479	181,385
August	119,059	113,868
September	214,322	148,224
October	224,590	223,027
November	105,548	103,643

Of course not all of these figures represent people who made use of the library; some may have been looking for friends. Nevertheless the great majority will have been seeking books or a place to study.

One can only welcome these clear signs that the library is serving a useful purpose. Unfortunately greater size leads to increasing impersonality and declining community feeling. Mutilation increases, books are hidden in odd corners of the library and the amount of theft increases. There are economic

and human limits to the amount of surveillance which can be carried out or the stringency of checking the possessions of people leaving the library. Such measures also strain the goodwill which ought to exist between library staff and students. Faced with similar problems an English university librarian has suggested recently that university libraries may have gone too far in reducing the obstacles between readers and free access to books, and that there may come a point where reasonable certainty that a book will be available on request may outweigh the advantages of direct access to the shelves. (F.W. Ratcliffe. Problems of open access in large academic libraries. Libri, 1968 Vol. 18 pp 95-111).

Our present plans for separate undergraduate library facilities may solve some of the problems of mass use but further thought must be given to access to the stacks in the proposed Central Library; flagrant abuses of present arrangements have occurred among final year Honours students whose needs will not be served by the Undergraduate Library. The proposed Undergraduate Library will have a much larger bookstock than the present "open reserve", and it will probably be necessary to reintroduce the "closed reserve" collection. The University of Michigan planned its undergraduate library as an open access collection but soon discovered that to prevent books from disappearing on a large scale during periods of heavy demand a large closed reserve had to be created.

Improving standards of student behaviour in the library were temporarily marred by an outbreak of fire-works in toilets and the sprinkling of explosive material on library floors. Since it is virtually impossible to police the building without changing the whole atmosphere of the library and employing security staff an open letter was issued to students pointing out that if library staff had to be diverted to disciplinary control the library would have to reduce opening hours. Good sense prevailed and the disturbances ceased. With these difficulties as with other library problems excellent cooperation was received from the Students' Union.

Procedures in the library are constantly reviewed in an attempt to improve service. In 1969 overnight loans will be

offered from the Reserve Collection as well as loans at weekends. The number of books which Postgraduate and Fourth-year Honours Students may borrow at one time from the Main Library has been increased from three to six. Further changes are under consideration. Ideally borrowing regulations should be as liberal as possible but the library has also to consider the demand from large numbers of students for specific books at the time when an assignment is current, the requirements of the many readers who come to the library for information and who are naturally critical if the shelves have been denuded of all relevant books and the selfishness of some students who are quite willing to pay a rent in fines to deprive other students of the opportunity to read books when they are relevant to current work. Formal arrangements to collect fines or replacement costs of books were established in 1968; this removed an inequitable situation in which the honest student paid and the dishonest student ignored his debts.

Another problem to which much thought had been given appears to have been solved on the basis of a student's suggestion. Library staff had been concerned about the number of reader places which were vacant for long periods but apparently "reserved" by the presence of books and personal belongings. It was known that students were "booking" seats in this way and then going to lectures or to other parts of the university. Other students were unwilling to move the "reserving" books aside. Library staff were reluctant to remove books when the reader concern might be consulting the catalogue or searching the shelves and time could not be devoted to regular checking of particular vacant seats. Tickets marking the time at which places were found vacant were altered or removed by other students. Following a student suggestion regular clearance times were posted for each floor and at those times all books and other items at vacant places are removed. Library books are checked, discharged and re-shelved; personal belongings are held at the Circulation Desk and transferred to Lost Property each day. This policy has received favourable comment from many students and appears to be serving its purpose.

## Reference Department

Ten years ago the University Librarian, Mr. Harrison Bryan, included among the recommendations that followed his study tour abroad a recommendation that the library's stock of bibliographical works should be developed as a matter of urgency. It seems appropriate now to draw attention to the building of this part of the library's stocks as an important part of the Reference Department's responsibilities. With the help of advice from academic departments the reference collection in the Main Library has more than trebled in this decade, and notable additions have been made to branch libraries.

