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June, 1968

MEMORANDUM

TO: Mrs. Anne Eiland

FROM: Mrs. Christel L. McCanless

RE: Annual Report to the President, 1968

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A review of the development of the Library of the University of Alabama in Huntsville should begin with a summary of the total space now available for its operation. In August of 1967, the furniture installation of 8,308 sq.ft. in the Graduate Studies Building was finally completed. In October of 1967 the Cataloging Department was moved from its temporary quarters, a classroom in Morton Hall, to 1,333 sq.ft. of space in Annex B behind Morton Hall. Total square footage for library operation is now 11,450 sq.ft. The next increase will be to approximately 42,000 sq.ft. when the first phase of the permanent library is completed. This will only be an increase of 150% of usable space since for the first time the library will provide stairs, restrooms, etc. which is considered non-assignable or non-usable space for actual library operation.

The holdings of the library have increased slightly. A cataloging backlog of less than 10,000 volumes exists at the present time.

	<u>June 1967</u>	<u>June 1968</u>
1. Books cataloged	26,265	34,586
2. Journals, bound & on microfilm	3,397	11,385
3. Federal Documents	9,537	14,512
4. Newspapers on microfilm	421	1,084
5. Books on microtext (Sabin, Evans)	39,030	39,164
6. Maps	427	429
7. Phonograph Records	278	564
8. Transparencies	69	69
9. College Catalogs	1,395	1,566
10. Tapes	0	3
11. Film Strips	146	209
12. Technical Reports (hard copy)	5,344	5,444
13. NASA microfiche indexed in STAR	82,816	83,816
TOTAL	169,125	192,831

<u>Subscriptions</u>	<u>June 1967</u>	<u>June 1968</u>
Periodicals	931	1,028
Newspapers	17	18
TOTAL	948	1,046

<u>Circulation -</u>	<u>June 1967</u>	<u>June 1968</u>
	17,158	27,714

On June 1, 1968, Mr. Jean M. Perreault joined the UAH Library Staff as Director of Libraries. Mrs. Christel L. McCanless, Librarian of the UAH Library for the past five years, will terminate her services as soon as a smooth transition has been effected. Presently the staff consists of:

- 3½ full-time employees with master's degrees in library science
- 8½ full-time employees with bachelor's degrees with prior library experience
- 5 3/4 full-time employees without degrees with prior library experience
- 1 full-time secretary
- 5 - 7 full-time student assistants.

Due to relocation and marriage, 2 full-time employees with master's degrees and 1 3/4 full-time employees with bachelor's degrees will terminate before the end of the fiscal year. Active recruitment is underway.

Comparative budgets for the years 1966-67 and 1967-68 are:

	1966-67	1967-68	1966-67	1967-68
	<u>Huntsville Campus</u>		<u>Redstone Graduate Program</u>	
1. Salaries	\$146,610	\$124,400	\$ 9,300	\$ 9,950
2. Departmental Expenses	33,350	24,050		
3. Books and Journals	150,000	22,000	20,000	20,000
TOTAL	\$329,960	\$170,450	\$29,300	\$29,950

All salary funds were used to build the existing staff to a maximum of 28 during the year and to make existing salaries for the library staff competitive in this geographical area and with additional help in the next few years, hopefully, competitive nationwide.

The book and journal budget of \$22,000 represents a carry-forward from the 1966-67 budget. Due to limited state appropriations, the drastic reductions will continue through the 1968-69 budget. This is extremely dangerous in that it stifles the growth of the collection which had just begun. Additional offerings in the educational curricula demands additional library resources as well as catching up with the existing deficit in the collection. According to a formula given by the Office of Education, Department of Health, Education, and Welfare, in a recent fund application, the Library of the University of Alabama in Huntsville should have 108,000 volumes in its book collection. This figure is based on the number of students enrolled in the Fall of 1967. Presently the Library has only 45,000 volumes (including its uncataloged backlog) in its book collection.

If funding applied for under Title II, College Library Resources Program-Higher Education Act of 1965, is awarded to the University of Alabama, the Huntsville Campus Library should get a basic grant of \$5,000.00 and a supplemental grant of \$8,840.00. This latter sum is based on a \$5.00 appropriation per student enrolled. Using the Index of prices for hard cover books published in Publishers Weekly for 1967, approximately 1,384 books could be added to the library in the social sciences, humanities, and sciences.

During the 1967-68 fiscal year these additional funds were obtained from other sources:

1. \$10,000.00 - Lockheed Leadership Fund (used to purchase back issues of journals and books in the sciences and engineering)
2. \$ 1,620.00 - Surplus from the National Science Foundation Fellowship
3. \$ 235.00 - Project SCORE
4. \$ 116.30 - Miscellaneous gifts including departmental budget transfers

\$11,971.30 TOTAL

Nortronics, the Huntsville branch of the Northrop Corporation, donated nearly 16,000 pounds of bound and unbound journals, books, and technical reports to the UAH Library. These were surplus library holdings from a consolidation of several branches in California. Occasional trips by staff members to Washington, D.C., yielded additional books and journals from the United States Book Exchange, (a non-profit organization which handles duplicates for its member libraries), and surpluses from the Gifts and Exchange Division of the Library of Congress. Senator John Sparkman donated the franking permits which were used to ship the acquired library materials to Huntsville.

The beginning phases of the UAH Self-Study in preparation for the accreditation committee visit included the forming of the Library Self-Study Committee. Dr. Carter Martin of the English Department will serve as its chairman while Mr. Jean Perreault will serve as an ex-officio member and Mrs. Christel L. McCanless as one of its regular members. Mrs. Joy Graham of the library staff was asked to serve on the Financial Affairs Self-Study Committee.

During the year, the Report of the Major's Committee was presented to Mr. H. Clyde Reeves, Executive Vice President. Due to limited amounts of time, the Librarian did not present a report to this committee. The information collected by the library staff for this purpose will be made available to the Self-Study Committee of the Library.

During April of 1968, the Alabama Library Association held its Annual Meeting in Huntsville. The staff of the University of Alabama in Huntsville Library served as the Housing Committee for the group. April 21-27, 1968, marked the 10th observance of National Library Week. The library staff chose appropriate activities for each day of the week. During a ceremony recognizing donors to the library over the past five years, the Exchange Club of Huntsville presented a Freedom Shrine to the University of Alabama in Huntsville. At the present time the Freedom Shrine is located in Morton Hall and will be moved to the permanent library in 1969.

The highlight of the year was the completion of plans for the first phase of the permanent library and the start of construction. It is anticipated that four phases will make up the entire complex to be completed by 1985. (Total space will be 130,000 sq.ft. with housing for 300,000 volumes and seating for 1,900 students.) The first phase of 42,000 sq. ft. to be completed in 1969, will house 460 students and 70,000 volumes. The number of students to be seated is 343 below the American Library Association Standards and 140 below the standards of the Southern Association for Colleges and Schools.

The two most critical problems presently facing the Library of the University of Alabama in Huntsville are funding for the purchase of book and journal requests made by the faculty and students amounting to several hundred thousand dollars and funding for phase two of the permanent library which will alleviate the anticipated space problem for adequate seating of library users, adequate workspace for the staff, and adequate stack space for housing the collection. The repeated request by the student body for longer library hours and other areas of improvement in the present library operation will be identified when the Self-Study Committee begins examination of Standard Six of the Southern Association for Colleges and Schools.

cc: Dr. Carter Martin, Chairman Library Self-Study Committee
Mr. Jean M. Perreault, Director of Libraries