

NATIONAL LIBRARY OF MEDICINE

ANNUAL REPORT

Fiscal Year 1959

Washington: 1959

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ANNUAL REPORT

for the

FISCAL YEAR 1959

September 15, 1959

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CHAPTER I

OFFICE OF THE DIRECTOR

Fiscal Year 1959 was the year in which the history of forty years of failure to obtain a new building for the National Library of Medicine was finally reversed. After half a century in borrowed and rented quarters, and three-quarters of a century in the present building, a new National Library of Medicine is arising. The appropriations bill for the new construction was signed by the President on August 1, 1958; bids for the construction contract were opened on May 5, 1959. On June 12, under a kindly sun at the new site in Bethesda, Maryland, Dr. Champ Lyons, the Chairman of the Library's Board of Regents, presided at a ground-breaking ceremony. Dr. Arthur S. Flemming, Secretary of Health, Education, and Welfare, made the principal address; Mr. Melvin R. Laird, United States Representative from Wisconsin, spoke of the great opportunities the new facilities would afford, and Senator Lister Hill of Alabama, at the conclusion of an inspiring talk, turned over the first spade of earth. Sitting on the platform were members and former members of the Board of Regents; former members of the Armed Forces Medical Library Advisory Group and of the Honorary Consultants to the Army Medical Library; the President of the American Library Association and the President of the Medical Library Association. As the music of the Army Band swelled, members of the Library staff took heart at the promise of the new era opening before them.

During the year some successes were achieved in finding new sources for the procurement of publications. Cataloging operations were reorganized to simplify procedures. Work progressed on the development of a new unified Subject Heading Authority List. Final plans for mechanization of copy preparation for the NLM indexing operation were under way; with the cooperation of the American Medical Association, new arrangements for publication will become effective in January 1960. Major attention was directed to the reference services publications program. An end to shifting of the collection in the present building seemed assured with the completion of the latest giant effort in this area. Microfilm production jumped 45% to a new high of 3,112,527 pages. At year's end the steadily expanding collections of the Library numbered 1,028,296 items.

BOARD OF REGENTS

Appointments. On July 17, 1958, the Senate confirmed the President's appointments of Dr. William Bennett Bean of Iowa City and Dr. William Walter Stadel of San Diego to the Board of Regents for terms expiring August 2, 1961. The President subsequently appointed Mrs. Eugenie Mary Davie of New York City and Mr. Thomas Edward Keys of Rochester, Minnesota, as new members of the Board, with terms expiring in 1962.

Meetings. The Board met at the Library on November 7, 1958, and elected Dr. Champ Lyons of Alabama Chairman to succeed Dr. I. S. Ravdin of Philadelphia. Items discussed were building plans, policy on charging for photographic services, programs and projects for fiscal year 1960, and ceremonies to be held in connection with the new building. A three-man committee was appointed to serve as the Board's liaison with the Director on building plans.

On May 1, 1959, the Board met to consider plans for financing the operation of the new building and budget estimates for program operations through fiscal year 1963. A report on the research project for mechanization of index composition was presented. The Board elected Dr. Michael E. DeBakey to the Chairmanship, to take office August 3, 1959.

BUILDING PROGRAM

Plans completed. Fiscal year 1959 marked the completion of the pre-construction phase of the building program and the beginning of actual construction. Final working drawings and specifications were accepted March 26, 1959.

Construction Contract Awarded. Bids for construction, elevators, and bookstacks were advertised March 31 with an opening date of May 5. Of seventeen bids received on the construction contract, the Arthur Venneri Company, 1906 K Street, N. W., Washington, D. C., was low bidder at \$4,370,000. Award of contract to the Venneri Company was announced on June 3, 1959. Demolition of existing structures and excavation of the site commenced June 17, 1959. The contract allows 720 calendar days for completion of construction.

Elevators and Bookstacks. Along with the construction contract, bids were invited on elevators and bookstacks under separate contracts. Three bids were received on the elevator plant, and the contract award was made to the Murphy Elevator Company, Louisville, Kentucky, the low bidder at \$94,988.

Eight bids were received on bookstacks, but no award was made. As the fiscal year ended, revision of bookstack specifications had been completed and readvertisement scheduled for August 1959.

Furniture and Equipment. Although furniture and equipment plans and specifications were completed with the architectural and engineering plans, contracting for these items was deferred in favor of coordinating procurement with progress of construction and the furniture and equipment industries' lead time requirements. This phase of the program will be completed in fiscal year 1960. Planning for the transfer of the collection, equipment, and staff to the new building will occupy a prominent place on the work schedule for the coming year.

EQUIPMENT AND SUPPLY SERVICES

The dollar volume of transactions for equipment, supplies, and miscellaneous services was unusually heavy. This was accounted for in large part by the "tooling up" for mechanization of the indexing operation. The greater part of the \$38,721 obligated from the grant of the Council on Library Resources went for this purpose, in addition to expenditure of \$14,026 from the Strause Gift Fund of the Public Health Service, made available by the Surgeon General.

PERSONNEL PROGRAM

Recruiting Program. On March 16, 1959, three interns and two alternates for 1959-60 were selected from a field of 18 candidates. By the end of the month the necessary notifications had been made, acceptances received, and the Acquisition Division had finished its assignment as the division primarily responsible during FY 1959 for the Library's recruiting campaign. Individual contacts made during the year totaled 56, broken down as follows:

Applications for internships	18
Interviews for regular staff positions	33
Possible applications for 1960-61	5

Personal visits were made to the library schools of Columbia, Michigan, North Carolina, Peabody, Rutgers, Simmons, Western Reserve, and Wisconsin.

Formal Training. The intern program was continued, and training at outside institutions was expanded. During the year twelve employees were enrolled for two semesters of Russian; one employee received training in Arabic, and another an advanced course in Chinese.

In-Service Training. A workshop in "Plain Letter Writing" was conducted in the Library by the Office of Records Management, General Services Administration, with sixty employees attending four sessions during February 1959.

The Library also provided supervisory training for twenty employees May 26-June 11, 1959, through presentation of "The Incident Process," a method of case study originated by Dr. Paul Pigors of the Massachusetts Institute of Technology.

Orientation. Thirty-six employees attended five orientation conferences for Civil Service personnel up to grade GS-8, and seven employees in grades GS-9 and above attended special orientation programs conducted by the Division of Personnel of the Public Health Service.

Employee Awards. The following employees received awards presented during the fiscal year:

Mrs. Katherine M. Ahlbers - cash award with citation for special services rendered during absence of Librarian in Charge of Descriptive Editing for the Supplementary Series of the Index-Catalogue, December 19, 1958.

Mrs. Gertrude E. Payne and Miss Gloria Y. Williams - cash awards for suggesting a modification in the presentation of information received in the Editorial Section from the Cataloging Section, adopted January 12, 1959.

Mr. Daniel W. Calloway - cash award and citation for superior work performance in integrating the miscellaneous microfilm collection into the Library's recorded holdings, January 28, 1959.

Miss Marian O. Brown - cash award with citation for special services rendered to meet a Library publication deadline, February 19, 1959.

Mr. Ray W. Grim - citation and superior service award for meritorious contributions to the development of plans for a new building for the National Library of Medicine, April 10, 1959.

Miss Carrie Duncan and Mr. Herbert M. Smith - Certificates and pins for attainment of 40 years of service as employees of the United States Government, presented April 10, 1959.

