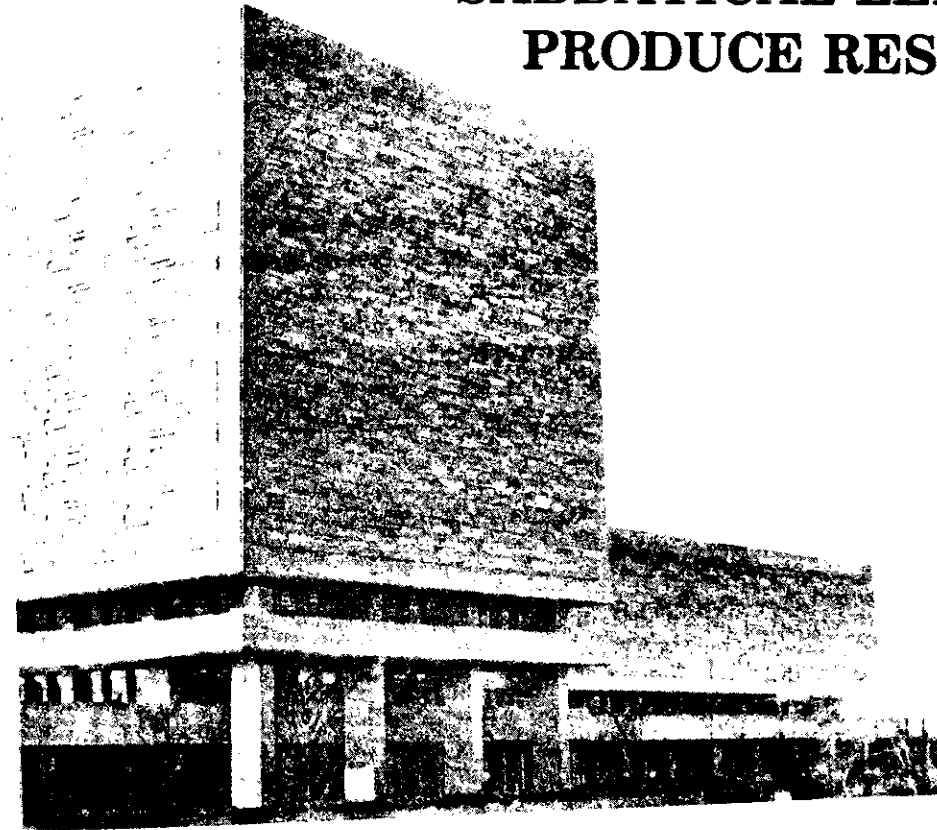


inula
quarterly

**SABBATICAL LEAVES
PRODUCE RESULTS**



InULA QUARTERLY

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InULA Quarterly is a publication of the Indiana University Librarians Association. Articles, book reviews and news of interest to members should be submitted to Jo Brooks, Vocational Education Information Services, Library W501, Indiana University, Bloomington, IN 47401. Publications committee: Larry Griffin, Margaret Hickman, Colleen Pauwels, Jo Brooks, editor.

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COLLECTION DEVELOPMENT IN 19 LIBRARIES OF THE ASSOCIATION OF RESEARCH LIBRARIES

Wilmer H. Baatz is Assistant Director for Collection Development, IUB Libraries.

I was very fortunate to receive a five-month sabbatical from Indiana University, Oct. 1, 1977 to March 1, 1978, and a Council on Library Resources Fellowship, which paid for most of my travel and per diem expenses. I visited ARL Headquarters in Washington first, then visited Harvard, Yale, Columbia, North Carolina on one trip. Subsequently I flew to Minnesota, Iowa and Wisconsin, followed by auto trips to the rest of the Big Ten and Chicago by Dec. 16, 1977. On my final trip, I flew to the University of Texas at Austin, UCLA, Berkeley, and Stanford, and ended up reporting on my trips at the ALA Midwinter meeting in Chicago in Jan. 1978.

