

UNIVERSITY OF  
ILLINOIS LIBRARY  
AT URBANA-CHAMPAIGN  
BOOK STACKS



Digitized by the Internet Archive  
in 2011 with funding from  
University of Illinois Urbana-Champaign

UNIVERSITY OF ILLINOIS  
LIBRARY SCHOOL

71177366  
1961  
4/45  
p. 2

38A-13

Announcement : 1944-1945



UNIVERSITY OF ILLINOIS BULLETIN

VOL. 41 : NO. 24 : FEBRUARY 1, 1944. Published weekly by the University of Illinois. Entered as second-class matter at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois. Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized July 31, 1918.

# UNIVERSITY OF ILLINOIS

## BOARD OF TRUSTEES

### Members ex Officio

DWIGHT H. GREEN, Governor of Illinois.....Springfield  
VERNON L. NICKELL, Superintendent of Public Instruction.....Springfield

### Elected Members

*(Term 1939-1945)*

FRANK A. JENSEN.....LaSalle  
ORVILLE M. KARRAKER.....405 Centennial Building, Springfield  
DR. KARL A. MEYER.....Cook County Hospital, Chicago

*(Term 1941-1947)*

JOHN R. FORNOF.....122 S. Bloomington Street, Streator  
MRS. HELEN M. GRIGSBY.....Pittsfield  
PARK LIVINGSTON.....20 N. Wacker Drive, Chicago

*(Term 1943-1949)*

CHESTER R. DAVIS.....69 W. Washington Street, Chicago  
DR. MARTIN G. LUKEN.....1448 Lake Shore Drive, Chicago  
FRANK H. MCKELVEY.....1023 Woodland Avenue, Springfield

### Officers of the Board

PARK LIVINGSTON, President.....Chicago  
HARRISON E. CUNNINGHAM, Secretary.....Urbana  
IRVIN L. PORTER, Treasurer.....First National Bank, Chicago  
LLOYD MOREY, Comptroller.....Urbana

---

### OFFICERS OF ADMINISTRATION

ARTHUR CUTTS WILLARD, B.S., D.Eng., LL.D., *President of the University*  
ALBERT JAMES HARNO, B.S., LL.B., LL.D., Litt.D., *Provost*  
ROBERT DANIEL CARMICHAEL, Ph.D., *Dean of the Graduate School*  
FRED HAROLD TURNER, Ph.D., *Dean of Students*  
GEORGE PHILIP TUTTLE, B.S., *Registrar*

---

Note: The general offices of the University are open weekdays  
from 8 a.m. to 12 m. and from 1 to 5 p.m.  
except Saturday afternoon.

C 1101  
1944/45  
cop. 2

# CONTENTS

FACULTY OF THE LIBRARY SCHOOL . . . . .	3
THE LIBRARY SCHOOL . . . . .	5
Curricula . . . . .	5
Equipment and Facilities . . . . .	5
Fees and Expenses. . . . .	6
Katharine L. Sharp Scholarship . . . . .	6
Loan Funds . . . . .	6
Student Employment. . . . .	7
Placement Service . . . . .	7
Recreation and Student Welfare . . . . .	7
Alumni Association . . . . .	7
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	8
Pre-Professional Study . . . . .	8
Admission Requirements . . . . .	8
Requirements for the B.S. Degree . . . . .	9
Program of Study . . . . .	9
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	11
Admission Requirements . . . . .	11
Requirements for the M.S. Degree . . . . .	11
Program of Study . . . . .	12
COURSES OF INSTRUCTION . . . . .	13



Special Reading Room for Library School Students



## FACULTY OF THE LIBRARY SCHOOL

- ROBERT BINGHAM DOWNS, *Professor of Library Science, Director of the Library School, and Director of the Library*  
A.B., University of North Carolina; B.S., M.S., Columbia University.
- PHINEAS LAWRENCE WINDSOR, *Professor of Library Science, Director of the Library School, and Director of the Library, Emeritus*  
Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.
- LEWIS FRANCIS STIEG, *Associate Professor of Library Science, Assistant Director of the Library School*  
A.B., A.M., University of Buffalo; A.M., Harvard University; A.B.L.S., University of Michigan; Ph.D., Graduate Library School, University of Chicago.
- FRANCES SIMPSON, *Associate Professor of Library Economy, Assistant Director of the Library School, Emerita*  
B.L., M.L., Northwestern University; B.L.S., University of Illinois.
- ETHEL BOND, *Associate Professor of Library Science*  
A.B., B.L.S., University of Illinois.
- ANNE MORRIS BOYD, *Associate Professor of Library Science*  
A.B., James Millikin University; B.L.S., University of Illinois.
- MARIE MILLER HOSTETTER, *Assistant Professor of Library Science*  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.
- ROSE BERNICE PHELPS, *Assistant Professor of Library Science*  
A.B., University of Michigan; B.S., M.S., Columbia University; Ph.D., Graduate Library School, University of Chicago.
- GWLADYS SPENCER, *Assistant Professor of Library Science*  
Ph.B., Denison University; Certificate, Western Reserve University; M.A., Ohio Wesleyan University; Ph.D., Graduate Library School, University of Chicago.
- JOHN HERROLD LANCASTER, *Assistant Professor of Library Science*  
B.S., Ohio Wesleyan University; A.M., Ohio State University; B.S., Columbia University; Ph.D., Teachers College, Columbia University.
- MARY ALICE LOHRER, *Instructor in Library Science*  
Ph.B., University of Chicago; B.S.(Lib.Sci.), University of Illinois.
- ELMA PEACH ANDERSON, *Librarian, Library School Library*  
A.B., University of Missouri; B.S.(Lib.Sci.), University of Illinois.
- LILLIAN ELVIRA HEDSTRAND, *Assistant in Library Science*  
B.S., Northwestern University; B.S.(Lib.Sci.), University of Illinois.

## LECTURERS

- ALICE SARAH JOHNSON, A.B., B.L.S., *Reference Librarian*  
EMMA REED JUTTON, B.L.S., *Loan Librarian*  
JOSIE BATCHELLER HOUCHENS, B.L.S., A.M., *Assistant University Librarian (Personnel); Binding Librarian*  
FANNY DUNLAP, Ph.B., B.L.S., *Reference Librarian*  
WILLIA KATHRYN GARVER, B.L.S., *Assistant University Librarian (Acquisitions)*  
ARNOLD HERMAN TROTIER, A.M., *Assistant University Librarian (Cataloging)*

## COOPERATING FACULTY

- LYLE EDWARD BAMBER, M.S., *Natural History Librarian*  
HUMPHREY GAMBIER-BOUSFIELD, A.M., *Associate University Librarian*  
DAVID EDGAR LINDSTROM, Ph.D., *Professor of Rural Sociology*  
W. RUSSELL TYLOR, Ph.D., *Assistant Professor of Sociology*  
FRANCES MCGEHEE, Ph.D., *Associate in Psychology*

## THE LIBRARY SCHOOL

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the school was moved in 1897 to the University of Illinois. Among the alumni are nearly 2,000 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

As a professional school the Library School is mainly concerned with three objectives: (1) to offer instruction in the fundamental principles and practices of librarianship; (2) to provide the opportunity for advanced study in specialized aspects of library service; (3) to train students in the methods of research and their application to the problems of library science.

To achieve its objectives the Library School offers curricula at two levels, one leading to the degree of Bachelor of Science in library science and the other leading to the degree of Master of Science. At both levels the curricula are sufficiently flexible to allow the student to build a program of courses which will develop his special interests and abilities.

Each summer the Library School offers a selected group of courses which conform as nearly as possible to the corresponding courses given during the regular academic year. Instruction is offered at both levels, and the requirements for either the B.S. in library science or the M.S. degree can be completed by attendance at four consecutive summer sessions.

### Equipment and Facilities

Classrooms, faculty and administrative offices, study rooms, and the library of the School are located on the third floor of the main building of the University of Illinois Library. The special library of the School contains the journals and books necessary for its instructional program.

The University Library contains more than one million volumes in the main library building, about one-fourth million in departments in other buildings at Urbana-Champaign, and about 70,000 on the Chicago campus. In the main building all students have the direct use of about 12,000 reference volumes in the general reading room, which seats 500. Three reserve-book rooms in this building, containing 13,000 volumes, have seats for 500 students. There are special rooms for the Classics, English, Economics and Sociology, Education, Philosophy, and Psychology, History and Political Science, Library Science, Modern Languages, Newspapers, and Rare Books. The departmental libraries in other buildings on the campus maintain book collections and services

devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

In addition to their close contact with the University Library, students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deferment of fees, exemptions, etc., see the *Annual Register* of the University.)

Matriculation fee (payable only once, when first registering as a candidate for a degree).....	\$10
Tuition:	
Residents of Illinois.....	40
First-year non-residents registering in the Library School.....	80
Non-residents registering in the Graduate School.....	70
Deposit (unused portion refundable).....	5
Laboratory, library, and supply fee.....	5
Hospital and medical service fee.....	5
Illini Union Building service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amounts: books and equipment, \$25; inspection trip (required of all candidates for the degree of B.S. in library science), \$30; room rent, \$110; board, \$270. Altogether, a minimum of \$625 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Katharine L. Sharp Scholarship

The Katharine L. Sharp scholarship was endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School. It is awarded annually on recommendation of the faculty and provides a stipend of \$300 and exemption from tuition. The scholarship is open only to students in the Graduate School whose major is library science.

### Loan Funds

A number of loan funds are administered by the University for the benefit of worthy students who are in need of financial aid in order to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association. Complete information may be obtained from the Assistant Director of the Library School.

## **Student Employment**

In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

## **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with many libraries of different types, particularly in Illinois and the Middle West, and makes every effort to help graduates find the kind of position best suited to their abilities. The School can not, however, guarantee positions to graduates.

## **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. Among its many facilities are various food service units, lounges, game rooms, a music room, and a browsing room. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students; among them are the Health Service and Hospital Association, the Personnel Bureau, the Speech Clinic, and the Bureau of Student Housing. University departments and student organizations sponsor weekly series of lectures, concerts, and other cultural events, most of them free of charge.

Besides the Y.M.C.A. and the Y.W.C.A., which have buildings facing the campus, there are numerous religious foundations maintained by churches nearby for students of the various denominations.

## **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Scholarship, the Windsor Publication Fund, and the Ada Patton Memorial Publication Fund. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in library science is to give the student instruction in the fundamental principles and practices of librarianship. It should provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development. It should also give him sufficiently specialized training to enable him to serve effectively in one or more types of library.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian.

A reading knowledge of French and German is strongly recommended. In many fields of librarianship a knowledge of Spanish is becoming increasingly important. Some knowledge of Latin is also desirable.

Courses in political science (particularly public administration), psychology, sociology, and education are of value, depending on the type of library service in which the student is most interested. The prospective school librarian, for example, should be certain that he can qualify for a teacher's certificate. Students interested in service in a specialized library should have a good background in the subjects involved.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature, including undergraduate work in library science, should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

## Admission Requirements

For admission to the Library School a bachelor's degree in arts or sciences from the University of Illinois or other equivalent training is required. The scholastic average during the four years of undergraduate work must be at least 3.5, or its equivalent as determined by the University for institutions using a different grading system. Every prospective student must file with the Assistant Director of the School

an application blank and transcripts of his work in all colleges and universities previously attended. Applications should be submitted as early as possible, and not later than four weeks before registration. New students are admitted at the beginning of the first semester or the summer session, but not at the beginning of the second semester which has as its prerequisite credit in all first semester courses.

Men and women who can meet the formal requirements for admission and who have the following qualifications are encouraged to apply: (1) individuals with well adjusted personalities, who enjoy working with people as well as with books and who are willing to accept social responsibility and leadership; (2) individuals with good physical health, free from serious physical defects which would handicap them in the performance of library services; (3) those under thirty-five years of age, and those older than thirty-five who are already engaged in library service, or in other work requiring similar intellectual qualities.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. No student should complete his plans for attending the Library School until he has received notification of his admission.

### Requirements for the B.S. Degree

The degree of Bachelor of Science in Library Science is granted to students who complete satisfactorily at least thirty semester hours of approved courses and who have been in residence at least two semesters or the equivalent. Students who receive more than four hours of "D" in the courses taken in the first half-year may not register for further courses in the School, unless the average grade is "C."

### Program of Study

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests, and probable professional future form the basis for selecting his course of study.

During the first semester each student must complete satisfactorily the five required courses listed below. In the second semester, opportunity is provided for individual specialization.

First Semester	HOURS
Development of the Modern Library (60).....	3
Cataloging and Classification (61).....	4
Reference Service (62).....	3
Library Materials (63).....	3
Library Administration (64).....	3
<i>Total</i> .....	<u>16</u>

## Second Semester

During the second semester each student must take Lib. Sci. 99 (Inspection Trip). All other courses are elective, and each student is given the opportunity to develop his special interests. Normally the student elects at least one course from each of the following groups, and his program of study totals from fourteen to sixteen semester hours.

<i>I. Organization and Management</i>	HOURS	<i>II. Fields of Special Interest</i>	HOURS
Organization and Management of Public Libraries (70).....	3	Reading Interests and Guidance of Adults (75).....	3
Organization and Management of College and University Libraries (71).....	3	Reading Interests and Guidance of Adolescents (76).....	3
Organization and Management of School Libraries (72).....	3	Reading Interests and Guidance of Children (77).....	3
Service in Special Libraries (73)....	2	Problems in Cataloging and Classification (78).....	3
 <i>III. Types of Materials</i>		 <i>IV. Free Electives</i>	
Biological Literature and Reference Work (53).....	2	History of Books (90).....	3
Audio-Visual Aids and Library Service (54).....	3	Psychology for Librarians (91)....	2
Bibliography and Reference (80)...	4	The Library and the Community (92).....	3
Introduction to Government Publications (81).....	3		

Among his free electives the student may include courses in other departments and schools of the University, provided they are approved for graduate credit. Elections of this type should center about the student's field of special interest and are subject to the approval of the Library School.

### Sample Program

Following is a typical sample program for the second semester, in this case for a student primarily interested in public library administration:

	HOURS
Lib. Sci. 70—Organization and Management of Public Libraries.....	3
Lib. Sci. 75—Reading Interests and Guidance of Adults.....	3
Lib. Sci. 80—Bibliography and Reference.....	4
Lib. Sci. 91—Psychology for Librarians.....	2
Pol. Sci. 34—Municipal Problems.....	3
<i>Total</i> .....	15



# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate School and must meet the following requirements for admission as stated in the *Graduate School Announcement*:

Admission to the Graduate School may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate School, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion of a professional program in an accredited library school, or equivalent training satisfactory to the Library School.

(2) One year of library experience, or an equivalent acceptable to the Library School.

(3) A reading knowledge of one modern foreign language. Students specializing in bibliographical work must have a reading knowledge of at least two foreign languages.

(4) Evidence of ability to pursue graduate work in library science.

Other desirable preparation includes: specialization in at least one major subject field; a working knowledge of statistics, applied psychology, business methods; a knowledge of additional foreign languages; ability to speak in public.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## Requirements for the M.S. Degree

At least two semesters in residence or the equivalent are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of eight units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

Applications for admission to candidacy for the M.S. degree should ordinarily be made upon the completion of one semester in residence or four units of course work. At that time the student must furnish evidence that he has fulfilled the language requirement and must select the plan of study he intends to follow. His choice of plan is subject to the approval of the Library School.

### **Program of Study**

A flexible curriculum in library science is offered to meet the needs and interests of the individual student. Every student seeking admission to candidacy for the M.S. degree should select a field of specialization. His work will be under the direction of a faculty adviser, and his program of courses must be approved by the Library School when he first registers and again upon admission to candidacy for the degree. Schedules involving an unusually large number of formal class meetings per week require the special approval of the Graduate School.

Two courses are required of all candidates, Lib. Sci. 111 (Methods of Investigation in Librarianship) and Lib. Sci. 110 (The Current Scene in Librarianship). All students must pass a comprehensive examination covering the general field of librarianship and the field of specialization not later than two weeks before the day on which the degree is to be conferred.

The Library School offers two general programs for the M.S. degree:

#### **Plan I**

Plan I emphasizes research and requires the preparation of a thesis. The subject of the thesis must be approved when the student is admitted to candidacy for the degree. The thesis must be submitted for approval of the Library School at least three weeks before the date on which the degree is to be conferred. Two copies of the thesis in final form, with the official certificate of approval, must be delivered at the office of the Dean of the Graduate School at least two weeks before the date on which the degree is to be conferred. The comprehensive examination will include an oral review of the thesis. A minimum of eight units are required, of which two may be Lib. Sci. 101 (Thesis). A maximum of four units may be taken in other departments and colleges in the University, subject to the approval of the Library School.

#### **Plan II**

Plan II gives major attention to intensive study of some specialized field of library science and requires a report on a problem in this field. A minimum of nine units are required, of which one or two may be Lib. Sci. 102 (Individual Research). A maximum of four units may be taken in other colleges and departments of the University, subject to the approval of the Library School. At least one-half of the student's program must consist of courses numbered 100 and upwards. The candidate's report on his individual investigation must demonstrate his ability to evaluate and organize materials in relation to a specific problem. The choice of the problem must be approved by the Library School not later than one semester before the date of expected graduation. Two type-written copies of the report are to be deposited in the office of the Assistant Director of the Library School at least three weeks before the date on which the degree is to be conferred.

## COURSES OF INSTRUCTION

NOTE.—Courses offered in the first semester are indicated by the Roman numeral "I," and those in the second semester by "II." The credit value in semester hours is shown by an Arabic numeral in parenthesis; credit for graduate courses is stated in terms of units.

### Required Courses for First-Year Library School Students

60. THE DEVELOPMENT OF THE MODERN LIBRARY.—Historical introduction to modern American library service; a study of the origin, evolution, and backgrounds of the library, including the history of the manufacture and distribution of the printed book and other library materials; development of various types of libraries with emphasis on their sociological and educational backgrounds; history of librarianship; significant trends in library service today and possibilities for future developments. I, (3). Assistant Professor LANCASTER.
61. CATALOGING AND CLASSIFICATION.—An introduction to the principles of cataloging and classifying books and assigning subject headings, with practical application to many types of books. The course is based on the American Library Association Catalog rules; Library of Congress Rules for cataloging; Dewey Decimal Classification; Library of Congress List of subject headings; American Library Association and Cincinnati Public Library Filing rules, and the basic reference books used by catalogers. A brief introduction to the Library of Congress Classification is included. I, (4). Associate Professor BOND.
62. REFERENCE SERVICE.—An introduction to the fundamental principles of the organization and administration of reference service; selection, evaluation, and use of basic reference materials. I, (3). Assistant Professor PHELPS.
63. LIBRARY MATERIALS.—The form, types, and characteristics of books, pamphlets, periodicals, and other essential materials constituting the resources of the modern library; basic general sources of information about these materials; bibliographical tools which reveal their contents; general principles which govern their selection for libraries. I, (3). Associate Professor BOYD.
64. LIBRARY ADMINISTRATION.—An introduction to general principles of administration and their application to the organization and management of libraries and library departments, with consideration of the objectives and functions of the various types of modern libraries. I, (3). Assistant Professor LANCASTER.

### Elective Courses for First-Year Library School Students

70. ORGANIZATION AND MANAGEMENT OF PUBLIC LIBRARIES.—Problems of public library administration in relation to the organization and management of personnel, materials, quarters, procedures, and finance to render effective service to society within the framework of approved objectives and legal provisions. II, (3). Assistant Professor LANCASTER.
71. ORGANIZATION AND MANAGEMENT OF COLLEGE AND UNIVERSITY LIBRARIES.—A study of the place of the library in higher education and of the administrative problems involved in college and university library service; relationship of library functions to institutional aims; legal status; financial support; the budget; staff qualifications, status and organization for service; books and other materials; physical plant; records. II, (3). Assistant Professor LANCASTER.
72. ORGANIZATION AND MANAGEMENT OF SCHOOL LIBRARIES.—The objectives, functions, organization, and administration of library service as a part of the school program. II, (3). Assistant Professor HOSTETTER.

73. SERVICE IN SPECIAL LIBRARIES.—Principles and methods of organizing and administering collections for the special subject fields; emphasis is placed on the literature of the fields, the use of subject bibliographies and catalogs, and the development of special services. II, (2). Assistant Professor SPENCER.
75. READING INTERESTS AND GUIDANCE OF ADULTS.—Reading habits and interests of adults; selection of reading materials for adults; methods of readers' advisory service in college and public libraries. II, (3). Associate Professor BOYD.
76. READING INTERESTS AND GUIDANCE OF ADOLESCENTS.—Principles of guidance in the use of reading materials to meet the reading interests, habits, and abilities of the adolescent; readers' advisory service to the adolescent in the programs of the school and public library. II, (3). Assistant Professor HOSTETTER.
77. READING INTERESTS AND GUIDANCE OF CHILDREN.—Reading interests, habits, and abilities of children at various age levels in relation to appropriate reading materials; principles of guidance in reading as a developmental process; sources and evaluation of reading materials. II, (3). Assistant Professor HOSTETTER.
78. PROBLEMS IN CATALOGING AND CLASSIFICATION.—Continuation of Lib. Sci. 61, emphasizing the cataloging and classification of special types of material and the administrative problems of the catalog department; the cataloging of maps, music, dissertations, serials, monographic sets, and other material requiring descriptive notes; various types of analytics; debatable entries. Practice in the use of the Library of Congress Classification and in problems of filing in the catalog. II, (3). Associate Professor BOND.
80. BIBLIOGRAPHY AND REFERENCE.—A course which aims to prepare students for reference service in college and university libraries and in the larger public libraries; the selection, evaluation and use of the more specialized and scholarly reference materials in the various subject fields; practical training in the making of bibliographies. II, (4). Assistant Professor PHELPS.
81. INTRODUCTION TO GOVERNMENT PUBLICATIONS.—Nature, scope, and characteristics of government publications; their value as sources of information; their selection, acquisition, and care. Includes United States, state, local, and British publications. II, (3). Associate Professor BOYD.
99. INSPECTION TRIP.—Required of all candidates for the degree of Bachelor of Science in library science. Estimated cost \$30. II, (no credit). Associate Professor STIEG.

### Courses for First-Year Library School Students and for Graduate Students

53. BIOLOGICAL LITERATURE AND REFERENCE WORK.—I, (2 semester hours or ½ unit). *Prerequisite:* Consent of the instructor. Mr. BAMBER.
54. AUDIO-VISUAL AIDS AND LIBRARY SERVICE.—Descriptive course designed to acquaint the student with the theories of educational use of audio-visual materials, and with their administration in library service. II, (3 semester hours or ½ unit). Assistant Professor SPENCER.
90. HISTORY OF BOOKS.—The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, (3 semester hours or ½ unit). Associate Professor STIEG.
91. PSYCHOLOGY FOR LIBRARIANS.—The application of psychological principles and techniques to library service. II, (2 semester hours or ½ unit). Dr. McGEHEE.

92. **THE LIBRARY AND THE COMMUNITY.**—The integration of the library with its community; sociological backgrounds; groups and organizations common to most communities; methods of surveying a community's reading resources, its reading habits, and interests; and the methods of promoting its reading. Each student is expected to make a community survey. II, (3 semester hours or 1 unit). Associate Professor BOYD, Professor LINDSTROM, Assistant Professor TYLOR.

### Courses for Graduate Students

101. **THESIS.**—I and II, (1 to 2 units). Professor DOWNS and others.
102. **INDIVIDUAL RESEARCH.**—I and II, (1 to 2 units). Professor DOWNS and others. Seminar classes will be formed if enough students choose the same subject for individual research. Some suggested fields of investigation include:
- (a) ADMINISTRATION OF REFERENCE SERVICE.
  - (b) MODERN PUBLISHING.
  - (c) LARGER UNITS OF LIBRARY SERVICE—county, state, regional.
  - (d) ADMINISTRATION OF EPHEMERAL MATERIAL.
  - (e) TEACHING THE USE OF THE LIBRARY.
- 104a. **ADVANCED CLASSIFICATION.**—History and philosophy of classification; comparative study of classification systems with special emphasis on the system used by the Library of Congress. Critical study of subject headings. Individual studies of special administrative problems or of the problems of classification of special types of material. I, ( $\frac{1}{2}$  unit). Associate Professor BOND.
- 104b. **ADVANCED CATALOGING.**—History and philosophy of cataloging; comparative study of cataloging rules and of rules for filing in a catalog; cataloging of more difficult types of material such as incunabula, rare books, manuscripts, and archives. Administrative problems in cataloging. Individual studies in the problems of cataloging. II, ( $\frac{1}{2}$  to 1 unit). Associate Professor BOND.
108. **LIBRARY TRENDS.**—A survey of the library today, with a consideration of its future development as a social institution. Special emphasis is given to parallel trends in sociological, educational, and governmental fields. I, (1 unit). Assistant Professor SPENCER.
109. **PROBLEMS OF COLLEGE AND UNIVERSITY LIBRARY ADMINISTRATION.**—The functions and organization of various types of college and university libraries; intensive study of selected cases to illustrate typical problems in connection with budget, personnel, equipment, instruction in the use of the library, etc. II, (1 unit). Professor DOWNS.
110. **THE CURRENT SCENE IN LIBRARIANSHIP.**—Study and discussion of current library activities and problems for students completing work for the master's degree. II, (no credit). Professor DOWNS and others.
111. **METHODS OF INVESTIGATION IN LIBRARIANSHIP.**—Research methods and their application to the problems of librarianship; a survey of recent research in librarianship, with analysis of typical studies. I, (1 unit). Associate Professor STIEG.
112. **RESOURCES OF AMERICAN LIBRARIES.**—The distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and uses of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; ways and means of developing research collections in special subject fields. I, (1 unit). Professor DOWNS.

113. DEPARTMENTAL AND SPECIAL LIBRARIES.—Administrative and bibliographic aspects of departmental and other special libraries; building and evaluating the special collection. Special and departmental libraries in the vicinity are used as laboratories. Each student is expected to select one special field for particular study. II, (1½ unit). Mr. BOUSFIELD and others.
114. ADVANCED BIBLIOGRAPHY.—Designed to enable the student to utilize effectively all the varied resources of a large research library; methods of analyzing and solving bibliographic problems which arise in scholarly libraries and in connection with research projects. I, (1 unit). Assistant Professor PHELPS.
115. SEMINAR IN GOVERNMENT PUBLICATIONS.—Investigation of problems of selection, acquisition, organization, and use of collections of American federal, state, and municipal publications and those of important foreign governments. II, (1 unit). Assistant Professor PHELPS.
116. PROBLEMS OF SCHOOL LIBRARY SERVICE.—Study of selected problems of school library service in relation to the objectives, organization, and administration of the school library. I, (1 unit). Assistant Professor HOSTETTER.
117. SCHOOL LIBRARY COLLECTION.—Study of the principles for the selection of materials for the school library inherent in the sociological, psychological, and bibliographic backgrounds of reading in the school. II, (1 unit). Assistant Professor HOSTETTER.

# UNIVERSITY OF ILLINOIS

## Colleges and Schools at Urbana

COLLEGE OF LIBERAL ARTS AND SCIENCES.—Curriculum in the Division of General Studies; general curriculum with majors in the humanities and sciences; specialized curricula in chemistry and chemical engineering; general courses preparatory to the study of journalism, law, medicine, and dentistry.

COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION.—Specialized curricula in accountancy, banking and finance, commerce and law, commercial teaching, economics, industrial administration, management, marketing, and public affairs.

COLLEGE OF ENGINEERING.—Curricula in agricultural, ceramic, chemical, civil, electrical, general, mechanical, metallurgical, mining, and public health engineering.

COLLEGE OF AGRICULTURE.—Curricula in agriculture, dairy technology, floriculture, home economics, and vocational agriculture; pre-professional training in forestry.

COLLEGE OF EDUCATION.—Curricula in education, agricultural education, home economics education, and industrial education. The University High School is the practice school of the College of Education.

COLLEGE OF FINE AND APPLIED ARTS.—Curricula in architecture, art, landscape architecture, music, and music education.

COLLEGE OF LAW.—Professional curricula in law.

SCHOOL OF JOURNALISM.—Editorial, advertising, and publication management curricula for juniors and seniors; two-year emergency curriculum for freshmen and sophomores.

SCHOOL OF PHYSICAL EDUCATION.—Curricula in physical education.

LIBRARY SCHOOL.—Curriculum in library science for college graduates.

GRADUATE SCHOOL.—Advanced study and research.

*Summer Term.*—Courses for undergraduate and graduate students.

*University Extension Division.*—Courses taught by correspondence, extramural courses, science aids service, speech aids service, and visual aids service.

## Colleges in Chicago

COLLEGE OF DENTISTRY.—Professional curriculum in dentistry.

COLLEGE OF MEDICINE.—Professional curriculum in medicine;  
curriculum in occupational therapy.

COLLEGE OF PHARMACY.—Professional curriculum in pharmacy.

## University Experiment Stations, and Research and Service Organizations at Urbana

AGRICULTURAL EXPERIMENT STATION

ENGINEERING EXPERIMENT STATION

EXTENSION SERVICE IN AGRICULTURE  
AND HOME ECONOMICS

BUREAU OF ECONOMIC AND  
BUSINESS RESEARCH

BUREAU OF COMMUNITY PLANNING

BUREAU OF EDUCATIONAL RESEARCH

BUREAU OF INSTITUTIONAL RESEARCH

PERSONNEL BUREAU

RADIO STATION (WILL)

UNIVERSITY OF ILLINOIS PRESS

## State Scientific Surveys and Other Divisions at Urbana

STATE GEOLOGICAL SURVEY

STATE NATURAL HISTORY SURVEY

STATE WATER SURVEY

STATE DIAGNOSTIC LABORATORY (for  
Animal Pathology)

U. S. REGIONAL SOYBEAN LABORATORY

---

For general catalog of the University, special circulars, and other information, address  
THE REGISTRAR, UNIVERSITY OF ILLINOIS  
URBANA, ILLINOIS





3.71177366  
C4961  
1945/46  
cop 2

# UNIVERSITY OF ILLINOIS LIBRARY SCHOOL

## Announcement : 1945 - 1946



## UNIVERSITY OF ILLINOIS BULLETIN

**VOL. 42 : NO. 40 : MAY 22, 1945.** Published weekly by the University of Illinois. Entered as second-class matter at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois. Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized July 31, 1918.

UN

Return this book on or before the **Latest Date** stamped below. A charge is made on all overdue books.

University of Illinois Library

DWIGHT H. GREEN, GOVERNOR  
VERNON L. NICKELL, SUGGESTOR

15 May 47

DEC 23 1978

FEB 6 1979

JOHN R. FORNOFF.....  
MRS. HELEN M. GRIGSBY.....  
PARK LIVINGSTON.....

CHESTER R. DAVIS.....  
DR. MARTIN G. LUKEN.....  
FRANK H. MCKELVEY.....

WALTER W. McLAUGHLIN.....  
DR. KARL A. MEYER.....  
KENNEY E. WILLIAMSON.....

PARK LIVINGSTON  
HARRISON E. CUNNINGHAM  
IRVIN L. PORTER,  
LLOYD MOREY, COORDINATOR

OF

ARTHUR CUTTS WILLIAMS

M32

COLEMAN ROBERTS GRIFFITH, F.H.D., 170033

ROBERT DANIEL CARMICHAEL, Ph.D., *Dean of the Graduate School*

FRED HAROLD TURNER, Ph.D., *Dean of Students*

GEORGE PHILIP TUTTLE, B.S., *Registrar*

Note: The general offices of the University are open weekdays from 8 a.m. to 12 m. and from 1 to 5 p.m. except Saturday afternoon.

C 496

1945/46

copy 2

CONTENTS

FACULTY OF THE LIBRARY SCHOOL . . . . .	3
THE LIBRARY SCHOOL . . . . .	5
Curricula . . . . .	5
Equipment and Facilities . . . . .	5
Fees and Expenses . . . . .	6
Scholarships and Financial Aid . . . . .	6
Placement Service . . . . .	7
Recreation and Student Welfare . . . . .	7
Alumni Association . . . . .	7
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	8
Pre-Professional Study . . . . .	8
Admission Requirements . . . . .	8
Advanced Standing . . . . .	9
Requirements for the B.S. Degree . . . . .	9
Program of Study . . . . .	9
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	11
Admission Requirements . . . . .	11
Requirements for the M.S. Degree . . . . .	11
Program of Study . . . . .	12
COURSES OF INSTRUCTION . . . . .	13



The Library School Library

## FACULTY OF THE LIBRARY SCHOOL

- ROBERT BINGHAM DOWNS, *Professor of Library Science, Director of the Library School, and Director of the Library*  
A.B., University of North Carolina; B.S., M.S., Columbia University; Litt.D., Colby College.
- PHINEAS LAWRENCE WINDSOR, *Professor of Library Science, Director of the Library School, and Director of the Library, Emeritus*  
Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.
- LEWIS FRANCIS STIEG, *Associate Professor of Library Science, Assistant Director of the Library School*  
A.B., A.M., University of Buffalo; A.M., Harvard University; A.B.L.S., University of Michigan; Ph.D., Graduate Library School, University of Chicago.
- FRANCES SIMPSON, *Associate Professor of Library Economy, Assistant Director of the Library School, Emerita*  
B.L., M.L., Northwestern University; B.L.S., University of Illinois.
- ETHEL BOND, *Associate Professor of Library Science*  
A.B., B.L.S., University of Illinois.
- ANNE MORRIS BOYD, *Associate Professor of Library Science*  
A.B., James Millikin University; B.L.S., University of Illinois.
- MARIE MILLER HOSTETTER, *Assistant Professor of Library Science*  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.<sup>1</sup>
- ROSE BERNICE PHELPS, *Assistant Professor of Library Science*  
A.B., University of Michigan; B.S., M.S., Columbia University; Ph.D., Graduate Library School, University of Chicago.
- GWLADYS SPENCER, *Assistant Professor of Library Science*  
Ph.B., Denison University; Certificate, Western Reserve University; A.M., Ohio Wesleyan University; Ph.D., Graduate Library School, University of Chicago.
- MARY ALICE LOHRER, *Instructor in Library Science*  
Ph.B., University of Chicago; B.S. (Lib. Sci.), University of Illinois; A.M., Graduate Library School, University of Chicago.
- DONNA DOROTHY FINGER, *Librarian, Library School Library*  
B.S., Northwestern University; A.M., University of Wisconsin; B.S. (Lib. Sci.), Columbia University.
- LILLIAN ELVIRA HEDSTRAND, *Assistant in Library Science*  
B.S., Northwestern University; B.S. (Lib. Sci.), University of Illinois.
- ELIZABETH PAULINE KNOWLES, *Administrative Assistant and Reviser*  
A.B., North Carolina College for Women; B.S. (Lib. Sci.), Columbia University.

<sup>1</sup> On leave of absence for the year.

## COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF

- HILDA JOSEPHINE ALSETH, A.B., B.L.S., *Engineering Librarian and Instructor in Library Science*
- LYLE EDWARD BAMBER, M.S., *Natural History Librarian and Instructor in Library Science*
- LEWIS CAPERS BRANSCOMB, JR., A.M., *Assistant University Librarian for Public Service Departments and Associate Professor of Library Science*
- MARY GLADYS BURWASH, A.B., B.L.S., *Agriculture Librarian and Instructor in Library Science*
- BERNITA LONG DAVIES, A.B., LL.B., B.S. (Lib. Sci.), *Law Librarian and Instructor in Library Science*
- FANNY DUNLAP, Ph.B., B.L.S., *Reference Librarian and Associate in Library Science*
- WILLIA KATHRYN GARVER, B.L.S., *Assistant University Librarian (Acquisitions) and Assistant Professor of Library Science*
- JOSIE BATCHELLER HOUCHEMS, B.L.S., A.M., *Assistant University Librarian (Personnel); Binding Librarian and Assistant Professor of Library Science*
- ALICE SARAH JOHNSON, A.B., B.L.S., *Reference Librarian and Associate in Library Science*
- EMMA REED JUTTON, B.L.S., *Circulation Librarian and Associate in Library Science*
- EVALENE VIRGINIA KRAMER (Mrs. W. S. Angus), M.S., *University High School Librarian and Instructor in Library Science*
- NELLE MARIE SIGNOR, A.B., B.L.S., *History and Political Science Librarian and Instructor in Library Science*
- ARNOLD HERMAN TROTIER, A.M., *Assistant University Librarian (Cataloging) and Assistant Professor of Library Science*

## COOPERATING FACULTY

- JOSEPH ALLEN, JR., A.M., B.S. (Lib. Sci.), *Music Librarian and Instructor in Music*
- IRWIN AUGUST BERG, Ph.D., *Clinical Counselor and Psychometrist in the Student Personnel Bureau and Assistant Professor of Psychology*
- DAVID EDGAR LINDSTROM, Ph.D., *Professor of Rural Sociology*
- EUNICE COLLINS MOHR, A.B., B.S. (Lib. Sci.), *Journalism Librarian and Instructor in Journalism*
- BENJAMIN FINLEY TIMMONS, Ph.D., *Associate Professor of Sociology*

## THE LIBRARY SCHOOL

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the school was moved in 1897 to the University of Illinois. Among the alumni are nearly 2,000 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

As a professional school the Library School is mainly concerned with three objectives: (1) to offer instruction in the fundamental principles and practices of librarianship; (2) to provide the opportunity for advanced study in specialized aspects of library service; (3) to train students in the methods of research and their application to the problems of library science.

To achieve its objectives the Library School offers curricula at two levels, one leading to the degree of Bachelor of Science in library science and the other leading to the degree of Master of Science. At both levels the curricula are sufficiently flexible to allow the student to build a program of courses which will develop his special interests and abilities.

Each summer the Library School offers a selected group of courses which conform as nearly as possible to the corresponding courses given during the regular academic year. Instruction is offered at both levels, and the requirements for either the B.S. in library science or the M.S. degree can be completed by attendance at four consecutive summer sessions.

### Equipment and Facilities

Classrooms, faculty and administrative offices, study rooms, and the library of the School are located on the third floor of the main building of the University of Illinois Library. The special library of the School contains the journals and books necessary for its instructional program.

The University Library contains more than one and one-half million volumes in the main library building, more than one-fourth million in departments in other buildings at Urbana-Champaign, and about 75,000 on the Chicago campus. In the main building all students have the direct use of about 12,000 reference volumes in the general reading room, which seats 500. Three reserve-book rooms in this building, containing 15,000 volumes, have seats for 500 students. There are special rooms for the Classics, English, Economics and Sociology, Education, Philosophy, and Psychology, History and Political Science, Library Science, Maps, Modern Languages, Newspapers, and Rare Books. The departmental libraries in other buildings on the campus maintain book collec-

tions and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

In addition to their close contact with the University Library, students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deferment of fees, exemptions, etc., see the *Annual Register* of the University.)

Matriculation fee (payable only once, when first registering as a candidate for a degree).....	\$10
Tuition:	
Residents of Illinois.....	40
First-year non-residents registering in the Library School.....	80
Non-residents registering in the Graduate School.....	70
Deposit (unused portion refundable).....	5
Laboratory, library, and supply fee.....	5
Hospital and medical service fee.....	5
Illini Union Building service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amounts: books and equipment, \$25; inspection trip (required of all candidates for the degree of B.S. in library science), \$30; room rent, \$150; board, \$300. Altogether, an average of \$800 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Scholarships and Financial Aid

*Katharine L. Sharp Scholarship.*—Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Scholarship is awarded annually on recommendation of the faculty. It carries a stipend of \$300 and exemption from tuition. The scholarship is open only to students in the Graduate School whose major is library science.

*Graduate School Scholarships.*—The Board of Trustees of the University has established a number of scholarships which are open to candidates for the M.S. degree who are not over thirty years of age at the time when the appointment is to be made. These scholarships carry stipends of \$350 and exemption from the payment of the usual tuition fees.



*Assistantships.*—Several assistantships in the University Library are open each year to properly qualified candidates for the M.S. degree in library science. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian; three-quarter time appointments require thirty hours of work. The stipend for a half-time assistantship is \$900 a year; for a three-quarter time appointment, \$1350 a year.

*Loan Funds.*—Numerous loan funds are administered by the University for the benefit of worthy students who are in need of financial aid in order to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.*—In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

### **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with many libraries of different types, particularly in Illinois and the Middle West, and makes every effort to help graduates find the kind of position best suited to their abilities. The School can not, however, guarantee positions to graduates.

### **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events, most of them free of charge.

### **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Scholarship and the Windsor Publication Fund. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in library science is to give the student instruction in the fundamental principles and practices of librarianship. It should provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development. It should also give him sufficiently specialized training to enable him to serve effectively in one or more types of library.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian.

A reading knowledge of French and German is strongly recommended. In many fields of librarianship a knowledge of Spanish is becoming increasingly important. Some knowledge of Latin is also desirable.

Courses in political science (particularly public administration), psychology, sociology, and education are of value, depending on the type of library service in which the student is most interested. The prospective school librarian, for example, should be certain that he can qualify for a teacher's certificate. Students interested in service in a specialized library should have a good background in the subjects involved.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature, including undergraduate work in library science, should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

## Admission Requirements

For admission to the Library School a bachelor's degree in arts or sciences from the University of Illinois or other equivalent training is required. The scholastic average during the four years of undergraduate work must be at least 3.5, or its equivalent as determined by the University for institutions using a different grading system. Every prospective student must file with the Assistant Director of the School an application blank and transcripts of his work in all colleges and uni-

versities previously attended. Applications should be submitted as early as possible, and not later than four weeks before registration. New students are admitted at the beginning of the first semester or the summer session, but not at the beginning of the second semester which has as its prerequisite credit in all first semester courses.

Men and women who can meet the formal requirements for admission and who have the following qualifications are encouraged to apply: (1) individuals with well adjusted personalities, who enjoy working with people as well as with books and who are willing to accept social responsibility and leadership; (2) individuals with good physical health, free from serious physical defects which would handicap them in the performance of library services; (3) those under thirty-five years of age, and those older than thirty-five who are already engaged in library service, or in other work requiring similar intellectual qualities.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. No student should complete his plans for attending the Library School until he has received notification of his admission.

### **Advanced Standing**

After matriculation, an applicant for advanced standing may obtain credit for some of the courses required for the bachelor's degree in library science by transfer of credits from an approved institution, or by examination if the applicant gives indication of having adequate preparation. In such cases, however, the student must still meet the residence requirements for the degree, and must, therefore, register for a sufficient number of courses, either in library science or in a subject of special interest to him, to make up the usual full schedule of work.

### **Requirements for the B.S. Degree**

The degree of Bachelor of Science in Library Science is granted to students who complete satisfactorily at least thirty semester hours of approved courses and who have been in residence at least two semesters or the equivalent. Students who receive more than four hours of "D" in the courses taken in the first half-year may not register for further courses in the School, unless the average grade is "C."

### **Program of Study**

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests, and probable professional future form the basis for selecting his course of study.

During the first semester each student must complete satisfactorily the five required courses listed on page 10. In the second semester, opportunity is provided for individual specialization.

## First Semester

	HOURS
Development of the Modern Library (60).....	3
Cataloging and Classification (61).....	4
Reference Service (62).....	3
Library Materials (63).....	3
Library Administration (64).....	3
<i>Total</i> .....	<u>16</u>

## Second Semester

During the second semester each student must take Lib. Sci. 99 (Inspection Trip). All other courses are elective, and each student is given the opportunity to develop his special interests. Normally the student elects at least one course from each of the following groups, and his program of study totals from fourteen to sixteen semester hours.

### *I. Organization and Management*

	HOURS
Organization and Management of Public Libraries (70).....	3
Organization and Management of College and University Libraries (71).....	3
Organization and Management of School Libraries (72).....	3
Service in Special Libraries (73)....	2

### *II. Fields of Special Interest*

	HOURS
Reading Interests and Guidance of Adults (75).....	3
Reading Interests and Guidance of Adolescents (76).....	3
Reading Interests and Guidance of Children (77).....	3
Problems in Cataloging and Classification (78).....	3

### *III. Types of Materials*

Biological Literature and Reference Work (53).....	2
Audio-Visual Aids and Library Service (54).....	3
Bibliography and Reference (80)...	4
Introduction to Government Publications (81).....	3

### *IV. Free Electives*

History of Books (90).....	3
Psychology for Librarians (91)....	2
The Library and the Community (92).....	3

Among his free electives the student may include courses in other departments and schools of the University, provided they are approved for graduate credit. Elections of this type should center about the student's field of special interest and are subject to the approval of the Library School.

## Sample Program

Following is a typical sample program for the second semester, in this case for a student primarily interested in public library administration:

	HOURS
Lib. Sci. 70—Organization and Management of Public Libraries.....	3
Lib. Sci. 75—Reading Interests and Guidance of Adults.....	3
Lib. Sci. 80—Bibliography and Reference.....	4
Lib. Sci. 91—Psychology for Librarians.....	2
Pol. Sci. 34—Municipal Problems.....	3
<i>Total</i> .....	<u>15</u>

# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate School and must meet the following requirements for admission as stated in the *Graduate School Announcement*:

Admission to the Graduate School may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate School, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion of a professional program in an accredited library school, or equivalent training satisfactory to the Library School.

(2) One year of library experience, or an equivalent acceptable to the Library School.

(3) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(4) Evidence of ability to pursue graduate work in library science.

Other desirable preparation includes: specialization in at least one major subject field; a working knowledge of statistics, applied psychology, business methods; a knowledge of additional foreign languages; ability to speak in public.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## Requirements for the M.S. Degree

At least two semesters in residence or the equivalent are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of eight units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

Applications for admission to candidacy for the M.S. degree should ordinarily be made upon the completion of one semester in residence or four units of course work. At that time the student must furnish evidence that he has fulfilled the language requirement and must select the plan of study he intends to follow. His choice of plan is subject to the approval of the Library School.

### **Program of Study**

A flexible curriculum in library science is offered to meet the needs and interests of the individual student. Every student seeking admission to candidacy for the M.S. degree should select a field of specialization. His work will be under the direction of a faculty adviser, and his program of courses must be approved by the Library School when he first registers and again upon admission to candidacy for the degree. Schedules involving an unusually large number of formal class meetings per week require the special approval of the Graduate School.

One course is required of all candidates, Lib. Sci. 111 (Methods of Investigation in Librarianship). All students must pass a comprehensive examination covering the general field of librarianship and the field of specialization not later than two weeks before the day on which the degree is to be conferred.

The Library School offers two general programs for the M.S. degree:

#### **Plan I**

Plan I emphasizes research and requires the preparation of a thesis. The subject of the thesis must be approved when the student is admitted to candidacy for the degree. The thesis must be submitted for approval of the Library School at least three weeks before the date on which the degree is to be conferred. Two copies of the thesis in final form, with the official certificate of approval, must be delivered at the office of the Dean of the Graduate School at least two weeks before the date on which the degree is to be conferred. The comprehensive examination will include an oral review of the thesis. A minimum of eight units are required, of which two may be Lib. Sci. 101 (Thesis). A maximum of four units may be taken in other departments and colleges in the University, subject to the approval of the Library School.

#### **Plan II**

Plan II gives major attention to intensive study of some specialized field of library science and requires a report on a problem in this field. A minimum of nine units are required, of which one or two may be Lib. Sci. 102 (Individual Research). A maximum of four units may be taken in other colleges and departments of the University, subject to the approval of the Library School. At least one-half of the student's program must consist of courses numbered 100 and upwards. The candidate's report on his individual investigation must demonstrate his ability to evaluate and organize materials in relation to a specific problem. The choice of the problem must be approved by the Library School not later than one semester before the date of expected graduation. Two typewritten copies of the report are to be deposited in the office of the Assistant Director of the Library School at least three weeks before the date on which the degree is to be conferred.

# COURSES OF INSTRUCTION

NOTE.—Courses offered in the first semester are indicated by the Roman numeral "I," and those in the second semester by "II." The credit value in semester hours is shown by an Arabic numeral in parenthesis; credit for graduate courses is stated in terms of units.

## Required Courses for First-Year Library School Students

60. THE DEVELOPMENT OF THE MODERN LIBRARY.—Introduction to the history of the library from ancient to modern times with emphasis on its social origin, functions, and objectives; the evolution of various types of libraries and significant trends for future development; librarianship as a profession. I, (3). Associate Professor BOYD.
61. CATALOGING AND CLASSIFICATION.—An introduction to the principles of cataloging and classifying books and assigning subject headings, with practical application to many types of books. The course is based on the American Library Association Catalog rules; Library of Congress Rules for cataloging; Dewey Decimal Classification, Library of Congress List of subject headings; American Library Association Filing rules, and the basic reference books used by catalogers. A brief introduction to the Library of Congress Classification is included. I, (4). Associate Professor BOND.
62. REFERENCE SERVICE.—An introduction to the fundamental principles of the organization and administration of reference service; selection, evaluation, and use of basic reference materials. I, (3). Assistant Professor PHELPS.
63. LIBRARY MATERIALS.—The form, types, and characteristics of books, pamphlets, periodicals, and other essential materials constituting the resources of the modern library; basic general sources of information about these materials; bibliographical tools which reveal their contents; general principles which govern their selection for libraries. I, (3). Associate Professor BOYD.
64. LIBRARY ADMINISTRATION.—An introduction to general principles of administration and their application to the organization and management of libraries and library departments, with consideration of the objectives and functions of the various types of modern libraries. I, (3). Assistant Professor SPENCER.

## Elective Courses for First-Year Library School Students

70. ORGANIZATION AND MANAGEMENT OF PUBLIC LIBRARIES.—Problems of public library administration in relation to the organization and management of personnel, materials, quarters, procedures, and finance to render effective service to society within the framework of approved objectives and legal provisions. II, (3). Assistant Professor SPENCER.
71. ORGANIZATION AND MANAGEMENT OF COLLEGE AND UNIVERSITY LIBRARIES.—A study of the place of the library in higher education and of the administrative problems involved in college and university library service. II, (3). Assistant Professor SPENCER.
72. ORGANIZATION AND MANAGEMENT OF SCHOOL LIBRARIES.—The objectives, functions, organization, and administration of library service as a part of the school program. II, (3). Miss LOHRER.
73. SERVICE IN SPECIAL LIBRARIES.—Principles and methods of organizing and administering collections for the special subject fields; emphasis is placed on the literature of the fields, the use of subject bibliographies and catalogs, and the development of special services. II, (2). Assistant Professor SPENCER.

75. **READING INTERESTS AND GUIDANCE OF ADULTS.**—Principles of selection of reading materials and of guidance in their use; methods of readers' advisory service in college and public libraries. II, (3). Associate Professor BOYD.
76. **READING INTERESTS AND GUIDANCE OF ADOLESCENTS.**—Principles of guidance in the use of reading materials to meet the reading interests, habits, and abilities of the adolescent; readers' advisory service to the adolescent in the programs of the school and public library. II, (3). Miss LOHRER.
77. **READING INTERESTS AND GUIDANCE OF CHILDREN.**—Reading interests, habits, and abilities of children at various age levels in relation to appropriate reading materials; principles of guidance in reading as a developmental process; sources and evaluation of reading materials. II, (3). Miss LOHRER.
78. **PROBLEMS IN CATALOGING AND CLASSIFICATION.**—Continuation of Lib. Sci. 61, emphasizing the cataloging and classification of special types of material and the administrative problems of the catalog department; the cataloging of maps, music, dissertations, serials, monographic sets, and other material requiring descriptive notes; various types of analytics; debatable entries. Practice in the use of the Library of Congress Classification and in problems of filing in the catalog. II, (3). Associate Professor BOND.
80. **BIBLIOGRAPHY AND REFERENCE.**—A course which aims to prepare students for reference service in college and university libraries and in the larger public libraries; the selection, evaluation and use of the more specialized and scholarly reference materials in the various subject fields; practical training in the making of bibliographies. II, (4). Assistant Professor PHELPS.
81. **INTRODUCTION TO GOVERNMENT PUBLICATIONS.**—Nature, scope, and characteristics of government publications; their value as sources of information; their selection, acquisition, and administration. Includes United States, state, local, and British publications. II, (3). Associate Professor BOYD.
99. **INSPECTION TRIP.**—Required of all candidates for the degree of Bachelor of Science in library science. Estimated cost \$30. II, (no credit). Associate Professor STIEG.

### **Courses for First-Year Library School Students and for Graduate Students**

53. **BIOLOGICAL LITERATURE AND REFERENCE WORK.**—I, (2 semester hours or  $\frac{1}{4}$  unit). *Prerequisite:* Consent of the instructor. Mr. BAMBER.
54. **AUDIO-VISUAL AIDS AND LIBRARY SERVICE.**—Descriptive course designed to acquaint the student with the theories of educational use of audio-visual materials, and with their administration in library service. II, (3 semester hours or  $\frac{1}{2}$  to 1 unit). Assistant Professor SPENCER.
90. **HISTORY OF BOOKS.**—The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, (3 semester hours or  $\frac{1}{2}$  to 1 unit). Associate Professor STIEG.
91. **PSYCHOLOGY FOR LIBRARIANS.**—The application of psychological principles and techniques to library service. II, (2 semester hours or  $\frac{1}{2}$  unit). Assistant Professor BERG.



92. **THE LIBRARY AND THE COMMUNITY.**—The integration of the library with its community; sociological backgrounds; groups and organizations common to most communities; methods of surveying a community's reading resources, its reading habits, and interests; and the methods of promoting its reading. Each student is expected to make a community survey. II, (3 semester hours or 1 unit). Associate Professor BOYD, Professor LINDSTROM, Associate Professor TIMMONS.

### Courses for Graduate Students

101. **THESIS.**—I and II, (1 to 2 units). Professor DOWNS and others.
102. **INDIVIDUAL RESEARCH.**—I and II, (1 to 2 units). Professor DOWNS and others. Seminar classes will be formed if enough students choose the same subject for individual research. Some suggested fields of investigation include:
- (a) ADMINISTRATION OF REFERENCE SERVICE.
  - (b) MODERN PUBLISHING.
  - (c) LARGER UNITS OF LIBRARY SERVICE—county, state, regional.
  - (d) ADMINISTRATION OF EPHEMERAL MATERIAL.
  - (e) TEACHING THE USE OF THE LIBRARY.
- 104a. **ADVANCED CLASSIFICATION.**—History and philosophy of classification; comparative study of classification systems with special emphasis on the system used by the Library of Congress. Critical study of subject headings. Individual studies of special administrative problems or of the problems of classification of special types of material. I, (½ unit). Associate Professor BOND.
- 104b. **ADVANCED CATALOGING.**—History and philosophy of cataloging; comparative study of cataloging rules and of rules for filing in a catalog; cataloging of more difficult types of material such as incunabula, rare books, manuscripts, and archives. Administrative problems in cataloging. Individual studies in the problems of cataloging. II, (½ to 1 unit). Associate Professor BOND.
108. **LIBRARY TRENDS.**—A survey of the library today, with a consideration of its future development as a social institution. Special emphasis is given to parallel trends in sociological, educational, and governmental fields. I, (1 unit). Assistant Professor SPENCER.
109. **PROBLEMS OF COLLEGE AND UNIVERSITY LIBRARY ADMINISTRATION.**—The functions and organization of various types of college and university libraries; intensive study of selected cases to illustrate typical problems in connection with budget, personnel, equipment, instruction in the use of the library, etc. I, (1 unit). Professor DOWNS.
111. **METHODS OF INVESTIGATION IN LIBRARIANSHIP.**—Research methods and their application to the problems of librarianship; a survey of recent research in librarianship, with analysis of typical studies. I, (1 unit). Associate Professor STIEG.
112. **RESOURCES OF AMERICAN LIBRARIES.**—The distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and uses of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; ways and means of developing research collections in special subject fields. II, (1 unit). Professor DOWNS.

113. DEPARTMENTAL AND SPECIAL LIBRARIES.—Administrative and bibliographic aspects of departmental and other special libraries; building and evaluating the special collection. Special and departmental libraries in the vicinity are used as laboratories. Each student is expected to select one special field for particular study. II, (½ unit). Associate Professor BRANSCOMB and others.
114. ADVANCED BIBLIOGRAPHY.—Designed to enable the student to utilize effectively all the varied resources of a large research library; methods of analyzing and solving bibliographic problems which arise in scholarly libraries and in connection with research projects. II, (1 unit). Assistant Professor PHELPS.
115. SEMINAR IN GOVERNMENT PUBLICATIONS.—Investigation of problems of selection, acquisition, organization, and use of collections of American federal, state, and municipal publications and those of important foreign governments. *Prerequisite*: Lib. Sci. 81, or consent of instructor. I, (1 unit). Assistant Professor PHELPS.
116. PROBLEMS OF SCHOOL LIBRARY SERVICE.—Study of selected problems of school library service in relation to the objectives, organization, and administration of the school library. I, (1 unit). Miss LOHRER.
117. SCHOOL LIBRARY COLLECTION.—Study of the principles for the selection of materials for the school library inherent in the sociological, psychological, and bibliographic backgrounds of reading in the school. II, (1 unit). Miss LOHRER.

# UNIVERSITY OF ILLINOIS

## Colleges and Schools at Urbana

**COLLEGE OF LIBERAL ARTS AND SCIENCES.**—Curriculum in the Division of General Studies; general curriculum with majors in the humanities and sciences; specialized curricula in chemistry and chemical engineering; pre-professional curriculum in occupational therapy; general courses preparatory to the study of journalism, law, medicine, and dentistry.

**COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION.**—Specialized curricula in accountancy, banking and finance, commerce and law, commercial teaching, economics, industrial administration, management, marketing, personnel management, and public affairs.

**COLLEGE OF ENGINEERING.**—Curricula in aeronautical, agricultural, ceramic, chemical, civil, electrical, general, mechanical, metallurgical, mining, public health, and sanitary engineering, and in engineering physics.

**COLLEGE OF AGRICULTURE.**—Curricula in agriculture, dairy technology, floriculture, home economics, and vocational agriculture; pre-professional training in forestry.

**COLLEGE OF EDUCATION.**—Curricula in education, agricultural education, home economics education, and industrial education. The University High School is the practice school of the College of Education.

**COLLEGE OF FINE AND APPLIED ARTS.**—Curricula in architecture, art, landscape architecture, music, and music education.

**COLLEGE OF LAW.**—Professional curricula in law.

**SCHOOL OF JOURNALISM.**—Editorial, advertising, publishing, and radio curricula for juniors and seniors; two-year emergency curriculum for freshmen and sophomores.

**SCHOOL OF PHYSICAL EDUCATION.**—Curricula in physical education.

**LIBRARY SCHOOL.**—Curriculum in library science for college graduates.

**GRADUATE SCHOOL.**—Advanced study and research.

*Division of Special Services for War Veterans.*—Programs of study for returning war veterans.

*Summer Term.*—Courses for undergraduate and graduate students.

*University Extension Division.*—Courses taught by correspondence, extramural courses, speech aids service, and visual aids service.

## Colleges in Chicago

**COLLEGE OF DENTISTRY.**—Professional curriculum in dentistry.

**COLLEGE OF MEDICINE.**—Professional curriculum in medicine; curriculum in occupational therapy.

**COLLEGE OF PHARMACY.**—Professional curriculum in pharmacy.

## University Experiment Stations, and Research and Service Organizations at Urbana

AGRICULTURAL EXPERIMENT STATION

ENGINEERING EXPERIMENT STATION

EXTENSION SERVICE IN AGRICULTURE  
AND HOME ECONOMICS

BUREAU OF ECONOMIC AND  
BUSINESS RESEARCH

BUREAU OF COMMUNITY PLANNING

BUREAU OF EDUCATIONAL RESEARCH

BUREAU OF INSTITUTIONAL RESEARCH

GENERAL PLACEMENT BUREAU

STUDENT PERSONNEL BUREAU

RADIO STATION (WILL)

SERVICES FOR CRIPPLED CHILDREN

UNIVERSITY OF ILLINOIS PRESS

## State Scientific Surveys and Other Divisions at Urbana

STATE GEOLOGICAL SURVEY

STATE NATURAL HISTORY SURVEY

STATE WATER SURVEY

STATE DIAGNOSTIC LABORATORY (for  
Animal Pathology)

U. S. REGIONAL SOYBEAN LABORATORY

---

For general catalog of the University, special circulars, and other information, address  
THE REGISTRAR, UNIVERSITY OF ILLINOIS  
URBANA, ILLINOIS





# UNIVERSITY OF ILLINOIS

# LIBRARY SCHOOL

1946

1947



THE LIBRARY OF THE  
APR 18 1946  
UNIVERSITY OF ILLINOIS

## UNIVERSITY OF ILLINOIS BULLETIN

Vol. 43

April 17, 1946

No. 50

Published every five days by the University of Illinois. Entered as second-class matter at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois. Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized July 31, 1918.

Return this book on or before the **Latest Date** stamped below. A charge is made on all overdue books.

University of Illinois Library

may 18 1947  
 EC 23 1947  
 FEB 6 1979

OF ILLINOIS

TRUSTEES

Officio

.....Springfield  
 ..Public Instruction.....Springfield

Members

(1-1947)  
 .....122 S. Bloomington Street, Streator  
 .....Pittsfield  
 .....20 N. Wacker Drive, Chicago 6

(3-1949)  
 .....69 W. Washington Street, Chicago 2  
 .....1448 Lake Shore Drive, Chicago 10  
 .....1023 Woodland Avenue, Springfield

(5-1951)  
 .....Citizens Building, Decatur 30  
 .....Cook County Hospital, Chicago 12  
 .....606 Lehmann Building, Peoria 2

The Board

.....Chicago  
 .....Urbana  
 First National Bank, Chicago 90  
 .....Urbana

ADMINISTRATION

LL.D., *President of the University*  
 with retirement on September 1, 1946

M32 Ph.D., Litt.D., L.H.D., LL.D.,

*President of the University*

Effective July 1, 1946

COLEMAN ROBERTS GRIFFITH, Ph.D., *Provost*

ROBERT DANIEL CARMICHAEL, Ph.D., *Dean of the Graduate School*

FRED HAROLD TURNER, Ph.D., *Dean of Students*

GEORGE PHILIP TUTTLE, B.S., *Registrar*

Note: The general offices of the University are open weekdays from 8 a.m. to 12 m. and from 1 to 5 p.m. except Saturday afternoon.

C 4961  
1946/47  
cop. 2

## CONTENTS

FACULTY OF THE LIBRARY SCHOOL . . . . .	3
THE LIBRARY SCHOOL . . . . .	5
Curricula . . . . .	5
Equipment and Facilities . . . . .	5
Fees and Expenses . . . . .	6
Scholarships and Financial Aid . . . . .	6
Placement Service . . . . .	7
Recreation and Student Welfare . . . . .	7
Alumni Association . . . . .	7
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	8
Pre-Professional Study . . . . .	8
Admission Requirements . . . . .	8
Advanced Standing . . . . .	9
Requirements for the B.S. Degree . . . . .	9
Program of Study . . . . .	10
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	11
Admission Requirements . . . . .	11
Requirements for the M.S. Degree . . . . .	11
Program of Study . . . . .	12
COURSES OF INSTRUCTION . . . . .	13



The Library School Library



## FACULTY OF THE LIBRARY SCHOOL

- ROBERT BINGHAM DOWNS, *Professor of Library Science, Director of the Library School, and Director of the Library*  
A.B., University of North Carolina; B.S., M.S., Columbia University; Litt.D., Colby College.
- PHINEAS LAWRENCE WINDSOR, *Professor of Library Science, Director of the Library School, and Director of the Library, Emeritus*  
Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.
- LEWIS FRANCIS STIEG, *Professor of Library Science and Assistant Director of the Library School*  
A.B., A.M., University of Buffalo; A.M., Harvard University; A.B.L.S., University of Michigan; Ph.D., Graduate Library School, University of Chicago.
- FRANCES SIMPSON, *Associate Professor of Library Economy and Assistant Director of the Library School, Emerita*  
B.L., M.L., Northwestern University; B.L.S., University of Illinois.
- ETHEL BOND, *Associate Professor of Library Science*  
A.B., B.L.S., University of Illinois.
- ANNE MORRIS BOYD, *Associate Professor of Library Science*  
A.B., James Millikin University; B.L.S., University of Illinois.
- MARIE MILLER HOSTETTER, *Assistant Professor of Library Science*  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.
- ROSE BERNICE PHELPS, *Assistant Professor of Library Science*  
A.B., University of Michigan; B.S., M.S., Columbia University; Ph.D., Graduate Library School, University of Chicago.
- GWLADYS SPENCER, *Assistant Professor of Library Science*  
Ph.B., Denison University; Certificate, Western Reserve University; A.M., Ohio Wesleyan University; Ph.D., Graduate Library School, University of Chicago.
- MARY ALICE LOHRER, *Assistant Professor of Library Science*  
Ph.B., University of Chicago; B.S. (Lib. Sci.), University of Illinois; A.M., Graduate Library School, University of Chicago.
- DONNA DOROTHY FINGER, *Librarian, Library School Library; Instructor in Library Science*  
B.S., Northwestern University; A.M., University of Wisconsin; B.S. (Lib. Sci.), Columbia University.
- ELLEN LENORA STANLEY, *Assistant in Library Science*  
A.B., Earlham College; B.S. (Lib. Sci.), University of Illinois.
- ELIZABETH PAULINE KNOWLES, *Administrative Assistant and Reviser*  
A.B., North Carolina College for Women; B.S. (Lib. Sci.), Columbia University.

## COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF

- HILDA JOSEPHINE ALSETH, A.B., B.L.S., *Engineering Librarian and Assistant Professor of Library Science*
- LYLE EDWARD BAMBER, M.S., *Natural History Librarian and Assistant Professor of Library Science*
- LEWIS CAPERS BRANSCOMB, JR., A.M., *Assistant University Librarian for Public Service Departments and Associate Professor of Library Science*
- MARY GLADYS BURWASH, A.B., B.L.S., *Agriculture Librarian and Assistant Professor of Library Science*
- BERNITA JEWELL DAVIES, A.B., LL.B., B.S. (Lib. Sci.), *Law Librarian and Assistant Professor of Library Science*
- FANNY DUNLAP, Ph.B., B.L.S., *Reference Librarian and Assistant Professor of Library Science*
- WILLIA KATHRYN GARVER, B.L.S., *Assistant University Librarian for Acquisitions and Associate Professor of Library Science*
- JOSIE BATCHELLER HOUCHEMS, B.L.S., A.M., *Assistant University Librarian for Personnel and Binding, and Associate Professor of Library Science*
- ALICE SARAH JOHNSON, A.B., B.L.S., *Reference Librarian and Assistant Professor of Library Science*
- EMMA REED JUTTON, B.L.S., *Circulation Librarian and Associate in Library Science, Emerita*
- EVALYN REICH NELSON, A.M., *Education, Philosophy, and Psychology Librarian and Instructor in Library Science*
- NELLE MARIE SIGNOR, A.B., B.L.S., *History and Political Science Librarian and Instructor in Library Science*
- KATHARINE MARTIN STOKES, A.M., *Circulation Librarian and Assistant Professor of Library Science*
- ARNOLD HERMAN TROTIER, A.M., *Assistant University Librarian for Cataloging and Associate Professor of Library Science*

## COOPERATING FACULTY

- JOSEPH ALLEN, JR., A.M., B.S. (Lib. Sci.), *Music Librarian and Instructor in Music*
- IRWIN AUGUST BERG, Ph.D., *Clinical Counselor and Psychometrist in the Student Personnel Bureau and Assistant Professor of Psychology*
- DAVID EDGAR LINDSTROM, Ph.D., *Professor of Rural Sociology*
- EUNICE COLLINS MOHR, A.B., B.S. (Lib. Sci.), *Journalism Librarian and Instructor in Journalism*
- BENJAMIN FINLEY TIMMONS, Ph.D., *Associate Professor of Sociology*

## THE LIBRARY SCHOOL

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the school was moved in 1897 to the University of Illinois. Among the alumni are nearly 2,000 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

As a professional school the Library School is mainly concerned with three objectives: (1) to offer instruction in the fundamental principles and practices of librarianship; (2) to provide the opportunity for advanced study in specialized aspects of library service; (3) to train students in the methods of research and their application to the problems of library science.

To achieve its objectives the Library School offers curricula at two levels, one leading to the degree of Bachelor of Science in library science and the other leading to the degree of Master of Science. At both levels the curricula are sufficiently flexible to allow the student to build a program of courses which will develop his special interests and abilities.

Each summer the Library School offers a selected group of courses which conform as nearly as possible to the corresponding courses given during the regular academic year. Instruction is offered at both levels, and the requirements for either the B.S. in library science or the M.S. degree can be completed by attendance at four consecutive summer sessions.

### Equipment and Facilities

Classrooms, faculty and administrative offices, study rooms, and the library of the School are located on the third floor of the main building of the University of Illinois Library. The special library of the School contains the journals and books necessary for its instructional program. The Library School and the University Library sponsor a weekly radio program relating to books and library subjects.

The University Library contains more than one and one-half million volumes in the main library building, more than one-fourth million in departments in other buildings at Urbana-Champaign, and about 75,000 on the Chicago campus. In the main building there are special rooms for the Classics, English, Commerce, Sociology and Social Welfare Administration, Education, Philosophy, and Psychology, History and Political Science, Library Science, Maps, Germanic and Romance Languages, Newspapers, and Rare Books. The departmental libraries in other buildings on the campus maintain book collections and services

devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

In addition to their close contact with the University Library, students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deferment of fees, exemptions, etc., see the *Annual Register* of the University.)

Matriculation fee (payable only once, when first registering as a candidate for a degree).....	\$10
Graduation fee (payable only at time of completing requirements for degree).....	10
Tuition:	
Residents of Illinois.....	40
First-year non-residents registering in the Library School....	80
Non-residents registering in the Graduate School.....	70
Deposit (unused portion refundable).....	5
Laboratory, library, and supply fee.....	5
Hospital and medical service fee.....	5
Illini Union Building service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amounts for the academic year: books and equipment, \$40; inspection trip (required of all candidates for the degree of B.S. in library science), \$35; room rent, \$150; board, \$300. Altogether, an average of \$800 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Scholarships and Financial Aid

*Katharine L. Sharp Scholarship*.—Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Scholarship is awarded annually on recommendation of the faculty. It carries a stipend of \$300 and exemption from tuition. The scholarship is open only to students in the Graduate School whose major is library science.

*Graduate School Scholarships*.—The Board of Trustees of the University has established a number of scholarships which are open to candidates for the M.S. degree who are not over thirty years of age

when the appointment is to be made. These scholarships carry stipends of \$400 and exemption from the payment of the usual tuition fees.

*Assistantships.*—Several assistantships in the University Library are open each year to properly qualified candidates for the M.S. degree in library science. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$960 a year; for a three-quarter time appointment, \$1440.

*Loan Funds.*—Numerous loan funds are administered by the University for the benefit of worthy students who are in need of financial aid in order to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.*—In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

### **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with many libraries of different types, particularly in Illinois and the Middle West, and makes every effort to help graduates find the kind of position best suited to their abilities. The School can not, however, guarantee positions to graduates.

### **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Scholarship and the Windsor Publication Fund. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in library science is to give the student instruction in the fundamental principles and practices of librarianship. It should provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development. It should also give him sufficiently specialized training to enable him to serve effectively in one or more types of library.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian.

A reading knowledge of French and German is strongly recommended. In many fields of librarianship a knowledge of Spanish is becoming increasingly important. Some knowledge of Latin is also desirable.

Courses in political science (particularly public administration), psychology, sociology, and education are of value, depending on the type of library service in which the student is most interested. The prospective school librarian, for example, should be certain that he can qualify for a teacher's certificate. Students interested in service in a specialized library should have a good background in the subjects involved.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature, including undergraduate work in library science, should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

## Admission Requirements

For admission to the Library School a bachelor's degree in arts or sciences from the University of Illinois or other equivalent training is required. Applicants must give evidence of superior scholastic ability, and professional promise for librarianship.

In general, only those applicants will be admitted whose undergraduate work averages at least 3.5 (C+) or its equivalent as determined by the University for institutions using a different grading

system, and whose performance is satisfactory on tests administered by the Student Personnel Bureau. In exceptional cases an applicant whose average approximates 3.5 (C+) may be admitted provided he demonstrates superior performance on appropriate Personnel Bureau tests.

Evidence of professional promise for librarianship will be secured from letters of reference and other sources. A personal interview with a representative of the school may be required.

Every prospective student must file with the Assistant Director of the School an application blank and transcripts of his work in all colleges and universities previously attended. Applications should be submitted as early as possible, and not later than four weeks before registration. New students are admitted at the beginning of the first semester or the summer session, but not at the beginning of the second semester which has as its prerequisite credit in all first semester courses.

Men and women who can meet the formal requirements for admission and who have the following qualifications are encouraged to apply: (1) individuals with well adjusted personalities, who enjoy working with people as well as with books and who are willing to accept social responsibility and leadership; (2) individuals with good physical health, free from serious physical defects which would handicap them in the performance of library services; (3) those under thirty-five years of age, and those older than thirty-five who are already engaged in library service, or in other work requiring similar intellectual qualities.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. No student should complete his plans for attending the Library School until he has received notification of his admission.