Reclassification of Positions. The reclassification of positions in the Library, except those in the Index Division and in the Office of the Director, was completed during the fiscal year 1959. The result of the reclassification survey, initiated in fiscal year 1958, is as follows:

	<u>Positions surveyed</u>	<u>Reclassified to higher grade</u>
Acquisition Division	29	7
Catalog Division	49	22
History of Medicine Division	10	4
Reference Division	<u>44</u>	<u>15</u>
	132	48

OTHER ACTIVITIES

The Director was nominated by the Department of State to be an observer at the Symposium on National Libraries in Europe, sponsored by UNESCO and the Government of Austria and held in Vienna, September 8-27, 1958. He was present for the final week of the Symposium and then proceeded to Geneva on the invitation of the World Health Organization to conduct a survey of the library and reference services of WHO. His report of the survey was presented to the Director-General of WHO on October 9, 1958.

As a member of the Program Committee for the International Conference on Scientific Information, the Director was responsible for Area VII, Responsibilities of Government, Professional Societies, Universities, and Industry for Improved Information Services and Research. The Director served as Secretary of the National Federation of Science Abstracting and Indexing Services from its organization in June 1958 to February 1959. He testified on science information matters before the House Committee on Science and Astronautics, and represented the National Library of Medicine at various professional meetings, as follows:

Sixth Annual Meeting of the Washington, D. C. Area Medical Library Group, at Charlottesville, Virginia, October 18, 1958.

International Conference on Scientific Information, Washington, November 16-21, 1958.

American Association for the Advancement of Science, Washington, December 29-31, 1958. (The Director participated in a symposium on "Communicating Science in Specialized Libraries.")

American Association for the History of Medicine, in Cleveland, Ohio, May 21-23, 1959. (The Director is a member of the Council, 1958-1960.)

American Medical Association, in Atlantic City, New Jersey, June 7-9, 1959.

Medical Library Association, in Toronto, Canada, June 16-19, 1959.

Association of Research Libraries, Chicago, January 26, 1959, and in Washington, June 21, 1959.

American Library Association, in Chicago, January 27-31, 1959, and in Washington, June 22-26, 1959.

Director's Committee Appointments:

Joint Committee on the Union List of Serials, Inc. (Chairman)

Committee on Library Service for Hospitals, American Hospital Association's Council on Research and Education, 1958-59.

Subcommittee on Communications, American Cancer Society.

Committee on the Handbook of Biological Data, Federation of American Societies for Experimental Biology.

Subcommittee on Foreign Scientific Information, Interdepartmental Committee on Scientific Research and Development.

Other Assignments: The Director became an ex-officio member of the Science Information Council of the Office of Science Information Service, established in the National Science Foundation by terms of the National Defense Education Act of 1958. He has served on the Council's Panel on Copyright.

The Director is a member of the Committee on Dissemination of Technological Information about Materials and Materials Research of the Materials Advisory Board, Division of Engineering and Industrial Research, National Academy of Sciences-National Research Council.

FISCAL YEAR PUBLICATIONS

- National Library of Medicine Catalog, 1958
Washington, Library of Congress, 1959. 1,031 p. (LC; \$17.50)
- National Library of Medicine Annual Report, Fiscal Year 1958
Washington, 1958. 44 p. (Multilithed)
- Current List of Medical Literature. (Monthly) Volume 34, 1958;
Volume 35, 1959. (GPO; annual subscription, \$15)
- Bibliography of Medical Reviews
Volume 3. Washington, 1958. 206 p. (GPO; \$1)
- National Library of Medicine News. (Monthly) Volume 13, nos. 7-12, 1958;
Volume 14, nos. 1-6, 1959
- Guide to Russian Medical Literature (Public Health Service Publication No. 602). Edited by Scott Adams and Frank B. Rogers.
Washington, 1958. 89 p. (GPO; 40 cents)
- Bibliography of Space Medicine (Public Health Service Publication No. 617).
Compiled by Charles A. Roos. Washington, 1958. 49 p. (Items 1-381)
Supplement number 1, 1958. 8 p. (Items 382-431) (Multilithed)
- Psychopharmaca, a Bibliography of Psychopharmacology, 1952-1957 (Public Health Service Publication No. 581). Compiled by Anne E. Caldwell, M.D.
Washington, 1958. 258 p. (GPO; \$1.50)
- Fungus Infections; a Bibliography Covering Literature 1952 through September 1958. Compiled by Dorothy Becker, M. D. Washington, March 1959. 90 p. (Items 1-942) (Multilithed)
- National Library of Medicine Services (Public Health Service Publication No. 507 (Revised September 1958)). Washington, 1958. 12 p.
- Scientific Translations; a Guide to Sources and Services (Public Health Service Publication No. 514 (Revised)). Compiled by Sheila M. Parker; revised by Rosemary Roberts and Miriam Hawkins. Washington, 1959. 19 p. (GPO; 15 cents)

Bibliography of Military Psychiatry, 1952-1958 (Public Health Publication No. 693). Compiled by Charles A. Roos and Jeannette Barry. Washington, 1959. 83 p. (GPO; 50 cents)

Film Reference Guide to Medicine and Allied Sciences. (Sponsored by Interdepartmental Committee on Medical Training Aids) 1959 Edition. Washington, 1959. 192 p. (GPO; \$1)

ARTICLES

- Barry, James W. A study on long term periodical subscriptions.
Library Resources and Technical Services, 3: 50-54, Winter 1959
- Brodman, E., and Taine, S. I. Current medical literature: a quantitative survey of articles and journals.
Proceedings of the International Conference on Scientific Information, Washington, 1958
- Hasting, Eleanor R. Use of serial shelving numbers in the National Library of Medicine.
Library Resources and Technical Services, 3: 62-63, Winter 1959
- Moreland, M. C. A postscript on Karachi and its people.
D. C. Libraries, 30: 25-26, 1959
- Parker, Sheila M., and Purtle, Helen R. A guide to the planning and development of exhibits for medical libraries.
Bulletin of the Medical Library Association, 46: 335-343, July 1958
- Rogers, Frank B. Interlibrary loan, National Library of Medicine.
Library Journal, 83: 2114-6, August 1958
- Rogers, Frank B. After forty years.
D. C. Libraries, 30: 9-11, January 1959
- Roos, Charles A. Bibliography of space medicine (revised and enlarged).
U. S. Armed Forces Medical Journal, 10:172-217, February 1959
- Taine, S. I. New program for indexing at the National Library of Medicine.
Bulletin of the Medical Library Association, 47: 117-123, April 1959

CHAPTER II

ACQUISITIONS

Highlights of the year's program activities in the Acquisition Division included a substantial increase in the number of bibliographical titles used for selection purposes, a moderate degree of success in finding new sources for the procurement of publications from certain marginal areas of the world, and continued improvement in the Russian acquisition program.

Management activities included an unsuccessful experiment in the utilization for cataloging purposes of order documents generated in the acquisitions operation, and liberalization of procurement regulations in two very important areas. Special mention should also be made of the successful completion of the Division's drive to use in its exchange program all publications of the Public Health Service.

PROGRAM

Selection System. The Area Specialist system was established in the spring of 1957; initial assignments under the system are described in the Annual Report for Fiscal Year 1957 (p. 17-18). Several important modifications were made during the past year. Area 6 was set up; it consists of two parts: (1) Government publications in the English language and (2) Africa and those countries of Asia that lie outside Japan, China, Korea, Mongolia, and Soviet Asia. It is planned to establish Area 7 during 1960, consisting of China, Korea, and Japan; a staff member recruited last January is now being trained to take over this Area.