In my application to the Council on Library Resources, I submitted the following concise statement of my proposed program:

Determine how large research libraries in the United States perform the function of collection development, including subject and area librarians, faculty, and also branch librarians. First, describe how large research libraries have organized the task of collection development in theory in their formal organization charts, including branch libraries. Second, identify the actual decision points involved in selection of library materials, whether or not these correspond to the organization charts. Finally, discover how large university libraries actually provide staff and facilities for collection development.

I feel that the objectives were fully realized but it took some 300 interviews at 18 ARL Libraries, not counting I.U. I divided my report in 22 subject areas: allocation decisions; automation; approval plans and blanket orders; book funds; collection policies and committees; cooperation; elitism vs. no one cares; evaluation of collections; exchanges and gifts; faculty vs. librarians in selection; interlibrary loans; microforms; organization; preservation; reference; retrospective; serials; space and staff (the priority needs); teaching; technical services involvement; use studies; and weeding and storage.

I did use the ARL's "Interview Guide" which helped give a framework and consistency to my interviews. I tried to spend at least one full day interviewing branch librarians in their libraries. I feel that talking to them on their own turf was important, for one can get a much better feel of their problems if you see them personally. I also tried to spend at least one day with the subject and area librarians, called variously: bibliographers, curators, selectors, in each Main Library. I often spent the major part of the third day with the Collection Development Officer or split it with other members of the top administration.

I interviewed individual bibliographers and branch librarians for an hour each, usually six or seven a day, making handwritten notes during the interview and typing them up in the evenings or on weekends. I usually had a wrap-up meeting with either the Director, the Administrative group, or the Collection Development Officer.

The knowledge of collection development practices certainly gave me a sense of proportion on my job that I could not have secured in any other way. The results point clearly to problem areas that should be pursued locally. These problem areas include use studies, continuing education regarding microforms, elitism, preservation, weeding and storage, evaluation of collections, cooperation, automation and others. I was able to observe many efforts to solve these problems with varying degrees of success. I feel I have a firmer base of knowledge for my own activities.

Of course, each of my 22 subject areas needs more research. In two or three days per institution, one can only skim the surface. I did find that there is much interest in use studies, largely because of the budget crunch. Most librarians are interested to learn which 10% to 15% of titles comprise 80% to 90% of the circulation. They wish to learn what can be cancelled without real harm to their library service. They want to know what can be shifted to storage with a minimum outcry from clientele. I was surprised to learn that space and personnel needs rank ahead of additional funds for materials as top needs in nearly all the libraries. This does not mean that they are not suffering from lack of materials funds, but that they are suffering *more* from shortages of the other two. Another serious lack of funds was for equipment, especially for microform equipment and also space for such equipment.

There are hopes that automation will pinpoint use of the collections and assist with decisions on what to duplicate and what to send to storage or weed. Unquestionably there has been a swing from the type of library director whose major goal was research collection building to one who is more interested in service and who is at least conscious of the needs of the branches, though I feel that the latter are still not given equal consideration with the Main Library demands in most institutions.

The space and personnel problems in many of the branches are acute. It is not unusual for two branches covering three large subject areas, such as Chemistry, Botany, and Geology, to be under one professional librarian.

Faculty vs. librarian selection turned out not to be as large a problem as I thought it might. In only 3 of the 19 libraries did the faculty really dominate the selection. In general, the librarians and the faculty work together very amicably, often in a "one on one" situation, with faculty being consulted in their areas of special interest. Approval plans and blanket orders are used heavily but not by all and they have their critics, including those who use them. They are regarded as one tool to beat the manpower shortage in libraries. Some librarians worry about the long range effect on the collection quality.

Shortage of funds for books and serials have very seriously curtailed retrospective purchasing in most ARL libraries. The upsurge in serials prices causes an uneasiness in all book fund managers, and this is one of the reasons for the emphasis on use studies. Exchanges and gifts are yet another tool to fight the budget squeeze. Microforms have proved valuable for certain formats of materials but are only one small answer to the space and budget problems. Cooperation turns out to be much more complex than most librarians had thought. Local faculty are less than enthusiastic if the materials they need are located elsewhere than in their library. Progress in this area has usually come only when dollars reward cooperative efforts. Storage libraries are coming more to the front, because of economics, and weeding is done only when it cannot be avoided.