### **Advanced Standing**

After matriculation, an applicant for advanced standing may obtain credit for some of the courses required for the bachelor's degree in library science by transfer of credits from an approved institution, or by examination if the applicant gives indication of having adequate preparation. In such cases, however, the student must still meet the residence requirements for the degree, and must, therefore, register for a sufficient number of courses, either in library science or in a subject of special interest to him, to make up the usual full schedule of work.

### **Requirements for the B.S. Degree**

The degree of Bachelor of Science in Library Science is granted to students who complete satisfactorily at least thirty semester hours of approved courses and who have been in residence at least two semesters or the equivalent. Students must maintain a 3.5 (C+) average for the work of both the first and the second semester. Any student who fails

to maintain this average for the work of the first semester will not be allowed to register for additional courses in the Library School.

## Program of Study

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests, and probable professional future form the basis for selecting his course of study.

During the first semester each student must complete satisfactorily the five required courses listed below. In the second semester, opportunity is provided for individual specialization.

First Semester	HOURS
Development of the Modern Library (60).....	3
Cataloging and Classification (61).....	4
Reference Service (62).....	3
Library Materials (63).....	3
Library Administration (64).....	3
<i>Total</i> .....	16

## Second Semester

During the second semester each student must take Lib. Sci. 99 (Inspection Trip). All other courses are elective, and each student is given the opportunity to develop his special interests. Normally the student elects at least one course from each of the following groups, and his program of study totals from fourteen to sixteen semester hours.

### *I. Organization and Management*

	HOURS
Organization and Management of Public Libraries (70).....	3
Organization and Management of College and University Libraries (71).....	3
Organization and Management of School Libraries (72).....	3
Service in Special Libraries (73)....	2

### *II. Fields of Special Interest*

	HOURS
Reading Interests and Guidance of Adults (75).....	3
Reading Interests and Guidance of Adolescents (76).....	3
Reading Interests and Guidance of Children (77).....	3
Problems in Cataloging and Classification (78).....	3

### *III. Types of Materials*

Biological Literature and Reference Work (53).....	2
Audio-Visual Aids and Library Service (54).....	3
Bibliography and Reference (80)....	4
Introduction to Government Publications (81).....	3

### *IV. Free Electives*

History of Books (90).....	3
Psychology for Librarians (91)....	2
The Library and the Community (92).....	3

Among his free electives the student may include courses in other departments and schools of the University, provided they are approved for graduate credit. Elections of this type should center about the student's field of special interest and are subject to the approval of the Library School.



# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate School and must meet the following requirements for admission as stated in the *Graduate School Announcement*:

Admission to the Graduate School may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate School, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion of a professional program in an accredited library school, or equivalent training satisfactory to the Library School.

(2) One year of library experience, or an equivalent acceptable to the Library School.

(3) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(4) Evidence of ability to pursue graduate work in library science.

Other desirable preparation includes: specialization in at least one major subject field; a working knowledge of statistics, applied psychology, business methods; a knowledge of additional foreign languages; ability to speak in public.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## Requirements for the M.S. Degree

At least two semesters in residence or the equivalent are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of eight units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

Applications for admission to candidacy for the M.S. degree should ordinarily be made upon the completion of one semester in residence or four units of course work. At that time the student must furnish evidence that he has fulfilled the language requirement and must select the plan of study he intends to follow. His choice of plan is subject to the approval of the Library School.

### **Program of Study**

A flexible curriculum in library science is offered to meet the needs and interests of the individual student. Every student seeking admission to candidacy for the M.S. degree should select a field of specialization. His work will be under the direction of a faculty adviser, and his program of courses must be approved by the Library School when he first registers and again upon admission to candidacy for the degree. Schedules involving an unusually large number of formal class meetings per week require the special approval of the Graduate School.

One course is required of all candidates, Lib. Sci. 111 (Methods of Investigation in Librarianship). All students must pass a comprehensive examination covering the general field of librarianship and the field of specialization not later than two weeks before the day on which the degree is to be conferred.

The Library School offers two general programs for the M.S. degree:

#### **Plan I**

Plan I emphasizes research and requires the preparation of a thesis. The subject of the thesis must be approved when the student is admitted to candidacy for the degree. The thesis must be submitted for approval of the Library School at least three weeks before the date on which the degree is to be conferred. Two copies of the thesis in final form, with the official certificate of approval, must be delivered at the office of the Dean of the Graduate School at least two weeks before the date on which the degree is to be conferred. The comprehensive examination will include an oral review of the thesis. A minimum of eight units are required, of which two may be Lib. Sci. 101 (Thesis). A maximum of four units may be taken in other departments and colleges in the University, subject to the approval of the Library School.

#### **Plan II**

Plan II gives major attention to intensive study of some specialized field of library science and requires a report on a problem in this field. A minimum of nine units are required, of which one or two may be Lib. Sci. 102 (Individual Research). A maximum of four units may be taken in other colleges and departments of the University, subject to the approval of the Library School. At least one-half of the student's program must consist of courses numbered 100 and upwards. The candidate's report on his individual investigation must demonstrate his ability to evaluate and organize materials in relation to a specific problem. The choice of the problem must be approved by the Library School not later than one semester before the date of expected graduation. Two type-written copies of the report are to be deposited in the office of the Assistant Director of the Library School at least three weeks before the date on which the degree is to be conferred.

# COURSES OF INSTRUCTION

NOTE.—Courses offered in the first semester are indicated by the Roman numeral "I," and those in the second semester by "II." The credit value in semester hours is shown by an Arabic numeral in parenthesis; credit for graduate courses is stated in terms of units.

## Required Courses for First-Year Library School Students

60. THE DEVELOPMENT OF THE MODERN LIBRARY.—Introduction to the history of the library from ancient to modern times with emphasis on its social origin, functions, and objectives; the evolution of various types of libraries and significant trends for future development; librarianship as a profession. I, (3). Associate Professor BOYD, Assistant Professor HOSTETTER.
61. CATALOGING AND CLASSIFICATION.—An introduction to the principles of cataloging and classifying books and assigning subject headings, with practical application to many types of books. The course is based on the American Library Association Catalog rules; Library of Congress Rules for cataloging; Dewey Decimal Classification, Library of Congress List of subject headings; American Library Association Filing rules, and the basic reference books used by catalogers. A brief introduction to the Library of Congress Classification is included. I, (4). Associate Professor BOND.
62. REFERENCE SERVICE.—An introduction to the fundamental principles of the organization and administration of reference service; selection, evaluation, and use of basic reference materials. I, (3). Assistant Professor PHELPS.
63. LIBRARY MATERIALS.—The form, types, and characteristics of books, pamphlets, periodicals, and other essential materials constituting the resources of the modern library; basic general sources of information about these materials; bibliographical tools which reveal their contents; general principles which govern their selection for libraries. I, (3). Associate Professor BOYD, Assistant Professor HOSTETTER.
64. LIBRARY ADMINISTRATION.—An introduction to general principles of administration and their application to the organization and management of libraries and library departments, with consideration of the objectives and functions of the various types of modern libraries. I, (3). Assistant Professor SPENCER.

## Elective Courses for First-Year Library School Students

70. ORGANIZATION AND MANAGEMENT OF PUBLIC LIBRARIES.—Problems of public library administration in relation to the organization and management of personnel, materials, quarters, procedures, and finance to render effective service to society within the framework of approved objectives and legal provisions. II, (3).
71. ORGANIZATION AND MANAGEMENT OF COLLEGE AND UNIVERSITY LIBRARIES.—A study of the place of the library in higher education and of the administrative problems involved in college and university library service. II, (3). Associate Professor TROTIER.
72. ORGANIZATION AND MANAGEMENT OF SCHOOL LIBRARIES.—The objectives, functions, organization, and administration of library service as a part of the school program. II, (3). Assistant Professor HOSTETTER.
75. READING INTERESTS AND GUIDANCE OF ADULTS.—Principles of selection of reading materials and of guidance in their use; methods of readers' advisory service in college and public libraries. II, (3). Associate Professor BOYD.

76. **READING INTERESTS AND GUIDANCE OF ADOLESCENTS.**—Principles of guidance in the use of reading materials to meet the reading interests, habits, and abilities of the adolescent; readers' advisory service to the adolescent in the programs of the school and public library. II, (3). Assistant Professor HOSTETTER.
77. **READING INTERESTS AND GUIDANCE OF CHILDREN.**—Reading interests, habits, and abilities of children at various age levels in relation to appropriate reading materials; principles of guidance in reading as a developmental process; sources and evaluation of reading materials. II, (3). Assistant Professor HOSTETTER.
78. **PROBLEMS IN CATALOGING AND CLASSIFICATION.**—Continuation of Lib. Sci. 61, emphasizing the cataloging and classification of special types of material and the administrative problems of the catalog department; the cataloging of maps, music, dissertations, serials, monographic sets, and other material requiring descriptive notes; various types of analytics; debatable entries. Practice in the use of the Library of Congress Classification and in problems of filing in the catalog. II, (3). Associate Professor BOND.
80. **BIBLIOGRAPHY AND REFERENCE.**—A course which aims to prepare students for reference service in college and university libraries and in the larger public libraries; the selection, evaluation and use of the more specialized and scholarly reference materials in the various subject fields; practical training in the making of bibliographies. II, (4). Assistant Professor PHELPS, Associate Professor HOUCHEMS.
81. **INTRODUCTION TO GOVERNMENT PUBLICATIONS.**—Nature, scope, and characteristics of government publications; their value as sources of information; their selection, acquisition, and administration. Includes United States, state, local, and British publications. II, (3). Associate Professor BOYD.
99. **INSPECTION TRIP.**—Required of all candidates for the degree of Bachelor of Science in library science. Estimated cost \$35. II, (no credit). Professor STIEG.

### **Courses for First-Year Library School Students and for Graduate Students**

53. **BIOLOGICAL LITERATURE AND REFERENCE WORK.**—I, (2 semester hours or  $\frac{1}{4}$  unit). *Prerequisite:* Consent of the instructor. Mr. BAMBER.
54. **AUDIO-VISUAL AIDS AND LIBRARY SERVICE.**—Descriptive course designed to acquaint the student with the theories of educational use of audio-visual materials, and with their administration in library service. II, (3 semester hours or  $\frac{1}{2}$  to 1 unit). Assistant Professor SPENCER.
73. **SERVICE IN SPECIAL LIBRARIES.**—Principles and methods of organizing and administering collections for the special subject fields; emphasis is placed on the literature of the fields, the use of subject bibliographies and catalogs, and the development of special services. II, (2 semester hours or  $\frac{1}{2}$  unit). Assistant Professor SPENCER.
90. **HISTORY OF BOOKS.**—The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, (3 semester hours or  $\frac{1}{2}$  to 1 unit). Professor STIEG.
91. **PSYCHOLOGY FOR LIBRARIANS.**—The application of psychological principles and techniques to library service. II, (2 semester hours or  $\frac{1}{2}$  unit). Assistant Professor BERG.

92. **THE LIBRARY AND THE COMMUNITY.**—Nature and types of communities; community problems; community agencies, changes and organization; the library's place in the community, particularly as an agency of adult education. II, (3 semester hours or 1 unit). Associate Professor BOYD, Professor LINDSTROM, Associate Professor TIMMONS, and others.

### Courses for Graduate Students

101. **THESIS.**—I and II, (1 to 2 units). Professor DOWNS and others.
102. **INDIVIDUAL RESEARCH.**—I and II, (1 to 2 units). Professor DOWNS and others. Seminar classes will be formed if enough students choose the same subject for individual research. Some suggested fields of investigation include:
- (a) ADMINISTRATION OF REFERENCE SERVICE.
  - (b) MODERN PUBLISHING.
  - (c) LARGER UNITS OF LIBRARY SERVICE—county, state, regional.
  - (d) ADMINISTRATION OF EPHEMERAL MATERIAL.
  - (e) TEACHING THE USE OF THE LIBRARY.
- 104a. **ADVANCED CLASSIFICATION.**—History and philosophy of classification; comparative study of classification systems with special emphasis on the system used by the Library of Congress. Critical study of subject headings. Individual studies of special administrative problems or of the problems of classification of special types of material. I, (½ unit). Associate Professor BOND.
- 104b. **ADVANCED CATALOGING.**—History and philosophy of cataloging; comparative study of cataloging rules and of rules for filing in a catalog; cataloging of more difficult types of material such as incunabula, rare books, manuscripts, and archives. Administrative problems in cataloging. Individual studies in the problems of cataloging. II, (½ to 1 unit). Associate Professor BOND.
108. **LIBRARY TRENDS.**—A survey of the library today, with a consideration of its future development as a social institution. Special emphasis is given to parallel trends in sociological, educational, and governmental fields. I, (1 unit). Assistant Professor SPENCER.
109. **PROBLEMS OF COLLEGE AND UNIVERSITY LIBRARY ADMINISTRATION.**—The functions and organization of various types of college and university libraries; intensive study of selected cases to illustrate typical problems in connection with budget, personnel, equipment, instruction in the use of the library, etc. I, (1 unit). Professor DOWNS.
111. **METHODS OF INVESTIGATION IN LIBRARIANSHIP.**—Research methods and their application to the problems of librarianship; a survey of recent research in librarianship, with analysis of typical studies. I, (1 unit). Professor STIEG.
112. **RESOURCES OF AMERICAN LIBRARIES.**—The distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and uses of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; ways and means of developing research collections in special subject fields. II, (1 unit). Professor DOWNS.
113. **DEPARTMENTAL LIBRARIES.**—Administrative and bibliographic aspects of departmental libraries in the university library system. Building and evaluating the collection. Each student is expected to select one subject field for special study. II, (½ unit). Associate Professor BRANSCOMB and others.

114. ADVANCED BIBLIOGRAPHY.—Designed to enable the student to utilize effectively all the varied resources of a large research library; methods of analyzing and solving bibliographic problems which arise in scholarly libraries and in connection with research projects. II, (1 unit). Assistant Professor PHELPS.
115. SEMINAR IN GOVERNMENT PUBLICATIONS.—Investigation of problems of selection, acquisition, organization, and use of collections of American federal, state, and municipal publications and those of important foreign governments. *Prerequisite:* Lib. Sci. 81, or consent of instructor. I, (1 unit). Assistant Professor PHELPS.
116. PROBLEMS OF SCHOOL LIBRARY SERVICE.—Study of selected problems of school library service in relation to the objectives, organization, and administration of the school library. I, (1 unit). Assistant Professor HOSTETTER.
117. SCHOOL LIBRARY COLLECTION.—Study of the principles for the selection of materials for the school library inherent in the sociological, psychological, and bibliographic backgrounds of reading in the school. II, (1 unit). Assistant Professor HOSTETTER.

# UNIVERSITY OF ILLINOIS

---

## Divisions of Instruction

COLLEGE OF AGRICULTURE	COLLEGE OF LIBERAL ARTS AND SCIENCES
COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION	LIBRARY SCHOOL
COLLEGE OF DENTISTRY	COLLEGE OF MEDICINE
COLLEGE OF EDUCATION	COLLEGE OF PHARMACY
COLLEGE OF ENGINEERING	SCHOOL OF PHYSICAL EDUCATION
COLLEGE OF FINE AND APPLIED ARTS	DIVISION OF SPECIAL SERVICES FOR WAR VETERANS
GRADUATE SCHOOL	SUMMER TERM
SCHOOL OF JOURNALISM	UNIVERSITY EXTENSION DIVISION
COLLEGE OF LAW	COLLEGE OF VETERINARY MEDICINE

## University Experiment Stations and Research and Service Organizations at Urbana

AGRICULTURAL EXPERIMENT STATION	GENERAL PLACEMENT BUREAU
BUREAU OF COMMUNITY PLANNING	HIGH SCHOOL TESTING BUREAU
BUREAU OF ECONOMIC AND BUSINESS RESEARCH	INSTITUTE OF AERONAUTICS
BUREAU OF EDUCATIONAL RESEARCH	RADIO STATION (WILL)
BUREAU OF INSTITUTIONAL RESEARCH	SERVICES FOR CRIPPLED CHILDREN
ENGINEERING EXPERIMENT STATION	SMALL HOMES COUNCIL
EXTENSION SERVICE IN AGRICULTURE AND HOME ECONOMICS	STUDENT PERSONNEL BUREAU
	UNIVERSITY OF ILLINOIS PRESS

## State Scientific Surveys and Other Divisions at Urbana

STATE GEOLOGICAL SURVEY	STATE DIAGNOSTIC LABORATORY (for Animal Pathology)
STATE NATURAL HISTORY SURVEY	U. S. REGIONAL SOYBEAN LABORATORY
STATE WATER SURVEY	

For general catalog of the University, special circulars, and other information,  
address THE REGISTRAR, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS





020.71177366

C4961

1947/48

cop. 2



# UNIVERSITY OF ILLINOIS LIBRARY SCHOOL Announcement : 1947-1948

**UNIVERSITY OF ILLINOIS BULLETIN**

Volume 44

February 26, 1947

Number 40

Published every five days by the University of Illinois. Entered as second-class matter at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois. Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized July 31, 1918.

# UNIVERSITY OF ILLINOIS

## BOARD OF TRUSTEES

### Members ex Officio

DWIGHT H. GREEN, Governor of Illinois.....Springfield  
VERNON L. NICKELL, Superintendent of Public Instruction.....Springfield

### Elected Members

*(Term 1943-1949)*

CHESTER R. DAVIS.....69 W. Washington Street, Chicago 2  
DR. MARTIN G. LUKEN.....1448 Lake Shore Drive, Chicago 10  
FRANK H. MCKELVEY .....1023 Woodland Avenue, Springfield

*(Term 1945-1951)*

WALTER W. McLAUGHLIN.....Citizens Building, Decatur 30  
DR. KARL A. MEYER.....Cook County Hospital, Chicago 12  
KENNEY E. WILLIAMSON.....606 Lehmann Building, Peoria 2

*(Term 1947-1953)*

JOHN R. FORNOF.....122 S. Bloomington Street, Streator  
MRS. DORIS S. HOLT.....330 E. Sixth Street, Flora  
PARK LIVINGSTON.....20 N. Wacker Drive, Chicago 6

### Officers of the Board

PARK LIVINGSTON, President.....Chicago  
HARRISON E. CUNNINGHAM, Secretary.....Urbana  
IRVIN L. PORTER, Treasurer.....First National Bank, Chicago 90  
LLOYD MOREY, Comptroller.....Urbana

---

### OFFICERS OF ADMINISTRATION

GEORGE DINSMORE STODDARD, Ph.D., Litt.D., L.H.D., LL.D.,  
*President of the University*  
COLEMAN ROBERTS GRIFFITH, Ph.D., LL.D., *Provost*  
ROBERT DANIEL CARMICHAEL, Ph.D., *Dean of the Graduate School*  
FRED HAROLD TURNER, Ph.D., *Dean of Students*  
GEORGE PHILIP TUTTLE, B.S., *Registrar*

---

Note: The general offices of the University are open weekdays  
from 8 a.m. to 12 m. and from 1 to 5 p.m.  
except Saturday afternoon.

UNIV  
LIBR  
ANN

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below.

Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.

UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN

DEC 3  
1946

L161—O-1096

PUBLISHED BY THE UNIVERSITY OF ILLINOIS  
URBANA, ILLINOIS  
1947

THE LIBRARY OF THE  
APR 29 1947

# UNIVERSITY CALENDAR 1947-1948

## First Semester

- Oct. 3, Fri.—Oct. 7, Tues.....Registration of Graduates and Undergraduates.  
Oct. 8, Wed.....Instruction Begins.  
Nov. 26, Wed., 1 p.m.....Thanksgiving Vacation Begins.  
Dec. 1, Mon., 1 p.m.....Thanksgiving Vacation Ends.  
Dec. 3, Wed.....Illinois Day (State Admitted to the  
Union, 1818).  
Dec. 20, Sat., 1 p.m.....Christmas Vacation Begins.  
Jan. 5, Mon., 7 a.m.....Christmas Vacation Ends.  
Jan. 30, Fri.—Feb. 7, Sat.....Semester Examinations.  
Feb. 15, Sun.....Commencement.

## Second Semester

- Feb. 13, Fri.—Feb. 17, Tues.....Registration of Graduates and Undergraduates.  
Feb. 18, Wed.....Instruction Begins.  
Mar. 2, Tues.....University Day (University Opened, 1868).  
Mar. 25, Thurs., 1 p.m.....Easter Vacation Begins.  
Mar. 29, Mon., 1 p.m.....Easter Vacation Ends.  
Apr. 30, Fri.....Honors Day.  
May 30, Sun.....Memorial Day.  
June 2, Wed.—June 10, Thurs.....Semester Examinations.  
June 20, Sun.....Commencement.

## Summer Session

- June 19, Sat.—June 22, Tues.....Registration of Graduates and Undergraduates.  
June 23, Wed.....Instruction Begins.  
July 4, Sun.....Independence Day.  
Aug. 13, Fri.—Aug. 14, Sat.....Summer Session Examinations.

947/78  
cop. 2

## CONTENTS

FACULTY OF THE LIBRARY SCHOOL . . . . .	5
THE LIBRARY SCHOOL . . . . .	7
Curricula . . . . .	7
Equipment and Facilities . . . . .	7
Fees and Expenses . . . . .	9
Scholarships and Financial Aid . . . . .	9
Placement Service . . . . .	10
Recreation and Student Welfare . . . . .	10
Alumni Association . . . . .	10
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	11
Pre-Professional Study . . . . .	11
Admission Requirements . . . . .	11
Advanced Standing . . . . .	12
Requirements for the B.S. Degree . . . . .	12
Program of Study . . . . .	13
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	14
Admission Requirements . . . . .	14
Requirements for the M.S. Degree . . . . .	14
Program of Study . . . . .	15
COURSES OF INSTRUCTION . . . . .	17
Campus Scene Looking North to Gregory Hall with the Library at the Left . . . . .	Back Cover



Students Observing the Operation of a  
Slide Film Projector in the  
Audio-Visual Room

## FACULTY OF THE LIBRARY SCHOOL

- ROBERT BINGHAM DOWNS, *Professor of Library Science, Director of the Library School, and Director of the Library*  
A.B., University of North Carolina; B.S., M.S., School of Library Service, Columbia University; Litt.D., Colby College.
- PHINEAS LAWRENCE WINDSOR, *Professor of Library Science, Director of the Library School, and Director of the Library, Emeritus*  
Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.
- LEWIS FRANCIS STIEG, *Professor of Library Science and Assistant Director of the Library School*  
A.B., A.M., University of Buffalo; A.M., Harvard University; A.B.L.S., University of Michigan; Ph.D., Graduate Library School, University of Chicago.
- FRANCES SIMPSON, *Associate Professor of Library Economy and Assistant Director of the Library School, Emerita*  
B.L., M.L., Northwestern University; B.L.S., University of Illinois.
- ETHEL BOND, *Associate Professor of Library Science*  
A.B., B.L.S., University of Illinois.
- ANNE MORRIS BOYD, *Associate Professor of Library Science*  
A.B., James Millikin University; B.L.S., University of Illinois.
- MARIE MILLER HOSTETTER, *Assistant Professor of Library Science*<sup>1</sup>  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.
- ROSE BERNICE PHELPS, *Assistant Professor of Library Science*  
A.B., University of Michigan; B.S., M.S., School of Library Service, Columbia University; Ph.D., Graduate Library School, University of Chicago.
- GWLADYS SPENCER, *Assistant Professor of Library Science*  
Ph.B., Denison University; Certificate, School of Library Science, Western Reserve University; A.M., Ohio Wesleyan University; Ph.D., Graduate Library School, University of Chicago.
- MARY ALICE LOHRER, *Assistant Professor of Library Science*  
Ph.B., University of Chicago; B.S.L.S., University of Illinois; A.M., Graduate Library School, University of Chicago.
- HERBERT GOLDHOR, *Assistant Professor of Library Science*  
A.B., University of Newark; B.S., School of Library Service, Columbia University; Ph.D., Graduate Library School, University of Chicago.
- DONNA DOROTHY FINGER, *Librarian, Library School Library, and Instructor in Library Science*  
B.S., Northwestern University; A.M., University of Wisconsin; B.S., School of Library Service, Columbia University.
- NANCY ELAINE BURHAM, *Administrative Assistant and Instructor in Library Science*  
A.B., Duchesne College; B.S.L.S., University of Illinois.
- RUTH IRENE COX, *Assistant in Library Science*  
A.B., University of Oklahoma; B.S.L.S., University of Illinois.

<sup>1</sup> On leave of absence for the first semester of 1947-1948.

## COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF

- LYLE EDWARD BAMBER, M.S., *Natural History Librarian and Assistant Professor of Library Science*
- ELEANOR BLUM, M.S., *Freshman Reading Room Librarian, with the rank of Instructor*
- LEWIS CAPERS BRANSCOMB, JR., A.M., *Assistant University Librarian for Public Service Departments and Associate Professor of Library Science*
- WILLIA KATHRYN GARVER, B.L.S., *Assistant University Librarian for Acquisitions and Associate Professor of Library Science*
- JOSIE BATCHELLER HOUCHEMS, A.M., *Assistant University Librarian for Personnel and Binding, and Associate Professor of Library Science*
- NELLE MARIE SIGNOR, B.L.S., *History and Political Science Librarian and Instructor in Library Science*
- ARNOLD HERMAN TROTIER, A.M., *Assistant University Librarian for Cataloging and Associate Professor of Library Science*

## COOPERATING FACULTY

- IRWIN AUGUST BERG, Ph.D., *Assistant Professor of Psychology*



## THE LIBRARY SCHOOL

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the school was moved in 1897 to the University of Illinois. Among the alumni are over 2,000 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

As a professional school the Library School is mainly concerned with three objectives: (1) to offer instruction in the fundamental principles and practices of librarianship; (2) to provide the opportunity for advanced study in specialized aspects of library service; (3) to train students in the methods of research and their application to the problems of librarianship.

To achieve its objectives the Library School offers curricula at two levels, one leading to the degree of Bachelor of Science in Library Science and the other leading to the degree of Master of Science. At both levels the curricula are sufficiently flexible to allow the student to build a program of courses which will develop his special interests and abilities.

Each summer the Library School offers a selected group of courses which conform as nearly as possible to the corresponding courses given during the regular academic year. Instruction is offered at both levels, and the requirements for either the B.S. in Library Science or the M.S. degree can be completed by attendance at four consecutive summer sessions.

### Equipment and Facilities

Classrooms, faculty and administrative offices, study rooms, and the library of the School are located on the third floor of the main building of the University of Illinois Library. The special library of the School contains a working collection of approximately 7,000 books necessary to the instructional program; a vertical file collection of several thousand items contains sample library forms and other ephemeral literature. All known library periodicals and serials are received, as well as the important literary, bookreviewing, publishing, and printing arts journals. Back files of these magazines, an extensive collection of library reports, unpublished papers, and a large collection of volumes on librarianship valuable for historical studies have been assembled by the University Library over many years and provide a basis for research in all phases of library science. The other resources of the University Library are also available.

The University Library has almost two million volumes in the main and departmental libraries at the Urbana-Champaign campus, and about 80,000 volumes on the Chicago campus. In the main building there are special rooms for the Classics, English, Commerce, Sociology and Social Welfare Administration, Education, Philosophy, and Psychology, History and Political Science, Library Science, Maps, Germanic and Romance Languages, Newspapers, and Rare Books. The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading. Also available in the University Library are 3,000 volumes in the School Collection for Children and Young People, used by the Library School students in their courses on children's literature. The collection includes books, pamphlets, periodicals, recordings of readings, and slides of illustrations; children's interests from the pre-school age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, poetry, Bible stories, and biography.

In addition to their close contact with the University Library, students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana. The Library School arranges for outstanding librarians to come to the University and address the students. The following are among those who have been at the School in the recent past: Miss Isabel Du Bois, Chief of the Library Section, Bureau of Naval Personnel, U.S. Navy; Mr. Emerson Greenaway, Librarian, Enoch Pratt Free Library, Baltimore, Maryland; Mr. Norman G. Hatchman, Chief of the Library Division, Special Services, U.S. Veterans Administration Office No. 9, St. Louis, Missouri; Miss Helene H. Rogers, Assistant State Librarian, Illinois State Library; Miss Agatha L. Shea, Director of Work with Children, Chicago Public Library; and Mr. Richard B. Sealock, Librarian, Gary Public Library, Gary, Indiana.

Audio-visual materials and equipment in the Audio-Visual Room serve as laboratory materials for students in the Library School. The room has a tri-purpose projector for slide films and 2" x 2" slides, a recording machine, a transcription player, a radio, an opaque projector for flat pictures and 3¼" x 4" slides, and a variety of microfilm and microprint readers. In addition the Visual Aids Service of the University offers its 16 mm. projectors for supervised study use, as well as its large collection of films. The collection of materials illustrates the various types of audio-visual aids and covers a cross-section of subjects in the educational field. Included are over 2,600 slides, 600

discs of recordings and a smaller number of transcriptions, 100 slide films, several hundred flat pictures, and stereographs, maps, globes, models, and specimens. In addition the Library School and the University Library sponsor a weekly radio program relating to books and library subjects.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deferment of fees, exemptions, etc., see the *Annual Register* of the University.)

Matriculation fee (payable only once, when first registering as a candidate for a degree).....	\$10
Graduation fee (payable only at time of completing requirements for degree).....	10
<b>Tuition:</b>	
Residents of Illinois.....	40
Nonresidents of Illinois.....	80
Deposit (unused portion refundable).....	5
Laboratory, library, and supply fee.....	5
Hospital and medical service fee.....	5
Illini Union Building service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amounts for the academic year: books and equipment, \$40; inspection trip (required of all candidates for the degree of B.S. in Library Science), \$40; room rent, \$160; board, \$350. Altogether, an average of \$850 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Scholarships and Financial Aid

*Katharine L. Sharp Scholarship.*—Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Scholarship is awarded annually on recommendation of the faculty. It carries a stipend of \$300 and exemption from tuition. The scholarship is awarded only to students who are working for the M.S. degree.

*Graduate School Scholarships.*—The Board of Trustees of the University has established a number of scholarships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These scholarships carry stipends of \$400 and exemption from the payment of the usual tuition fees.

*Assistantships.*—Several assistantships in the University Library and in the Library School are open each year to properly qualified candidates for the M.S. degree in library science. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the

University Librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$960 a year; for a three-quarter time appointment, \$1440.

*Loan Funds.* — Numerous loan funds are administered by the University for the benefit of worthy students who are in need of financial aid in order to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* — In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

### **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with many libraries of different types, particularly in Illinois and the Middle West, and makes every effort to help graduates find the kind of position best suited to their abilities. The School can not, however, guarantee positions to graduates.

### **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Scholarship and the Windsor Publication Fund. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in Library Science is to give the student instruction in the fundamental principles and practices of librarianship. It should provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development. It should also give him sufficiently specialized training to enable him to serve effectively in one or more types of library.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian.

The knowledge of foreign languages which the student should acquire before entering Library School varies with the type of library work in which he is interested. In some fields, such as school library service, foreign languages are relatively unimportant. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature, including undergraduate work in library science, should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

## Admission Requirements

For admission to the Library School a bachelor's degree in arts or sciences from the University of Illinois or other equivalent training is required. Applicants must give evidence of superior scholastic ability, and professional promise for librarianship.

In general, only those applicants will be admitted whose undergraduate work averages at least 3.5 (C+) or its equivalent as determined by the University for institutions using a different grading system, and whose performance is satisfactory on tests administered by the Student Personnel Bureau. In exceptional cases an applicant whose average approximates 3.5 (C+) may be admitted provided he demonstrates superior performance on appropriate Personnel Bureau tests.

Evidence of professional promise for librarianship will be secured from letters of reference and other sources. A personal interview with a representative of the School may be required.

Every prospective student must file with the Assistant Director of the School an application blank and transcripts of his work in all colleges and universities previously attended. Applications should be submitted as early as possible, and not later than four weeks before registration. New students are admitted at the beginning of the first semester or the summer session, but not at the beginning of the second semester which has as its prerequisite credit in all first semester courses.

Men and women who can meet the formal requirements for admission and who have the following qualifications are encouraged to apply: (1) individuals with well-adjusted personalities, who enjoy working with people as well as with books and who are willing to accept social responsibility and leadership; (2) individuals with good physical health, free from serious physical defects which would handicap them in the performance of library services; (3) those under thirty-five years of age, and those older than thirty-five who are already engaged in library service, or in other work requiring similar intellectual qualities.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. No student should complete his plans for attending the Library School until he has received notification of his admission.

### **Advanced Standing**

After matriculation, an applicant for advanced standing may obtain credit for some of the courses required for the bachelor's degree in library science by transfer of credits from an approved institution, or by examination if the applicant gives indication of having adequate preparation. In such cases, however, the student must still meet the residence requirements for the degree, and must, therefore, register for a sufficient number of courses, either in library science or in a subject of special interest to him, to make up the usual full schedule of work.

### **Requirements for the B.S. Degree**

The degree of Bachelor of Science in Library Science is granted to students who complete satisfactorily at least thirty semester hours of approved courses and who have been in residence at least two semesters or the equivalent. Students must maintain a 3.5 (C+) average for the work of both the first and the second semester. Any student who fails to maintain this average for the work of the first semester will not be allowed to register for additional courses in the Library School.

## Program of Study

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests, and probable professional future form the basis for selecting his course of study.

During the first semester each student must complete satisfactorily the five required courses listed below. In the second semester, opportunity is provided for individual specialization.

### First Semester

	HOURS
Development of the Modern Library (60) .....	3
Cataloging and Classification (61) .....	4
Reference Service (62) .....	3
Library Materials (63) .....	3
Library Administration (64) .....	3
<i>Total</i> .....	16

### Second Semester

During the second semester each student must take Lib. Sci. 99 (Inspection Trip). All other courses are elective, and each student is given the opportunity to develop his special interests. Normally the student elects at least one course from each of the following groups, and his program of study totals from fourteen to sixteen semester hours.

#### *I. Organization and Management*

	HOURS
Organization and Management of Public Libraries (70) .....	3
Organization and Management of College and University Libraries (71) .....	3
Organization and Management of School Libraries (72) .....	3
Service in Special Libraries (73) .....	2

#### *III. Types of Materials*

Biological Literature and Reference Work (53) .....	2
Audio-Visual Aids and Library Service (54) .....	3
Bibliography and Reference (80) .....	4
Introduction to Government Publications (81) .....	3

#### *II. Fields of Special Interest*

	HOURS
Reading Interests and Guidance of Adults (75) .....	3
Reading Interests and Guidance of Adolescents (76) .....	3
Reading Interests and Guidance of Children (77) .....	3
Problems in Cataloging and Classification (78) .....	3

#### *IV. Free Electives*

History of Books (90) .....	3
Psychology for Librarians (91) .....	2
The Library and the Community (92) .....	3

Among his free electives the student may include courses in other departments and schools of the University, provided they are approved for graduate credit. Elections of this type should center about the student's field of special interest and are subject to the approval of the Library School.

# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate School and must meet the following requirements for admission as stated in the *Graduate School Announcement*:

Admission to the Graduate School may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate School, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

- (1) Successful completion of a professional program in an accredited library school, or equivalent training satisfactory to the Library School.
- (2) One year of library experience, or an equivalent acceptable to the Library School.
- (3) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.
- (4) Evidence of ability to pursue graduate work in library science.

Other desirable preparation includes: specialization in at least one major subject field; a working knowledge of statistics, applied psychology, business methods; a knowledge of additional foreign languages; ability to speak in public.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## Requirements for the M.S. Degree

At least two semesters in residence or the equivalent are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of eight units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

Applications for admission to candidacy for the M.S. degree should ordinarily be made upon the completion of one semester in residence or



four units of course work. By that time the student must have fulfilled the language requirement and selected his plan of study, subject to the approval of the Library School.

### **Program of Study**

A flexible curriculum in library science is offered to meet the needs and interests of the individual student. Every student seeking admission to candidacy for the M.S. degree should select a field of specialization. His work will be under the direction of a faculty adviser, and his program of courses must be approved by the Library School when he first registers and again upon admission to candidacy for the degree. Schedules involving an unusually large number of formal class meetings per week require the special approval of the Graduate School.

One course is required of all candidates, Lib. Sci. 111 (Methods of Investigation in Librarianship). At the time of admission to candidacy for the M.S. degree, ordinarily at the end of one semester or the completion of four units of course work, the student must pass a three-hour written comprehensive examination covering the general field of librarianship. After the completion of his thesis or report and not later than two weeks before the day on which the degree is to be conferred, the student must also pass a one-hour written examination on his field of specialization.

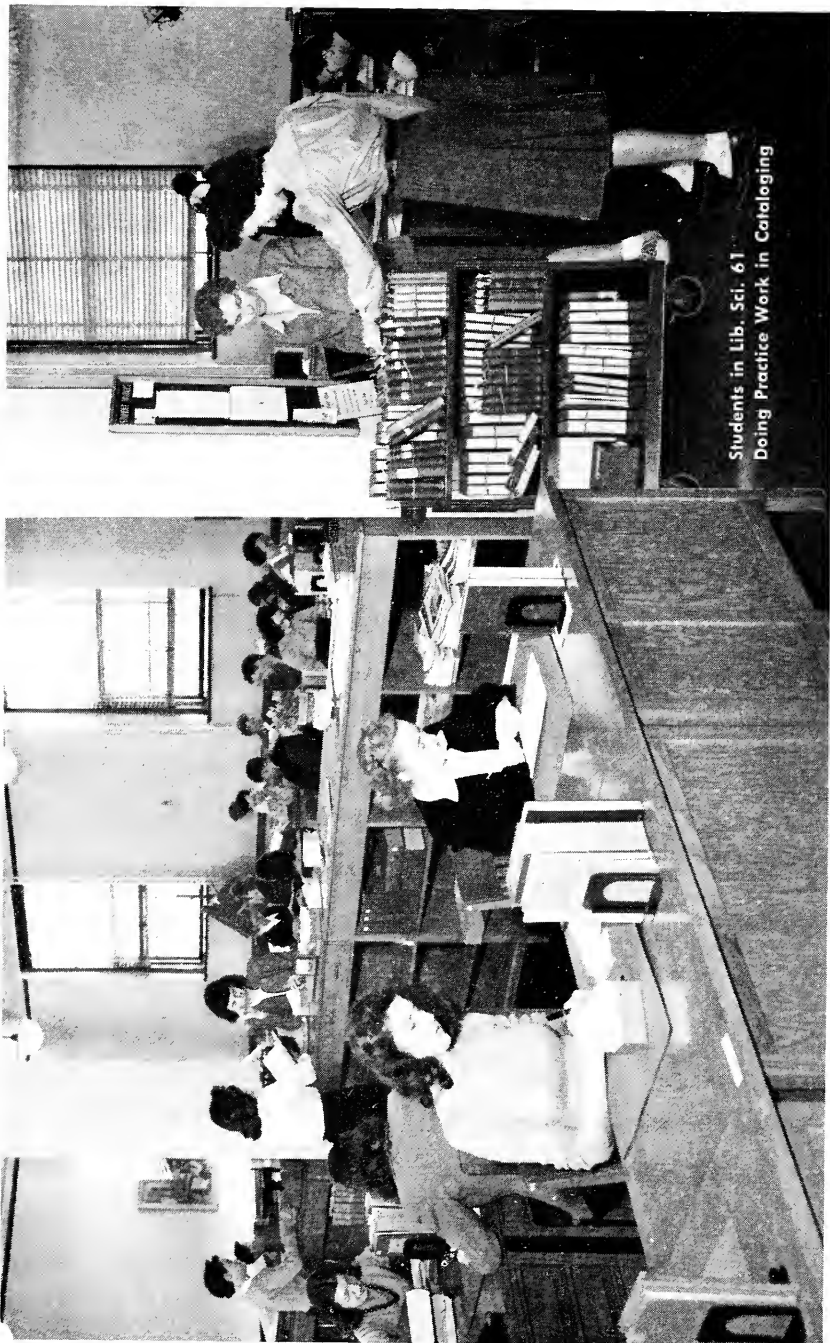
The Library School offers two general programs for the M.S. degree:

#### **Plan I**

Plan I emphasizes research and requires the preparation of a thesis. The subject of the thesis must be approved when the student is admitted to candidacy for the degree. The thesis must be submitted for approval of the Library School at least three weeks before the date on which the degree is to be conferred. Two copies of the thesis in final form, with the official certificate of approval, must be delivered at the office of the Dean of the Graduate School at least two weeks before the date on which the degree is to be conferred. The comprehensive examination will include an oral review of the thesis. A minimum of eight units are required, of which two may be Lib. Sci. 101 (Thesis). A maximum of four units may be taken in other departments in the University, subject to the approval of the Library School.

#### **Plan II**

Plan II requires intensive study of a specialized field of library science and a report on a problem in this field. A minimum of nine units are required, of which one or two may be Lib. Sci. 102 (Individual Research). A maximum of four units may be taken in other departments of the University, subject to the approval of the Library School. At least one-half of the student's program must consist of courses numbered 100 and upwards. The candidate's report on his individual investigation must demonstrate his ability to evaluate and organize materials in relation to a specific problem. The choice of the problem must be approved by the Library School not later than one semester before the date of expected graduation. Two typewritten copies of the report are to be deposited in the office of the Assistant Director of the Library School at least three weeks before the date on which the degree is to be conferred.



Students in Lib. Sci. 61  
Doing Practice Work in Cataloging

# COURSES OF INSTRUCTION

NOTE.—Courses offered in the first semester are indicated by the Roman numeral "I," and those in the second semester by "II." The credit value in semester hours is shown by an Arabic numeral in parenthesis; credit for graduate courses is stated in terms of units.

## Required Courses for First-Year Library School Students

60. DEVELOPMENT OF THE MODERN LIBRARY.—Introduction to the historical development of libraries with emphasis on social origin, functions, and objectives; evolution of various types of libraries; significant modern trends; librarianship as a profession. I, (3). Associate Professor BOYD, Assistant Professor GOLDHOR.
61. CATALOGING AND CLASSIFICATION.—An introduction to the principles of cataloging and classifying books and assigning subject headings, with practical application to many types of books. The course is based on the American Library Association Catalog rules; Library of Congress Rules for cataloging; Dewey Decimal Classification; Library of Congress List of subject headings; American Library Association Filing rules, and the basic reference books used by catalogers. A brief introduction to the Library of Congress Classification is included. I, (4). Associate Professor BOND.
62. REFERENCE SERVICE.—An introduction to the fundamental principles of the organization and administration of reference service; selection, evaluation, and use of basic reference materials. I, (3). Assistant Professor PHELPS.
63. LIBRARY MATERIALS.—General principles and standards of selection of books, pamphlets, periodicals, and non-book materials; basic bibliographic sources of information on their production, physical characteristics, and content. I, (3). Associate Professor BOYD.
64. LIBRARY ADMINISTRATION.—An introduction to general principles of administration and their application to the organization and management of libraries and library departments, with consideration of the objectives and functions of the various types of modern libraries. I, (3). Assistant Professors SPENCER and GOLDHOR.

## Elective Courses for First-Year Library School Students

70. ORGANIZATION AND MANAGEMENT OF PUBLIC LIBRARIES.—Problems of public library administration in relation to the organization and management of personnel, materials, quarters, procedures, and finance to render effective service to society within the framework of approved objectives and legal provisions. II, (3). Assistant Professor GOLDHOR.
71. ORGANIZATION AND MANAGEMENT OF COLLEGE AND UNIVERSITY LIBRARIES.—A study of the place of the library in higher education and of the administrative problems involved in college and university library service. II, (3). Associate Professor TROTIER.
72. ORGANIZATION AND MANAGEMENT OF SCHOOL LIBRARIES.—The objectives, functions, organization, and administration of library service as a part of the school program. II, (3). Assistant Professor HOSTETTER.
75. READING INTERESTS AND GUIDANCE OF ADULTS.—Theory and practice of library reading guidance service; methods of determining reading interests; selection of books and other reading materials for adults on the basis of interests, needs, and abilities. II, (3). Associate Professor BOYD, Assistant Professor GOLDHOR.

76. **READING INTERESTS AND GUIDANCE OF ADOLESCENTS.**—Criteria for reading guidance and selection of book and non-book materials through a study of the needs, interests, and abilities of the adolescent; reader's advisory service for the adolescent in the program of the school and public library. II, (3). Assistant Professor LOHRER.
77. **READING INTERESTS AND GUIDANCE OF CHILDREN.**—Criteria for guidance in reading as a developmental process for the child at various levels of maturity, together with the study of book and non-book materials of the school and public library appropriate to the needs, abilities, and interests of children. II, (3). Assistant Professor HOSTETTER.
78. **PROBLEMS IN CATALOGING AND CLASSIFICATION.**—Continuation of Lib. Sci. 61, emphasizing the cataloging and classification of special types of material and the administrative problems of the catalog department; the cataloging of maps, music, dissertations, serials, monographic sets, and other material requiring descriptive notes; various types of analytics; debatable entries. Practice in the use of the Library of Congress Classification and in problems of filing in the catalog. II, (3). Associate Professor BOND.
80. **BIBLIOGRAPHY AND REFERENCE.**—A course which aims to prepare students for reference service in college and university libraries and in the larger public libraries; the selection, evaluation, and use of the more specialized and scholarly reference materials in the various subject fields; practical training in the making of bibliographies. II, (4). Assistant Professor PHELPS.
81. **INTRODUCTION TO GOVERNMENT PUBLICATIONS.**—Nature, scope, and characteristics of government publications; their value as sources of information; their selection, acquisition, and administration. Includes United States, state, local, and British publications. II, (3). Associate Professor BOYD.
99. **INSPECTION TRIP.**—Required of all candidates for the degree of Bachelor of Science in Library Science. Estimated cost \$40. II, (no credit). Assistant Professor GOLDHOR.

### **Courses for First-Year Library School Students and for Graduate Students**

53. **BIOLOGICAL LITERATURE AND REFERENCE WORK.**—I, (2 semester hours or ¼ unit). *Prerequisite:* Consent of the instructor. Assistant Professor BAMBER.
54. **AUDIO-VISUAL AIDS AND LIBRARY SERVICE.**—Descriptive course designed to acquaint the student with the theories of educational use of audio-visual materials, and with their administration in library service. II, (3 semester hours or ½ to 1 unit). Assistant Professor SPENCER.
73. **SERVICE IN SPECIAL LIBRARIES.**—Principles and methods of organizing and administering collections for the special subject fields; emphasis is placed on the literature of the fields, the use of subject bibliographies and catalogs, and the development of special services. II, (2 semester hours or ½ unit). Assistant Professor SPENCER.
90. **HISTORY OF BOOKS.**—The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, (3 semester hours or ½ to 1 unit). Professor STIEG.
91. **PSYCHOLOGY FOR LIBRARIANS.**—The application of psychological principles and techniques to library service. II, (2 semester hours or ½ unit). Assistant Professor BERG.

92. **THE LIBRARY AND THE COMMUNITY.**—Nature and types of communities; community problems; community agencies, changes and organization; the library's place in the community, particularly as an agency of adult education. II, (3 semester hours or 1 unit).

### Courses for Graduate Students

101. **THESIS.**—I and II, (1 to 2 units). Professor DOWNS and others.
102. **INDIVIDUAL RESEARCH.**—I and II, (1 to 2 units). Professor DOWNS and others. Seminar classes will be formed if enough students choose the same subject for individual research. Some suggested fields of investigation include:
- (a) **ADMINISTRATION OF REFERENCE SERVICE.**
  - (b) **MODERN PUBLISHING.**
  - (c) **LARGER UNITS OF LIBRARY SERVICE**—county, state, regional.
  - (d) **ADMINISTRATION OF EPHEMERAL MATERIAL.**
  - (e) **TEACHING OF LIBRARY SCHOOL SUBJECTS.**
- 104a. **ADVANCED CLASSIFICATION.**—History and philosophy of classification; comparative study of classification systems with special emphasis on the system used by the Library of Congress. Critical study of subject headings. Individual studies of special administrative problems or of the problems of classification of special types of material. I, (½ unit). Associate Professor BOND.
- 104b. **ADVANCED CATALOGING.**—History and philosophy of cataloging; comparative study of cataloging rules and of rules for filing in a catalog; cataloging of more difficult types of material such as incunabula, rare books, manuscripts, and archives. Administrative problems in cataloging. Individual studies in the problems of cataloging. II, (½ to 1 unit). Associate Professor BOND.
108. **LIBRARY TRENDS.**—A survey of the library today, with a consideration of its future development as a social institution. Special emphasis is given to parallel trends in sociological, educational, and governmental fields. I, (1 unit). Assistant Professor SPENCER.
109. **PROBLEMS OF COLLEGE AND UNIVERSITY LIBRARY ADMINISTRATION.**—The functions and organization of various types of college and university libraries; intensive study of selected cases to illustrate typical problems in connection with budget, personnel, equipment, instruction in the use of the library, etc. I, (1 unit). Professor DOWNS.
111. **METHODS OF INVESTIGATION IN LIBRARIANSHIP.**—Research methods and their application to the problems of librarianship; a survey of recent research in librarianship, with analysis of typical studies. I, (1 unit). Professor STIEG.
112. **RESOURCES OF AMERICAN LIBRARIES.**—The distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and uses of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; ways and means of developing research collections in special subject fields. II, (1 unit). Professor DOWNS.
113. **DEPARTMENTAL LIBRARIES.**—Administrative and bibliographic aspects of departmental libraries in the university library system. Building and evaluating the collection. Each student is expected to select one subject field for special study. II, (½ unit). Associate Professor BRANSCOMB and others.

114. **ADVANCED BIBLIOGRAPHY.**—Designed to enable the student to utilize effectively all the varied resources of a large research library; methods of analyzing and solving bibliographic problems which arise in scholarly libraries and in connection with research projects. II, (1 unit). Assistant Professor PHELPS.
115. **SEMINAR IN GOVERNMENT PUBLICATIONS.**—Investigation of problems of selection, acquisition, organization, and use of collections of American federal, state, and municipal publications and those of important foreign governments. *Prerequisite:* Lib. Sci. 81, or consent of instructor. I, (1 unit). Assistant Professor PHELPS.
116. **PROBLEMS OF SCHOOL LIBRARY SERVICE.**—Analysis of school library service toward solving its unique problems inherent in the special factors of young readers and of the objectives, organization, educational method, and administration of the school and the school library. I, (1 unit). Assistant Professor HOSTETTER.
117. **SCHOOL LIBRARY COLLECTION.**—Criteria for the selection and use of reading and audio-visual materials in the school derived from the study of selected research publications in child development, psychology, sociology, language arts and reading, and library science. II, (1 unit). Assistant Professor HOSTETTER.
120. **PROBLEMS IN THE ADMINISTRATION AND ORGANIZATION OF PUBLIC LIBRARY SERVICE.**—Critical analysis of the major problem areas in the administration, organization, and functioning of municipal public libraries, with special attention to governmental relationships. I, (1 unit). Assistant Professor GOLDHOR.



Part of the Library School Quarters in the University Library Building

# UNIVERSITY OF ILLINOIS

---

## Divisions of Instruction

INSTITUTE OF AERONAUTICS	LIBRARY SCHOOL
COLLEGE OF AGRICULTURE	COLLEGE OF MEDICINE
COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION	DEPARTMENT OF MILITARY SCIENCE AND TACTICS
COLLEGE OF DENTISTRY	DEPARTMENT OF NAVAL SCIENCE
COLLEGE OF EDUCATION	COLLEGE OF PHARMACY
COLLEGE OF ENGINEERING	SCHOOL OF PHYSICAL EDUCATION
COLLEGE OF FINE AND APPLIED ARTS	DIVISION OF SOCIAL WELFARE ADMINISTRATION
GRADUATE SCHOOL	DIVISION OF SPECIAL SERVICES FOR WAR VETERANS
SCHOOL OF JOURNALISM	SUMMER TERM
INSTITUTE OF LABOR AND INDUSTRIAL RELATIONS	UNIVERSITY EXTENSION DIVISION
COLLEGE OF LAW	COLLEGE OF VETERINARY MEDICINE
COLLEGE OF LIBERAL ARTS AND SCIENCES	

## University Experiment Stations and Research and Service Organizations at Urbana

AGRICULTURAL EXPERIMENT STATION	GENERAL PLACEMENT BUREAU
BUREAU OF COMMUNITY PLANNING	HIGH SCHOOL TESTING BUREAU
BUREAU OF ECONOMIC AND BUSINESS RESEARCH	RADIO STATION (WILL)
BUREAU OF EDUCATIONAL RESEARCH	SERVICES FOR CRIPPLED CHILDREN
BUREAU OF INSTITUTIONAL RESEARCH	SMALL HOMES COUNCIL
ENGINEERING EXPERIMENT STATION	STUDENT PERSONNEL BUREAU
EXTENSION SERVICE IN AGRICULTURE AND HOME ECONOMICS	UNIVERSITY OF ILLINOIS PRESS

## State Scientific Surveys and Other Divisions at Urbana

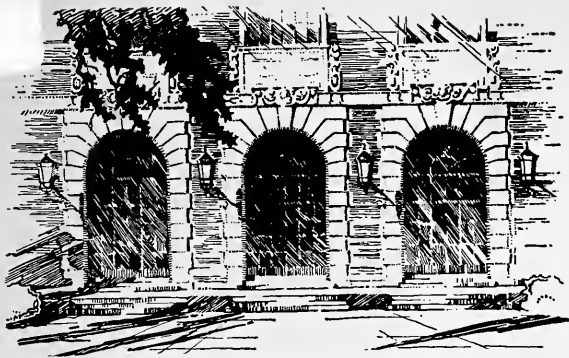
STATE GEOLOGICAL SURVEY	STATE DIAGNOSTIC LABORATORY (for Animal Pathology)
STATE NATURAL HISTORY SURVEY	U. S. REGIONAL SOYBEAN LABORATORY
STATE WATER SURVEY	

For general catalog of the University, special circulars, and other information,  
address THE REGISTRAR, UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS





D. 71177366  
C 4961  
1948/49  
cop. 2



# UNIVERSITY OF ILLINOIS LIBRARY SCHOOL Announcement : 1948-1949

UNIVERSITY OF ILLINOIS BULLETIN  
Volume 45 June 21, 1948 Number 63

Published every five days by the University of Illinois. Entered as second-class matter at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois. Acceptance for mailing at the special rate of postage provided for in Section 1103, Act of October 3, 1917, authorized July 31, 1918.



C4961  
9/48/49  
C. 52

# CONTENTS

CALENDAR . . . . .	4
FACULTY OF THE LIBRARY SCHOOL . . . . .	7
THE LIBRARY SCHOOL . . . . .	10
Curricula . . . . .	10
Equipment and Facilities	
Library School Library . . . . .	10
Other Library Facilities . . . . .	11
Demonstration Laboratory . . . . .	11
Features of the Library School Program	
Practice Work . . . . .	12
Library School Colloquium . . . . .	12
Laboratory Library Project . . . . .	12
Fees and Expenses . . . . .	13
Scholarships and Financial Aid . . . . .	13
Placement Service . . . . .	14
Recreation and Student Welfare . . . . .	14
Alumni Association . . . . .	14
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	15
Pre-Professional Study . . . . .	15
Admission Requirements . . . . .	15
Requirements for the Bachelor's Degree . . . . .	16
Program of Study . . . . .	17
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	18
Admission Requirements . . . . .	18
Requirements for the Master's Degree . . . . .	19
Program of Study . . . . .	19
CURRICULUM FOR THE DEGREE OF DOCTOR OF LIBRARY SCIENCE	20
Admission Requirements . . . . .	20
Requirements for the Doctor's Degree . . . . .	20
COURSES OF INSTRUCTION . . . . .	24

# UNIVERSITY CALENDAR

## 1948-1949

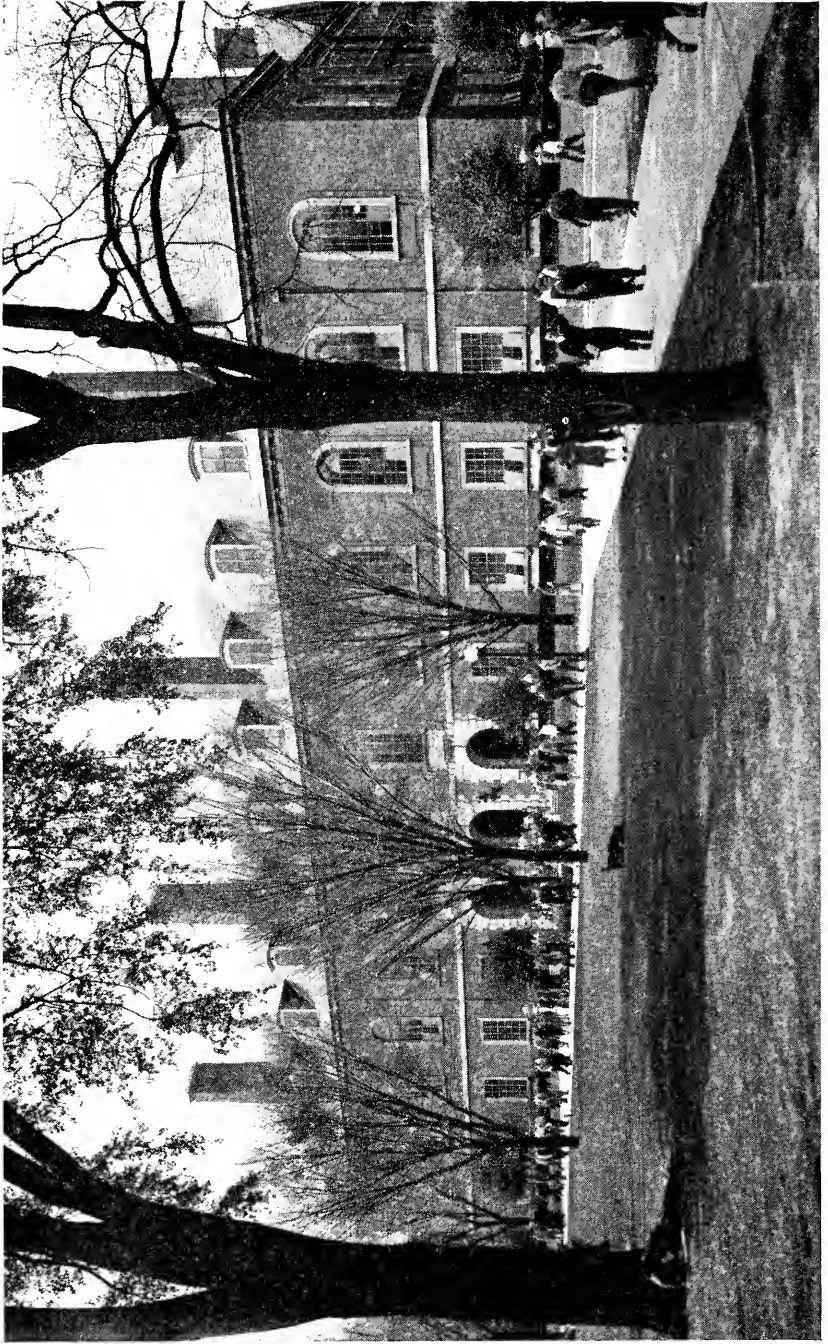
### 1948 — First Semester

- Sept. 10, Fri.—Sept. 15, Wed...Registration of graduates and undergraduates.
- Sept. 10, Fri.—Sept. 11, Sat....File application for master's degree in February.
- Sept. 11, Sat.....Latest date for registration of former students without fee.
- Sept. 16, Thurs.....Instruction begins.
- Sept. 25, Sat., 12 M.....Latest date to apply for French examination.
- Oct. 2, Sat., 12 M.....Latest date to apply for German examination.
- Oct. 7, Thurs.....Latest date for changing study-lists without fee.
- Oct. 8, Fri.....French examination.
- Oct. 15, Fri.....German examination.
- Nov. 1, Mon.....Latest date for preliminary examination for L.S.D. (for full residence).
- Nov. 24, Wed., 1 P.M.....Thanksgiving vacation begins.
- Nov. 29, Mon., 1 P.M.....Thanksgiving vacation ends.
- Dec. 3, Fri.....Illinois Day (State admitted to the Union, 1818).
- Dec. 18, Sat., 1 P.M.....Christmas vacation begins.
- Jan. 3, Mon., 7 A.M.....Christmas vacation ends.
- Jan. 8, Sat., 12 M.....Latest date for candidates for L.S.D. degree in February to deposit theses.
- Jan. 15, Sat., 12 M.....Latest date to file application for master's degree in February.
- Jan. 17, Mon.—Jan. 25, Tues...Semester examinations.
- Jan. 22, Sat.....Latest date for finals for the L.S.D. degree.
- Feb. 6, Sun.....Baccalaureate and Commencement exercises.

### 1949 — Second Semester

- Feb. 4, Fri.—Feb. 8, Tues....Registration of graduates and undergraduates.
- Feb. 4, Fri.—Feb. 5, Sat....File application for master's degree in June.
- Feb. 5, Sat.....Latest date for registration of former students without fee.
- Feb. 9, Wed.....Instruction begins.
- Feb. 12, Sat.....Latest date to apply for first French examination.
- Feb. 15, Tues.....Latest regular date for applications for scholarships and fellowships for 1949-1950.
- Feb. 19, Sat.....Latest date to apply for first German examination.
- Feb. 25, Fri.....First French examination.

- Feb. 26, Sat., 12 M. . . . . Latest date for changing study-lists without fee.
- Mar. 2, Wed. . . . . University Day (University opened, 1868).
- Mar. 4, Fri. . . . . First German examination.
- Mar. 19, Sat. . . . . Latest date for preliminary examination for L.S.D.  
(for full residence).
- Apr. 9, Sat., 12 M. . . . . Latest date to apply for second French examination.
- Apr. 14, Thurs., 1 P.M. . . . . Easter vacation begins.
- Apr. 18, Mon., 1 P.M. . . . . Easter vacation ends.
- Apr. 18, Mon. . . . . Latest date to apply for second German examination.
- Apr. 22, Fri. . . . . Second French examination.
- Apr. 29, Fri. . . . . Second German examination.
- Apr. 29, Fri. . . . . Honors Day.
- May 16, Mon. . . . . Latest date for candidates for the L.S.D. degree in  
June to deposit theses.
- May 24, Tues. . . . . Latest date to file applications for master's degree  
in June.
- May 26, Thurs.—June 4, Sat. . . Semester examinations.
- May 30, Mon. . . . . Memorial Day.
- May 31, Tues. . . . . Latest date for finals for the L.S.D. degree.
- June 13, Mon. . . . . Commencement exercises.



THE UNIVERSITY OF ILLINOIS LIBRARY

## FACULTY OF THE LIBRARY SCHOOL

ROBERT BINGHAM DOWNS, Professor of Library Science, Director of the Library School, and Director of the Library

A.B., University of North Carolina; B.S., M.S., School of Library Service, Columbia University; Litt.D., Colby College.

Assistant, University of North Carolina, 1922-26; Assistant, New York Public Library, 1927-29; Librarian and Assistant Professor of Bibliography, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32, Librarian and Professor of Library Science, 1932-38, University of North Carolina; Director of Libraries, New York University, 1938-43; Associate, Columbia University School of Library Service, 1942-43; Professor of Library Science, Director of the Library School, and Director of the Library, University of Illinois, 1943—.

PHINEAS LAWRENCE WINDSOR, Professor of Library Science, Director of the Library School, and Director of the Library, *Emeritus*

Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.

HAROLD LANCOUR, Professor of Library Science and Assistant Director of the Library School

A.B., University of Washington; B.S., M.S., School of Library Service, Columbia University; Stud., Institut Universitaire de Hautes Etudes Internationales, Geneva, Switzerland; Stud., Sorbonne; Ed.D., Teachers College, Columbia University.

Editor, Colony Publishing Company (Seattle, Wash.), 1930-31; Manager, Windjammer Book Shop (Seattle), 1932-35; Reference Assistant, New York Public Library, 1935-37; Museum Librarian, 1937-40, Librarian, 1940-47, Librarian and Assistant Professor of Bibliography, 1941-45, Librarian and Associate Professor, 1945-46, Librarian and Professor, 1946-47, Cooper Union; Instructor, United States Army Library School, Paris, 1944-45; Professor of Library Science and Assistant Director of the Library School, University of Illinois, 1947—.

FRANCES SIMPSON, Associate Professor of Library Economy and Assistant Director of the Library School, *Emerita*

B.S., M.S., Northwestern University; B.L.S., University of Illinois.

ETHEL BOND, Associate Professor of Library Science

A.B., B.L.S., University of Illinois.

Assistant Cataloger, Northwestern University Library, 1908-09; Head Cataloger, Ohio Wesleyan University, 1909-12; Part-time Assistant, Catalog Department, University of Illinois, 1912-16; Instructor, University of Illinois Library School, 1912-13; Associate Professor, 1913—; Instructor, Columbia University School of Library Service, Summer, 1929.

ANNE MORRIS BOYD, Associate Professor of Library Science

A.B., James Millikin University; B.L.S., University of Illinois.

Teacher, Public Schools, Tuscola, Ill., 1901-03; Part-time Assistant, Public Library, Tuscola, Ill., 1902-04; Reference Librarian, Kansas State Agricultural College, Manhattan, Kans., 1906-07; Cataloger, St. Louis Public Library, 1909; Librarian and Professor of Library Science, James Millikin University, 1910-13; Librarian and Instructor in Library Science, State Teachers College, Whitewater, Wis., 1913-17; General Assistant, University of Illinois Library, and Instructor, University of Illinois Library School, 1918-21; Associate, 1921-25; Assistant Professor, 1925-36; Associate Professor, 1936—; Instructor in Library Science, State University of Iowa, Summer, 1929; Professor, Columbia University School of Library Service, Summer, 1938.

HERBERT GOLDHOR, Associate Professor of Library Science

A.B., University of Newark; B.S., School of Library Service, Columbia University; Ph.D., Graduate Library School, University of Chicago.

Junior Assistant, Newark (N.J.) Public Library, 1934-35, 1936-37, 1943; Assistant to the Librarian, Iowa State College, 1938-39; Research Assistant, Graduate Library School, University of Chicago, 1940-41; Library Branch, Special Services Division, United States Army, 1944-46; Assistant Professor, University of Illinois Library School, 1946-48; Associate Professor, 1948—.

MARIE MILLER HOSTETTER, Assistant Professor of Library Science

A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.

Chemistry Librarian, University of Kansas, 1915-18; Children's Librarian, Lawrence (Kans.) Free Public Library, 1918-19; Classifier, University of Kansas, 1920-23; Assistant Librarian, Omaha (Nebr.) Technical High School, 1923-26; Associate, University of Illinois Library School, 1926-35; Assistant Professor, 1935—; Organized The Tower Library, Lakeside Press, Chicago, Summer, 1931.

ROSE BERNICE PHELPS, Assistant Professor of Library Science

A.B., University of Michigan; B.S., M.S., School of Library Service, Columbia University; Ph.D., Graduate Library School, University of Chicago.

Reference Assistant, University of Texas, 1923-24; Reference Librarian, Michigan State College, 1924-27; Instructor, University of Illinois Library School, 1928-29; Supervisor, Branch Reference Service, Queens Borough Public Library, 1930-31; Associate, University of Illinois Library School, 1930-39; Assistant Professor, 1939—; Instructor, Columbia University School of Library Service, Summers, 1930, 1938.

MARY ALICE LOHRER, Assistant Professor of Library Science

Ph.B., University of Chicago; B.S.L.S., University of Illinois; A.M., Graduate Library School, University of Chicago.

Assistant Librarian, Oak Park (Ill.) High School, 1928-38; Librarian, Hinsdale (Ill.) Township High School, 1938-41; Instructor, University of Illinois Library School, 1941-45; Assistant Professor, 1945—; Instructor in Library Science, Purdue University, Summers, 1939, 1940, 1941, 1942; Survey of European Libraries, American Library Association, Summer, 1947.

DONNA DOROTHY FINGER, Librarian, Library School Library, and Instructor in Library Science

B.S., Northwestern University; A.M., University of Wisconsin; B.S., School of Library Service, Columbia University.

Teacher, North High School, Sheboygan, Wis., 1935-43; Assistant, School of Business Library, Columbia University Libraries, 1943-44; Assistant, Reference Department, University of Illinois, Summer, 1944; Librarian, University of Illinois Library School Library, 1944—.

NANCY ELAINE BURHAM, Administrative Assistant and Instructor in Library Science

A.B., Duchesne College; B.S.L.S., University of Illinois.

Assistant, University of Illinois Library School, Summer, 1946; Administrative Assistant and Instructor, 1946—.

KATHRYN LOUISE LUTHER, Assistant in Library Science

A.B., University of Illinois; B.S.L.S., University of Illinois.

Assistant, University of Illinois Library School, 1947—.

JANE OLINGER HEIL, Assistant in Library Science

A.B., University of Cincinnati, B.S.L.S., University of Illinois.

Assistant, University of Illinois Library School, 1947—.



## COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF

LYLE EDWARD BAMBER, M.S., Natural History Librarian, and Associate Professor of Library Science

ELEANOR BLUM, M.S., Freshman Reading Room Librarian, with the rank of Instructor

LEWIS CAPERS BRANSCOMB, JR., A.M., Assistant Director for Public Service Departments, Library, and Associate Professor of Library Science

JOSIE BATCHELLER HOUCHEMS, A.M., Assistant University Librarian for Personnel and Associate Professor of Library Science

ARNOLD HERMAN TROTIER, A.M., Assistant Director for Technical Departments, Library, and Professor of Library Science

## COOPERATING FACULTY

HARRIS FRANCIS FLETCHER, Ph.D., Professor of English

## THE LIBRARY SCHOOL

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the School was moved in 1897 to the University of Illinois. Among the alumni are over 2,000 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

The purpose of the Library School is to prepare young men and women for careers as professional librarians in all types of libraries. Programs of study on both the undergraduate and graduate level may be followed leading to the bachelor's, the master's, and the doctor's degree in Library Science.

Undergraduate students in the Library School may follow a program of studies insuring a broad liberal education, a subject specialization, and a strong foundation in the basic professional library courses which lead to the B.S. in L.S. degree at the completion of four college years. This degree is not regarded as terminal in character, but represents completion of basic preparation for advanced professional studies in the fifth year.

The fifth year of advanced professional study, combined with some advanced non-library studies, leads to a M.S. in L.S. degree. This degree represents the minimum academic preparation for professional librarianship.

Experienced librarians of marked professional capacity and promise may pursue a program of advanced study and research leading to the degree of Doctor of Library Science. The normal minimum period of study is the equivalent of two years beyond the master's degree.

Students holding bachelor's degrees from any accredited institution but without previous course work in library science are eligible for admission to the master's program upon completion of a portion of the pregraduate professional core. Normally, this may be accomplished in any regular summer session.

Students holding bachelor's degrees from any accredited four-year or five-year library school may be admitted directly to the master's program without further course work.

### Equipment and Facilities

#### Library School Library

Classrooms, faculty and administrative offices, study rooms, and the library of the School are located on the third floor of the main building

of the University of Illinois Library. The special library of the School contains a working collection of approximately 7,000 books necessary to the instructional program; a vertical file collection of several thousand items contains sample library forms and other ephemeral literature. All known library periodicals and serials are received, as well as the important literary, book reviewing, publishing, and printing arts journals. Back files of these magazines, an extensive collection of library reports, unpublished papers, and a large collection of volumes on librarianship valuable for historical studies have been assembled by the University Library over many years and provide a basis for research in all phases of library science.

### **Other Library Facilities**

The University Library has more than two million volumes in the main and departmental libraries on the Urbana-Champaign campus, 80,000 volumes on the campus of the Chicago Professional Colleges, and 20,000 volumes in the undergraduate divisions at Chicago and Galesburg. In the main building there are special rooms for the Classics, English, Commerce, Sociology and Social Welfare Administration, Education, Philosophy, and Psychology, History and Political Science, Library Science, Maps, Germanic and Romance Languages, Newspapers, and Rare Books. The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading. Also available in the University Library are 3,000 volumes in the School Collection for Children and Young People, used by the Library School students in their courses on children's literature. The collection includes books, pamphlets, periodicals, recordings of readings, and slides of illustrations; children's interests from the pre-school age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, poetry, Bible stories, and biography.

### **Demonstration Laboratory**

The Library School maintains for the use of its students and faculty a carefully selected demonstration and practice collection of modern equipment and materials that are useful to librarians. Audio-visual aids make up a substantial proportion of this equipment. The rooms have several projectors for slide films and 2 inch by 2 inch slides, an opaque projector for flat pictures and 3¼ inch by 4 inch slides, a radio-phonograph combination, a small radio, a recording

machine, a transcription player, and a variety of microfilm and micro-print readers. In addition, the Visual Aids Service of the University offers its 16 mm. projectors for supervised study use, as well as its large collection of films. The collection of materials illustrates the various types of audio-visual aids and covers a cross-section of subjects in the educational field. Special emphasis has been placed on library buildings and the history of books. Included are over 3200 slides, films, 600 discs of recordings and a smaller number of transcriptions, 150 slide films, several hundred flat pictures, and stereographs, maps, globes, models, and specimens. In addition, the Library School and the University Library sponsor a weekly radio program relating to books and library subjects. The Demonstration Laboratory also includes a latest model Marchant electric calculating machine which is available to graduate students for class and problem work.