The number of bibliographical serial titles regularly examined for prospects for the collection continues to increase. During the year 45 new bibliographical serials were added as compared with only 23 added during Fiscal Year 1958; the list of such serial sources now totals 196.

Sources of Procurement. Several attempts at new trade contacts met with varying degrees of success. Early in the year an agreement was reached with a New Zealand firm and by April relationships with this firm were on a sound operating basis. A dealer in Ceylon expressed willingness to handle the Library's orders but reported very few local medical publications. A Malayan dealer offered to service orders but insisted, for reasons not explained, on supplying only Malayan Government publications. A dealer in Hong Kong agreed to supply medical literature published on the Chinese mainland and in Formosa.

Certain problem areas remain. New contacts are difficult to make in countries where the publishing trade is not well organized, and where local traditions dictate business practices quite different from those in the United States. Letters sent to dealers in Burma, Indonesia, and Turkey, for example, brought no response.

Russian Medical Literature. There was a marked increase in the volume of medical literature entering the Library from the Soviet Union. This is the result not only of accelerated activity with older contacts, but also of the Division's continuing drive to establish new relationships. For example, in August a bilingual letter offering Library publications was sent to 222 Soviet libraries and research institutions with which contact had never been established. This action, though not as rewarding as expected, did result in nine new agreements. The most important of these are with the Lenin State Public Library in Moscow, the Library of the Academy of Sciences Azerbaidzhan in Baku, the Scientific Institute of Hygiene and Occupational Diseases in Leningrad, the Uzbek Institute of Malaria and Medical Parasitology in Samarkand, and the Library of the Academy of Sciences of the Armenian SSR in Erevan. Replies are still coming in; many institutes, however, have referred the Library to the State Central Medical Library in Moscow because they do not conduct book exchange directly.

Another development of great promise occurred during the year. As part of an Agreement, signed January 27, 1958, between the Soviet Union and the United States on Exchanges in the Cultural, Technical, and Educational Fields, it was agreed to set up an exchange of medical journals. As a result of negotiations conducted under the terms of this Agreement, the National Library of Medicine will supply to the State Central Medical Library in Moscow 34 commercially published American medical titles in return for Soviet periodicals of comparable value.

The Library has never before purchased subscription publications for use in its exchange operations, but there are substantial advantages to be gained from this agreement. In addition to the opportunity for inter-cultural cooperation, this new arrangement will enable the Library to obtain its periodical publications directly and eliminate State Department air-freight shipment costs, which increased alarmingly this year. Furthermore the letter of acceptance from the State Central Medical Library suggested a later expansion; there is hope that Russian titles presently hard to get may soon be acquired.

Another interesting technique in use since April is the gift solicitation of titles published by Soviet institutions; some 90 institutions in all parts of the Soviet Union were asked to send about 500 publications. The titles requested were mostly small pamphlets, conference reports, and summaries of meetings held by local medical societies. It is too early to report the full results of this venture, but initial returns are quite encouraging. One of the libraries, that of the Stomatological Institute in Moscow, responded immediately by sending 11 of the publications, including 5 new serial titles. This Library may thus become another regular source of exchange.

Latin America. Several attempts are being made by the research library community in the United States to improve the difficult procurement situation in the Latin American area. For example, late in 1958 twelve institutions, including the National Library of Medicine, organized a Cooperative Mission to Latin America, under which a Library of Congress staff member visited seven countries. The purpose of his visit was to obtain vitally needed up-to-date information on the current production of research materials and on the best means to ensure their flow to United States research centers. Eventual improvement in supply from commercial sources is expected as a result of the project. Meanwhile, exchange arrangements appear to be the most likely immediate mechanism for expanding publications procurement. The Library has issued exchange invitations to the Peruvian institutions listed by the Mission; the lists for the other six countries will be screened in coming months.

The persistent procurement problems of this geographic area are also emphasized by the annual Seminars on the Acquisition of Latin American Library Materials. The National Library of Medicine submitted data at the request of the first two Seminars (1956, 1957) and a staff representative participated in the discussions of the Third and Fourth, both held during Fiscal Year 1959.

Serial Gaps in the Holdings File. Projects were started during the year which are intended to fill certain gaps in the serial holdings. Before the checking cards for 1951-54 were interfiled in the Holdings File, photoprints were made of all the 1951-54 cards with gaps. These photoprints were arranged geographically by country and have been turned over to Order and Exchange Section for possible acquisition.

In an attempt to fill the serial gaps for the war years, the medical titles listed in two bibliographies, Deutsche Zeitschriften 1945-1949 and Checklist of Certain Periodicals, were checked in the Holdings File. These two bibliographies list periodicals published in Continental Europe and the warring countries of Asia during a period for which the Library's receipt of issues was irregular. Cards showing the gaps discovered will be passed on to the Order and Exchange Section for acquisition.

Withdrawals. Most noteworthy among materials withdrawn were 19 card services. The decision to initiate these withdrawals was made by the Reference Division after due consideration of maintenance cost in relation to value and after the construction of an historical safeguard in the form of a large collection of samples.

In May the Area Specialists reviewed the current serial records for titles which seemed questionable in scope. Some 700 such titles were found. The next step in this process is to examine the publications themselves to determine which actually belong in the Library's collection.

MANAGEMENT

Procedural Microfilming. A number of improvements were made in the Division's photographic techniques. These improvements consisted of adjustments in the camera equipment and radical changes in mask design. Both were elements salvaged from the unsuccessful effort to provide the Catalog Division with photographic work copies of the order card.

Fiscal Procedures. The suitability of the fiscal procedures devised by the Public Health Service for the Library's book procurement operation was again demonstrated during this second complete year of operation. The device of the miscellaneous obligation served the Library well both in its conformity to government procurement regulations and in its accommodation to the peculiarities of the book trade. Evidence of the efficiency of this operation is found in the fact that the entire allocation for medical literature was obligated by the end of May; funds for use in June were recaptured through cancellations of unfilled orders placed earlier in the year.

At the end of the year it appeared that the worrisome problem of advance payment referred to in the 1958 report would be solved. A clause in the 1960 DHEW Appropriations Bill would permit advance payment for certain book materials. This authorization will assist the Library greatly in the performance of its collecting responsibilities, particularly in remote areas of the world where dealers demand advance payment for materials.

Another liberalization of regulations was effected during the year when the limitation on open-market purchases was increased from \$500 to \$2,500. On the advice of the Contracting Officer of the Public Health Service this provision was applied to the annual subscription renewal procedure. The American periodical renewals were handled as a formal bid and contract, as the amount involved was more than \$2,500. For all Western European periodical titles, however, quotation lists were prepared and sent out. The informal analysis and subsequent prompt placement of open-market orders resulted in both time and money savings.

Transliteration of Title Pages. Late in the year a start was made on a procedure for securing transliterations and translations of title pages in languages printed in characters other than Roman, Cyrillic, Japanese, or Chinese. The Library now lacks the requisite language skills to process such publications.

The problem of Arabic books was discussed with the Head of the Near East Section in the Library of Congress. He has accepted a batch of photoprints of title pages for study to determine if the information needed for adequate subject and bibliographical identification can be gained from and transmitted on this physical form.