Hospitality at all libraries was more than I deserved; I'll owe unpaid debts of gratitude for many years! Cooperation in setting up interviews was exceptional; in fact, I really have no complaints of treatment whatsoever. I only hope we treat our visitors as well. I do think our staff measures up very well indeed when compared to this group of ARL libraries' staff. And our building certainly is superior to most.

It was an opportunity of a life-time and I hope I profited from it. I am grateful to all.

INDIANA LETTERS

L. C. Rudolph is Curator of Books, Lilly Library, Indiana University, Bloomington.

In 1847 John Peck came out from the East as a missionary to Indiana. He came on the canal all the way to Peru and was assigned to work in Owen County, further south than he preferred. "Owen is one of the weak counties of the state. Some parts of it is quite broken." Gosport was the most important place in the county because merchants were taking in produce there and shipping it down the river in flatboats. Bethany community was among the most intelligent in the county. Spencer was the county seat but was a poor town in a poor region with poor prospects where "moral desolation reigns." The people were mostly southerners living in log houses so open they would not be thought fit for stables in Peck's native town. Peck reported that he already had the chills and fever of the region and wondered where he would find a place to study, if indeed his books ever arrived. Settlers kept leaving Gosport and Spencer and Bethany for Texas, some to fight in the war and some to settle. Schools were not highly regarded. In 1848 two-thirds of the voters of the county voted against a proposal for free common schools at a time when a third of the population was unable to read.

This young missionary was one among hundreds sent to Indiana by the American Home Missionary Society during the years following 1825. His sequence of letters is among 4000 letters sent from Indiana to the Society's officers in New York. The file is rich in description of towns and people and religion and politics and education and life and death on the Indiana frontier. These are manuscript letters done in every kind of hand in every kind of ink on every kind of paper. They range from being a challenge to read to being downright illegible. In 1975 the whole file was microfilmed by the Microfilming Corporation of America. My sabbatical leave project, from 1 September 1977 through 31 January 1978, was to abstract and index these Indiana letters. Not many collections warrant such analysis but this one is unusually valuable for research.

Seen in one way, this was a stay at home sabbatical. I spent four-fifths of the leave in a corner of the Indiana University Library with my head in a microfilm reader. In the final fifth of the leave I sat at my study table and learned to be an indexer. Each evening I was trying to get my eyes back into alignment to do more letters on the following day. But seen in another way this was a sabbatical full of travel, an intense exposure to the Indiana frontier, and a rare opportunity much appreciated.

I have had good help in the whole enterprise. Indiana University Libraries gave me five months of leave with pay and purchased the thirteen reels of Indiana correspondence for \$390. Dr. W. W. Wimberly did 758 abstracts covering the letters for the years 1825-1837. During my leave I did 1765 abstracts for the years 1838-1850. Dr. Thomas W. Clayton has taken up the abstracting with the year 1851. The Indiana Committee for the Humanities has granted \$5300 for the year 1978 to ensure that Wimberly, Clayton, and I can finish the project for publication through University Microfilms by the end of the year. And the Indiana Committee has conditionally approved a further grant of \$3046 for 1979 to allow us to conduct seminars introducing our publication and the letters in twenty-five Indiana towns. Altogether we should be able to furnish quite as many nineteenth century Hoosier illustrations as the public can bear.

BUDGET RESOURCES IN TEN

MAJOR MUSIC LIBRARIES

David Fenske is Head Librarian, Indiana University Music Library.