## **Features of the Library School Program**

### **Practice Work**

Students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana. Regularly scheduled practice work in the University Library, the University High School Library, and the Urbana Free Library provide realistic experience under actual operating library conditions.

### **Library School Colloquium**

Throughout the year in the weekly Colloquium, Library School students become acquainted with and participate in discussions lead by outstanding personalities in the library profession and the book world. The following are among those who have been at the School in the recent past: Mr. John H. Moriarty, Director of Libraries, Purdue University; Miss Helen Fay, Counselor and Lecturer on Books and Reading; Miss Jane McClure, Library Supervisor, Far East Command, U. S. Army; Mr. Richard B. Sealock, Librarian, Gary Public Library, Gary, Indiana; Miss Marian C. Manley, Librarian, Business Branch, Newark Public Library, Newark, New Jersey; Miss Lucille M. Morsch, Chief, Descriptive Cataloging Division, Library of Congress; Mr. David Randall, Head, Rare Book Department, Scribner's New York Book Store; Mrs. Esther P. Potter, Director, Dewey Decimal Classification, Library of Congress; and Dr. Leon Carnovsky, Graduate Library School, University of Chicago.

### **Laboratory Library Project**

An unusual feature of the Library School program is the Laboratory Library Project operated by the School in cooperation with the Board of Directors of the Urbana Free Library and using the facilities

of that Library. This makes possible practical work experience for Library School students. In addition, graduate students and faculty members are conducting a long-range program of research and experimentation especially related to the problems of the small public library.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deposit fee, deferment of fees, exemptions, etc., see the Catalog of the University.)

Tuition:	
Residents of Illinois . . . . .	\$40
Nonresidents of Illinois . . . . .	80
Laboratory, library, and supply fee . . . . .	8
Hospital and medical service fee . . . . .	5
Illini Union Building service charge . . . . .	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amounts for the academic year: books and equipment, \$40; room rent, \$160; and board, \$400. Altogether, an average of \$900 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Scholarships and Financial Aid

*Katharine L. Sharp Scholarship.*—Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Scholarship is awarded annually on recommendation of the faculty. It carries a stipend of \$300 and exemption from tuition. The scholarship is awarded only to students who are working for the graduate degrees.

*Graduate College Scholarships and Fellowships.*—The Board of Trustees of the University has established a number of scholarships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These scholarships carry stipends of \$700 and exemption from the payment of the usual tuition fees. Candidates for the doctor's degree are eligible for second year fellowships which carry stipends of \$850, and third year fellowships carrying stipends of \$1000, both exempt from tuition fees.

*Assistantships.*—Several assistantships in the University Library and in the Library School are open each year to properly qualified candidates. Graduate students in the Library School who have completed the bachelor's degree with 18 hours of library science or its equivalent are eligible for part-time academic appointments to the Library staff. Appointments are made for one year and may be renewed

once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$1200 a year; for a three-quarter time appointment, \$1800.

*Loan Funds.* — Numerous loan funds are administered by the University for the benefit of worthy students who are in need of financial aid in order to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* — In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

### **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with many libraries of different types, particularly in Illinois and the Middle West, and makes every effort to help graduates find the kind of position best suited to their abilities. The School can not, however, guarantee positions to graduates.

### **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Scholarship and the Windsor Publication Fund. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in Library Science is to give the student instruction in the fundamental principles and practices of librarianship, providing the basic preparation for his advanced professional studies in the fifth year. It should also provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian.

The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. In some fields, such as school library service, foreign languages are relatively unimportant. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

## Admission Requirements

Fifty-six hours of university work, not including military science and physical education, are required for entrance into the Library School. No specific course or sequence of courses must be presented for admission to the School, but students taking their pre-professional work at the University of Illinois are advised to register in either of two programs offered by the College of Liberal Arts and Sciences, i.e., the Division of General Studies or the general curriculum. Students in other colleges in the University are advised to follow the regular program in the college in which they are registered. A scholastic average of at least 3.5 (C+) for the first two years' work is required.

For undergraduates entrance into the Library School is normally

made at the beginning of the student's third academic year and no later than the beginning of the student's fourth year. Transfer students from other accredited institutions must meet the customary admission requirements of the University and will be admitted to the Library School under the same conditions and in the same manner as students from the University of Illinois.

### Requirements for the Bachelor's Degree

Each candidate for a baccalaureate degree in the Library School must meet the general University requirements with respect to registration, residence, fees, hygiene, military science, physical education, and rhetoric, and must secure credit, with a scholastic average of at least 3.5 (C+), in approved courses totaling at least 120 semester hours, including the credit accepted for admission to this school, but not counting the first two years of the required work in military science and physical education.

#### A. Prescribed Subjects:

(a) Library Science Courses. — A minimum of 18 hours in library science, chosen from the following courses: Library Science 201, *Library in the Social Order*, 2 hours; Library Science 202, *Use of Books and Libraries*, 3 hours; Library Science 251, *Organization and Operation of Libraries I*, 3 hours; Library Science 252, *Organization and Operation of Libraries II*, 3 hours; Library Science 301, *Humanistic and Social Science Literature*, 3 hours; Library Science 302, *Literature of Science and Technology*, 3 hours; Library Science 303, *Library Materials for Children*, 3 hours; Library Science 304, *Library Materials for Adolescents*, 3 hours.

(b) Non-Library Science Courses. — By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. Also students should note carefully the foreign language requirement for admission to the master's program. All of these subjects may be counted either as electives or, when applicable, in computing the hours in the subjects of specialization below.

#### B. Subjects of Specialization

Students must specialize in two subjects selected from the following list. Each student must complete at least 20 hours of approved courses in his major subject of specialization. In his minor subject of specialization the student must complete at least 16 hours of approved courses. In computing the hours in the subjects of specialization, courses taken in other colleges prior to admission may be counted. Other subjects not included below may, if acceptable to the Library School, be offered toward meeting this requirement.

Agriculture	English	Mathematics
Art and Architecture	Engineering	Musicology
Biological Science	Foreign Languages	Philosophy
Business Administration	Geography and Geology	Physical Sciences
Chemistry	History	Political Science
Classics	Journalism	Psychology
Economics	Law	Sociology
Education		



### C. Electives

The remainder of the curriculum may be elected from courses offered by other colleges and schools in the University as approved by the Director or Assistant Director of the Library School.

### Program of Study

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests, and probable professional future form the basis for selecting his course of study.

Students entering the Library School in the junior year will take in addition to their non-library courses the Library Science courses listed below:

#### Third Year

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Library in the Social Order (201).....	3	Use of Books and Libraries (202)...	3

#### Fourth Year

Organization and Operation of Libraries I (251).....	3	Organization and Operation of Libraries II (252).....	3
Literature of the Humanities and Social Sciences (301).....	3	Literature of Science and Technology (302).....	3

Students preparing for school or children's library work will follow the same program except the substitution of *Library Materials for Children*, Lib. Sci. 303, for Lib. Sci. 301, and *Library Materials for Adolescents*, Lib. Sci. 304, for Lib. Sci. 302.

Students entering in the senior year will combine the third and fourth year programs taking three Library Science courses each semester.

# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate College and must meet the following requirements for admission as stated in the *Graduate College Announcement*:

Admission to the Graduate College may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate College, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion of a professional program in an accredited library school, either graduate or undergraduate, or equivalent training satisfactory to the Library School; *or*

(2) Successful completion of a basic core of three professional courses offered by the Library School each summer session of eight weeks. A scholastic average of at least 3.5 (C+) must be made in these courses.

(3) By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. An elementary course in statistics is recommended for all graduate students and will be required of students who wish to enter the doctoral program.

If deficiencies occur, the Library School, after evaluation of the student's undergraduate program, will indicate which courses, if any, must be cleared before admission. It is possible for some deficiencies to be made up after conditional admission to the Graduate College.

(4) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(5) Evidence of ability to pursue graduate work in library science.

All students whose undergraduate professional training was completed at institutions other than the University of Illinois will be given at the beginning of the semester in which the student enters a placement examination in the basic principles and techniques of librarianship. The results of this examination will be used in determining the student's program of study.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than

four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

### **Requirements for the Master's Degree**

At least two semesters in residence or the equivalent and the completion of nine units of graduate work are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of nine units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

No thesis is required but each student will designate one of his regular course papers as his master project. The subject of this paper will be determined by the student and approved by the instructor of the course in which it is to be written. The title of the paper is to be filed in the Library School office not later than two weeks after the start of the semester in which the student expects to graduate. Two typewritten copies of this report are to be prepared, one for the instructor of the course and the other to be deposited in the Office of the Assistant Director of the Library School not later than two weeks before the date on which the degree is to be conferred.

### **Program of Study**

No courses are required but each student's program of study will be developed for his particular needs and purpose. At the time of registration each student will be assigned an adviser from the Library School faculty. As the first step in registration, the student, in consultation with his adviser, will decide upon his program for at least the first semester. Governed by the student's previous training, he will be encouraged to take a portion of his course work outside the Library School.

# CURRICULUM FOR THE DEGREE OF DOCTOR OF LIBRARY SCIENCE

## Admission Requirements

Students desiring to pursue a program of study and research leading to the degree of Doctor of Library Science must meet the customary admission requirements of the Graduate College. In addition, the student must meet the following requirements of the Library School:

- (1) A master's degree in library science from an accredited library school or an equivalent acceptable to the Library School.
- (2) A substantial period of acceptable professional library experience.

## Requirements for the Doctor's Degree

*Period of Study.* — The normal *minimum* period of study required for securing the degree of Doctor of Library Science is two years beyond the master's degree, during which the student is required to devote all his working time to his studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period, but for scholarly attainments and power of investigation, as proved by a thesis and examinations.

*Work Done in Other Universities.* — Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution in which it was done is of high standing.

*Method of Computing Residence.* — Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study of a graduate grade. Second-year and third-year students shall register in terms of units. For each course with a fixed credit or with variable credit within fixed limits, the registration shall be for such credit as is determined in the usual way for such courses. For thesis courses the amount of credit may be widely variable and may be fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College and the following provision regarding total credits: The registration for a full-time student shall be for not less than four nor more than five units; for a part-time student the registration shall ordinarily be on the basis of such fraction of four units as corresponds to the time given to study. It should be clearly understood, however, that for second-year students, a mere accumulation of unit credits will not in itself entitle a student to the privilege of taking preliminary examinations, and that, for third-year

students, such an accumulation of credits will not in itself entitle the student to admission to the final examinations.

*Major and Minor Subjects.* — A student in the Graduate College who desires to become a candidate for the degree of Doctor of Library Science is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two. If one minor only is chosen it must be taken in a department of study other than that of the major, and credit for it may be earned by work representing not less than four units, or one-sixth of the total residence required for the doctorate. If two minors are chosen, one must be a subject closely related to the major. With the approval of the adviser and the Dean it may be a division of the major field of study. The other minor (not less than two units) must, in that case, be taken in a department of study other than that of the major.

Except by special permission of the Dean the preliminary examination in major and minor subjects may not be taken until the minor work has been done.

*Preliminary Examinations.* —

A. *In Languages.* — The student will be required to demonstrate his ability to read French and German and other languages needed in his work. (In special cases the Executive Faculty, of the Graduate College, upon recommendation of the student's adviser, may substitute for either one of the languages usually required some other language which can be shown to be more useful in that student's professional research.) No student will be considered as beginning his second year of residence for graduate credit until he has passed the examination in at least one of these languages. Both the examination in French and that in German must be passed before the student is admitted to the preliminary examination in his major and minor subjects. For the dates of these language examinations consult the calendar at the beginning of this bulletin, which also shows the dates when application for admission to these examinations must be made.

B. *In Major and Minors.* — Towards the end of his second year of study, or by special permission, at the beginning of his third year (not later than about November 1), a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by a committee appointed by the Dean. This examination is intended to test the student's knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student will not be admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty

the equivalent of two years' graduate work. He must do a full year's graduate work between his preliminary examination and the completion of his work for the doctorate.

*Final Examination.* — At least two weeks before the time when the degree is conferred, the candidate must submit to a final examination, given by a committee appointed by the Dean of the Graduate College. This examination is primarily on the research work of the student, as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It will not be confined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere; nor even to the field covered by the courses specifically taken in this or other universities; but will be so conducted as to determine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided. The examination must be taken all at one time even though it requires several sessions.

If after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

*Other Examinations.* — Before the candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

*Thesis.* — The power of independent research must be shown by the production of a thesis on some topic connected with the major subject of study. The candidate is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, *the original on thesis paper* (no other will be accepted by the Dean), and the first carbon on plain paper of approximately the same weight, and in final form, must be deposited in the office of the Dean for presentation to the examining committee not later than two weeks prior to the final

examination and not less than four weeks before the time when the degree is conferred. At the same time, the candidate must deposit with the Dean a manuscript of the essential part, or an abstract, or a digest of his thesis, in condition for publication at a cost not to exceed seventy-five dollars (\$75). The manuscript must be sufficient to show the method followed, the evidence used, and the conclusions reached in the investigation, and must bear the approval of the department and the Executive Faculty of the Graduate College.

The candidate must pay to the Comptroller before graduation the sum of seventy-five dollars (\$75) out of which the University will print at least one hundred copies of this manuscript for circulation by University, unless the thesis entire or in abbreviated form is published by the author or is accepted for publication by a standard journal or publisher within a year from the date of graduation. In the latter event, and after one hundred copies have been presented to the University by the writer, the cash deposit shall be returned to him.

The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Masters' and Doctors' Theses," copies of which may be obtained at the Dean's office.

## COURSES OF INSTRUCTION

NOTE.—Courses offered in the first semester are indicated by the Roman numeral "I," and those in the second semester by "II." The credit value in semester hours is shown by an Arabic numeral in parenthesis; credit for graduate courses is stated in terms of units.

### For All Students

COLLOQUIUM.—A weekly series of talks, discussions, demonstrations, and film previews. Visiting lecturers include prominent librarians, publishers, book dealers, editors, and book reviewers. All regular students in the Library School are expected to attend. I, II, (no credit). Staff.

### Courses for Advanced Undergraduates

201. THE LIBRARY IN THE SOCIAL ORDER.—The origin and historical development of the library as a product of the civilization of which it is a part, with special reference to the purposes and readers served, the materials collected, the personnel, bibliographical apparatus, and physical plant. I, (3). Associate Professor BOYD.
202. USE OF BOOKS AND LIBRARIES.—Practical information on the use of the classification and the card catalog, printed indexes, bibliographies, and reference books. Designed to teach the student to use books and libraries intelligently and skillfully. II, (3). Assistant Professor PHELPS.
251. ORGANIZATION AND OPERATION OF LIBRARIES I.—Designed to give the student an understanding of the basic functions of the modern library, from the point of view of the professional librarian. The functions of supervising library operations and of building and maintaining library collections are considered. I, (3). Assistant Professor LOHRER.
252. ORGANIZATION AND OPERATION OF LIBRARIES II.—Designed to give the student an understanding of the internal organization and operation of the modern library through study of its basic functions. II, (3). Associate Professor BOND.

### Courses for Advanced Undergraduates and Graduates

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES.—The purpose of this course is to increase the student's knowledge of book content in the social sciences and the humanities by reading and study of representative selections. Attempts only an introduction to a wide variety of the more important modern titles in these fields, with emphasis on the student's understanding the use of this knowledge of book content in library processes. I, (3). Associate Professor BOYD.
302. LITERATURE OF SCIENCE AND TECHNOLOGY.—A survey of the several fields of pure and applied science and a study of the literature of each field. Designed to give the student an understanding of the content of each of the scientific disciplines and their role and place in modern society. Selected readings from the outstanding works in each field will acquaint the student with the principal sources. II, (3). Associate Professor BOYD.
303. LIBRARY MATERIALS FOR CHILDREN.—Introduction to the use of books and materials in children's libraries and in the elementary school program. The course has as its objectives a knowledge of and appreciation for children's



literature; an acquaintance with standard aids in book selection for children; the development of judgment in fitting books to pupil needs; and the ability to select and integrate books and materials vital to the school curriculum. I, II, (3). Assistant Professors LOHRER and HOSTETTER.

304. LIBRARY MATERIALS FOR ADOLESCENTS.—The course has as its objectives a knowledge of and appreciation for adolescent literature; an acquaintance with standard aids in book selection for adolescents in public and high school libraries; the development of judgment in fitting books to pupil needs; and the ability to select and integrate books and materials vital to the school curriculum. I, II, (3). Assistant Professor LOHRER.

### Courses for Graduates

401. COMMUNICATIONS.—Introduction to the study of the mass media of communications (print, radio, and film) in modern society. The basic research studies and the principal techniques are reviewed. I, (1 unit).
402. THE READING OF ADULTS.—Designed to acquaint the student with the evidence on the nature of materials read by adults, on reading habits, and on the effects of reading. II, (1 unit). *Prerequisite*: Library Science 401.
404. THE READING OF YOUNG PEOPLE.—The course is concerned primarily with the major areas of research in the field of reading for young people. Class discussions are devoted to a critical analysis of these studies and their implications for the librarian working with children and young people. II, (1 unit). *Prerequisite*: Library Science 401. Assistant Professor LOHRER.
405. LIBRARY ADMINISTRATION.—Designed to give the student a knowledge of the internal organization of various types of libraries, and of the principles of library administration. The emphasis of the course is on the comparison of the conditions found in various types of libraries, and on the application to libraries of the general theory of administration. I, (1 unit). Associate Professor GOLDHOR.
407. CATALOGING.—The cataloging of special types of library materials such as maps, music, pamphlets, dissertations, serials, monographic sets, films, records, etc.; administrative problems of the catalog department. I, (1 unit). Associate Professor BOND.
408. CLASSIFICATION AND SUBJECT HEADINGS.—Development of systems of classification for books. Problems in classification and subject headings based on the use of the decimal and the Library of Congress classifications and the Library of Congress subject headings; classification systems for special libraries; modification of classification systems; shelf listing; book numbers; administrative problems of classification and subject heading work. II, (1 unit). Associate Professor BOND.
410. TEACHING FUNCTION OF THE LIBRARY.—A study of the implications inherent in the concept of the library as an educational institution. A consideration of this concept as the source of a philosophy of librarianship. Study will be made of outstanding applications in the profession. II, (1 unit). Associate Professor BOYD.
411. BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.—Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each of the major fields of the humanities and the social sciences. I, (1 unit). Assistant Professor PHELPS.

412. BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.—Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice problems in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each subject field. II, (1 unit). Assistant Professor PHELPS.
425. METHODS OF INVESTIGATION.—The elements of scientific investigation with emphasis on the principal methods of research applicable to the problems of librarianship. The course is designed to prepare producers, not consumers, of research. Knowledge of elementary statistical methods is prerequisite for admission. I, (1 unit). Associate Professor GOLDHOR.
426. ADVANCED CLASSIFICATION AND CATALOGING.—History and philosophy of classification and cataloging of books; comparative study of classification systems, of lists of subject headings, and of cataloging rules; cataloging and classification of more difficult types of materials; administrative problems of catalog departments. II, (1 unit). *Prerequisite:* Library Science 407 and 408. Associate Professor BOND.
427. RESOURCES OF AMERICAN LIBRARIES.—The aims of this course are to acquaint the student with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; inter-institutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I, (1 unit). Professor DOWNS.
428. THE PHYSICAL PROBLEMS OF LIBRARIES.—Consideration of the principles of design, layout, and physical organization of the main types of libraries, and of recent relevant developments in architecture and engineering. II, (1 unit). Associate Professor GOLDHOR.
429. GOVERNMENT PUBLICATIONS.—The nature and scope of American and British government publications; the problems of their organization because of form, production, and distribution. I, (1 unit). Associate Professor BOYD.
430. ADVANCED REFERENCE SERVICE.—Designed to enable the student to utilize the varied resources of a large research library; methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, (1 unit). *Prerequisite:* Library Science 429. Assistant Professor PHELPS.
431. LARGER UNITS OF LIBRARY ORGANIZATION.—Study of library cooperation, library consolidation, and the provision of library service by units serving more than a local area. Emphasis is on the legal and administrative aspects and on public libraries. I, (1 unit).
432. HISTORY OF BOOKS AND PRINTING.—The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, (1 unit).
433. BIOLOGICAL LITERATURE AND REFERENCE WORK.—An introduction to the use of the indexes and abstract journals in the biological sciences and related fields. Use of general library aids, preparation of scientific manuscripts, and history of scientific societies are also considered. I, II, (¼ unit). *Prerequisite:* Consent of instructor. Associate Professor BAMBER.

451. PROBLEMS IN REFERENCE SERVICE.—Designed to examine the assumptions on which the interpretation of library resources is based, to consider the objectives of such a service and the policies which will lead to their attainment. I, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Assistant Professor PHELPS.
452. EDUCATION FOR LIBRARIANSHIP.—A study of the development of library education in this country and abroad. Not a course in teaching methods but designed to provide an understanding of the philosophical foundations of the several training agencies through an analysis of their methods, content, character of personnel, and relationship to the profession at various times. II, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Professor LANCOUR.
453. PROBLEMS IN CATALOGING AND CLASSIFICATION.—An analysis of the major technical and organizational problems of cataloging and classification. Not a course in methods but the careful study of the best and latest thinking through reading and discussions of the persistent problems in this area of librarianship. Individual studies on selected topics. I, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Associate Professor BOND.
454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS.—Analysis and investigation of administrative and educational problems in college and university libraries. II, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Professor DOWNS.
455. STUDIES IN READING.—Critical analysis of the assumptions and problems of the reading process of young people and adults with reference to its application to library work. I, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent.
456. PUBLIC LIBRARY PROBLEMS.—Critical analysis of the major problem areas in the administration and organization of public libraries. II, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Associate Professor GOLDHOR.
457. LIBRARIANSHIP AND SOCIETY.—The emphasis of this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Professor LANCOUR.
458. SCHOOL LIBRARY PROBLEMS.—A critical analysis of the current practices and major problems confronting the school library field. II, (1 unit). *Prerequisite*: M.S. in L.S. or its equivalent. Assistant Professor HOSTETTER.
- 491, 492. THESIS.—Individual study and research for doctoral candidates. I, II, (1 to 4 units). *Prerequisite*: M.S. in L.S. or its equivalent. Professors DOWNS and LANCOUR, Associate Professor GOLDHOR, Assistant Professor PHELPS.



# UNIVERSITY OF ILLINOIS

---

## Divisions of Instruction

INSTITUTE OF AERONAUTICS	LIBRARY SCHOOL
COLLEGE OF AGRICULTURE	COLLEGE OF MEDICINE
COLLEGE OF COMMERCE AND BUSINESS ADMINISTRATION	DEPARTMENT OF MILITARY SCIENCE AND TACTICS
COLLEGE OF DENTISTRY	DEPARTMENT OF NAVAL SCIENCE
COLLEGE OF EDUCATION	COLLEGE OF PHARMACY
COLLEGE OF ENGINEERING	SCHOOL OF PHYSICAL EDUCATION
COLLEGE OF FINE AND APPLIED ARTS	DIVISION OF SOCIAL WELFARE ADMINISTRATION
GRADUATE COLLEGE	DIVISION OF SPECIAL SERVICES FOR WAR VETERANS
SCHOOL OF JOURNALISM	SUMMER SESSION
INSTITUTE OF LABOR AND INDUSTRIAL RELATIONS	UNIVERSITY EXTENSION DIVISION
COLLEGE OF LAW	COLLEGE OF VETERINARY MEDICINE
COLLEGE OF LIBERAL ARTS AND SCIENCES	

## University Experiment Stations and Research and Service Organizations at Urbana

AGRICULTURAL EXPERIMENT STATION	HIGH SCHOOL TESTING BUREAU
BUREAU OF COMMUNITY PLANNING	INSTITUTE OF COMMUNICATIONS RESEARCH
BUREAU OF ECONOMIC AND BUSINESS RESEARCH	INSTITUTE OF GOVERNMENT AND PUBLIC AFFAIRS
BUREAU OF INSTITUTIONAL RESEARCH	RADIO STATION (W I L L)
BUREAU OF RESEARCH AND SERVICE	SERVICES FOR CRIPPLED CHILDREN
ENGINEERING EXPERIMENT STATION	SMALL HOMES COUNCIL
EXTENSION SERVICE IN AGRICULTURE AND HOME ECONOMICS	STUDENT PERSONNEL BUREAU
GENERAL PLACEMENT BUREAU	UNIVERSITY OF ILLINOIS PRESS

## State Scientific Surveys and Other Divisions at Urbana

STATE GEOLOGICAL SURVEY	STATE DIAGNOSTIC LABORATORY (for Animal Pathology)
STATE NATURAL HISTORY SURVEY	U. S. REGIONAL SOYBEAN LABORATORY
STATE WATER SURVEY	

For general catalog of the University, special circulars, and other information,  
address THE DIRECTOR OF ADMISSIONS AND RECORDS,  
UNIVERSITY OF ILLINOIS, URBANA, ILLINOIS



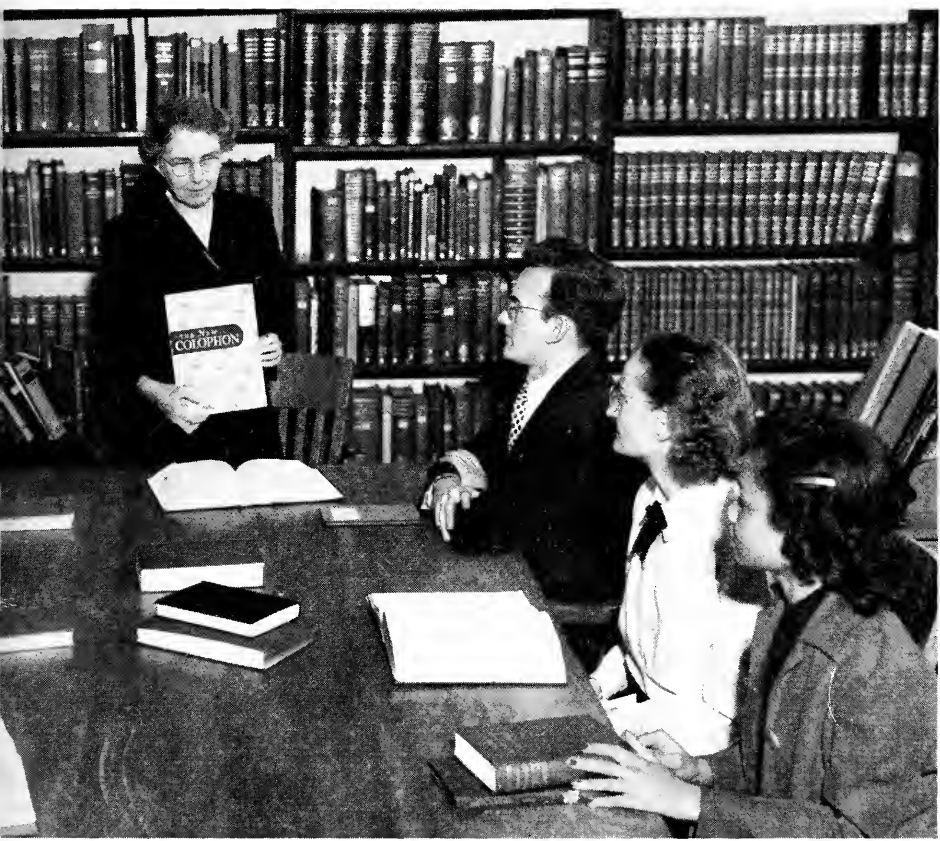
C4961  
1949/50

cop. 2

UNIVERSITY OF ILLINOIS

# Library School

1949-1950



UNIVERSITY OF ILLINOIS BULLETIN

THE LIBRARY OF THE

APR 26 1949

UNIVERSITY OF ILLINOIS

# UNIVERSITY OF ILLINOIS

## BOARD OF TRUSTEES

### Members ex Officio

ADLAI E. STEVENSON, Governor of Illinois.....Springfield  
VERNON L. NICKELL, Superintendent of Public Instruction.....Springfield

### Elected Members

*(Term 1945-1951)*

WALTER W. McLAUGHLIN.....Citizens Building, Decatur 30  
DR. KARL A. MEYER.....Cook County Hospital, Chicago 12  
KENNEY E. WILLIAMSON.....606 Lehmann Building, Peoria 2

*(Term 1947-1953)*

JOHN R. FORNOF.....122 S. Bloomington Street, Streator  
MRS. DORIS S. HOLT.....330 E. Sixth Street, Flora  
PARK LIVINGSTON.....20 N. Wacker Drive, Chicago 6

*(Term 1949-1955)*

G. WIRT HERRICK.....417 S. Center Street, Clinton  
ROBERT Z. HICKMAN.....1202 First National Bank Building, Danville  
MRS. FRANCES BEST WATKINS.....5831 Blackstone Avenue, Chicago 37

### Officers of the Board

JOHN R. FORNOF, President.....Streator  
HARRISON E. CUNNINGHAM, Secretary.....Urbana  
IRVIN L. PORTER, Treasurer.....First National Bank, Chicago 90  
LLOYD MOREY, Comptroller.....Urbana

---

### OFFICERS OF ADMINISTRATION

GEORGE DINSMORE STODDARD, Ph.D., Litt.D., L.H.D., LL.D.,  
*President of the University*  
COLEMAN ROBERTS GRIFFITH, Ph.D., LL.D., *Provost*  
LOUIS NICOT RIDENOUR, Ph.D., *Dean of the Graduate College*  
FRED HAROLD TURNER, Ph.D., *Dean of Students*  
GEORGE PHILIP TUTTLE, B.S., *Director of Admissions and Records*

## UNIVERSITY OF ILLINOIS BULLETIN

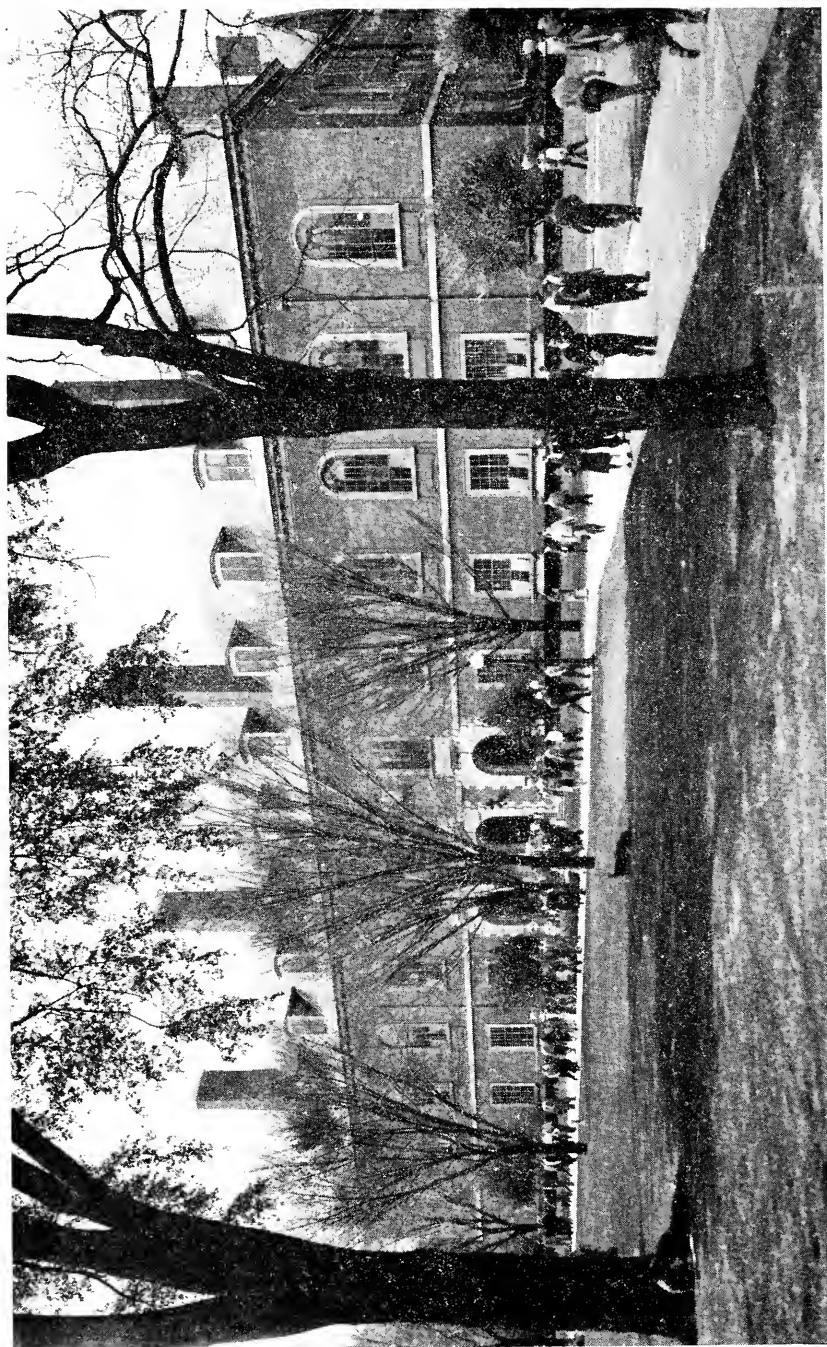
Vol. 46; No. 60; April, 1949. Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois.



C4961  
1949/50  
6.32

# CONTENTS

CALENDAR . . . . .	2
FACULTY OF THE LIBRARY SCHOOL . . . . .	5
THE LIBRARY SCHOOL . . . . .	10
Curricula . . . . .	10
Equipment and Facilities	
Library School Library . . . . .	11
Other Library Facilities . . . . .	12
Demonstration Laboratory . . . . .	12
Features of the Library School Program	
Practice Work . . . . .	13
Library School Colloquium . . . . .	13
Laboratory Library Project . . . . .	13
Phineas L. Windsor Lectures in Librarianship . . . . .	14
Extension Courses . . . . .	14
Fees and Expenses . . . . .	15
Fellowships, Assistantships, and Other Financial Aid . . . . .	15
Placement Service . . . . .	16
Recreation and Student Welfare . . . . .	17
Alumni Association . . . . .	17
CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE . . . . .	18
Pre-Professional Study . . . . .	18
Admission Requirements . . . . .	19
Requirements for the Bachelor's Degree . . . . .	19
Program of Study . . . . .	21
CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE . . . . .	22
Admission Requirements . . . . .	22
Requirements for the Master's Degree . . . . .	23
CURRICULUM FOR THE DEGREE OF DOCTOR OF LIBRARY SCIENCE . . . . .	24
Admission Requirements . . . . .	24
Requirements for the Doctor's Degree . . . . .	24
COURSES OF INSTRUCTION . . . . .	29



THE UNIVERSITY OF ILLINOIS LIBRARY

## FACULTY OF THE LIBRARY SCHOOL

Robert Bingham Downs, Professor of Library Science, Director of the Library School, and Director of the Library

A.B., University of North Carolina; B.S., M.S., Columbia University School of Library Service; Litt.D., Colby College.

Assistant, Library, University of North Carolina, 1922-26; Assistant, New York Public Library, 1927-29; Librarian and Assistant Professor of Bibliography, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32, Librarian and Professor of Library Science, 1932-38, University of North Carolina; Director of Libraries, New York University, 1938-43; Associate, Columbia University School of Library Service, 1942-43; Professor of Library Science, Director of the Library School, and Director of the Library, University of Illinois, 1943—.

Phineas Lawrence Windsor, Professor of Library Science, Director of the Library School, and Director of the Library, *Emeritus*

Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.

Harold Lancour, Professor of Library Science and Assistant Director of the Library School.

A.B., University of Washington; B.S., M.S., Columbia University School of Library Service; Ed.D., Columbia University Teachers College; Graduate Work, Institut Universitaire de Hautes Etudes Internationales, Geneva, Switzerland; Sorbonne, Paris, France.

Editor, Colony Publishing Company, Seattle, Washington, 1930-31; Manager, Windjammer Book Shop, Seattle, Washington, 1932-35; Reference Assistant, New York Public Library, 1935-37; Museum Librarian, 1937-40. Librarian and Assistant Professor of Bibliography, 1940-45, Librarian and Associate Professor of Bibliography, 1945-46, Librarian and Professor of Bibliography, 1946-47, Cooper Union; Instructor, United States Army Library School, Paris, 1944-45; Professor of Library Science and Assistant Director of the Library School, University of Illinois, 1947—.

Frances Simpson, Associate Professor of Library Economy and Assistant Director of the Library School, *Emerita*

B.S., M.S., Northwestern University; B.L.S., University of Illinois Library School.

Ethel Bond, Associate Professor of Library Science

A.B., University of Illinois; B.L.S., University of Illinois Library School. Assistant Cataloger, Library, Northwestern University, 1908-09; Head Cataloger, Ohio Wesleyan University, 1909-12; Part-time Assistant, Catalog Department, University of Illinois, 1912-16; Instructor, University of Illinois Library School, 1912-13; Associate Professor, 1913—; Instructor, Columbia University School of Library Service, Summer, 1929.

Anne Morris Boyd, Associate Professor of Library Science

A.B., James Millikin University; B.L.S., University of Illinois Library School.

Teacher, Public Schools, Tuscola, Illinois, 1901-03; Part-time Assistant, Public Library, Tuscola, Illinois, 1902-04; Reference Librarian, Kansas State Agricultural College, Manhattan, Kansas, 1906-07; Cataloger, St. Louis Public Library, 1909; Librarian and Professor of Library Science, James Millikin University, 1910-13; Librarian and Instructor in Library Science, State Teachers College, Whitewater, Wisconsin, 1913-17; General Assistant, Library, University of Illinois and Instructor, University of Illinois Library School, 1918-21; Associate, 1921-25; Assistant Professor, 1925-36; Associate Professor, 1936—; Instructor in Library Science, State University of Iowa, Summer, 1929; Professor, Columbia University School of Library Service, Summer, 1938.

Herbert Goldhor, Associate Professor of Library Science

A.B., University of Newark; B.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Junior Assistant, Public Library, Newark, New Jersey, 1934-35, 1936-37, 1943; Assistant to the Librarian, Iowa State College, Ames, Iowa, 1938-39; Research Assistant, University of Chicago Graduate Library School, 1940-41; Library Branch, Special Services Division, United States Army, 1944-46; Assistant Professor, University of Illinois Library School; 1946-48; Associate Professor, 1948—.

Marie Miller Hostetter, Assistant Professor of Library Science

A.B., University of Kansas; B.L.S., University of Illinois Library School; A.M., Northwestern University.

Chemistry Librarian, University of Kansas, 1915-18; Children's Librarian, Free Public Library, Lawrence, Kansas, 1918-19; Classifier, Library, University of Kansas, 1920-23; Assistant Librarian, Technical High School, Omaha, Nebraska, 1923-26; Associate, University of Illinois Library School, 1926-35; Assistant Professor, 1935—; Organized The Tower Library, Lakeside Press, Chicago, Illinois, Summer, 1931.

Rose Bernice Phelps, Assistant Professor of Library Science

A.B., University of Michigan; B.S., M.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Reference Assistant, Library, University of Texas, 1923-24; Reference Librarian, Michigan State College, East Lansing, Michigan, 1924-27; Instructor, University of Illinois Library School, 1928-29; Supervisor, Branch Reference Service, Queens Borough Public Library, New York, New York, 1930-31; Associate, University of Illinois Library School, 1930-39; Assistant Professor, 1939—; Instructor, Columbia University School of Library Service, Summers, 1930, 1938.

Mary Alice Lohrer, Assistant Professor of Library Science

Ph.B., University of Chicago; B.S.L.S., University of Illinois Library School; A.M., University of Chicago Graduate Library School.

Assistant Librarian, Oak Park Township High School, Oak Park, Illinois, 1928-38; Librarian, Hinsdale Township High School, Hinsdale, Illinois,

1938-41; Instructor, University of Illinois Library School, 1941-45; Assistant Professor, 1945—; Instructor in Library Science, Purdue University, Summers, 1939, 1940, 1941, 1942; Survey of European Libraries, American Library Association, Summer, 1947.

Donna Dorothy Finger, Librarian, Library School Library, and Instructor in Library Science

B.S., Northwestern University; A.M., University of Wisconsin; B.S., Columbia University School of Library Service.

Teacher, North High School, Sheboygan, Wisconsin, 1935-43; Assistant, School of Business Library, Columbia University, 1943-44; Assistant, Reference Department, University of Illinois, Summer, 1944; Librarian, Library School Library, University of Illinois, 1944—.

Nancy Burham Sutton, Administrative Assistant and Instructor in Library Science

A.B., Duchesne College; B.S.L.S., University of Illinois Library School.

Assistant, University of Illinois Library School, Summer, 1946; Administrative Assistant and Instructor, 1946—.

Viola Louise James, Instructor in Library Science

A.A., Central College; A.B., Greenville College; B.S.L.S., University of Illinois Library School.

Teacher, Crossville Community High School, Crossville, Illinois, 1940-44; Librarian, Leyden Community High School, Franklin Park, Illinois, 1945-48; Instructor, University of Illinois Library School, 1948—.

Kathryn Louise Luther, Assistant in Library Science

A.B., University of Illinois; B.S.L.S., University of Illinois Library School.

Assistant, University of Illinois Library School, 1947—.

Eva Tayer Shively, Assistant in Library Science

A.B., University of Pittsburgh; Carnegie Library School.

Children's Librarian, Public Library, Kansas City, Missouri, 1917-18; Librarian, Bureau of Home Economics, United States Department of Agriculture, Washington, D.C., 1918-22, 1924-28; Librarian, Urbana Free Public Library, Urbana, Illinois, 1948—; Assistant, University of Illinois Library School, 1948—.

Susan A. Schultz, Library School Library Assistant

A.B., John Fletcher College; B.S.L.S., University of Illinois Library School.

Dean of Women, Kletzing College, 1940-45; Assistant Librarian, Bethany-Peniel College, 1946-47; Assistant, Library School Library, University of Illinois, 1947—.

Herman Frederic Alwin, Research Assistant in Library Science

A.B., Lawrence College; Graduate Work, State University of Iowa; University of Wisconsin.

Principal, State Graded School, Ableman, Wisconsin, 1935-41; Principal, High School, Linden, Wisconsin, 1941-42; Teacher, Hopkins Township High School, Granville, Illinois, 1945-48; Research Assistant, University of Illinois Library School, 1948—.

Francis Charles Taylor, Research Assistant in Library Science

A.B., Franklin and Marshall College; B.S.L.S., University of Illinois Library School.

Research Assistant, University of Illinois Library School, 1948—.

Richard Wirth Taylor, Research Assistant in Library Science

A.B., A.M., University of Illinois.

Research Assistant, University of Illinois Library School, 1948—.

## VISITING FACULTY

Ernest James Reece, Visiting Professor of Library Science (Second Semester, 1948/49)

Ph.B., Western Reserve University; Certificate, Western Reserve University School of Library Science; Graduate Work, Western Reserve University, Oberlin Graduate School of Theology, University of Illinois.

Melvil Dewey Professor of Library Science, *Emeritus*, Columbia University School of Library Service.

John Tracy Winterich, Phineas L. Windsor Lecturer, 1949

A.B., Brown University.

Contributing Editor, *The Saturday Review of Literature*.

Louise Anthony, Visiting Lecturer (Second Semester, 1948/49)

A.B., Lombard College; A.M., University of Illinois; B.S.L.S., University of Illinois Library School.

Supervisor of School Libraries, Alton Public Schools, Alton, Illinois.

Lester Asheim, Visiting Lecturer (Summer Session, 1949)

A.B., M.A., B.A. in Librarianship, University of Washington; Ph.D., University of Chicago Graduate Library School.

Assistant Professor of Library Science, University of Chicago Library School, 1948—.

Lura Elizabeth Crawford, Visiting Lecturer (Second Semester, 1948/49; Summer Session, 1949)

B.S., University of Illinois; B.S.L.S., University of Illinois Library School. Librarian, Oak Park Township High School, Oak Park, Illinois.

Guy Redvers Lyle, Visiting Lecturer (Summer Session, 1949)

A.B., University of Alberta, B.S., M.S., Columbia University School of Library Service; Graduate Work, University of Illinois.

Director of Libraries, Louisiana State University.

Jerrold Orne, Visiting Lecturer (Summer Session, 1949)

A.B., A.M., University of Minnesota; B.S.L.S., University of Minnesota Division of Library Instruction; Ph.D., University of Chicago; Graduate Work, Sorbonne, Paris, France; University of Chicago Graduate Library School.

Director of Libraries, Washington University.

## COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF

JOSEPH ALLEN, A.M., Music Librarian and Assistant Professor of Music

LYLE EDWARD BAMBER, M.S., Natural History Librarian and Associate Professor of Library Science

ELEANOR BLUM, M.S., Freshman Reading Room Librarian, with the rank of Instructor

JOSIE BATCHELLER HOUCHENS, A.M., Assistant University Librarian for Personnel and Associate Professor of Library Science

ARTHUR MONROE McANALLY, Assistant Director for Public Service Departments, Library, and Associate Professor of Library Science.

JAMES RANZ, A.M., Map Librarian, with rank of Instructor

ARNOLD HERMAN TROTIER, A.M., Assistant Director for Technical Departments, Library, and Professor of Library Science

WILMA ALLENE TROXEL, A.M., Librarian of the Quine Library of Medical Sciences and Assistant Professor of Library Science

## COOPERATING FACULTY

VIRGINIA BARTOW, Ph.D., Assistant Professor of Chemistry

HARRIS FRANCIS FLETCHER, Ph.D., Professor of English

WILBUR SCHRAMM, Ph.D., Litt.D., Director of the Institute of Communications Research and Research Professor of Journalism

GEORGE BATES WEISIGER, J.D., Professor of Law

## ADMINISTRATIVE PERSONNEL

HELEN IMOGENE KNIGHTS, Secretary of the Library School

BETTY CHRISTENSEN NAGLE, Secretary of the Library School Faculty

## THE LIBRARY SCHOOL

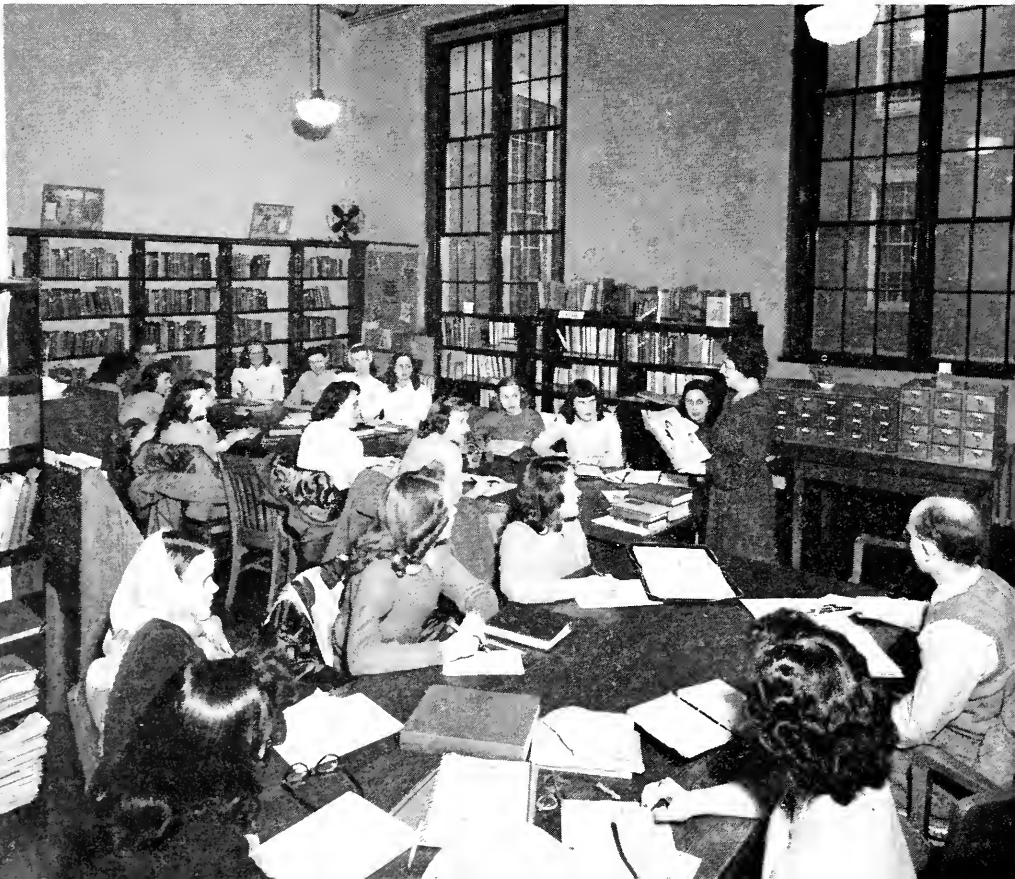
THE LIBRARY SCHOOL of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the School was moved in 1897 to the University of Illinois. Among the alumni are more than 2,600 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### Curricula

The purpose of the Library School is to prepare young men and women for careers as professional librarians in all types of libraries. Programs of study on both the undergraduate and graduate level may be followed leading to the bachelor's, the master's, and the doctor's degree in Library Science.

The model school library collection provides a study laboratory for prospective school librarians.





Undergraduate students in the Library School may follow a program of studies insuring a broad liberal education, a subject specialization, and a strong foundation in the basic professional library courses which lead to the B.S. in L.S. degree at the completion of four college years. This degree is not regarded as terminal in character, but represents completion of basic preparation for advanced professional studies in the fifth year.

The fifth year of advanced professional study, combined with some advanced non-library studies, leads to the M.S. in L.S. degree. This degree represents the minimum academic preparation for professional librarianship.

Experienced librarians of marked professional capacity and promise may pursue a program of advanced study and research leading to the degree of Doctor of Library Science. The normal minimum period of study is the equivalent of two years beyond the master's degree.

Students holding bachelor's degrees from any accredited institution but without previous course work in library science are eligible for admission to the master's program upon completion of a portion of the pregraduate professional core. Normally, this may be accomplished in any regular summer session.

Students holding bachelor's degrees from any accredited four-year or five-year library school may be admitted directly to the master's program without further course work.

## **Equipment and Facilities**

Classrooms, faculty and administrative offices, study rooms, and the library of the School are on the third floor of the main building of the University of Illinois Library.

### **Library School Library**

The special library of the School contains a collection of more than 18,000 bound volumes, 25,000 cataloged library reports, and a vertical file collection of approximately 35 drawers containing several thousand pieces of special uncataloged materials. All known library periodicals and serials are received as well as a comprehensive collection of the important journals in the related fields of literature, book reviewing, publishing, printing art, education, and visual arts. The extensive collection of library reports from libraries in the United States and foreign countries and the large collection of volumes on librarianship valuable for historical studies have been assembled over many years, and provide a basis for research in all phases of library science.

### **Other Library Facilities**

The University Library has more than two million volumes in the main and departmental libraries on the Urbana-Champaign campus, 80,000 volumes on the campus of the Chicago Professional Colleges, and 20,000 volumes in the undergraduate divisions at Chicago and Galesburg. In the main building there are special rooms for Classics; English; Commerce, Sociology and Social Welfare Administration; Education, Philosophy, and Psychology; History and Political Science; Library Science; Maps; Germanic and Romance Languages; Newspapers; and Rare Books. The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading. Also available in the University Library are 3,000 volumes in the School Collection for Children and Young People, used by the Library School students in their courses on children's literature. The collection includes books, pamphlets, periodicals, recordings of readings, and slides of illustrations; children's interests from the pre-school age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, poetry, Bible stories, and biography.

### **Demonstration Laboratory**

The Library School maintains for the use of its students and faculty a carefully selected demonstration and practice collection of modern equipment and materials that are useful to librarians. Audio-visual aids make up a substantial proportion of this equipment. The rooms have several projectors for slide films and 2-inch by 2-inch slides, an opaque projector for flat pictures and 3¼-inch by 4-inch slides, a radio-phonograph combination, a small radio, a recording machine, a transcription player, a sound motion picture projector, and a variety of microfilm and microprint readers. In addition, the Visual Aids Service of the University offers its 16 mm. projectors for supervised study use, as well as its large collection of films. The collection of materials illustrates the various types of audio-visual aids and covers a cross-section of subjects in the educational field. Special emphasis has been placed on library buildings, illustrations of children's books, and the history of books. Included are more than 3,200 slides, films, 600 discs

of recordings and a smaller number of transcriptions, 150 slide films, several hundred flat pictures, and stereographs, maps, globes, models, and specimens. In addition, the Library School and the University Library sponsor a weekly radio program relating to books and library subjects. The Demonstration Laboratory also includes a latest model Marchant electric calculating machine which is available to graduate students for class and problem work.

## **Features of the Library School Program**

### **Practice Work**

Students in the Library School have an opportunity to observe methods and practices in the public and school libraries of Champaign and Urbana. Regularly scheduled practice work in the University Library, the University High School Library, and the Urbana Free Library provide realistic experience under actual operating library conditions.

### **Library School Colloquium**

Throughout the year in the weekly Colloquium, Library School students become acquainted with and participate in discussions led by outstanding personalities in the library profession and the book world. Among those who have been at the School in the recent past are: Miss Helen A. Ridgway, Public Library Specialist, American Library Association; Mr. John Mackenzie Cory, Executive Secretary, American Library Association; Mr. John V. Dodge, Assistant Editor, Encyclopedia Britannica; Mr. Stanley Pargellis, Librarian, Newberry Library; Miss Marion James, Chief, Extension Services, Illinois State Library; Mr. John H. Moriarty, Director of Libraries, Purdue University; Mrs. Beatrice Sawyer Rossell, Director of Educational Service, Field Enterprises, Inc.; Mr. Orwin N. Rush, Executive Secretary, Association of College and Research Libraries, American Library Association; Miss Louise Rees, School Library Consultant, State of Michigan; Mr. Royal W. Crossley, Gaylord Bros.; Dr. Robert H. Muller, Librarian, Southern Illinois University, and Mr. Donald E. Bean, Library Bureau Division, Remington Rand.

### **Laboratory Library Project**

An unusual feature of the Library School program is the Laboratory Library Project, operated by the School in cooperation with the Board of Directors of the Urbana Free Library and using the facilities of that Library. This makes possible practical work experience for



Frequent consultation with faculty members is traditional at Illinois.

Library School students. Also, graduate students and faculty members are conducting a long-range program of research and experimentation especially related to the problems of the small public library.

#### **Phineas L. Windsor Lectures in Librarianship**

The Windsor Lectures Fund has been created by the Library School Alumni Association from money contributed by more than two thousand of the School's graduates. The Lectureship provides for a series of three lectures to be delivered each spring, and for their publication in book form. The Lectures are named in honor of Phineas L. Windsor, Director Emeritus of the Library School, whose retirement in 1940 closed a period of 31 years service to library education.

#### **Extension Courses**

Through the Extension Division of the University, the Library School offers a selection of its courses in Chicago and other cities in Illinois.

The Chicago courses are given in the Chicago Public Library located in the heart of the Loop district. The courses offered in Chicago are on the graduate level only and are for students seeking advanced training in library science leading to the M.S. degree. Applicants must meet all the requirements of the University of Illinois Library School and Graduate College as described on page 22.

A view of the library school library.



Additional off-campus courses are offered in various cities throughout the state. These are limited at present to the undergraduate level, and are for teacher-librarians, school librarians, and for others seeking to complete the undergraduate requirements before admission to the graduate course leading to the M.S. degree.

For information concerning the extension offerings of the Library School, write to the Assistant Director of the Library School.

### Fees and Expenses

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deposit fee, deferment of fees, exemptions, etc., see the Catalog of the University.)

**Tuition:**

Residents of Illinois . . . . .	\$40
Nonresidents of Illinois . . . . .	80
Laboratory, library, and supply fee . . . . .	8
Hospital and medical service fee . . . . .	5
Illini Union Building service charge . . . . .	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amount for the academic year: books and equipment, \$40; room rent, \$160; and board, \$400. Altogether, an average of \$900 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### Fellowships, Assistantships, and Other Financial Aid

*Katharine L. Sharp Fellowship.* Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Fellowship is awarded bi-annually on recommendation of the faculty. It carries a stipend of \$600 and exemption

from tuition. The fellowship is awarded only to students who are working for the graduate degrees.

*Graduate College Fellowships.* The Board of Trustees of the University has established a number of fellowships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These fellowships carry stipends of \$700 and exemption from the payment of the usual tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships which carry stipends of \$850, and third-year fellowships carrying stipends of \$1,000, both exempt from tuition fees.

*Assistantships.* Several assistantships in the University Library and in the Library School are open each year to properly qualified candidates. Graduate students in the Library School who have completed the bachelor's degree with 18 hours of library science or its equivalent are eligible for part-time academic appointments to the Library staff. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$1,300 a year; for a three-quarter time appointment, \$1,950.

*Loan Funds.* Numerous loan funds are administered by the University for the benefit of students who are in need of financial aid to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

### **Placement Service**

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the kind of position best suited to their abilities throughout their entire professional career. The School cannot, however, guarantee positions to graduates.

## **Recreation and Student Welfare**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

## **Alumni Association**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship. It has also raised money for other purposes. A news letter is published twice each year by the Association.

# CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE IN LIBRARY SCIENCE

The purpose of the curriculum leading to the degree of Bachelor of Science in Library Science is to give the student instruction in the fundamental principles and practices of librarianship, providing the basic preparation for his advanced professional studies in the fifth year. It should also provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development.

## Pre-Professional Study

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important.

Librarians learn how to display their wares effectively.





The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. In some fields, such as school library service, foreign languages are relatively unimportant. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule, courses of a vocational nature should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

### **Admission Requirements**

Fifty-six hours of university work, not including military science and physical education, are required for entrance into the Library School. No specific course or sequence of courses must be presented for admission to the School, but students taking their pre-professional work at the University of Illinois are advised to register in either of two programs offered by the College of Liberal Arts and Sciences, i.e., the Division of General Studies or the general curriculum. Students in other colleges in the University are advised to follow the regular program in the college in which they are registered. A scholastic average of at least 3.5 (C +) for the first two years' work is required.

For undergraduates, entrance into the Library School is normally made at the beginning of the student's third academic year and no later than the beginning of his fourth year. Transfer students from other accredited institutions must meet the customary admission requirements of the University and will be admitted to the Library School under the same conditions and in the same manner as students from the University of Illinois. Applications to the undergraduate program should be addressed to the Office of Admissions, University of Illinois, Urbana, Illinois.

### **Requirements for the Bachelor's Degree**

Each candidate for a baccalaureate degree in the Library School must meet the general University requirements with respect to registration, residence, fees, hygiene, military science, physical education, and rhetoric, and must secure credit, with a scholastic average of at least

3.5 (C +), in approved courses totalling at least 120 semester hours, including the credit accepted for admission to this school, but not counting the first two years of the required work in military science and physical education.

**A. Prescribed Subjects :**

(a) Library Science Courses. A minimum of 18 hours in library science, chosen from the following courses: Library Science 201, *Library in the Social Order*, 3 hours; Library Science 202, *Use of Books and Libraries*, 3 hours; Library Science 251, *Organization and Operation of Libraries I*, 3 hours; Library Science 252, *Organization and Operation of Libraries II*, 3 hours; Library Science 301, *Humanistic and Social Science Literature*, 3 hours; Library Science 302, *Literature of Science and Technology*, 3 hours; Library Science 303, *Library Materials for Children*, 3 hours; Library Science 304, *Library Materials for Adolescents*, 3 hours. A scholastic average of at least 3.5 (C +) must be maintained in the Library Science courses.

(b) Non-Library Science Courses. By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. Also students should note carefully the foreign language requirement for admission to the master's program. All of these subjects may be counted either as electives or, when applicable, in computing the hours in the subjects of specialization below.

**B. Subjects of Specialization**

Students must specialize in two subjects selected from the following list. Each student must complete at least 20 hours of approved courses in his major subject of specialization. In his minor subject of specialization the student must complete at least 16 hours of approved courses. In computing the hours in the subjects of specialization, courses taken in other colleges prior to admission may be counted. Other subjects not included below may, if acceptable to the Library School, be offered toward meeting this requirement.

Agriculture	English	Mathematics
Art and Architecture	Engineering	Musicology
Biological Science	Foreign Languages	Philosophy
Business Administration	Geography and Geology	Physical Sciences
Chemistry	History	Political Science
Classics	Journalism	Psychology
Economics	Law	Sociology
Education		

**C. Electives**

The remainder of the curriculum may be elected from courses offered by other colleges and schools in the University as approved by the Director or Assistant Director of the Library School.



A film is studied for its potential library use.

### Program of Study

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests and probable professional future form the basis for selecting his course of study.

Students entering the Library School in the junior year will take in addition to their non-library courses the Library Science courses listed below:

#### Third Year

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Library in the Social Order (201)...	3	Use of Books and Libraries (202)...	3

#### Fourth Year

Organization and Operation of Libraries I (251).....	3	Organization and Operation of Libraries II (252).....	3
Literature of the Humanities and Social Sciences (301).....	3	Literature of Science and Technology (302).....	3

Students preparing for school or children's library work will follow the same program except the substitution of *Library Materials for Children*, Lib. Sci. 303, for Lib. Sci. 301, and *Library Materials for Adolescents*, Lib. Sci. 304, for Lib. Sci. 302.

Students entering in the senior year will combine the third and fourth year programs, taking three Library Science courses each semester.

# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## Admission Requirements

Students who wish to take graduate work in library science register in the Graduate College, and must meet the following requirements for admission as stated in the *Graduate College Catalog*:

Admission to the Graduate College may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate College, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion with a scholastic average of at least 3.5 (C +) of a professional program in an accredited library school, either graduate or undergraduate, or equivalent training satisfactory to the Library School; *or*

(2) Successful completion of a basic core of three professional courses offered by the Library School each summer session of eight weeks. A scholastic average of at least 3.5 (C +) must be made in these courses.

(3) By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. An elementary course in statistics is recommended for all graduate students and will be required of students who wish to enter the doctoral program.

If deficiencies occur, the Library School, after evaluation of the student's undergraduate program, will indicate which courses, if any, must be cleared before admission. It is possible for some deficiencies to be made up after conditional admission to the Graduate College.

(4) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(5) Evidence of ability to pursue graduate work in library science.

All students whose undergraduate professional training was completed at institutions other than the University of Illinois will be given, at the beginning of the semester in which the student enters, a placement examination in the basic principles and techniques of librarians-

ship. The results of this examination will be used in determining the student's program of study.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

### **Requirements for the Master's Degree**

At least two semesters in residence, or the equivalent, and the completion of nine units of graduate work are required. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of nine units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

No thesis is required, but each student will designate one of his regular course papers as his master project. The subject of this paper will be determined by the student and approved by the instructor of the course in which it is to be written. The title of the paper is to be filed in the Library School office not later than two weeks after the start of the semester in which the student expects to graduate. Two typewritten copies of this report are to be prepared, one for the instructor of the course and the other to be deposited in the office of the Assistant Director of the Library School not later than two weeks before the date on which the degree is to be conferred.

No courses are required, but each student's program of study will be developed for his particular needs and purpose. At the time of registration each student will be assigned an adviser from the Library School faculty. As the first step in registration, the student, in consultation with his adviser, will decide upon his program for at least the first semester. Governed by the student's previous training, he will be encouraged to take a portion of his course work outside the Library School.

Students preparing for positions in special subject libraries will find a varied series of courses in subject bibliography offered — both in the Library School and in other divisions of the University. Courses in other divisions are listed on page 34.

# CURRICULUM FOR THE DEGREE OF DOCTOR OF LIBRARY SCIENCE

## Admission Requirements

Students desiring to pursue a program of study and research leading to the degree of Doctor of Library Science must meet the customary admission requirements of the Graduate College. In addition, the student must meet the following requirements of the Library School:

(1) A master's degree in library science from an accredited library school or an equivalent acceptable to the Library School.

(2) A substantial period of acceptable professional library experience.

## Requirements for the Doctor's Degree

*Period of Study.* The normal *minimum* period of study required for securing the degree of Doctor of Library Science is two years beyond the master's degree, during which the student is required to devote all his working time to his studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period, but for scholarly attainments and power of investigation as proved by a thesis and examinations.

*Work Done in Other Universities.* Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution in which it was done is of high standing.

*Method of Computing Residence.* Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study of a graduate grade. Second-year and third-year students shall register in terms of units. For each course with a fixed credit or with variable credit within fixed limits, the registration shall be for such credit as is determined in the usual way for such courses. For thesis courses the amount of credit may be widely variable and may be fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College and the following provision regarding total credits: The registration for a full-time student shall be for not less than four nor more than five units; for a part-time student the registration shall ordinarily be on the basis of such fraction of four



Students discuss a problem on library buildings with their instructor.

units as corresponds to the time given to study. It should be clearly understood, however, that for second-year students, a mere accumulation of unit credits will not in itself entitle a student to the privilege of taking preliminary examinations, and that, for third-year students, such an accumulation of credits will not in itself entitle the student to admission to the final examinations.

*Major and Minor Subjects.* A student in the Graduate College who desires to become a candidate for the degree of Doctor of Library Science is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two. If one minor only is chosen it must be taken in a department of study other than that of the major, and credit for it may be earned by work representing not less than four units, or one-sixth of the total residence required for the doctorate. If two minors are chosen, one must be a subject closely related to the major. With the approval of the adviser and the Dean it may be a division of the major field of study. The other minor (not less than two units)

must, in that case, be taken in a department of study other than that of the major.

Except by special permission of the Dean, the preliminary examination in major and minor subjects may not be taken until the minor work has been done.

*Preliminary Examinations.*

A. *In Languages.* The student will be required to demonstrate his ability to read French and German and other languages needed in his work. (In special cases the Executive Faculty of the Graduate College, upon recommendation of the student's adviser, may substitute for either one of the languages usually required some other language which can be shown to be more useful in that student's professional research.) No student will be considered as beginning his second-year of residence for graduate credit until he has passed the examination in at least one of these languages. Both the examination in French and that in German must be passed before the student is admitted to the preliminary examination in his major and minor subjects. For the dates of these language examinations consult the calendar at the beginning of this bulletin, which also shows the dates when application for admission to these examinations must be made.

B. *In Major and Minors.* Toward the end of his second year of study, or by special permission, at the beginning of his third year (not later than about November 1), a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by a committee appointed by the Dean. This examination is intended to test the student's knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student will not be admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty the equivalent of two years' graduate work between his preliminary examination and the completion of his work for the doctorate.

*Final Examination.* At least two weeks before the time when the degree is conferred, the candidate must submit to a final examination, given by a committee appointed by the Dean of the Graduate College. This examination is primarily on the research work of the student, as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It will not be confined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere; nor even to the field



covered by the courses specifically taken in this or other universities; but will be so conducted as to determine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided. The examination must be taken all at one time even though it requires several sessions.

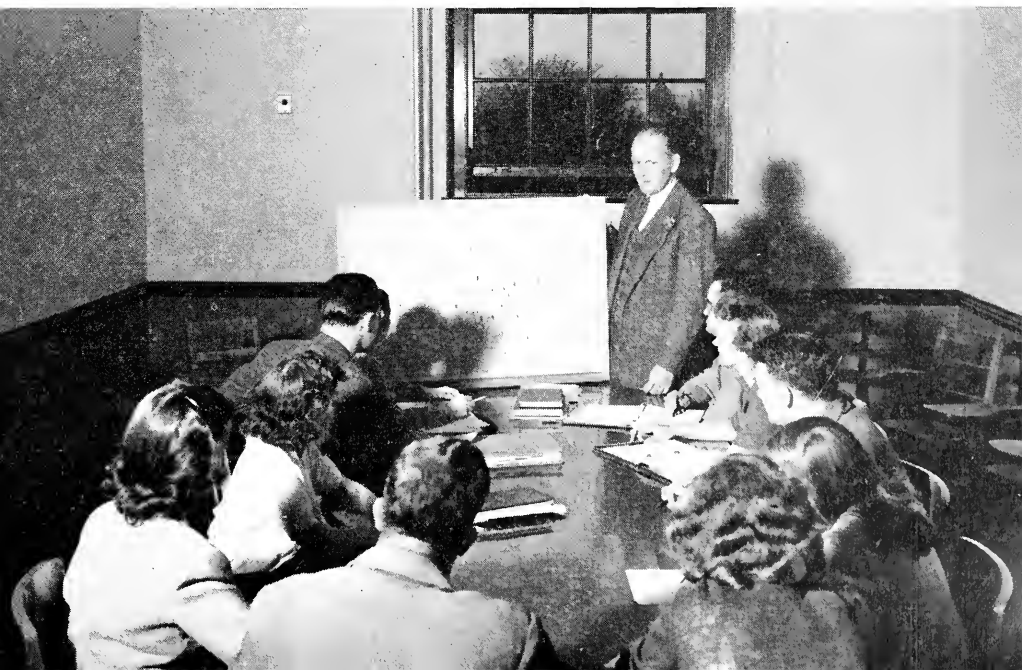
If after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

*Other Examinations.* Before the candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

*Thesis.* The power of independent research must be shown by the production of a thesis on some topic connected with the major subject of study. The candidate is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end

The seminar on resources of American libraries meets around the big table.



of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, *the original on thesis paper* (no other will be accepted by the Dean), and the first carbon on plain paper of approximately the same weight, and in final form, must be deposited in the office of the Dean for presentation to the examining committee not later than two weeks before the final examination and not less than four weeks before the time when the degree is conferred. At the same time, the candidate must deposit with the Dean a manuscript of the essential part, or an abstract, or a digest of his thesis, in condition for publication at a cost not to exceed seventy-five dollars (\$75). The manuscript must be sufficient to show the method followed, the evidence used, and the conclusions reached in the investigation, and must bear the approval of the department and the Executive Faculty of the Graduate College.

The candidate must pay to the Comptroller before graduation the sum of seventy-five dollars (\$75) out of which the University will print at least one hundred copies of this manuscript for circulation by the University, unless the thesis entire or in abbreviated form is published by the author or is accepted for publication by a standard journal or publisher within a year from the date of graduation. In the latter event, and after one hundred copies have been presented to the University by the writer, the cash deposit shall be returned to him.

The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Masters' and Doctors' Theses," copies of which may be obtained at the office of the Dean of the Graduate College.

## COURSES OF INSTRUCTION

Note: — Courses offered in the first semester are indicated by the Roman numeral "I", those in the second semester by "II", and those in the summer session by "S". The credit value in semester hours is shown by an Arabic numeral; credit for graduate courses is stated in terms of units.

### For All Students

**COLLOQUIUM.** A weekly series of talks, discussions, demonstrations, and film previews. Visiting lecturers include prominent librarians, publishers, book dealers, editors, and book reviewers. All regular students in the Library School are expected to attend. I, II, (no credit). Staff.

### Courses for Advanced Undergraduates

201. **THE LIBRARY IN THE SOCIAL ORDER.** The origin and historical development of the library as a product of the civilization of which it is a part, with special reference to the purposes and readers served, the materials collected, the personnel, bibliographical apparatus, and physical plant. I, 3. Associate Professor **BOYD**.
202. **USE OF BOOKS AND LIBRARIES.** Practical information on the use of the classification and the card catalog, printed indexes, bibliographies, and reference books. Designed to teach the student to use books and libraries intelligently and skillfully. II, S, 3. Assistant Professor **PHELPS**.
251. **ORGANIZATION AND OPERATION OF LIBRARIES I.** Designed to give the student an understanding of the basic functions of the modern library, from the point of view of the professional librarian. The functions of supervising library operations and of building and maintaining library collections are considered. I, S, 3. Assistant Professor **LOHRER**.
252. **ORGANIZATION AND OPERATION OF LIBRARIES II.** Concerned with organization and arrangement of the materials in a modern library. Cataloging methods and classification schemes are studied and practiced. II, S, 3. Associate Professor **BOND**.
253. **ORGANIZATION AND OPERATION OF THE SCHOOL LIBRARY.** Objectives and methods of service in the elementary or secondary school library; organization; budget making; book ordering; classification and simplified cataloging; training the pupil staff; housing and equipment; training the student to use the library. S, 3. Miss **JAMES**.