Serial Geographic File. A new Serial Geographic File was established this Fiscal Year based on the photoprints of the 11,700 current serial titles in the Kardex on June 30, 1958. Currency in this connection means that at least one serial issue of a title has been received for the period of January 1, 1955, to date and there is no information that the title has ceased. The new Serial Geographic File is arranged, as were the earlier Files, by continent and then alphabetically by country within each continent.

PUBLICATIONS DISTRIBUTION

Exchange System. The highlight of the year in this area was the Division's success in negotiating agreements with the Bureaus of the Public Health Service covering the use of their publications as exchange currency in the Library's international exchange program. The National Library of Medicine is now able to offer to exchange partners all monographic and bibliographic publications of the Public Health Service, as well as the following serial titles:

- Bibliography of Medical Reviews
- Current List of Medical Literature
- Journal of the National Cancer Institute
- National Library of Medicine Catalog
- Public Health Engineering Abstracts
- Public Health Reports
- U. S. National Health Survey
- Vital Statistics of the United States
- Vital Statistics Report

Distribution of Library Publications. During the year considerable effort was expended to convey information to research personnel of the Public Health Service that the Current List of Medical Literature was available to them on a free basis. In spite of this activity the mailing list of non-paid subscriptions to the Current List increased by only ten addresses during Fiscal Year 1959. There are now 1,659 addresses on this mailing list, of which 948 are exchange and 674 gift subscriptions.

All addresses on the gift list received the major bibliographies prepared by the staff of the National Library of Medicine. These bibliographies include:

- Bibliography of Medical Reviews
- Fungus Infections
- Psychopharmaca
- Space Medicine
- Staphylococcal Infection

The year's best-seller was the Bibliography of Space Medicine, of which more than 1,500 copies were distributed. Approximately 1,100 copies were sent to U. S. Government agencies; the balance was sent to non-governmental organizations, including more than 100 aircraft companies, both in the United States and abroad. Although the Bibliography of Space Medicine was published in the middle of 1958, the Library is still receiving about 50 requests per month.

Other publications distributed by the Acquisition Division included the 1958 National Library of Medicine Catalog, 1958 National Library of Medicine Annual Report, Guide to Russian Medical Literature, and Scientific Translations.

In accordance with government regulations the annual circularization of the gift mailing lists of the Library was made in February.

Disposal of Duplicates. Disposal of the bulk of the Library's duplicates continues to be handled through the United States Book Exchange, which moved this year from the Library of Congress into separate quarters. A quantity of selected duplicates was set aside for use in fulfillment of the Library's obligation in the Medical Library Association Exchange Program; a ten-page list of substantive medical journals went out to member libraries late in the year.

CHAPTER III

C A T A L O G I N G

As Fiscal Year 1959 progressed, a new element became increasingly evident in several aspects of the Division's operations and plans: the new building into which the Library will almost certainly move in 1961.

Some recurring tasks, such as the expansion of the Public Catalog, have probably been accomplished for the last time in the present location. In planning day by day work there has been both a need and a satisfaction to consider the implications for the new building. Two current activities with special significance for public service are the Recataloging Project and the proposed new Subject Heading Authority List. Even difficult problems of crowded work areas and falling plaster now seem less serious because the end of such conditions seems to be in sight.

REORGANIZATION

The principal concern of the year has been the implementation of the recommendations in the Report of Survey of Catalog Division operations. The resulting reorganization and realignments of staff and changes in procedures have affected all areas of the Division, many areas of the Library, and some operations outside the Library.

Early in 1958 the Division requested a survey of its cataloging and processing operations, exclusive of binding. The problem presented for study was: "How best to accomplish the Division's work with the staff, equipment, and supplies available?" The survey began in May and was completed on August 21.

At the time of the survey the Cataloging Section (formed in April 1950 by the consolidation of the Descriptive Cataloging Section and the Subject Cataloging Section) and the Processing Section (established in June 1946 as successor to the Shelflisting Section) were responsible for all elements of cataloging, including the publication of the National Library of Medicine Catalog. The division of work between the two sections was primarily planned to separate professional and non-professional tasks, except that responsibility for establishing names was delegated to the Processing Section in January 1957.

The Division accepted the Survey recommendations and proceeded immediately to devise plans required to implement them. Most of September was devoted to detailing space arrangements, procedural changes, and work assignments, and to editing the Division's Procedure Manual to reflect the changes. On October 1, after two days of moving desks, bookcases, and catalog cases, and sorting and reshelving materials on hand, the two new sections, the Editorial Section and the Cataloging Section, were organized and ready to function.

The newly established Editorial Section was given responsibility for the preparation of catalog cards and the National Library of Medicine Catalog, two parts of the work that could readily be separated from the other cataloging operations. The Editorial Section was staffed with three librarians, two library assistants, and three clerk-typists.

Responsibility for all the other functions of the former sections was delegated to the new Cataloging Section and its staff of thirty-one (twenty-two librarians and nine library assistants). The new Cataloging Section was divided into five operating units so that its staff might function as teams. The four language units were planned to group cataloging by language areas (Romance Languages Unit, Germanic Languages Unit, Slavic Languages Unit, and Special Languages Unit) and the fifth was the Shelflisting and Catalog Maintenance Unit.

On November 1, the fifth unit became the Shelflisting and Catalog Maintenance Section with a staff of seven (two librarians and five library assistants). The section reverted to "unit" status in December when it became the Catalog Maintenance Unit of the Cataloging Section.

One of the purposes of the new organization was to broaden individual work assignments which had formerly been somewhat limited through specialization. Under the new plan each cataloger was made responsible for cataloging all types of material in his languages and for all elements of cataloging, including shelflisting details. The experienced library assistants in the language units were available to assist in searching for name information. Because every cataloger was undertaking to catalog all types of material, a considerable training program was necessary. This training, as well as the training and orienting of new staff, was assigned to the unit heads who were also to be responsible for apportioning and revising the work in their units.

To accomplish the second purpose of the Survey Report recommendations, the elimination of unnecessary work and records, the preliminary cataloging cards formerly prepared by library assistants in the Catalog Division were discontinued. On November 1, Acquisition Division began to forward two photoprint copies of its order slip with most new titles. These copies together with the order slip, forwarded to supply searching information, were to be used in place of the preliminary cataloging records. One copy (5 x 6 inches) became the cataloging master record; the order slip was used as the Name Catalog temporary main entry, and the 3 x 5 inch copy became the temporary Shelflist record. The photoprint slips, copied from a wide variety of bibliographic sources as well as from locally typed or handwritten order records, were not uniform in bibliographic form or content, and their physical form presented endless problems.

Three changes which resulted from the abandonment of preliminary cataloging should be mentioned. First, the Process File was discontinued and the Acquisition Division's Received Order Record was designated as the source for information on materials received but not yet cataloged. Second, no "received" records or temporary Name Catalog entries were deemed necessary for gift and exchange items published before 1955. Third, the distribution of preliminary records for new acquisitions was discontinued inside and outside the Library.

Another purpose of the reorganization was to eliminate extra handling of materials and thus expedite their delivery to the catalogers. To accomplish this, procedures were worked out to have new materials sorted in the Acquisition Division and delivered directly to various areas in the Cataloging Section.

The new organizational pattern and staff assignments, well established by December 1, were continued without change for about three months. Following a thorough review of all aspects of the work in March, three changes were made.

First, the shelflisting operations concerned with completing call numbers were assigned to the library assistants in the language units under the supervision of the staff of the Catalog Maintenance Unit. This change became effective on March 23.