A sabbatical leave granted by Indiana University from August 1 to December 31, 1977, permitted me to investigate budget management in ten major music libraries. The ten libraries selected were the University of California at Berkeley, UCLA, North Texas State University, University of Iowa, University of Michigan, University of Illinois, Northwestern University, Indiana University, University of North Carolina, and Eastman School of Music of the University of Rochester (Sibley Music Library). The ten libraries selected were all ranked in the top twenty music research libraries in an unpublished survey completed by William McClellan of the University of Illinois. Eight of the ten were selected

because they are publicly funded. The Sibley Music Library was selected as a privately funded library primarily because it has traditionally enjoyed a reputation as the first ranked academic music library. The other privately funded music library, Northwestern, was selected by virtue of its high rank and its membership in the Big Ten.

Detailed information for the 1976-77 budget year was gathered through on-site visitation. In addition, an attempt was made to gather information from the 1971-72 and 1966-67 fiscal years for the purposes of comparison. With a few exceptions, the information for the earlier fiscal years was either unavailable or very incomplete. The conclusions of the study, therefore, tend to be drawn from the 1976-77 information.

The survey required detailed information in seven broad areas: 1) personnel budget and the number of FTE (full time equivalent) personnel; 2) the acquisition budget broken down into nine areas by format of publication; 3) supplies and expense expenditures or budget; 4) equipment expenditures or budget; 5) the amount of external funding; 6) operating budget for the 1976-77 budget year; and 7) departmental or non-library funding contributed to the operating budget. In addition, data was collected from each school or department on faculty population, number of teaching or graduate assistants, student population, degrees awarded, credit hours generated, open hours of the library, total recorded loans, collection size of the library, and whether or not the library catalogs its own materials.

The purposes of the study were as follows: 1) to collect budget information about music research libraries; 2) to present this information as raw data and in terms of comparative data (i.e. acquisitions budget compared to various population measures); 3) to measure Indiana University's performance with regard to other institutions; 4) to compare the departmental contributions of the I.U. School of Music with the departmental contributions of other institutions; and 5) to determine the success of external fund-raising activities particularly in tax supported institutions.

Space does not permit a detailed presentation of all of the data from the study. This report, therefore, will be restricted to Indiana University's comparative place within the various categories of data. Since several institutions requested that their budget data be kept confidential, the identities of the institutions will not be given for the budget sections of this report. In presenting the budget data, it is important to recognize that Indiana University's Music Library and School of Music have the largest faculty and student population, the largest number of degrees awarded, the greatest number of credit hours generated, and the greatest number of recorded loans of all of the institutions included in the study.

The number of professional music librarians employed at the ten institutions ranged from 1.0 to 10.0 FTE. Indiana University, employing 4.0 professional music librarians, is tied for fourth place after the Eastman School of Music (10.0), the University of Illinois (8.0), and the University of North Carolina (4.0). In terms of total FTE staff including professionals, non-professionals, and student assistants, Indiana ranks second with 31.0 FTE staff after the University of Illinois (33.6 FTE). Indiana ranks third in terms of the total personnel budget with a total of \$145,802. Personnel budgets for 1976-77 ranged from \$43,446 to \$256,700 for the institutions studied. With the exception of the Sibley Music Library which receives all of its personnel funds from the Eastman School of Music, Indiana has the largest contribution from non-library sources (\$36,071).

While total acquisition budgets ranged from \$23,500 to \$73,190, the totals are somewhat misleading since they reflect a wide range of differing activities (e.g. not all institutions have performance programs and large ensemble music may or may not be included in the total acquisitions budget). Indiana ranks second in total acquisitions budget with \$60,390 and also ranks second with respect to the book and score budgets. In both serials and audio budgets, however, Indiana ranks sixth. Aside from the Eastman School of Music, Indiana's School of Music makes the largest departmental contribution to any of the acquisition budgets studied. From the perspective of Indiana University, the most important finding concerns the audio budget. Audio budgets ranged from \$2,000 to \$13,565. Indiana's 1976-77 audio budget was \$3,750.