### Courses for Advanced Undergraduates and Graduates

301. **LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES.** The purpose of this course is to increase the student's knowledge of book content in the social sciences and the humanities by reading and study of representative selections. Attempts only an introduction to a wide variety of the more important modern titles in these fields, with emphasis

- on the student's understanding the use of this knowledge of book content in library processes. I, S\*; 3 hours or 1 unit. Associate Professor BOYD.
302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the several fields of pure and applied science and a study of the literature of each field. Designed to give the student an understanding of the content of each of the scientific disciplines and their role and place in modern society. Selected readings from the outstanding works in each field will acquaint the student with the principal sources. II, S\*\*; 3 hours or 1 unit. Associate Professor BOYD.
303. LIBRARY MATERIALS FOR CHILDREN. Introduction to the use of books and materials in children's libraries and in the elementary school program. The course has as its objectives a knowledge of and appreciation for children's literature; an acquaintance with standard aids in book selection for children; the development of judgment in fitting books to pupil needs; and the ability to select and integrate books and materials vital to the school curriculum. I, II, S; 3 hours or 1 unit. Assistant Professors LOHRER and HOSTETTER.
304. LIBRARY MATERIALS FOR ADOLESCENTS. The course has as its objectives a knowledge of and appreciation for adolescent literature; an acquaintance with standard aids in book selection for adolescents in public and high school libraries; the development of judgment in fitting books to pupil needs; and the ability to select and integrate books and materials vital to the school curriculum. I, II, S; 3 hours or 1 unit. Assistant Professors LOHRER and HOSTETTER.
306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. An examination of the problems involved in the cataloging, classification, and care of maps. The student will become acquainted with the major cartobibliographical and related aids in the field. II, 2 hours or 1/2 unit. Mr. RANZ.

#### Courses for Graduates

401. COMMUNICATIONS. Introduction to the study of the mass media of communications (print, radio, and film) in modern society. The basic research studies and the principal techniques are reviewed. I, S\*; 1 unit.
402. THE READING OF ADULTS. Designed to acquaint the student with the evidence on the nature of materials read by adults, on reading habits, and on the effects of reading. II, S\*\*; 1 unit. Prerequisite: Library Science 401.
404. THE READING OF YOUNG PEOPLE. The course is concerned primarily with the major areas of research in the field of reading for young people. Class discussions are devoted to a critical analysis of these studies and their implications for the librarian working with children and young people. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor LOHRER.

---

\* Offered alternate summers. To be given, summer, 1949.

\*\* Offered alternate summers. To be given, summer, 1950.

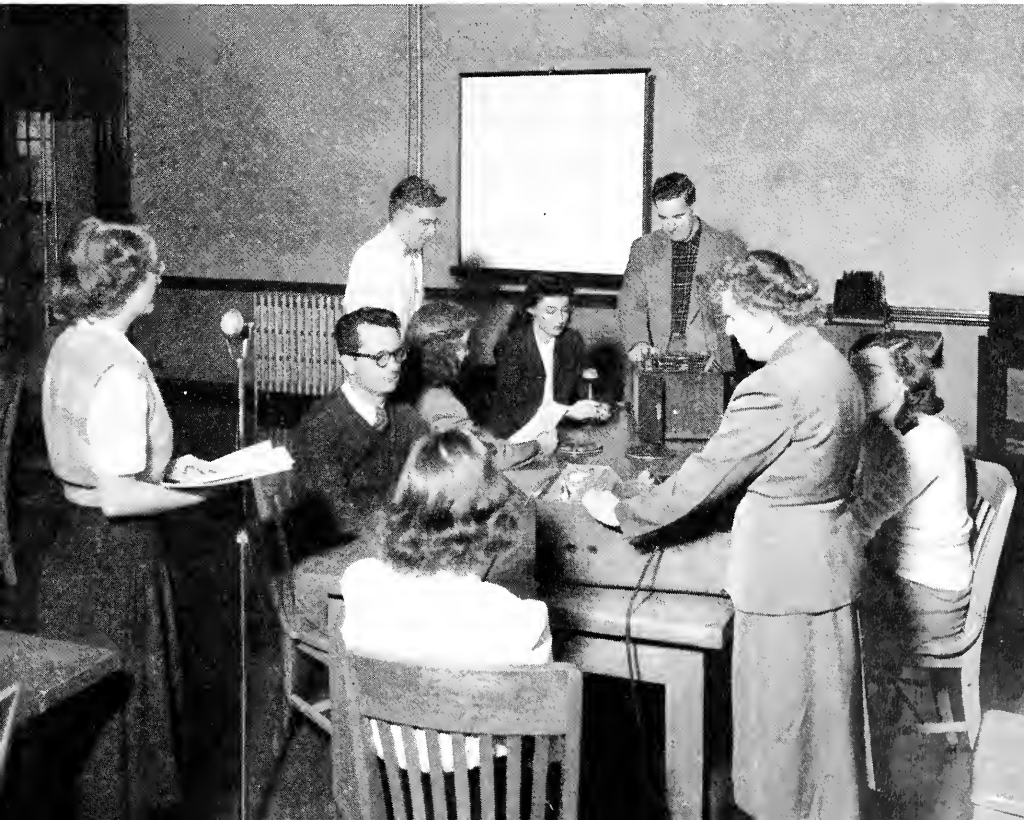
405. **LIBRARY ADMINISTRATION.** Designed to give the student a knowledge of the internal organization of various types of libraries, and of the principles of library administration. The emphasis of the course is on the comparison of the conditions found in various types of libraries, and on the application to libraries of the general theory of administration. I, S\*; 1 unit.
407. **CATALOGING.** The cataloging of special types of library materials such as maps, music, pamphlets, dissertations, serials, monographic sets, films, records, etc.; administrative problems of the catalog department. I, S\*; 1 unit. Associate Professor BOND.
408. **CLASSIFICATION AND SUBJECT HEADINGS.** Development of systems of classification for books. Problems in classification and subject headings based on the use of the decimal and the Library of Congress classifications and the Library of Congress subject headings; classification systems for special libraries; modification of classification systems; shelf listing; book numbers; administrative problems of classification and subject heading work. II, S\*\*; 1 unit. Associate Professor BOND.

---

\* Offered alternate summers. To be given, summer, 1949.

\*\* Offered alternate summers. To be given, summer, 1950.

Audio equipment is studied and used.



410. **TEACHING FUNCTION OF THE LIBRARY.** A study of the implications inherent in the concept of the library as an education institution. A consideration of this concept as the source of a philosophy of librarianship. Study will be made of outstanding applications in the profession. II, S\*\*; 1 unit. Associate Professor BOYD.
411. **BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each of the major fields of the humanities and the social sciences. I, S\*; 1 unit. Assistant Professor PHELPS.
412. **BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice problems in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each subject field. II, S\*\*; 1 unit. Assistant Professor PHELPS.
425. **METHODS OF INVESTIGATION.** The elements of scientific investigation with emphasis on the principal methods of research applicable to the problems of librarianship. The course is designed to prepare producers, not consumers, of research. Knowledge of elementary statistical methods is prerequisite for admission. I, S\*; 1 unit. Associate Professor GOLDHOR.
426. **ADVANCED CLASSIFICATION AND CATALOGING.** History and philosophy of classification and cataloging of books; comparative study of classification systems, of lists of subject headings, and of cataloging rules; cataloging and classification of more difficult types of materials; administrative problems of catalog departments. II, S\*\*; 1 unit. Prerequisite: Library Science 407 and 408. Associate Professor BOND.
427. **RESOURCES OF AMERICAN LIBRARIES.** The aims of this course are to acquaint the student with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I, 1 unit. Professor DOWNS.
428. **THE PHYSICAL PROBLEMS OF LIBRARIES.** Consideration of the principles of design, layout, and physical organization of the main types of libraries, and of recent relevant developments in architecture and engineering. II, S\*\*; 1 unit. Associate Professor GOLDHOR.
429. **GOVERNMENT PUBLICATIONS.** The nature and scope of American and British government publications; the problems of their organization because of form, production, and distribution. I, S\*; 1 unit. Assistant Professor PHELPS.

---

\* Offered alternate summers. To be given, summer, 1949.

\*\* Offered alternate summers. To be given, summer, 1950.

430. **ADVANCED REFERENCE SERVICE.** Designed to enable the student to utilize the varied resources of a large research library; methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*\*; 1 unit. Prerequisite: Library Science 429. Assistant Professor PHELPS.
431. **LARGER UNITS OF LIBRARY ORGANIZATION.** Study of library cooperation, library consolidation, and the provision of library service by units serving more than a local area. Emphasis is on the legal and administrative aspects and on public libraries. I, S\*; 1 unit. Associate Professor GOLDHOR.
432. **HISTORY OF BOOKS AND PRINTING.** The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, S\*\*; 1 unit.
433. **BIOLOGICAL LITERATURE AND REFERENCE WORK.** An introduction to the use of the indexes and abstract journals in the biological sciences and related fields. Use of general library aids, preparation of scientific manuscripts, and history of scientific societies are also considered. I, II;  $\frac{1}{4}$  unit. Prerequisite: Consent of instructor. Associate Professor BAMBER.
439. **MEDICAL LITERATURE AND REFERENCE WORK.**\*\*\* Detailed study of the basic and most useful reference and bibliographic aids in the medical sciences and related fields. Drill and practice problems in the use of specific titles will be given. I, 1 unit. Assistant Professor TROXEL.
451. **PROBLEMS IN REFERENCE SERVICE.** Designed to examine the assumptions on which the interpretation of library resources is based, to consider the objectives of such a service and the policies which will lead to their attainment. I, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor PHELPS.
452. **EDUCATION FOR LIBRARIANSHIP.** A study of the development of library education in this country and abroad. Not a course in teaching methods but designed to provide an understanding of the philosophical foundations of the several training agencies through an analysis of their methods, content, character of personnel, and relationship to the profession at various times. II, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANCOUR.
453. **PROBLEMS IN CATALOGING AND CLASSIFICATION.** An analysis of the major technical and organizational problems of cataloging and classification. Not a course in methods but the careful study of the best and latest thinking through reading and discussions of the persistent problems

---

\* Offered alternate summers. To be given, summer, 1949.

\*\* Offered alternate summers. To be given, summer, 1950.

\*\*\* An intensive three-week course offered only in Chicago at the University of Illinois College of Medicine. Write to the Library School for further information.

- in this area of librarianship. Individual studies on selected topics. I, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor BOND.
454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS. Analysis and investigation of administrative and educational problems in college and university libraries. II, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor McANALLY.
455. STUDIES IN READING. Critical analysis of the assumptions and problems of the reading process of young people and adults with reference to its application to library work. I, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor.
456. PUBLIC LIBRARY PROBLEMS. Critical analysis of the major problem areas in the administration and organization of public libraries. II, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor GOLDHOR.
457. LIBRARIANSHIP AND SOCIETY. The emphasis of this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANCOUR.
458. SCHOOL LIBRARY PROBLEMS. A critical analysis of the current practices and major problems confronting the school library field. II, 1 unit. Prerequisite: M.S. in L.S. or consent of instructor.
- 491, 492. THESIS. Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors DOWNS and LANCOUR, Associate Professor GOLDHOR, Assistant Professor PHELPS.

#### **Subject Bibliography Courses Offered in Cooperation with Other Divisions of the University**

- Chemistry 492. CHEMICAL LITERATURE AND REFERENCE WORK. Detailed study of the basic literature of chemistry with practice problems in its use. I,  $\frac{1}{4}$  unit. Prerequisite: Consent of instructor. Assistant Professor BARTOW.
- Journalism 432. SEMINAR IN EDITORIAL PROBLEMS II: THE LITERATURE OF JOURNALISM. Reading and discussion of the basic literature in the field of journalism. Prerequisite: Consent of instructor. II, 1 unit.
- Law 353. USE OF LAW BOOKS. Method of legal bibliography. II, 1 hour or  $\frac{1}{4}$  unit. Prerequisite: Consent of instructor. Professor WEISIGER.
- Library Science 306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS.
- Library Science 433. BIOLOGICAL LITERATURE AND REFERENCE WORK.
- Library Science 439. MEDICAL LITERATURE AND REFERENCE WORK.
- Music 228, 229. MUSIC PRO-SEMINAR; MUSIC BIBLIOGRAPHY. Detailed study of musical literature and bibliography. I, II; 2 hours. Prerequisite: Consent of instructor. Assistant Professor ALLEN.







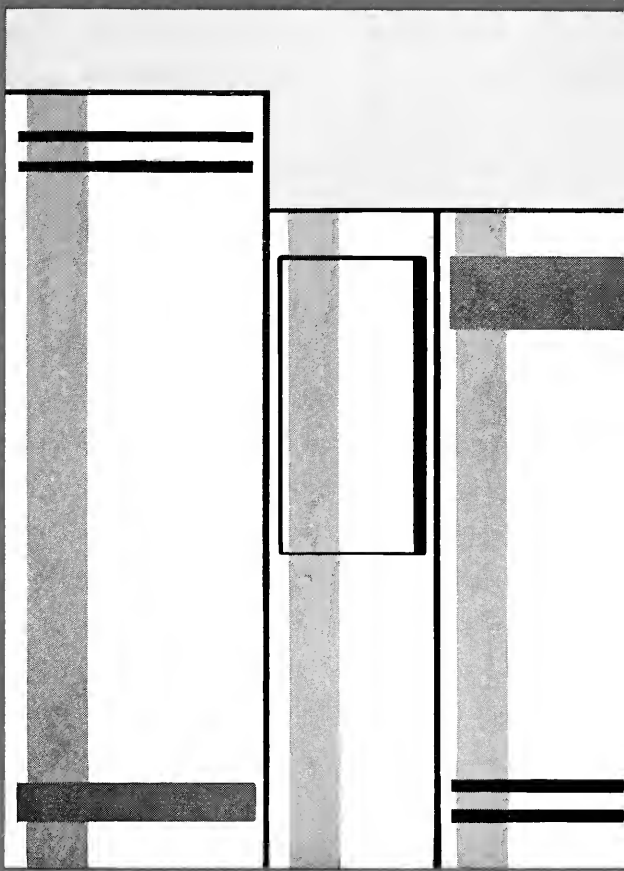




001111756p  
C4961  
950/51  
p. 2

# Library School

1950-1951



THE LIBRARY OF THE  
SEP 11 1950  
UNIVERSITY OF ILLINOIS



UNIVERSITY OF ILLINOIS BULLETIN

## BOARD OF TRUSTEES

### Members ex Officio

ADLAI E. STEVENSON, Governor  
of Illinois.....Springfield  
VERNON L. NICKELL, Superintendent  
of Public Instruction.....Springfield

### Elected Members

#### *Term 1945-1951*

WALTER W. McLAUGHLIN.....Decatur  
DR. KARL A. MEYER.....Chicago  
KENNEY E. WILLIAMSON.....Peoria

#### *Term 1947-1953*

JOHN R. FORNOF.....Streator  
MRS. DORIS S. HOLT.....Flora  
PARK LIVINGSTON.....Chicago

#### *Term 1949-1955*

G. WIRT HERRICK.....Clinton  
ROBERT Z. HICKMAN.....Danville  
MRS. FRANCES BEST WATKINS.....Chicago

### Officers of the Board

KENNEY E. WILLIAMSON, President...Peoria  
HARRISON E. CUNNINGHAM,  
Secretary.....Urbana  
IRVIN L. PORTER, Treasurer.....Chicago  
LLOYD MOREY, Comptroller.....Urbana

### OFFICERS OF ADMINISTRATION

GEORGE DINSMORE STODDARD, Ph.D., Litt.D.,  
L.H.D., LL.D., *President of the University*  
COLEMAN ROBERTS GRIFFITH, Ph.D., LL.D.,  
*Provost*  
LOUIS NICOT RIDENOUR, Ph.D., *Dean of the*  
*Graduate College*  
FRED HAROLD TURNER, Ph.D., *Dean of*  
*Students*  
GEORGE PHILIP TUTTLE, B.S., *Director of*  
*Admissions and Records*

## UNIVERSITY OF ILLINOIS BULLETIN

Volume 47

May, 1950

Number 67

Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois.

0. 7/11 302  
 461  
 0157  
 002

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below.

**EVENTS**

**Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.**

UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN

**1950**

June 23, Fri  
 June 28, W  
 July 4, Tue  
 July 8, Sat  
 July 15, Sa  
 July 21, Fri  
 July 22, Sa  
 July 28, Fri  
 August 12,

DEC 23 1978

FEB 6 1979

APP 7 1979

JUN 1 1979

August 12,  
 Aug. 18, Fri  
 September

September

September

September

**1950**

Sept. 15, Fri  
 September

September  
 October 7,  
 October 12  
 October 14  
 October 20  
 October 27  
 November

November

November  
 November  
 November  
 December

December 9, Saturday Noon  
 December 20, Wednesday, 1 P.M.  
 December 30, Saturday Noon

**1951**

January 3, Wednesday, 1 P.M.  
 January 13, Saturday Noon  
 January 20, Saturday Noon

h examination.  
 an examination.  
 rse.  
 he August graduation  
 the master's degree in  
 Ph.D. degree in Octo-  
 or the master's degrec  
 the master's degree in  
 ). degree in October.  
 former students with-  
 ion fee.  
 r examination.  
 am cards without fee.  
 in examination.  
 amination for Ph.D.  
 rofessional engineering  
 professional study and  
 e to program.

L161—O-1096 to the Union, 1818).

Latest date for dropping a course.  
 Christmas vacation begins.  
 Latest date for candidates for professional engineering degrees to submit outlines of theses.

Christmas vacation ends.  
 Latest date for candidates for Ph.D. degree in February to deposit theses.  
 No names will be added to the February graduation list after this date.





## FACULTY OF THE LIBRARY SCHOOL

Robert Bingham Downs, Professor of Library Science, Director of the Library School, and Director of the Library

A.B., University of North Carolina; B.S., M.S., Columbia University School of Library Service; Litt.D., Colby College; LL.D., University of North Carolina.

Assistant, Library, University of North Carolina, 1922-26; Assistant, New York Public Library, 1927-29; Librarian and Assistant Professor of Bibliography, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32; Librarian and Professor of Library Science, 1932-38, University of North Carolina; Director of Libraries, New York University, 1938-43; Associate, Columbia University School of Library Service, 1942-43; Professor of Library Science, Director of the Library School, and Director of the Library, University of Illinois, 1943—.

Harold Lancour, Professor of Library Science and Assistant Director of the Library School

A.B., University of Washington; B.S., M.S., Columbia University School of Library Service; Ed.D., Columbia University Teachers College; Graduate Work, Institut Universitaire de Hautes Études Internationales, Geneva, Switzerland; Sorbonne, Paris, France.

Editor, Colony Publishing Company, Seattle, Washington, 1930-31; Manager, Windjammer Book Shop, Seattle, Washington, 1932-35; Reference Assistant, New York Public Library, 1935-37; Museum Librarian, 1937-40, Librarian and Assistant Professor of Bibliography, 1940-45, Librarian and Associate Professor of Bibliography, 1945-46, Librarian and Professor of Bibliography, 1946-47, Cooper Union; Instructor, United States Army Library School, Paris, 1944-45; Professor of Library Science and Assistant Director of the Library School, University of Illinois, 1947—.

Herbert Goldhor, Associate Professor of Library Science

A.B., University of Newark; B.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Junior Assistant, Public Library, Newark, New Jersey, 1934-35; 1936-37, 1943; Assistant to the Librarian, Iowa State College, Ames, Iowa, 1938-39; Research Assistant, University of Chicago Graduate Library School, 1940-41; Library Branch, Special Services Division, United States Army, 1944-46; Assistant Professor, University of Illinois Library School, 1946-48; Associate Professor, 1948—.

\*Rose Bernice Phelps, Associate Professor of Library Science

A.B., University of Michigan; B.S., M.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Reference Assistant, Library, University of Texas, 1923-24; Reference Librarian, Michigan State College, East Lansing, Michigan, 1924-27; In-

---

\* On sabbatical leave 1950-51.

structor, University of Illinois Library School, 1928-29; Supervisor, Branch Reference Service, Queens Borough Public Library, New York, New York, 1930-31; Associate, University of Illinois Library School, 1930-39; Assistant Professor, 1939-49; Associate Professor, 1949—; Instructor, Columbia University School of Library Service, Summers, 1930, 1938.

#### Thelma Eaton, Associate Professor of Library Science

B.S., Northwest Missouri State Teachers College; A.B., Northwest Missouri State Teachers College; A.M.L.S., University of Michigan; Ph.D., University of Chicago Graduate Library School.

Librarian, Lincoln Senior High School, Lincoln, Nebraska, 1924-30; Librarian, Cranbrook School for Boys, Bloomfield Hills, Michigan, 1931-33; Librarian, Milne School, Instructor, Department of Librarianship and Supervisor of Library Training, New York State College for Teachers, Albany, New York, 1933-42; Historical Writer, United States Army, 1942-46; Assistant Chief, Bibliography Section, Office of Technical Services, United States Department of Commerce, 1946-47; Instructor, University of North Carolina Library School, 1947; Instructor, Library School, Pennsylvania State College, Summer, 1948; Professor and Head of Department of Library Science, Mississippi State College for Women, Columbus, Mississippi, 1948-49; Instructor, School of Library Training and Service, Florida State University, Summer, 1949; Associate Professor, University of Illinois Library School, 1949—.

#### Marie Miller Hostetter, Assistant Professor of Library Science

A.B., University of Kansas; B.L.S., University of Illinois Library School; A.M., Northwestern University.

Chemistry Librarian, University of Kansas, 1915-18; Children's Librarian, Free Public Library, Lawrence, Kansas, 1918-19; Classifier, Library, University of Kansas, 1920-23; Assistant Librarian, Technical High School, Omaha, Nebraska, 1923-26; Associate, University of Illinois Library School, 1926-35; Assistant Professor, 1935—; Organized The Tower Library, Lakeside Press, Chicago, Illinois, Summer, 1931.

#### Mary Alice Lohrer, Assistant Professor of Library Science

Ph.B., University of Chicago; B.S.L.S., University of Illinois Library School; A.M., University of Chicago Graduate Library School.

Assistant Librarian, Oak Park Township High School, Oak Park, Illinois, 1928-38; Librarian, Hinsdale Township High School, Hinsdale, Illinois, 1938-41; Instructor, University of Illinois Library School, 1941-45; Assistant Professor, 1945—; Instructor in Library Science, Purdue University, Summers, 1939, 1940, 1941, 1942; Survey of European Libraries, American Library Association, Summer, 1947.

#### C. Walter Stone, Assistant Professor of Library Science

A.B., Columbia University; B.S., Columbia University School of Library Service; M.A., Ed.D., Columbia University Teachers College.

Circulation Assistant, Columbia University Library, 1946; General Assistant,

New York Public Library, 1946; Reference Assistant, College of the City of New York, 1947; Librarian and Research Assistant, Institute of Adult Education of Teachers College Library, 1947-49; Research Assistant, New York State Education Department Survey, 1948-49; Assistant, Teachers College, Spring and Summer, 1949; Assistant Professor, University of Illinois Library School, 1949—.

Donna Dorothy Finger, Librarian, Library School Library, and Instructor in Library Science

B.S., Northwestern University; A.M., University of Wisconsin; B.S., Columbia University School of Library Service.

Teacher, North High School, Sheboygan, Wisconsin, 1935-43; Assistant, School of Business Library, Columbia University, 1943-44; Assistant, Reference Department, University of Illinois, Summer, 1944; Librarian, Library School Library, University of Illinois, 1944—.

Viola Louise James, Instructor in Library Science

A.A., Central College; A.B., Greenville College; B.S.L.S., University of Illinois Library School.

Teacher, Crossville Community High School, Crossville, Illinois, 1940-44; Librarian, Leyden Community High School, Franklin Park, Illinois, 1945-48; Instructor, University of Illinois Library School, 1948—.

Ruth Humiston Rockwood, Administrative Assistant and Instructor in Library Science

A.B., Wellesley College; M.S.L.S., University of Illinois Library School.

Branch Assistant, Public Library, Chicago, Illinois, 1927-28; Librarian, Cook County Hospital Sub-Branch Library, Chicago, Illinois, 1928-29; Librarian, Buxton Country Day School, Short Hills, New Jersey, 1937-39; Administrative Assistant and Instructor, University of Illinois Library School, 1949—.

Kathryn Louise Luther, Assistant in Library Science

A.B., University of Illinois; B.S.L.S., University of Illinois Library School. Assistant, University of Illinois Library School, 1947—.

Eva Tayer Shively, Assistant in Library Science

A.B., University of Pittsburgh; Carnegie Library School.

Children's Librarian, Public Library, Kansas City, Missouri, 1917-18; Librarian, Bureau of Home Economics, United States Department of Agriculture, Washington, D.C., 1918-22; 1924-28; Librarian, Urbana Free Public Library, Urbana, Illinois, 1948—; Assistant, University of Illinois Library School, 1948—.

Howard Woodrow Winger, Assistant in Library Science

A.B., Manchester College; B.S.L.S., George Peabody College for Teachers; M.S.L.S., University of Illinois.

Assistant (part-time), Circulation Department, University of Illinois Library, Urbana, Illinois, 1945-46; Book Stacks Librarian, Circulation Department,

University of Illinois Library, Urbana, Illinois, 1946-48; Instructor, University of Texas Library School, Austin, Texas, Summer, 1949; Teaching Assistant, University of Illinois Library School, 1949—.

Mary Loretta Franks, Library School Library Assistant

B.S., Kansas State Teachers College; Certificate, Kansas State Teachers College Library School.

Branch Librarian, Public Library, Des Moines, Iowa, 1942-44; Librarian, U.S. Navy, 1944-46; Librarian, Veterans Administration Hospital, Oakland, California, 1946-47; Assistant Reference Librarian, University of Idaho, Moscow, Idaho, 1947-49; Library School Library Assistant, University of Illinois Library, 1949—.

Ruth Marie Baldwin, Research Assistant in Library Science

B.A., Muskingum College; B.S.L.S., A.M.L.S., University of Illinois Library School.

Assistant Librarian, Huron College, Huron, South Dakota, 1940-42; Assistant, Public Library, Jacksonville, Illinois, 1942-43; Librarian, Public Library, Pomeroy, Ohio, 1943-44; Assistant (part-time), Illini Union Browsing Room, University of Illinois, Urbana, Illinois, 1944-45; Assistant, Extension Service, Ohio State Library, Columbus, Ohio, 1945-46; Librarian, Public Library, Cambridge, Ohio, 1946; Reference Assistant and Instructor, San Jose State College, San Jose, California, 1946-49; Instructor, Graduate School of Library Science, University of Southern California, Los Angeles, California, Summer, 1949; Research Assistant, University of Illinois Library School, 1949—.

James Parvin Dyke, Research Assistant

B.A., Hardin-Simmons University; B.A.L.S., University of Oklahoma.

Assistant Librarian and Assistant Professor, Hardin-Simmons University, Abilene, Texas, 1946-49; Research Assistant, University of Illinois Library School, 1949—.

Ray Elijah Howser, Research Assistant in Library Science

B.A., University of Illinois.

Assistant, Public Library, Des Moines, Iowa, 1946-47; Assistant, Engineering Library, University of Illinois, Urbana, Illinois, Summer, 1947; Research Assistant, University of Illinois Library School, 1949—.

Anna Kathryn Oller, Research Assistant in Library Science

A.B., Juniata College; B.S.L.S., Drexel Institute of Technology Library School.

Assistant Librarian, Huntingdon County Library, Huntingdon, Pennsylvania, 1939-40; Head, Cataloging Department, Juniata College Library, Huntingdon, Pennsylvania, 1940-42; Librarian, County Library, Huntingdon, Pennsylvania, 1942-45; Librarian, Adams County Free Library, Gettysburg, Pennsylvania, 1945-48; Assistant Extension Librarian, Pennsylvania State Library, Harrisburg, Pennsylvania, 1948-49; Research Assistant, University of Illinois Library School, 1949—.

## EMERITUS FACULTY

Phineas Lawrence Windsor, Professor of Library Science, Director of the Library School, and Director of the Library, *Emeritus*

Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.

Anne Morris Boyd, Professor of Library Science, *Emerita*

A.B., James Millikin University; B.L.S., University of Illinois Library School.

Frances Simpson, Associate Professor of Library Economy and Assistant Director of the Library School, *Emerita*

B.S., M.S., Northwestern University; B.L.S., University of Illinois Library School.

Ethel Bond, Associate Professor of Library Science, *Emerita*

A.B., University of Illinois; B.L.S., University of Illinois Library School.

## VISITING FACULTY

Albert Gordon Hill, Phineas L. Windsor Lecturer, 1950

B.S.M.E., M.S., Washington University; Ph.D., University of Rochester.

Director, Research Laboratory of Electronics, Massachusetts Institute of Technology.

Louis Nicot Ridenour, Phineas L. Windsor Lecturer, 1950

B.S., University of Chicago; Ph.D., California Institute of Technology.

Dean of the Graduate College and Professor of Physics, University of Illinois.

Ralph Robert Shaw, Phineas L. Windsor Lecturer, 1950

A.B., Western Reserve University; B.S., M.S., Columbia University.

Director of Libraries, United States Department of Agriculture.

Lura Elizabeth Crawford, Visiting Lecturer (Summer Session, 1950)

B.S., University of Illinois; B.S.L.S., University of Illinois Library School.

Librarian, Oak Park Township High School, Oak Park, Illinois.

Paul Shaner Dunkin, Visiting Lecturer (Summer Session, 1950)

A.B., DePauw University; A.M., University of Illinois; Ph.D., University of Illinois; B.S.L.S., University of Illinois Library School.

Head Cataloger, Folger Shakespeare Library.

John Helenbeck Moriarty, Visiting Lecturer (Summer Session, 1950)

A.B., Columbia University; B.S.L.S., Columbia University School of Library Service; M.S.L.S., Columbia University School of Library Service.

Director of Libraries, Purdue University.

Helen A. Ridgway, Visiting Lecturer (Summer Session, 1950)

A.B., Pembroke College; B.S.L.S., University of Illinois Library School;  
M.S.L.S., Columbia University School of Library Service.

Chief Public Library Specialist, American Library Association.

## **COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF**

Joseph Allen, A.M., Music Librarian and Assistant Professor of Music

Lyle Edward Bamber, M.S., Natural History Librarian and Associate  
Professor of Library Science

Josie Batcheller Houchens, A.M., Assistant University Librarian for Per-  
sonnel and Associate Professor of Library Science

Arthur Monroe McAnally, A.M., Assistant Director of Public Service  
Departments, Library, and Associate Professor of Library Science

James Ranz, A.M., Cataloger, with rank of Instructor

Arnold Herman Trotter, A.M., Assistant Director for Technical Depart-  
ments, Library, and Professor of Library Science

Wilma Allene Troxel, A.M., Librarian of the Quine Library of Medical  
Sciences and Assistant Professor of Library Science

## **COOPERATING FACULTY**

Virginia Bartow, Ph.D., Assistant Professor of Chemistry

Harris Francis Fletcher, Ph.D., Professor of English

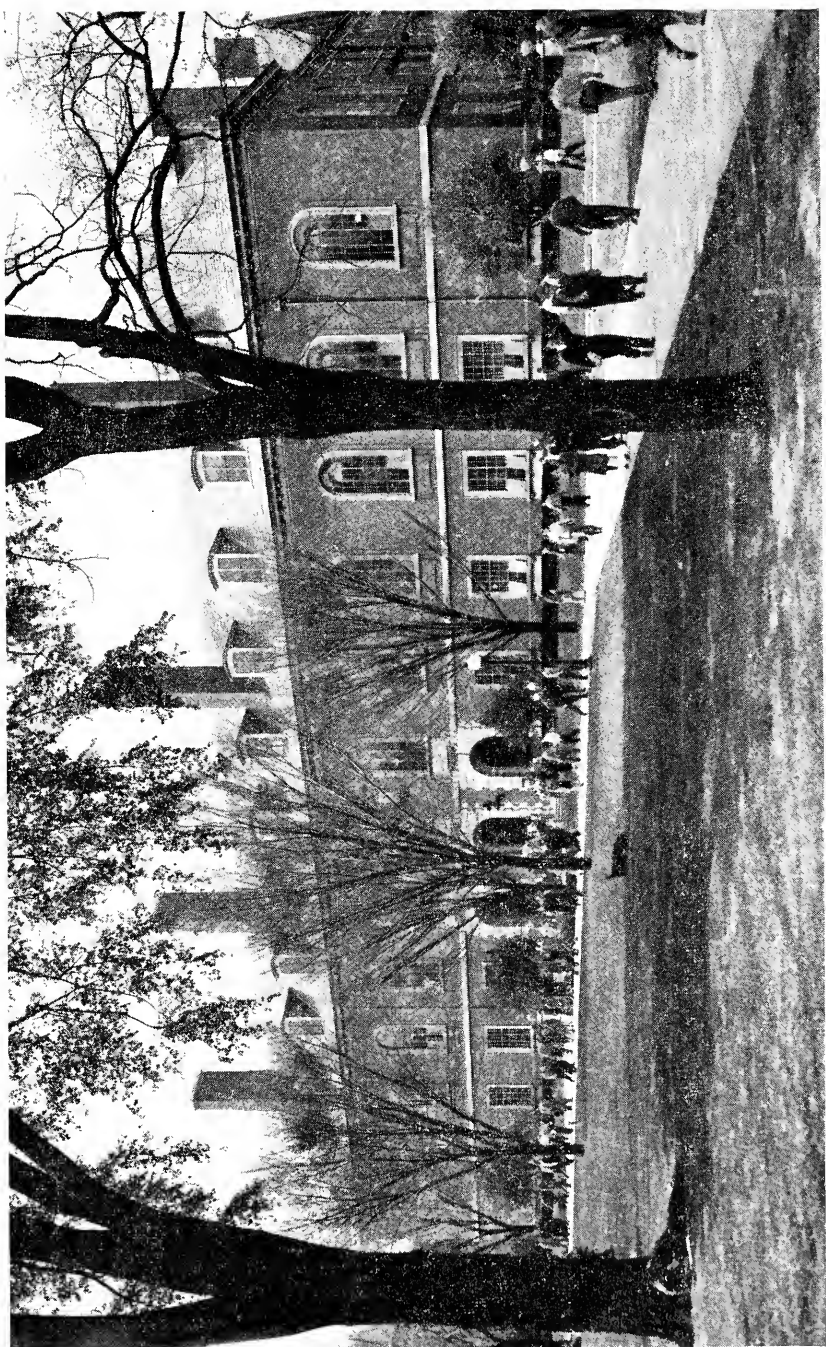
Wilbur Schramm, Ph.D., Litt.D., Director of the Institute of Communi-  
cations Research and Research Professor of Journalism

George Bates Weisiger, J.D., Professor of Law

## **ADMINISTRATIVE PERSONNEL**

Helen Knights, Secretary of the Library School

Betty Christensen Nagle, Secretary of the Library School Faculty



THE UNIVERSITY OF ILLINOIS LIBRARY

## THE LIBRARY SCHOOL

THE LIBRARY SCHOOL of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the School was moved in 1897 to the University of Illinois. Among the alumni are more than 2,600 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

### CURRICULA

The purpose of the Library School is to prepare young men and women for careers as professional librarians in all types of libraries. Programs of study on both the undergraduate and graduate level may be followed leading to the bachelor's, the master's, and the doctor's degree in Library Science.

Undergraduate students in the Library School may follow a program of studies insuring a broad liberal education, a subject specialization, and a strong foundation in the basic professional library courses which lead to the B.S. degree at the completion of four college years. This degree is not regarded as terminal in character, but represents completion of basic preparation for advanced professional studies in the fifth year.

The fifth year of advanced professional study, combined with some advanced non-library studies, leads to the M.S. in L.S. degree. This degree represents the minimum academic preparation for professional librarianship.

Experienced librarians of marked professional capacity and promise may pursue a program of advanced study and research leading to the degree of Doctor of Library Science. The normal minimum period of study is the equivalent of two years beyond the master's degree.

Students holding bachelor's degrees from any accredited institution but without previous course work in library science are eligible for admission to the master's program upon completion of a portion of the pre-graduate professional core. Normally, this may be accomplished in any regular summer session.

Students holding bachelor's degrees from any accredited four-year or five-year library school may be admitted directly to the master's program without further course work.



## **EQUIPMENT AND FACILITIES**

Classrooms, faculty and administrative offices, study rooms, and the library of the School are on the third floor of the main building of the University of Illinois Library.

### **LIBRARY SCHOOL LIBRARY**

The special library of the School contains a collection of more than 18,000 bound volumes, 25,000 cataloged library reports, and a vertical file collection of approximately 35 drawers containing several thousand pieces of special uncataloged materials. All known library periodicals and serials are received as well as a comprehensive collection of the important journals in the related fields of literature, book reviewing, publishing, printing art, education, and visual arts. The extensive collection of library reports from libraries in the United States and foreign countries and the large collection of volumes on librarianship valuable for historical



**Frequent consultation with faculty members is traditional at Illinois.**



A corner of the Library School Library.

studies have been assembled over many years, and provide a basis for research in all phases of library science.

#### **OTHER LIBRARY FACILITIES**

The University Library has more than two million volumes in the main and departmental libraries on the Urbana-Champaign campus, 89,000 volumes on the campus of the Chicago Professional Colleges, and 29,000 volumes in the undergraduate division at Chicago. In the main building there are special rooms for Classics; English; Commerce, Sociology and Social Welfare Administration; Education, Philosophy, and Psychology; History and Political Science; Library Science; Maps; Germanic and Romance Languages; Newspapers; Rare Books; and an Undergraduate Library.

The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading. Also available in the University Library are 3,000 volumes in the School Collection for Children and Young People, used by the Library School students in courses on children's literature. The col-

lection includes books, pamphlets, periodicals, recordings of readings, and slides of illustrations; children's interests from the preschool age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, poetry, Bible stories, and biography.

#### **DEMONSTRATION LABORATORY**

The Library School maintains for the use of its students and faculty a Demonstration Laboratory which contains carefully selected examples of modern library equipment materials, and a model practice collection of audio-visual aids to instruction.

The Laboratory provides informal instruction for students and faculty in the use of audio-visual materials and equipment. It sponsors a semi-monthly series of film preview meetings, at which outstanding 16 mm. educational motion pictures are screened and discussed, and maintains a changing series of corridor exhibits and special bulletin board displays. The Laboratory also provides a continuing audio-visual service to the faculty in the selection, preparation, and presentation of materials in Library School classes, and attempts to keep the faculty and student body aware of new developments in the audio-visual fields.

Audio-visual equipment in the Demonstration Laboratory includes a motion picture projector, tape recorder, radio, playbacks, disc recorder, two film strip projectors, an opaque projector and other complementary equipment. In cooperation with the Library School Library, it utilizes a collection of more than 3200 slides, 600 discs, 200 filmstrips and several hundred flat pictures, stereographs, maps, models, globes, blueprints, and specimens, etc. The Laboratory also draws upon the extensive film collection of the University's Visual Aids Service.

### **FEATURES OF THE LIBRARY SCHOOL PROGRAM**

#### **FIELD WORK**

Realistic experience under actual operating library conditions is provided students by means of the Field Work Program. This program consists of regularly scheduled practice work in the University Library, University High School Library, Urbana Free Library, and Urbana High School Library.

#### **LIBRARY SCHOOL COLLOQUIUM**

Throughout the year in the weekly Colloquium, Library School students become acquainted with and participate in discussions led by outstanding personalities in the library profession and the book world.

Among those who have been at the School in the recent past are: Mr. Donald E. Bean, Library Bureau Division, Remington Rand; Dr. Charles H. Brown, Associate Director, Iowa State College; Mr. Glen Burch, Director, Film Council of America; Dr. Leon Carnovsky, Editor, *The Library Quarterly*; Mr. John Carter, Managing Director, Scribner's, London; Mr. John Mackenzie Cory, Executive Director, American Library Association; Mr. Royal W. Crossley, Gaylord Bros.; Mr. John V. Dodge, Assistant Editor, Encyclopaedia Britannica; Mr. Earl Gray, Sales Engineer, Gerstenslager Company; Mr. Harold L. Hamill, Librarian, Los Angeles Public Library; Mr. Herman H. Henkle, Director, John Crerar Library; Mrs. Laura L. Langston, Chief, Extension Services, Illinois State Library; Miss Marian Manley, Librarian, Business Branch, Newark Public Library.

Mr. Angus Snead MacDonald, President, Snead and Company; Mr. John H. Moriarty, Director of Libraries, Purdue University; Dr. Robert H. Muller, Director of Libraries, Southern Illinois University; Dr. Stanley Pargellis, Librarian, Newberry Library; Mrs. Esther Purdy Potter, Director, Editorial Office *Dewey Decimal Classification and Relative Index*, Library of Congress; Mr. David Randall, Head, Rare Book Department, Scribner's, New York City; Miss Louise Rees, School Library Consultant, Michigan State Library; Miss Helen A. Ridgway, Chief, Public Library Specialist, American Library Association; Mrs. Beatrice Sawyer Rossell, Director, Educational Services, Field Enterprises, Inc.



Librarians learn to know books, inside and out.

## LABORATORY LIBRARY PROJECT

An unusual feature of the Library School program is the Laboratory Library Project, operated by the School in cooperation with the Board of Directors of the Urbana Free Library and using the facilities of that Library. This makes possible practical work experience for Library School students. Also, graduate students and faculty members are conducting a long-range program of research and experimentation especially related to public library problems.

## PHINEAS L. WINDSOR LECTURESHIP IN LIBRARIANSHIP

The Windsor Lectures Fund has been created by the Library School Alumni Association from money contributed by more than two thousand of the School's graduates. The Lectureship provides for a series of three lectures to be delivered each spring, and for their publication in book form. The Lectures are named in honor of Phineas L. Windsor, Director Emeritus of the Library School, whose retirement in 1940 closed a period of 31 years' service to library education.

## PUBLICATIONS

*Illinois Contributions to Librarianship.* — A series of volumes treating in detail some area of library science.

*Windsor Lectures.* — The appearance in book form of the annual Phineas L. Windsor Lectures in Librarianship.

*Occasional Papers.* — A processed pamphlet series appearing irregularly on all phases of librarianship, consisting of manuscripts which are too long or too detailed for publication in a library periodical, or are of specialized or temporary interest.

## EXTENSION COURSES

Through the Extension Division of the University, the Library School offers a selection of its courses in Chicago and other cities in Illinois.

The Chicago courses are given in the Chicago Public Library located in the heart of the Loop district. The courses offered in Chicago are on the graduate level only and are for students seeking advanced training in library science leading to the M.S. degree. Applicants must meet all the requirements of the University of Illinois Library School and Graduate College as described on pages 25-27.

Additional off-campus courses are offered in various cities throughout the state. These are limited at present to the undergraduate level, and are for teacher-librarians, school librarians, and for others seeking to complete the undergraduate requirements before admission to the graduate course leading to the M.S. degree.

For information concerning the extension offerings of the Library School, write to the Assistant Director of the Library School.

## FEES AND EXPENSES

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of study-list, deposit fee, deferment of fees, exemptions, etc., see the Catalog of the University.)

Tuition: Residents of Illinois.....	\$40
Nonresidents of Illinois.....	80
Laboratory, library, and supply fee.....	8
Hospital and medical service fee.....	5
Illini Union Building service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amount for the academic year: books and equipment, \$40; room rent, \$160; and board, \$400. Altogether, an average of \$900 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

## FELLOWSHIPS, ASSISTANTSHIPS, AND OTHER FINANCIAL AID

*Katharine L. Sharp Fellowship.* Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Fellowship is awarded bi-annually on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition. The fellowship is awarded only to students who are working for the graduate degrees.

*Graduate College Fellowships.* The Board of Trustees of the University has established a number of fellowships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These fellowships carry stipends of \$700 and exemption from the payment of the usual tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships which carry stipends of \$850, and third-year fellowships carrying stipends of \$1,000, both exempt from tuition fees. A limited number of teaching assistantships are available to candidates for the L.S.D. degree who are preparing for a career in library education. They carry exception from tuition and a minimum base salary of \$2,400 for the academic year.

*Research and Library Assistantships.* Several assistantships in the Uni-

versity Library and in the Library School are open each year to properly qualified candidates. Graduate students in the Library School who have completed the bachelor's degree with 18 hours of library science or its equivalent are eligible for part-time academic appointments to the Library staff. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$1,300 a year; for a three-quarter time appointment, \$1,950.

*Loan Funds.* Numerous loan funds are administered by the University for the benefit of students who are in need of financial aid to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

## **PLACEMENT SERVICE**

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the kind of position best suited to their abilities throughout their entire professional career. The School cannot, however, guarantee positions to graduates.

## **RECREATION AND STUDENT WELFARE**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

## **ALUMNI ASSOCIATION**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences

of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship. It has also raised money for other purposes. A news letter is published twice each year by the Association.



## **CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE**

The purpose of the curriculum leading to the degree of Bachelor of Science is to give the student instruction in the fundamental principles and practices of librarianship, providing the basic preparation for his advanced professional studies in the fifth year. It should also provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development.

### **PRE-PROFESSIONAL STUDY**

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are also important.

The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. In some fields, such as school library service, foreign languages are relatively unimportant. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule, courses of a vocational nature should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of pre-professional education best suited to their particular needs and interests.

### **ADMISSION REQUIREMENTS**

Fifty-six hours of university work, not including military science and physical education, are required for entrance into the Library School. No specific course or sequence of courses must be presented for admission to the School, but students taking their pre-professional work at the University of Illinois are advised to register in either of two programs offered by the College of Liberal Arts and Sciences, i.e., the Division of General Studies or the general curriculum. Students in other colleges in the University are advised to follow the regular program in the college in which they are registered. A scholastic average of at least 3.5 (C +) for the first two years' work is required.

For undergraduates, entrance into the Library School is normally made at the beginning of the student's third academic year and no later than the beginning of his fourth year. Transfer students from other accredited institutions must meet the customary admission requirements of the University and will be admitted to the Library School under the same conditions and in the same manner as students from the University of Illinois. Applications to the undergraduate program should be addressed to the Office of Admissions, University of Illinois, Urbana, Illinois.

## **REQUIREMENTS FOR THE BACHELOR'S DEGREE**

Each candidate for a baccalaureate degree in the Library School must meet the general University requirements with respect to registration, residence, fees, hygiene, military science, physical education, and rhetoric, and must secure credit, with a scholastic average of at least 3.5 (C +), in approved courses totalling at least 120 semester hours, including the credit accepted for admission to this school, but not counting the first two years of the required work in military science and physical education.

### **A. PRESCRIBED SUBJECTS:**

(a) Library Science Courses. A minimum of 18 hours in library science, chosen from the following courses: Library Science 201, *Use of Books and Libraries*, 3 hours; Library Science 202, *Library in the Social Order*, 3 hours; Library Science 251, *Organization and Operation of Libraries I*, 3 hours; Library Science 252, *Organization and Operation of Libraries II*, 3 hours; Library Science 301, *Humanistic and Social Science Literature*, 3 hours; Library Science 302, *Literature of Science and Technology*, 3 hours; Library Science 303, *Library Materials for Children*, 3 hours; Library Science 304, *Library Materials for Adolescents*, 3 hours. A scholastic average of at least 3.5 (C +) must be maintained in the Library Science courses.

(b) Non-Library Science Courses. By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. Also students should note carefully the foreign language requirement for admission to the master's program. All of these subjects may be counted either as electives or, when applicable, in computing the hours in the subject of specialization below.

### **B. SUBJECTS OF SPECIALIZATION**

Students must specialize in two subjects selected from the following list. Each student must complete at least 20 hours of approved courses in his major subject of specialization. In his minor subject of specialization the student must complete at least 16 hours of approved courses. In computing the hours in the subjects of specialization, courses taken in other colleges prior to admission may

be counted. Other subjects not included below may, if acceptable to the Library School, be offered toward meeting this requirement.

Agriculture	Engineering	Mathematics
Art and Architecture	English	Musicology
Biological Science	Foreign Languages	Philosophy
Business Administration	Geography and Geology	Physical Sciences
Chemistry	History	Political Science
Classics	Journalism	Psychology
Economics	Law	Sociology
Education		

### C. ELECTIVES

The remainder of the curriculum may be elected from courses offered by other colleges and schools in the University as approved by the Director or Assistant Director of the Library School.

### PROGRAM OF STUDY

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and pre-professional training, his interests and probable professional future form the basis for selecting his course of study.

Students entering the Library School in the junior year will take in



The study program of each student is individually planned with the student's advisor.

addition to their non-library courses the Library Science courses listed below:

**Third Year**

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Use of Books and Libraries (201).....	3	Library in the Social Order (202).....	3

**Fourth Year**

Organization and Operation of Libraries I (251).....	3	Organization and Operation of Libraries II (252).....	3
Literature of the Humanities and Social Sciences (301).....	3	Literature of Science and Technology (302).....	3

Students preparing for school or children's library work will follow the same program except the substitution of *Library Materials for Children*, Lib. Sci. 303, for Lib. Sci. 301, and *Library Materials for Adolescents*, Lib. Sci. 304, for Lib. Sci. 302.

Students entering in the senior year will combine the third and fourth year programs, taking three Library Science courses each semester.

# CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE IN LIBRARY SCIENCE

## ADMISSION REQUIREMENTS

Students who wish to take graduate work in library science register in the Graduate College, and must meet the following requirements for admission as stated in the *Graduate College Catalog*:

Admission to the Graduate College may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate College, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

Beginning graduate students must have a grade point average no lower than 3.5 for that portion of undergraduate work representing the last 50% of the hours completed to secure the bachelor's degree, exclusive of required physical education and military training.

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion with a scholastic average of at least 3.5 (C +) of a professional program in an accredited library school, either graduate or undergraduate, or equivalent training satisfactory to the Library School; *or*

(2) Successful completion of a basic core of three professional courses offered by the Library School each summer session of eight weeks. A scholastic average of at least 3.5 (C +) must be made in these courses.

(3) By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. An elementary course in statistics is recommended for all graduate students and will be required of students who wish to enter the doctoral program.

If deficiencies occur, the Library School, after evaluation of the student's undergraduate program, will indicate which courses, if any, must be cleared before admission. It is possible for some deficiencies to be made up after conditional admission to the Graduate College.

Beginning with the Summer Session of 1951 the Graduate Record Office Examination will be used in evaluating the applicant's general educational background and will be required of all students. This examination preferably should be taken before applying for admission. It may be taken during the first semester after admission to the Graduate College.

(4) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(5) Evidence of ability to pursue graduate work in library science.

All students whose undergraduate professional training was completed at institutions other than the University of Illinois will be given, at the beginning of the semester in which the student enters, a placement examination in the basic principles and techniques of librarianship. The results of this examination will be used in determining the student's program of study.

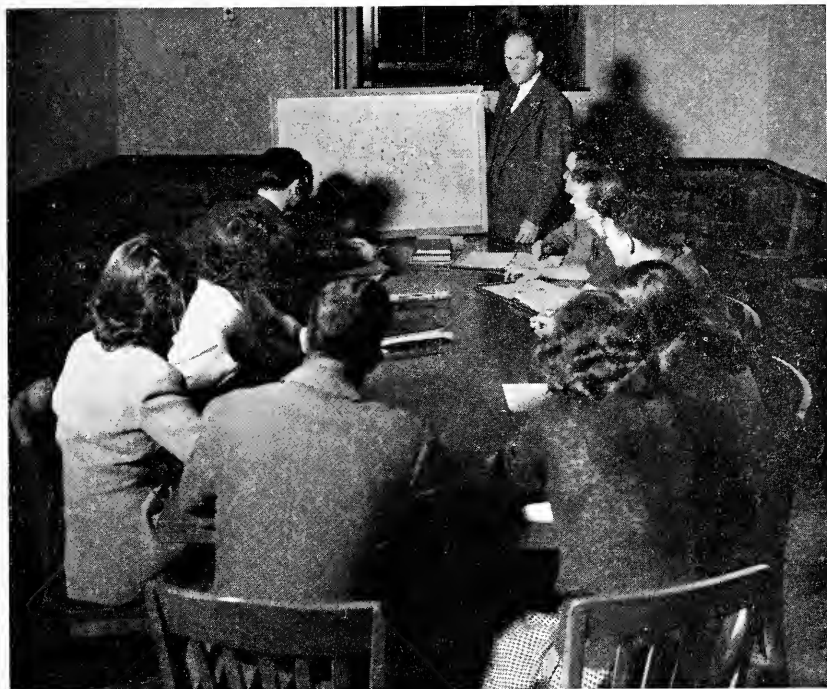
It is contrary to the policy of the Library School to admit anyone to the beginning library science program who is more than thirty-five years of age, unless that person is actively engaged in library work or in teaching.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

#### **REQUIREMENTS FOR THE MASTER'S DEGREE**

At least two semesters in residence, or the equivalent, and the completion of nine units of graduate work are required. Students without previous training in library science who enter the master's program in either the first or the second semester of the academic year, rather than in the summer session, will need to spend a minimum of three full semesters in residence, or the equivalent, in order to complete the requirements for the degree of Master of Science in Library Science. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of nine units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

No thesis is required, but each student will designate one of his regular course papers as his master project. The subject of this paper will be determined by the student and approved by the instructor of the course in which it is to be written. The title of the paper is to be filed in the Library School office not later than two weeks after the start of the semester in which the student expects to graduate. Two typewritten copies of this report are to be prepared, one for the instructor of the course and the other to be deposited in the office of the Assistant Director of the



**The seminar on resources of American libraries meets around the big table.**

Library School not later than two weeks before the date on which the degree is to be conferred.

No courses are required, but each student's program of study will be developed for his particular needs and purpose. However, two of the nine units of graduate work required for the degree of Master of Science in Library Science must be chosen from the courses on the 300 level. At the time of registration each student will be assigned an adviser from the Library School faculty. As the first step in registration, the student, in consultation with his adviser, will decide upon his program for at least the first semester. Governed by the student's previous training, he will be encouraged to take a portion of his course work outside the Library School.

Students preparing for positions in special subject libraries will find a varied series of courses in subject bibliography offered — both in the Library School and in other divisions of the University. Courses in other divisions are listed on page 38.

# CURRICULUM FOR THE DEGREE OF DOCTOR OF LIBRARY SCIENCE

## ADMISSION REQUIREMENTS

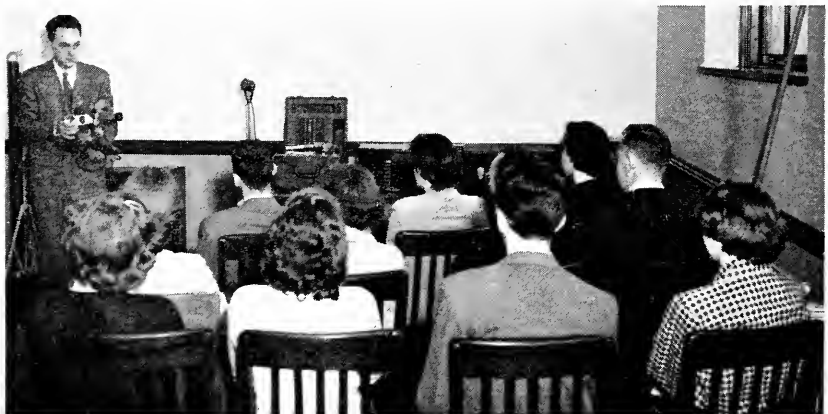
Students desiring to pursue a program of study and research leading to the degree of Doctor of Library Science must meet the customary admission requirements of the Graduate College. In addition, the student must meet the following requirements of the Library School:

- (1) A master's degree in library science from an accredited library school or an equivalent acceptable to the Library School.
- (2) A substantial period of acceptable professional library experience.

## REQUIREMENTS FOR THE DOCTOR'S DEGREE

*Period of Study.* The normal *minimum* period of study required for securing the degree of Doctor of Library Science is two years beyond the master's degree, during which the student is required to devote all his working time to his studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period, but for scholarly attainments and power of investigation as proved by a thesis and examinations.

*Work Done in Other Universities.* Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution in which it was done is of high standing.



Audio equipment is studied and used.



*Method of Computing Residence.* Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study of a graduate grade. Second-year and third-year students shall register in terms of units. For each course with a fixed credit or with variable credit within fixed limits, the registration shall be for such credit as is determined in the usual way for such courses. For thesis courses the amount of credit may be widely variable and may be fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College and the following provision regarding total credits: The registration for a full-time student shall be for not less than four nor more than five units; for a part-time student the registration shall ordinarily be on the basis of such fraction of four units as corresponds to the time given to study. It should be clearly understood, however, that for second-year students, a mere accumulation of unit credits will not in itself entitle a student to the privilege of taking preliminary examinations, and that, for third-year students, such an accumulation of credits will not in itself entitle the student to admission to the final examinations.

*Major and Minor Subjects.* A student in the Graduate College who desires to become a candidate for the degree of Doctor of Library Science is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two. If one minor only is chosen it must be taken in a department of study other than that of the major, and credit for it may be earned by work representing not less than four units, or one-sixth of the total residence required for the doctorate. If two minors are chosen, one must be a subject closely related to the major. With the approval of the adviser and the Dean it may be a division of the major field of study. The other minor (not less than two units) must, in that case, be taken in a department of study other than that of the major.

Except by special permission of the Dean, the preliminary examination in major and minor subjects may not be taken until the minor work has been done.

*Preliminary Examinations.*

A. *In Languages.* The student will be required to demonstrate his ability to read French and German and other languages needed in his work. (In special cases the Executive Faculty of the Graduate College, upon recommendation of the student's adviser, may substitute for either one of the languages usually required some other language which can be shown to be more useful in that student's professional research.) No

student will be considered as beginning his second year of residence for graduate credit until he has passed the examination in at least one of these languages. Both the examination in French and that in German must be passed before the student is admitted to the preliminary examination in his major and minor subjects. For the dates of these language examinations consult the calendar at the beginning of this bulletin, which also shows the dates when application for admission to these examinations must be made.

B. *In Major and Minors.* Toward the end of his second year of study, or, by special permission, at the beginning of his third year (not later than about November 1), a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by a committee appointed by the Dean. This examination is intended to test the student's knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student will not be admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty the equivalent of two years' graduate work. He must do a full year's graduate work between his preliminary examination and the completion of his work for the doctorate.

*Final Examination.* At least two weeks before the time when the degree is conferred, the candidate must submit to a final examination, given by a committee appointed by the Dean of the Graduate College. This examination is primarily on the research work of the student, as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It will not be confined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere, nor even to the field covered by the courses specifically taken in this or other universities; but will be so conducted as to determine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided. The examination must be taken all at one time even though it requires several sessions.

If after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

*Other Examinations.* Before the candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

*Thesis.* The power of independent research must be shown by the production of a thesis on some topic connected with the major subject of study. The candidate is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, *the original on thesis paper* (no other will be accepted by the Dean), and the first carbon on plain paper of approximately the same weight, and in final form, must be deposited in the office of the Dean for presentation to the examining committee not later than two weeks before the final examination and not less than four weeks before the time when the degree is conferred. At the same time, the candidate must deposit with the Dean a manuscript of the essential part, or an abstract, or a digest of his thesis, in condition for publication at a cost not to exceed seventy-five dollars (\$75). The manuscript must be sufficient to show the method followed, the evidence used, and the conclusions reached in the investigation, and must bear the approval of the department and the Executive Faculty of the Graduate College.

The candidate must pay to the Comptroller before graduation the sum of seventy-five dollars (\$75) out of which the University will print at least one hundred copies of this manuscript for circulation by the University, unless the thesis entire or in abbreviated form is published by the author or is accepted for publication by a standard journal or publisher within a year from the date of graduation. In the latter event, and after one hundred copies have been presented to the University by the writer, the cash deposit shall be returned to him.

The candidate may choose to have his thesis microfilmed by an approved microfilming service. The candidate who elects this service must advise the Graduate College of his intention when he deposits his thesis or when he obtains his clearance paper from 105 Administration



Students discuss problems on library buildings with their instructor.

East. He will pay the Bursar \$35.00 and will deposit with the Graduate College office one typewritten copy of an abstract of 600 words or less, accompanied by the Certificate of Approval.

The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Master's and Doctor's Theses," copies of which may be obtained at the office of the Dean of the Graduate College.

## COURSES OF INSTRUCTION

Note: — Courses offered in the first semester are indicated by the Roman numeral "I", those in the second semester by "II", and those in the summer session by "S". The credit value in semester hours is shown by an Arabic numeral; credit for graduate courses is stated in terms of units.

### FOR ALL STUDENTS

**COLLOQUIUM.** A weekly series of talks, discussions, demonstrations, and film previews. Visiting lecturers include prominent librarians, publishers, book dealers, editors, and book reviewers. All regular students in the Library School are expected to attend. I, II, (no credit). Staff.

**FIELD WORK.** Regularly scheduled practice work in the University Library, the University High School Library, the Urbana Free Library, and the Urbana High School Library. Required of all students in the undergraduate and fifth year master's programs who have not had equivalent library experience. I, II, (no credit). Staff.

### COURSES FOR ADVANCED UNDERGRADUATES

201. **USE OF BOOKS AND LIBRARIES.** Practical information on the use of the classification and the card catalog, printed indexes, bibliographies, and reference books. Designed to teach the student to use books and libraries intelligently and skillfully. I, S; 3. Associate Professor PHELPS.
202. **THE LIBRARY IN THE SOCIAL ORDER.** The origin and historical development of the library as a product of the civilization of which it is a part, with special reference to the purposes and readers served, the materials collected, the personnel, bibliographical apparatus, and physical plant. II, S\*\*; 3.
251. **ORGANIZATION AND OPERATION OF LIBRARIES I.** Designed to give the student an understanding of the basic functions of the modern library, from the point of view of the professional librarian. The functions of supervising library operations and of building and maintaining library collections are considered. I, S; 3. Assistant Professor LOHRER.
252. **ORGANIZATION AND OPERATION OF LIBRARIES II.** Concerned with organization and arrangement of the materials in a modern library. Cataloging methods and classification schemes are studied and practiced. II, S; 3. Associate Professor EATON.
253. **ORGANIZATION AND OPERATION OF THE SCHOOL LIBRARY.** Objectives and methods of service in the elementary or secondary school library; organization; budget making; book ordering; classification and simplified cataloging; training the pupil staff; housing and equipment; training the student to use the library. S; 3. Miss JAMES.

---

\*\* Offered alternate summers. To be given, summer, 1950.

## COURSES FOR ADVANCED UNDERGRADUATES AND GRADUATES

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES. The purpose of this course is to increase the student's knowledge of the scope and significant characteristics of the literature of the social sciences and the humanities, by systematic study of modern trends, themes and representative materials. Provides an introduction to each field, and emphasizes development of skills in selection in relation to library problems and processes. I, S\*; 3 hours or 1 unit. Assistant Professor STONE.
302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the several fields of pure and applied science and a study of the literature of each field. Designed to give the student an understanding of the content of each of the scientific disciplines and their role and place in modern society. Selected readings from the outstanding works in each field will acquaint the student with the principal sources. II, S\*\*; 3 hours or 1 unit. Assistant Professor STONE.
303. LIBRARY MATERIALS FOR CHILDREN. The selection and use of library materials for children in public and school libraries according to the needs of the child in his physical, mental, and emotional development, and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours or 1 unit. Assistant Professors HOSTETTER and LOHRER.
304. LIBRARY MATERIALS FOR ADOLESCENTS. The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours or 1 unit. Assistant Professors LOHRER and HOSTETTER.
306. MAPS AND CARTOBIBLIOGRAPHICAL AIDs. An examination of the problems involved in the cataloging, classification, and care of maps. The student will become acquainted with the major cartobibliographical and related aids in the field. II; 2 hours or ½ unit. Mr. RANZ.

## COURSES FOR GRADUATES

401. COMMUNICATIONS. An introduction to the study of the mass media of communications (print, broadcasting, films) in modern society. Basic problems, studies, and principal techniques in communications research are considered from the viewpoint of the librarian. I, S\*; 1 unit. Assistant Professor STONE.
402. THE READING OF ADULTS. Designed to acquaint the student with the evidence on the nature of materials read by adults, on reading habits, and on the effects of reading. II, S\*\*; 1 unit. Prerequisite: Library Science 401.

\* Offered alternate summers. To be given, summer, 1951.

\*\* Offered alternate summers. To be given, summer, 1950.

404. **THE READING OF YOUNG PEOPLE.** The course is concerned primarily with the major areas of research in the field of reading for young people. Class discussions are devoted to a critical analysis of these studies and their implications for the librarian working with children and young people. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor LOHRER.
405. **LIBRARY ADMINISTRATION.** Designed to give the student a knowledge of the internal organization of various types of libraries, and of the principles of library administration. The emphasis of the course is on the comparison of the conditions found in various types of libraries, and on the application to libraries of the general theory of administration. I, S\*; 1 unit. Professor LANCOUR.
407. **CATALOGING AND CLASSIFICATION. I.** The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and the more complex types of cataloging entry. Problems provide drill in the use of Dewey Decimal and Library of Congress classification schemes and the Library of Congress Subject Headings. I, S\*; 1 unit. Associate Professor EATON.
408. **CATALOGING AND CLASSIFICATION. II.** The theory, practice, and application of the principles of cataloging and classification. The cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, incunabula, and other rare items. Includes some discussion of the administrative problems of the cataloging department. II, S\*\*; 1 unit. Prerequisite: Library Science 407. Associate Professor EATON.
410. **TEACHING FUNCTION OF THE LIBRARY.** A study of the implications inherent in the concept of the library as an educational institution. A consideration of this concept as the source of a philosophy of librarianship. Study will be made of outstanding applications in the profession. II, S\*\*; 1 unit. Assistant Professor STONE.
411. **BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each of the major fields of the humanities and the social sciences. I, S\*; 1 unit. Associate Professor PHELPS.
412. **BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice problems in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each subject field. II, S\*\*; 1 unit. Associate Professor PHELPS.
425. **METHODS OF INVESTIGATION.** The elements of scientific investigation with emphasis on the principal methods of research applicable to the problems of librarianship. The course is designed to prepare producers, not con-

\* Offered alternate summers. To be given, summer, 1951.

\*\* Offered alternate summers. To be given, summer, 1950.

- sumers, of research. Knowledge of elementary statistical methods is prerequisite for admission. I, S\*; 1 unit. Associate Professor GOLDHOR.
426. DEVELOPMENT OF THE LIBRARY CATALOG. The history and philosophy of classification schemes and cataloging codes, and a comparative study of present day cataloging practices. II, S\*\*; 1 unit. Prerequisite: Library Science 407. Associate Professor EATON.
427. RESOURCES OF AMERICAN LIBRARIES. The aims of this course are to acquaint the student with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I; 1 unit. Professor DOWNS.
428. THE PHYSICAL PROBLEMS OF LIBRARIES. Consideration of the principles and problems of the construction, remodeling and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S\*\*; 1 unit. Associate Professor GOLDHOR.
429. GOVERNMENT PUBLICATIONS. The nature and scope of American and British government publications; the problems of their organization because of form, production, and distribution. I, S\*; 1 unit. Associate Professor PHELPS.
430. ADVANCED REFERENCE SERVICE. Designed to enable the student to utilize the varied resources of a large research library; methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*\*; 1 unit. Prerequisite: Library Science 429. Associate Professor PHELPS.
431. LARGER UNITS OF LIBRARY ORGANIZATION. Study of library cooperation, library contracts, county and regional libraries, and other devices for the provision of school and public library service by units serving more than a local area. Emphasis is on the legal and administrative aspects in the large and not on the details of operational procedures. I, S\*; ½ to 1 unit. Associate Professor GOLDHOR.
432. HISTORY OF BOOKS AND PRINTING. The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, S\*\*; 1 unit. Associate Professor HOUCHENS.
433. BIOLOGICAL LITERATURE AND REFERENCE WORK. An introduction to the use of the indexes and abstract journals in the biological sciences and related fields. Use of general library aids, preparation of scientific manu-

---

\* Offered alternate summers. To be given, summer, 1951.

\*\* Offered alternate summers. To be given, summer, 1950.



- scripts, and history of scientific societies are also considered. I, II; ¼ unit. Prerequisite: Consent of instructor. Associate Professor BAMBER.
439. MEDICAL LITERATURE AND REFERENCE WORK.\*\*\* Detailed study of the basic and most useful reference and bibliographic aids in the medical sciences and related fields. Drill and practice problems in the use of specific titles will be given. I; 1 unit. Assistant Professor TROXEL.
451. PROBLEMS IN REFERENCE SERVICE. Designed to examine the assumptions on which the interpretation of library resources is based, to consider the objectives of such a service and the policies which will lead to their attainment. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor PHELPS.
452. EDUCATION FOR LIBRARIANSHIP. A study of the development of library education in this country and abroad. Not a course in teaching methods but designed to provide an understanding of the philosophical foundations of the several training agencies through an analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANOUR.
453. PROBLEMS IN CATALOGING AND CLASSIFICATION. An analysis of the major technical and organizational problems of cataloging and classification. A careful study of the best and latest thinking through reading and discussions of the persistent problems in this area of librarianship. Individual studies on selected topics. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor EATON.
454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS. Analysis and investigation of administrative and educational problems in college and university libraries. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor McANALLY.
455. STUDIES IN READING. Critical analysis of the assumptions and problems of the reading process of young people and adults with reference to its application to library work. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor STONE.
456. PUBLIC LIBRARY PROBLEMS. Critical analysis of the major problem areas in the administration and organization of public libraries. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor GOLDHOR.
457. LIBRARIANSHIP AND SOCIETY. The emphasis of this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor EATON.
458. SCHOOL LIBRARY PROBLEMS. A critical analysis of the current practices

\*\*\* An intensive three-week course offered only in Chicago at the University of Illinois College of Medicine. Write to the Library School for further information.

and major problems confronting the school library field. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor HOSTETTER.

491, 492. THESIS. Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors DOWNS and LANCOUR, Associate Professors EATON, GOLDHOR and PHELPS.

**SUBJECT BIBLIOGRAPHY COURSES OFFERED IN COOPERATION WITH OTHER DIVISIONS OF THE UNIVERSITY**

Chemistry 492. CHEMICAL LITERATURE AND REFERENCE WORK. Detailed study of the basic literature of chemistry with practice problems in its use. I; ¼ unit. Prerequisite: Consent of instructor. Assistant Professor BARTOW.

Journalism 432. SEMINAR IN EDITORIAL PROBLEMS II; The Literature of Journalism. Reading and discussion of the basic literature in the field of journalism. Prerequisite: Consent of instructor. II; 1 unit.

Law 353. USE OF LAW BOOKS. Method of legal bibliography. II; 1 hour or ¼ unit. Prerequisite: Consent of instructor. Professor WEISIGER.

Library Science 306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. See page 34 for course description.

Library Science 433. BIOLOGICAL LITERATURE AND REFERENCE WORK. See page 36 for course description.

Library Science 439. MEDICAL LITERATURE AND REFERENCE WORK. See page 37 for course description.

Music 338. MUSIC BIBLIOGRAPHY AND REFERENCE. Detailed study of the basic and most useful reference and bibliographic aids. Practice problems in the use of specific titles and in how to find materials in the library will be given. Music, books about music, and recordings of music are included in the course. II. S\*\*; 3 hours or ½ unit. *Prerequisite:* For students in the School of Music, senior standing or consent of instructor; for non-music school students, senior standing with at least one year each of music history and music theory at the college level, or equivalent. Assistant Professor ALLEN.

---

\*\* Offered alternate summers. To be given, summer, 1950.



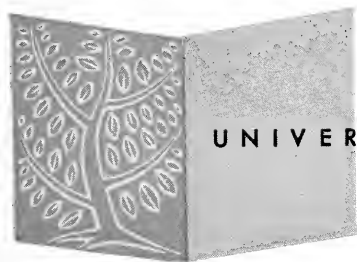




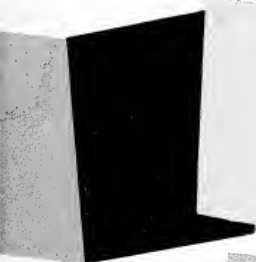


U7761  
1951/52

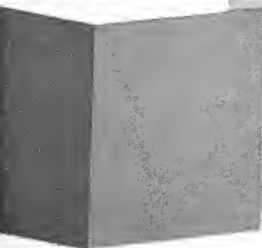
cop. 2



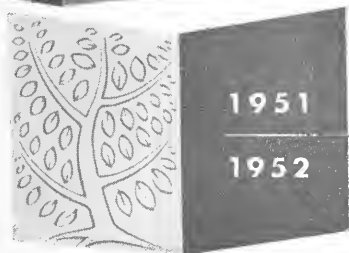
UNIVERSITY OF ILLINOIS BULLETIN



Library



School



1951

1952

# Board of Trustees

## MEMBERS EX OFFICIO

Adlai E. Stevenson, Governor  
of Illinois.....Springfield  
Vernon L. Nickell, Superintendent  
of Public Instruction.....Springfield

## ELECTED MEMBERS

Term 1947-1953

John R. Fornof.....Streator  
Mrs. Doris S. Holt.....Flora  
Park Livingston.....Chicago

Term 1949-1955

G. Wirt Herrick.....Clinton  
Robert Z. Hickman.....Danville  
Mrs. Frances Best Watkins.....Chicago

Term 1951-1957

Harold E. Grange.....Chicago  
Wayne A. Johnston.....Chicago  
Herbert B. Megran.....Harvard

## OFFICERS OF THE BOARD

Park Livingston, President.....Chicago  
Anthony J. Janata, Secretary.....Urbana  
Clarence W. Weldon, Treasurer....Chicago  
Lloyd Morey, Comptroller.....Urbana

## OFFICERS OF ADMINISTRATION

George Dinsmore Stoddard, Ph.D., Litt.D.,  
L.H.D., LL.D., *President of the University*

Coleman Roberts Griffith, Ph.D., LL.D.,  
*Provost*

Louis Nicot Ridenour, Ph.D., *Dean of the  
Graduate College*

Wilbur Schramm, Ph.D., Litt.D., *Dean of the  
Division of Communications*

Fred Harold Turner, Ph.D., *Dean of Students*

George Philip Tuttle, B.S., *Director of  
Admissions and Records*

UNIVERSITY OF ILLINOIS BULLETIN

Volume 48

April, 1951

Number 59

Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois.