A second change was a minor one designed to inform the Head of the Cataloging Section of the amounts and types of material being received for cataloging. Specifically, new acquisitions were to be sorted as before in the Acquisition Division but delivery was to be made to the Head, Cataloging Section, and then to the various work areas.

The third change recommended in March was the replacement of the photoprinted order slips by typed work slips to be prepared in the language units of the Catalog Division. This change, authorized on May 4, will have a number of beneficial results. For example, it will provide temporary Name Catalog entries for all new acquisitions and expedite the receipt of new serials and monographic serials for cataloging.

In cataloging as in most other types of work, people are the most significant element. The changes under the reorganization were designed to provide the most effective use of staff, to offer advantages to the people involved, and to expedite the work. At this time the advantages of the small working groups are generally recognized and appreciated. The staff has been interested and cooperative and has demonstrated good will and the required persistence and patience throughout this period of change.

The reorganization has not yet proved its effectiveness in expediting work, probably due, to some extent, to the uncertainties experienced in any period of adjustment following a major reorganization. Also, the new sections have functioned during most of this time without the assistance of the Principal Cataloger, who has been engaged in a special assignment outside the Catalog Division.

Three aspects of the FY 1959 reorganization, i.e., training, cataloging assignments covering all types of material, and the utilization of language knowledge outside the language area to which an individual is regularly assigned, will be restudied in FY 1960.

NLM CATALOG

The first task of the newly organized Editorial Section was to prepare the 1958 National Library of Medicine Catalog for publication. There were no significant changes in the routines as the form and content of the volume followed closely that of previous annual issues. The main problem was one of size, the 1958 Catalog being the largest annual issue published to date. Issued in May, its 1,031 pages contain 21,272 main entries, 4,618 added entries, 4,133 name cross-references in its Author Section, and an estimated 31,900 entries and references in its Subject Section. The next largest annual volume was issued in 1955 with 19,332 main entries on 986 pages. The increase in size for 1958 can be explained in part by the fact that there was a backlog of material on hand to be typed at the beginning of the Catalog year, and this material was included in the annual volume along with current cataloging.

The publication of the Catalog was supported by a transfer of \$5,000 to the Library of Congress for preparing and editing the volume. Under this agreement LC furnished 126 copies of the 1958 volume for the official use of NLM.

The second quinquennial issue of the NLM Catalog covering the years 1955-1959 will be ready for publication early in 1960. Last March work schedules were prepared and coordinated with similar schedules of the Catalog Maintenance Division of the Library of Congress to assure completion of editorial tasks at both libraries at the proper time. All subject cards from the 1955, 1956, and 1957 Catalogs have been dismantled and put into one alphabet. These cards form the basis for Part Two: Subjects of the new cumulation and are awaiting the interfiling of the 1958 and 1959 subject cards.

A study, which will terminate in August 1959, is being made to determine what changes in form and/or content will be desirable for the 1960 Catalog. The Library's new Subject Heading Authority List, expected to be ready for use at the beginning of the 1960 Catalog year, will necessitate some changes in the arrangement of the subject section. It is hoped that a plan can be developed to secure printed subject headings for use in the Catalog beginning with the 1960 annual issue.

Early in April the Library of Congress announced the award of a contract for the 1955-1959 NLM Catalog to Judd and Detweiler, Inc., of Washington, D. C., to print, bind, and sell the second quinquennial cumulation. This six-volume work is expected to be published early in the fall of 1960. The price will be \$60 per set.

Catalog Cards. The price of cards furnished to NLM by the Library of Congress was increased from .6 cent per card to one cent per card as of October 1. The increase required a review of the Library's card needs. As a result, the Art Section no longer receives a card for each book containing a portrait, and the Acquisition Division dropped its request for a card for each Russian title. The History of Medicine Division found it could reduce its card order by four for each title cataloged, and the Editorial Section now orders six fewer cards for each monograph title recataloged.

On the other side of the ledger the Library has continued its catalog card distribution in the following ways: 1) one card for each title to the Library of Congress for inclusion in the National Union Catalog card file or in the NUC book catalog; 2) one card for each title in the medical series to each of five card subscribers in the United States and Canada; 3) approximately 3,000 cards to the University of Pennsylvania for inclusion in the Union List of Microfilms; 4) one card for each current United States publication to the Library's Index Division for reproduction in the "Recent United States Publications" section of the Current List of Medical Literature; and 5) cards for serial titles to the Acquisition Division, some of which are forwarded for inclusion in New Serial Titles and Vital Notes on Medical Periodicals.

SPECIAL STUDIES

Cataloging Time Study. Early in 1959 the Director requested the Cataloging Section to determine the time cost of assigning subject headings. In making plans for this time study it was decided that a complete cataloging time study would be desirable. Forms for recording statistics and necessary instructions and definitions were devised and given a two weeks' trial. The actual time count began on April 1 and continued until May 29. The results of the study are expected to be available before the end of the summer.

Separate Serials Catalog. The Head of the Cataloging Section is conducting a study on the desirability and feasibility of a separate serials catalog. Representatives from the Acquisition, Index, and Reference Divisions are participating in this study. A first report was presented to the Director in April.

Separate Library Science Catalog. The Chief of the Division is making a study of the Library's library science materials, including both regularly cataloged and uncataloged items. For purposes of this study "library science" is broadly interpreted to include all the different kinds of books which relate to the operation and maintenance of the Library.

Cataloging and Card Preparation Time. A study is in process to determine the time required to catalog and the time required to complete catalog cards for new titles received between January 1 and June 30. A comparable study made in 1956 will permit comparisons to be made of the time required under the new and the old organizational patterns.

CATALOGING IN GENERAL

Recataloging. During the year the recataloging of the 19th century collection progressed much more slowly than desired. In cooperation with the Reference Division it was agreed that certain in-scope subjects in the 1850 monograph collection would be recataloged without screening the catalogers to be responsible for setting aside duplicates and items questioned for scope for review by the Reference Division. The Reference Division undertook to review borderline and non-medical subject groups ahead of the recataloging program; if this was proved to be impossible the Catalog Division would proceed with the next in-scope subject.

The 19th century monographs have been recataloged up to the subject PHARMACY. This work was interrupted during March and April in order to recatalog a group of monographs published since 1920, discovered during the shifting of the "Folio" and "Quarto" collections.

The recataloging of two special collections was undertaken during the year. The Oriental cataloger has started the recataloging of the Japanese serial collection. This is a time-consuming task but progress is being made. The Special Languages Unit selects a title for recataloging and proceeds according to the following plan: A "Being recataloged" charge is placed on the shelf under the old title; the temporary serial card is withdrawn; the correct entry is established; if there is a change in the entry formerly used, notification is sent to the Serials and Circulation Sections; and finally the regular recataloging procedures are completed.

The second special collection is made up of monographs in Slavic languages. These monographs, being screened for scope by a member of the Acquisition Division staff, are handled on a monthly quota basis. Some additional preparatory work is required on them because their old records in transliterated form are not usable in recataloging.

In addition to the recataloging mentioned above, an average of sixty serial titles are recataloged each month.

Subject Headings. The development of a new Subject Heading Authority List for use in the Library's indexing and cataloging operations was a major activity of the year. The work was done by members of the Index Division and the Principal Cataloger under the guidance of the Director.

The Catalog Division's participation in the compilation of the List was limited to releasing the Principal Cataloger from her regularly assigned duties and to examining and commenting on the various draft Lists.