Mr. Bryan's programme of acquisitions began with the catalogues of the Library of Congress and the British Museum. Subsequent acquisitions, almost all from the library's general funds, have included the Catalogue of the French Bibliotheque Nationale, the catalogues of some specialised libraries, such as the New York Public Library's Slavonic Collection and the School of Oriental and African Studies of the University of London, national bibliographies, for Germany, the Netherlands, the Scandinavian countries, U.S.S.R., India, Japan and several other countries in Asia, Africa, and elsewhere and specialised subject and periodical indexes, such as the *Avery index to architectural periodicals*.

In 1968 the Biology Library began receiving the catalogue of the U.S. National Agricultural Library, a collection of far wider scope than its name might suggest. Elsewhere there were substantial additions to runs of the U.S. Department of Agriculture's *Bibliography of agriculture*, *Index medicus*, and *Psychological abstracts*. Main Library received a reprint of the *Internationale Bibliographie der Zeitschriftenliteratur* (Abt.A), which indexes the contents of the great majority of German scholarly periodicals between 1861 and 1949. Subscriptions were begun to indexes as diverse as the *Index to Philippines periodicals* and a Russian abstracting journal for neuropathology and psychiatry.

The research needs of the university will require the continual strengthening of this part of the collection, so that scholars may have bibliographical entree to all the material relevant to their enquiries. It is particularly hoped that there

will be increasing support for inter-disciplinary reference works, and that these can be located in libraries which may become the nucleus of larger divisional collections.

The inter-library loan services which are an adjunct to the use of bibliographical aids in research reached something of a plateau after the great increase reported last year. Perhaps because we need increasingly to look for rather esoteric material in overseas libraries, the proportion of requests for which the inter-library loans section has to approach several different libraries has risen. Eventual success is achieved for 82% of all such requests.

Last year's report drew attention briefly to a considerable increase in requests for this library to lend its material to others. These requests are continuing to increase. This increase may be in slight part a tribute to this university's improving collections, but one must also hope that fund-granting authorities will hear more sympathetically appeals from the newer universities such as the University College of Townsville, whose ability to provide basic research materials lags far behind their appointments of senior staff and adoption of research projects.

Talks on instruction in the sources of information and library techniques were given again to some classes at the invitation of academic staff. These classes included Speech Therapy I, Australian History, Anthropology and Sociology II, English III, French IV and post-graduate students in French, Europe to 1815 and some groups in Botany and Entomology. The opportunity to lecture in Europe to 1815 was perhaps particularly welcome, as it allowed the Reference Librarian to speak to a large number of the first year Arts group: this lecture (to both day and evening students) was supplemented by voluntary tours of the library for small groups.

There is a need to find more efficient ways to train students in library use. A few groups are reached now because their lecturers recognise the need for students to make profitable use of libraries. This is not a satisfactory situation in a world where any professional whether lawyer, engineer, scientist or teacher must be familiar with sources of

information and the techniques of using libraries. Measures to improve the university are topical matters for discussion at present. Formal provision for all students to be trained in techniques of library use and the information sources in their fields of specialisation would help to improve the quality of study and research and the efficient performance of graduates after they have left university.

### *Branch Libraries*

Palliative measures to relieve the space shortages which exist in most branch libraries have already been mentioned. The difficulties in meeting demands for extended hours of opening in so many libraries have also been outlined.

Increasing use has been a feature of branch libraries as well as Main Library. The 50% increase in loans from branches from 1966 to 1968 is only partially due to more accurate recording of statistics. Reasonable stability of senior staff has enabled Branch Librarians to acquire experience and develop improved services to staff and students. It is hoped that such experienced staff will play an increasing part in building up the resources of the library and in training students to develop expertise in using libraries.