Many music librarians do not have specific supplies and expense or equipment budgets and the information on supplies and expense was particularly incomplete. For those institutions reporting supplies and expense budgets, the range was from \$2,458 to \$11,774. The information for the equipment budgets or expenditures was somewhat more complete. Indiana had the largest equipment budget for 1976-77 primarily because the School of Music purchased an OCLC terminal and printer in 1976-77 resulting in an artificially high figure.

The information gathered for external funding was restricted to funding received from sources other than normal sources of funding for the music library in question. Typically those sources included grants and monetary gifts from private donors for general or specific purposes. As expected, the two private institutions reported the most successful and consistent efforts in this category. Only two of the public institutions, UCLA and Berkeley, reported any success in this area. The other six public institutions reported no significant activity with regard to external funding. While this conclusion tends to confirm a commonly held thesis, it is obviously an area in which music libraries must become more active in the future.

The range of total operating budgets for 1976-77 was from \$77,194 to \$343,310. Indiana's total operating budget ranked third with \$219,381, well below the two leading music libraries. In terms of total departmental contributions, Indiana ranked third (\$73,949) behind the Eastman School of Music and Northwestern University both of which reported significantly higher departmental contributions.

Without reference to the academic environment, budget figures can be misleading. For instance, Berkeley, which has an internationally recognized music library, has the seventh ranked total operating budget. The impact of the seventh rank is considerably lessened when it is recognized that Berkeley has the smallest number of faculty and the second smallest number of music students. In addition, its curriculum is virtually restricted to academic music areas with very little activity in performance areas. Under the above conditions, Berkeley's total budget can be interpreted as being considerably better than its relative rank would imply. Similarly, Indiana's third ranked operating budget must be interpreted in light of its having the highest number of faculty and students and the widest range of music programs.

Space does not permit a full presentation of the comparative data contained in the study. It is hoped that the following examples of budget size as compared to some elements of environment will be convincing.

NUMBER OF FTE STAFF COMPARED TO STUDENT POPULATION.

Institution	FTE staff	Student population	Students per staff	Rank
UCLA	21.00	299	14.24	1
Berkeley	14.00	209	14.93	2
N. Carolina	9.97	159	15.95	3
Eastman	24.28	582	23.97	4
Illinois	33.60	860	25.60	5
Northwestern	18.66	564	30.23	6
Indiana	31.00	1686	54.39	7
Michigan	7.95	908	114.21	8
North Texas	12.70	1518	119.53	9
Iowa	4.49	674	150.11	10

NUMBER OF PROFESSIONAL STAFF COMPARED TO STUDENT POPULATION.

Institution	Professional staff	Student population	Students per staff	Rank
N. Carolina	3	159	53.00	1
Eastman	10	582	58.20	2
UCLA	3	299	99.67	3
Berkeley	2	209	104.50	4
Illinois	8	860	107.50	5
Northwestern	4	564	141.00	6
Indiana	4	1686	421.50	7
Iowa	1.5	674	449.33	8
North Texas	2	1518	759.00	9
Michigan	1	908	908.00	10

ACQUISITION EXPENDITURE BY PER CAPITA OF STUDENT POPULATION.

Institution	Rank
N. Carolina	1
UCLA	2
Eastman	3
Berkeley	4
Northwestern	5
Illinois	5
Illinois	6
Michigan	7
Iowa	8
Indiana	9
North Texas	10

While the results of the study are not always pleasing to Indiana University, the study does point out areas of particular concern for future staff and acquisition budgets particularly the audio budget. It is hoped recommendations based on comparative data from highly rated institutions will continue to be helpful in evaluating Indiana University's relative position in the world of academic music research libraries.

RESEARCH AND CREATIVE ACTIVITY

Jean Gosebrink, Librarian for African Studies, is working on a revision of the *Handbook of American Resources for African Studies*, by Peter Duginan (Stanford, 1967). The new edition of the Handbook intends to provide up-to-date, concise descriptive statements on major libraries, special collections and resources, and related services for African Studies in the United States. It will survey library holdings, collections of aural and visual data, and computerized data collections. So far three questionnaires have been mailed and work has reached the follow-up stage. Sample entries will appear in the *Africana Libraries Newsletter* during the year.