The Division has spent considerable time considering the ways and means of applying the new SHAL in its cataloging operations and the results of its utilization in the card Subject Catalog. Two facts of the Library's present card Subject Catalog - its physical form and its size - provide huge problems for the application of SHAL with its different policies and forms for subject headings. No comparable problems are apparent for Part two: Subjects of the NLM Catalog because of the limited scope of an annual or quinquennial issue and because the information is presented on printed pages, each of which contains forty to fifty entries.

Cataloging in Source. The first publications containing "cataloging in source" information were Department of Health, Education, and Welfare titles, received in October. The Library was selected to be one of those visited by a member of the Cataloging in Source Consumer Reaction Survey to determine the usefulness to the project in the local work, even though it was generally recognized that NLM's publication program would be a limiting factor. Although "cataloging in source," if permanently adopted, would affect only an estimated seven per cent of the titles cataloged in the Library, it could provide welcome help in determining forms of authors' names.

Backlogs. As the year began there was a backlog of cataloging masters to be typed and proofread. The last of this backlog, which had developed because of the unavailability of multilith mats, was cleared in time to include the entries in the 1958 NLM Catalog.

Avoiding a backlog of multilith mats to be proofread continues to be a big problem. During the months of February and March, overtime amounting to 80 hours was used for proofreading. Such overtime projects are only temporary measures, and a search for a satisfactory solution continues.

Because it is impossible to find the staff with language knowledge to cover all language areas, materials printed in the Greek, Turkish, Indian, Chinese, Arabic, and Hebrew languages are now being backlogged. Cataloging of recently received materials in other languages, except theses, is current.

A sizable collection of phonograph recordings was received in January. These are being backlogged until the Principal Cataloger has time to study rules for this type of material and to draft NLM procedures.

BINDING

Binding Funds. The money obligated for Fiscal Year 1959 was \$25,199.50 for binding 12,799 volumes, including thirty-nine "official use only" volumes bound at the Government Printing Office. In FY 1958 \$26,200 was obligated for binding 13,116 volumes.

Commercial Contract. Under the Departmental contract for commercial binding, the price for binding or rebinding was \$2. per volume, rebinding or recasing without resewing was \$1.70, and both prices included seven lines of lettering. Special work was billed separately; eight cents for each line of lettering over seven, thirty-five cents for volumes more than two and one-half inches thick, and other special work was done at the rate of \$2.75 an hour. Pickups of material were made every two weeks.

NLM Binding. The facilities provided for local binding and repair of Library materials benefit all parts of the Library. Not only were 3,685 volumes bound and 3,897 volumes repaired by the Library's two bindery workers, but 667 portraits and several hundred medical bookplates were mounted or otherwise prepared for the Art Section, the several tabulations of SHAL were assembled and bound, and assistance was given in preparing exhibit materials.

Requests for Claiming Serials. A regular part of the routine collecting of unbound serials from the shelves is the preparation of requests for claiming missing issues. During the past year 213 requests covering 486 missing issues were prepared and forwarded to the Serials Section, Acquisition Division.

Work Simplification. In October, the binder agreed to use NLM printed end papers in all books although this was only required for serial volumes bound under section three of the contract. He also agreed to stamp call numbers on the spines of volumes as requested. Both of these operations were done without extra charge to the Library. With these time-savers in effect, the backlog of bound volumes in the Binding Section to be book-plated and marked with call numbers vanished.

CHAPTER IV

REFERENCE SERVICES

"The author who speaks about his own books," Disraeli once observed, "is almost as bad as a mother who talks about her own children." In spite of this indictment, the theme of the 1958-59 annual report of the Reference Division will be its publication program.

A national library differs from any other library most prominently in that it serves groups of people rather than individuals; institutions rather than single users. For this reason it has occasionally been called "a library's library." If, as has been claimed, it is its use of the printing press to bring the contents of its collections to large groups of potential readers which characterizes a national library, then the Reference Division in 1958-59 has helped to prove the validity of the name of the National Library of Medicine. There have appeared from the Reference Division alone this year no fewer than eight substantive publications and five lesser ones, while two other unpublished items have been accepted for publication in future issues of the Bulletin of the Medical Library Association. A fairly long list of publications nearing completion or in press at the end of the year, which will appear in the coming fiscal year, shows the continuing character of this program.

During this year the Division has published exhibit brochures, a guide for users of scientific literature (Scientific Translations), and a number of bibliographies. The bibliographies have ranged from one to the other end of the spectrum of elaborateness of presentation, speed of publication, and number of copies made available. In some cases an author list of books and articles, on a subject of great interest at the moment, has been hastily mimeographed with no attempt at subject indexing or annotations. In one case (Psychopharmaca) there has been presented an outstanding typographic job, with the contents arranged in subject arrays in depth, with elaborate indexes and cross-references, and with supplementary lists and glossaries. The question inevitably arises - which system gives more return for the money, time, and energy? As in so many human situations, perhaps here too a compromise solution could hope to bring the best results. If the "quickie" bibliographies can be given the prestige of well-designed covers and good layouts; if certain internal improvements in indexes or adequate subject arrangements can be made; or if the appearance of the more elaborately printed bibliographies can be hastened by simpler arrangements, it is possible that both the Library and the user would be better served.

In order to study this phase of the program in greater detail, the Assistant Chief of the Reference Division was assigned to work out a general theory of publications for the Division. This includes such questions as clearance procedure of the publication with the Public Health Service, possibility of improving design and format, methods of printing, number of copies to reproduce, cost factors, distribution of the completed work, and reprinting or supplementary lists. The study of this problem will undoubtedly last throughout the coming fiscal year.

A sub-problem connected with the publication of bibliographies compiled in the Reference Division was the need for a style manual for Division-wide use. A committee under the chairmanship of the Head of the Document Section was set up early in December to work on such a manual. It had submitted a very preliminary draft by the end of the fiscal year; more work is going on in light of comments on this draft.

The NLM compiles and publishes bibliographies primarily because, due to its exceptional collection and large and specialized staff, it is capable of performing once and for all members of the medical community certain tasks which otherwise many members of that community would have to perform individually or do without. By presenting a conspectus of the literature on a subject, the NLM is obeying the politico-economic doctrine that a government (or library) should do only what it would be difficult or impossible for individuals to do privately.

But just as a government which does not have the active support of the general population cannot perform its duties effectively, so a bibliographic program which does not work in conjunction with the users of its bibliographies cannot reach its highest goals. The choice of subjects for compilation, aid in the carrying out of the program, and the evaluation of the resulting product must be arrived at with the willing cooperation of medical specialists. Although much more work needs to be done on this facet, at least a start has been made and there is hope for more progress. The necessary next step appears to be the use of the substrate bibliography by the specialist for the publication of a review on the particular subject. For this there are many precedents: Virchow's Jahresbericht for much of the second half of the 19th century included just the same mixture of basic bibliography and a discussion of it by an expert which we envisage today. What has changed, apparently, is the time at the disposal of the specialist to do this work, as well as the prestige value of such reviews.

If this use of bibliographies as an intermediate step were to be brought about, there would emerge a pyramiding of the literature of medicine and its bibliographic controls. In the broadest area would be the comprehensive index to the literature (such as the Current List of Medical Literature). This comprehensive listing would then be refined and intensified into a smaller layer by a bibliography on a particular subject; while at the apex of the pyramid would be the distillate review of the most significant portions of the writings on the subject. In such a system users of the literature could enter it at whatever point their needs might dictate, thus avoiding the pitfalls of either drowning in a superabundance of details or of missing specific items needed.