In an endeavour to keep Branch Librarians informed of proposed developments or new procedures and to discuss problems meetings of all Branch Librarians and senior library staff are held during vacations at least twice each year. Measures have been taken to maintain reliable statistics concerning the growth of individual branch collections and their use; these should be invaluable in forward planning.

### *Medical Libraries*

The first library jointly financed by the university and a Hospitals Board came into existence in January 1968. This is the Joint Clinical Sciences Library which was created as a university library in 1967.

The venture proved a great success. Staffed by a professional librarian who was formerly employed by the Hospital and an

experienced Library Assistant the library has been well used by university and hospital medical staff, students, social studies and arts-psychology groups and private practitioners. An average of 1000 loans per month are made from its stock of nearly 6000 volumes, and all of the 38 seats are frequently occupied.

Negotiations for a similar library at Princess Alexander Hospital were successfully concluded and joint operation commenced in January 1969. Arrangements with Mater Misericordiae Hospital have not yet been finalised.

The Central Medical Library continues to be well patronised and borrowing from it has not diminished with the development of the Clinical Sciences Library nearby.

Reference has already been made to the failure of international advertisement to attract a suitably experienced candidate for the new position of Principal Librarian i/c Medical Libraries. Efforts are continuing to fill this position, which becomes increasingly important as the demand for services grows.

#### *Other Matters*

Sorting and recording of the books, periodicals, manuscripts and miscellaneous contents of the Venerable Archdeacon Edward Leo Hayes Collection has proceeded particularly during the Long Vacation when staff could be released for this task and reading rooms could be used to spread the material. Closer analysis has revealed that while the contents vary tremendously in quality there is a very large quantity of material which will inspire research for years to come.

A beginning has also been made to the cataloguing of the Royal Society Library. The portion held in Main Library was checked and recorded during the Long Vacation and it is hoped to deal with the Alice Street holdings in Long Vacation 1969.

## *Conclusion*

More than any other section of the university the library depends on good-will and a good public image. As a service organisation it must meet the legitimate needs of research and study, often attempting to hold a precarious balance between competing interests. As a large collection of which the contents can easily be mutilated, stolen or destroyed it must engender sufficient loyalty among members of a university community, where increasing size is decreasing community spirit, to encourage users to observe the spirit as well as the letter of regulations necessary for a communal facility. The Library must also create an image outside the university among alumni and the people of Queensland which will attract gifts to enrich the collections.

Strong support from Senate in current funds and future planning confirm that the value of the library in promoting study and teaching within the university is well appreciated. This has not always been the case and much credit is due to Professor Gordon Greenwood who, as Chairman of the Library Committee since 1963, has played a major part in shaping the library service to meet the demands of a much enlarged student body and a university in which an increased emphasis has been placed on research.

The Library lost a friend in the late Vice-Chancellor, Sir Fred Schonell. His genuine interest in the needs of students and his vision of the University of Queensland as second to none in Australia made him a sympathetic listener and generous supporter of the Library's needs and plans. The consequences are evident in the transformation in the number and qualifications of library staff and in the funds available to the library during recent years.

The great task for the future is construction of library buildings from which a satisfactory library service can be given. Shortage of capital funds for the large number of buildings which are required to enable the University to carry out its responsibilities in a satisfactory manner appears to be this university's greatest handicap. As a service to all teaching departments and every member of the university it is particularly important that there should be adequate accommodation for books and readers. This and previous reports have shown that appreciation of progress

made so far is tangibly demonstrated by increasing use and growing demand for service. There is far to go before this demand can be satisfied.

*Donations in 1968*

The most important donation in 1968 may well have been the gift of several hundred volumes from the library of the Brisbane Trades Hall. This library was built up from about 1895 to World War II to help counteract the deficiencies of Brisbane lending library services at that time, and it included a good coverage of the issues of the time in the fields of politics, international affairs and economics.

