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## **PVAMU Librarian's Report 1941 - 1942**

Prairie View A&M University

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FRANKLIN VILSON STATE COLLEGE LIBRARY

1941-42

Report of the Librarian  
for the period 1941-42

October 1942

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COLLEGE LIBRARY

**PRAIRIE VIEW STATE COLLEGE LIBRARY**

To the Principal of the College:

Sir -- I have the honor to submit to you  
with a statement on the activities of the  
College Library for the School year 1941-  
1942.

**Report of the Librarian**  
**for the period 1941-1942**

O. J. Burns,  
Librarian

October 1942

October 1942

**COLLEGE LIBRARY**

**Report of the Librarian, 1941-1942**

**To the Principal of the College:**

**Sir -- I have the honor to submit herewith a statement on the activities of the College Library for the School year 1941-1942.**

**Respectfully submitted,**

**O. J. Baker,  
Librarian**

**October 1942**

## College Library Staff

O. J. Baker, M. L. S., Librarian  
Cassandra M. Bradley, B. L. S., Cataloging Assistant<sup>a</sup>  
Mary L. Bullock, B. L. S., Cataloging Assistant<sup>b</sup>  
Thelma L. Cunningham, B. L. S., Circulation and Reference Assistant  
Frances J. Howell, Non-Professional Assistant<sup>b</sup>  
Marion Matthews, Non-Professional Assistant<sup>b</sup>  
Mary K. Mason, General Assistant<sup>c</sup>

## Library Committee

S. E. Warren, Chairman  
O. J. Baker  
Mrs. W. R. Banks  
H. W. Carter  
Mabel L. Hood  
R. L. Jeffreys  
Elizabeth C. May  
E. L. Sasser  
M. Earnestine Suarez

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<sup>a</sup>  
On leave summer, 1942

<sup>b</sup>  
Summer 1942, only

<sup>c</sup>  
Contract Student

## LIBRARY REPORT

## ACHIEVEMENTS

<u>Expenditures from Carnegie Grant</u>		
<u>Circulation Statistics</u>	1940-41	1941-42 <sup>1</sup>
Outside reading	18,458	19,457
Inside reading	50,038	43,354
Teachers' reserved books	7,258	5,414
Periodicals (inside reading)	19,697	47,838
<b>Totals</b>	<u>95,451</u>	<u>116,063</u> *
 <u>Expenditures from State Funds</u>		
A. Appropriation		\$2500.00
1. New purchases	\$ 279.53	
2. Replacements and duplications	82.08	
3. Binding	258.47	
4. Subscriptions	830.61	
5. Equipment	22.00	
6. Student salaries	432.93	
7. Miscellaneous	514.86	
a. Consumables	\$ 216.65	
b. General expense	134.11	
c. Repairs	164.10	
B. Total Expenditures		<u>\$2420.48</u>
C. Balance in account		79.52

<sup>1</sup> Figures from report of the Circulation Assistant.

## Library Report

Expenditures from Carnegie Grant<sup>2</sup>

A. Grant for 1941-42		\$1661.63 <sup>3</sup>
B. Purchases by Departments		1241.74 <sup>4</sup>
1. Agriculture	\$ 76.39	
2. Arts and Sciences	232.84	
3. Home Economics	115.20	
4. Library	650.59	
5. Mechanic Arts	68.08	
6. Nursing Education	98.64	
C. Balance in account		\$ 419.89
<u>Total Expenditures for Books from All Funds</u>		<u>\$1603.35</u>

A. New Purchases	\$1521.27
B. Duplicates and Replacements	82.08

Books Added by:

A. Purchase <sup>5</sup>	455
B. Gift	162
C. Appreciation	<u>55</u>
Total	672

2

See page 3 for discussion on this grant.

3

\$161.63 brought forward from 1940-41.

4

Orders were placed for considerably more than this amount but shipments did not arrive early enough to be entered in the Library inventory.