The revision is being carried on under the auspices of the African Studies Association's Archives-Libraries Committee. In May 1978 Mrs. Gosebrink received a faculty grant-in-aid from Indiana University's Office of Research and Graduate Development to continue work on the Handbook.

Nancy Sanders Crowe, Budget and Planning Officer, recently assisted in editing an annotated bibliography of municipal reference sources which also includes a description of major municipal publication collections within each state and a listing of major municipal data bases. The full bibliographic citation is: A. L. A. GORDORT. *Municipal Government Reference Sources*, edited by Peter Hernon, John V. Richardson, Nancy P. Sanders, and Marjorie Shepley. Bowker, 1978.

Nikolaus Krawczuk, Slavic Cataloger IUB and Chairperson of the Ukrainian Library Association of America presented a paper at the Association's meeting in Chicago on June 27 entitled "Indexing Basic Ukrainian Periodicals."

Oleg Kudryk, Head of the Acquisitions Department, will spend his vacation in Europe to continue his research project on *Organizational Structure of the West European Book Trade Industry*. His research is aimed at investigating and gathering information and data about economic and sociological facts affecting the West European book industry. The work will primarily be done at Deutsches Bucharchiv, München (German Book Archive, Munich) and Schweizerischer Buchhändler- und Verleger Verband, Bern and Zurich (Swiss Book Trade and Publishing Association in Bern and Zurich). Dr. Kudryk will also visit the Ukrainian Free University where he will lecture and lead a seminar on Labor and Trade Unionism in Soviet countries.

Carolyn Snyder, Assistant Director for Public Services, and Nancy Sanders Crowe, Budget and Planning Officer, have co-authored an article entitled "Continuing Education/Staff Development Needs Assessment, Comprehensive Program Planning and Evaluation." The article, published in the Summer 1978 issue of JOURNAL OF ACADEMIC LIBRARIANSHIP, is a summary of recent trends in continuing education/staff development in academic libraries, followed by a description of the development of the Indiana University continuing education/staff development plan. .

Martin Joachim, Head of the Catalog Department, and Susan Brynteson, Assistant Director for Technical Services, both at IUB, published an article on COM catalogs at Indiana University. The article appeared in the May/June issue of FOCUS ON INDIANA LIBRARIES.

BOOK REVIEW

Allerton Park Institute.

Changing Times: Changing Libraries.

edited by George S. Bonn and Sylvia Faibishoff.
Urbana-Champaign, IL: University of Illinois,
Graduate School of Library Sciences 1976 (©
1978). 166 p.

This slim volume contains the proceedings of the twenty-second Allerton Park Institute, the annual symposium sponsored by the University of Illinois Graduate School of Library Science. Convened in November 1976 to discuss our "changing times" and the implications for libraries, the Institute invited eight distinguished specialists to present their views on change in American society — the process, its causes, and results. They are educators, researchers, and observers of today's political and social scene; the papers reflected their own perspectives on the shifting "societal paradigm," as characterized by Clement Bezold, of the Institute for Alternative Futures, Antioch Law School. Eight highly regarded librarians (including Jesse Shera, Gerald Shields, and Eileen Cooke) responded in turn with references to the immediate and accompanying, philosophical and technical changes which face libraries. The message that libraries must and can view change as "challenge not catastrophe" underscores these engrossing papers.

Although the essays form a stylistically uneven collective, they provide a provocative forum for the discussion of essential questions, which are inherent in the future. A few appear a bit dated and are laced with annoying glib and conventional analyses of social ills, often expressed with the repetitive jargon of catchy headlines. The issues, however, bridge the time gap between the proceedings, held in 1976, and this year's publication of the text. One is confronted with topics which are not merely passing trends, but vital questions that echo through all social institutions, libraries notwithstanding: changes in sexual identities; the characteristics and scope of knowledge in the year 2000; interactive electronic media; prospects for women in the paid labor market; the future of government; creating the conditions for change.