The Queensland Branch of the Australian Institute of International Affairs also donated a considerable number of publications in this field, including a very good collection of the publications of the Royal Institute of International Affairs, and a variety of documents given limited distribution at Commonwealth Relations and similar conferences.

Several other libraries transferred to the University Library historical memoirs, novels, and similar material of the nineteenth century which had become more appropriate to a research library's collection than to their own. St. Hilda's school, the Southport School, and the Beenleigh School of Arts each made gifts of about a hundred volumes of this kind. The books from St. Hilda's School also included a 1493 commentary on the *Decretals* of Pope Gregory IX. This and many other volumes from both the Southport Schools had originally been collected by the Hughes family, and Miss L.S.M. Hughes of Gympie donated further volumes from her own collection. (Mr. C.G. Pearce, Headmaster of the Southport School added to that school's gift, contributing some volumes from the collection of Sir Littleton Ernest Groom).

The largest monetary donation again came from Mt. Isa Mines Ltd., who gave \$500 towards library acquisitions in the metallurgical and geological areas. The company has given notable support to the library for some years.

Several consulates gave books on the culture of their countries. These gifts included 80 volumes, principally in German history and international relations, donated by the Consul-General

of the Federal Republic of Germany on behalf of the Deutsche Forschungsgemeinschaft. The U.S. Information Service and the Consul-General of Denmark were among other benefactors of this kind.

The English Association gave \$25 towards the cost of R. Montgomery Martin's *History of the British colonies*, (1834-35).

Many people who are closely associated with the university in one way or another donated books: Mrs. E.B. Freeman, members of the academic staff (Dr. V.G. Venturini in particular gave a large collection, predominantly legal), academics attending university conferences (Professor C.D. Narasimhaiah of Mysore, Professor D. Pacey of New Brunswick), students (e.g. the Law Graduates of 1967), and alumni such as Mrs. M. Puregger, who gave books written or used by her uncle Vance Palmer, as a memorial to him.

The University of Queensland Press has continued to deposit its publications.

Lastly, the University Library has benefitted from a large number of donations from government departments, from organizations such as the Australian Institute of Agricultural Science and Australian Institute of Aboriginal Studies, and many individuals: Dr. J. Gallagher, Miss J. Haenke, Mr. J.R.D. Norman, Mr. and Mrs. W.K. Scott, Mr. W. Stone and Mr. J.K. Storrs, and some 200 other friends of the Library.

Research is a rapidly growing activity at the University of Queensland. Particularly in the Arts, Humanities and Social Sciences older books of no great academic value in themselves are of interest for their portrayal of contemporary attitudes and matters of current interests. Library staff are always anxious, as time allows, to have an opportunity to look over private collections of books which might be offered to the University Library.

UNIVERSITY LIBRARY STATISTICS 1966-68.

	<u>1968</u>	<u>1967</u>	<u>1966</u>
Full-time teaching staff, lecturer and above	599	604	576
Other full-time teaching and research staff	455	474	436
External undergraduates	2,641	2,692	2,570
Full-time undergraduates	6,396	6,440	6,100
Part-time undergraduates	4,401	4,310	4,450
Post-graduate students	<u>1,288</u>	<u>1,277</u>	<u>1,064</u>
Total potential readers	<u>15,780</u>	<u>15,797</u>	<u>15,196</u>

*Library Staff*

Graduates with library qualifications	26 $\frac{3}{4}$	23 $\frac{3}{4}$	20 $\frac{3}{4}$
Non-graduates with library qualifications	5 $\frac{1}{2}$	3 $\frac{1}{2}$	7 $\frac{1}{2}$
Graduates without library qualifications	22 $\frac{1}{2}$	22 $\frac{1}{2}$	22 $\frac{1}{2}$
Library Assistants	50	(61	(55
Typing and clerical	14	(	(
Library Attendants	<u>10</u>	<u>9</u>	<u>8</u>
	128 $\frac{3}{4}$	119 $\frac{3}{4}$	113 $\frac{3}{4}$