5

Includes purchases made from the Carnegie Grant

Book Withdrawals

A. List	80
B. Lost and paid for	44
C. Discarded	<u>22</u>
Total	146

Library Holdings:

A. Volumes in Library at beginning of year		15,052
B. Additions during 1941-42		672
C. Withdrawals during 1941-42		146
D. Volumes in Library at end of 1941-42		15,578
E. Magazines in Library		1,755
1. Bound volumes	1,399	
2. Unbound volumes	356	
F. Newspapers - bound volumes (N. Y. Times, Jan. 1935-Sept. 1942)		186
G. Unbound pamphlets		11,824
1. Agricultural	5,295	
2. General	6,529	
H. Unbound publications of corporate bodies <sup>6</sup>		2,958
1. College catalogs and reports	1,373	
2. Government documents	1,585	
I. Pictures		634
J. Periodical subscriptions		191
1. Magazines	171	
a. Paid	140	
b. Unpaid	31	
2. Newspapers	20	
a. Paid	13	
b. Unpaid	7	

Carnegie Grant<sup>7</sup>

The second installment of the Carnegie Grant (\$1500.00) was released to the college at the beginning of the 1941-42 school year. The several divisions and departments decided to prorate allotments among themselves identical, in amounts,

6

Figures taken from the Cataloger's report.

7

See page 2 for 1941-42 statistics.



with those of 1940-41.<sup>8</sup> The Library served as a purchasing agent for the divisions and departments making purchases from booklists submitted by them.

Following the suggestion made by the representatives of the Carnegie Corporation of New York book selections were chiefly confined to outstanding reference sets in preference to mere text-books and text-book supplements. As a result of this decision, fewer books were added to the Library collection this year through purchases made from the Carnegie Grant than were added during 1940-41.

The grant is to be exhausted during 1941-42.

#### Interlibrary Loan Service

In 1940-41 our interlibrary loan service was increased considerably over what it had been during any previous year. This was due chiefly to the thesis requirements of our graduate students and to the teaching methods of some members of the graduate faculty.

Because of the trend in this service, it was predicted in the 1940-41 report that interlibrary loan requests, on our part, would continue to increase in number. The tabulated information which follows shows that thus far the prediction was correct. We

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#### Allotments agreed upon in 1940-41:

Agricultural Division	\$120.00
Arts and Sciences Division	400.00
Graduate Study	120.00
Home Economics Division	120.00
Library	500.00
Mechanic Arts Division	120.00
Nursing Education Division	120.00
	<hr/>
Totals	\$1500.00

## Interlibrary Loan Service (cont'd)

Borrowed this year more than two and one half times as many titles as we borrowed during 1940-41.

A. Requests Granted 110

B. Geographic Spread of Loan Sources

Place	No. of Loans	Place	No. of Loans
A. & M. College of Texas	2	Texas College of Arts and Industries	1
Alabama Polytechnic Institute	2	Texas State Library	6
Arizona State Teachers College	2	Texas Technological College	1
Boston College	1	University of Arkansas	3
Boston University	4	University of California	1
College of William and Mary	1	University of Chicago	1
Colorado State College of Agriculture	3	University of Colorado	1
Colorado State College of Education	1	University of Florida	2
Columbia University	1	University of Georgia	1
Cornell University	1	University of Kansas	2
Duke University	1	University of Kentucky	1
East Texas State Teachers College	2	University of Louisville	2
George Washington University	1	University of Maine	1
Houston Public Library	1	University of Michigan	1
Indiana University	1	University of Minnesota	1
Iowa State College	3	University of Nebraska	1
Kansas State College	1	University of North Carolina	1
Louisiana State University	3	University of North Dakota	2
New York State College for Teachers	2	University of Oklahoma	1
New York University	1	University of Omaha	1
Ohio State University	8	University of Oregon	2
Oklahoma A. & M. College	1	University of Pennsylvania	1
Oregon State Teachers College	1	University of Redlands	1
Pennsylvania State College	2	University of Southern California	2
San Houston State Teachers College	1	University of Tennessee	2
Southern Methodist University	3	University of Texas	12
Stanford University	1	University of Washington	3
Teachers College	1	University of Wisconsin	2
Temple University	1	West Virginia University	1
<b>Total</b>	<b>53</b>		<b>57</b>