150  
2  
2  
*Table of C*

<b>Graduate Calendar</b> . . . . .	<b>2</b>
<b>Faculty of the Library School</b> . . . . .	<b>4</b>
<b>The Library School.</b> . . . . .	<b>11</b>
Curricula . . . . .	11
Equipment and Facilities . . . . .	12
Library School Library . . . . .	12
Other Library Facilities . . . . .	12
Demonstration Laboratory . . . . .	13
Features of the Library School Program . . . . .	13
Field Work . . . . .	13
Audio-Visual Field Work . . . . .	13
Library School Colloquium . . . . .	13
Laboratory Library Project . . . . .	14
Phineas L. Windsor Lectureship in Librarianship . . . . .	14
Publications . . . . .	14
Extension Courses . . . . .	15
Fees and Expenses . . . . .	15
Fellowships, Assistantships, and Other Financial Aid . . . . .	15
Placement Service . . . . .	16
Recreation and Student Welfare . . . . .	16
Alumni Association . . . . .	17
<b>Curriculum for the Degree of Bachelor of Science</b> . . . . .	<b>17</b>
Preprofessional Study . . . . .	17
Admission Requirements . . . . .	18
Requirements for the Bachelor's Degree . . . . .	18
Program of Study . . . . .	19
<b>Curriculum for the Degree of Master of Science</b> . . . . .	<b>20</b>
Admission Requirements . . . . .	20
Requirements for the Master's Degree . . . . .	21
<b>Curriculum for the Degree of Doctor of Philosophy</b> . . . . .	<b>23</b>
Admission Requirements . . . . .	23
Requirements for the Doctor's Degree . . . . .	23
<b>Courses of Instruction</b> . . . . .	<b>27</b>

THE LIBRARY OF THE

NOV 13 1952

UNIVERSITY OF ILLINOIS

# Graduate Calendar

## 1951 — Summer Session

June 22, Fri.—June 23, Sat.	Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by May 20.)
June 26, Tuesday, 7 A.M.	Instruction begins.
July 4, Wednesday	Independence Day. No classes.
July 7, Saturday noon	Latest date to apply for French examination.
July 14, Saturday noon	Latest date to apply for German examination.
July 20, Friday evening	French examination.
July 25, Wednesday	Latest date for dropping a course.
July 27, Friday evening	German examination.
Aug. 11, Saturday noon	No names will be added to the August graduation list after this date.
Aug. 11, Saturday noon	Latest date for candidates for the master's degree in August to deposit theses.
Aug. 17, Fri.—Aug. 18, Sat.	Summer session examinations.
Sept. 15, Saturday noon	Latest date for candidates for Ph.D. degree in October to deposit theses.
Sept. 29, Saturday noon	Latest date to file application for the master's degree in October.
Sept. 29, Saturday noon	Latest date for candidates for the master's degree in October to deposit theses.
Sept. 29, Saturday noon	Latest date for finals for Ph.D. degree in October.

## 1951 — First Semester

Sept. 11, Tues.—Sept. 15, Sat.	Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by August 15.)
Sept. 15, Saturday	Latest date for registration of former students without payment of late registration fee.
Sept. 17, Monday	Instruction begins.
Sept. 29, Saturday noon	Latest date to apply for French examination.
Oct. 6, Saturday noon	Latest date to apply for German examination.
Oct. 8, Monday	Latest date for changing program cards without fee.
Oct. 12, Friday evening	French examination.
Oct. 19, Friday evening	German examination.
Oct. 29, Monday	Latest date for adding a course to program.
Nov. 1, Thursday	Latest date for preliminary examination for Ph.D. degree (for full residence).
Nov. 5, Monday	Latest date for candidates for professional engineering degrees to file statements of professional study and experience.
Nov. 21, Wednesday, 1 P.M.	Thanksgiving vacation begins.
Nov. 26, Monday, 1 P.M.	Thanksgiving vacation ends.
Dec. 3, Monday	Illinois Day (State admitted to the Union, 1818).
Dec. 7, Friday	Latest date for dropping a course.
Dec. 20, Thursday, 1 P.M.	Christmas vacation begins.
Dec. 31, Monday	Latest date for candidates for professional engineering degrees to submit outlines of theses.

## 1952

Jan. 3, Thursday, 1 P.M.	Christmas vacation ends.
Jan. 12, Saturday noon	Latest date for candidates for Ph.D. degree in February to deposit theses.
Jan. 18, Fri.—Jan. 26, Sat.	Semester examinations.

Jan. 19, Saturday noon	No names will be added to the February graduation list after this date.
Jan. 19, Saturday noon	Latest date for candidates for the master's degree in February to deposit theses.
Jan. 26, Saturday noon	Latest date for finals for Ph.D. degree in February.
Feb. 2, Saturday noon	Latest date for candidates for Ph.D. degree in February to submit abstracts or make deposit in lieu thereof.
Feb. 10, Sunday	Commencement exercises.

## 1952 — Second Semester

Jan. 31, Thurs.—Feb. 2, Sat.	Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by December 1.)
Feb. 2, Saturday	Latest date for registration of former students without payment of late registration fee.
Feb. 4, Monday	Instruction begins.
Feb. 15, Friday	Latest date for applications for fellowships, 1952-1953.
Feb. 16, Saturday noon	Latest date to apply for French examination.
Feb. 23, Saturday noon	Latest date to apply for German examination.
Feb. 25, Monday	Latest date for changing program cards without fee.
Feb. 29, Friday evening	French examination.
March 2, Sunday	University Day (University opened, 1868).
March 7, Friday evening	German examination.
March 17, Monday	Latest date for adding a course to program.
March 17, Monday	Latest date for preliminary examination for Ph.D. degree (for full residence).
April 10, Thursday, 1 P.M.	Easter vacation begins.
April 16, Wednesday, 1 P.M.	Easter vacation ends.
April 19, Saturday noon	Latest date to apply for French examination.
April 19, Saturday noon	Latest date for dropping a course.
April 26, Saturday noon	Latest date to apply for German examination.
May 1, Thursday	Latest date for candidates for professional engineering degrees to deposit theses.
May 2, Friday	Honors Day. Classes dismissed at noon.
May 2, Friday evening	French examination.
May 9, Friday evening	German examination.
May 17, Saturday noon	Latest date for candidates for Ph.D. degree in June to deposit theses.
May 24, Sat.—June 3, Tues.	Semester examinations.
May 24, Saturday noon	No names will be added to the June graduation list after this date.
May 24, Saturday noon	Latest date for candidates for the master's degree in June to deposit theses.
May 30, Friday	Memorial Day. No classes.
May 31, Saturday noon	Latest date for finals for Ph.D. degree in June.
June 7, Saturday noon	Latest date for candidates for Ph.D. degree in June to submit abstracts or make deposit in lieu thereof.
June 15, Sunday	Commencement exercises.

## Notes

Examination in one foreign language must be passed before residence on second year may be counted.

Two copies of thesis are required of candidates for master's and doctor's degrees. Candidates for master's degrees announce thesis subjects at beginning of second half year of work, or after completion of four units, or at beginning of third summer session. Candidates for Ph.D. degree announce thesis subjects within six weeks after beginning of third year of residence.

Candidates for Ph.D. degree deposit theses two weeks before date of final examination.

# Faculty of the Library School

Robert Bingham Downs, Professor of Library Science, Director of the Library School, and Director of the Library

A.B., University of North Carolina; B.S., M.S., Columbia University School of Library Service; Litt.D., Colby College; LL.D., University of North Carolina.

Assistant, Library, University of North Carolina, 1922-26; Assistant, New York Public Library, 1927-29; Librarian and Assistant Professor of Bibliography, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32, Librarian and Professor of Library Science, 1932-38, University of North Carolina; Director of Libraries, New York University, 1938-43; Associate, Columbia University School of Library Service, 1942-43; Professor of Library Science, Director of the Library School, and Director of the Library, University of Illinois, 1943—.

\*Harold Lancour, Professor of Library Science and Assistant Director of the Library School

A.B., University of Washington; B.S., M.S., Columbia University School of Library Service; Ed.D., Columbia University Teachers College; Graduate Work, Institut Universitaire de Hautes Études Internationales, Geneva, Switzerland; Sorbonne, Paris, France.

Editor, Colony Publishing Company, Seattle, Washington, 1930-31; Manager, Windjammer Book Shop, Seattle, Washington, 1932-35; Reference Assistant, New York Public Library, 1935-37; Museum Librarian, 1937-40, Librarian and Assistant Professor of Bibliography, 1940-45, Librarian and Associate Professor of Bibliography, 1945-46, Librarian and Professor of Bibliography, 1946-47, Cooper Union; Instructor, United States Army Library School, Paris, 1944-45; Professor of Library Science and Assistant Director of the Library School, University of Illinois, 1947—.

Thelma Eaton, Associate Professor of Library Science and Acting Assistant Director of the Library School

B.S. in Ed., A.B., Northwest Missouri State Teachers College; A.M.L.S., University of Michigan; Ph.D., University of Chicago Graduate Library School.

Librarian, Lincoln Senior High School, Lincoln, Nebraska, 1924-30; Librarian, Cranbrook School for Boys, Bloomfield Hills, Michigan, 1931-33; Librarian, Milne School, Instructor, Department of Librarianship, and Supervisor of Library Training, New York State College for Teachers, Albany, New York, 1933-42; Historical Writer, United States Army, 1942-

---

\* On leave October, 1950 — July, 1951.

46; Assistant Chief, Bibliography Section, Office of Technical Services, United States Department of Commerce, 1946-47; Instructor, University of North Carolina Library School, 1947; Instructor, Library School, Pennsylvania State College, Summer, 1948; Professor and Head of Department of Library Science, Mississippi State College for Women, Columbus, Mississippi, 1948-49; Instructor, School of Library Training and Service, Florida State University, Summer, 1949; Associate Professor, University of Illinois Library School, 1949—.

**Herbert Goldhor, Associate Professor of Library Science**

A.B., University of Newark; B.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Junior Assistant, Public Library, Newark, New Jersey, 1934-35, 1936-37, 1943; Assistant to the Librarian, Iowa State College, Ames, Iowa, 1938-39; Library Branch, Special Services Division, United States Army, 1944-46; Assistant Professor, University of Illinois Library School, 1946-48; Associate Professor, 1948—.

**Rose Bernice Phelps, Associate Professor of Library Science**

A.B., University of Michigan; B.S., M.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Reference Assistant, Library, University of Texas, 1923-24; Reference Librarian, Michigan State College, East Lansing, Michigan, 1924-27; Instructor, University of Illinois Library School, 1928-29; Supervisor, Branch Reference Service, Queens Borough Public Library, New York, New York, 1930-31; Associate, University of Illinois Library School, 1930-39; Assistant Professor, 1939-49; Associate Professor, 1949—; Instructor, Columbia University School of Library Service, Summers, 1930, 1938.

**Leslie Whittaker Dunlap, Associate Professor of Library Science**

B.A., University of Oregon; Graduate Work, University of Freiburg, Germany; B.S.L.S., A.M., Ph.D., Columbia University.

Assistant, Public Library, New York, New York, 1936-42; Head, Acquisitions Department, University of Wisconsin, 1943-44; Assistant Chief, General Reference and Bibliography Division, Assistant Chief, Manuscript Division, Library of Congress, 1945-49; Librarian, University of British Columbia, Canada, 1949-50; Associate Professor, University of Illinois Library School, 1951—.

**Marie Miller Hostetter, Assistant Professor of Library Science**

A.B., University of Kansas; B.L.S., University of Illinois Library School; A.M., Northwestern University.

Chemistry Librarian, University of Kansas, 1915-18; Children's Librarian, Free Public Library, Lawrence, Kansas, 1918-19; Classifier, Library, University of Kansas, 1920-23; Assistant Librarian, Technical High School, Omaha, Nebraska, 1923-26; Associate, University of Illinois Library School, 1926-35; Assistant Professor, 1935—; Organized The Tower Library, Lakeside Press, Chicago, Illinois, Summer, 1931.

Mary Alice Lohrer, Assistant Professor of Library Science

Ph.B., University of Chicago; B.S.L.S., University of Illinois Library School; A.M., University of Chicago Graduate Library School.

Assistant Librarian, Oak Park Township High School, Oak Park, Illinois, 1928-38; Librarian, Hinsdale Township High School, Hinsdale, Illinois, 1938-41; Instructor, University of Illinois Library School, 1941-45; Assistant Professor, 1945—; Instructor in Library Science, Purdue University, Summers, 1939, 1940, 1941, 1942; Survey of European Libraries, American Library Association, Summer, 1947.

C. Walter Stone, Assistant Professor of Library Science

A.B., Columbia University; B.S., Columbia University School of Library Service; M.A., Ed.D., Columbia University Teachers College.

Circulation Assistant, Columbia University Library, 1946; General Assistant, New York Public Library, 1946; Reference Assistant, College of the City of New York, 1947; Librarian and Research Assistant, Institute of Adult Education of Teachers College Library, 1947-49; Research Assistant, New York State Education Department Survey, 1948-49; Assistant, Teachers College, Spring and Summer, 1949; Assistant Professor, University of Illinois Library School, 1949—.

Donna Dorothy Finger, Librarian, Library School Library, and Instructor in Library Science

B.S., Northwestern University; A.M., University of Wisconsin; B.S., Columbia University School of Library Service.

Teacher, North High School, Sheboygan, Wisconsin, 1935-43; Assistant, School of Business Library, Columbia University, 1943-44; Assistant, Reference Department, University of Illinois, Summer, 1944; Librarian, Library School Library, University of Illinois, 1944—.

Viola Louise James, Instructor in Library Science

A.A., Central College; A.B., Greenville College; B.S.L.S., University of Illinois.

Teacher, Crossville Community High School, Crossville, Illinois, 1940-44; Librarian, Leyden Community High School, Franklin Park, Illinois, 1945-48; Instructor University of Illinois Library School, 1948—.

Madeline Sander Riffey, Administrative Assistant and Instructor in Library Science

B.A., University of Iowa; M.S., University of Illinois.

Assistant, Schools Division, Public Library, Indianapolis, Indiana, 1944-45; Assistant, Circulation Department, Public Library, Indianapolis, Indiana, 1945-49; Administrative Assistant and Instructor, University of Illinois Library School, 1950—.

Eva Tayer Shively, Assistant in Library Science

A.B., University of Pittsburgh; Carnegie Library School.

Children's Librarian, Public Library, Kansas City, Missouri, 1917-18; Librarian, Bureau of Home Economics, United States Department of Agriculture, Washington, D.C., 1918-22, 1924-28; Librarian, Urbana Free Library, Urbana, Illinois, 1948—; Assistant, University of Illinois Library School, 1948—.

A. Kathryn Oller, Assistant in Library Science

A.B., Juniata College; B.S.L.S., Drexel Institute of Technology Library School; M.S., University of Illinois.

Assistant Librarian, Huntingdon County Library, Huntingdon, Pennsylvania, 1939-40; Head, Cataloging Department, Juniata College Library, Huntingdon, Pennsylvania, 1940-42; Librarian, County Library, Huntingdon, Pennsylvania, 1942-45; Librarian, Adams County Free Library, Gettysburg, Pennsylvania, 1945-48; Assistant Extension Librarian, Pennsylvania State Library, Harrisburg, Pennsylvania, 1948-49; Research Assistant, University of Illinois Library School, 1949-50; Assistant, University of Illinois Library School, 1950—.

V. Marie Ballew, Assistant in Library Science

B.S., Mississippi State College for Women, Columbus, Mississippi; M.S., University of Illinois.

Assistant, County Library, Chattanooga, Tennessee, Summer, 1949; Assistant, Periodical Division, University of Illinois, 1949-50; Assistant, University of Illinois Library School, 1950—.

Jo Ann Wiles, Assistant in Library Science

A.B., Oklahoma Agricultural and Mechanical College.

Assistant, Circulation Department, Oklahoma Agricultural and Mechanical College Library, Stillwater, Oklahoma, 1946-47; Assistant, Catalog Department, Oklahoma Agricultural and Mechanical College, 1947-50; Assistant, University of Illinois Library School, 1950—.

Thelma Calfee Bird, Library School Library Assistant

B.S., Radford College, Women's Division of Virginia Polytechnic Institute; M.S., University of Illinois.

Teacher, Blacksburg Elementary School, Blacksburg, Virginia, 1942-48; Library School Library Assistant, University of Illinois Library, 1950—.

Ray Elijah Howser, Research Assistant in Library Science

A.B., M.S., University of Illinois.

Assistant, Public Library, Des Moines, Iowa, 1946-47; Assistant, Engineering Library, University of Illinois, Summer, 1947; Research Assistant, University of Illinois Library School, 1949—.

Ernst Walfred Erickson, Research Assistant in Library Science

B.Ed., Superior State Teachers College; B.S. in L.S., University of Minnesota; M.A., University of Iowa.

Teacher, Public Schools, Superior, Wisconsin, 1936-45; Assistant Librarian, Moorhead State Teachers College, 1946-47; Librarian, Eastern Oregon Col-

lege of Education, 1947-50; Research Assistant, University of Illinois Library School, 1950—.

William Frederick Morse, Research Assistant in Library Science

B.A., Adelbert College, Western Reserve University; B.S. in L.S., Western Reserve University.

Assistant, Adelbert College Library, Western Reserve University, 1937-41; Army Library Service, 1941-45; Librarian, Public Library, Nelsonville, Ohio, 1946; Chief, Information Service Division, Public Library, Mobile, Alabama, 1947-50; Research Assistant, University of Illinois Library School, 1950—.

## EMERITUS FACULTY

Phineas Lawrence Windsor, Professor of Library Science, Director of the Library School, and Director of the Library, *Emeritus*

Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.

Anne Morris Boyd, Professor of Library Science, *Emerita*

A.B., James Millikin University; B.L.S., University of Illinois Library School.

Frances Simpson, Associate Professor of Library Economy and Assistant Director of the Library School, *Emerita*

B.S., M.S., Northwestern University; B.L.S., University of Illinois Library School.

Ethel Bond, Associate Professor of Library Science, *Emerita*

A.B., University of Illinois; B.L.S., University of Illinois Library School.

## VISITING FACULTY

Charles Harvey Brown, Visiting Professor of Library Science (First Semester, 1950-51)

B.A., M.A., Litt.D., Wesleyan University; B.L.S., New York State Library School.

Librarian, *Emeritus*, Iowa State University.

Sonya Krutchkoff Essin, Visiting Lecturer in Library Science (Summer Session, 1951)

B.A., M.A., B.S. in L.S., Western Reserve University; Graduate Work, Graduate Library School, University of Chicago.

John Clement Harrison, Visiting Lecturer in Library Science (Summer Session, 1951)

D.P.A., University of Liverpool, England; Diplomate and Fellow of the Library Association of Great Britain.

Lecturer-in-charge, School of Librarianship, College of Technology, Manchester, England.



Robert H. Muller, Visiting Lecturer in Library Science (Summer Session, 1951)

A.B., Stanford University; A.M., Ph.D., University of Chicago.  
Librarian, Southern Illinois University, Carbondale, Illinois.

Ernest James Reece, Visiting Professor of Library Science (Second Semester, 1950-51)

Ph.B., Western Reserve University; Certificate, Western Reserve University Library School; Graduate Work, Western Reserve University, Oberlin Graduate School of Theology, University of Illinois.

Melvil Dewey Professor of Library Science, *Emeritus*, Columbia University School of Library Service.

Ellen Stanley, Visiting Lecturer in Library Science (Summer Session, 1951)

A.B., Earlham College; B.S. in L.S., M.S. in L.S., University of Illinois.  
Reference Librarian, Earlham College.

### **COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF**

Joseph Allen, A.M., Music Librarian and Assistant Professor of Music

Lyle Edward Bamber, M.S., Natural History Librarian and Associate Professor of Library Science

Dorothy Miller Black, A.M., Associate Reference Librarian, with rank of Assistant Professor

Josie Batcheller Houchens, A.M., Assistant University Librarian for Personnel and Associate Professor of Library Science

Arthur Monroe McAnally, Ph.D., Assistant Director of Public Service Departments, Library, and Associate Professor of Library Science

Arnold Herman Trotier, A.M., Assistant Director for Technical Departments, Library, and Professor of Library Science

Wilma Allene Troxel, A.M., Librarian of the Quine Library of Medical Sciences and Assistant Professor of Library Science

Bill Milton Woods, A.B., B.S., Map Librarian, with rank of Assistant

### **COOPERATING FACULTY**

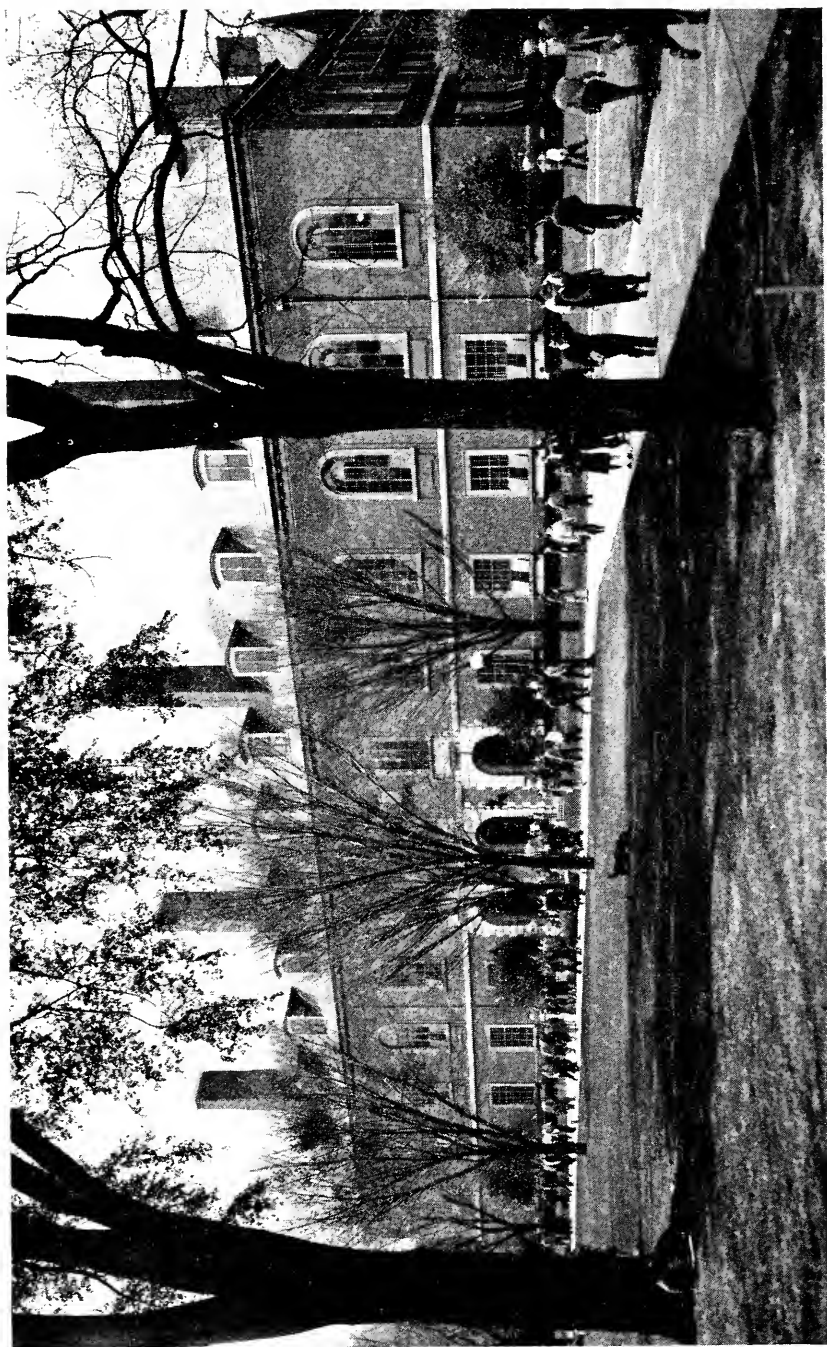
Virginia Bartow, Ph.D., Assistant Professor of Chemistry

Harris Francis Fletcher, Ph.D., Professor of English

George Bates Weisiger, J.D., Professor of Law

### **ADMINISTRATIVE PERSONNEL**

Helen Knights, Secretary of the Library School



THE UNIVERSITY OF ILLINOIS LIBRARY

# *The Library School*

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in 1893 by Katharine L. Sharp, the School was moved in 1897 to the University of Illinois. Among the alumni are more than 2,600 librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is accredited by the American Library Association.

## **CURRICULA**

The purpose of the Library School is to prepare young men and women for careers as professional librarians in all types of libraries. Programs of study on both the undergraduate and graduate level may be followed leading to the bachelor's, the master's, and the doctor's degree in Library Science.

Undergraduate students in the Library School may follow a program of studies insuring a broad liberal education, a subject specialization, and a strong foundation in the basic professional library courses which lead to the B.S. degree at the completion of four college years. This degree is not regarded as terminal in character, but represents completion of basic preparation for advanced professional studies in the fifth year.

The fifth year of advanced professional study, combined with some advanced non-library studies, leads to the M.S. in L.S. degree. This degree represents the minimum academic preparation for professional librarianship.

Experienced librarians of marked professional capacity and promise may pursue a program of advanced study and research leading to the degree of Doctor of Philosophy. The normal minimum period of study is the equivalent of two years beyond the master's degree.

Students holding bachelor's degrees from any accredited institution but without previous course work in library science are eligible for admission to the master's program upon completion of a portion of the pre-graduate professional core. Normally, this may be accomplished in any regular summer session.

Students holding bachelor's degrees from any accredited five-year library school may be admitted directly to the master's program without further course work.

## **EQUIPMENT AND FACILITIES**

Classrooms, faculty and administrative offices, study rooms, and the library of the School are on the third floor of the main building of the University of Illinois Library.

### **LIBRARY SCHOOL LIBRARY**

The special library of the School contains a collection of more than 18,000 bound volumes, 25,000 cataloged library reports, and a vertical file collection of approximately 35 drawers containing several thousand pieces of special uncataloged materials. All known library periodicals and serials are received as well as a comprehensive collection of the important journals in the related fields of literature, book reviewing, publishing, printing art, education, and visual arts. The extensive collection of library reports from libraries in the United States and foreign countries and the large collection of volumes on librarianship valuable for historical studies have been assembled over many years, and provide a basis for research in all phases of library science.

### **OTHER LIBRARY FACILITIES**

The University Library has more than two million volumes in the main and departmental libraries on the Urbana-Champaign campus, 89,000 volumes on the campus of the Chicago Professional Colleges, and 29,000 volumes in the undergraduate division at Chicago. In the main building there are special rooms for Classics; English; Commerce, Sociology, and Social Welfare Administration; Education, Philosophy, and Psychology; History and Political Science; Library Science; Maps; Germanic and Romance Languages; Newspapers; Rare Books; and an Undergraduate Library.

The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), and Physics. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading. Also available in the University Library are 3,000 volumes in the School Collection for Children and Young People, used by the Library School students in courses on children's literature. The collection includes books, pamphlets, periodicals, recordings of readings, and slides of illustrations; children's interests from the preschool age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, poetry, Bible stories, and biography.

## **DEMONSTRATION LABORATORY**

The Library School maintains for the use of its students and faculty a Demonstration Laboratory which contains carefully selected examples of modern library equipment materials, and a model practice collection of audio-visual aids to instruction.

The Laboratory provides informal instruction for students and faculty in the use of audio-visual materials and equipment. It sponsors a semi-monthly series of film preview meetings, at which outstanding 16 mm. educational motion pictures are screened and discussed, and maintains a changing series of corridor exhibits and special bulletin board displays. The Laboratory also provides a continuing audio-visual service to the faculty in the selection, preparation, and presentation of materials in Library School classes, and attempts to keep the faculty and student body aware of new developments in the audio-visual fields.

Audio-visual equipment in the Demonstration Laboratory includes a motion picture projector, tape recorder, radio, playbacks, disc recorder, two film strip projectors, an opaque projector and other complementary equipment. In cooperation with the Library School Library, it utilizes a collection of more than 3,200 slides, 600 discs, 200 filmstrips, and several hundred flat pictures, stereographs, maps, models, globes, blueprints, and specimens, etc. The Laboratory also draws upon the extensive film collection of the University's Visual Aids Service.

## **FEATURES OF THE LIBRARY SCHOOL PROGRAM**

### **FIELD WORK**

Realistic experience under actual operating library conditions is provided students by means of the Field Work Program. This program consists of regularly scheduled practice work in the University Library, University High School Library, Urbana Free Library, and Urbana High School Library.

### **AUDIO-VISUAL FIELD WORK**

This program supplements the field work and includes ten hours of demonstration and lectures in audio-visual materials and methods, and eighteen hours of practical study and work experience. Techniques of projection, recording, and microfilming are included.

### **LIBRARY SCHOOL COLLOQUIUM**

Throughout the year in the weekly Colloquium, Library School students become acquainted with and participate in discussions led by outstanding personalities in the library profession and the book world. Among those who have been at the school in the recent past are: Dr. D. E. Lindstrom, Professor of Rural Sociology, University of Illinois;

Dr. Charles H. Brown, Librarian *Emeritus*, Iowa State College; Mr. Ralph T. Esterquest, Director, Midwest Inter-Library Center; Mr. Howard E. Kasch, Associate Editor, Encyclopaedia Britannica Book of the Year; Mr. John Mackenzie Cory, Executive Secretary, American Library Association; Mr. Arthur T. Hamlin, Executive Secretary, Association of College and Research Libraries; Dr. Jerrold Orne, Director of Libraries, Washington University; Mr. W. P. Kellam, Director of Libraries, University of Georgia; Mr. Glen Burch, Film Council of America; Mr. Herman H. Henkle, Director of John Crerar Library; Mr. John Carter, Managing Director, Scribner's, London; Mr. Lucien Goldschmidt, Vice-President, Pierre Beres, Inc., New York; Dr. L. W. Sharp, Librarian, University of Edinburgh; Miss Helen Ridgway, Chief Public Library Specialist, American Library Association; Miss Mildred Nickel, Director of School Libraries, Illinois State Department of Public Instruction; Mr. A. L. G. McDonald, Librarian, Australian National University, Canberra; Dr. Robert H. Muller, Director of Libraries, Southern Illinois University; Mr. Robert W. Orr, Director, Iowa State College Library.

#### **LABORATORY LIBRARY PROJECT**

An unusual feature of the Library School program is the Laboratory Library Project, operated by the School in cooperation with the Board of Directors of the Urbana Free Library and using the facilities of that Library. This makes possible practical work experience for Library School students. Also, graduate students and faculty members are conducting a long-range program of research and experimentation especially related to public library problems.

#### **PHINEAS L. WINDSOR LECTURESHIP IN LIBRARIANSHIP**

The Windsor Lectures Fund has been created by the Library School Alumni Association from money contributed by more than two thousand of the School's graduates. The Lectureship provides for a series of three lectures to be delivered each spring, and for their publication in book form. The Lectures are named in honor of Phineas L. Windsor, Director *Emeritus* of the Library School, whose retirement in 1940 closed a period of 31 years' service to library education.

#### **PUBLICATIONS**

*Illinois Contributions to Librarianship.* A series of volumes treating in detail some area of library science.

*Windsor Lectures.* The appearance in book form of the annual Phineas L. Windsor Lectures in Librarianship.

*Occasional Papers.* A processed pamphlet series appearing irregularly on all phases of librarianship, consisting of manuscripts which are

too long or too detailed for publication in a library periodical, or are of specialized or temporary interest.

**EXTENSION COURSES**

Through the Extension Division of the University, the Library School offers a selection of its courses in various cities throughout Illinois. These are limited at present to the undergraduate level, and are for teacher-librarians, school librarians, and for others seeking to complete the undergraduate requirements before admission to the graduate course leading to the M.S. degree.

For information concerning the extension offerings of the Library School, write to the Assistant Director of the Library School.

**FEES AND EXPENSES**

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a complete statement of fees, including regulations concerning late registration, change of program cards, deposit fee, deferment of fees, exemptions, etc., see the Undergraduate Study or Graduate College bulletins of the University.)

Tuition: Residents of Illinois.....	\$ 40
Nonresidents of Illinois.....	150
Laboratory, library, and supply fee.....	8
Hospital and medical service fee.....	5
Illini Union service charge.....	5

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amount for the academic year: books and equipment, \$60; room rent, \$240; and board, \$500. Altogether, an average of \$1,200 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

**FELLOWSHIPS, ASSISTANTSHIPS, AND OTHER FINANCIAL AID**

*Katharine L. Sharp Fellowship.* Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Fellowship is awarded bi-annually on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition. The fellowship is awarded only to students who are working for the graduate degrees.

*Graduate College Fellowships.* The Board of Trustees of the University has established a number of fellowships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These fellowships carry stipends of \$700 and

exemption from the payment of the usual tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships which carry stipends of \$850, and third-year fellowships carrying stipends of \$1,000, both exempt from tuition fees. A limited number of teaching assistantships are available to candidates for the Ph.D. degree who are preparing for a career in library education. They carry exemption from tuition and a minimum base salary of \$2,400 for the academic year.

*Research and Library Assistantships.* Several assistantships in the University Library and in the Library School are open each year to properly qualified candidates. Graduate students in the Library School who have completed the bachelor's degree with eighteen hours of Library Science or its equivalent are eligible for part-time academic appointments to the Library staff. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend for a half-time assistantship is \$1,300 a year; for a three-quarter time appointment, \$1,950.

*Loan Funds.* Numerous loan funds are administered by the University for the benefit of students who are in need of financial aid to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

## **PLACEMENT SERVICE**

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the kind of position best suited to their abilities throughout their entire professional career. The School can not, however, guarantee positions to graduates.

## **RECREATION AND STUDENT WELFARE**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of



individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### **ALUMNI ASSOCIATION**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship. It has also raised money for other purposes. A news letter is published twice each year by the Association.

## **CURRICULUM FOR THE DEGREE OF BACHELOR OF SCIENCE**

The purpose of the curriculum leading to the degree of Bachelor of Science is to give the student instruction in the fundamental principles and practices of librarianship, providing the basic preparation for his advanced professional studies in the fifth year. It should also provide him with an understanding of the nature and possibilities of library service which will form the basis for his professional development.

### **PREPROFESSIONAL STUDY**

Because of the variety of opportunities in library service, the Library School will consider applications from students with many kinds of undergraduate specialization. A good general education, however, is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are also important.

The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule, courses of a vocational nature should not be included in the program of study.

The Assistant Director of the School will be glad to answer any inquiries from prospective students regarding the type of preprofessional education best suited to their particular needs and interests.

## **ADMISSION REQUIREMENTS**

Fifty-six hours of university work, not including military training and physical education, are required for entrance into the Library School. No specific course or sequence of courses must be presented for admission to the School, but students taking their preprofessional work at the University of Illinois are advised to register in either of two programs offered by the College of Liberal Arts and Sciences: the Division of General Studies or the general curriculum. Students in other colleges in the University are advised to follow the regular program in the college in which they are registered. A scholastic average of at least 3.5 (C+) for the first two years' work is required.

For undergraduates, entrance into the Library School is normally made at the beginning of the student's third academic year and no later than the beginning of his fourth year. Transfer students from other accredited institutions must meet the customary admission requirements of the University and will be admitted to the Library School under the same conditions and in the same manner as students from the University of Illinois. Applications to the undergraduate program should be addressed to the Office of Admissions, University of Illinois, Urbana, Illinois.

## **REQUIREMENTS FOR THE BACHELOR'S DEGREE**

Each candidate for a baccalaureate degree in the Library School must meet the general University requirements with respect to registration, residence, fees, hygiene, military training, physical education, and rhetoric, and must secure credit, with a scholastic average of at least 3.5 (C+), in approved courses totaling at least 120 semester hours, including the credit accepted for admission to this School, but not counting the first two years of the required work in military training and physical education.

The student must maintain the 3.5 average for each semester as well as for the entire undergraduate program. Any student who has two successive semesters of less than 3.5 average will be dropped from the Library School.

### **PRESCRIBED SUBJECTS**

(1) Library Science Courses. A minimum of eighteen hours in library science, including Library Science 201, Use of Books and Libraries, 3 hours; Library Science 202, Library in the Social Order, 3 hours; Library Science 251,

Organization and Operation of Libraries I, 3 hours; Library Science 252, Organization and Operation of Libraries II, 3 hours; and any two of the following: Library Science 301, Literature of the Humanities and Social Sciences, 3 hours; Library Science 302, Literature of Science and Technology, 3 hours; Library Science 303, Library Materials for Children, 3 hours; Library Science 304, Library Materials for Adolescents, 3 hours. A scholastic average of at least 3.5 (C+) must be maintained in the Library Science courses.

(2) Non-Library Science Courses. By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. Also students should note carefully the foreign language requirement for admission to the master's program. All of these subjects may be counted either as electives or, when applicable, in computing the hours in the subject of specialization below.

### SUBJECTS OF SPECIALIZATION

Students must specialize in two subjects selected from the following list. Each student must complete at least twenty hours of approved courses in his major subject of specialization. In his minor subject of specialization the student must complete at least sixteen hours of approved courses. In computing the hours in the subjects of specialization, courses taken in other colleges prior to admission may be counted. Other subjects not included below may, if acceptable to the Library School, be offered toward meeting this requirement.

Agriculture	Engineering	Mathematics
Art and Architecture	English	Musicology
Biological Sciences	Foreign Languages	Philosophy
Business Administration	Geography and Geology	Physical Sciences
Chemistry	History	Political Science
Classics	Journalism	Psychology
Economics	Law	Sociology
Education		

### ELECTIVES

The remainder of the curriculum may be elected from courses offered by other colleges and schools in the University as approved by the Director or Assistant Director of the Library School.

### PROGRAM OF STUDY

Each student's program is planned individually in consultation with the Assistant Director or other designated officer of the School. The student's special abilities and preprofessional training, his interests and probable professional future form the basis for selecting his course of study.

Students entering the Library School in the junior year will take, in addition to their non-library courses, the Library Science courses listed below:

**Third Year**

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Use of Books and Libraries (201).....	3	The Library in the Social Order (202).....	3

**Fourth Year**

Organization and Operation of Libraries I (251).....	3	Organization and Operation of Libraries II (252).....	3
Literature of the Humanities and Social Sciences (301).....	3	Literature of Science and Technology (302).....	3

Students preparing for school or children's library work will follow the same program except the substitution of Library Materials for Children, Library Science 303, for Library Science 301, and Library Materials for Adolescents, Library Science 304, for Library Science 302.

Students entering in the senior year will combine the third and fourth year programs, taking three Library Science courses each semester.

## **CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE**

### **ADMISSION REQUIREMENTS**

Students who wish to take graduate work in Library Science register in the Graduate College, and must meet the following requirements for admission as stated in the Graduate College Bulletin.

Admission to the Graduate College may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate College, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

Beginning graduate students must have a grade-point average no lower than 3.5 for that portion of undergraduate work representing the last 50 per cent of the hours completed to secure the bachelor's degree, exclusive of required physical education and military training.

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion with a scholastic average of at least 3.5 (C+) of a professional program in an accredited library school, either graduate or undergraduate, or equivalent training satisfactory to the Library School; *or*

(2) Successful completion of a basic core of three professional courses offered by the Library School each summer session of eight weeks. A scholastic average of at least 3.75 (C+) must be made in these courses.

(3) By the end of the senior year, students should have completed a basic introductory course in each of the following subjects: sociology, psychology, education, American government, public administration, and economics. An elementary course in statistics is recommended for all graduate students and will be required of students who wish to enter the doctoral program.

If deficiencies occur, the Library School, after evaluation of the student's undergraduate program, will indicate which courses, if any, must be cleared before admission. It is possible for some deficiencies to be made up after conditional admission to the Graduate College.

Beginning with the Summer Session of 1951, the Graduate Record Examination will be used in evaluating the applicant's general educational background and will be required of all students. This examination preferably should be taken before applying for admission. It may be taken during the first semester after admission to the Graduate College.

(4) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages.

(5) Evidence of ability to pursue graduate work in library science.

All students whose undergraduate professional training was completed at institutions other than the University of Illinois will be given, at the beginning of the semester in which the student enters, a placement examination in the basic principles and techniques of librarianship. The results of this examination will be used in determining the student's program of study.

It is contrary to the policy of the Library School to admit anyone to the beginning library science program who is more than thirty-five years of age, unless that person is actively engaged in library work or in teaching.

Correspondence regarding admission should be addressed to the Assistant Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## **REQUIREMENTS FOR THE MASTER'S DEGREE**

At least two semesters in residence, or the equivalent, and the completion of nine units of graduate work are required. Students without

previous training in library science who enter the master's program in either the first or the second semester of the academic year, rather than in the summer session, will need to spend a minimum of three full semesters in residence, or the equivalent, in order to complete the requirements for the degree of Master of Science in Library Science. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of nine units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

No thesis is required, but each student will designate one of his regular course papers as his master's project. The subject of this paper will be determined by the student and approved by the instructor of the course in which it is to be written. The title of the paper is to be filed in the Library School office not later than two weeks after the start of the semester in which the student expects to graduate. Two typewritten copies of this report are to be prepared, one for the instructor of the course and the other to be deposited in the office of the Assistant Director of the Library School not later than two weeks before the date on which the degree is to be conferred.

No courses are required, but each student's program of study will be developed for his particular needs and purpose. However, two of the nine units of graduate work required for the degree of Master of Science in Library Science must be chosen from the courses on the 300 level. At the time of registration each student will be assigned an adviser from the Library School faculty. As the first step in registration, the student, in consultation with his adviser, will decide upon his program for at least the first semester. Governed by the student's previous training, he will be encouraged to take a portion of his course work outside the Library School.

Students preparing for positions in special subject libraries will find a varied series of courses in subject bibliography offered — both in the Library School and in other divisions of the University. Courses in other divisions are listed on page 32.

# **CURRICULUM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY**

## **ADMISSION REQUIREMENTS**

Students desiring to pursue a program of study and research leading to the degree of Doctor of Philosophy must meet the customary admission requirements of the Graduate College. In addition, the student must meet the following requirements of the Library School:

(1) A master's degree in Library Science from an accredited library school or a bachelor's degree in Library Science from an accredited library school plus a master's degree in a subject field.

(2) A substantial period of acceptable professional library experience.

## **REQUIREMENTS FOR THE DOCTOR'S DEGREE**

### **PERIOD OF STUDY**

The normal *minimum* period of study required for securing the degree of Doctor of Philosophy is two years beyond the master's degree, during which the student is required to devote all his working time to studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period, but for scholarly attainments and power of investigation as proved by a thesis and examinations.

### **WORK DONE IN OTHER UNIVERSITIES**

Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution in which it was done is of high standing.

### **METHOD OF COMPUTING RESIDENCE**

Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study of a graduate grade. Second-year and third-year students shall register in terms of units. For each course with a fixed credit or with variable credit within fixed limits, the registration shall be for such credit as is determined in the usual way for such courses. For thesis courses the amount of credit may be widely variable and may be fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College and the following provision regarding total credits: The registration for a full-time student shall be for not less than four nor more than five units; for a

part-time student the registration shall ordinarily be on the basis of such fraction of four units as corresponds to the time given to study. It should be clearly understood, however, that for second-year students, a mere accumulation of unit credits will not in itself entitle a student to the privilege of taking preliminary examinations, and that, for third-year students, such an accumulation of credits will not in itself entitle the student to admission to the final examinations.

#### **MAJOR AND MINOR SUBJECTS**

A student in the Graduate College who desires to become a candidate for the degree of Doctor of Philosophy is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two. If one minor only is chosen it must be taken in a department of study other than that of the major, and credit for it may be earned by work representing not less than four units, or one-sixth of the total residence required for the doctorate. If two minors are chosen, one must be a subject closely related to the major. With the approval of the adviser and the Dean it may be a division of the major field of study. The other minor (not less than two units) must, in that case, be taken in a department of study other than that of the major.

Except by special permission of the Dean, the preliminary examination in major and minor subjects may not be taken until the minor work has been done.

#### **PRELIMINARY EXAMINATIONS**

*In Languages.* The student will be required to demonstrate his ability to read French and German and other languages needed in his work. (In special cases the Executive Faculty of the Graduate College, upon recommendation of the student's adviser, may substitute for either one of the languages usually required some other language which can be shown to be more useful in that student's professional research.) No student will be considered as beginning his second year of residence for graduate credit until he has passed the examination in at least one of these languages. Both the examination in French and that in German must be passed before the student is admitted to the preliminary examination in his major and minor subjects. For the dates of these language examinations consult the calendar at the beginning of this bulletin, which also shows the dates when application for admission to these examinations must be made.

*In Major and Minors.* Toward the end of his second year of study, or, by special permission, at the beginning of his third year (not later



than about November 1), a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by a committee appointed by the Dean. This examination is intended to test the student's knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student will not be admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty the equivalent of two years' graduate work. He must do a full year's graduate work between his preliminary examination and the completion of his work for the doctorate.

#### **FINAL EXAMINATION**

At least two weeks before the time when the degree is conferred, the candidate must submit to a final examination, given by a committee appointed by the Dean of the Graduate College. This examination is primarily on the research work of the student, as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It will not be confined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere, nor even to the field covered by the courses specifically taken in this or other universities; but will be so conducted as to determine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided. The examination must be taken all at one time even though it requires several sessions.

If after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

#### **OTHER EXAMINATIONS**

Before the candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

#### **THESIS**

The power of independent research must be shown by the production of a thesis on some topic connected with the major subject of study. The

candidate is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, *the original on thesis paper* (no other will be accepted by the Dean), and the first carbon on plain paper of approximately the same weight, and in final form, must be deposited in the office of the Dean for presentation to the examining committee not later than two weeks before the final examination and not less than four weeks before the time when the degree is conferred. At the same time, the candidate must deposit with the Dean a manuscript of the essential part, or an abstract, or a digest of his thesis, in condition for publication at a cost not to exceed \$75. The manuscript must be sufficient to show the method followed, the evidence used, and the conclusions reached in the investigation, and must bear the approval of the department and the Executive Faculty of the Graduate College.

The candidate must pay to the Comptroller before graduation the sum of \$75 out of which the University will print at least one hundred copies of this manuscript for circulation by the University, unless the thesis entire or in abbreviated form is published by the author or is accepted for publication by a standard journal or publisher within a year from the date of graduation. In the latter event, and after one hundred copies have been presented to the University by the writer, the cash deposit shall be returned to him.

The candidate may choose to have his thesis microfilmed by an approved microfilming service. The candidate who elects this service must advise the Graduate College of his intention when he deposits his thesis or when he obtains his clearance paper from 105 Administration Building (East). He will pay the Bursar \$35 and will deposit with the Graduate College office one typewritten copy of an abstract of 600 words or less, accompanied by the Certificate of Approval.

The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Theses," copies of which may be obtained at the office of the Dean of the Graduate College.

## COURSES OF INSTRUCTION

Note: — Courses offered in the first semester are indicated by the Roman numeral "I", those in the second semester by "II", and those in the summer session by "S". The credit value in semester hours is shown by an Arabic numeral; credit for graduate courses is stated in terms of units.

### FOR ALL STUDENTS

**COLLOQUIUM.** A weekly series of talks, discussions, demonstrations, and film previews. Visiting lecturers include prominent librarians, publishers, book dealers, editors, and book reviewers. All regular students in the Library School are expected to attend. I, II; no credit. Staff.

**FIELD WORK.** Regularly scheduled practice work in the University Library, the University High School Library, the Urbana Free Library, and the Urbana High School Library. Required of all students in the undergraduate and fifth year master's programs who have not had equivalent library experience. I, II; no credit. Staff.

**AUDIO-VISUAL FIELD WORK.** Regularly scheduled lectures and practice in the use of audio-visual materials and equipment. Not required but open to all students in the graduate program. I, II; no credit. Staff.

### COURSES FOR ADVANCED UNDERGRADUATES

201. **USE OF BOOKS AND LIBRARIES.** Practical information on the use of the classification and the card catalog, printed indexes, bibliographies, and reference books. Designed to teach the student to use books and libraries intelligently and skillfully. I, S; 3. Associate Professor PHELPS.

202. **THE LIBRARY IN THE SOCIAL ORDER.** The origin and historical development of the library as a product of the civilization of which it is a part, with special reference to the purposes and readers served, the materials collected, the personnel, bibliographical apparatus, and physical plant. II, S; 3.

251. **ORGANIZATION AND OPERATION OF LIBRARIES I.** Designed to give the student an understanding of the basic functions of the modern library, from the point of view of the professional librarian. The functions of supervising library operations and of building and maintaining library collections are considered. I, S; 3. Assistant Professor LOHRER.

252. **ORGANIZATION AND OPERATION OF LIBRARIES II.** The organization and arrangement of the materials in a modern library. Cataloging methods and classification schemes are studied and practiced. II, S; 3. Associate Professor EATON.

253. **ORGANIZATION AND OPERATION OF THE SCHOOL LIBRARY.** Objectives and methods of service in the elementary or secondary school library; organization; budget making; book ordering; classification and simplified cataloging; training the pupil staff; housing and equipment; training the student to use the library. S; 3. Miss JAMES.

## COURSES FOR ADVANCED UNDERGRADUATES AND GRADUATES

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES. The purpose of this course is to increase the student's knowledge of the scope and significant characteristics of the literature of the social sciences and the humanities, by systematic study of modern trends, themes, and representative materials. Provides an introduction to each field, and emphasizes development of skills in selection in relation to library problems and processes. I, S\*; 3 hours or 1 unit. Associate Professor DUNLAP.
302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the several fields of pure and applied science and a study of the literature of each field. Designed to give the student an understanding of the content of each of the scientific disciplines and their role and place in modern society. Selected readings from the outstanding works in each field will acquaint the students with the principal sources. II, S\*\*; 3 hours or 1 unit. Associate Professor DUNLAP.
303. LIBRARY MATERIALS FOR CHILDREN. The selection and use of library materials for children in public and school libraries according to the needs of the child in his physical, mental, and emotional development, and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours or 1 unit. Assistant Professors HOSTETTER and LOHRER.
304. LIBRARY MATERIALS FOR ADOLESCENTS. The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours or 1 unit. Assistant Professors LOHRER and HOSTETTER.
306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. An examination of the problems involved in the cataloging, classification, and care of maps. The student will become acquainted with the major cartobibliographical and related aids in the field. II; 2 hours or ½ unit. Mr. WOODS.

## COURSES FOR GRADUATES

401. COMMUNICATIONS. An introduction to the study of the mass media of communications (print, broadcasting, films) in modern society. Basic problems, studies, and principal techniques in communications research are considered from the viewpoint of the librarian. I, S\*; 1 unit. Assistant Professor STONE.
402. THE READING OF ADULTS. Designed to acquaint the student with the evidence on the nature of materials read by adults, on reading habits, and on the effects of reading. II, S\*\*; 1 unit. Prerequisite: Library Science 401.

---

\* Offered alternate summers. To be given, summer, 1951.

\*\* Offered alternate summers. To be given, summer, 1952.

404. **THE READING OF YOUNG PEOPLE.** The course is concerned primarily with the major areas of research in the field of reading for young people. Class discussions are devoted to a critical analysis of these studies and their implications for the librarian working with children and young people. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor LOHRER.
405. **LIBRARY ADMINISTRATION.** Designed to give the student a knowledge of the internal organization of various types of libraries, and of the principles of library administration. The emphasis of the course is on the comparison of the conditions found in various types of libraries, and on the application to libraries of the general theory of administration. I, S\*; 1 unit. Professor LANOUR.
407. **CATALOGING AND CLASSIFICATION I.** The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and more complex types of cataloging entry. Problems provide drill in the use of Dewey Decimal and Library of Congress classification schemes and the Library of Congress Subject Headings. I, S\*; 1 unit. Associate Professor EATON.
408. **CATALOGING AND CLASSIFICATION II.** The theory, practice, and application of the principles of cataloging and classification. The cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, incunabula, and other rare items. Includes some discussion of the administrative problems of the cataloging department. II, S\*\*; 1 unit. Prerequisite: Library Science 407. Associate Professor EATON.
410. **TEACHING FUNCTION OF THE LIBRARY.** A study of the implications inherent in the concept of the library as an educational institution. A consideration of this concept as the source of a philosophy of librarianship. Study will be made of outstanding applications in the profession. II, S\*\*; 1 unit. Assistant Professor STONE.
411. **BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each of the major fields of the humanities and the social sciences. I, S\*; 1 unit. Associate Professor PHELPS.
412. **BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice problems in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each subject field. II, S\*\*; 1 unit. Associate Professor PHELPS.
425. **METHODS OF INVESTIGATION.** Survey of library literature, with emphasis on research studies in the library field, elementary statistical methods, and introduction to the principal methods of research applicable to the problems of librarianship. The course has a twofold purpose. It is designed to

---

\* Offered alternate summers. To be given, summer, 1951.

\*\* Offered alternate summers. To be given, summer, 1952.

- prepare consumers of research literature, not producers of research, and is designed to aid students in the preparation of the master's paper. I; 1 unit. Assistant Professor LOHRER.
426. DEVELOPMENT OF THE LIBRARY CATALOG. The history and philosophy of classification schemes and cataloging codes, and a comparative study of present-day cataloging practices. II, S\*\*; 1 unit. Prerequisite: Library Science 407, 408, or consent of instructor. Associate Professor EATON.
427. RESOURCES OF AMERICAN LIBRARIES. The aims of this course are to acquaint the student with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; inter-institutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I; 1 unit. Professor DOWNS.
428. THE PHYSICAL PROBLEMS OF LIBRARIES. Consideration of the principles and problems of the construction, remodeling, and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S\*\*\*; 1 unit. Associate Professor GOLDHOR.
429. GOVERNMENT PUBLICATIONS. The nature and scope of American and British government publications; the problems of their organization because of form, production, and distribution. I; 1 unit. Associate Professor PHELPS.
430. ADVANCED REFERENCE SERVICE. Designed to enable the student to utilize the varied resources of a large research library; methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*\*; 1 unit. Prerequisite: Library Science 429. Associate Professor PHELPS.
432. HISTORY OF BOOKS AND PRINTING. The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the history of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, S\*\*; 1 unit. Associate Professor HOUCHENS.
433. BIOLOGICAL LITERATURE AND REFERENCE WORK. An introduction to the use of the indexes and abstract journals in the biological sciences and related fields. Use of general library aids, preparation of scientific manuscripts, and history of scientific societies are also considered. I, II; ¼ unit. Prerequisite: Consent of instructor. Associate Professor BAMBER.
434. LARGER UNITS OF LIBRARY ORGANIZATION. Study of library cooperation, library contracts, county and regional libraries, and other devices for the provision of school and public library service by units serving more than a local area. Emphasis is on the legal and administrative aspects in the

---

\*\* Offered alternate summers. To be given, summer, 1952.

\*\*\* To be given, summer, 1951.

- large and not on the details of operational procedures. II, S\*\*\*; 1 unit. Associate Professor GOLDHOR.
439. **MEDICAL LITERATURE AND REFERENCE WORK.**\*\*\*\* Detailed study of the basic and most useful reference and bibliographic aids in the medical sciences and related fields. Drill and practice problems in the use of specific titles will be given. I; 1 unit. Assistant Professor TROXEL.
451. **PROBLEMS IN REFERENCE SERVICE.** Designed to examine the assumptions on which the interpretation of library resources is based, to consider the objectives of such a service and the policies which will lead to their attainment. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor PHELPS.
452. **EDUCATION FOR LIBRARIANSHIP.** A study of the development of library education in this country and abroad. Not a course in teaching methods but designed to provide an understanding of the philosophical foundations of the several training agencies through an analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANOUR.
453. **PROBLEMS IN CATALOGING AND CLASSIFICATION.** An analysis of the major technical and organizational problems of cataloging and classification, accompanied by a critical survey of the studies made in this area. I; 1 unit. Prerequisite: Courses comparable to Library Science 407 and 408 or consent of instructor. Associate Professor EATON.
454. **COLLEGE AND UNIVERSITY LIBRARY PROBLEMS.** Analysis and investigation of administrative and educational problems in college and university libraries. II, S\*\*\*; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor McANALLY.
455. **STUDIES IN READING.** Critical analysis of the assumptions and problems of the reading process of young people and adults with reference to its application to library work. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor STONE.
456. **PUBLIC LIBRARY PROBLEMS.** Critical analysis of the major problem areas in the administration and organization of public libraries. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor GOLDHOR.
457. **LIBRARIANSHIP AND SOCIETY.** The emphasis of this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I, S\*\*\*; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor EATON.
458. **SCHOOL LIBRARY PROBLEMS.** A critical analysis of the current practices and major problems confronting the school library field. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor HOSTETTER.

---

\*\*\* To be given, summer, 1951.

\*\*\*\* An intensive three-week course offered only in Chicago at the University of Illinois College of Medicine. Write to the Library School for further information.

459. **PRINCIPLES OF RESEARCH METHODS.** This course is designed for the producer of research and is required of all doctoral candidates. It is concerned with the use of the hypothesis, the design of experiments, the nature of proof, and the use of statistical methods. Knowledge of the principles of statistics is a prerequisite for admission to this course. I, S\*\*\*; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor GOLDHOR.
- 491, 492. **THESIS.** Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors DOWNS and LANCOUR, Associate Professors DUNLAP, EATON, GOLDHOR, and PHELPS.

**SUBJECT BIBLIOGRAPHY COURSES OFFERED IN COOPERATION WITH OTHER DIVISIONS OF THE UNIVERSITY**

- Chemistry 492. **CHEMICAL LITERATURE AND REFERENCE WORK.** Detailed study of the basic literature of chemistry with practice problems in its use. I; ¼ unit. Prerequisite: Consent of instructor. Assistant Professor BARTOW.
- Law 353. **USE OF LAW BOOKS.** Method of legal bibliography. II; 1 hour or ¼ unit. Prerequisite: Consent of instructor. Professor WEISIGER.
- Library Science 306. **MAPS AND CARTOBIBLIOGRAPHICAL AIDS.** See page 28 for course description.
- Library Science 433. **BIOLOGICAL LITERATURE AND REFERENCE WORK.** See page 30 for course description.
- Library Science 439. **MEDICAL LITERATURE AND REFERENCE WORK.** See page 31 for course description.
- Music 338. **MUSIC BIBLIOGRAPHY AND REFERENCE.** Detailed study of the basic and most useful reference and bibliographic aids. Practice problems in the use of specific titles and in how to find materials in the library will be given. Music, books about music, and recordings of music are included in the course. II, S\*\*, 3 hours or ½ unit. Prerequisite: For students in the School of Music, senior standing or consent of instructor; for non-music school students, senior standing with at least one year each of music history and music theory at the college level, or equivalent. Assistant Professor ALLEN.

---

\*\* Offered alternate summers. To be given, summer, 1952.

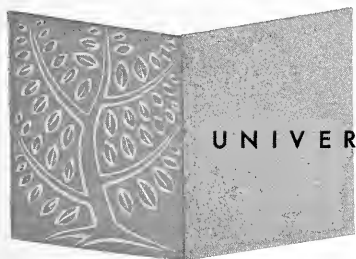
\*\*\* To be given, summer, 1951.







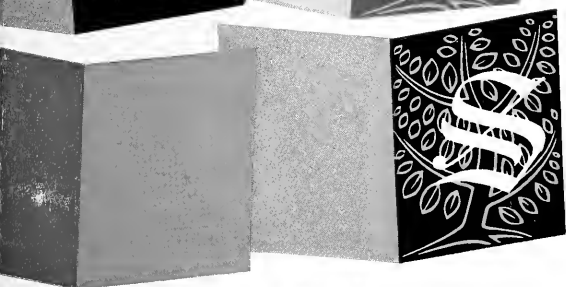
C4961  
1952/53  
opp 2



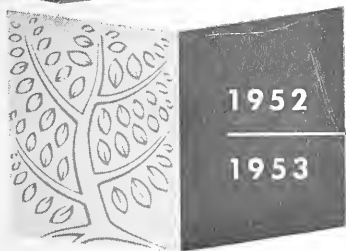
UNIVERSITY OF ILLINOIS BULLETIN



*L*ibrary



*S*chool



1952

1953

# Board of Trustees

## MEMBERS EX OFFICIO

Adlai E. Stevenson, Governor  
of Illinois.....Springfield  
Vernon L. Nickell, Superintendent  
of Public Instruction.....Springfield

## ELECTED MEMBERS

Term 1947-1953

John R. Fornof.....Streator  
Mrs. Doris S. Holt.....Flora  
Park Livingston.....Chicago

Term 1949-1955

Wirt Herrick.....Clinton  
Robert Z. Hickman.....Danville  
Mrs. Frances Best Watkins.....Chicago

Term 1951-1957

Harold E. Grange.....Chicago  
Wayne A. Johnston.....Chicago  
Herbert B. Megran.....Harvard

## OFFICERS OF THE BOARD

Park Livingston, President.....Chicago  
Anthony J. Janata, Secretary.....Urbana  
Clarence W. Weldon, Treasurer....Chicago  
Lloyd Morey, Comptroller.....Urbana

## OFFICERS OF ADMINISTRATION

George Dinsmore Stoddard, Ph.D., Litt.D.,  
L.H.D., LL.D., *President of the University*  
Coleman Roberts Griffith, Ph.D., LL.D.,  
*Provost*  
Frederick Theodore Wall, Ph.D., *Acting Dean*  
*of the Graduate College*  
Wilbur Schramm, Ph.D., Litt.D., *Dean of the*  
*Division of Communications*  
Fred Harold Turner, Ph.D., *Dean of Students*  
George Philip Tuttle, B.S., *Director of*  
*Admissions and Records*

UNIVERSITY OF ILLINOIS BULLETIN

Volume 49

April, 1952

Number 62

Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 358 Administration Building, Urbana, Illinois.

I 29 c  
1952/5  
cop. R

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below.

*of Contents*

<b>Graduate</b>	<b>Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.</b>	2
<b>Faculty</b>	UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN	4
<b>The Program</b>		10
Prof		10
<b>The Library</b>		13
Curr		13
Equip		14
I		14
C		15
I		15
Feat		16
F		16
L		16
L		17
P		17
B		17
P		17
E		18
Fees		18
Fello		19
Place		20
Recre		20
Alum		21
<b>Undergraduate</b>		21
Libra		21
of		21
Libra		23
of	L161—O-1096	23
<b>Curriculum for the Degree of Master of Science</b>		24
Admission Requirements		24
Requirements for the Master's Degree		25
<b>Curriculum for the Degree of Doctor of Philosophy</b>		27
Admission Requirements		27
Requirements for the Doctor's Degree		27
<b>Courses of Instruction</b>		31

DEC 23 1972  
FEB 11 1979

THE LIBRARY OF THE  
NOV 13 1952  
UNIVERSITY OF ILLINOIS

# Graduate Calendar

## 1952 — Summer Session

- June 13, Fri.-June 14, Sat. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by May 15.)
- June 16, Monday. . . . . Instruction begins.
- June 28, Saturday noon. . . . . Latest date to apply for French examination.
- July 4, Friday. . . . . Independence Day. No classes.
- July 7, Monday. . . . . Latest date to apply for German examination.
- July 11, Friday evening. . . . . French examination.
- July 18, Friday evening. . . . . German examination.
- July 19, Saturday. . . . . Latest date for dropping a course.
- Aug. 8, Fri.-Aug. 9, Sat. . . . . Summer session examinations.
- August 9, Saturday noon. . . . . No names will be added to the August graduation list after this date.
- August 9, Saturday noon. . . . . Latest date for candidates for the master's degree in August to deposit theses.
- September 20, Saturday noon. . . . . Latest date for candidates for Ph.D. degree in October to deposit theses.
- October 4, Saturday noon. . . . . Latest date to file application for the master's degree in October.
- October 4, Saturday noon. . . . . Latest date for candidates for the master's degree in October to deposit theses.
- October 4, Saturday noon. . . . . Latest date for finals for Ph.D. degree in October.

## 1952 — First Semester

- Sept. 17, Wed.-Sept. 20, Sat. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by August 15.)
- September 20, Saturday. . . . . Latest date for registration of former students without payment of late registration fee.
- September 22, Monday. . . . . Instruction begins.
- October 4, Saturday noon. . . . . Latest date to apply for French examination on October 17.
- October 11, Saturday noon. . . . . Latest date to apply for German examination on October 24.
- October 13, Monday. . . . . Latest date for changing program cards without fee.
- October 17, Friday evening. . . . . French examination.
- October 24, Friday evening. . . . . German examination.
- November 1, Saturday noon. . . . . Latest date for preliminary examination for Ph.D. degree (for full residence).
- November 3, Monday. . . . . Latest date for adding a course to program.
- November 3, Monday. . . . . Latest date for candidates for professional engineering degrees to file statements of professional study and experience.
- November 22, Saturday noon. . . . . Latest date to apply for French or German examination on December 5.
- November 26, Wednesday, 1 p.m. . . . . Thanksgiving vacation begins.
- December 1, Monday, 1 p.m. . . . . Thanksgiving vacation ends.
- December 3, Wednesday. . . . . Illinois Day (State admitted to the Union, 1818).
- December 5, Friday evening. . . . . French examination and German examination.
- December 15, Monday. . . . . Latest date for dropping a course.
- December 20, Saturday noon. . . . . Christmas vacation begins.
- December 31, Wednesday. . . . . Latest date for candidates for professional engineering degrees to submit outlines of theses.

## 1953

- January 5, Monday, 1 p.m. . . . . Christmas vacation ends.
- January 17, Saturday noon. . . . . Latest date for candidates for Ph.D. degree in February to submit theses to Graduate College for approval of format.
- Jan. 23, Fri.-Jan. 31, Sat. . . . . Semester examinations.

- January 24, Saturday noon . . . . . No names will be added to the February graduation list after this date.
- January 24, Saturday noon . . . . . Latest date for candidates for the master's degree in February to deposit theses.
- January 31, Saturday noon . . . . . Latest date for finals for Ph.D. degree in February.
- February 7, Saturday noon . . . . . Latest date for candidates for Ph.D. degree in February to deposit theses and abstracts.
- February 15, Sunday . . . . . Commencement exercises.

### 1953 — Second Semester

- Feb. 9, Mon.-Feb. 11, Wed. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by January 15.)
- February 11, Wednesday . . . . . Latest date for registration of former students without payment of late registration fee.
- February 12, Thursday . . . . . Instruction begins.
- February 16, Monday . . . . . Latest date for applications for fellowships for 1953-1954.
- February 21, Saturday noon . . . . . Latest date to apply for French examination on March 6.
- February 28, Saturday noon . . . . . Latest date to apply for German examination on March 13.
- March 2, Monday . . . . . University Day (University opened, 1868).
- March 6, Friday evening . . . . . French examination.
- March 9, Monday . . . . . Latest date for changing program cards without fee.
- March 13, Friday evening . . . . . German examination.
- March 23, Monday . . . . . Latest date for adding a course to program.
- March 23, Monday . . . . . Latest date for preliminary examination for Ph.D. degree (for full residence).
- April 2, Thursday, 1 p.m. . . . . Easter vacation begins.
- April 8, Wednesday, 1 p.m. . . . . Easter vacation ends.
- April 18, Saturday noon . . . . . Latest date to apply for French examination on May 1.
- April 20, Monday . . . . . Latest date for dropping a course.
- April 25, Saturday noon . . . . . Latest date to apply for German examination on May 8.
- May 1, Friday . . . . . Latest date for candidates for professional engineering degrees to deposit theses.
- May 1, Friday . . . . . Honors Day. Classes dismissed at noon.
- May 1, Friday evening . . . . . French examination.
- May 8, Friday evening . . . . . German examination.
- May 23, Saturday noon . . . . . Latest date for candidates for Ph.D. degree in June to submit theses to Graduate College for approval of format.
- May 30, Saturday . . . . . Memorial Day. No classes.
- June 1, Monday . . . . . No names will be added to the June graduation list after this date.
- June 1, Monday . . . . . Latest date for candidates for master's degree in June to deposit theses.
- June 4, Thurs.-June 12, Fri. . . . . Semester examinations.
- June 6, Saturday noon . . . . . Latest date for finals for Ph.D. degree in June.
- June 13, Saturday noon . . . . . Latest date for candidates for Ph.D. degree in June to deposit theses and abstracts.
- June 21, Sunday . . . . . Commencement exercises.

### Notes

- Examination in one foreign language must be passed before residence on second year may be counted.
- Two copies of thesis are required of candidates for master's and doctor's degrees. Candidates for master's degrees announce thesis subjects at beginning of second half-year of work, or after completion of four units, or at beginning of third summer session.
- Candidates for Ph.D. degree announce thesis subjects within six weeks after beginning of third year of residence.
- Candidates for Ph.D. degree submit theses for approval of format two weeks before date of final examination.

# Faculty of the Library School

Robert Bingham Downs, Professor of Library Science, Director of the Library School, and Director of the Library

A.B., University of North Carolina; B.S., M.S., Columbia University School of Library Service; Litt.D., Colby College; LL.D., University of North Carolina.

Assistant, Library, University of North Carolina, 1922-26; Assistant, New York Public Library, 1927-29; Librarian and Assistant Professor of Bibliography, Colby College, 1929-31; Assistant Librarian and Associate Professor of Library Science, 1931-32, Librarian and Professor of Library Science, 1932-38, University of North Carolina; Director of Libraries, New York University, 1938-43; Associate, Columbia University School of Library Service, 1942-43; Professor of Library Science, Director of the Library School, and Director of the Library, University of Illinois, 1943—.

Harold Lancour, Professor of Library Science and Associate Director of the Library School

A.B., University of Washington; B.S., M.S., Columbia University School of Library Service; Ed.D., Columbia University Teachers College; Graduate Work, Institut Universitaire de Hautes Études Internationales, Geneva, Switzerland; Sorbonne, Paris, France.

Editor, Colony Publishing Company, Seattle, Washington, 1930-31; Manager, Windjammer Book Shop, Seattle, Washington, 1932-35; Reference Assistant, New York Public Library, 1935-37; Museum Librarian, 1937-40, Librarian and Assistant Professor of Bibliography, 1940-45, Librarian and Associate Professor of Bibliography, 1945-46, Librarian and Professor of Bibliography, 1946-47, Cooper Union; Instructor, United States Army Library School, Paris, 1944-45; Fulbright Research Scholar to England, 1950-51; Professor of Library Science and Associate Director of the Library School, University of Illinois, 1947—.

Rose Bernice Phelps, Associate Professor of Library Science

A.B., University of Michigan; B.S., M.S., Columbia University School of Library Service; Ph.D., University of Chicago Graduate Library School.

Reference Assistant, Library, University of Texas, 1923-24; Reference Librarian, Michigan State College, East Lansing, Michigan, 1924-27; Instructor, University of Illinois Library School, 1928-29; Supervisor, Branch Reference Service, Queens Borough Public Library, New York, New York, 1930-31; Associate, University of Illinois Library School, 1930-39; Assistant Professor, 1939-49; Associate Professor, 1949—; Instructor, Columbia University School of Library Service, Summers, 1930, 1938.



### Thelma Eaton, Associate Professor of Library Science

B.S. in Ed., A.B., Northwest Missouri State Teachers College; A.M. in L.S., University of Michigan; Ph.D., University of Chicago Graduate Library School.

Librarian, Lincoln Senior High School, Lincoln, Nebraska, 1924-30; Librarian, Cranbrook School for Boys, Bloomfield Hills, Michigan, 1931-33; Librarian, Milne School, Instructor, Department of Librarianship, and Supervisor of Library Training, New York State College for Teachers, Albany, New York, 1933-42; Historical Writer, United States Army, 1942-46; Assistant Chief, Bibliography Section, Office of Technical Services, United States Department of Commerce, 1946-47; Instructor, University of North Carolina Library School, 1947; Instructor, Library School, Pennsylvania State College, Summer, 1948; Professor and Head of Department of Library Science, Mississippi State College for Women, Columbus, Mississippi, 1948-49; Instructor, School of Library Training and Service, Florida State University, Summer, 1949; Associate Professor, University of Illinois Library School, 1949—.