*Distribution of library staff*

Administration	4	3	3
Acquisitions	12 $\frac{1}{2}$	12 $\frac{1}{2}$	11 $\frac{1}{2}$
Cataloguing	31	28	28
Serials	10	12	11

	<u>1968</u>	<u>1967</u>	<u>1966</u>
Services to readers, Main Library	34 $\frac{3}{4}$	31 $\frac{3}{4}$	28 $\frac{3}{4}$
Services to readers, Branch Libraries	36 $\frac{1}{2}$	32 $\frac{1}{2}$	31 $\frac{1}{2}$
<i>Services</i>			
Lending outside building: from Main Library	121,811	117,559	107,598
Lending outside building: from Branches	160,438	148,972	108,968
Books borrowed from libraries outside university	6,291	6,978	4,626
Books lent to other libraries	6,888	6,104	3,995
Hours of opening per week (Main Library)	87 $\frac{1}{2}$ (92 $\frac{1}{2}$ in Third Term)	82 $\frac{1}{2}$ (92 $\frac{1}{2}$ in Third Term)	82 $\frac{1}{2}$
<i>Accessions</i> (includes bound volumes of books and periodicals)			
By purchase	41,711	44,935	37,329
By gift	19,148	5,585	3,692
New titles added (books only)	34,140	17,005	13,135
Total number of bound volumes in library	551,610	490,751	440,231
Total number of periodical series received (by purchase or gift)	15,791	14,596	13,377
Number of non-duplicate serial titles received	13,074	12,076	11,003

	<u>1968</u>	<u>1967</u>	<u>1966</u>
<i>Expenditure</i>			
Books from Library Vote	\$182,069	\$166,061	\$156,925
Books from other funds (Research, Donations etc.)	\$ 87,650	\$ 61,633	\$ 30,386
Serials from Library Vote	\$103,823	\$104,147	\$ 81,121
Binding	\$ 51,738	\$ 39,279	\$ 25,413
Maintenance and Equipment	\$ 57,646	\$ 48,178	\$ 43,041
Total (except salaries) from Library Vote	<u>\$395,276</u>	<u>\$357,665</u>	<u>\$316,500</u>
Salaries, payroll tax etc.	<u>\$390,355</u>	<u>\$335,294</u>	<u>\$281,925</u>
Total expenditure from Library Vote	\$785,631	\$692,959	\$598,425
Expenditure from Library Vote as a % of total university recurrent expenditure	5.1%	5.7%	5.5%
Total expenditure on library materials and salaries	\$873,281	\$754,592	\$628,811
Expenditure on library from all funds as a % of total university expenditure	5.2%	-	-

STATISTICS - INDIVIDUAL LIBRARIES

	<u>Approximate size in volumes. Dec. 1968.</u>	<u>Serial Titles currently received</u>	<u>Loans within university</u>	<u>Loans to libraries outside university</u>
Main Library	328,300	7,532	121,811	2,517
Architecture	5,380	203	6,406	54
Bancroft	8,260	306	6,489	595
Biological Sciences	25,103	1,225	21,768	605
Central Medical Library	12,896	676	11,588	1,037
Chemistry	8,738	296	10,835	335
Clinical Sciences	5,161	264	8,740	369
Dentistry	4,889	181	3,970	21
Education Methods	8,380	266	6,435	29
Electrical Engineering	3,936	202	3,526	157
Engineering	27,400	1,125	16,154	449
Geology	11,421	874	4,380	195
Law	19,454	373	1,662	-
Mathematics	8,766	186	5,750	44
Music	6,757	91	2,338	-
Physics	8,064	509	7,054	44
Thatcher	49,481	318	27,438	-
Veterinary Science	10,422	751	14,820	428

Collections not staffed by library staff are not concluded in these figures.