SHIFT OF THE COLLECTION

In fiscal year 1959 a total of 9.3 miles of shelving was shifted, mostly on an overtime basis. Planning for this shift, the last major move before erection of the new building, started as far back as FY 1958, and its results are being evaluated as a step toward outlining the 1961 move to the National Institutes of Health campus.

The two main aims of the shift were (1) to fan out the collection for proper care of the present collection and to allow room for additional volumes received before 1961, and (2) to arrange the collection in the order in which it would be shelved in the new building, thus expediting the move from Washington to Bethesda. Because of the varying degrees of recataloging among the different segments of the Library's holdings, however, the final move cannot be expected to be a simple shelf-for-shelf transportation from one building to another. It is hoped to make this transition with only a short period during which the Library will have to suspend operations. We hope to have better success in this than did Billings in 1887, who complained a year after the move to the present building that he was unable to locate a particular book because it was crated up in a box which had still not been opened.

NEW ART SECTION SHELVING

After a pilot study of the use of bracket-type shelving for storage of folders and portfolios formerly contained in metal and wooden cabinets, two new Remington Rand double-faced ranges (12' long, 15" deep, 90" high) were installed in April in the Art Section. By mid-May the work of shifting 18,000 portrait folders, 41 portfolios, and 17 solander cases was completed. The additional space thus provided has permitted consolidation of several isolated segments of the collection, allowing a better servicing of the collection. Shifting the remaining segment - the military and civilian hospital collection - to wall shelving is scheduled for the next fiscal year.

EXHIBITS

The Library continued its program of exhibits in the main floor exhibit room, on the 2nd floor landing, at the Smithsonian Institution, and elsewhere.

Main Exhibit Room

July - August '58	Medical Research in Southern Asia; as revealed in its periodical literature	Mrs. Wright
Sept. - Oct. '58	Scientific Translations, Sources and Services	Miss Hawkins
Nov. - Dec. '58	Bookplates of American Physicians	Art Section

Jan. - Feb. '59	Acetylsalicylic Acid; the Story of Aspirin	Miss Harvin
Mar. - Apr. '59	Charles Darwin, 1809-1882 and "The Origin of Species"	Mrs. Uhler
May - June '59	Psychopharmaca, "Drugs for the Soul"	Dr. Caldwell

Second Floor Landing

May - August '58	The Doctor in Medical Satire	Art Section
Sept. - Feb. '59	Centenary of a Textbook: Gray's Anatomy	Art Section
Feb. - May '59	Abraham Lincoln and his Doctors	Art Section
March - May '59	Physicians in Congress	Art Section
June - July '59	The New NLM	Art Section

As the Library's contribution to the exhibits of the Special Libraries Association's 50th Anniversary Convention, Atlantic City, June 1-5, 1959, photographs and captions for a two-panel display entitled: The National Library of Medicine, Past, Present and Future were prepared and sent to the Exhibits Chairman in February 1959. The Art Section also aided in the preparation of the exhibit for the American Association of the History of Medicine at Cleveland, May 21-23.

Women Physicians and their Hospitals exhibit at Smithsonian Institution was held over through September 1958. (See Annual Report, FY 1958, p. 29)

The Evolution of Hospitals continued on semi-permanent display in the Gallery of Medical History, Smithsonian Institution.

CHAPTER V

PHOTOGRAPHIC SERVICES

The Photoduplication Section accomplished a 45% increase in total microfilm production, from 2,145,045 pages in FY 1958 to 3,112,527 pages in FY 1959. By far the larger proportion of increase is related to filming for preservation of the collection since filming for interlibrary loan increased only 7% above our 1958 experience.

Paper Cutter. The CopyFlo printer produces paper reproductions at the rate of twenty feet a minute in roll form. The paper must then be cut into units to fit the individual order, either interlibrary loan or internal use. This cutting has been done at a reasonable rate of speed by a semi-automatic electric machine operated with a pedal. An electronic paper cutter has been acquired which is completely automatic, cutting on a signal which must be planned at the time of filming. The placement of the signal on various types of copy has presented some difficulties and experimentation is continuing in order to complete another phase of the mechanization of paper reproduction in the laboratory.

Mobile Camera. Detailed plans were made for the Photographic Services area in the new building. The development of a camera to operate in the stacks of the new building, filming material in situ, has long been a goal. Although many firms were asked to work on such a device, it lacked commercial appeal for the companies with the resources to master the technical problems. At last, however, we have seen a model which might meet our needs and expect to have satisfactory production models available when we occupy the new building.

POOR PAPER PROGRAM

Poor Paper Backlog. Since interlibrary loan orders are seasonal in nature and even vary within the week, maximum utilization of expensive equipment and personnel requires that an orderly backlog of poor paper material must always be ready for the cameras when loan requests drop off. Most of this backlog proved to be in the uncataloged serial collection, and cataloging and filming do not proceed at the same rate. It was decided to film serial titles without immediate cataloging. Such titles are selected, with due attention to title changes, by a professional librarian, records amended in the Serial Record, and the film itself placed in an orderly limbo awaiting formal catalog treatment.

Newspaper Type Serials. Fifty journals selected for their fragility, outsize, and usefulness are being routinely microfilmed instead of being bound. Other material of unusual value or importance is being microfilmed, returned to 100% rag paper, and bound.

University of Berlin Theses. The thesis collection of NLM is valuable, space devouring, and disintegrating. University of Berlin theses have been selected as a pilot study for preservation in film form. There are approximately 15,600 items, 514,800 pages, in this collection, housed in 120 steel boxes. A facsimile of the title page with an arbitrary serial number on 5 x 8 card stock serves as an index to the reels of microfilm. The theses are filmed 50 to a reel in alphabetical order, although the order is not significant. Because the piece is destroyed after filming, it was necessary for a professional librarian with a good knowledge of German to screen the material to remove non-thesis, non-Berlin items, and pieces which should be turned over to the History of Medicine Division. The pilot study is 58% completed; its evaluation will decide the question of further thesis filming.

MEDICAL MOTION PICTURES

The motion picture collection grew slowly during the year from 484 titles to 551.

The Interdepartmental Committee on Medical Training Aids, consisting of the Army, Navy, Air Force, Public Health Service, and Veterans' Administration, has sponsored since 1946 a Film Reference Guide for Medicine and Allied Sciences prepared and published by the Library of Congress. In FY 1959 the responsibility for the publication of this Guide was transferred to NLM. The 1959 edition appeared in late July and is for sale by the Superintendent of Documents for \$1 per copy; the contract for the 1960 edition has been renewed. The film titles, together with a brief description, a facsimile of the Library of Congress card, are grouped under broad subject categories, mainly body systems and major specialties. A title index refers to the subject grouping.