### Frances Briggs Jenkins, Associate Professor of Library Science

B.S., Ph.D., University of Illinois; M.S., Tulane University; B.L.S., University of California; Graduate Work, Columbia University School of Library Service.

Assistant, Department of Biochemistry, College of Medicine, Tulane University, 1926-28; Assistant Biochemist, Agricultural Experiment Station, University of Tennessee, 1928-29; Instructor, Department of Biochemistry, College of Medicine, University of Illinois, 1929-41; Immunologist, Haskell Laboratory of Industrial Toxicology, E. I. duPont Co., 1936 (on leave from University of Illinois); Supervisor, Correction Section, Communications Office, Eleventh Naval District Headquarters, San Diego, California, 1941-43; Lieutenant, U.S.N.R., Operations Office, Eleventh Naval District Headquarters, San Diego, California, 1944-46; Head, Science Reference Service, University of California Library, Berkeley, 1947-49; Acting Head of Branch Libraries, University of California Library, Berkeley, 1949-51; Associate Professor, University of Illinois Library School, 1951—.

### Marie Miller Hostetter, Assistant Professor of Library Science

A.B., University of Kansas; B.L.S., University of Illinois Library School; A.M., Northwestern University.

Chemistry Librarian, University of Kansas, 1915-18; Children's Librarian, Free Public Library, Lawrence, Kansas, 1918-19; Classifier, Library, University of Kansas, 1920-23; Assistant Librarian, Technical High School, Omaha, Nebraska, 1923-26; Associate, University of Illinois Library School, 1926-35; Assistant Professor, 1935—; Organized The Tower Library, Lakeside Press, Chicago, Illinois, Summer, 1931.

### Mary Alice Lohrer, Assistant Professor of Library Science

Ph.B., University of Chicago; B.S. in L.S., University of Illinois Library School; A.M., University of Chicago Graduate Library School.

Assistant Librarian, Oak Park Township High School, Oak Park, Illinois,

1928-38; Librarian, Hinsdale Township High School, Hinsdale, Illinois, 1938-41; Instructor, University of Illinois Library School, 1941-45; Assistant Professor, 1945—; Instructor in Library Science, Purdue University, Summers, 1939, 1940, 1941, 1942; Survey of European Libraries, American Library Association, Summer, 1947.

#### C. Walter Stone, Assistant Professor of Library Science

A.B., Columbia University; B.S., Columbia University School of Library Service; M.A., Ed.D., Columbia University Teachers College.

Circulation Assistant, Columbia University Library, 1946; General Assistant, New York Public Library, 1946; Reference Assistant, College of the City of New York, 1947; Librarian and Research Assistant, Institute of Adult Education of Teachers College Library, 1947-49; Research Assistant, New York State Education Department Survey, 1948-49; Assistant, Teachers College, Spring and Summer, 1949, Assistant Professor, University of Illinois Library School, 1949—.

#### Donna Dorothy Finger, Librarian, Library School Library, and Instructor in Library Science

B.S., Northwestern University; A.M., University of Wisconsin; B.S., Columbia University School of Library Service.

Teacher, North High School, Sheboygan, Wisconsin, 1935-43; Assistant, School of Business Library, Columbia University, 1943-44; Assistant, Reference Department, University of Illinois, Summer, 1944; Librarian, Library School Library, University of Illinois, 1944—.

#### Viola Louise James, Instructor in Library Science

A.A., Central College; A.B., Greenville College; B.S. in L.S., University of Illinois Library School.

Teacher, Crossville Community High School, Crossville, Illinois, 1940-44; Librarian, Leyden Community High School, Franklin Park, Illinois, 1945-48; Instructor, University of Illinois Library School, 1948—.

#### Eva Thayer Shively, Assistant in Library Science

A.B., University of Pittsburgh; Carnegie Library School.

Children's Librarian, Public Library, Kansas City, Missouri, 1917-18; Librarian, Bureau of Home Economics, United States Department of Agriculture, Washington, D.C., 1918-22, 1924-28; Librarian, Urbana Free Library, Urbana, Illinois, 1948—; Assistant, University of Illinois Library School, 1948—.

#### Evalyn W. Miles, Assistant in Library Science

B.A., Western Kentucky State College; M.A., George Peabody College Library School.

High School Librarian, Raceland, Kentucky, 1942-44; Elementary and Junior High School Librarian, Oak Ridge, Tennessee, 1944-47; Instructor in Library Science, Western Kentucky State College, 1949; High School Librarian, Louisville, Kentucky, 1947-51; Instructor, School of Library Training and Service, Florida State University, Summers, 1950, 1951; Assistant, University of Illinois Library School, 1951—.

Ann DeWitt Campo, Assistant in Library Science

A.B., University of Illinois.

Assistant to Assistant Export Manager, Bell and Howell, Chicago, 1948-49; Clerical Staff, Acquisitions Department, University of Illinois Library, 1949-50; Assistant, University of Illinois Library School, 1952—.

Rose Vainstein, Research Assistant in Library Science

A.B., Miami University; B.S. in L.S., School of Library Science, Western Reserve University.

Junior Librarian, Cuyahoga County Library, Cleveland, Ohio, 1942-43; Young People's Librarian, Brooklyn Public Library, Brooklyn, New York, 1943-44; Army Library Service in the United States, Hawaii, and Japan, 1944-48; Branch Librarian, Contra Costa County Library, Martinez, California, 1948-50; Research Assistant, University of Illinois Library School, 1952—.

Juliette Bryson, Research Assistant in Library Science

A.B., University of Kentucky.

Branch Assistant, Youngstown Public Library, Youngstown, Ohio, 1943-45; Children's Librarian, Dearborn Public Library, Dearborn, Michigan, 1945-49; Bookmobile Librarian, Dearborn, Michigan, 1949-51; Research Assistant, University of Illinois Library School, 1952—.

Ronald Charles Tollafeld, Research Assistant in Library Science

B.A., Ohio Wesleyan University; B.S. in L.S., School of Library Science, Western Reserve University.

Assistant, Reference and Serials Departments, Case Institute of Technology, Cleveland, Ohio, 1947-49; Chief, Documents and Continuations Division, Library, Southern Illinois University, Carbondale, Illinois, 1949-51; Research Assistant, University of Illinois Library School, 1952—.

## EMERITUS FACULTY

Phineas Lawrence Windsor, Professor of Library Science, Director of the Library School, and Director of the Library, *Emeritus*

Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.

Anne Morris Boyd, Professor of Library Science, *Emerita*

A.B., James Millikin University; B.L.S., University of Illinois Library School.

Frances Simpson, Associate Professor of Library Economy and Assistant Director of the Library School, *Emerita*

B.S., M.S., Northwestern University; B.L.S., University of Illinois Library School.

Ethel Bond, Associate Professor of Library Science, *Emerita*

A.B., University of Illinois; B.L.S., University of Illinois Library School.

## VISITING FACULTY

John W. Carter, Phineas L. Windsor Lecturer, 1951

Managing Director, Charles Scribner's Sons, London, England.

Gordon N. Ray, Phineas L. Windsor Lecturer, 1951

A.B., A.M., Indiana University; A.M., Ph.D., Harvard University; Fellow of the Royal Society of Literature.

Head, Department of English, University of Illinois.

Carl Weber, Phineas L. Windsor Lecturer, 1951

A.B., Johns Hopkins University; B.A., M.A., Litt.D., Franklin and Marshall College.

Roberts Professor of English Literature, Colby College.

John Hall Jacobs, Visiting Lecturer in Library Science (Summer Session, 1952)

B.S., Tennessee State Teachers' College; A.B. in L.S., Emory University Library School.

Librarian, Public Library, New Orleans, Louisiana.

Paul R. Kruse, Visiting Lecturer in Library Science (Summer Session, 1952)

A.B., John Fletcher College; B.S. in L.S., University of Illinois Library School.

Librarian, Rollins College, Winter Park, Florida.

A. Kathryn Oller, Visiting Lecturer in Library Science (Summer Session, 1952)

A.B., Juniata College; B.S. in L.S., Drexel Institute of Technology Library School; M.S., University of Illinois; M.S. in L.S., University of Illinois Library School.

Instructor, School of Library Training and Service, Florida State University.

Ernest J. Reece, Visiting Professor of Library Science (Second Semester, 1951-1952; Summer Session, 1952)

Ph.B., Western Reserve University; Certificate, Western Reserve University Library School; Graduate Work, Western Reserve University, Oberlin Graduate School of Theology, University of Illinois.

Melvil Dewey Professor of Library Service, *Emeritus*, Columbia University School of Library Service.

Roy Stokes, Visiting Lecturer in Library Science (Summer Session, 1952)

Diplomate and Fellow of the Library Association of Great Britain.

Head, School of Librarianship, Loughborough College, Loughborough, England.

MABLE L. CONAT, Visiting Lecturer in Library Science (Summer Session, 1952)

A.B., University of Michigan; B.L.S., University of Illinois Library School.  
Director of Reference Services, *Retired*, Detroit Public Library.

### **COLLABORATING MEMBERS OF THE UNIVERSITY LIBRARY STAFF**

Joseph Allen, A.M., Music Librarian and Assistant Professor of Music  
Lyle Edward Bamber, M.S., Natural History Librarian and Associate  
Professor of Library Science

Leslie Whittaker Dunlap, Ph.D., Associate Director for Public Service  
Departments, Library, and Professor of Library Science

Arnold Herman Trotier, A.M., Associate Director for Technical Depart-  
ments, Library, and Professor of Library Science

Wilma Allene Troxel, A.M., Librarian of the Quine Library of Medical  
Sciences and Assistant Professor of Library Science

Bill Milton Woods, A.B., B.S., Map Librarian, with rank of Assistant

### **COOPERATING FACULTY**

Virginia Bartow, Ph.D., Assistant Professor of Chemistry

Harris Francis Fletcher, Ph.D., Professor of English

George Bates Weisiger, J.D., Professor of Law

### **ADMINISTRATIVE PERSONNEL**

Helen Knights, Secretary of the Library School

# The Profession of Librarianship

Librarianship is an old and honored profession. Libraries have existed from ancient times. Through the centuries and through the years they have steadily grown in size and in number. Accompanying this growth has been an increasing need for specially trained and motivated individuals to operate these libraries. In recent years with the acceptance of popular democratic education, with the rapid increase of man's knowledge of himself and his physical world, and with the tremendous increase in recorded knowledge in all forms, there has followed a remarkable expansion of the collections and services of libraries and the responsibilities of librarians. All of this can be seen in the recent establishment of important libraries in most of the great business and industrial concerns of this country, in the strengthened and central part of the school library in the work of elementary and secondary schools, in the greatly enlarged advisory and informational services rendered by public libraries, and by the strengthening of research and study collections in our colleges and universities.

These libraries and the form of services rendered by them call for men and women of attractive personality and high intellectual attainment who have undergone an extended period of rigorous academic and professional training. A marked characteristic of librarians is their devotion to the high ideals of a profession that is dedicated to the enrichment of human life and which finds its rewards in service to others.

Librarianship brings many satisfactions. The work carried on by librarians is by nature interesting, of infinite variety, and intellectually stimulating. Each day brings new human situations, new professional problems, and new intellectual materials. All of these call for alertness, adaptability, and frequent exercise of imaginative ingenuity.

## PROFESSIONAL OPPORTUNITIES

Identified by function, there are two kinds of library work for which students may prepare themselves. They are by no means mutually exclusive and in only the very largest libraries can there be a complete separation of the two kinds of activities.

The first of these is *reader services*. Under this classification are grouped all those duties which bring the librarian into close relationship with the users of the library. It includes reference service, reading guidance and advisory service, and duties associated with the circulation of

materials to readers. Such positions call for personnel who enjoy working directly with people, who have a natural capacity for teaching, who have a wide knowledge of books, and who enjoy bibliographical research.

The other is known as *technical services*. These have to do with the selection and acquisition of the materials added to a library, the organization, arrangement, and indexing of those materials so that they can be easily found and used, and all the other details of daily library operation and maintenance.

Both of these broad classifications of duties are carried on in four main types of library institutions:

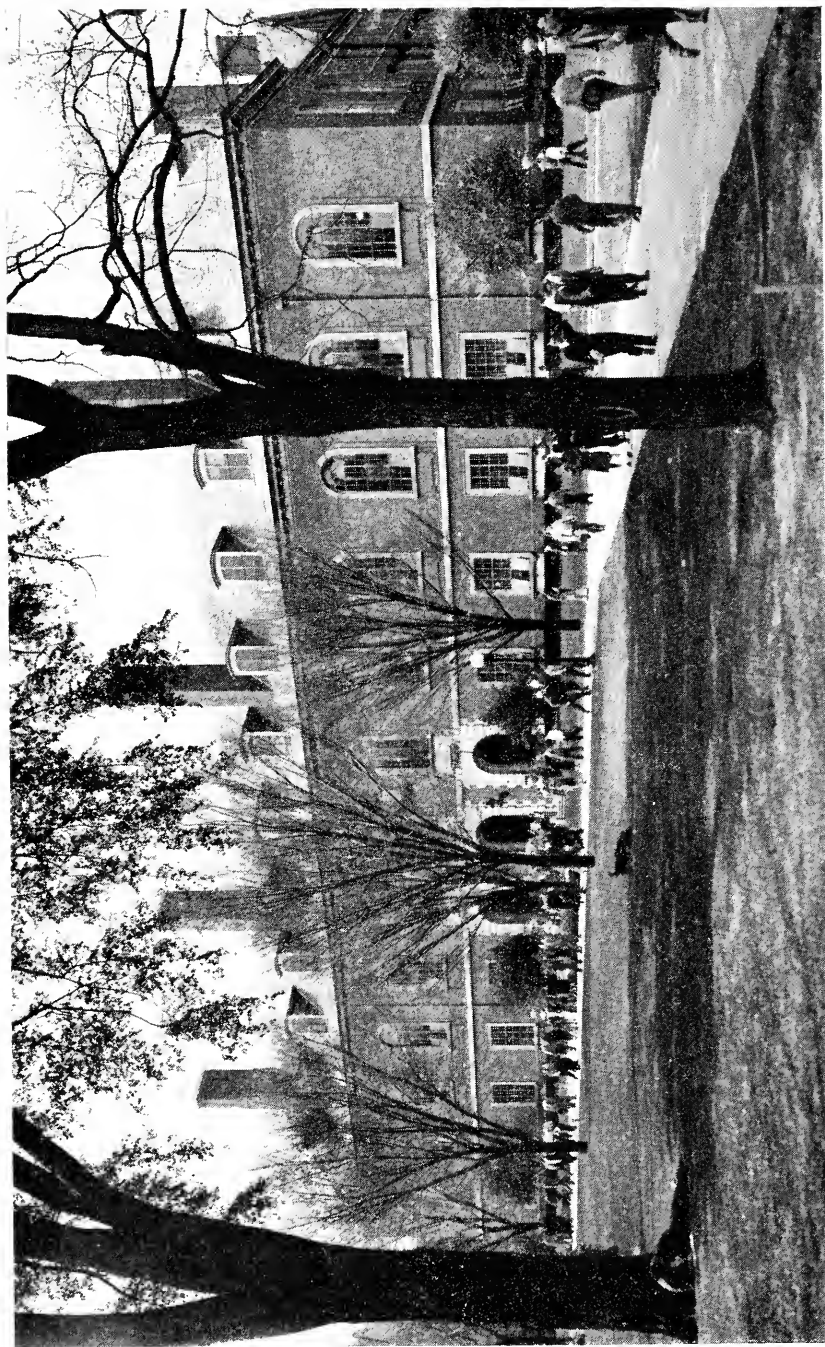
(1) *Public Libraries*. Generally, public libraries refer to all those which circulate books for home use free of charge to anyone wishing to avail himself of the library services. Many other activities besides the circulation of books are carried on by public libraries as reference service, reading guidance, sponsorship of discussion groups and film forums, and other educational services. Public libraries are usually but not always supported from public funds. Public libraries may be organized in a community such as a town or city but are frequently organized on a larger basis such as the county library or a regional library. In such cases very often the library may be a traveling one, and the resources of the library are brought to its readers in a bookmobile.

(2) *Special Libraries*. Under this wide heading are grouped the libraries connected with commercial and industrial establishments, hospitals, museums, and many governmental agencies. They are usually relatively small in size, are restricted to one or at most only a few subjects, and their services are provided for a limited group of readers.

(3) *School Libraries*. These are the libraries connected with elementary and secondary schools of our public educational system. Such libraries are rapidly growing in number and importance, and in recent years state and regional standards for these libraries have steadily risen.

(4) *College, University, and Research Libraries*. These include the libraries connected with colleges and universities containing the study and research materials for the students and faculties of those institutions. They also include the large general research libraries such as the New York Public Library and the Library of Congress.

Preparation for both types of service in all four different categories of libraries may be secured at the University of Illinois Library School. All such preparation rests on a foundation of basic courses which are necessary for any kind of library work. Provision for specialization is made possible through the selection of advanced courses and through alternative projects available in most of the courses.



The University of Illinois Library.



# *The Library School*

The Library School of the University of Illinois is an outgrowth of the first library school in the Middle West. Founded at Armour Institute in Chicago in 1893 by Katharine L. Sharp, the school was moved in 1897 to the University of Illinois. In point of continuous university affiliation, the Library School has the longest history of any in the country. Among the alumni are more than three thousand librarians active in many different types of library service in all parts of the United States and in many foreign countries.

The University of Illinois Library School is fully accredited by the American Library Association.

## **CURRICULA**

The purpose of the Library School is to prepare young men and women for careers as professional librarians in the fields of service and types of libraries described on page 10. Programs of study are on the graduate level and lead to the Master of Science and the Doctor of Philosophy degrees in library science.

Admission to the Library School is open only to those who possess a bachelor's degree from an approved institution. It is also required that the student should have included in his undergraduate work a minimum of twelve hours of basic preparatory courses in library science. At the University of Illinois these are offered through the College of Liberal Arts and Sciences and the College of Education. In each of these departments of the University, library science may be offered as a minor toward the bachelor's degree.

Students holding bachelor's degrees from any accredited institution but without previous course work in library science are eligible for admission to the master's program upon completion of a portion of the pre-graduate professional core. Normally, this may be accomplished in any regular summer session.

Students holding bachelor's degrees from any accredited five-year library school may be admitted directly to the master's program without further course work.

Experienced librarians of marked professional capacity and promise may pursue a program of advanced study and research leading to the degree of Doctor of Philosophy. The normal minimum period of study is the equivalent of two years beyond the master's degree.



A view of the Library School Library.

## **EQUIPMENT AND FACILITIES**

Classrooms, faculty and administrative offices, study rooms, and the library of the School are on the third floor of the main building of the University of Illinois Library.

### **LIBRARY SCHOOL LIBRARY**

The special library of the School contains a collection of more than 18,000 bound volumes, 25,000 cataloged library reports, more than a hundred microfilms of library science studies and theses, and a vertical file collection of approximately thirty-five drawers containing special uncataloged materials. All known library periodicals and serials are received as well as a comprehensive collection of the important journals in the related fields of printing and publishing, book reviewing, communications, education, and visual aids. The extensive collection of library reports from libraries in the United States and foreign countries and the large collection of volumes on librarianship valuable for historical studies have been assembled over many years and provide a basis for research in all phases of library science.

The library also includes a special School Collection of approximately 3,000 volumes for children and young people used in the courses on children's literature. Children's interests from the pre-school age through adolescence are represented, especially in such fields as picture books, nursery tales, folk literature, and biography.

Supplementing the printed materials are carefully selected audio-visual teaching collections which include slides, slidefilms, 16 mm. films, recordings, maps, and flat pictures.

#### **OTHER LIBRARY FACILITIES**

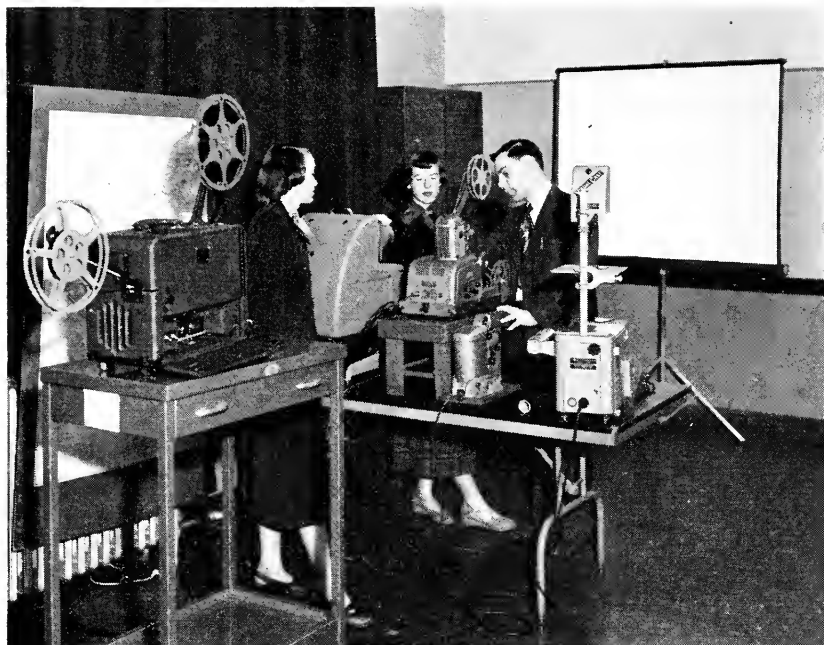
The University Library has more than two million volumes in the main and departmental libraries on the Urbana-Champaign campus, 89,000 volumes on the campus of the Chicago Professional Colleges, and 29,000 volumes in the Undergraduate Division at Chicago. In the main building there are special rooms for Classics; English; Commerce, Sociology, and Social Work; Education, Philosophy, and Psychology; History and Political Science; Library Science; Maps; Germanic and Romance Languages; Physical Education; Newspapers; Rare Books; and an Undergraduate Library.

The departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: Agriculture, Architecture, Astronomy, Ceramics, Chemistry, Engineering, Journalism, Labor and Industrial Relations, Landscape Architecture, Law, Mathematics, Music, Natural History (Biological Sciences), Physics, and Veterinary Medicine. Two browsing rooms, one in the main library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

#### **DEMONSTRATION LABORATORY**

The audio-visual service and training facilities of the Library School are centered in a Demonstration Laboratory. A suite of four specially constructed rooms provides space for storage of a model collection of teaching aids including carefully selected examples of modern library equipment, photographs and models of library buildings, and a varied selection of motion picture, filmstrip and slide projectors, disk and tape recorders, etc. The space allows for simultaneous preparation of exhibits and displays, projection and recording, informal demonstrations and class meetings.

Primary responsibilities of the Laboratory include service to the Library School faculty and student body in selection, preparation, and presentation of audio-visual materials, formal and informal A-V instruction, supervision of film and radio research projects, maintaining a schedule of corridor exhibits and bulletin board displays, and production of specialized teaching materials. Working in close cooperation with the Library School Library, the Laboratory utilizes the resources of the general library system, the extensive film collection of the Visual Aids Service of the University's Extension Division, the University's radio station, W I L L, and the Photographic Laboratory.



Audio-visual equipment is studied and used.

The Demonstration Laboratory sponsors a number of special activities. Some of these are the development of a collection of archival recordings; the preparation of a union list of non-theatrical films in Illinois; a semi-monthly series of film preview meetings at which outstanding 16 mm. educational motion pictures are screened and discussed; and Film Forum, monthly meetings open to the University community at large and devoted to serious study of the film as a vehicle of art and communication.

## **FEATURES OF THE LIBRARY SCHOOL PROGRAM**

### **FIELD WORK**

Realistic experience under actual operating library conditions is provided students by means of the Field Work Program. This program consists of regularly scheduled practice work in the University Library, University High School Library, Urbana Free Library, and Urbana High School Library.

### **LIBRARY SCHOOL COLLOQUIUM**

Throughout the year in the weekly Colloquium, Library School students become acquainted with and participate in discussions led by

outstanding personalities in the library profession and the book world. Among those who have been at the school in the recent past are: Dr. Herbert Goldhor, Librarian, Evansville, Indiana, Public Library; Mr. Clarence Graham, Librarian, Louisville, Kentucky, Public Library; Miss Helen Minaker, Civilian Personnel Division, Overseas Affairs Branch, U. S. Army; Mrs. Gretchen Knief Schenk, Acting Executive Secretary, Public Library Division, American Library Association; Miss Monica Powell, Assistant Secretary, U. S. Education Commission in the United Kingdom; Mr. Matthew C. Pottinger, Director, Scottish Central Library, Dunfermline, Scotland; Miss Elsie Bergland, Librarian, Circulation and Reference Departments, Quine Library of Medical Sciences, University of Illinois College of Medicine; Mr. Ralph Esterquest, Director, Midwest Inter-Library Center.

#### **LABORATORY LIBRARY PROJECT**

An unusual feature of the Library School program is the Laboratory Library, operated by the School in cooperation with the Board of Directors of the Urbana Free Library. Using the facilities of that Library graduate students and faculty members are conducting a long-range program of research and experimentation especially related to public library problems.

#### **PHINEAS L. WINDSOR LECTURESHIP IN LIBRARIANSHIP**

The Windsor Lectures Fund has been created by the Library School Alumni Association from money contributed by more than two thousand of the School's graduates. The Lectureship provides for a series of three lectures to be delivered each spring, and for their publication in book form. The Lectures are named in honor of Phineas L. Windsor, Director *Emeritus* of the Library School, whose retirement in 1940 closed a period of 31 years' service to library education.

#### **BETA PHI MU**

Alpha chapter of Beta Phi Mu, the library science scholastic honorary, is located at the University of Illinois. More than 350 graduates of the Library School have won the Beta Phi Mu key for their scholastic excellence and professional promise. Students who maintain a grade average of 4.6 or better are eligible for election.

#### **PUBLICATIONS**

*Illinois Contributions to Librarianship.* A series of volumes treating in detail some area of library science.

*Windsor Lectures.* The appearance in book form of the annual Phineas L. Windsor Lectures in Librarianship.



A class studies science periodicals.

*Library Trends.* A quarterly journal in library science. Each issue is concerned with a particular subject or area of librarianship.

*Occasional Papers.* A processed pamphlet series appearing irregularly on all phases of librarianship, consisting of manuscripts which are too long or too detailed for publication in a library periodical, or are of specialized or temporary interest.

#### **EXTENSION COURSES**

Through the Extension Division of the University, the Library School offers a selection of its courses in various cities throughout Illinois. These are limited at present to the undergraduate level, and are for teacher-librarians, school librarians, and for others seeking to complete the undergraduate requirements before admission to the graduate course leading to the Master of Science degree.

For information concerning the extension offerings of the Library School, write to the Associate Director of the Library School.

#### **FEES AND EXPENSES**

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. (For a com-

plete statement of fees, including regulations concerning late registration, change of program cards, deferment of fees, exemptions, etc., see the Undergraduate Study or Graduate College bulletins of the University.)

Tuition: Residents of Illinois.....	\$ 40
Nonresidents of Illinois.....	150
Laboratory, library, and supply fee.....	8
Hospital and medical service fee.....	5
Illini Union service charge.....	7

Personal living expenses of students may vary a great deal, but allowance should be made for at least the following amount for the academic year: books and equipment, \$60; room rent, \$240; and board, \$500. Altogether, an average of \$1,200 should be budgeted to cover University fees and personal expenses for two semesters of study in the Library School.

### FELLOWSHIPS, ASSISTANTSHIPS, AND OTHER FINANCIAL AID

*Katharine L. Sharp Fellowship.* Endowed in 1933 by the Illinois Library School Association as a memorial to the founder of the School, the Katharine L. Sharp Fellowship is awarded bi-annually on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition. The fellowship is awarded only to students who are working for the graduate degrees.

*Graduate College Fellowships.* The Board of Trustees of the University has established a number of fellowships which are open to candidates for the M.S. degree who are not over thirty years of age when the appointment is to be made. These fellowships carry stipends of \$700 and exemption from the payment of the usual tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships which carry stipends of \$850, and third-year fellowships carrying stipends of \$1,000, both exempt from tuition fees. A limited number of teaching assistantships are available to candidates for the Ph.D. degree who are preparing for a career in library education. They carry exemption from tuition and a minimum base salary of \$2,400 for the academic year.

*Research and Library Assistantships.* Several assistantships in the University Library and in the Library School are open each year to properly qualified candidates. Graduate students in the Library School who have completed the bachelor's degree with eighteen hours of library science or its equivalent are eligible for part-time academic appointments to the Library staff. Appointments are made for one year and may be renewed once. Half-time appointments require twenty hours of work each week at duties assigned by the University Librarian or the Director of the Library School; three-quarter time appointments require thirty hours. The stipend



The Student Council meets regularly with a faculty adviser.

for a half-time assistantship is \$1,300 a year; for a three-quarter time appointment, \$1,950.

*Loan Funds.* Numerous loan funds are administered by the University for the benefit of students who are in need of financial aid to complete their courses. Emergency loans to students in the Library School are also made from funds maintained by the Library School Alumni Association.

*Student Employment.* In general, students in the Library School should not attempt to carry a full program of courses and to work at the same time. There are, however, a limited number of opportunities in the University Library for employment of Library School students who must earn a part of their expenses.

## **PLACEMENT SERVICE**

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the kind of position best suited to their abilities throughout their entire professional career. The School can not, however, guarantee positions to graduates.

## **RECREATION AND STUDENT WELFARE**

The Illini Union Building, owned and operated by the University, provides a social, cultural, and recreational center for all students in



Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### **ALUMNI ASSOCIATION**

The University of Illinois Library School Alumni Association was organized in 1898 for the advancement of the interests of the Library School and for the promotion of social relations among its members. Reunion dinners and meetings are held each year, usually at conferences of the American Library Association and in connection with state library association meetings. The Alumni Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship. It has also raised money for other purposes. A news letter is published twice each year by the Association.

## **UNDERGRADUATE COURSES IN LIBRARY SCIENCE**

A series of courses at the undergraduate level is offered by the Library School through the College of Liberal Arts and Sciences and through the College of Education. These courses may be taken as a minor in either of these colleges and serve two purposes: (a) to give the student instruction in the fundamental principles and practices of librarianship, providing the basic preparation for his advanced professional studies in the fifth year, and (b) to give prospective school librarians the basic preparation necessary to meet certification requirements for school library work.

### **LIBRARY SCIENCE AS A MINOR IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES**

The purpose of this minor is to give the student: (a) a broad liberal education, (b) a strong subject specialization, and (c) instruction in the fundamental practices of librarianship providing the basic preparation for his advanced professional studies in the Library School. It should also provide him with an understanding of the nature and possibilities of library service and form the basis for his professional development.

Because of the variety of opportunities in library service, the Library School will admit students with many kinds of undergraduate specialization. A good general education such as that represented in the Division



**Individual guidance is the keynote of the Illinois program.**

of General Studies or the general curriculum is a fundamental requirement. Foreign languages, literature, history, the social sciences, and the natural sciences are all important for the prospective librarian. It is especially recommended that the student include in his program of studies at least one course in each of the following subjects: American government, economics, education, psychology, public administration, and sociology.

Because of the wide range of courses open to students in the general curriculum of liberal arts and sciences, it is not feasible to specify the definite sequences of courses to be taken by any student in each of the four years of this curriculum. Under the guidance of advisers, each student is expected to plan his own program within the general requirements of the College of Liberal Arts and Sciences. This general outline indicates the ordinary procedure in fulfilling the requirements for the degree of Bachelor of Arts. or for the optional degree of Bachelor of Science.

The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. In some fields, such as school library service, foreign languages are relatively unimportant. For bibliographical work,

reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of two modern foreign languages, preferably French and German, is essential.

Every student should have a strong major in some academic field during his last two years of undergraduate work. As a general rule courses of a vocational nature should not be included in the program of study. The Associate Director of the Library School will be glad to answer any inquiries from students regarding the type of pre-professional education best suited to their particular needs and interests.

In addition to these general requirements each student in the pre-library curriculum will complete twenty hours of library science as follows:

**Third Year**

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Lib. Sci. 201—Use of Books and Libraries . . . . .	3	Lib. Sci. 204—Organization and Operation of Libraries I. . . . .	3

**Fourth Year**

Lib. Sci. 255—Organization and Operation of Libraries II. . . . .	3	Lib. Sci. 258—Selection of Library Materials . . . . .	3
		Lib. Sci. 308—Audio-Visual Services in Libraries. . . . .	2

To complete the minor requirement of twenty semester hours two courses should be chosen from the following courses in the 300 series on the basis of the student's interest: Lib. Sci. 301, Literature of the Humanities and Social Sciences; Lib. Sci. 302, Literature of Science and Technology; Lib. Sci. 303, Library Materials for Children; and Lib. Sci. 304, Library Materials for Adolescents.

**LIBRARY SCIENCE AS A MINOR IN THE COLLEGE OF EDUCATION**

The Library School offers courses for those advanced undergraduates in the College of Education who wish to qualify as school librarians in small schools. The Library School also offers full professional training leading to a master's degree in library science for students preparing for positions in large schools and for supervisory positions in the school library field.

Students may apply the following undergraduate preparatory courses toward the state library science requirement for librarians in small schools. These courses are prerequisites for admission to the graduate professional program in library science.

FIRST SEMESTER	HOURS	SECOND SEMESTER	HOURS
Lib. Sci. 201—Use of Books and Libraries . . . . .	3	Lib. Sci. 204—Organization and Operation of Libraries I. . . . .	3
Lib. Sci. 255—Organization and Operation of Libraries II. . . . .	3	Lib. Sci. 258—Selection of Library Materials . . . . .	3
Lib. Sci. 303—Library Materials for Children . . . . .	3	Lib. Sci. 304—Library Materials for Adolescents . . . . .	3
		Lib. Sci. 308—Audio-Visual Services in Libraries. . . . .	2
<i>Total</i> . . . . .	9	<i>Total</i> . . . . .	11

Concurrently with these courses, it is recommended that students preparing for school library positions also take the library sections of Education 241, Technic of Teaching in the Secondary School, and Education 242, Educational Practice in Secondary Education, providing practice work in a recognized school library.

## CURRICULUM FOR THE DEGREE OF MASTER OF SCIENCE

### ADMISSION REQUIREMENTS

Students who wish to take graduate work in library science register in the Graduate College, and must meet the following requirements for admission as stated in the Graduate College Bulletin.

Admission to the Graduate College may be granted to graduates of institutions whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois and to applicants from other institutions approved by the Executive Faculty. . . . *Admission to the Graduate College, however, does not imply admission to candidacy for an advanced degree, and gives the student no right or claim to be so admitted. A mere accumulation of "credits" or "grades" is not sufficient.*

Beginning graduate students must have a grade-point average no lower than 3.5 for that portion of undergraduate work representing the last 50 per cent of the hours completed to secure the bachelor's degree, exclusive of required physical education and military training.

The student must also fulfill the following minimum requirements before he will be permitted to register for advanced work in library science:

(1) Successful completion of a professional program in an accredited library school, either graduate or undergraduate, or equivalent training satisfac-

tory to the Library School; or successful completion of the basic core of four preparatory courses, Library Science 201, 204, 255, and 258. These courses are offered by the Library School each summer session of eight weeks. A scholastic average of at least 3.75 (C+) must be made in the courses.

*Note:* All students whose undergraduate professional training was completed at institutions other than the University of Illinois will be given a placement examination in the basic principles and techniques of librarianship. This examination will be given at the beginning of the semester in which the student enters, on the day preceding the first day of registration. The results of this examination will be used solely in determining the student's program of study.

(2) The student's undergraduate course of study should have included a basic introductory course in each of the following subjects: American government, economics, education, psychology, public administration, and sociology. An elementary course in statistics is recommended for all graduate students and will be required of students who wish to enter the doctoral program.

If deficiencies occur, the Library School, after evaluation of the student's undergraduate program, will indicate which courses, if any, must be cleared before admission. It is possible for some deficiencies to be made up after conditional admission to the Graduate College.

The Graduate Record Examination is used in evaluating the applicant's general educational background and is required of all students. This examination preferably should be taken before applying for admission. It may be taken during the first semester after admission to the Graduate College.

(3) A reading knowledge of one modern foreign language. Students specializing in bibliographical work and in college or university library administration must have a reading knowledge of at least two foreign languages. The language requirement may be met either by examination or by the completion of one academic year of study at the college level.

(4) Evidence of ability to pursue graduate work in library science.

It is contrary to the policy of the Library School to admit anyone to the beginning library science program who is more than thirty-five years of age, unless that person is actively engaged in library work or in teaching.

Correspondence regarding admission should be addressed to the Associate Director of the Library School from whom the necessary application blanks can be secured. All applications, transcripts, and other necessary papers should be filed as early as possible, and not later than four weeks before the date of registration. No student should complete his plans for attending the Library School until he has been notified of his admission.

## **REQUIREMENTS FOR THE MASTER'S DEGREE**

At least two semesters in residence, or the equivalent, and the completion of nine units of graduate work are required. Students without



**Student-faculty conferences are traditional at Illinois.**

previous training in library science who enter in either the first or the second semester of the academic year, rather than in the summer session, will need to spend a minimum of three full semesters in residence, or the equivalent, in order to complete the requirements for the degree of Master of Science in Library Science. Four to five units constitute a normal semester program for the master's degree. A student who receives two units of a grade below "B" during his first year of graduate work may not complete the residence requirements in one year by carrying the minimum program of nine units for the master's degree. Three units of a grade below "B" disqualify a student as a candidate for a degree.

No thesis is required, but each student will designate one of his regular course papers as his master's project. The subject of this paper will be determined by the student and approved by the instructor of the course in which it is to be written. The title of the paper is to be filed in the Library School office not later than two weeks after the start of the semester in which the student expects to graduate. Two typewritten copies of this report are to be prepared, one for the instructor of the course and the other to be deposited in the office of the Associate Director of the

Library School not later than two weeks before the date on which the degree is to be conferred.

Each student's program of study will be developed for his particular needs and purpose. Two of the nine units of graduate work required for the degree of Master of Science in Library Science normally should be chosen from the library science courses numbered 301, 302, 303, and 304. At the time of registration each student will be assigned an adviser from the Library School faculty. As the first step in registration, the student, in consultation with his adviser, will decide upon his program for at least the first semester. Governed by the student's previous training, he will be encouraged to take a portion of his course work outside the Library School.

Students preparing for positions in special subject libraries will find a varied series of courses in subject bibliography offered — both in the Library School and in other divisions of the University. Courses in other divisions are listed on page 36.

## **CURRICULUM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY**

### **ADMISSION REQUIREMENTS**

Students desiring to pursue a program of study and research leading to the degree of Doctor of Philosophy must meet the customary admission requirements of the Graduate College. In addition, the student must meet the following requirements of the Library School:

(1) A master's degree in library science from an accredited library school or a bachelor's degree in library science from an accredited library school plus a master's degree in a subject field.

(2) A substantial period of acceptable professional library experience.

### **REQUIREMENTS FOR THE DOCTOR'S DEGREE**

#### **PERIOD OF STUDY**

The normal *minimum* period of study required for securing the degree of Doctor of Philosophy is two years beyond the master's degree, during which the student is required to devote all his working time to studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period, but

for scholarly attainments and power of investigation as proved by a thesis and examinations.

#### **WORK DONE IN OTHER UNIVERSITIES**

Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution in which it was done is of high standing.

#### **METHOD OF COMPUTING RESIDENCE**

Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study of a graduate grade. Second-year and third-year students shall register in terms of units. For each course with a fixed credit or with variable credit within fixed limits, the registration shall be for such credit as is determined in the usual way for such courses. For thesis courses the amount of credit may be widely variable and may be fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College and the following provision regarding total credits: The registration for a full-time student shall be for not less than four nor more than five units; for a part-time student the registration shall ordinarily be on the basis of such fraction of four units as corresponds to the time given to study. It should be clearly understood, however, that for second-year students, a mere accumulation of unit credits will not in itself entitle a student to the privilege of taking preliminary examinations, and that, for third-year students, such an accumulation of credits will not in itself entitle the student to admission to the final examinations.

#### **MAJOR AND MINOR SUBJECTS**

A student in the Graduate College who desires to become a candidate for the degree of Doctor of Philosophy is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two. If one minor only is chosen it must be taken in a department of study other than that of the major, and credit for it may be earned by work representing not less than four units, or one-sixth of the total residence required for the doctorate. If two minors are chosen, one must be a subject closely related to the major. With the approval of the adviser and the Dean it may be a division of the major field of study. The other minor (not less than two units) must, in that case, be taken in a department of study other than that of the major.

Except by special permission of the Dean, the preliminary examina-



tion in major and minor subjects may not be taken until the minor work has been done.

#### **PRELIMINARY EXAMINATIONS**

*In Languages.* The student will be required to demonstrate his ability to read French and German and other languages needed in his work. (In special cases the Executive Faculty of the Graduate College, upon recommendation of the student's adviser, may substitute for either one of the languages usually required some other language which can be shown to be more useful in that student's professional research.) No student will be considered as beginning his second year of residence for graduate credit until he has passed the examination in at least one of these languages. Both the examination in French and that in German must be passed before the student is admitted to the preliminary examination in his major and minor subjects. For the dates of these language examinations consult the calendar at the beginning of this bulletin, which also shows the dates when application for admission to these examinations must be made.

*In Major and Minors.* Toward the end of his second year of study, or, by special permission, at the beginning of his third year (not later than about November 1), a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by a committee appointed by the Dean. This examination is intended to test the student's knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student will not be admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty the equivalent of two years' graduate work. He must do a full year's graduate work between his preliminary examination and the completion of his work for the doctorate.

#### **FINAL EXAMINATION**

At least two weeks before the time when the degree is conferred, the candidate must submit to a final examination, given by a committee appointed by the Dean of the Graduate College. This examination is primarily on the research work of the student, as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It will not be confined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere, nor even to the field covered by the courses specifically taken in this or other universities; but will be so conducted as to deter-

mine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided. The examination must be taken all at one time even though it requires several sessions.

If after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

#### **OTHER EXAMINATIONS**

Before the candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

#### **THESIS**

The power of independent research must be shown by the production of a thesis on some topic connected with the major subject of study. The candidate is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, *the original on thesis paper* (no other will be accepted by the Dean), and the first carbon on plain paper of approximately the same weight, and in final form, must be deposited in the office of the Dean for presentation to the examining committee not later than two weeks before the final examination and not less than four weeks before the time when the degree is conferred. At the same time, the candidate must deposit with the Dean a manuscript of the essential part, or an abstract, or a digest of his thesis, in condition for publication at a cost not to exceed \$75. The manuscript must be sufficient to show the method followed, the evidence used, and the conclusions reached in the investigation, and must bear the approval of the department and the Executive Faculty of the Graduate College.

The candidate must pay to the Comptroller before graduation the sum of \$75 out of which the University will print at least one hundred

copies of this manuscript for circulation by the University, unless the thesis entire or in abbreviated form is published by the author or is accepted for publication by a standard journal or publisher within a year from the date of graduation. In the latter event, and after one hundred copies have been presented to the University by the writer, the cash deposit shall be returned to him.

The candidate may choose to have his thesis microfilmed by an approved microfilming service. The candidate who elects this service must advise the Graduate College of his intention when he deposits his thesis or when he obtains his clearance paper from 105 Administration Building (East). He will pay the Bursar \$35 and will deposit with the Graduate College office one typewritten copy of an abstract of 600 words or less, accompanied by the Certificate of Approval.

The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Theses," copies of which may be obtained at the office of the Dean of the Graduate College.

## **COURSES OF INSTRUCTION**

Note: Courses offered in the first semester are indicated by the Roman numeral "I", those in the second semester by "II", and those in the summer session by "S". The credit value in semester hours is shown by an Arabic numeral; credit for graduate courses is stated in terms of units.

### **FOR ALL STUDENTS**

**COLLOQUIUM.** A weekly series of talks, discussions, demonstrations, and film previews. Visiting lecturers include prominent librarians, publishers, book dealers, editors, and book reviewers. All regular students in the Library School are expected to attend. I, II; no credit. Staff.

**FIELD WORK.** Regularly scheduled practice work in the University Library, the University High School Library, the Urbana Free Library, and the Urbana High School Library. Required of all students in the undergraduate and fifth year master's programs who have not had equivalent library experience. I, II; no credit. Staff.

### **COURSES FOR ADVANCED UNDERGRADUATES**

201. **USE OF BOOKS AND LIBRARIES.** Practical information on the use of the classification and the card catalog, printed indexes, bibliographies, and reference books. Designed to teach the student to use books and libraries intelligently and skillfully. I, S; 3. Associate Professor PHELPS.

204. ORGANIZATION AND OPERATION OF LIBRARIES I. Designed to give the student an understanding of the basic functions of the modern library, from the point of view of the professional librarian. The functions of supervising library operations and services are considered. II, S; 3. Associate Professor JENKINS.
255. ORGANIZATION AND OPERATION OF LIBRARIES II. The organization and arrangement of the materials in a modern library. Cataloging methods and classification schemes are studied and practiced. I, S; 3. Associate Professor EATON.
258. SELECTION OF LIBRARY MATERIALS. Acquaints the student with the several bibliographical aids to the selection of books, films, and recordings for library collections, with practice in their use. Includes an introduction to the study of the principles governing collection development. I, II, S; 3.

#### **COURSES FOR ADVANCED UNDERGRADUATES AND GRADUATES**

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES. The purpose of this course is to increase the student's knowledge of the scope and significant characteristics of the literature of the social sciences and the humanities, by systematic study of modern trends, themes, and representative materials. Provides an introduction to each field, and emphasizes development of skills in selection in relation to library problems and processes. I, S\*\*; 3 hours or 1 unit.
302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the several fields of pure and applied science and a study of the literature of each field. Designed to give the student an understanding of the content of each of the scientific disciplines and its role and place in modern society. Selected readings from the outstanding works in each field will acquaint the student with the principal sources. II, S\*; 3 hours or 1 unit. Associate Professor JENKINS.
303. LIBRARY MATERIALS FOR CHILDREN. The selection and use of library materials for children in public and school libraries according to the needs of the child in his physical, mental, and emotional development, and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours or 1 unit. Assistant Professors HOSTETTER and LOHRER.
304. LIBRARY MATERIALS FOR ADOLESCENTS. The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours or 1 unit. Assistant Professors HOSTETTER and LOHRER.
306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. An examination of the problems involved in the cataloging, classification, and care of maps. The student

\* Offered alternate summers. To be given, summer, 1952.

\*\* Offered alternate summers. To be given, summer, 1953.

will become acquainted with the major cartobibliographical and related aids in the field. II; 2 hours or ½ unit. Mr. WOODS.

308. **AUDIO-VISUAL SERVICES IN LIBRARIES.** A consideration of the development of audio-visual services in libraries. In class, the student becomes aware of the range, types, and functions of A-V materials, equipment, and services provided by libraries, and is introduced to some organizational and technical problems facing the specialist. Separate laboratory sessions give opportunity for developing skills in projection, recording, and similar materials. II; 2 hours or ½ unit. Assistant Professor STONE.

#### **COURSES FOR GRADUATES**

401. **COMMUNICATIONS.** An introduction to the study of the mass media of communications (print, broadcasting, films) in modern society. Basic problems, studies, and principal techniques in communications research are considered from the viewpoint of the librarian. I, S\*\*; 1 unit. Assistant Professor STONE.
402. **THE READING OF ADULTS.** Designed to acquaint the student with the evidence on the nature of materials read by adults, on reading habits, and on the effects of reading. II, S\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor STONE.
404. **THE READING OF YOUNG PEOPLE.** The course is concerned primarily with the major areas of research in the field of reading for young people. Class discussions are devoted to a critical analysis of these studies and their implications for the librarian working with children and young people. II, S\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor LOHRER.
405. **LIBRARY ADMINISTRATION.** Designed to give the student a knowledge of the internal organization of various types of libraries, and of the principles of library administration. The emphasis of the course is on the comparison of the conditions found in various types of libraries, and on the application to libraries of the general theory of administration. I, S\*\*; 1 unit. Associate Professor JENKINS.
407. **CATALOGING AND CLASSIFICATION I.** The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and more complex types of cataloging entry. Problems provide drill in the use of Dewey Decimal and Library of Congress classification schemes and the Library of Congress Subject Headings. I, S\*\*; 1 unit. Associate Professor EATON.
408. **CATALOGING AND CLASSIFICATION II.** The theory, practice, and application of the principles of cataloging and classification. The cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, incunabula, and other rare items. Includes some discussion of the administrative problems of the cataloging department. II, S\*; 1 unit. Prerequisite: Library Science 407. Associate Professor EATON.

---

\* Offered alternate summers. To be given, summer, 1952.

\*\* Offered alternate summers. To be given, summer, 1953.

410. **TEACHING FUNCTION OF THE LIBRARY.** A study of the implications inherent in the concept of the library as an educational institution. A consideration of this concept as the source of a philosophy of librarianship. Study will be made of outstanding applications in the profession. II, S\*; 1 unit. Assistant Professor STONE.
411. **BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each of the major fields of the humanities and the social sciences. I, S\*\*; 1 unit. Associate Professor PHELPS.
412. **BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Detailed study of the basic and most useful reference and bibliographic aids. Drill and practice problems in the use of specific titles will be given with emphasis placed on understanding the uniform pattern of reference tools that exists in each subject field. II, S\*; 1 unit. Associate Professor JENKINS.
424. **GOVERNMENT PUBLICATIONS.** The nature and scope of American and British government publications; the problems of their organization because of form, production, and distribution. II; 1 unit. Associate Professor PHELPS.
425. **METHODS OF INVESTIGATION.** Survey of library literature, with emphasis on research studies in the library field, elementary statistical methods, and introduction to the principal methods of research applicable to the problems of librarianship. The course has a twofold purpose. It is designed to prepare consumers of research literature, not producers of research, and is designed to aid students in the preparation of the master's paper. I; 1 unit. Associate Professor JENKINS.
427. **RESOURCES OF AMERICAN LIBRARIES.** The aims of this course are to acquaint the student with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; inter-institutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I\*\*\*; 1 unit. Professor DOWNS.
428. **THE PHYSICAL PROBLEMS OF LIBRARIES.** Consideration of the principles and problems of the construction, remodeling, and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S\*; 1 unit.
430. **ADVANCED BIBLIOGRAPHY.** Designed to enable the student to utilize the varied resources of a large research library; methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*; 1 unit. Prerequisite: Library Science 429. Associate Professor PHELPS.
432. **HISTORY OF BOOKS AND PRINTING.** The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and

---

\* Offered alternate summers. To be given, summer, 1952.

\*\* Offered alternate summers. To be given, summer, 1953.

\*\*\* Not to be offered, 1952-53.

- spread of printing; the history of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of the book to the social conditions of the various periods studied. II, S\*; 1 unit. Associate Professor EATON.
433. **BIOLOGICAL LITERATURE AND REFERENCE WORK.** An introduction to the use of the indexes and abstract journals in the biological sciences and related fields. Use of general library aids, preparation of scientific manuscripts, and history of scientific societies are also considered. I, II; ¼ unit. Prerequisite: Consent of instructor. Associate Professor BAMBER.
434. **LARGER UNITS OF LIBRARY ORGANIZATION.** Study of library cooperation, library contracts, county and regional libraries, and other devices for the provision of school and public library service by units serving more than a local area. Emphasis is on the legal and administrative aspects in the large and not on the details of operational procedures. II, S\*; 1 unit.
436. **DEVELOPMENT OF THE LIBRARY CATALOG.** The history and philosophy of classification schemes and cataloging codes, and a comparative study of present-day cataloging practices. II, S\*; 1 unit. Prerequisite: Library Science 407, 408, or consent of instructor. Associate Professor EATON.
439. **MEDICAL LITERATURE AND REFERENCE WORK.** Detailed study of the basic and most useful reference and bibliographic aids in the medical sciences and related fields. Drill and practice problems in the use of specific titles will be given. I\*\*\*; 1 unit. Prerequisite: Consent of instructor. Associate Professor JENKINS.
451. **PROBLEMS IN REFERENCE SERVICE.** Designed to examine the assumptions on which the interpretation of library resources is based, to consider the objectives of such a service and the policies which will lead to their attainment. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Associate Professor PHELPS.
452. **EDUCATION FOR LIBRARIANSHIP.** A study of the development of library education in this country and abroad. Not a course in teaching methods but designed to provide an understanding of the philosophical foundations of the several training agencies through an analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANCOUR.
453. **PROBLEMS IN CATALOGING AND CLASSIFICATION.** An analysis of the major technical and organizational problems of cataloging and classification, accompanied by a critical survey of the studies made in this area. I; 1 unit. Prerequisite: Courses comparable to Library Science 407 and 408 or consent of instructor. Associate Professor EATON.
454. **COLLEGE AND UNIVERSITY LIBRARY PROBLEMS.** Analysis and investigation of administrative and educational problems in college and university libraries. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor DUNLAP.
455. **STUDIES IN READING.** Critical analysis of the assumptions and problems of the reading process of young people and adults with reference to its

\* Offered alternate summers. To be given, summer, 1952.

\*\*\* Not to be offered, 1952-53.

- application to library work. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor STONE.
456. PUBLIC LIBRARY PROBLEMS. Critical analysis of the major problem areas in the administration and organization of public libraries. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor.
457. LIBRARIANSHIP AND SOCIETY. The emphasis of this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Professor LANCOUR.
458. SCHOOL LIBRARY PROBLEMS. A critical analysis of the current practices and major problems confronting the school library field. II; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor. Assistant Professor HOSTETTER.
459. PRINCIPLES OF RESEARCH METHODS. This course is designed for the producer of research and is required of all doctoral candidates. It is concerned with the use of the hypothesis, the design of experiments, the nature of proof, and the use of statistical methods. Knowledge of the principles of statistics is a prerequisite for admission to this course. I; 1 unit. Prerequisite: M.S. in L.S. or consent of instructor.
- 491, 492. THESIS. Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors DOWNS and LANCOUR, Associate Professors EATON and PHELPS, and Assistant Professor STONE.

**SUBJECT BIBLIOGRAPHY COURSES OFFERED IN COOPERATION WITH OTHER DIVISIONS OF THE UNIVERSITY**

- Chemistry 492. CHEMICAL LITERATURE AND REFERENCE WORK. Detailed study of the basic literature of chemistry with practice problems in its use. I; ¼ unit. Prerequisite: Consent of instructor. Assistant Professor BARTOW.
- Law 353. USE OF LAW BOOKS. Method of legal bibliography. II; 1 hour or ¼ unit. Prerequisite: Consent of instructor. Professor WEISIGER.
- Library Science 306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. See page 32 for course description.
- Library Science 433. BIOLOGICAL LITERATURE AND REFERENCE WORK. See page 35 for course description.
- Library Science 439. MEDICAL LITERATURE AND REFERENCE WORK. See page 35 for course description.
- MUSIC 338. MUSIC BIBLIOGRAPHY AND REFERENCE. Detailed study of the basic and most useful reference and bibliographic aids. Practice problems in the use of specific titles and in how to find materials in the library will be given. Music, books about music, and recordings of music are included in the course. I, S\*\*; 3 hours or ½ unit. Prerequisite: For students in the School of Music, senior standing or consent of instructor; for non-music school students, senior standing with at least one year each of music history and music theory at the college level, or equivalent. Assistant Professor ALLEN.

---

\*\* Offered alternate summers. To be given, summer, 1953.







C 4961  
1953/54  
Cop. 2

UNCEMENT

1953-1954

UNIVERSITY OF ILLINOIS



# Library School

BIS

DD9

UNIVERSITY OF ILLINOIS

Bulletin



C4961  
1953/54  
cop. 2

# Table of Contents

<b>GRADUATE CALENDAR</b> .....	4
<b>FACULTY OF THE LIBRARY SCHOOL, 1952-1953</b> .....	6
<b>LIBRARIANSHIP AS A CAREER</b> .....	10
<b>OPPORTUNITIES IN LIBRARY WORK</b> .....	10
<b>THE LIBRARY SCHOOL</b> .....	13
Facilities and Equipment .....	13
Library School Library .....	13
The University Library .....	14
Demonstration Laboratory .....	15
Features and Activities .....	16
Field Work .....	16
Colloquium .....	16
Laboratory Library Project .....	16
Extension Study .....	17
Windsor Lectures .....	17
Publications .....	17
Beta Phi Mu .....	17
Recreation and Student Welfare .....	18
Alumni Association .....	18
Placement Service .....	19
Fees and Expenses .....	19
Fellowships, Assistantships, and Other Financial Aid .....	19
Information and Entrance .....	20
<b>UNDERGRADUATE PROGRAMS</b> .....	21
Library Science as a Minor in the College of Liberal Arts and Sciences .....	21
Library Science as a Minor in the College of Education .....	22
<b>PROGRAM FOR THE DEGREE OF MASTER OF SCIENCE</b> .....	22
Admission Requirements .....	22
Requirements for the Master's Degree .....	23
<b>PROGRAM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY</b> .....	24
Admission Requirements .....	24
Requirements for the Doctor's Degree .....	25
<b>COURSES</b> .....	28

# Graduate Calendar

## 1953 — SUMMER SESSION

- June 19, Fri.-June 20, Sat. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by May 15.)
- June 22, Monday. . . . . Instruction begins.
- July 4, Saturday. . . . . Independence Day. No classes.
- July 6, Monday. . . . . Latest date to apply for French examination.
- July 11, Saturday noon. . . . . Latest date to apply for German examination.
- July 17, Friday evening. . . . . French examination.
- July 24, Friday evening. . . . . German examination.
- July 27, Monday. . . . . Latest date for dropping a course.
- Aug. 14, Fri.-Aug. 15, Sat. . . . . Summer session examinations.
- August 15, Saturday noon. . . . . No names will be added to the August graduation list after this date.
- September 19, Saturday noon. . . . . Latest date for candidates for Ph.D. degree in October to submit theses to Graduate College for approval of format.
- October 3, Saturday noon. . . . . Latest date to file application for the master's degree in October.
- October 3, Saturday noon. . . . . Latest date for candidates for the master's degree in October to deposit theses.
- October 3, Saturday noon. . . . . Latest date for finals for Ph.D. degree in October.
- October 10, Saturday noon. . . . . Latest date for candidates for Ph.D. degree in October to deposit theses and abstracts.

## 1953 — FIRST SEMESTER

- Sept. 16, Wed.-Sept. 19, Sat. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by September 1.)
- September 19, Saturday. . . . . Latest date for registration of former students without payment of late registration fee.
- September 21, Monday. . . . . Instruction begins.
- October 2, Friday. . . . . Latest date to apply for French examination on October 16.
- October 9, Friday. . . . . Latest date to apply for German examination on October 23.
- October 12, Monday. . . . . Latest date for changing program cards without fee.
- October 16, Friday evening. . . . . French examination.
- October 23, Friday evening. . . . . German examination.
- October 31, Saturday noon. . . . . Latest date for preliminary examination for Ph.D. degree (for full residence).
- November 2, Monday. . . . . Latest date for adding a course to program.
- November 20, Friday. . . . . Latest date to apply for French or German examination on December 4.
- November 25, Wed., 1 p.m. . . . . Thanksgiving vacation begins.
- November 30, Mon., 1 p.m. . . . . Thanksgiving vacation ends.
- December 4, Friday evening. . . . . French examination and German examination.
- December 14, Monday. . . . . Latest date for dropping a course.
- December 19, Saturday noon. . . . . Christmas vacation begins.

1954

- January 4, Monday, 1 p.m. . . . . Christmas vacation ends.  
January 15, Friday . . . . . Latest date for candidates for Ph.D. degree in February to submit theses to Graduate College for approval of format.  
Jan. 22, Fri.-Jan. 30, Sat. . . . . Semester examinations.  
January 22, Friday . . . . . No names will be added to the February graduation list after this date.  
January 30, Saturday noon . . . . . Latest date for finals for Ph.D. degree in February.  
February 3, Wednesday . . . . . Latest date for candidates for Ph.D. degree in February to deposit theses and abstracts.  
February 14, Sunday . . . . . Commencement exercises.

1954 — SECOND SEMESTER

- Feb. 8, Mon.-Feb. 10, Wed. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by January 15.)  
February 10, Wednesday . . . . . Latest date for registration of former students without payment of late registration fee.  
February 11, Thursday . . . . . Instruction begins.  
February 15, Monday . . . . . Latest date for applications for fellowships for 1954-1955.  
February 19, Friday . . . . . Latest date to apply for French examination on March 5.  
February 26, Friday . . . . . Latest date to apply for German examination on March 12.  
March 5, Friday evening . . . . . French examination.  
March 8, Monday . . . . . Latest date for changing program cards without fee.  
March 12, Friday evening . . . . . German examination.  
March 20, Saturday . . . . . Latest date for preliminary examination for Ph.D. degree (for full residence).  
March 22, Monday . . . . . Latest date for adding a course to program.  
April 15, Thursday, 1 p.m. . . . . Easter vacation begins.  
April 21, Wednesday, 1 p.m. . . . . Easter vacation ends.  
April 21, Wednesday . . . . . Latest date to apply for French examination on April 30.  
April 23, Friday . . . . . Latest date to apply for German examination on May 7.  
April 26, Monday . . . . . Latest date for dropping a course.  
April 30, Friday . . . . . Honors Day. Classes dismissed at noon.  
April 30, Friday evening . . . . . French examination.  
May 7, Friday evening . . . . . German examination.  
May 21, Friday . . . . . Latest date for candidates for Ph.D. degree in June to submit theses to Graduate College for approval of format.  
May 28, Friday . . . . . No names will be added to the June graduation list after this date.  
May 31, Monday . . . . . Memorial Day holiday. No classes.  
June 3, Thurs.-June 11, Fri. . . . . Semester examinations.  
June 5, Saturday noon . . . . . Latest date for finals for Ph.D. degree in June.  
June 9, Wednesday . . . . . Latest date for candidates for Ph.D. degree in June to deposit theses and abstracts.  
June 20, Sunday . . . . . Commencement exercises.

## *Faculty of the Library School, 1952-1953*

- Robert Bingham Downs  
Professor of Library Science  
Director of the Library School  
Director of the Library  
A.B., University of North Carolina; B.S. and M.S., School of Library Service, Columbia University; Litt.D., Colby College; LL.D., University of North Carolina.
- \*Harold Lancour  
Professor of Library Science  
Associate Director of the Library School  
A.B., University of Washington; B.S. and M.S., School of Library Service, and Ed.D., Teachers College, Columbia University; Graduate Study, Institut Universitaire de Hautes Etudes Internationales, Geneva, Switzerland, and Sorbonne, Paris, France.
- Ernest James Reece  
Visiting Professor of Library Science  
Acting Associate Director of the Library School  
Ph.B., Adelbert College, and Certificate, Library School, Western Reserve University.
- Rose Bernice Phelps  
Associate Professor of Library Science  
A.B., University of Michigan; B.S. and M.S., School of Library Service, Columbia University; Ph.D., Graduate Library School, University of Chicago.
- Thelma Eaton  
Associate Professor of Library Science  
B.S. in Ed. and A.B., Northwest Missouri State Teachers College; A.M.L.S., University of Michigan; Ph.D., Graduate Library School, University of Chicago.
- Frances Briggs Jenkins  
Associate Professor of Library Science  
B.S. and Ph.D., University of Illinois; M.S., Tulane University; B.L.S., University of California.
- C. Walter Stone  
Associate Professor of Library Science  
A.B., Columbia College, B.S., School of Library Service, and M.A. and Ed.D., Teachers College, Columbia University.
- Paul Robert Kruse  
Visiting Associate Professor of Library Science  
A.B., John Fletcher College; B.S. in L.S., University of Illinois.
- Marie Miller Hostetter  
Assistant Professor of Library Science  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern University.
- Mary Alice Lohrer  
Assistant Professor of Library Science  
Ph.B., University of Chicago; B.S. in L.S., University of Illinois; A.M., Graduate Library School, University of Chicago.

---

\* On leave of absence for 1952-1953.







William V. Jackson, Ph.D., Librarian of the Undergraduate Library and Instructor in Library Science

Arnold H. Trotier, A.M., Associate Director for Technical Departments, Library, and Professor of Library Science

Bill M. Woods, A.B., B.S., Map Librarian and Instructor in Library Science

#### COOPERATING FACULTY

Virginia Bartow, Ph.D., Assistant Professor of Chemistry

Harris F. Fletcher, Ph.D., Professor of English

George B. Weisiger, J.D., Professor of Law

#### ADMINISTRATIVE STAFF

Helen Knights, Secretary of Library School

Annie Laurie Bass, A.B., Editorial Assistant for Publications Board

## *Librarianship as a Career*

Librarianship is an old and honored profession. Libraries have existed from ancient times, and in the last century they have grown greatly in size and number. In recent years particularly, with the spread of popular democratic education, the deepened acquaintance of man with himself and his world, and the tremendous additions to recorded knowledge, there have come notable increases in the collections and services of libraries. This appears strikingly in the enlarged advisory and informational facilities of public libraries, the enhanced place of libraries in public schools, the augmenting of materials for study and research in colleges and universities, and the establishment of important libraries in many business and industrial concerns. The expansion in the responsibilities of librarians has brought with it a pressing need of special preparation for their work.

The conduct of libraries today calls for men and women of attractive personality and high intellectual attainment, coupled with rigorous academic and professional training. A library career implies dedication to the service of people and to the enrichment of human life, but its satisfactions are commensurate with the demands. The work carried on by librarians is interesting, of infinite variety, and mentally stimulating. The daily impact upon it of new conditions calls for alertness, adaptability, and the exercise of imagination and ingenuity.

## *Opportunities in Library Work*

There are two main kinds of library work for which students may prepare. They are by no means mutually exclusive and in only the very largest libraries can there be complete separation of the two kinds of activities.

The first of these is reader services. In this classification are grouped those duties which bring the librarian into close relationship with users of the library. They include reference work, reading guidance and advisory service, and activities associated with the circulation of materials to readers. Such positions call for personnel who enjoy working directly

with people, who have a natural capacity for teaching, and who have a wide knowledge of books.

The other is technical services. These have to do with the selection and acquisition of the materials added to a library, the organization, arrangement, and indexing of those materials so that they can be easily found and used, and all the other details of daily library operation and maintenance.

Both of these broad classifications of duties are carried on in four main types of library institutions:

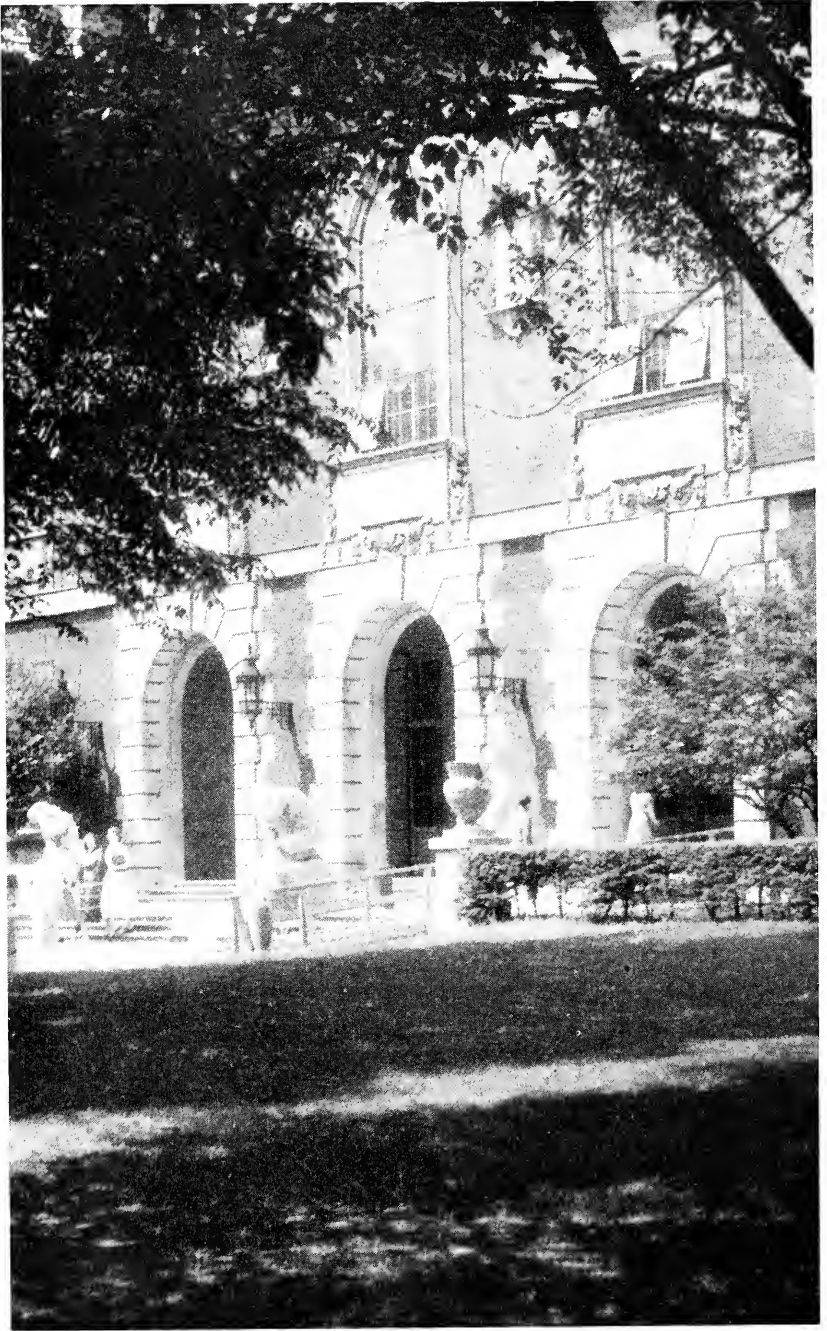
(1) **PUBLIC LIBRARIES.** Generally, public libraries are those which circulate books for home use free of charge to anyone wishing to use the library services. However, they carry on many activities besides the dispensing of books. Usually, but not always, they are supported by public funds. Public libraries may be organized in a single community, such as a town or city, but frequently they are set up on a larger basis, as is the county or regional library. In such cases the library may be a traveling one, bringing its resources to readers in a bookmobile.

(2) **SCHOOL LIBRARIES.** These are the libraries connected with public elementary and secondary schools. They are growing rapidly in number and importance, and in recent years state and regional standards for them have risen steadily.

(3) **COLLEGE, UNIVERSITY, AND RESEARCH LIBRARIES.** These include the libraries connected with colleges and universities, and containing the study and research materials for the students and faculties of those institutions. They also include such large general research libraries as the New York Public Library and the Library of Congress.

(4) **SPECIAL LIBRARIES.** Under this heading are grouped the libraries associated with commercial and industrial establishments, hospitals, museums, professional schools, and many governmental agencies. They are usually relatively small in size, are restricted to one or a few subjects, and serve limited groups of readers.

Preparation for both types of service in all four different categories of libraries may be secured at the University of Illinois Library School.



The University of Illinois Library.

# *The Library School*

The University of Illinois Library School is one of four such institutions which originated in the initial decade of education for librarianship in the United States, being an outgrowth of the first established in the Middle West. Founded in 1893 at Armour Institute in Chicago, it moved to Urbana when a new building became available to it and to the University Library in 1897. It has enjoyed continuous university affiliation longer than any other library school in the United States. The major program now operates in association with the University of Illinois Graduate College. The standards of the School always have been high; it has been a member of the Association of American Library Schools since the inception of that body; and it has been accredited by the Board of Education for Librarianship of the American Library Association. Its living alumni number more than thirty-five hundred persons, who are contributing to library work of various kinds throughout the United States and in foreign countries.

The purpose of the Library School is to equip young men and women for professional work in the fields of service and kinds of libraries described on pages 10 and 11. Preparation rests mainly on basic studies which are essential for any library position, although emphasis in particular directions is possible through the individual projects which may be developed in most courses. More specialized work may be pursued in advanced courses. Programs of study are on the graduate level and lead to the degrees of Master of Science and Doctor of Philosophy. The curricula leading to these degrees, together with the conditions for pursuing them, are described later in this Announcement.

## FACILITIES AND EQUIPMENT

The Library School is located on the third floor of the main building of the University of Illinois Library. There it has classrooms, offices for faculty and administrative staff, and accommodations for its library and demonstration laboratory as described below.

### *Library School Library*

The special library of the School contains more than 20,000 bound volumes, 28,000 library reports, and uncataloged materials occupying about thirty-five drawers of vertical files. All known periodicals concerned



General activity in the School's special library.

with library science are received, as well as numerous journals in the related fields of publishing, printing, book reviewing, communications, education, and visual aids. The holdings of the library have been assembled over many years and afford a liberal basis for research. Supplementing the printed resources are approximately two hundred microfilms of theses and other items, and various audio-visual materials, including lantern slides, 16 millimeter films, recordings, maps, and pictures.

Besides the main collection in the library there are about 4,000 volumes for children and young people, for use in courses on children's literature. Children's interests from the pre-school age through adolescence are represented, especially in picture books, nursery tales, folk literature, and biography.