## Interlibrary loan service (cont'd)

C. Classes of Borrowers Served	No. of Loans
1. Undergraduate students	6
2. Graduate students	95
3. Faculty Members	10
D. Unfilled Requests	No. of Requests
Cornell University	1
Indiana State Teachers College	2
Iowa State College	2
Ohio State University	1
Rice Institute	1
University of Chicago	1
University of Michigan	2
University of North Dakota	1
University of Rochester	1
University of Texas	1
University of Wyoming	<u>1</u>
Total	14

Art Exhibits

Our continued affiliation with the Circuit Case Extension Cooperative brought us ten (10) exhibits, the contents of which were engaging in interest and paramount in workmanship. This was the fifth series. Exhibits received and put on display in the college Library are listed below in the order of their appearance:

1. Contemporary Prints by Negro Artists (Nov. 19 - Dec. 2, 1941)
2. The Prints of Kathe Kollwitz (Dec. 8 - 19, 1941)
3. Watercolors of Africa<sup>9</sup> by Sanford Ross (Jan. 5 - 16, 1942)
4. Craft Work of Modern Designers (Jan. 21 - Feb. 3, 1942)

9

This represents Ross' second group and was sent first.

**Art Exhibits (cont'd)**

5. **Craft Work of American Indian Tribes** (Feb. 9-20, 1942)
6. **Block Prints and How They Are Made** (Feb. 24 - Mar. 9, 1942)
7. **Watercolors of Africa**<sup>10</sup> by Sanford Ross (Mar. 14-27, 1942)
8. **Influence of National Defense on Low-Cost Housing Design**  
(Apr. 1-14, 1942)
9. **Sculptures in Soap** (April 21 - May 5, 1942)
10. **Technique of Finger-Painting** (June 1942)

**General Exhibits and Displays**

The general exhibits and displays arranged in the Library this year continued to be of high educational and directive value. These were arranged by the Circulation Department and, as usual, were organized around some special theme. A list of the general exhibits and displays for 1941-42 may be found in the appendix to this report.

**War Information Service**

"The United States Office of Education is sponsoring a school and college Civilian Morale Service throughout the country. This service is designed to maintain and improve civilian morale among the people of every community. It is to be rendered through colleges, universities, and large public libraries.

In this connection, Key Centers of Information and Training have been set up to facilitate the service. Prairie View State College has been selected as the Key Center for Negroes in Texas. Other 'cooperating' or 'branch' centers may be established in

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10

This represents Ross' first group.

**War Information Service (cont'd)**

other Negro colleges of the State."

The College Library facilitates this program at Prairie View State College by serving as a center of War Information.

Its specific functions in this program are:

1. To supply "Emergency Protection" workers with information pertinent to their activities.
2. To supply speakers, writers, program chairman and others, both on and off the campus, with materials pertinent to war time activities and problems.
3. To supply the general public with needed information.
4. To arrange exhibits and displays on war time problems and activities.
5. To receive and make easily available necessary printed materials.

This service was set up in the Library early in 1942. Free books, pamphlets, brochures, etc., etc., were donated, and are still being donated, for the service by various publishers and agencies with the specific proviso that they are not to be incorporated into the general library collection, but are to be arranged "as a distinct unit" in itself.

"The War Information collection in our library contains many types of materials pertaining to many and varied subjects. For instance, it contains news bulleting received regularly from England, India, Czechoslovakia, Poland, the Republic of Cuba, China, Russia, Yugoslavia, Australia, Norway, the Netherlands, and Greece.

