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Report of the Library Committee

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THE ROCKEFELLER UNIVERSITY

New York, N. Y. 10021

June 18, 1971

Dr. Frederick Seitz
Members of the Academic Council
Dr. Alfred E. Mirsky
Mrs. Sonia W. Mirsky

Dear Colleagues:

At the outset of the deliberations of the Library Committee, we agreed to transmit to the Administration and the Academic Council any suggestions or comments which the student representatives to the committee might wish to make. Enclosed is a copy of a report which they have prepared, and which is based on an analysis of a questionnaire which they submitted to the student body. The Library Committee wishes to make several comments concerning areas mentioned in this report. Because of the nature of items II, IX and XI, no comment is deemed necessary.

Although we are deeply concerned with the loss of books, the committee does not favor the stationing of someone at the exits of the library to check that all books leaving the library have been signed out. The reasons for this are several. From a practical point of view, there are multiple exits from the existing main reading room, from the Welch Hall Dining area which will soon become part of the library, and from the basement stacks. Thus, it would clearly be impossible to prevent the taking of a book by someone who deliberately wished to do so. Such a system would pick up the person who simply forgot to sign out a book, and who exited from one of the doors where library personnel were stationed, but in our opinion the number of such instances would not be large enough to justify the restrictions such a procedure would place on library use. Thus, we feel that such a security system would inconvenience and annoy the users of the library without being very effective. Even from a purely financial point of view, the cost of implementing a system of this sort would probably exceed that of the books lost. On the positive side of this question, it has been proposed that the check-out desk for the Journals complex to be established in the Welch Hall Dining Room should be near the main exit to this room, and this will provide control over the signing out of journals, which are the most heavily used volumes in our library.

Regarding the question of purchasing "non-technical" books, the committee agrees that, in times of budgetary restriction, the purchase of books not related to the academic pursuits of the members of the University community should be limited, and it is our understanding that such a policy is being pursued at the present time. However, it should be pointed out that what might be regarded as "non-scientific" books to some, may be very important to the scholarly endeavors of others, e.g. those in Philosophy.

We would like to consider the questions of insufficient numbers of copies of certain volumes and the circulation policy of journals together. It is clear that it is frequently difficult to find copies of certain journals and of volumes such

as Annual Reviews, Advances, Cold Spring Harbor Symposia, etc., and that from this standpoint, confining all journals and annuals to the library might have some merit. However, the committee has an alternate suggestion which has several aspects. First, the yellow-taped, reserve system should be expanded so that wherever there are multiple copies of any journal, annual, symposium or methods volume, one of these copies should be placed on reserve. This should help solve the problem with some items of which there are already multiple copies. Second, we recommend that funds be provided to buy additional copies of the most heavily used journals and annuals not now in multiple copies, and that these be placed on reserve. A copy of many journals is already on reserve, and the number of very frequently used journals is surprisingly small, as a survey by the Librarians has shown. Thus, a sum of the order of \$2,000 could provide additional subscriptions to 20-30 journals and annuals. Increasing the number of titles on reserve by such a number should greatly help the situation. Lastly, a significant improvement in availability of journals should result from the more adequate space soon to become available with the move to Welch Hall. For these reasons, the committee suggests that restriction of all journals to the library should not be instituted at this time, and that a trial be given to the expanded use of the second-copy reserve system in the new facilities. It is also anticipated that such a system would lessen the need for 24-hour photocopying facilities. The committee feels that the decision on xeroxing hours must rest with the Librarians. It is a complex question which involves weighing the convenience of such a system against such problems as damage to books, maintenance of a coin-operated Xerox machine, and the frequency with which a library user finds himself in the library at night and unable to either read the journal there, or to return the next day to have it xeroxed.

The posting of a map of the library and the liberal use of indicators of the location of various types of books and journals are endorsed. This will be particularly helpful with the moving and rearrangement of volumes to be made possible by the expansion into Welch Hall.

There is general agreement that there are deficiencies in the present card catalog. However, it is also apparent that the solution of this problem is not readily apparent, and will be both difficult and expensive. The committee would support any effective move which the Librarians can make to improve the current catalog, and this is certainly a point which should receive a high priority in the plans for the new library.

The members of the Library Committee have enjoyed a good and, we believe, productive relationship with the student representatives to the committee. We hope that such a relationship can continue in the future, and that, regardless of future changes in the faculty or students involved, the students will participate effectively in discussions and deliberations of the committee.

For the Library Committee,

Purnell W. Choppin

ADDITIONAL NOTES

All floors except the Third Floor will offer new study areas, with carrels or tables, and lounge seating will be provided on the First and Second Floors.

Improved lighting and minimum painting have been added wherever necessary, and the Periodicals Display Room and Periodicals Abstracts Room on the First Floor will be air conditioned.

Free access to the garden areas north, east and south of Welch Hall from the First and Second Floors will be maintained.

On each floor except the Third, a station will be established for the signing-out of books you wish to borrow. These stations will be provided with blank charge-out cards and a receptacle for completed cards. The cards will be collected from the receptacles daily by a member of the Library staff, so that you will not have to make a trip to the Circulation Desk from the more remote areas of the Library. On the First Floor, completed charge cards may be given to the Interlibrary Loan Assistant, or handed in at the Periodicals Office. On the Second Floor, the charge-out station will be the Main Circulation Desk, as before.