### *The University Library*

The University Library has more than 2,500,000 volumes in the main and departmental libraries on the Urbana-Champaign campus, 100,000 volumes on the campus of the Chicago Professional Colleges, and 55,000 volumes in the Undergraduate Division at Chicago. Other items in the form of manuscripts, prints, maps, music scores, films, recordings, and partially cataloged pamphlets make the complete count about 3,250,000.

The main building of the Library has special rooms for materials in the fields of classics; commerce, sociology, and social work; education, philosophy, and psychology; English language and literature; Germanic



and Romance languages; history and political science; maps; newspapers; physical education; rare books; and an Undergraduate Library.

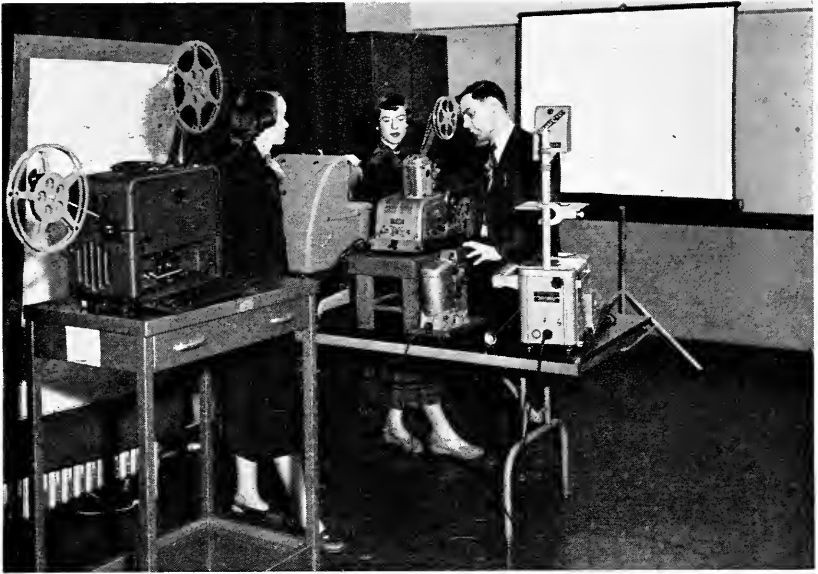
Departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: agriculture, architecture, astronomy, ceramics, chemistry, engineering, journalism, labor and industrial relations, landscape architecture, law, mathematics, music, natural history (biological sciences), physics, and veterinary medicine. Two browsing rooms, one in the main Library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

### *Demonstration Laboratory*

The audio-visual service of the Library School, and the training related to it, are centered in the Demonstration Laboratory. The primary responsibilities of the Laboratory include aid to faculty and students in the selection, preparation, and presentation of audio-visual materials; formal and informal instruction concerning them; supervision of research projects dealing with films and radio; maintenance of displays in corridors and on bulletin boards; and the production of specialized teaching materials.

The Demonstration Laboratory also conducts or participates in a number of activities not directly related to instruction. Some of these are the development of a collection of archival recordings; the preparation of a union list of non-theatrical films in Illinois; a series of film preview meetings at which outstanding educational motion pictures are shown and discussed; and the Film Forum, devoted to the study of films as vehicles of art and communication and open to the University community at large.

Working in cooperation with the Library of the Library School, the Demonstration Laboratory utilizes the general resources of the University Library. It also draws upon the film collection of the Visual Aids Service of the University's Extension Division, the University's radio station W I L L, and the Photographic Laboratory. It has a suite of specially fitted rooms which accommodate its collection of teaching aids, including examples of modern library equipment; photographs and models of library buildings; projectors for motion pictures, film strips, and slides; and recorders using discs and tape. The space allows for simultaneous preparation of exhibits, projection and recording, informal demonstrations, and class meetings.



Audio-visual equipment is studied and used.

## FEATURES AND ACTIVITIES

### *Field Work*

Experience under actual operating library conditions is provided in a field-work program. This program consists of practice assignments in the University Library, in the libraries of University High School and Urbana High School, and in the Urbana Free Library.

### *Colloquium*

In a series of assemblies throughout the year, Library School students become acquainted with leaders in the library profession and the book world, and hear and take part in discussions led by them. The range of this opportunity is shown by the list of colloquium contributors appearing on page 8.

### *Laboratory Library Project*

A notable feature of the Library School program is the Laboratory Library operated in cooperation with the Board of Directors of the Urbana Free Library. Using the facilities of that Library and collabo-

rating with a member of the faculty, students are conducting a long-range project of research and experimentation especially related to public library problems.

### *Extension Study*

Through the Extension Division of the University the Library School schedules a few courses in cities throughout Illinois. These are limited essentially to the undergraduate level and are for school librarians, teacher-librarians, and others wishing to meet the requirements for entering the graduate program and becoming candidates for the master's degree.

### *Windsor Lectures*

The Phineas L. Windsor Lectures in Librarianship were established by the alumni of the School from money contributed by more than two thousand graduates. They consist of three lectures, delivered each year, and are named in honor of Phineas L. Windsor, Director *Emeritus* of the Library School, whose retirement in 1940 terminated service of thirty-one years to the School and to education for librarianship.

### *Publications*

Publications issued by the Library or related to the Library School program include the following:

**LIBRARY TRENDS.** A quarterly journal which endeavors to summarize and synthesize in each of its numbers the recent developments and research relating to a given field of library activity.

**OCCASIONAL PAPERS.** A processed pamphlet series on various professional subjects, appearing irregularly and reproducing manuscripts which are unsuited to printing in library periodicals because of length, detail, special nature, or temporary interest.

**ILLINOIS CONTRIBUTIONS TO LIBRARIANSHIP.** A set of miscellaneous volumes treating in detail particular aspects of library science.

**WINDSOR LECTURES.** The presentation in book form of the Phineas L. Windsor Lectures in Librarianship. Three volumes have been issued to date.

### *Beta Phi Mu*

Alpha chapter of Beta Phi Mu, honorary fraternity in library science, is located at the University of Illinois. Almost 350 graduates of the Library School have won the key of this society for scholastic excellence



Loading up for an extramural course in library science.

and professional promise. Students maintaining a grade average of 4.6 or better are eligible for election.

### *Recreation and Student Welfare*

The Illini Union, operated by the University, provides a social, cultural, and recreational center for students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### *Alumni Association*

The University of Illinois Library School Association was organized in 1898 to advance the interests of the Library School and to promote social relations among its members. Reunions and meetings are held each year, usually at conferences of the American Library Association and state library associations. The Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship, and it has also raised money for other purposes. Twice annually it publishes a newsletter.

## *Placement Service*

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the positions best suited to their abilities throughout their careers. The School can not, however, guarantee positions.

## FEES AND EXPENSES

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. A complete statement of fees is given in the Graduate College Announcement and the Undergraduate Study bulletin.

Tuition: Residents of Illinois.....	\$ 50
Nonresidents of Illinois.....	160
Laboratory, library, and supply fee.....	8
Hospital and medical service fee.....	5
Illini Union service charge.....	7

Personal living expenses vary with individuals, but allowance should be made for at least the following amounts for each semester: room rent, \$120; board, \$250; books and equipment, \$30; incidentals, \$30. These figures indicate a minimum of \$1,000 an academic year for an Illinois resident and \$1,220 for a student from outside the state. Costs for summer sessions, which cover one-half as many weeks as a semester, are proportionate.

## FELLOWSHIPS, ASSISTANTSHIPS, AND OTHER FINANCIAL AID

### *Katharine L. Sharp Fellowship*

Endowed in 1933 by the Library School Association as a memorial to the founder of the School, this fellowship is awarded biennially on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition.

### *Graduate College Fellowships*

The Board of Trustees of the University has established a number of fellowships which are open to candidates for the Master of Science degree who are not over thirty years of age when the appointment is to

be made. These awards amount to \$900 and exemption from payment of tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships of \$1,000 and third-year fellowships of \$1,100, both exempt from tuition fees.

### *Assistantships*

A limited number of teaching assistantships are available to candidates for the doctor's degree who are preparing for careers in education for librarianship. They entail exemption from tuition and a minimum basic salary of \$2,400 for the academic year.

Several research and library assistantships in the University Library and in the Library School also are open. Students in the Library School who have to their credit eighteen semester hours of library science or its equivalent may qualify for part-time appointments to the staff of the Library or Library School, with working weeks of twenty or thirty hours and with study programs scaled down accordingly. Normally such assignments are made for one year and may be renewed once.

### *Loan Funds*

Numerous loan funds are administered by the University for students who are in need of financial aid. Emergency loans to students in the Library School also are made by the Library School Association.

### *Employment*

Ordinarily a few opportunities for hourly work in the University Library are available for students who must earn part of their expenses. Where such occupation exceeds ten hours a week, programs of study have to be reduced.

## INFORMATION AND ENTRANCE

Inquiries on points not covered by this Announcement, and applications for any of the programs of the Library School or for financial aid, should be addressed to the Associate Director. Formal applications, accompanied by transcripts of college study and by other necessary papers, should be filed as early as possible, and at least four weeks before the date of registration. Candidates should not complete plans for attending the Library School before receiving word that they have been admitted.

## *Undergraduate Programs*

For a career in library work, as in other professions, the student needs a sound, well-balanced intellectual background. History, literature, the social and natural sciences, and foreign languages all are important in his undergraduate program. Because of the variety of opportunities in library service, numerous combinations of undergraduate courses afford suitable groundwork for the prospective librarian.

A series of courses at the undergraduate level is offered by the Library School through the College of Liberal Arts and Sciences and the College of Education. These courses may be taken as a minor in either of the colleges. They provide the prerequisites for later professional study, and they give prospective school librarians the elementary preparation necessary to meet certification requirements for school library work.

### LIBRARY SCIENCE AS A MINOR IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES

The purpose of this minor is to give the student: (a) a broad liberal education, (b) a strong subject specialization, and (c) instruction in the basic principles and practices of librarianship. In view of the wide range of offerings open to students in the general curriculum of liberal arts and sciences, it is not feasible to specify any fixed sequences of courses to be taken. Under the guidance of advisers, each student is expected to plan his own program within the general requirements of the College of Liberal Arts and Sciences. In all cases there should be a strong major in some academic field during the last two years of undergraduate work. As a general rule, vocational courses should not be included.

In addition to these general requirements, each student in the pre-library curriculum completes twenty hours of library science as follows:

JUNIOR YEAR — FIRST SEMESTER	HOURS
Lib. Sci. 201 — Use of Books and Libraries	3
JUNIOR YEAR — SECOND SEMESTER	
Lib. Sci. 204 — Development and Operation of Libraries	3
SENIOR YEAR — FIRST SEMESTER	
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 301 — Literature of the Humanities and Social Sciences, or Lib. Sci. 303 — Library Materials for Children	3

#### SENIOR YEAR — SECOND SEMESTER

Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2
Lib. Sci. 302 — Literature of Science and Technology, or Lib. Sci. 304 — Library Materials for Adolescents	3

#### LIBRARY SCIENCE AS A MINOR IN THE COLLEGE OF EDUCATION

It is in this college that the minor in library science is especially apt to be sought by students who wish to qualify as librarians or teacher-librarians in small public or private schools. The minimum number of credit hours required for the minor is sixteen. The courses listed below may be applied toward the requirements set by the state of Illinois for such positions.

FIRST SEMESTER	HOURS
Lib. Sci. 201 — Use of Books and Libraries	3
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 303 — Library Materials for Children	3
SECOND SEMESTER	
Lib. Sci. 204 — Development and Operation of Libraries	3
Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 304 — Library Materials for Adolescents	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2

Concurrently with these courses, it is recommended that students preparing for school library positions also take the library sections of Education 241, *Technic of Teaching in the Secondary School*, and Education 242, *Educational Practice in Secondary Education*, the second of which provides practice work in a recognized school library.

## *Program for the Degree of Master of Science*

#### ADMISSION REQUIREMENTS

Students coming to the Library School register first in the Graduate College. Admission there may be granted to candidates holding bachelor's degrees from the University of Illinois or from universities and colleges



maintaining equivalent requirements, and to graduates of other institutions approved by the Executive Faculty. Applicants are expected to show a grade-point average no lower than 3.5 for the last half of the credit hours earned in securing the bachelor's degree, exclusive of required physical education and military training. Entrance does not imply admission to candidacy for a degree, and gives no claim to that.

For entrance to the Library School an applicant also is called upon to meet the following requirements:

(1) The undergraduate plan of study should have included basic courses in sociology, psychology, education, economics, American government, and public administration. An elementary course in statistics is recommended. If deficiencies occur, the Library School, after evaluating the student's undergraduate program, will indicate what further study, if any, must be completed before admission. Some deficiencies may be made up after conditional admission to the Graduate College.

(2) A reading knowledge of at least one modern foreign language. Students who plan to specialize in bibliographic work or work in college or university libraries must have a reading knowledge of at least two foreign languages. The language requirement may be met either by completing one academic year of study at the college level or by passing a proficiency examination.

(3) Unless he possesses a bachelor's degree gained in a fifth year of professional study at an accredited library school, an applicant ordinarily must pursue certain preliminary courses referred to above as contributing to undergraduate minors in colleges on the University of Illinois campus. These are Library Science 201, 204, 255, and 258. A scholastic average of at least 3.75 (C+) must be achieved in them. They are offered in both summer sessions and through the year; but three of the four must be taken in the summer if the candidate hopes to finish his subsequent professional program in two semesters. Applicants who believe they deserve exemption from these courses, by reason of previous instruction or experience, may demonstrate this in placement examinations scheduled just preceding registration.

(4) Ordinarily admission is open only to persons under thirty-six years of age, unless within recent years they have been actively engaged in library work or in teaching.

## REQUIREMENTS FOR THE MASTER'S DEGREE

At least two semesters or the equivalent are required to attain the master's degree, apart from the preparatory courses. In this period nine

units of graduate study are to be completed, except that eight suffice for students who have earned a bachelor's degree in library science in a fifth-year program at an accredited library school. Four and five units thus constitute normal study loads for a semester.

Students are expected to achieve uniformly good records. One who receives a grade below "B" in more than one unit must improve upon that through subsequent study before he can be recommended for a degree, and hence he can not complete the residence requirements in two semesters. If he falls below a grade of "B" in three units he is disqualified as a candidate.

Each student's plan of study is mapped out to suit his particular needs and purposes. This is done in consultation with an adviser at the time of original registration and thereafter. There are no prescribed courses, but normally two of the required nine units should be chosen from Library Science 301, 302, 303, and 304. Also, the general field work described on page 16 is essential for those lacking equivalent library experience. Depending on his prior training, an individual may do a portion of his study outside the Library School. Students thinking of careers in special libraries may find useful the varied courses in subject bibliography available through cooperation with other parts of the University. (See page 33.)

No thesis is prescribed, but in order that every candidate for a degree may demonstrate his capacity to assemble and organize facts in a cogent manner, each one is expected to develop a master's project and to produce a report of it. This may grow out of the work on a paper for a course, but in any case the subject is proposed by the student and approved by the instructor with whose field it deals. Holders of doctor's degrees and candidates who can present acceptable master's theses prepared in prior study are exempt from this requirement.

## *Program for the Degree of Doctor of Philosophy*

### ADMISSION REQUIREMENTS

A student contemplating doctoral study and research has first to meet the entrance requirements of the Graduate College, as explained above for persons aiming at the degree of Master of Science. In addition the Library School expects an applicant to present the following:

(1) A master's degree in library science from an accredited library school, or a bachelor's degree in library science from such a school plus a master's degree in a subject field; and completion of an elementary course in statistics.

(2) Professional experience in a library representing a substantial period of work.

(3) Evidence of capacity for research and productive scholarship.

A student's candidacy for a degree is not established by his admission to the Graduate College. This is achieved only after review of his credentials and qualifications by the faculty of the Library School and the Dean of the Graduate College.

## REQUIREMENTS FOR THE DOCTOR'S DEGREE

### *Period of Study*

A degree is conferred for scholarly attainment, as demonstrated by performance in courses and by examinations and a thesis, rather than for residence over any stated span of time. However, the normal minimum period is two academic years beyond receipt of the master's degree. All three years must be spent in graduate work at some accredited educational institution, and either the first two or the last one of the three at the University of Illinois.

### *Work Done in Other Universities*

Credit for graduate study done at other universities is not transferred; but it may be accepted, upon examination, as equivalent to resident work at the University of Illinois, providing it comes from an institution of high standing.

### *Method of Computing Residence*

Earning credit for a full academic year means that a student has devoted all of his working time and energy over that period to graduate study. Credit for second-year and third-year work is computed in terms of units. For thesis courses, the credit varies, fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College.

A full-time student registers for not less than four nor more than five units, and a part-time student ordinarily for that fraction of four units which corresponds to the time he spends in study. No mere accumulation

of credits, however, entitles a candidate to take either the preliminary or the final examinations.

### *Major and Minor Subjects*

A student is expected to pursue a major subject in the department in which his research falls. Besides this he selects one or two minor subjects. If there is only one minor study, it must be in a department other than that of the major; and credit for it may be secured by work representing not less than four units, or one-sixth of the total required for the doctorate. If two minors are elected, one must be closely related to the major. With the approval of the adviser and the Dean of the Graduate College it may be a division of the major field, in which case the other minor, consisting of not less than two units, must be in a department other than that of the major. Except by special permission of the Dean, the preliminary examinations may not be undertaken until the work in the minor field or fields has been completed.

### *Preliminary Examinations*

In partial proof of his fitness to proceed toward a degree, a candidate is called upon to pass the following sets of tests:

LANGUAGES. A student must prove his ability to read French and German and other languages needed in his work. However, the Executive Faculty of the Graduate College may, upon recommendation by a candidate's adviser, allow him to substitute for one of these languages some other which promises to be more useful in his research. No student is considered as beginning his second year of residence until he has passed a test in one of these languages. Both the French and German examinations must be passed before admission to the preliminary major and minor subject examinations. Dates for the language tests and for making application for them appear on pages 4 and 5 of this Announcement.

MAJOR AND MINOR SUBJECTS. When a candidate has finished the equivalent of two years of graduate work to the satisfaction of the faculty of the Library School, he submits to examinations designed to appraise his knowledge in the fields of his major and minor studies and to reveal whether he is qualified for the final year of work for the doctorate. These are partly or wholly oral and are administered by a committee appointed by the Dean of the Graduate College. Ordinarily they are scheduled toward the end of the student's second year, although, by special permission they may be deferred to a date not later than November 1 in the following fall.

## *Supplementary Examinations*

Before a candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examinations, oral or written, that are thought proper by the departments in which he has studied. Such examinations are given in addition to those regularly scheduled in the courses for which the student is registered.

## *Final Examination*

At least two weeks before the time the degree is conferred, the candidate must undergo a final examination, given by a committee named by the Dean of the Graduate College. This is primarily on the student's research work, as embodied in his thesis, but it may extend to the candidate's whole field of study. The scope of the examination is not limited to course work done at the University of Illinois or at any other institution. Rather, the examination is conducted so as to determine whether the candidate has a satisfactory grasp of his major subject as a whole and a general acquaintance with the fields of knowledge represented by his program.

## *Thesis*

The capacity for independent research must be shown by a thesis on a topic connected with the major field of study. The subject must be chosen by the end of the second year of residence, and a statement of the project submitted for formal consideration by the faculty of the Library School within six weeks after the start of the third year. As indicated above, the candidate defends his finished dissertation before the committee in charge of his final examination.

The Graduate College specifies the conditions and form for completed theses, and for their deposit and publication. These are set forth in its catalog for 1952-1954, pages 24 and 25.



Classes working over materials in the School's library.

## *Courses*

There are described below the various courses and other instructional activities conducted by the Library School. Offerings scheduled for the first semester are designated by "I," those of the second semester by "II," and those in the summer session by "S." Summer courses marked by a single asterisk normally are given only in odd-numbered years, and those indicated by two asterisks in even-numbered years. Credit for graduate study is measured in units, and for undergraduate courses in semester hours. Where both units and hours are specified, the credit for graduate study involves additional assignments.

### *For All Students*

COLLOQUIUM. Weekly talks and discussions by prominent librarians and other leaders associated with library interests, or with the production and distribution of books and comparable media. All students are expected to attend. I, II. Staff.

### *For Advanced Undergraduates*

201. USE OF BOOKS AND LIBRARIES. A basic course on the most commonly used reference sources, stressing the study of dictionaries, encyclopedias, printed indexes, biographical dictionaries, yearbooks, directories, and handbooks. Methods of studying such materials and matters of bibliographical form also are emphasized, in order to lay a foundation for succeeding courses in the field. I, S; 3 hours. Professor Phelps.

204. DEVELOPMENT AND OPERATION OF LIBRARIES. Seeks to assure grasp of the rise and functions of the modern library, as seen by modern librarians. The supervising of activities and services is considered. I, II, S; 3 hours. Professor Jenkins.

255. ORGANIZATION OF LIBRARY MATERIALS. Designed to provide an introduction to cataloging and classification as practiced in modern libraries. Prerequisite: Senior standing. I, S; 3 hours. Professor Eaton.

258. SELECTION OF LIBRARY MATERIALS. Introduces the principles governing the building of collections. Acquaints students with the aids to the choice of books, films, and recordings for libraries, and includes some use of such materials. I, II, S; 3 hours.

### *For Advanced Undergraduates and Graduates*

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES. The purpose is to increase knowledge of the scope and significant characteristics of the literature in the social sciences and the humanities by systematic study of

modern trends, themes, and representative materials. Provides an introduction to each field, and emphasizes development of skills in selection as related to library problems and processes. I, S\*; 3 hours or 1 unit.

302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the fields of pure and applied science and a study of the literature of each. Designed to give understanding of the content of the several scientific disciplines and of their role in modern society. Selected readings acquaint students with the characteristics of the literature. II, S\*\*; 3 hours or 1 unit. Professor Jenkins.

303. LIBRARY MATERIALS FOR CHILDREN. The selection and use of library materials for children in public and school libraries, according to the needs of the child in his physical, mental, and emotional development and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours or 1 unit. Professors Hostetter and Lohrer.

304. LIBRARY MATERIALS FOR ADOLESCENTS. The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours or 1 unit. Professors Lohrer and Hostetter.

306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. An examination of the problems involved in the cataloging, classification, and care of maps. Classes become familiar with the major cartobibliographical and related tools. II; 2 hours or ½ unit. Mr. Woods.

308. AUDIO-VISUAL SERVICES IN LIBRARIES. Considers the development of audio-visual work in libraries. Students are made aware of the range, types, and functions of the audio-visual materials, equipment, and services commonly provided, and of some of the organizational and technical problems met by specialists in the field. Laboratory sessions furnish conversance with projection, recording, and comparable processes. II, S\*; 2 hours or ½ unit (or 1 unit for candidates for the master's degree in the Library School, upon approval). Professor Stone.

FIELD WORK. Scheduled observation and work in the University Library and in other local libraries. Prescribed for candidates for the master's degree who lack equivalent experience, although an applicant may petition to substitute for it a period of work in an acceptable library near his home before coming to the Library School. I, II, S. Staff.

### *For Graduates*

401. COMMUNICATIONS. An introduction to the mass media of communications, i.e., print, broadcasting, and films, as they affect modern society. Problems, studies, and the principal techniques of research in communications are considered from the viewpoint of librarians. I, S\*; 1 unit. Professor Stone.



A meeting of the Public Library Club.

402. STUDIES IN READING. Designed to acquaint students with the major areas of investigation and library interest in reading. Special attention is given to studies of reading interests and habits. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Professor Stone.

403. METHODS OF INVESTIGATION. Survey of library literature; with attention to examples of research in the library field, to elementary statistical procedures, and to the methods of investigation applicable to librarianship. Designed to prepare consumers rather than producers of research results, and to help students in their work on master's papers. I, S\*; 1 unit. Professor Jenkins.

404. READING OF YOUNG PEOPLE. Concerned primarily with the major areas of investigation in the field of reading for young people. Class discussions are devoted to analysis of various studies and their implications for librarians working with children and young people. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Professor Lohrer.

405. LIBRARY ADMINISTRATION. Designed to supply knowledge of the internal organization of libraries, and of the principles of library administration. Emphasis is on comparison of the conditions found in the several kinds of libraries, and on applications of the general theory of administration. I, S\*; 1 unit. Professor Jenkins.

406. LIBRARY SERVICE TO CHILDREN AND YOUNG PEOPLE. Stresses the services, problems, and needs of school libraries in the elementary and secondary fields, and of public library work with young people. Analyzes major problems and activities in library service to children and young people. II, S\*\*; 1 unit. Professors Lohrer, Hostetter, and Fedder, and Miss James.

407. CATALOGING AND CLASSIFICATION I. The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and complex types of entry. Problems provide experience with the Dewey Decimal and Library of Congress classification schemes and the Library of Congress Subject Headings. I, S\*; 1 unit. Professor Eaton.



408. CATALOGING AND CLASSIFICATION II. The theory, practice, and application of the principles of cataloging and classification. Takes up the cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, and incunabula and other rare items. Includes some discussion of the administrative problems of a cataloging department. II, S\*\*; 1 unit. Prerequisite: Library Science 407. Professor Eaton.

410. TEACHING FUNCTION OF THE LIBRARY. Considers the implications of regarding libraries as educational institutions, and the contribution of this concept to a philosophy of librarianship. Study is made of outstanding applications in the profession. II, S\*\*; 1 unit. Professor Stone.

411. BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES. Detailed consideration of the bibliographical and reference materials in some ten subject fields, with training and practice in their use for solving questions arising in reference service. I, S\*; 1 unit. Professor Phelps.

412. BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY. Study of the basic and most useful reference and bibliographic aids in pure and applied science. Problems involving specific titles are assigned, emphasis being placed on the uniform pattern of reference tools existing in the various subject fields. II, S\*\*; 1 unit. Professor Jenkins.

424. GOVERNMENT PUBLICATIONS. The nature and scope of American and British government publications; and the problems of organization arising from their form and from the methods of their production and distribution. I, S\*; 1 unit. Professor Phelps.

427. RESOURCES OF AMERICAN LIBRARIES. Aims to acquaint students with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I; 1 unit. Dr. Jackson.

428. PHYSICAL PROBLEMS OF LIBRARIES. Consideration of principles and problems affecting the construction, remodeling, and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S\*\*; 1 unit.

430. ADVANCED BIBLIOGRAPHY. Designed to enable the student to utilize the varied resources of a large research library. Deals with the methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*\*; 1 unit. Prerequisite: Library Science 424 or consent of instructor. Professor Phelps.

432. HISTORY OF BOOKS AND PRINTING. The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the account of the production and distribution of printed books; the history of ancient and medieval libraries in relation to the collection and preservation of books. Emphasis is placed on the relation of books to social conditions in the various periods studied. II, S\*\*; 1 unit. Professor Eaton.

433. BIOLOGICAL LITERATURE AND REFERENCE WORK. Introduction to use of the indexes and abstract journals serving the biological sciences and related fields. The handling of pertinent general library aids, the preparation of

scientific manuscripts, and the history of scientific societies also are considered. I, II; ¼ unit. Professor Bamber.

434. LARGER UNITS OF LIBRARY ORGANIZATION. A study of cooperation, contracts, county and regional arrangements, and other devices for the provision of school and public library service by units covering more than a local area. Emphasis is on legal and administrative aspects, and not on operational procedures. II, S\*\*; 1 unit.

436. DEVELOPMENT OF THE LIBRARY CATALOG. The history and philosophy of classification schemes and cataloging codes, and comparative study of present-day cataloging practices. II, S\*\*; 1 unit. Prerequisite: Library Science 407, 408, or consent of instructor. Professor Eaton.

439. MEDICAL LITERATURE AND REFERENCE WORK. Detailed study of the underlying reference and bibliographical helps related to the medical sciences and cognate fields. Problems in the use of particular titles are given. I; 1 unit. Prerequisite: Consent of instructor. Professor Jenkins.

451. PROBLEMS IN REFERENCE SERVICE. Examines the assumptions on which the interpretation of library resources is based, to consider the objectives of such service and the policies which lead to their attainment. I; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Phelps.

452. EDUCATION FOR LIBRARIANSHIP. A study of the development of library education in this country and abroad. Not a course in teaching methods, but designed to provide understanding of the philosophical foundations of the several training agencies through analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Lancour.

453. PROBLEMS IN CATALOGING AND CLASSIFICATION. Analysis of the major technical and organizational problems of cataloging and classification, accompanied by a critical survey of the studies made in this area. I; 1 unit. Prerequisite: Courses comparable to Library Science 407 and 408, or consent of instructor. Professor Eaton.

454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS. Investigation and review of administrative and educational problems in college and university libraries. II, S\*\*; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Dunlap.

455. PROBLEMS OF RESEARCH IN READING. Intensive analysis of selected research problems related to reading. Provides opportunity for independent investigation, and for critical review of the major assumptions, methods, and conclusions of work done in particular fields; and considers implications for the policy and practice of libraries. I; 1 unit. Prerequisite: Master of Science in Library Science and Library Science 402 or 404, or consent of instructor. Professor Stone.

456. PUBLIC LIBRARY PROBLEMS. Study of the major questions in the administration and organization of public libraries. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor.

457. LIBRARIANSHIP AND SOCIETY. Emphasis in this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Lancour.

458. SCHOOL LIBRARY PROBLEMS. Examination of the current practices and major problems of the school library field. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Hostetter.

459. PRINCIPLES OF RESEARCH METHODS. Designed for persons planning to engage in research. The course reviews significant investigations in the library field, and considers the use of hypotheses, the conduct of experiments, the nature of proof, and the employment of statistical methods, with a view to helping students develop their dissertations. Required for doctoral candidates. I; 1 unit. Prerequisite: Knowledge of the principles of statistics; Master of Science in Library Science or consent of instructor. Professor Stone.

491. THESIS. Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors Downs, Eaton, Jenkins, Lancour, Phelps, and Stone.

### *For Graduate Students Interested in Subject Bibliography*

(Arranged jointly with other departments of the University)

Chemistry 492. CHEMICAL LITERATURE AND REFERENCE WORK. Detailed study of the basic literature of chemistry, with problems in its use. I; ¼ unit. Prerequisite: Consent of instructor. Professor Bartow.

Law 353. USE OF LAW BOOKS. Methods in legal bibliography. II; 1 hour or ¼ unit. Prerequisite: Consent of instructor. Professor Weisiger.

Library Science 306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. See page 29 for course description.

Library Science 433. BIOLOGICAL LITERATURE AND REFERENCE WORK. See page 31 for course description.

Library Science 439. MEDICAL LITERATURE AND REFERENCE WORK. See page 32 for course description.

Music 338. MUSIC BIBLIOGRAPHY AND REFERENCE. Study of the fundamental reference and bibliographic materials. Problems in using particular works and on finding them in a library are given. Music scores, books about music, and recordings are treated. I or II, S\*; 3 hours or ½ unit. Prerequisite: For students in the School of Music, senior standing or consent of instructor; for non-music school students, senior standing with at least one year each at the college level of the history and theory of music, or equivalent. Professor Allen.











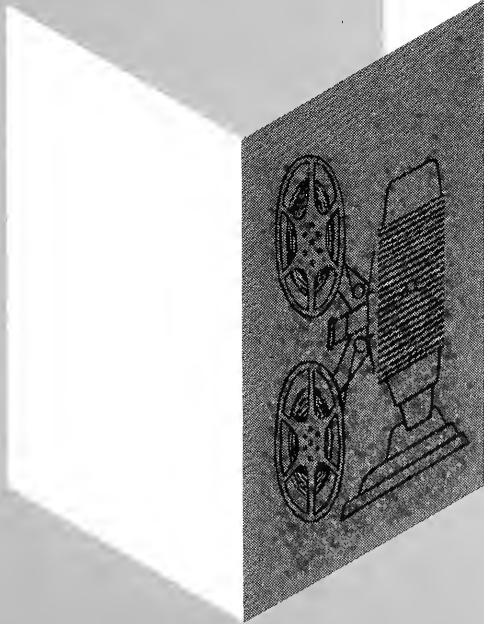
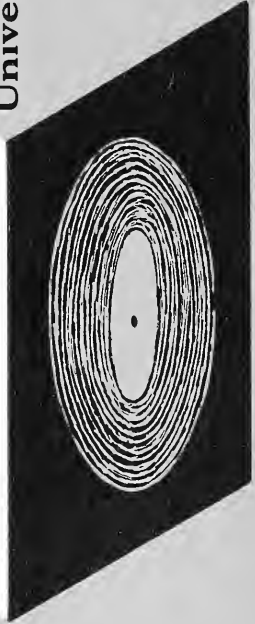
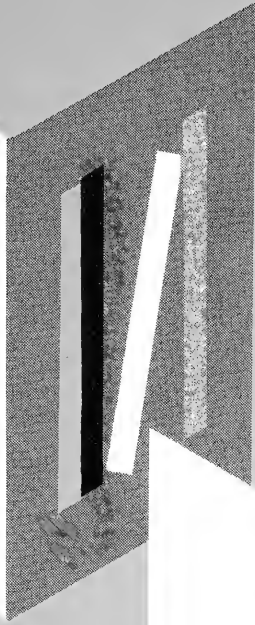


4961  
54/55  
cop. 2

# Library School

University of Illinois Bulletin

Announcement 1954-55



## Board of Trustees

### MEMBERS EX OFFICIO

William G. Stratton, Governor of Illinois	Springfield
Vernon L. Nickell, Superintendent of Public Instruction	Springfield

### ELECTED MEMBERS

1949-1955

Wirt Herrick	Clinton
Robert Z. Hickman	Danville
Mrs. Frances B. Watkins	Chicago

1951-1957

Harold E. Grange	Chicago
Wayne A. Johnston	Chicago
Herbert B. Megran	Harvard

1953-1959

Cushman B. Bissell	Chicago
Mrs. Doris S. Holt	Flora
Park Livingston	Franklin Park

### OFFICERS OF THE BOARD

Herbert B. Megran, President	Harvard
Anthony J. Janata, Secretary	Urbana
Herbert O. Farber, Comptroller	Urbana
Clarence W. Weldon, Treasurer	Chicago

## UNIVERSITY OF ILLINOIS BULLETIN

Volume 51

March, 1954

Number 51

Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 207 Administration Building, Urbana, Illinois.

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below.

**Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.**

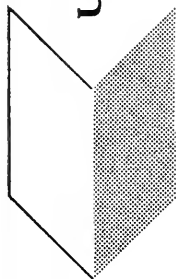
UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN

FEB 11 1979

L161—O-1096

THE LIBRARY OF THE  
JAN 16 1956  
UNIVERSITY OF ILLINOIS

University of Illinois URBANA



Announcement 1954-55



C496a  
1954/55  
cop. 2

## Table of Contents

GRADUATE CALENDAR .....	4
FACULTY OF THE LIBRARY SCHOOL.....	6
LIBRARIANSHIP AS A CAREER .....	10
OPPORTUNITIES IN LIBRARY WORK .....	10
THE LIBRARY SCHOOL .....	13
Facilities and Equipment .....	13
Library School Library .....	13
The University Library .....	14
Demonstration Laboratory .....	14
Features and Activities .....	15
Field Work .....	15
Colloquium .....	15
Laboratory Library Project .....	15
Extension Study .....	16
Windsor Lectures .....	16
Publications .....	16
Beta Phi Mu .....	16
Recreation and Student Welfare .....	17
Alumni Association .....	17
Placement Service .....	17
Fees and Expenses .....	17
Fellowships, Assistantships, and Other Financial Aid .....	18
Information and Entrance .....	19
UNDERGRADUATE PROGRAMS.....	20
Library Science as a Minor in the College of Liberal Arts and Sciences .....	20
Library Science as a Minor in the College of Education .....	21
PROGRAM FOR THE DEGREE OF MASTER OF SCIENCE.....	22
Admission Requirements .....	22
Requirements for the Master's Degree .....	23
PROGRAM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY .....	24
Admission Requirements .....	24
Requirements for the Doctor's Degree .....	24
COURSES.....	27

# Graduate Calendar

## 1954—SUMMER SESSION

- June 18, Fri.—June 19, Sat.... Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available on May 17.)
- June 21, Monday..... Instruction begins.
- July 5, Monday..... Independence Day holiday. No classes.
- July 6, Tuesday..... Latest date to apply for French examination on July 16.
- July 6, Tuesday..... Latest date for changing program without fee.
- July 9, Friday..... Latest date to apply for German examination on July 23.
- July 16, Friday evening..... French examination.
- July 23, Friday evening..... German examination.
- July 26, Monday..... Latest date for dropping a course without penalty (grade of E).
- Aug. 13, Fri.—Aug. 14, Sat.... Summer session examinations.
- August 13, Friday..... No names will be added to the August graduation list after this date.
- August 13, Friday..... Latest date for candidates for the master's degree in August to deposit theses.
- September 17, Friday..... Latest date for candidates for Ph.D. degree in October to submit theses to Graduate College for approval of format.
- October 1, Friday..... Latest date to file application for the master's degree in October.
- October 1, Friday..... Latest date for candidates for the master's degree in October to deposit theses.
- October 1, Friday..... Latest date for finals for Ph.D. degree in October.
- October 8, Friday..... Latest date for candidates for Ph.D. degree in October to deposit theses and abstracts.

## 1954—FIRST SEMESTER

- Sept. 15, Wed.—Sept. 18, Sat... Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by September 1.)
- September 18, Saturday..... Latest date for registration of former students without payment of late registration fee.
- September 20, Monday..... Instruction begins.
- October 1, Friday..... Latest date to apply for French examination on October 15.
- October 8, Friday..... Latest date to apply for German examination on October 22.
- October 11, Monday..... Latest date for changing program without fee.
- October 15, Friday evening.... French examination.
- October 22, Friday evening.... German examination.
- October 30, Saturday noon.... Latest date for preliminary examination for Ph.D. degree if thesis credit earned during the semester is to apply to the "third" year.
- November 1, Monday..... Latest date for adding a course to program.
- November 19, Friday..... Latest date to apply for French or German examination on December 3.
- November 24, Wed., 1 p.m.... Thanksgiving vacation begins.
- November 29, Mon., 1 p.m.... Thanksgiving vacation ends.
- December 3, Friday..... Illinois Day (State admitted to the Union, 1818).
- December 3, Friday evening.... French examination and German examination.
- December 13, Monday..... Latest date for dropping a course without penalty (grade of E).
- December 18, Saturday noon.... Christmas vacation begins.

1955

- January 3, Monday, 1 p.m. . . . . Christmas vacation ends.  
January 14, Friday . . . . . Latest date for candidates for Ph.D. degree in February to submit theses to Graduate College for approval of format.  
Jan. 21, Fri.—Jan. 29, Sat. . . . . Semester examinations.  
January 21, Friday . . . . . No names will be added to the February graduation list after this date.  
January 21, Friday . . . . . Latest date for candidates for the master's degree in February to deposit theses.  
January 29, Saturday noon . . . . . Latest date for finals for Ph.D. degree in February.  
February 2, Wednesday . . . . . Latest date for candidates for Ph.D. degree in February to deposit theses and abstracts.

1955 — SECOND SEMESTER

- Feb. 7, Mon.—Feb. 9, Wed. . . . . Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by January 15.)  
February 9, Wednesday . . . . . Latest date for registration of former students without payment of late registration fee.  
February 10, Thursday . . . . . Instruction begins.  
February 15, Tuesday . . . . . Latest date for applications for fellowships for 1955-1956.  
February 18, Friday . . . . . Latest date to apply for French examination on March 4.  
February 25, Friday . . . . . Latest date to apply for German examination on March 11.  
March 2, Wednesday . . . . . University Day (University opened, 1868).  
March 4, Friday evening . . . . . French examination.  
March 7, Monday . . . . . Latest date for changing program without fee.  
March 11, Friday evening . . . . . German examination.  
March 19, Saturday . . . . . Latest date for preliminary examination for Ph.D. degree if thesis credit earned during the semester is to apply to the "third" year.  
March 21, Monday . . . . . Latest date for adding a course to program.  
April 7, Thursday, 1 p.m. . . . . Easter vacation begins.  
April 13, Wednesday, 1 p.m. . . . . Easter vacation ends.  
April 15, Friday . . . . . Latest date to apply for French examination on April 29.  
April 22, Friday . . . . . Latest date to apply for German examination on May 6.  
April 25, Monday . . . . . Latest date for dropping a course without penalty (grade of E).  
April 29, Friday . . . . . Honors Day. Classes dismissed at noon.  
April 29, Friday evening . . . . . French examination.  
May 6, Friday evening . . . . . German examination.  
May 20, Friday . . . . . Latest date for candidates for Ph.D. degree in June to submit theses to Graduate College for approval of format.  
May 27, Friday . . . . . No names will be added to the June graduation list after this date.  
May 27, Friday . . . . . Latest date for candidates for the master's degree in June to deposit theses.  
May 30, Monday . . . . . Memorial Day. No classes.  
June 2, Thurs.—June 10, Fri. . . . . Semester examinations.  
June 4, Saturday noon . . . . . Latest date for finals for Ph.D. degree in June.  
June 8, Wednesday . . . . . Latest date for candidates for Ph.D. degree in June to deposit theses and abstracts.  
June 19, Sunday . . . . . Commencement exercises.

## Faculty of the Library School

- Robert Bingham Downs Professor of Library Science  
Director of the Library School  
Director of the Library  
A.B., University of North Carolina; B.S. and M.S., School of Library Service,  
Columbia University; Litt.D., Colby College; LL.D., University of North  
Carolina; D.L.S., University of Toledo.
- Harold Lancour Professor of Library Science  
Associate Director of the Library School  
A.B., University of Washington; B.S. and M.S., School of Library Service,  
and Ed.D., Teachers College, Columbia University; Graduate Study, Institut  
Universitaire de Hautes Etudes Internationales, Geneva, Switzerland, and  
Sorbonne, Paris, France.
- Rose Bernice Phelps Professor of Library Science  
A.B., University of Michigan; B.S. and M.S., School of Library Service,  
Columbia University; Ph.D., Graduate Library School, University of Chicago.
- Thelma Eaton Associate Professor of Library Science  
B.S. in Ed. and A.B., Northwest Missouri State Teachers College; A.M.L.S.,  
University of Michigan; Ph.D., Graduate Library School, University of  
Chicago.
- Frances Briggs Jenkins Associate Professor of Library Science  
B.S. and Ph.D., University of Illinois; M.S., Tulane University; B.L.S., Uni-  
versity of California.
- \*C. Walter Stone Associate Professor of Library Science  
A.B., Columbia College, B.S., School of Library Service, and M.A. and Ed.D.,  
Teachers College, Columbia University.
- Donald Everett Strout Associate Professor of Library Science  
A.B., Bates College; A.B.L.S., University of Michigan; A.M. and Ph.D., Uni-  
versity of Illinois.
- Harold Goldstein Visiting Associate Professor of Library Science  
B.S., University of Maryland; B.S., School of Library Service, and M.A. and  
Ed.D., Teachers College, Columbia University.
- Marie Miller Hostetter Assistant Professor of Library Science  
A.B., University of Kansas; B.L.S., University of Illinois; A.M., Northwestern  
University.
- Mary Alice Lohrer Assistant Professor of Library Science  
Ph.B., University of Chicago; B.S. in L.S., University of Illinois; A.M., Grad-  
uate Library School, University of Chicago.
- Viola Louise James Instructor in Library Science  
A.A., Central College; A.B., Greenville College; B.S. in L.S., University of  
Illinois; A.M., Graduate Library School, University of Chicago.

\* On leave of absence for first semester, 1954-1955.





Lawrence S. Thompson

Visiting Lecturer in Library Science

A.B. and Ph.D., University of North Carolina; A.B.L.S., University of Michigan; M.A., University of Chicago.

Director of Libraries, University of Kentucky.

#### PHINEAS L. WINDSOR LECTURERS

Arthur E. Bestor, Professor of History, University of Illinois

Jonathan Daniels, Editor, *News and Observer*, Raleigh, North Carolina

David C. Mearns, Chief, Manuscripts Division, Library of Congress

#### COLLOQUIUM CONTRIBUTORS IN 1953-1954

Donald E. Bean, Representative, Library Bureau Division, Remington Rand, Inc.

Leendert Brummel, Librarian, Koninklijke Bibliotheek, The Hague, Netherlands

Rachael DeAngelo, Executive Secretary, American Association of School Librarians

Grace Gilman, Librarian, Lincoln Library

Otto Kinkeldey, Director of Libraries, *Emeritus*, Cornell University

Margaret E. Monroe, Director, American Heritage Project, American Library Association

Dora Ruth Parks, Executive Secretary, West Virginia State Library Commission

Ransom Richardson, Editor, *A.L.A. Bulletin*

Beatrice Rossell, Director of *Childcraft*, School and Library Service, Field Enterprises, Inc.

Frances Clarke Sayers, Superintendent of Work with Children, *Retired*, New York Public Library

Stewart W. Smith, Director, St. Louis County Library

Jack Spear, Field Supervisor, New York State Library

Grace T. Stevenson, Associate Executive Secretary, American Library Association

#### COLLABORATING MEMBERS OF THE LIBRARY STAFF

Joseph Allen, A.M., Music Librarian and Assistant Professor of Library Science

Lyle E. Bamber, M.S., Natural History Librarian and Associate Professor of Library Science

Leslie W. Dunlap, Ph.D., Associate Director for Public Service Departments, Library, and Professor of Library Science

Alice N. Fedder, B.S., Librarian at University High School and Assistant Professor of Library Science

William V. Jackson, Ph.D., Librarian of the Undergraduate Library and Assistant Professor of Library Science

Arnold H. Trotter, A.M., Associate Director for Technical Departments, Library, and Professor of Library Science

Bill M. Woods, A.B., B.S., Map Librarian and Instructor in Library Science

#### COOPERATING FACULTY

Virginia Bartow, Ph.D., Assistant Professor of Inorganic Chemistry

Harris F. Fletcher, Ph.D., Professor of English

George B. Weisiger, J.D., Professor of Law

#### ADMINISTRATIVE STAFF

Helen Knights, Secretary of Library School

Annie Laurie Bass, A.B., Editorial Assistant for Publications Board

## **Librarianship as a Career**

Librarianship is an old and honored profession. Libraries have existed from ancient times, and in the last century they have grown greatly in size and number. In recent years particularly, with the spread of popular democratic education, the deepened acquaintance of man with himself and his world, and the tremendous additions to recorded knowledge, there have come notable increases in the collections and services of libraries. This appears strikingly in the enlarged advisory and informational facilities of public libraries, the enhanced place of libraries in public schools, the augmenting of materials for study and research in colleges and universities, and the establishment of important libraries in many business and industrial concerns. The expansion in the responsibilities of librarians has brought with it a pressing need of special preparation for their work.

The conduct of libraries today calls for men and women of attractive personality and high intellectual attainment, coupled with rigorous academic and professional training. A library career implies dedication to the service of people and to the enrichment of human life, but its satisfactions are commensurate with the demands. The work carried on by librarians is interesting, of infinite variety, and mentally stimulating. The daily impact upon it of new conditions calls for alertness, adaptability, and the exercise of imagination and ingenuity.

## **Opportunities in Library Work**

There are two main kinds of library work for which students may prepare. They are by no means mutually exclusive and in only the very largest libraries can there be complete separation of the two kinds of activities.

The first of these is reader services. In this classification are grouped those duties which bring the librarian into close relationship with users of the library. They include reference work, reading guidance and advisory service, and activities associated with the circulation of materials to readers. Such positions call for personnel who enjoy working directly

with people, who have a natural capacity for teaching, and who have a wide knowledge of books.

The other is technical services. These have to do with the selection and acquisition of the materials added to a library, the organization, arrangement, and indexing of those materials so that they can be easily found and used, and all the other details of daily library operation and maintenance.

Both of these broad classifications of duties are carried on in four main types of library institutions:

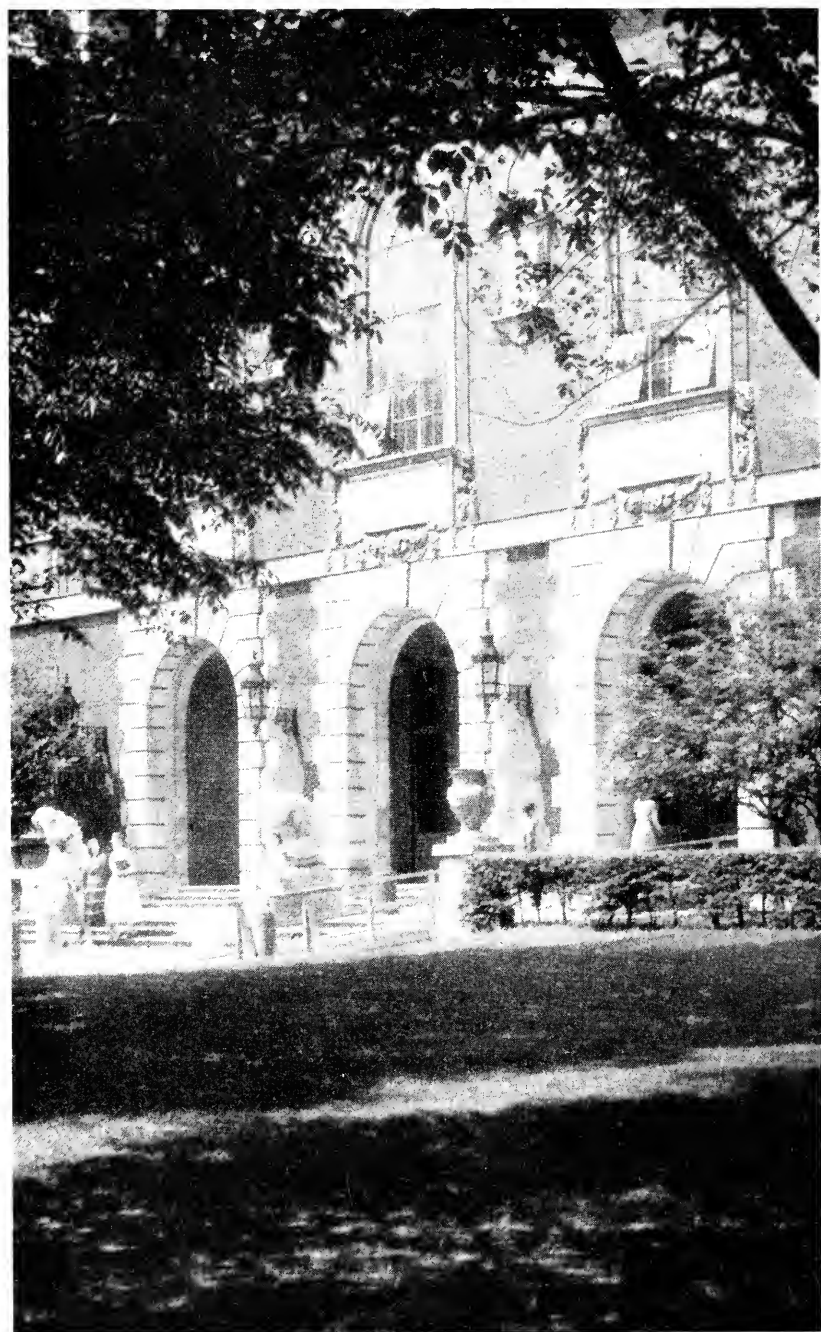
(1) **PUBLIC LIBRARIES.** Generally, public libraries are those which circulate books for home use free of charge to anyone wishing to use the library services. However, they carry on many activities besides the dispensing of books. Usually, but not always, they are supported by public funds. Public libraries may be organized in a single community, such as a town or city, but frequently they are set up on a larger basis, as is the county or regional library. In such cases the library may be a traveling one, bringing its resources to readers in a bookmobile.

(2) **SCHOOL LIBRARIES.** These are the libraries connected with public elementary and secondary schools. They are growing rapidly in number and importance, and in recent years state and regional standards for them have risen steadily.

(3) **COLLEGE, UNIVERSITY, AND RESEARCH LIBRARIES.** These include the libraries connected with colleges and universities and containing the study and research materials for the students and faculties of those institutions. They also include such large general research libraries as the New York Public Library and the Library of Congress.

(4) **SPECIAL LIBRARIES.** Under this heading are grouped the libraries associated with commercial and industrial establishments, hospitals, museums, professional schools, and many governmental agencies. They are usually relatively small in size, are restricted to one or a few subjects, and serve limited groups of readers.

Preparation for both types of service in all four different categories of libraries may be secured at the University of Illinois Library School.



The University of Illinois Library.

## **The Library School**

The University of Illinois Library School is one of four such institutions which originated in the initial decade of education for librarianship in the United States, being an outgrowth of the first established in the Middle West. Founded in 1893 at Armour Institute in Chicago, the School moved to Urbana when a new building became available to it and to the University Library in 1897. It has enjoyed continuous university affiliation longer than any other library school in the United States. The major program now operates in association with the University of Illinois Graduate College. The standards of the School always have been high; it has been a member of the Association of American Library Schools since the inception of that body; and it has been accredited by the Board of Education for Librarianship of the American Library Association. Its living alumni number more than thirty-five hundred persons, who are contributing to library work of various kinds throughout the United States and in foreign countries.

The purpose of the Library School is to equip young men and women for professional work in the fields of service and kinds of libraries described on pages 10 and 11. Preparation rests mainly on basic studies which are essential for any library position, although emphasis in particular directions is possible through the individual projects which may be developed in most courses. More specialized work may be pursued in advanced courses. Programs of study are on the graduate level and lead to the degrees of Master of Science and Doctor of Philosophy. The curricula leading to these degrees, together with the conditions for pursuing them, are described later in this Announcement.

### **FACILITIES AND EQUIPMENT**

The Library School is located on the third floor of the main building of the University of Illinois Library. There it has classrooms, offices for faculty and administrative staff, and accommodations for its library and demonstration laboratory as described below.

#### *Library School Library*

The special library of the School contains more than 20,000 bound volumes, 28,000 library reports, and uncataloged materials occupying about thirty-five drawers of vertical files. All known periodicals concerned with library science are received, as well as numerous journals in the

related fields of publishing, printing, book reviewing, communications, education, and visual aids. The holdings of the library have been assembled over many years and afford a liberal basis for research. Supplementing the printed resources are approximately two hundred microfilms of theses and other items, and various audio-visual materials, including lantern slides, 16 millimeter films, recordings, maps, and pictures.

Besides the main collection in the library there are about 4,000 volumes for children and young people, for use in courses on children's literature. Children's interests from the pre-school age through adolescence are represented, especially in picture books, nursery tales, folk literature, and biography.

### *The University Library*

The University Library has more than 2,500,000 volumes in the main and departmental libraries on the Urbana-Champaign campus, 100,000 volumes on the campus of the Chicago Professional Colleges, and 55,000 volumes in the Undergraduate Division at Chicago. Other items in the form of manuscripts, prints, maps, music scores, films, recordings, and partially cataloged pamphlets make the complete count about 3,250,000.

The main building of the Library has special rooms for materials in the fields of classics; commerce, sociology, and social work; education, philosophy, and psychology; English language and literature; Germanic and Romance languages; history and political science; maps; newspapers; physical education; rare books; and an Undergraduate Library.

Departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special subjects: agriculture, architecture, astronomy, ceramics, chemistry, engineering, journalism, labor and industrial relations, landscape architecture, law, mathematics, music, natural history (biological sciences), physics, and veterinary medicine. Two browsing rooms, one in the main Library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

### *Demonstration Laboratory*

The audio-visual service of the Library School, and the training related to it, are centered in the Demonstration Laboratory. The primary responsibilities of the Laboratory include aid to faculty and students in the selection, preparation, and presentation of audio-visual materials; formal and informal instruction concerning them; supervision of research projects dealing with film, radio, and television; maintenance of displays



in corridors and on bulletin boards; and the production of specialized teaching materials.

The Demonstration Laboratory also conducts or participates in a number of activities not directly related to instruction. Some of these are the development of a collection of archival recordings; the preparation of a union list of non-theatrical films in Illinois; a series of film preview meetings at which outstanding educational motion pictures are shown and discussed; a weekly series of television programs; and the Film Forum, devoted to the study of films as vehicles of art and communication and open to the University community at large.

Working in cooperation with the Library of the Library School, the Demonstration Laboratory utilizes the general resources of the University Library. It also draws upon the film collection of the Visual Aids Service of the University's Extension Division, the University's radio station W I L L, Television-Motion Pictures, and the Photographic Laboratory. It has a suite of specially fitted rooms which accommodate its collection of teaching aids, including examples of modern library equipment: photographs and models of library buildings; projectors for motion pictures, film strips, and slides; and recorders using discs and tape. The space allows for simultaneous preparation of exhibits, projection and recording, informal demonstrations, and class meetings.

## FEATURES AND ACTIVITIES

### *Field Work*

Experience under actual operating library conditions is provided in a field-work program. This program consists of practice assignments in the University Library, in the libraries of University High School and Urbana High School, and in the Urbana Free Library.

### *Colloquium*

In a series of assemblies throughout the year, Library School students become acquainted with leaders in the library profession and the book world, and hear and take part in discussions led by them. The range of this opportunity is shown by the list of colloquium contributors appearing on page 8.

### *Laboratory Library Project*

A notable feature of the Library School program is the Laboratory Library, operated in cooperation with the Board of Directors of the

Urbana Free Library. Using the facilities of that Library and collaborating with a member of the faculty, students are conducting a long-range project of research and experimentation especially related to public library problems.

### *Extension Study*

Through the Extension Division of the University the Library School schedules a few courses in cities throughout Illinois. These are limited essentially to the undergraduate level and are for school librarians, teacher-librarians, and others wishing to meet the requirements for entering the graduate program and becoming candidates for the master's degree.

### *Windsor Lectures*

The Phineas L. Windsor Lectures in Librarianship were established by the alumni of the School from money contributed by more than two thousand graduates. They consist of three lectures, delivered each year, and are named in honor of Phineas L. Windsor, Director *Emeritus* of the Library School, whose retirement in 1940 terminated service of thirty-one years to the School and to education for librarianship.

### *Publications*

Publications issued by the Library or related to the Library School program include the following:

**LIBRARY TRENDS.** A quarterly journal which endeavors to summarize and synthesize in each of its numbers the recent developments and research relating to a given field of library activity.

**OCCASIONAL PAPERS.** A processed pamphlet series on various professional subjects, appearing irregularly and reproducing manuscripts which are unsuited to printing in library periodicals because of length, detail, special nature, or temporary interest.

**ILLINOIS CONTRIBUTIONS TO LIBRARIANSHIP.** A set of miscellaneous volumes treating in detail particular aspects of library science.

**WINDSOR LECTURES.** The presentation in book form of the Phineas L. Windsor Lectures in Librarianship. Four volumes have been issued to date.

### *Beta Phi Mu*

Alpha chapter of Beta Phi Mu, honorary fraternity in library science, is located at the University of Illinois. Almost 350 graduates of the

Library School have won the key of this society for scholastic excellence and professional promise. Students maintaining a grade average of 4.6 or better are eligible for election.

### *Recreation and Student Welfare*

The Illini Union, operated by the University, provides a social, cultural, and recreational center for students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

### *Alumni Association*

The University of Illinois Library School Association was organized in 1898 to advance the interests of the Library School and to promote social relations among its members. Reunions and meetings are held each year, usually at conferences of the American Library Association and state library associations. The Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship, and it has also raised money for other purposes. Twice annually it publishes a newsletter.

### *Placement Service*

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the positions best suited to their abilities throughout their careers. The School can not, however, guarantee positions.

## FEES AND EXPENSES

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. A complete statement of fees is given in the Graduate College Announcement and the Undergraduate Study bulletin.

Tuition: Residents of Illinois.....	\$ 50
Nonresidents of Illinois.....	160
Laboratory, library, and supply fee.....	11
Hospital and medical service fee.....	5
Illini Union service charge.....	7

Personal living expenses vary with individuals, but allowance should be made for at least the following amounts for each semester: room rent, \$120; board, \$250; books and equipment, \$30; incidentals, \$30. These figures indicate a minimum of \$1,000 an academic year for an Illinois resident and \$1,220 for a student from outside the state. Costs for summer sessions, which cover one-half as many weeks as a semester, are proportionate. The University Housing Division, 108 Illini Hall, maintains a list of approved rooms and gives assistance in locating housing.

## FELLOWSHIPS, ASSISTANTSHIPS, AND OTHER FINANCIAL AID

### *Katharine L. Sharp Fellowship*

Endowed in 1933 by the Library School Association as a memorial to the founder of the School, this fellowship is awarded biennially on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition.

### *Graduate College Fellowships*

The Board of Trustees of the University has established a number of fellowships which are open to candidates for the Master of Science degree who are not over thirty years of age when the appointment is to be made. These awards amount to \$900 and exemption from payment of tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships of \$1,000 and third-year fellowships of \$1,100, both exempt from tuition fees.

### *Assistantships*

A limited number of teaching assistantships are available to candidates for the doctor's degree who are preparing for careers in education for librarianship. They entail exemption from tuition and a minimum basic salary of \$2,700 for the academic year.

Several part-time research and library assistantships in the University Library and in the Library School also are open. Students in the Library School who have completed the undergraduate preparatory library science courses described on page 22 are eligible for these appointments. A minimum stipend for a half-time assistant is \$1,350 a year and for a three-quarter time appointment, \$2,025, both with exemption from tuition. Such assignments are made for one year and may be renewed once.

### *Loan Funds*

Numerous loan funds are administered by the University for students who are in need of financial aid. Emergency loans to students in the Library School also are made by the Library School Association.

### *Employment*

Ordinarily a few opportunities for hourly work in the University Library are available for students who must earn part of their expenses. Where such occupation exceeds ten hours a week, programs of study have to be reduced.

## INFORMATION AND ENTRANCE

Inquiries on points not covered by this Announcement, and applications for any of the programs of the Library School or for financial aid, should be addressed to the Associate Director. Formal applications, accompanied by transcripts of college study and by other necessary papers, should be filed as early as possible, and at least four weeks before the date of registration. Candidates should not complete plans for attending the Library School before receiving word that they have been admitted.

## Undergraduate Programs

For a career in library work, as in other professions, the student needs a sound, well-balanced intellectual background. History, literature, the social and natural sciences, and foreign languages all are important in his undergraduate program. Because of the variety of opportunities in library service, numerous combinations of undergraduate courses afford suitable groundwork for the prospective librarian.

A series of courses at the undergraduate level is offered by the Library School through the College of Liberal Arts and Sciences and the College of Education. These courses may be taken as a minor in either of the colleges. They provide the prerequisites for later professional study, and they give prospective school librarians the elementary preparation necessary to meet certification requirements for school library work.

### LIBRARY SCIENCE AS A MINOR IN THE COLLEGE OF LIBERAL ARTS AND SCIENCES

The purpose of this minor is to give the student (a) a broad liberal education, (b) a strong subject specialization, and (c) instruction in the basic principles and practices of librarianship. In view of the wide range of offerings open to students in the general curriculum of liberal arts and sciences, it is not feasible to specify any fixed sequences of courses to be taken. Under the guidance of advisers, each student is expected to plan his own program within the general requirements of the College of Liberal Arts and Sciences. In all cases there should be a strong major in some academic field during the last two years of undergraduate work. As a general rule, vocational courses should not be included.

In addition to these general requirements, each student in the pre-library curriculum completes twenty hours of library science as follows:

JUNIOR YEAR — FIRST SEMESTER	HOURS
Lib. Sci. 201 — Use of Books and Libraries	3
JUNIOR YEAR — SECOND SEMESTER	
Lib. Sci. 204 — Development and Operation of Libraries	3
SENIOR YEAR — FIRST SEMESTER	
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 301 — Literature of the Humanities and Social Sciences, or Lib. Sci. 303 — Library Materials for Children	3

**SENIOR YEAR — SECOND SEMESTER**

Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2
Lib. Sci. 302 — Literature of Science and Technology, or	
Lib. Sci. 304 — Library Materials for Adolescents	3

**LIBRARY SCIENCE AS A MINOR IN THE  
COLLEGE OF EDUCATION**

It is in this college that the minor in library science is especially apt to be sought by students who wish to qualify as librarians or teacher-librarians in small public or private schools. The minimum number of credit hours required for the minor is sixteen. The courses listed below may be applied toward the requirements set by the state of Illinois for such positions.

<b>FIRST SEMESTER</b>	<b>HOURS</b>
Lib. Sci. 201 — Use of Books and Libraries	3
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 303 — Library Materials for Children	3
<b>SECOND SEMESTER</b>	
Lib. Sci. 204 — Development and Operation of Libraries	3
Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 304 — Library Materials for Adolescents	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2

Concurrently with these courses, it is recommended that students preparing for school library positions also take the library sections of Education 241, Technic of Teaching in the Secondary School, and Education 242, Educational Practice in Secondary Education, the second of which provides practice work in a recognized school library.

## **Program for the Degree of Master of Science**

### ADMISSION REQUIREMENTS

Students coming to the Library School register first in the Graduate College. Admission there may be granted to candidates holding bachelor's degrees from the University of Illinois or from universities and colleges maintaining equivalent requirements, and to graduates of other institutions approved by the Executive Faculty. Applicants are expected to show a grade-point average no lower than 3.5 for the last half of the credit hours earned in securing the bachelor's degree plus all postgraduate academic study, exclusive of required physical education and military training. Entrance does not imply admission to candidacy for a degree, and gives no claim to that.

For entrance to the Library School an applicant also is called upon to meet the following requirements:

(1) The undergraduate plan of study should have included basic courses in sociology, psychology, education, economics, American government, and public administration. An elementary course in statistics is recommended. If deficiencies occur, the Library School, after evaluating the student's undergraduate program, will indicate what further study, if any, must be completed before admission. Some deficiencies may be made up after conditional admission to the Graduate College.

(2) A reading knowledge of at least one modern foreign language. Students who plan to specialize in bibliographic work or work in college or university libraries must have a reading knowledge of at least two foreign languages. The language requirement may be met either by completing one academic year of study at the college level or by passing a proficiency examination.

(3) Unless he possesses a bachelor's degree gained in a fifth year of professional study at an accredited library school, an applicant ordinarily must pursue certain preliminary courses referred to above as contributing to undergraduate minors in colleges on the University of Illinois campus. These are Library Science 201, 204, 255, and 258. A scholastic average of at least 3.75 (C+) must be achieved in them. They are offered in both summer sessions and through the year; but three of the four must be taken in the summer if the candidate hopes to finish his subsequent professional program in two semesters. Applicants who believe they deserve exemption from these courses, by reason of previous instruction or experience, may demonstrate this in placement examinations scheduled just preceding registration.



(4) Ordinarily admission is open only to persons under thirty-six years of age, unless within recent years they have been actively engaged in library work or in teaching.

## REQUIREMENTS FOR THE MASTER'S DEGREE

At least two semesters or the equivalent are required to attain the master's degree, apart from the preparatory courses. In this period nine units of graduate study are to be completed, except that eight suffice for students who have earned a bachelor's degree in library science in a fifth-year program at an accredited library school. Four and five units thus constitute normal study loads for a semester.

Students are expected to achieve uniformly good records. Grades are recorded by the following letters: A, B, C, D, E. Any student who receives two units of grade below B must complete two additional units of A or B grade to qualify for an advanced degree. Three units of a grade below B disqualify a student as a candidate. A grade of E in any course in the major field precludes the conferring of a degree in the academic year in which the failure is incurred.

Each student's plan of study is mapped out to suit his particular needs and purposes. This is done in consultation with an adviser at the time of original registration and thereafter. There are no prescribed courses, but normally two of the required nine units should be chosen from Library Science 301, 302, 303, and 304. Also, the general field work described on page 15 is essential for those lacking equivalent library experience. Depending on his prior training, an individual may do a portion of his study outside the Library School. Students thinking of careers in special libraries may find useful the varied courses in subject bibliography available through cooperation with other departments of the University. (See page 32.)

No thesis is prescribed, but in order that every candidate for a degree may demonstrate his capacity to assemble and organize facts in a cogent manner, each one is expected to develop a master's project and to produce a report of it. This may grow out of the work on a paper for a course, but in any case the subject is proposed by the student and approved by the instructor with whose field it deals. Holders of doctor's degrees and candidates who can present acceptable master's theses prepared in prior study are exempt from this requirement.

# **Program for the Degree of Doctor of Philosophy**

## **ADMISSION REQUIREMENTS**

A student contemplating doctoral study and research has first to meet the entrance requirements of the Graduate College, as explained above for persons aiming at the degree of Master of Science. In addition the Library School expects an applicant to present the following:

(1) A master's degree in library science from an accredited library school, or a bachelor's degree in library science from such a school plus a master's degree in a subject field; and completion of an elementary course in statistics.

(2) Professional experience in a library representing a substantial period of work.

(3) Evidence of capacity for research and productive scholarship.

A student's candidacy for a degree is not established by his admission to the Graduate College. This is achieved only after review of his credentials and qualifications by the faculty of the Library School and the Dean of the Graduate College.

## **REQUIREMENTS FOR THE DOCTOR'S DEGREE**

### *Period of Study*

A degree is conferred for scholarly attainment, as demonstrated by performance in courses and by examinations and a thesis, rather than for residence over any stated span of time. However, the normal minimum period is two academic years beyond receipt of the master's degree. All three years must be spent in graduate work at some accredited educational institution, and either the first two or the last one of the three at the University of Illinois.

### *Work Done in Other Universities*

Credit for graduate study done at other universities is not transferred; but it may be accepted, upon examination, as equivalent to resident work at the University of Illinois, providing it comes from an institution of high standing.

### *Method of Computing Residence*

Earning credit for a full academic year means that a student has devoted all of his working time and energy over that period to graduate

study. Credit for second-year and third-year work is computed in terms of units. For thesis courses, the credit varies, fixed in each case in accordance with the judgment of the department and the needs of the student, subject to approval of the Dean of the Graduate College.

A full-time student registers for not less than four nor more than five units, and a part-time student ordinarily for that fraction of four units which corresponds to the time he spends in study. No mere accumulation of credits, however, entitles a candidate to take either the preliminary or the final examinations.

### *Major and Minor Subjects*

A student is expected to pursue a major subject in the department in which his research falls. Besides this he selects one or two minor subjects. If there is only one minor study, it must be in a department other than that of the major; and credit for it may be secured by work representing not less than four units, or one-sixth of the total required for the doctorate. If two minors are elected, one must be closely related to the major. With the approval of the adviser and the Dean of the Graduate College it may be a division of the major field, in which case the other minor, consisting of not less than two units, must be in a department other than that of the major. Except by special permission of the Dean, the preliminary examinations may not be undertaken until the work in the minor field or fields has been completed.

### *Preliminary Examinations*

In partial proof of his fitness to proceed toward a degree, a candidate is called upon to pass the following sets of tests:

**LANGUAGES.** A student must prove his ability to read French and German and other languages needed in his work. However, the Executive Faculty of the Graduate College may, upon recommendation by a candidate's adviser, allow him to substitute for one of these languages some other which promises to be more useful in his research. No student is considered as beginning his second year of residence until he has passed a test in one of these languages. Both the French and German examinations must be passed before admission to the preliminary major and minor subject examinations. Dates for the language tests and for making application for them appear on pages 4 and 5 of this Announcement.

**MAJOR AND MINOR SUBJECTS.** When a candidate has finished the equivalent of two years of graduate work to the satisfaction of the faculty of the Library School, he submits to examinations designed to

appraise his knowledge in the fields of his major and minor studies and to reveal whether he is qualified for the final year of work for the doctorate. These are partly or wholly oral and are administered by a committee appointed by the Dean of the Graduate College. Ordinarily they are scheduled toward the end of the student's second year, although, by special permission they may be deferred to a date not later than November 1 in the following fall.

### *Supplementary Examinations*

Before a candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examinations, oral or written, that are thought proper by the departments in which he has studied. Such examinations are given in addition to those regularly scheduled in the courses for which the student is registered.

### *Final Examination*

At least two weeks before the time the degree is conferred, the candidate must undergo a final examination, given by a committee named by the Dean of the Graduate College. This is primarily on the student's research work, as embodied in his thesis, but it may extend to the candidate's whole field of study. The scope of the examination is not limited to course work done at the University of Illinois or at any other institution. Rather, the examination is conducted so as to determine whether the candidate has a satisfactory grasp of his major subject as a whole and a general acquaintance with the fields of knowledge represented by his program.

### *Thesis*

The capacity for independent research must be shown by a thesis on a topic connected with the major field of study. The subject must be chosen by the end of the second year of residence, and a statement of the project submitted for formal consideration by the faculty of the Library School within six weeks after the start of the third year. As indicated above, the candidate defends his finished dissertation before the committee in charge of his final examination.

The Graduate College specifies the conditions and form for completed theses, and for their deposit and publication. These are given in the catalog of the Graduate College.

## Courses

There are described below the various courses and other instructional activities conducted by the Library School. Offerings scheduled for the first semester are designated by "I," those of the second semester by "II," and those in the summer session by "S." Summer courses marked by a single asterisk normally are given only in odd-numbered years, and those indicated by two asterisks in even-numbered years. Credit for graduate study is measured in units, and for undergraduate courses in semester hours. Where both units and hours are specified, the credit for graduate study involves additional assignments.