Materials may be found there which deal with:

War Information Service (cont'd)

1. "The Economic Defense of Latin America"
2. The relationship of the United States to the Netherlands Indies, Canada, Australia, Argentina, England and various other countries during this war.
3. "German Geopolitics"
4. "France and the war"
5. "Nazi Poison" (propaganda)
6. "Overseas America"
7. "The Struggle for World Order"
8. Labor conditions during the war
9. How to respect and display the flag
10. Price Ceilings
11. Absentee voting
12. "Social Hygiene and Youth in Defense Communities"
13. Consumer prices during the war
14. "How Rural Youth May Serve" during the war
15. How to read the news

There are also pamphlets in the collection on war emergency conditions, organizations and activities such as blackouts, demolition and clearance squads, rescue squads, auxiliary firemen, road repair crews, messenger service, decontamination services, fire protection, first aid in chemical casualties, first aid generally, and the functions of air raid wardens.

In the collection are special materials dealing with war service opportunities for college and university students. And

War Information Service (cont'd)

there is a special folder which contains information on the "Negro and the War."

Gift Books

Various individuals and groups throughout the past eleven years have donated one or more books to the Library as their interest dictated. Special letters of thanks have gone forward to such individuals and their names have been recorded in our gift book and in our annual reports. There is one donor, however, who, because of the nature and persistence of her interest, deserves special mention. She is Miss M. Moss Richardson, sometimes of Detroit, Texas, and sometimes of Canyon, Texas.

Miss Richardson is a teacher in the West Texas State Teachers College, Canyon, Texas. Since her initial gift, she has donated a total of ninety-six (96) usable books to our collection. Her reason for starting a steady stream of gift books to Prairie View State College is given in her letter to us on the subject. A copy of her letter may be found in the appendix of this report.

We are properly appreciative of Miss Richardson's benevolence toward us.

The number of gifts this year exceeded the number of gifts in 1940-41 by sixty (60) items.<sup>11</sup>

Congested Book Shelves

Book shelf space in the Library has come to be quite a problem. There is no place to put additional bound volumes of magazines and there are extremely few places to shelve additional books. Shelving has been placed in all available spaces around the walls and on

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11

See page 2 for the number of gifts added during 1941-42.

### **Congested Book Shelves (cont'd)**

the floor. We know of only one immediately practical (?) suggestion. That is that some room somewhere in this building be taken over and used as a storeroom for overflow and little-used library materials.

Since there is no library building in sight for us for several years this problem becomes all the more acute. We invite suggestions from the administration on its solution.

### **Staff Changes**

Miss Cassandra Bradley who served as our Cataloger and who has been with us since the fall of 1939 requested and received a leave of absence for the summer, effective May 31, 1942. Miss Bradley's purpose, as stated by her, was "to rest and take on advance course in Cataloging".<sup>12</sup>

Miss Mary Bullock, graduate of Dillard University and of the Atlanta University School of Library Service, was secured to replace Miss Bradley during her leave of absence. She proved to be progressive, practical, cooperative, and alert. She took her place on the staff in a very easy manner and did an effective piece of work.

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12

Miss Bradley subsequently resigned, by letter, August 28, 1942.



## APPENDIX A

Below is a copy of the letter written to us by Miss M. Moss Richardson in which she expresses her desire to donate books to the College Library and in which she sets forth reasons for that desire.

Detroit, Texas  
August 28, 1941

To the Librarian of Prairie View.  
Hemphreath, Texas.

Dear Sir:

With great thankfulness I have noted the elevation of Prairie View to be a college of the first class. The movement has been tardy, but I know that it is well merited and that the undergraduate work is strong and dependable.

Several years ago, I had a young friend, an alert and lovely Negro girl, who graduated from the high school in Austin and went to take training in a Kansas Hospital, because alas I knew of no Texas hospital where an ambitious colored girl could safely obtain nurse's training. In three months the lovely child was brought home a corpse. I had counseled with her about the step, and I felt responsible to a certain degree for her death. She died with pneumonia.