As the vitality of our institutions is contingent on our awareness of the problems posed by social change, compendiums like *Changing Times: Changing Libraries* are valuable guidelines for our thoughts about the future and the actions we take. Even the footnotes alone offer extensive suggestions for a summer of provocative reading and thought.

Michele Sumara is Affiliate Librarian for Reference Services, Indiana University Bloomington Law Library.

YES! I WANT TO GET INVOLVED IN InULA THIS YEAR! I AM INTERESTED
IN SERVING ON THE FOLLOWING COMMITTEES: (in order of preference)

___ Membership

___ Communication

___ Publications

___ Continuing Education

___ Program and Social

___ Constitution

___ National Library Week

___ I AM WILLING TO SERVE AS CHAIRPERSON OF THIS COMMITTEE.

___ I need more information before making up my mind.

Send replies to: Mary Popp

GLS Library

Library 002

IU-Bloomington

InULA NEWS NOTES

RECAP 1977-78:

During 1977-1978, InULA was involved in a number of activities. The major program of the year was focused around a showing of *The Speaker*, a controversial film about the First Amendment produced by the American Library Association, followed by a panel discussion featuring several well-known IUB faculty members. The program was a victim of cancellations due to snow storms and the energy crisis, but it was finally presented to a large audience on April 4 as part of InULA's National Library Week activities. Two other traditional NLW activities, the book and plant sales, took place on April 6 and 7.

InULA cooperated with other groups for two of its major activities this past year. A reception for Joseph Howard of the Library of Congress was hosted by InULA following his March 30 GLS/IUL-sponsored convocation. In addition, InULA assisted the Government Publications Department in its Workshop on the Documentation of Intergovernmental Organizations, held May 24-26, providing transportation to and from the Bloomington airport for the conferees, registering participants, and hosting a reception.

We are beginning to plan programs for 1978-1979. Call or write any of the new officers and tell us your ideas!

White, who is director of the School's Research Center for Library and Information Science, was the winner of the Resources and Technical Services Division of the ALA award for the most meaningful contribution to the literature of the field last year. He assigned the \$1000 award to GLS. White's article, "Publishers, Libraries, and Costs of Journal Subscriptions in Times of Funding Retrenchment," was published in the October 1976 issue of the LIBRARY QUARTERLY.

FINANCIAL REPORT:

InULA Financial Report 1977-1978

Previous balance (6-22-77)	\$3170.99
Total Receipts	
Dues	\$ 319.00
National Library Week	\$1259.24
IUCU Share draft divs.	\$ 45.36
IUCU Savings divs.	\$ <u>118.44</u>
	TOTAL \$1742.04
Total Expenditures	
Library Development Fund	\$250.00
Membership & Commun. Comm.	\$ 23.24
Social & Program Comm.	\$ 68.49
National Lib. Week Comm.	\$310.70
Publications Comm.	\$788.20
Continuing Education Comm.	\$ <u>198.09</u>
	TOTAL \$1638.72

WHITE SCHOLARSHIP AWARD:

Eric T. Rumsey, candidate for the MLS, I.U. Graduate Library School, is the recipient of the Herbert S. White scholarship award. Mr. Ramsey received a B.A. from Earlham College in 1974.

Balance (6-30-78)	\$3274.31
Submitted by Gail J. Grisé	
Audited by Lois Heiser	
7-1-78	

ELECTION RESULTS:

The following people were elected to the InULA Executive Board for the 1978-79 term:

President:	Mary Popp GLS Library Library 002 337-5968	Treasurer:	Gail Grisé Catalog Dept. Library E350 337-7511
Vice-President:	Jo Brooks Voc. Ed. Infor. Serv. Library W501 337-7751	Member-at-large:	Daniel Seldin Geog. & Map Library Kirkwood 307 337-8651
Secretary:	Pat Riesenman Reference/CARS Library E159 337-8028/7237		

Eileen Fry will serve as ex-officio member and Colleen Pauwels continues in the second year of her two-year term as member-at-large.