### *For All Students*

COLLOQUIUM. Weekly talks and discussions by prominent librarians and other leaders associated with library interests, or with the production and distribution of books and comparable media. All students are expected to attend. I, II. Staff.

### *For Advanced Undergraduates*

201. USE OF BOOKS AND LIBRARIES. A basic course on the most commonly used reference sources, stressing the study of dictionaries, encyclopedias, printed indexes, biographical dictionaries, yearbooks, directories, and handbooks. Methods of studying such materials and matters of bibliographical form also are emphasized, in order to lay a foundation for succeeding courses in the field. I, S; 3 hours. Professor Phelps.

204. DEVELOPMENT AND OPERATION OF LIBRARIES. Seeks to assure grasp of the rise and functions of the modern library, as seen by modern librarians. The supervising of activities and services is considered. I, II, S; 3 hours. Associate Professor Jenkins.

255. ORGANIZATION OF LIBRARY MATERIALS. Designed to provide an introduction to cataloging and classification as practiced in modern libraries. Prerequisite: Senior standing. I, S; 3 hours. Associate Professor Eaton.

258. SELECTION OF LIBRARY MATERIALS. Introduces the principles governing the building of collections. Acquaints students with the aids to the choice of books, films, and recordings for libraries, and includes some use of such materials. I, II, S; 3 hours. Associate Professor Strout.

### *For Advanced Undergraduates and Graduates*

301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES. The purpose is to increase knowledge of the scope and significant characteristics of the literature in the social sciences and the humanities by systematic study of modern trends, themes, and representative materials. Provides an introduction

to each field, and emphasizes development of skills in selection as related to library problems and processes. I, S\*; 3 hours or 1 unit. Associate Professor Strout.

302. LITERATURE OF SCIENCE AND TECHNOLOGY. A survey of the fields of pure and applied science and a study of the literature of each. Designed to give understanding of the content of the scientific disciplines and of their role in modern society. Selected readings acquaint students with the characteristics of the literature. II, S\*\*; 3 hours or 1 unit. Associate Professor Jenkins.

303. LIBRARY MATERIALS FOR CHILDREN. The selection and use of library materials for children in public and school libraries, according to the needs of the child in his physical, mental, and emotional development and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours or 1 unit. Assistant Professors Hostetter and Lohrer.

304. LIBRARY MATERIALS FOR ADOLESCENTS. The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours or 1 unit. Assistant Professors Lohrer and Hostetter.

306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. An examination of the problems involved in the cataloging, classification, and care of maps. Classes become familiar with the major cartobibliographical and related tools. II; 2 hours or ½ unit. Mr. Woods.

308. AUDIO-VISUAL SERVICES IN LIBRARIES. Considers the development of audio-visual work in libraries. Students are made aware of the range, types, and functions of the audio-visual materials, equipment, and services commonly provided, and of some of the organizational and technical problems met by specialists in the field. Laboratory sessions furnish converseance with projection, recording, and comparable processes. II, S\*; 2 hours or ½ unit (or 1 unit for candidates for the master's degree in the Library School, upon approval). Associate Professor Stone.

FIELD WORK. Scheduled observation and work in the University Library and in other local libraries. Prescribed for candidates for the master's degree who lack equivalent experience, although an applicant may petition to substitute for it a period of work in an acceptable library near his home before coming to the Library School. I, II, S. Staff.

### *For Graduates*

401. COMMUNICATIONS. An introduction to the mass media of communications, i.e., print, broadcasting, and films, as they affect modern society. Problems, studies, and the principal techniques of research in communications are considered from the viewpoint of librarians. I, S\*; 1 unit. Associate Professor Goldstein.

402. **STUDIES IN READING.** Designed to acquaint students with the major areas of investigation and library interest in reading. Special attention is given to studies of reading interests and habits. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Associate Professor Stone.

403. **METHODS OF INVESTIGATION.** Survey of library literature; with attention to examples of research in the library field, to elementary statistical procedures, and to the methods of investigation applicable to librarianship. Designed to prepare consumers rather than producers of research results, and to help students in their work on master's papers. I, S\*; 1 unit. Associate Professor Jenkins.

404. **READING OF YOUNG PEOPLE.** Concerned primarily with the major areas of investigation in the field of reading for young people. Class discussions are devoted to analysis of various studies and their implications for librarians working with children and young people. II, S\*\*; 1 unit. Prerequisite: Library Science 401. Assistant Professor Lohrer.

405. **LIBRARY ADMINISTRATION.** Designed to supply knowledge of the internal organization of libraries, and of the principles of library administration. Emphasis is on comparison of the conditions found in the several kinds of libraries, and on applications of the general theory of administration. I, S\*; 1 unit. Associate Professor Jenkins.

406. **LIBRARY SERVICE TO CHILDREN AND YOUNG PEOPLE.** The role, problems, and needs of library service in the elementary and secondary school fields, and of library work with children and young people in the public library. II, S\*\*; 1 unit. Assistant Professors Lohrer, Hostetter, and Fedder, and Miss James.

407. **CATALOGING AND CLASSIFICATION I.** The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and complex types of entry. Problems provide experience with the Dewey Decimal and Library of Congress classification schemes and the Library of Congress Subject Headings. I, S\*; 1 unit. Associate Professor Eaton.

408. **CATALOGING AND CLASSIFICATION II.** The theory, practice, and application of the principles of cataloging and classification. Takes up the cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, and incunabula and other rare items. Includes some discussion of the administrative problems of a cataloging department. II, S\*\*; 1 unit. Prerequisite: Library Science 407. Associate Professor Eaton.

410. **TEACHING FUNCTION OF THE LIBRARY.** Considers the implications of regarding libraries as educational institutions, and the contribution of this concept to a philosophy of librarianship. Study is made of outstanding applications in the profession. II, S\*\*; 1 unit. Associate Professor Stone.

411. **BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed consideration of the bibliographical and reference materials in some ten subject fields, with training and practice in their use for solving questions arising in reference service. I, S\*; 1 unit. Professor Phelps.

412. **BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Study of representative reference sources in pure and applied science. Designed to acquaint the student with typical problems encountered in providing and servicing scientific reference materials. II, S\*\*; 1 unit. Associate Professor Jenkins.

424. GOVERNMENT PUBLICATIONS. The nature and scope of American and British government publications; and the problems of organization arising from their form and from the methods of their production and distribution. II, S\*\*; 1 unit. Professor Phelps.

427. RESOURCES OF AMERICAN LIBRARIES. Aims to acquaint students with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I; 1 unit. Assistant Professor Jackson.

428. PHYSICAL PROBLEMS OF LIBRARIES. Consideration of principles and problems affecting the construction, remodeling, and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S\*\*; 1 unit. Associate Professor Strout.

430. ADVANCED BIBLIOGRAPHY. Designed to enable the student to utilize the varied resources of a large research library. Deals with the methods of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S\*\*; 1 unit. Prerequisite: Library Science 424 or consent of instructor. Professor Phelps.

432. HISTORY OF BOOKS AND PRINTING. The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the account of the production and distribution of printed books. Emphasis is placed on the relation of books to social conditions in the various periods studied. II, S\*\*; 1 unit. Associate Professor Eaton.

433. BIOLOGICAL LITERATURE AND REFERENCE WORK. Introduction to use of the indexes and abstract journals serving the biological sciences and related fields. The handling of pertinent general library aids, the preparation of scientific manuscripts, and the history of scientific societies also are considered. I, II; ¼ unit. Associate Professor Bamber.

434. LARGER UNITS OF LIBRARY ORGANIZATION. A study of cooperation, contracts, county and regional arrangements, and other devices for the provision of school and public library service by units covering more than a local area. Emphasis is on legal and administrative aspects, and not on operational procedures. II, S\*\*; 1 unit. Associate Professor Strout.

436. DEVELOPMENT OF THE LIBRARY CATALOG. The history and philosophy of classification schemes and cataloging codes, and comparative study of present-day cataloging practices. II, S\*\*; 1 unit. Prerequisite: Library Science 407, 408, or consent of instructor. Associate Professor Eaton.

439. MEDICAL LITERATURE AND REFERENCE WORK. Considers representative reference and bibliographical aids in medical sciences. Problems provide experience with typical medical reference sources. I; 1 unit. Prerequisite: Consent of instructor. Associate Professor Jenkins.

451. PROBLEMS IN REFERENCE SERVICE. Examines the assumptions on which the interpretation of library resources is based, to consider the objectives of such service and the policies which lead to their attainment. I; 1 unit. Pre-



requisite: Master of Science in Library Science or consent of instructor. Professor Phelps.

452. EDUCATION FOR LIBRARIANSHIP. A study of the development of library education in this country and abroad. Not a course in teaching methods, but designed to provide understanding of the philosophical foundations of the several training agencies through analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Lancour.

453. PROBLEMS IN CATALOGING AND CLASSIFICATION. Analysis of the major technical and organizational problems of cataloging and classification, accompanied by a critical survey of the studies made in this area. I; 1 unit. Prerequisite: Courses comparable to Library Science 407 and 408, or consent of instructor. Associate Professor Eaton.

454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS. Investigation and review of administrative and educational problems in college and university libraries. II, S\*\*; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Dunlap.

455. PROBLEMS OF RESEARCH IN READING. Intensive analysis of selected research problems related to reading. Provides opportunity for independent investigation, and for critical review of the major assumptions, methods, and conclusions of work done in particular fields; and considers implications for the policy and practice of libraries. I; 1 unit. Prerequisite: Master of Science in Library Science and Library Science 402 or 404, or consent of instructor. Associate Professor Goldstein.

456. PUBLIC LIBRARY PROBLEMS. Study of the major questions in the administration and organization of public libraries. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Associate Professor Stone.

457. LIBRARIANSHIP AND SOCIETY. Emphasis in this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Associate Professor Strout.

458. SCHOOL LIBRARY PROBLEMS. Examination of current practices and major problems of the school library field. Provides opportunity for independent investigation of selected problems. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Assistant Professor Hostetter.

459. PRINCIPLES OF RESEARCH METHODS. Designed for persons planning to engage in research. The course reviews significant investigations in the library field, and considers the use of hypotheses, the conduct of experiments, the nature of proof, and the employment of statistical methods, with a view to helping students develop their dissertations. Required for doctoral candidates. I; 1 unit. Prerequisite: Knowledge of the principles of statistics; Master of Science in Library Science or consent of instructor. Associate Professor Goldstein.

491. THESIS. Individual study and research for doctoral candidates. I, II; 1 to 4 units. Professors Downs, Lancour, and Phelps, Associate Professors Eaton and Stone.

*For Graduate Students Interested in Subject Bibliography*  
(Arranged jointly with other departments of the University)

Chemistry 492. CHEMICAL LITERATURE AND REFERENCE WORK. Detailed study of the basic literature of chemistry, with problems in its use. I; ¼ unit. Prerequisite: Consent of instructor. Assistant Professor Bartow.

Law 353. USE OF LAW BOOKS. Methods in legal bibliography. II; 1 hour or ¼ unit. Prerequisite: Consent of instructor. Professor Weisiger.

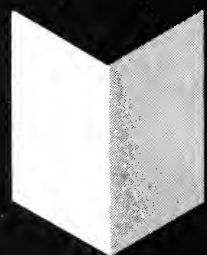
Library Science 306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS. See page 28 for course description.

Library Science 433. BIOLOGICAL LITERATURE AND REFERENCE WORK. See page 30 for course description.

Library Science 439. MEDICAL LITERATURE AND REFERENCE WORK. See page 30 for course description.

Music 338. MUSIC BIBLIOGRAPHY AND REFERENCE. Study of the fundamental reference and bibliographic materials. Problems in using particular works and on finding them in a library are given. Music scores, books about music, and recordings are treated. I or II, S\*; 3 hours or ½ unit. Prerequisite: For students in the School of Music, senior standing or consent of instructor; for non-music school students, senior standing with at least one year each at the college level of the history and theory of music, or equivalent. Assistant Professor Allen.

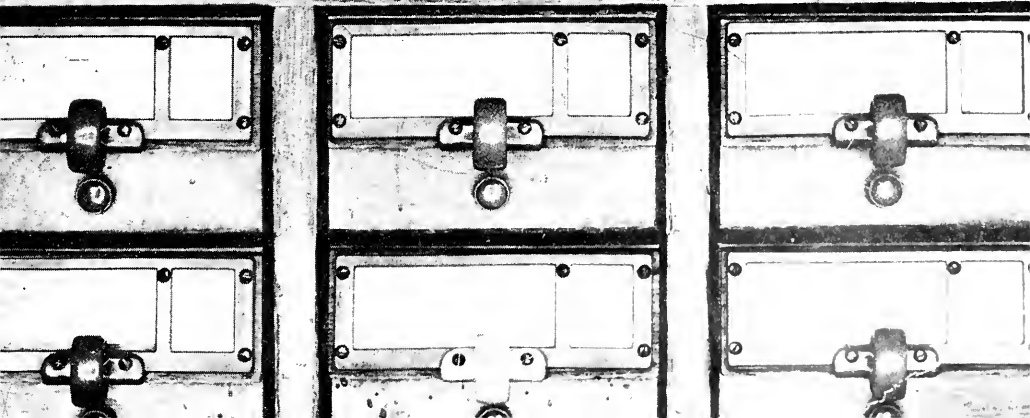






**UNIVERSITY OF ILLINOIS BULLETIN 1955-57**

**LIBRARY SCHOOL**



**UNIVERSITY  
OF ILLINOIS  
BULLETIN**

Volume 52, Number 81; July, 1955. Published seven times each month by the University of Illinois. Entered as second-class matter December 11, 1912, at the post office at Urbana, Illinois, under the Act of August 24, 1912. Office of Publication, 207 Administration Building, Urbana, Illinois.

The person charging this material is responsible for its return to the library from which it was withdrawn on or before the **Latest Date** stamped below.

**Theft, mutilation, and underlining of books are reasons for disciplinary action and may result in dismissal from the University.**

UNIVERSITY OF ILLINOIS LIBRARY AT URBANA-CHAMPAIGN

62020  
FEB 11 1979

**DOL 1955-57**

L161—O-1096

THE LIBRARY OF THE  
JAN 16 1956  
UNIVERSITY OF ILLINOIS





H

C

O

I

C

**LIBRARY SCHOOL**

**1955-57**

**UNIVERSITY OF ILLINOIS URBANA**

11

Library of the University of Illinois at Urbana

Library of the University of Illinois at Urbana



CU 01  
1955/57  
20/12

## TABLE OF CONTENTS

GRADUATE CALENDAR	6
FACULTY OF THE LIBRARY SCHOOL	9
LIBRARIANSHIP AS A CAREER	12
OPPORTUNITIES IN LIBRARY WORK	12
THE LIBRARY SCHOOL	15
Facilities and Equipment	16
Library School Library	16
The University Library	16
Demonstration Laboratory	17
Features and Activities	17
Field Work	17
Colloquium	18
Laboratory Library Project	18
Extension Study	18
Windsor Lectures	18
Publications	18
Beta Phi Mu	19
Recreation and Student Welfare	19
Alumni Association	19
Placement Service	19
Fees and Expenses	20
Fellowships, Assistantships, and Other Financial Aid	20
Information and Entrance	21
PRE-PROFESSIONAL EDUCATION	22
UNDERGRADUATE PROGRAMS	22
Library Science as a Minor in the College of Liberal Arts and Sciences	23
Library Science as a Minor in the College of Education	23
PROGRAM FOR THE DEGREE OF MASTER OF SCIENCE	24
Admission Requirements	24
Requirements for the Master's Degree	26
Advanced Master's Program	27
PROGRAM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY	27
Admission Requirements	27
Requirements for the Doctor's Degree	27
COURSES	31

## GRADUATE CALENDAR

### 1955 — FIRST SEMESTER

- Sept. 14, Wed.-Sept. 17, Sat... Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by September 1.)
- September 17, Saturday..... Latest date for registration of former students without payment of late registration fee.
- September 19, Monday..... Instruction begins.
- September 30, Friday..... Applications to take French examination on October 14 will not be accepted in Graduate College Office after this date.
- October 7, Friday..... Applications to take German examination on October 21 will not be accepted in Graduate College Office after this date.
- October 10, Monday..... Latest date for changing program without fee.
- October 14, Friday evening... French examination.
- October 21, Friday evening... German examination.
- October 29, Saturday..... Latest date for preliminary examination for Ph.D. degree if thesis credit earned during the semester is to apply to the "third" year.
- October 31, Monday..... Latest date for adding a course to program.
- November 7, Monday..... Latest date for candidates for professional engineering degrees to file statements of professional study and experience.
- November 18, Friday..... Applications to take French or German examination on December 2 will not be accepted in Graduate College Office after this date.
- Nov. 23, Wednesday, 1 p.m... Thanksgiving vacation begins.
- Nov. 28, Monday, 1 p.m..... Thanksgiving vacation ends.
- December 2, Friday evening... French examination and German examination.
- December 3, Saturday..... Illinois Day (State admitted to the Union, 1818).
- December 12, Monday..... Latest date for dropping a course without penalty (grade of E).
- Dec. 21, Wednesday, 1 p.m... Christmas vacation begins.
- December 31, Saturday..... Latest date for candidates for professional engineering degrees to submit outlines of theses.

### 1956

- January 3, Tuesday, 1 p.m... Christmas vacation ends.
- January 13, Friday..... Latest date for candidates for Ph.D. degree in February to submit theses to Graduate College for approval of format.
- January 19, Thursday..... Study day. Classes dismissed.

- Jan. 20, Fri.-Jan. 28, Sat..... Semester examinations.  
 January 20, Friday..... No names will be added to the February graduation list after this date.  
 January 20, Friday..... Latest date for candidates for the master's degree in February to deposit theses.  
 January 28, Saturday..... Latest date for finals for Ph.D. degree in February.  
 February 1, Wednesday..... Latest date for candidates for Ph.D. degree in February to deposit theses and abstracts.

**1956 — SECOND SEMESTER**

- Feb. 6, Mon.-Feb. 8, Wed..... Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by January 16.)  
 February 8, Wednesday..... Latest date for registration of former students without payment of late registration fee.  
 February 9, Thursday..... Instruction begins.  
 February 15, Wednesday..... Latest date for applications for fellowships for 1956-1957.  
 February 17, Friday..... Applications to take French examination on March 2 will not be accepted in Graduate College Office after this date.  
 February 24, Friday..... Applications to take German examination on March 9 will not be accepted in Graduate College Office after this date.  
 March 2, Friday..... University Day (University opened, 1868).  
 March 2, Friday evening..... French examination.  
 March 5, Monday..... Latest date for changing program without fee.  
 March 9, Friday evening..... German examination.  
 March 17, Saturday..... Latest date for preliminary examination for Ph.D. degree if thesis credit earned during the semester is to apply to "third" year.  
 March 19, Monday..... Latest date for adding a course to program.  
 March 29, Thursday, 1 p.m.... Easter vacation begins.  
 April 4, Wednesday, 1 p.m.... Easter vacation ends.  
 April 13, Friday..... Applications to take French examination on April 27 will not be accepted in Graduate College Office after this date.  
 April 20, Friday..... Applications to take German examination on May 4 will not be accepted in Graduate College Office after this date.  
 April 23, Monday..... Latest date for dropping a course without penalty (grade of E).  
 April 27, Friday evening..... French examination.  
 May 1, Tuesday..... Latest date for candidates for professional engineering degrees to deposit theses.  
 May 4, Friday..... Honors Day. Classes dismissed at noon.

- May 4, Friday evening..... German examination.
- May 18, Friday..... Latest date for candidates for Ph.D. degree in June to submit theses to Graduate College for approval of format.
- May 25, Friday..... No names will be added to the June graduation list after this date.
- May 25, Friday..... Latest date for candidates for the master's degree in June to deposit theses.
- May 30, Wednesday..... Memorial Day. No classes.
- May 31, Thurs.-June 8, Fri... Semester examinations.
- June 2, Saturday..... Latest date for finals for Ph.D. degree in June.
- June 6, Wednesday..... Latest date for candidates for Ph.D. degree in June to deposit theses and abstracts.
- June 16, Saturday..... Commencement exercises.

**1956 — SUMMER SESSION**

- June 18, Monday..... Graduate registration. (Authorization cards distributed on alphabetical basis. Registration schedule available by May 15.)
- June 19, Tuesday..... Instruction begins.
- July 3, Tuesday..... Applications to take French examination on July 13 will not be accepted in Graduate College Office after this date.
- July 3, Tuesday..... Latest date for changing program without fee.
- July 4, Wednesday..... Independence Day. No classes.
- July 6, Friday..... Applications to take German examination on July 20 will not be accepted in Graduate College Office after this date.
- July 13, Friday evening..... French examination.
- July 20, Friday evening..... German examination.
- July 23, Monday..... Latest date for dropping a course without penalty (grade of E).
- Aug. 10, Fri.-Aug. 11, Sat.... Summer session examinations.
- August 10, Friday..... No names will be added to the August graduation list after this date.
- August 10, Friday..... Latest date for candidates for the master's degree in August to deposit theses.
- September 14, Friday..... Latest date for candidates for Ph.D. degree in October to submit theses to Graduate College for approval of format.
- September 28, Friday..... Latest date to file application for the master's degree in October.
- September 28, Friday..... Latest date for candidates for the master's degree in October to deposit theses.
- September 28, Friday..... Latest date for finals for Ph.D. degree in October.
- October 5, Friday..... Latest date for candidates for Ph.D. degree in October to deposit theses and abstracts.



- JO ANN WILES  
 Instructor in Library Science  
 Librarian, Library School Library  
 B.A., Oklahoma Agricultural and Mechanical College; M.S. in L.S., University of Illinois.
- VIVIAN CAROLYN ADAMS  
 Assistant in Library Science  
 A.B., College of Ozarks.
- MARY ELEANOR HOLLIS  
 Assistant in Library Science  
 B.A., Louisiana Polytechnic Institute; B.S. in L.S., Louisiana State University.
- EDWARD ALLEN HOWARD  
 Research Assistant in Library Science  
 B.A., University of Louisville.
- MARY HELEN RASMUSSEN  
 Assistant in Library Science  
 B.A., University of New Hampshire; M.Mus., University of Illinois.

**EMERITUS FACULTY**

- PHINEAS L. WINDSOR  
 Professor of Library Science  
 Director of the Library School  
 and Director of the Library, *Emeritus*  
 Ph.B., Northwestern University; Certificate, New York State Library School; Litt.D., Columbia University.
- ANNE MORRIS BOYD  
 Professor of Library Science, *Emerita*  
 A.B., Millikin University; B.L.S., University of Illinois.
- FRANCES SIMPSON  
 Associate Professor of Library Economy  
 and Assistant Director of the  
 Library School, *Emerita*  
 B.S. and M.S., Northwestern University; B.L.S., University of Illinois.
- ETHEL BOND  
 Associate Professor of Library Science, *Emerita*  
 A.B. and B.L.S., University of Illinois.

**SUMMER SESSION VISITING FACULTY FOR 1955**

- WILLIAM STANLEY HOOLE  
 Visiting Lecturer in Library Science  
 A.B., A.M., Litt.D., Wofford College; B.S. in L.S., North Texas State College; Ph.D., Duke University.  
 College Librarian, University of Alabama.
- EMILIE VARDEN SMITH  
 Visiting Lecturer in Library Science  
 M.S. in L.S., University of Illinois.  
 Serials Cataloger, University of Kentucky.
- ROY STOKES  
 Visiting Lecturer in Library Science  
 F.L.A.  
 Head, School of Librarianship, Loughborough College, Loughborough, England.



#### COLLOQUIUM CONTRIBUTORS IN 1954-55

- H. RICHARD ARCHER, Librarian, The Lakeside Press  
HAROLD F. BRIGHAM, Director, Indiana State Library  
HERMAN H. FUSSLER, Director, University of Chicago Library  
LAWRENCE HERTZBERG, Hertzberg-New Method Bindery  
THELMA HOFFMAN, Librarian, Shell Development Company  
GRETCHEN LITTLE, President, Special Libraries Association  
MARY H. MAHAR, Executive Secretary, Association of American School Librarians  
BERTRAM ROTA, Bookseller, Bodley House, London, England  
MILDRED W. SANDOE, Personnel Director, Cincinnati Public Library  
MARGARET SCOGGIN, Supervisor of Young People's Services, New York Public Library  
FRANCES L. SPAIN, Supervisor of Children's Services, New York Public Library  
KATHLEEN B. STEBBINS, Personnel Director, Detroit Public Library  
RAYNARD C. SWANK, Director, Stanford University Libraries  
JEAN WHYTE, Public Librarian, Adelaide, Australia

#### COLLABORATING MEMBERS OF THE LIBRARY STAFF

- JOSEPH ALLEN, A.M., Music Librarian and Assistant Professor of Library Science  
LYLE E. BAMBER, M.S. in L.S., Natural History Librarian and Associate Professor of Library Science  
LESLIE W. DUNLAP, Ph.D., Associate Director for Public Service Departments, Library, and Professor of Library Science  
ALICE N. FEDDER, M.S., Librarian at University High School and Assistant Professor of Library Science  
WILLIAM V. JACKSON, Ph.D., Librarian of the Undergraduate Library and Assistant Professor of Library Science  
ARNOLD H. TROTIER, A.M. in L.S., Associate Director for Technical Departments, Library, and Professor of Library Science  
BILL M. WOODS, M.S. in L.S., Map Librarian and Instructor in Library Science

#### COOPERATING FACULTY

- VIRGINIA BARTOW, Ph.D., Assistant Professor of Inorganic Chemistry  
HARRIS F. FLETCHER, Ph.D., Professor of English  
GEORGE B. WEISIGER, J.D., Professor of Law

#### ADMINISTRATIVE STAFF

- HELEN KNIGHTS, Secretary of Library School  
JANET C. PHILLIPS, B.S., Editorial Assistant for Publications Board

## **LIBRARIANSHIP AS A CAREER**

Librarianship is an old and honored profession. Libraries have existed from ancient times, and in the last century they have grown greatly in size and number. In recent years particularly, with the spread of popular democratic education, the deepened acquaintance of man with himself and his world, and the tremendous additions to recorded knowledge, there have come notable increases in the collections and services of libraries. This appears strikingly in the enlarged advisory and informational facilities of public libraries, the enhanced place of libraries in public schools, the augmenting of materials for study and research in colleges and universities, and the establishment of important libraries in many business and industrial concerns. The expansion in the responsibilities of librarians has brought with it a pressing need of special preparation for their work.

The conduct of libraries today calls for men and women of attractive personality and high intellectual attainment, coupled with rigorous academic and professional training. A library career implies dedication to the service of people and to the enrichment of human life, but its satisfactions are commensurate with the demands. The work carried on by librarians is interesting, of infinite variety, and mentally stimulating. The daily impact upon it of new conditions calls for alertness, adaptability, and the exercise of imagination and ingenuity.

## **OPPORTUNITIES IN LIBRARY WORK**

There are two main kinds of library work for which students may prepare. They are by no means mutually exclusive and in only the very largest libraries can there be complete separation of the two kinds of activities.

The first of these is reader services. In this classification are grouped those duties which bring the librarian into close relationship with users of the library. They include reference work, reading guidance and advisory service, and activities associated with the

circulation of materials to readers. Such positions call for personnel who enjoy working directly with people, who have a natural capacity for teaching, and who have a wide knowledge of books.

The other is technical services. These have to do with the selection and acquisition of the materials added to a library, the organization, arrangement, and indexing of those materials so that they can be easily found and used, and all the other details of daily library operation and maintenance.

Both of these broad classifications of duties are carried on in four main types of library institutions:

**1. PUBLIC LIBRARIES.** Generally, public libraries are those which circulate books for home use free of charge to anyone wishing to use the library services. However, they carry on many activities besides the dispensing of books. Usually, but not always, they are supported by public funds. Public libraries may be organized in a single community, such as a town or city, but frequently they are set up on a larger basis, as is the county or regional library. In such cases the library may be a traveling one, bringing its resources to readers in a bookmobile.

**2. SCHOOL LIBRARIES.** These are the libraries connected with public elementary and secondary schools. They are growing rapidly in number and importance, and in recent years state and regional standards for them have risen steadily.

**3. COLLEGE, UNIVERSITY, AND RESEARCH LIBRARIES.** These include the libraries connected with colleges and universities and containing the study and research materials for the students and faculties of those institutions. They also include such large general research libraries as the New York Public Library and the Library of Congress.

**4. SPECIAL LIBRARIES.** Under this heading are grouped the libraries associated with commercial and industrial establishments, hospitals, museums, professional schools, and many governmental agencies. They are usually relatively small in size, are restricted to one or a few subjects, and serve limited groups of readers.

Preparation for both types of service in all four different categories of libraries may be secured at the University of Illinois Library School.



## **THE LIBRARY SCHOOL**

The University of Illinois Library School is one of four such institutions which originated in the initial decade of education for librarianship in the United States, being an outgrowth of the first established in the Middle West. Founded in 1893 at Armour Institute in Chicago, the School moved to Urbana when a new building became available to it and to the University Library in 1897. It has enjoyed continuous university affiliation longer than any other library school in the United States. The major program now operates in association with the University of Illinois Graduate College. The standards of the School always have been high; it has been a member of the Association of American Library Schools since the inception of that body; and it has been accredited by the Board of Education for Librarianship of the American Library Association. Its living alumni number more than thirty-five hundred persons, who are contributing to library work of various kinds throughout the United States and in foreign countries.

15

The purpose of the Library School is to equip young men and women for professional work in the fields of service and kinds of libraries described on pages 12 and 13. Preparation rests mainly on basic studies which are essential for any library position, although emphasis in particular directions is possible through the individual projects which may be developed in most courses. More specialized work may be pursued in advanced courses. Programs of study are on the graduate level and lead to the degrees of Master of Science and Doctor of Philosophy. The curricula leading to these degrees, together with the conditions for pursuing them, are described later in this announcement.

## **Facilities and Equipment**

The Library School is located on the third floor of the main building of the University of Illinois Library. There it has classrooms, offices for faculty and administrative staff, and accommodations for its library and demonstration laboratory as described on page 17.

### **LIBRARY SCHOOL LIBRARY**

The special library of the School contains more than 20,000 bound volumes, 28,000 library reports, and uncataloged materials occupying about thirty-five drawers of vertical files. All known periodicals concerned with library science are received, as well as numerous journals in the related fields of publishing, printing, book reviewing, communications, education, and visual aids. The holdings of the library have been assembled over many years and afford a liberal basis for research. Supplementing the printed resources are approximately two hundred microfilms of theses and other items, and various audio-visual materials, including lantern slides, 16 millimeter films, recordings, maps, and pictures.

Besides the main collection in the library there are about 4,000 volumes for children and young people, for use in courses on children's literature. Children's interests from the preschool age through adolescence are represented, especially in picture books, nursery tales, folk literature, and biography.

### **THE UNIVERSITY LIBRARY**

The University Library has more than 2,800,000 volumes in the main and departmental libraries on the Urbana-Champaign campus, 115,000 volumes on the campus of the Chicago Professional Colleges, and 70,000 volumes in the Undergraduate Division at Chicago. Other items in the form of manuscripts, prints, maps, music scores, films, recordings, and partially cataloged pamphlets make the complete count about 3,250,000.

The main building of the Library has special rooms for materials in the fields of classics; commerce, sociology, and social work; education, philosophy, and psychology; English language and literature; Germanic and Romance languages; history and political science; maps; newspapers; physical education; rare books; and an Undergraduate Library.

Departmental libraries in other buildings on the campus maintain book collections and services devoted to the following special

subjects: agriculture, architecture, astronomy, ceramics, chemistry, engineering, journalism, labor and industrial relations, landscape architecture, law, mathematics, music, natural history (biological sciences), physics, and veterinary medicine. Two browsing rooms, one in the main Library building and the other in the Illini Union Building, provide specially selected collections of books for recreational reading.

#### **DEMONSTRATION LABORATORY**

The audio-visual service of the Library School, and the training related to it, are centered in the Demonstration Laboratory. The primary responsibilities of the Laboratory include aid to faculty and students in selection, preparation, and presentation of audio-visual materials; formal and informal instruction concerning them; supervision of research and projects dealing with film, radio, and television; maintenance of displays in corridors and on bulletin boards; and the occasional production of specialized teaching materials.

Working in cooperation with the Library of the Library School, the Demonstration Laboratory utilizes the general resources of the University Library. It also draws upon the film collection of the Visual Aids Service of the University's Extension Division, the University's radio station W I L L, Television-Motion Pictures, and the Photographic Laboratory. It has a suite of specially fitted rooms which accommodate its collection of teaching aids, including examples of modern library equipment; photographs and models of library buildings; projectors for motion pictures, film strips, and slides; and recorders using discs and tape. The space allows for simultaneous preparation of exhibits, projection and recording, informal demonstrations, and class meetings.

#### **Features and Activities**

##### **FIELD WORK**

Experience under actual operating library conditions is provided in a field work program. The field work consists of practice assignments in the various departmental libraries and reading rooms of the University Library, in the libraries of University High School

and Urbana High School, and in the Children's Room of the Campaign Public Library.

#### **COLLOQUIUM**

In a series of assemblies throughout the year, Library School students become acquainted with leaders in the library profession and the book world, and hear and take part in discussions led by them. The range of this opportunity is shown by the list of colloquium contributors appearing on page 11.

#### **LABORATORY LIBRARY PROJECT**

A notable feature of the Library School program is the Laboratory Library, operated in cooperation with the Board of Directors of the Urbana Free Library. Using the facilities of that library and collaborating with a member of the faculty, students are conducting a long-range project of research and experimentation especially related to public library problems.

#### **EXTENSION STUDY**

Through the Extension Division of the University the Library School schedules a few courses in cities throughout Illinois. These are limited essentially to the undergraduate level and are for school librarians, teacher-librarians, and others wishing to meet the requirements for entering the graduate program and becoming candidates for the master's degree.

#### **WINDSOR LECTURES**

18

The Phineas L. Windsor Lectures in Librarianship were established by the alumni of the School from money contributed by more than two thousand graduates. They consist of three lectures, delivered each year, and are named in honor of Phineas L. Windsor, Director *Emeritus* of the Library School, whose retirement in 1940 terminated service of thirty-one years to the School and to education for librarianship.

#### **PUBLICATIONS**

Publications issued by the Library School include:

**LIBRARY TRENDS.** A quarterly journal which endeavors to summarize and synthesize in each of its numbers the recent developments and research relating to a given field of library activity.



**OCCASIONAL PAPERS.** A processed pamphlet series on various professional subjects, appearing irregularly and reproducing manuscripts which are unsuited to printing in library periodicals because of length, detail, special nature, or temporary interest.

**ILLINOIS CONTRIBUTIONS TO LIBRARIANSHIP.** A series of books and monographs treating in detail particular aspects of library science.

**WINDSOR LECTURES.** The presentation in book form of the Phineas L. Windsor Lectures in Librarianship. Five volumes have been issued to date.

#### **BETA PHI MU**

Alpha chapter of Beta Phi Mu, honorary fraternity in library science, is located at the University of Illinois. Almost 350 graduates of the Library School have won the key of this society for scholastic excellence and professional promise. Students maintaining a grade average of 4.5 or better are eligible for election.

#### **RECREATION AND STUDENT WELFARE**

The Illini Union, operated by the University, provides a social, cultural, and recreational center for students in Urbana-Champaign. The University also maintains many other organizations whose primary function is the improvement of the welfare of individual students. University departments and student organizations sponsor lectures, concerts, and other cultural events.

#### **ALUMNI ASSOCIATION**

The University of Illinois Library School Association was organized in 1898 to advance the interests of the Library School and to promote social relations among its members. Reunions and meetings are held each year, usually at conferences of the American Library Association and state library associations. The Association has endowed the Katharine L. Sharp Fellowship and the Phineas L. Windsor Lectures in Librarianship, and it has also raised money for other purposes. Twice annually it publishes a newsletter.

#### **PLACEMENT SERVICE**

The Library School maintains an active placement service for its alumni, keeping in close touch with libraries of different types, and makes every effort to help graduates find the positions best suited to

their abilities throughout their careers. The School can not, however, guarantee positions.

### **Fees and Expenses**

Following is a summary of the general University fees payable each semester by all full-time students in the Library School. A complete statement of fees is given in the Graduate College and Undergraduate Study bulletins.

Tuition: Residents of Illinois.....	\$ 65
Nonresidents of Illinois.....	175
Laboratory, library, and supply fee.....	11
Hospital and medical service fee.....	7
Illini Union service charge.....	7

Personal living expenses vary with individuals, but allowance should be made for at least the following amounts for each semester: room rent, \$120; board, \$250; books and equipment, \$30; incidentals, \$30. These figures indicate a minimum of \$1,000 an academic year for an Illinois resident and \$1,220 for a student from outside the state. Costs for summer sessions, which cover one-half as many weeks as a semester, are proportionate. The University Housing Division, 108 Illini Hall, maintains a list of approved rooms and gives assistance in locating housing.

### **Fellowships, Assistantships, and Other Financial Aid**

#### **KATHARINE L. SHARP FELLOWSHIP**

Endowed in 1933 by the Library School Association as a memorial to the founder of the Library School, this fellowship is awarded biennially on recommendation of the faculty. It carries a stipend of \$600 and exemption from tuition.

#### **LOIS WELLS IRWIN FELLOWSHIP**

Established in 1955 as a memorial to Lois Wells Irwin, for thirty-two years an active member of the Board of Directors of the Quiney, Illinois, Public Library. Awarded annually upon recommendation of the faculty, the fellowship carries a grant of \$500 and exemption from tuition.

### **GRADUATE COLLEGE FELLOWSHIPS**

The Board of Trustees of the University has established a number of fellowships which are open to candidates for the Master of Science degree who are not over thirty years of age when the appointment is to be made. These awards amount to \$900 and exemption from payment of tuition fees. Candidates for the doctor's degree are eligible for second-year fellowships of \$1,000 and third-year fellowships of \$1,100, both exempt from tuition fees.

### **ASSISTANTSHIPS**

A limited number of teaching and research assistantships are available to candidates for the master's and doctor's degrees. They carry exemption from tuition and a minimum basic salary of \$3,000 for the nine-month academic year. Appointments are generally made for half time.

Several part-time work assistantships in the University Library also are open. Students in the Library School who have completed the undergraduate preparatory library science courses described on page 25 are eligible for these appointments. The minimum stipend for half-time library assistants is \$1,800, plus exemption from tuition, for an eleven-month working year. These appointments are for one year and may be renewed once.

### **LOAN FUNDS**

Numerous loan funds are administered by the University for students who are in need of financial aid. Emergency loans to students in the Library School also are made by the Library School Association.

### **EMPLOYMENT**

Opportunities for hourly work as desk attendants, pages, and clerks in the University Library are available for students who must earn part of their expenses. Where such occupation exceeds ten hours a week, programs of study are reduced proportionately.

### **Information and Entrance**

Inquiries on points not covered by this announcement and applications for any of the programs of the Library School or for financial

aid should be addressed to the Associate Director. Formal applications, accompanied by transcripts of college study and by other necessary papers, should be filed as early as possible and at least four weeks before the date of registration. Candidates should not complete plans for attending the Library School before receiving word that they have been admitted.

## **PRE-PROFESSIONAL EDUCATION**

For a career in library work, a sound, well-balanced intellectual background is needed. By its nature, the work of the librarian is far-ranging and encyclopedic in subject coverage, even in the most highly specialized libraries. History, literature, the social sciences, the natural sciences, and foreign languages are all valuable to the prospective librarian.

In addition to a broad general education, the student should develop a strong major in some subject area during his last two years of undergraduate work or in graduate study. Such subjects as chemistry, physics, musicology, education, engineering, law, agricultural sciences, art, and history are particularly needed in modern library development and when combined with library training lead to a great variety of interesting, well-paid library positions.

The knowledge of foreign languages which the student should acquire before entering the Library School varies with the type of library work in which he is interested. In some fields a knowledge of one foreign language is sufficient. For bibliographical work, reference, cataloging, and most types of work in college, university, and other scholarly libraries, a reading knowledge of at least two modern foreign languages, preferably French and German, is desirable.

## **UNDERGRADUATE PROGRAMS**

For undergraduate students at the University of Illinois, a series of courses at the undergraduate level is offered by the Library School through the College of Liberal Arts and Sciences and the College

of Education. These courses may be taken as a minor or as electives in either of the colleges. They fulfill the prerequisites for graduate professional study and they give prospective school librarians the elementary preparation necessary to meet certification requirements for school library work.

### **Library Science as a Minor in the College of Liberal Arts and Sciences**

The purpose of this minor is to give the student (a) a broad liberal education, (b) a strong subject specialization, and (c) instruction in the basic practices of librarianship. In view of the wide range of offerings open to students in the general curriculum in liberal arts and sciences, it is not feasible to specify any fixed sequences of courses to be taken. Under the guidance of advisers, each student is expected to plan his own program within the general requirements of the College of Liberal Arts and Sciences. In all cases there should be a strong major in some academic field during the last two years of undergraduate work.

<b>JUNIOR YEAR — FIRST SEMESTER</b>	<b>HOURS</b>
Lib. Sci. 201 — Use of Books and Libraries	3
<b>JUNIOR YEAR — SECOND SEMESTER</b>	
Lib. Sci. 204 — Development and Operation of Libraries	3
<b>SENIOR YEAR — FIRST SEMESTER</b>	
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 301 — Literature of the Humanities and Social Sciences, or Lib. Sci. 303 — Library Materials for Children	3
<b>SENIOR YEAR — SECOND SEMESTER</b>	
Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2
Lib. Sci. 302 — Literature of Science and Technology, or Lib. Sci. 304 — Library Materials for Adolescents	3

**23**

### **Library Science as a Minor in the College of Education**

The Library School offers courses for advanced undergraduates in the College of Education who wish to qualify as librarians in small schools. The Library School also offers full professional training

leading to a master's degree in library science for students preparing for positions in large schools and for supervisory positions in the school library field.

Students may apply the following undergraduate preparatory courses toward the library science certification requirements for librarians in small schools. These courses at the same time comprise the necessary prerequisites for admission to the graduate professional program in library science, in case the student should later decide to go on for that training.

<b>FIRST SEMESTER</b>	<b>HOURS</b>
Lib. Sci. 201 — Use of Books and Libraries	3
Lib. Sci. 255 — Organization of Library Materials	3
Lib. Sci. 303 — Library Materials for Children	3
Lib. Sci. 309 — Storytelling	2
<b>SECOND SEMESTER</b>	
Lib. Sci. 204 — Development and Operation of Libraries	3
Lib. Sci. 258 — Selection of Library Materials	3
Lib. Sci. 304 — Library Materials for Adolescents	3
Lib. Sci. 308 — Audio-Visual Services in Libraries	2

Concurrently with these courses, it is recommended that students preparing for elementary or secondary school library positions also take the library sections of Education 241, Technic of Teaching in the Secondary School, and Education 242, Educational Practice in Secondary Education, the second of which provides practice work in a recognized school library.

## **PROGRAM FOR THE DEGREE OF MASTER OF SCIENCE**

### **Admission Requirements**

Applicants for admission to the Library School must first be admitted to the Graduate College. Ordinarily applications will not be considered from persons over thirty-five years of age, unless they have been actively employed within recent years in library work or in teaching.

Admission to the Graduate College is based upon the following requirements:

1. Graduation from an institution whose requirements for the bachelor's degree are substantially equivalent to those of the University of Illinois.
2. A grade-point average of at least 3.5, or half-way between B and C, for the last fifty per cent of the hours completed to secure the bachelor's degree, exclusive of required physical education and military service.

In addition, applicants to the Library School must meet the following requirements:

1. A reading knowledge of at least one modern foreign language. This requirement may be met either by completing at least one academic year of study at the college level or by passing a proficiency examination administered by the Library School.
2. Pre-professional study appropriate for advanced study in library science as described on page 22. The Associate Director is glad to advise prospective students concerning their undergraduate studies in preparation for library work.
3. Completion of a prescribed program of undergraduate library science courses. This requirement may be met by one of the following:

- a. Completion of at least eighteen semester hours of library science with a grade average of at least 3.75 from an institution approved by the University of Illinois Library School.
- b. Completion of the preparatory sequence of four courses, Library Science 201, 204, 255, and 258, from the University of Illinois Library School with a grade average of at least 3.75. Exemption from one or more of these courses may be secured by a satisfactory score on proficiency examinations which are offered on the day preceding the opening of registration each semester and summer session.

There is a special offering of these four courses each eight-week summer session, enabling beginning students to complete the entire preparatory sequence prior to entry into the regular graduate library science courses in the fall semester. This makes possible the most efficient and satisfactory program and students are urged to plan accordingly. While the preparatory courses may be taken during the regular academic year, students with no previous training in library science who enter in the fall or spring will need one additional semester of residence to complete the requirements.

4. Evidence of ability to pursue graduate work in library science.

## **Requirements for the Master's Degree**

At least two semesters in residence, or the equivalent, are required to attain the master's degree, apart from the preparatory courses. In this period, nine units of graduate study are to be completed. For students who already hold a bachelor's degree in library science in a fifth-year program at an accredited library school, eight units only are required. The normal program for a full-time graduate student is four units each semester; the maximum permissible is five.

Students are expected to achieve uniformly good records. Any student who receives two units of grade below B must complete two additional units of A or B grade to qualify for an advanced degree. Three units of a grade below B disqualify a student as a candidate. A failing grade of E in any course in the major field precludes the conferring of a degree in the academic year in which the failure is incurred.

Each student's program of study is planned to suit his particular needs and purposes. This is done in consultation with an adviser at the time of original registration and thereafter. While there are no prescribed courses, there is a basic graduate library science core of courses which constitutes the nucleus of most students' study programs. This basic core includes courses in library administration, cataloging and classification, communications, and library materials; specifically Library Science 405, 407, 409, and either 411 or 412, plus at least two but no more than two and one-half credit units drawn from the four literature courses, Library Science 301, 302, 303, and 304. Departures from this basic core may be made upon recommendation of a student's adviser and with the approval of the Associate Director. In addition, the general field work described on page 17 is required of students lacking equivalent library experience.

Depending on his previous training, a student may do a portion of his study outside the Library School. Students thinking of careers in special libraries may find useful the varied courses available through cooperation with other departments of the University. (See page 37.)

No thesis is required, but to insure that every candidate for a master's degree will have satisfactorily demonstrated his ability to assemble, organize, and present information and ideas in acceptable written form, each student will be required to prepare a formal term



paper in one of his library science courses, this paper to be designated as the master's project.

### **Advanced Master's Program**

Students possessing a fifth year bachelor's degree from an accredited library school are enrolled in the advanced master's program. Eight instead of nine units of graduate credit are then required for the Master of Science degree. A thesis is optional, and may, under certain circumstances and with specific approval of the Graduate College, be written *in absentia*. The course of study for an advanced student is, with the assistance of the student's adviser, individually planned. There are no specified or required library science courses and as many as four of the eight required units may be earned in courses offered in other departments of the University.

## **PROGRAM FOR THE DEGREE OF DOCTOR OF PHILOSOPHY**

### **Admission Requirements**

A student desiring to pursue a program of study and research leading to the degree of Doctor of Philosophy must meet the customary admission requirements of the Graduate College. In addition, he must meet the following requirements of the Library School:

1. A master's degree in library science from an accredited library school or a bachelor's degree in library science from an accredited library school plus a master's degree in a subject field.
2. A substantial period of acceptable professional library experience.
3. Evidence of capacity for research and productive scholarship.

27

### **Requirements for the Doctor's Degree**

#### **PERIOD OF STUDY**

The normal minimum period of study required for securing the degree of Doctor of Philosophy is two years beyond the master's degree, during which the student is required to devote all his work-

ing time to studies. All three years must be spent in resident graduate study at some accredited educational institution and either the first two or the last one of the three must be spent at the University of Illinois. The degree is conferred, however, not for residence during a certain period but for scholarly attainments and power of investigation as proved by a thesis and examinations.

#### **WORK DONE IN OTHER UNIVERSITIES**

Credit for graduate work done in other universities is not "transferred." However, it may be accepted on examination as equivalent to resident work at the University of Illinois, provided the institution at which it was done is of high standing.

#### **METHOD OF COMPUTING RESIDENCE**

Credit for a full year of graduate work means that the student has during that time devoted all his working time and energy to study on a graduate level. Graduate credit is measured in units, with one unit considered the equivalent of four semester hours. The normal program for a full-time graduate student is four units each semester; the maximum permissible is five. The credit which may be earned in individual courses is indicated in the course listing, and is in some instances variable. It should be clearly understood, however, that a mere accumulation of units of credit will not in itself entitle a second-year student to the privilege of taking the preliminary examinations or a third-year student to admission to the final examinations.

#### **MAJOR AND MINOR SUBJECTS**

A student in the Graduate College who desires to become a candidate for the degree of Doctor of Philosophy is required to pursue a major subject in the department in which his research lies. He is also required to choose one minor subject, or he may choose two.

If only one minor is chosen, it must be taken in a department of study other than that of the major, and credit for it must be earned by work representing not less than four units, or one-sixth of the total credit required for the doctorate.

If two minors are chosen, at least two units must be done in each. One may be a subject closely related to the major; with the approval of the adviser and the Dean of the Graduate College,

it may be a division of the major field of study. The second minor must be taken in a department of study other than that of the major.

#### **LANGUAGE REQUIREMENTS**

A doctoral candidate is required to demonstrate his ability to read two of the following languages: French, German, or Russian. He should take his language examinations as early as possible and must pass both not later than two months prior to the preliminary examination, or during the semester or summer session preceding that in which he is admitted to the preliminary examination. The dates of the language examinations and the latest dates when application for admission to these examinations may be made are shown in the calendar each year. The examinations must be taken at the University of Illinois. Certification of proficiency in foreign languages will not be accepted from other colleges or universities.

#### **PRELIMINARY EXAMINATIONS**

Toward the end of his second year of study, or, by special permission, at the beginning of his third year, a student who wishes to become a candidate for the degree must submit to a preliminary examination conducted by his doctoral committee, which is appointed by the Dean of the Graduate College. This examination is intended to test his knowledge of the fields of his major and minor subjects of study and to determine whether he is prepared for the final year of work for the doctorate. It is partly oral, and may be wholly so.

The student is not admitted to his preliminary examination until he has finished substantially and to the satisfaction of the faculty the equivalent of two years' graduate work. He must do a full year's graduate work between his preliminary examination and the completion of his work for the doctorate.

#### **FINAL EXAMINATIONS**

At least two weeks before the time the degree is conferred, the candidate must submit to a final examination given by his doctoral committee. This examination is primarily on the research work of the student as embodied in his thesis, but it is not confined to that. It extends to the whole field of study of the candidate. It is not con-

fined to the courses which the candidate has attended in the University of Illinois only, if he has done part of the work elsewhere, nor even to the field covered by the courses specifically taken in this or other universities; but is so conducted as to determine whether the candidate has a satisfactory grasp of his major subject as a whole, and a general acquaintance with the fields of knowledge represented by his course of study.

The final examination may not be divided, but must be taken all at one time even though it requires several sessions.

If, after having passed his preliminary examination, he fails in the third year of his study to meet the expectations of the professors in charge of his work, or in any way fails to maintain the standard of scholarship and power of research expected of him, he may be refused admission to the final examination.

#### **OTHER EXAMINATIONS**

Before a candidate is admitted to the final examination and the defense of his thesis, he may be required to take any other examination, oral or written, that is thought proper by the various departments in which he has studied. Such examinations are in addition to those regularly scheduled in the courses for which the student is registered.

#### **THESIS**

A candidate's power of independent research must be shown by production of a thesis on some topic connected with his major subject of study. He is expected to defend his thesis or dissertation before the members of the faculty, or as many of them as may wish to question him about it, in connection with his final examination.

The subject of the thesis should be chosen not later than the end of the second year of residence and must be submitted for formal approval by the faculty not later than six weeks after the beginning of the third year of residence.

Two typewritten copies of the complete thesis, the original on thesis paper (no other will be accepted by the Graduate College) and the first carbon on plain paper of approximately the same weight, and in final form must be submitted to the Graduate College for approval of the format not later than two weeks before the final examination and not less than four weeks before the degree is con-

ferred. The typewritten and printed forms of the thesis must comply with the regulations given in "Instructions for the Preparation of Theses," copies of which may be obtained at the office of the Dean of the Graduate College.

Formal publication of the thesis, either in its entirety or in a condensed form, is not required. However, students should consider the advantages to their fields and to themselves of publication, in the technical literature, of the significant methods and findings of their research. If published, the article or book should have a note indicating that the material is, or is based upon, a dissertation submitted in partial fulfillment of the requirements for the Ph.D. (or other) degree at the University of Illinois.

**MICROFILMING.** In order to insure that theses are available for use by others, it is required that they be microfilmed. Each candidate who passes the final examination pays a fee of \$25 and deposits an abstract of his thesis of approximately 600 words, together with the original and first carbon of the complete thesis. This fee provides for (1) microfilming of the complete dissertation, with one copy deposited in the University of Illinois Library, and (2) publication of an abstract of 600 words or less in *Dissertation Abstracts*.

**ABSTRACTS.** The abstracts of the theses prepared for *Dissertation Abstracts* should not exceed 600 words, i.e., two pages of pica or one and one-half pages of elite type. If, because of the nature of the material, the abstract must exceed 600 words, such abstracts can be accepted at an additional charge of \$1.00 per 100 words, which is approximately one-quarter page of elite type or one-third page of pica type. An estimate of additional cost is made by the Graduate College when the abstract is submitted. The estimate is not by word count but by printers measure of pages or fractions thereof, and includes the space occupied by tables or formulas.

## **COURSES**

The various courses and other instructional activities conducted by the Library School are described below. Offerings scheduled for the first semester are designated by "I," those of the second semester by "II," and those in the summer session by "S." Credit for gradu-

ate study is measured in units, and for undergraduate courses in semester hours. Where both units and hours are specified, the credit for graduate study involves additional assignments.

#### FOR ALL STUDENTS

**COLLOQUIUM.** Talks and discussions by prominent librarians and other leaders associated with library interests, or with the production and distribution of books and comparable media. I, II; no credit. Staff.

**FIELD WORK.** Scheduled observation and work in the University Library and in other local libraries. Prescribed for candidates for the master's degree who lack equivalent experience, although an applicant may petition to substitute for it a period of work in an acceptable library before coming to the Library School. I, II, S; no credit. Staff.

#### FOR ADVANCED UNDERGRADUATES

**201. USE OF BOOKS AND LIBRARIES.** A basic course on the most commonly used reference sources, stressing the study of dictionaries, encyclopedias, printed indexes, biographical dictionaries, yearbooks, directories, and handbooks. Methods of studying such materials and matters of bibliographical form also are emphasized, in order to lay a foundation for succeeding courses in the field. I, S; 3 hours. Professor Phelps.

**204. DEVELOPMENT AND OPERATION OF LIBRARIES.** Seeks to assure grasp of the rise and functions of the modern library, as seen by modern librarians. The supervising of activities and services is considered. I, II; 3 hours; S; 2 hours. Associate Professor Jenkins.

**255. ORGANIZATION OF LIBRARY MATERIALS.** Designed to provide an introduction to cataloging and classification as practiced in modern libraries. I, S; 3 hours. Prerequisite: Senior standing. Professor Eaton.

**258. SELECTION OF LIBRARY MATERIALS.** Introduces the principles governing the building of collections. Acquaints students with the aids to the choice of books, films, and recordings for libraries, and includes some use of such materials. I, II; 3 hours; S; 2 hours. Associate Professor Strout.

#### FOR ADVANCED UNDERGRADUATES AND GRADUATES

**301. LITERATURE OF THE HUMANITIES AND SOCIAL SCIENCES.** This course is designed to build a knowledge of the scope and significant characteristics of the several fields comprising the humanities and social sciences through a systematic study of names, trends, and outstanding classic and current materials in each. Attempts to identify general basic knowledge for each field which is essential for the librarian in selection of materials and reading guidance. I, S; 3 hours, or 1 unit. Associate Professor Strout.

**302. LITERATURE OF SCIENCE AND TECHNOLOGY.** An introduction to the scope and significant characteristics of the literature of science, to modern concepts

and representative literary works in each of the major fields of pure and applied science. Designed to give an insight into the content of the scientific disciplines and of their role in modern society. Selected readings and films acquaint students with representative material in the field. II, S; 3 hours, or 1 unit. Associate Professor Jenkins.

**303. LIBRARY MATERIALS FOR CHILDREN.** The selection and use of library materials for children in public and school libraries, according to the needs of the child in his physical, mental, and emotional development and the purposes of the elementary school program. The student becomes acquainted with the standard book selection aids for children and with all types of printed and audio-visual materials, and develops the ability to select and describe children's library materials according to their developmental uses. I, II, S; 3 hours, or  $\frac{1}{2}$  to 1 unit. Assistant Professor Lohrer.

**304. LIBRARY MATERIALS FOR ADOLESCENTS.** The selection and use of library materials for adolescents in school and public libraries and community organizations. The course aims to develop the ability to select and evaluate a wide variety of reading materials from standard bibliographies for the adolescent according to his personal and school needs. I, II, S; 3 hours, or  $\frac{1}{2}$  to 1 unit. Assistant Professor Hostetter.

**306. MAPS AND CARTOBIBLIOGRAPHICAL AIDS.** An examination of the problems involved in the cataloging, classification, and care of maps. Classes become familiar with the major cartobibliographical and related tools. II; 2 hours, or  $\frac{1}{2}$  unit. Mr. Woods.

**308. AUDIO-VISUAL SERVICES IN LIBRARIES.** Considers the development of audio-visual work in libraries. Students are made aware of the range, types, and functions of the audio-visual materials, equipment, and services commonly provided, and of some of the organizational and technical problems met by specialists in the field. Laboratory sessions provide experience in working with materials and equipment. II, S; 2 hours, or  $\frac{1}{2}$  unit (or 1 unit for candidates for the master's degree in the Library School, upon approval). Professor Stone.

**309. STORYTELLING.** Fundamental principles of the art of storytelling including techniques of adaptation and presentation for children of various ages. Content and sources of materials; story cycles; methods of learning; practice in storytelling; planning the story hour for the school and public libraries, for recreational centers, for the radio, and television. Open to undergraduates and non-Library School students. I, S; 2 hours, or  $\frac{1}{2}$  unit. (Not offered in 1955-56.) Assistant Professor Lohrer.

#### FOR GRADUATES

**402. STUDIES IN READING.** Designed to acquaint students with the major areas of investigation and library interest in reading. Special attention is given to studies of reading interests and habits. Class discussions are devoted to analysis of various studies and their implications for librarians. II, S; 1 unit. Professor Stone.

**403. METHODS OF INVESTIGATION.** Survey of library literature, with attention to examples of research in the library field, to elementary statistical procedures, and to the methods of investigation applicable to librarianship. Designed to prepare consumers rather than producers of research results. I, S; 1 unit. Associate Professor Jenkins.

**405. LIBRARY ADMINISTRATION.** Designed to supply knowledge of the internal organization of libraries and of the principles of library administration. Emphasis is on comparison of the conditions found in the several kinds of libraries and on applications of the general theory of administration. I, S; 1 unit. Associate Professor Jenkins.

**406. LIBRARY SERVICE TO CHILDREN AND YOUNG PEOPLE.** The role, problems, and needs of library service in the elementary and secondary school fields, and of library work with children and young people in the public library. II, S; 1 unit. Assistant Professor Lohrer.

**407. CATALOGING AND CLASSIFICATION, I.** The theory, practice, and application of the principles of cataloging and classification. Emphasizes subject cataloging and complex types of entry. Problems provide experience with the Decimal Classification and Library of Congress Classification and the Library of Congress subject headings. I, S; 1 unit. Professor Eaton.

**408. CATALOGING AND CLASSIFICATION, II.** The theory, practice, and application of the principles of cataloging and classification. Takes up the cataloging and classification of special types of materials, including maps, music, films, slides, phonograph records, and incunabula and other rare items. Includes some discussion of the administrative problems of a cataloging department. II, S; 1 unit. Prerequisite: Library Science 407. Professor Eaton.

**409. COMMUNICATION ROLES AND RESPONSIBILITIES OF LIBRARIES.** Reviews briefly theories of learning and the communication process. Considers basic communication activities, problems, and research pertaining to normal library practices; the fostering of community relationships; maintaining intellectual freedom; effective use of mass media; and application of photographic and electronic aids. I, S; 1 unit. Professor Stone.

**410. ADULT EDUCATION.** Reviews the literature, history, and present scope of adult education in the United States; introduces various patterns of community organization for adult education and identifies significant educational programs conducted by libraries. Students become familiar with adult education methods, techniques, and materials used in many types of adult education programs. II, S; 1 unit. Professor Stone.

**411. BIBLIOGRAPHY OF THE HUMANITIES AND SOCIAL SCIENCES.** Detailed consideration of the bibliographical and reference materials in some ten subject fields, with training and practice in their use for solving questions arising in reference service. I, S; 1 unit. Professor Phelps.

**412. BIBLIOGRAPHY OF SCIENCE AND TECHNOLOGY.** Study of representative reference sources in pure and applied science. Designed to acquaint the student



with typical problems encountered in providing and servicing scientific reference materials. II, S; 1 unit. Associate Professor Jenkins.

**424. GOVERNMENT PUBLICATIONS.** The nature and scope of American and British government publications; the problems of organization arising from their form and from the methods of their production and distribution. II, S; 1 unit. Professor Phelps.

**427. RESOURCES OF AMERICAN LIBRARIES.** Aims to acquaint students with the distribution and extent of American library resources for advanced study and research; methods of surveying library facilities; growth and use of union catalogs and bibliographical centers; interinstitutional agreements for specialization of collections and other forms of library cooperation; types of library materials; and ways and means of developing research collections in special subject fields. I; 1 unit. Assistant Professor Jackson.

**428. PHYSICAL PROBLEMS OF LIBRARIES.** Consideration of principles and problems affecting the construction, remodeling, and equipment of the main types of libraries, with emphasis on their interrelationships, administrative implications, and recent developments. II, S; 1 unit. Associate Professor Strout.

**430. ADVANCED BIBLIOGRAPHY.** Designed to enable the student to utilize the varied resources of a large research library. Deals with the method of analyzing and solving bibliographic problems such as arise in scholarly libraries and in connection with research projects. II, S; 1 unit. Prerequisite: Library Science 424 or consent of instructor. Professor Phelps.

**431. HISTORY OF LIBRARIES.** The development of libraries from those of Nineveh to the present day. Includes the Hellenic libraries, Roman libraries, monastery libraries of the Middle Ages; the work of the great book collectors in building up collections which were turned over to national libraries; the development of the great private, academic, and tax supported libraries which survive today. I, S;  $\frac{1}{2}$  to 1 unit. (Course proposed for initial offering in 1956-57.) Professor Eaton.

**432. HISTORY OF BOOKS AND PRINTING.** The origin and evolution of the alphabet and of scripts; the history of manuscript books; the invention and spread of printing; the account of the production and distribution of printed books. Emphasis is placed on the relation of books to social conditions in the various periods studied. II, S; 1 unit. Professor Eaton.

**433. BIOLOGICAL LITERATURE AND REFERENCE WORK.** Introduction to use of the indexes and abstract journals serving the biological sciences and related fields. The handling of pertinent general library aids, the preparation of scientific manuscripts, and the history of scientific societies also are considered. I, II;  $\frac{1}{4}$  unit. Associate Professor Bamber.

**434. LARGER UNITS OF LIBRARY ORGANIZATION.** A study of cooperation, contracts, county and regional arrangements, and other devices for the provision of school and public library service by units covering more than a local area.

Emphasis is on legal and administrative aspects, and not on operational procedures. II, S; 1 unit. Associate Professor Strout.

**436. DEVELOPMENT OF THE LIBRARY CATALOG.** The history and philosophy of classification schemes and cataloging codes, and comparative study of present-day cataloging practices. II, S; 1 unit. Prerequisite: Library Science 407, 408, or consent of instructor. Professor Eaton.

**439. MEDICAL LITERATURE AND REFERENCE WORK.** Considers representative reference and bibliographical aids in medical sciences. Problems provide experience with typical medical reference sources. I; 1 unit. Prerequisite: Consent of instructor. Associate Professor Jenkins.

**441. HISTORY OF CHILDREN'S LITERATURE.** Interpretation of children's literature from the earliest times to the present, with recognition given to the impact of the changing social and cultural patterns on books for children and on children's reading. Attention given to the early printers and publishers of children's books and to magazines for children in the nineteenth century. I, S; 1 unit. (Course proposed for initial offering in 1956-57.) Assistant Professor Lohrer.

#### FOR ADVANCED GRADUATES

**451. PROBLEMS IN REFERENCE SERVICE.** Examines the assumptions on which the interpretation of library resources is based, to consider the objectives of such service and the policies which lead to their attainment. I; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Phelps.

**452. EDUCATION FOR LIBRARIANSHIP.** A study of the development of library education in this country and abroad. Not a course in teaching methods, but designed to provide understanding of the philosophical foundations of the several training agencies through analysis of their methods, content, character of personnel, and relationship to the profession at various times. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Lancour.

**453. PROBLEMS IN CATALOGING AND CLASSIFICATION.** Analysis of the major technical and organizational problems of cataloging and classification, accompanied by a critical survey of the studies made in this area. I; 1 unit. Prerequisite: Master of Science in Library Science and courses comparable to Library Science 407 and 408, or consent of instructor. Professor Eaton.

**454. COLLEGE AND UNIVERSITY LIBRARY PROBLEMS.** Investigation and review of administrative and educational problems in college and university libraries. II, S; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Associate Professor Strout.

**455. PROBLEMS OF RESEARCH IN READING.** Intensive analysis of selected research problems related to reading. Provides opportunity for independent investigation and for critical review of the major assumptions, methods, and

conclusions of work done in particular fields; considers implications for the policy and practice of libraries. I; 1 unit. Prerequisite: Master of Science in Library Science and Library Science 402, or consent of instructor. Professor Stone.

**456. PUBLIC LIBRARY PROBLEMS.** Study of major questions in the administration and organization of public libraries. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Professor Stone.

**457. LIBRARIANSHIP AND SOCIETY.** Emphasis in this course is on the place of libraries today as social institutions and in relation to social trends. Consideration is given to the role of the librarian as an individual and as a professional worker in contemporary society. I; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Associate Professor Strout.

**458. SCHOOL LIBRARY PROBLEMS.** Examination of current practices and major problems of the school library field. Provides opportunity for independent investigation of selected problems. II; 1 unit. Prerequisite: Master of Science in Library Science or consent of instructor. Assistant Professor Hostetter.

**459. PRINCIPLES OF RESEARCH METHODS.** Designed for persons planning to engage in research. The course reviews significant investigations in the library field, and considers the use of hypotheses, the conduct of experiments, the nature of proof, and the employment of statistical methods, with a view to helping students develop their dissertations. Required for doctoral candidates. I; 1 unit. Prerequisite: Knowledge of the principles of statistics; Master of Science in Library Science or consent of instructor. Professor Stone.

**461. DESCRIPTIVE BIBLIOGRAPHY.** An introduction to descriptive bibliography, its methods, ideals, and purposes from the time of Bradshaw and Proctor to Greg and Bowers. Not a course in descriptive cataloging. S; 1 unit. Prerequisite: Open to advanced students from the Library School and other departments of the University with consent of instructor. Professor Eaton.

**491. THESIS.** Individual study and research. I, II, S; 1 to 4 units. Staff.

#### SELECTED COURSES OFFERED BY OTHER DEPARTMENTS PARTICULARLY SUITABLE FOR STUDENTS IN THE LIBRARY SCHOOL

**CHEMISTRY 492. CHEMICAL LITERATURE AND REFERENCE WORK.** Detailed study of the basic literature of chemistry, with problems in its use. I;  $\frac{1}{4}$  unit.

**EDUCATION 401. MODERN THEORIES OF EDUCATION.** A critical analysis and examination of the theories of education represented by the work of Robert M. Hutchins, Henry C. Morrison, the Harvard Committee, and William H. Kilpatrick. II; 1 unit.

**EDUCATION 402. EDUCATIONAL MOVEMENTS IN THE TWENTIETH CENTURY.** An historical study of the more significant educational trends during the past fifty years with special reference to their influence on the problems of American education; an analytical examination of the principal transition movements in the last decade of the nineteenth century and an examination of the efforts to solve the problems since 1900. I; 1 unit.

**EDUCATION 403. THE HISTORICAL FOUNDATIONS OF AMERICAN EDUCATIONAL THOUGHT.** A study of the evolution of education theories and philosophies since the eighteenth century, with particular reference to their impact upon educational developments in the United States. Effort is made to give a broad view of the general growth of American educational thought, with sufficient time devoted to selected major educational theorists, or schools of thought, to permit adequate exploration of their fundamental ideas and the relation of these ideas to significant intellectual currents in American culture. II; 1 unit.

**EDUCATION 405. FOUNDATIONS OF GROUP METHOD.** A critical study of the ethical, social-psychological, and methodological ideas and problems underlying currently proposed methods for the management and improvement of groups and for training leadership in using these methods, with special attention to the use of such methods in educational settings. The work includes student projects in the management and improvement of educational and action groups. I; 1 unit.

**EDUCATION 425. PRINCIPLES OF GUIDANCE.** For teachers, administrators, student advisers, and others who are interested in basic guidance principles and in guidance methods useful to schools and to agencies dealing with out-of-school youth and adults. Considers the relationship of guidance specialists, and the guidance functions of community agencies. I, II; 1 unit.

**EDUCATION 467. THE AMERICAN COLLEGE.** Development of the American college and university, public and private; conflicting theories; present trends. II; 1 unit.

**38 LAW 353. USE OF LAW BOOKS.** Methods in legal bibliography. II; 1 hour, or  $\frac{1}{4}$  unit.

**MASS COMMUNICATIONS 455. PSYCHOLOGY OF OPINION AND ATTITUDE.** Theory and practice in measurement of opinion and attitude formation and change. Attitude scales; factors affecting morale; interpretation of results from social and psychological characteristics of the population; intensity of attitudes; relations among attitudes and opinions. I or II; 1 unit.

**MASS COMMUNICATIONS 473. HISTORY AND THEORY OF FREEDOM OF THE PRESS.** Development of the Anglo-American press system; philosophical bases of competing press systems. I; 1 unit.

**MUSIC 321. MUSIC BIBLIOGRAPHY AND REFERENCE.** Detailed study of the basic and most useful reference and bibliographic aids. Practice problems in the

use of specific titles and in how to find materials in the library are given. Music, books about music, and recordings of music are included in the course. I or II;  $\frac{1}{2}$  unit.

**POLITICAL SCIENCE 361. INTRODUCTION TO PUBLIC ADMINISTRATION.** Development of administrative organizations; administration and the executive, legislature, and judiciary; principles of organization, including line and staff relationships; the staff services of finance and personnel; formal and informal control. I;  $\frac{1}{2}$  to 1 unit.

**SOCIOLOGY 344. PUBLIC OPINION.** Opinion changes and control; propaganda; interest groups and opinion; critical review of methods of measurement. I, II;  $\frac{1}{2}$  unit.

**SOCIOLOGY 476. URBAN COMMUNITIES AND URBANIZATION.** Intensive study of special aspects of the urbanization process as it affects the life of communities in this and in other countries. I or II; 1 unit.

**SOCIOLOGY 477. RURAL COMMUNITY ORGANIZATION.** A study of rural community structure, functions, and processes, to give the student a concrete picture of how rural communities operate, and the forces which cause change in the group life of the people living in a rural community. I, II; 1 unit.

**SPEECH 207. APPRECIATION AND CRITICISM OF THE MOTION PICTURE.** Study of the principles of cinematic art, with special attention to the understanding and evaluation of the motion picture. Lectures, discussions, reports, and attendance at selected films. I; 3 hours.



## **BOARD OF TRUSTEES**

### **MEMBERS EX OFFICIO**

William G. Stratton, Governor of Illinois    Springfield

Vernon L. Nickell, Superintendent of Public Instruction    Springfield

### **ELECTED MEMBERS**

#### **1951-1957**

Wayne A. Johnston    Chicago

Herbert B. Megran    Harvard

Timothy W. Swain    Peoria

#### **1953-1959**

Cushman B. Bissell    Chicago

Mrs. Doris S. Holt    Flora

Park Livingston    Franklin Park

#### **1955-1961**

Wirt Herrick    Clinton

Mrs. Frances B. Watkins    Chicago

Kenney E. Williamson    Peoria

### **OFFICERS OF THE BOARD**

Herbert B. Megran, President    Harvard

Anthony J. Janata, Secretary    Urbana

Herbert O. Farber, Comptroller    Urbana

Clarence W. Weldon, Treasurer    Chicago











UNIVERSITY OF ILLINOIS-URBANA



3 0112 084222436