For twenty-five years I have wanted to start some kind of a memorial for Elizabeth Patton. Would the library like to have some copies of the N. E. A. proceedings? I am a life-member of the Association and have, I think, twenty volumes to start my donation. I will write in each one, "Donated in memory of Elizabeth Patton of Austin, Texas, an ambitious girl who died in training to be a nurse."

I am a teacher in the West Texas State Teachers College at Canyon, and have a rather extensive library from which I will send volumes from time to time to Prairie View if you feel the need of them. Please answer me at Detroit, Texas, where I am at present.

Sincerely yours,

(Miss) M. Moss Richardson.

## APPENDIX B

## List of Donors

## Books

- Mr. W. R. Banks, Principal, Prairie View State College, Prairie View, Texas. (5)\*
- The General Education Board, New York, New York, through the courtesy of Principal W. R. Banks. (21)
- Miss M. Moss Richardson, Detroit, Texas. (96)
- The Carnegie Corporation of New York, New York, New York. (4)
- Mrs. Frank D. Gamewell, Philadelphia, Pennsylvania. (1)
- Mrs. J. M. Alexander, Prairie View State College, Prairie View, Texas. (3)
- The Extension Service Staff, Prairie View State College, Prairie View, Texas. (1)
- The National Association of Manufactureers, New York, New York, (1)
- Mr. C. W. Lewis, Prairie View State College, Prairie View, Texas. (1)
- The University of Chicago Press, Chicago, Illinois. (1)
- The A. & M. College Library, College Station, Texas. (16)
- Mr. Walter C. Lanyon, through the courtesy of the Kellaway-Ide Company, Los Angeles, California. (6)
- Mr. Ocie Speer, Austin, Texas. (1)
- Mr. Lark R. Jones, Houston, Texas. (1)
- Dr. Hob Gray, Austin, Texas. (2)
- The Class in the Family, first term of the summer session, 1942, Prairie View State College, through the courtesy of its instructor, Mr. R. W. Hilliard. (1)

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\* The number of books received from the source named.

APPENDIX B

List of Donors

Books

The Royal Institute of International Affairs, New York, New York. (1)

Subscriptions

Mr. W. R. Banks, Principal, Prairie View, State College, Texas. (1)

Mrs. E. S. Burrows, through the courtesy of Dr. W. F. Burrows, Osprey, Florida. (1)

The Reverend Major J. Divine (Father Divine - originally George Baker) New York, New York. (1)

Miscellaneous

- 1. Historical Society
- 2. Historical Society
- 3. Various other miscellaneous donations
- 4. National Seal Society
- 5. Various other donations
- 6. Miscellaneous Society
- 7. Mystery and Occult Society
- 8. Regulator - (type not identified)
- 9. Seal and Stamp Society

## APPENDIX C

General Displays and Exhibits appearing in the Library During  
1941-42<sup>13</sup>

## Special for

1. Orientation Week
2. Courtesy Week
3. Book Week
4. Art Week
5. Homecoming
6. Halloween
7. Aviation
8. Education Week
9. Armistice Day
10. Thanksgiving
11. American Guide Week
12. Christmas Season
13. New Year
14. National Thrift Week
15. National Drama Week
16. National Negro History Week
17. Library Conference (Library in National Defense)
18. Vocational Guidance Week
19. National Negro Health Week
20. Easter
21. Mother's Day
22. National Negro Music Week
23. Commencement Season

## Miscellaneous

1. Biographical Calendar
2. Historical Fiction
3. Vertical File Materials (Various subjects)
4. National Best Sellers
5. Pulitzer Prize Winners
6. Recreational Reading
7. Mystery and Detective Stories
8. Magazines (Types and contents)
9. Vacation Time (Travel)