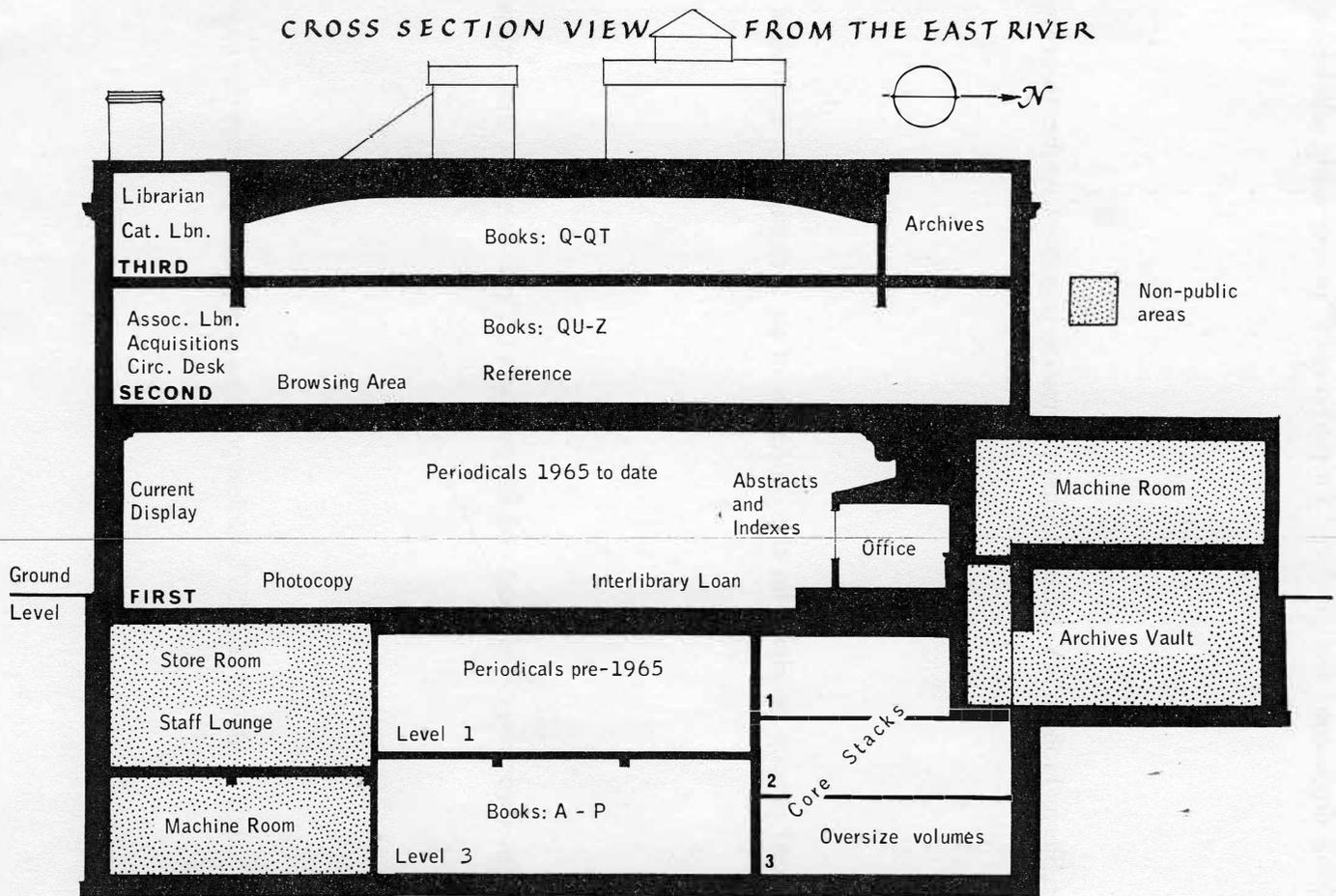
Some useful names and telephone numbers:

Librarian	Robin LeSueur	1089
Associate Librarian	Sonya Mirsky	1274
Asst.Lbn.(Archives)	Ruth Sternfeld	1544
Asst.Lbn.(Cataloguing)	Mary Nahon	1564
Book Acquisitions	Maily Shradly	1270
Book Circulation	Rose Lawrence	1276
Interlibrary Loan	Patricia Mackey	1275
Periodicals Office	Margaret Sheehan	1630
Photocopy Service,TWX	Viola Junious	1655

The major collection in the fields of mathematics, philosophy and physics will be housed in new quarters on the sixteenth floor of the Tower Building, under the supervision of Olga Constantinescu, extension 1627.

WELCH HALL LIBRARY

CROSS SECTION VIEW FROM THE EAST RIVER



THIRD FLOOR: Offices: Librarian, Archives, Cataloguing.
Books: "Q" to "QT" except Reference & Oversize.

SECOND FLOOR: Offices: Associate Librarian, Acquisitions, Circulation.
Books: "QU" to "Z", except Oversize.
Reference Section.
Browsing Area: New Books, Newspapers, News magazines.

FIRST FLOOR: Former Faculty Dining Room & adjacent areas.
Offices: Periodicals staff.
Periodicals: current display tables; unbound & bound issues from 1965 to date; abstracting and indexing journals.
Microforms.
Interlibrary Loan Service.
Photocopy Service & Coin-operated copy machine.

BASEMENT:

Level 1: Former Ladies' Dining Room.
Periodicals pre-1965, continued into Core Stacks 1-12.

LEVEL 2: Core Stacks 13-24, continuing Periodicals pre-1965.
Library Storage area & Staff Room.

LEVEL 3: Books "A" to "P" except Reference & Oversize.
Oversize volumes, shelved adjacent to Core Stacks.
Core Stacks 25-36, continuing Periodicals pre-1965.