CHAPTER VI

H I S T O R Y O F M E D I C I N E

The year's work at the History of Medicine Division may be summed up in the words of the poet, "They kept the noiseless tenor of their way." Headlines are usually not granted to the quiet world of historical research, although in its own way it is as exciting and as challenging to those who engage in it as any other form of endeavor. Neither does it lend itself readily to the techniques of mass management, although like anything else its methods are always capable of improvement. To be as free as possible from the petty details which clog the wheels of administration, to have and to hold a staff of competent and cooperative people, to allow them time and opportunity to develop, in every sense of the word, the historical collections, and, with the needs of scholars in mind, to serve to the best of its ability the special field of scholarship for which it exists, this is the Division's goal. The past year has brought a certain amount of satisfaction in realizing this ambition. Staff vacancies have been at the lowest level in years; the number of items added to the collection is up; the Americana cataloging will soon be finished; scholars have been aided in their research; the amount of security filming is the largest since 1956, and the usefulness of the Division as measured by inter-library loans is increasing.

The prospect of the return to Washington and reunion with the rest of the Library, once so far in the future but now a fast approaching reality, has colored some of the Division's thought during the year. Questions of personnel as they will be affected by the move, of organization, and of equipment have been answered in part but are still being studied. One very important problem is that of the Division's reference collection which must be made as nearly complete as possible in the basic tools for the study of early imprints before the move away from the reference libraries on which the Division now relies. Another is the question of future needs in rare bookbinding. Other matters, such as possible changes in filming procedures or photographic equipment, are deliberately being postponed until after the move, and we are making do with things as they are. We look forward with pleasure to the time when the heavy burden of intralibrary correspondence shall be lifted and the frustrations of long-distance cooperation eased.

Rare Book Craftsman. One of the most pleasurable events of the year was the return to the staff on August 4, 1958, of Mr. Jean C. Eschmann to whose skill and artistry the Library's rows of beautifully rebound and restored books are ample witness. On the staff from 1943 to 1955, Mr. Eschmann has of recent years been doing lesser amounts of the Division's binding through the courtesy of another employer. Now it has seemed simpler from the standpoint of management, and desirable in view of the large number of rare books still requiring treatment, to re-employ Mr. Eschmann on a half-time basis. The Division plans to make the best possible use of his time before the return to Washington.

Staff Activities. Dr. Schullian continued as a member of the Council of the American Association for the History of Medicine and served on its Garrison Lecture Committee. She was also a member of the Council of the Bibliographical Society of America and of its Supervisory Committee for the Third Census of Fifteenth Century Books in American Libraries. Miss May Hardy, Head of the Catalog Section, served for the second year on the Committee on Subject Headings of the Resources and Technical Services Division of the American Library Association. All professional members of the staff enjoyed attendance at sessions of the American Association for the History of Medicine which held its annual meeting in Cleveland, May 21-23. Other meetings of professional societies at which HMD was represented by one or more persons were those of the Bibliographical Society of America, New York, January 23; the ALA Rare Books Section, Charlottesville, Virginia, June 18-20; and the American Library Association, Washington, D. C., June 22-26.

ACQUISITION

Although the National Library of Medicine has frequently and with justifiable pride pointed to the wealth of early materials in its historical collections, now numbering over 33,000 volumes, its zeal in adding to them has not diminished. New acquisitions, without which any collection becomes static, are vital, and a library must, as it has been recently put, "collect or collapse." There are no signs of collapse in the acquisition work of the History of Medicine Division, unless it is on the part of the librarian who, after searching every year 6,000 or more prospects, usually finds that the Library already has about 90 per cent of them. In the current year as always, the Division has continued steadily and carefully to add new volumes in all areas of its collection - titles and editions of major importance when they were available as well as lesser works which serve to complement and round out various subjects and sequences.

Hippocrates. The Hippocrates Want List, first issued in 1954, still continues to attract offers of desired editions. Six titles from the list were purchased this year together with four others which were unknown to the compiler of the list. The total number of editions acquired over the past five years now stands at 89, which is approximately 24 per cent of the desiderata. Although in itself this number is not large, when one considers the nature and age of the material and the possibility of errors in the sources from which the desiderata were drawn, the results appear to be a fair enough return on the cost of preparing the original list.

Incunabula and Manuscripts. For the first time in two years an incunable was added to the collection: Gentile de Foligno, Super prima fen quarti Canonis Avicennae, Pavia, Antonius de Carcano, 1486. With this volume the Library completed its run of all fifteenth century printings of this title and brought the number of its incunabula to 501.

Manuscripts acquired included several autograph letters of unusual interest: one dated 1773 from the Edinburgh physician, William Buchan, to his London publisher which discusses the third edition of Buchan's popular Domestic Medicine, a work destined to see more than thirty editions in English alone by the middle of the nineteenth century; another (1803) from Benjamin Rush revealing his kindly concern in the sickness of a poor neighbor; and a third written in 1800 from Providence, R.I., by Dr. Levi Wheaton which is valuable for the light it sheds on the introduction of vaccination into this country.

Other Notable Acquisitions. The sixteenth century Galen collection was increased by several editions, as was also the already large group of works by Paracelsus (1493-1541), that controversial proponent of philosophical medicine. To the books on pestilence and on medical secrets were added a number of early works, particularly Andrés de Laguna's Discurso breve, sobre la cura y preservacion de la pestilencia, Anvers, Plantin, 1556, and two sixteenth century editions of Alessio Piemontese. Works by Euricius Cordus, Botanologicon, Coloniae, 1534, and by Dioscorides, De materia medica, Lugduni, 1554, swelled the holdings in medical botany. A miniature edition of Mondino's Anatomia, edited by Berengario da Carpi and printed in Venice in 1538 at the Officina D. Bernardini, is very rare according to Berengario's biographer, Vittorio Putti, who knew of only two copies. Another very scarce item is the first issue of the Appendix, published in London in 1791, which the great English hospital and prison reformer, John Howard, wrote for his An account of the principal lazarettos in Europe, Warrington, 1789. This Appendix has recently been obtained, bound together with a copy of the main work in a volume which Howard presented to an eminent English physician, Dr. James Johnstone. Also worthy of mention is a Lyon 1551 printing of the great Vesalius's graduation thesis, Paraphrasis in nonum librum Rhazae ad regem Almansorem, de affectuum singularum corporis partium curatione.

Americana. The transfer of materials from Washington, chiefly pamphlet volumes and small pieces from the pamphlet boxes, accounted for most of the additions to the Americana collection. New Americana titles are becoming very hard to find, and none of those purchased this year were of particular importance. Several were only replacements for poor copies. Practically all of the pamphlet volumes containing Americana have now been transferred to the History of Medicine Division, thus marking another long stride forward in the orderly arrangement of the Library's collections.

Reference Collection. As mentioned before, one of the most urgent acquisition projects to be completed before the move to the new building is that of filling out the Division's reference collection with basic tools which are not available in the main Library. This is a task made more difficult by the fact that almost all of these works are now out of print. A reference want list, first drawn up in 1953-54, was this year revised, enlarged, and annotated to show which titles would be acceptable in microfilm or photoprints if the original works proved unobtainable. This want list was placed in the hands of a dealer who has been commissioned to search for the items on it.

CATALOGING

Americana. Throughout most of the year the Catalog Section has been absorbed in Americana cataloging with the aim of supplying correct and complete information for the Checklist of Medical Americana which is being prepared by Mr. Robert Austin, Assistant Chief, Reference Division, as one of the Library's publications for the jubilee year of 1961. Although not all the editions listed in the Checklist are represented in the Americana collection at the History of Medicine Division, so many of them are that the cataloging of this collection will form the foundation for the list. In their bibliographical searching the catalogers have tried to keep Mr. Austin's total project in mind and have therefore recorded and sent to him additional details, sometimes quite apart from the volumes they are cataloging, which have been gleaned in the course of the work. Mr. Austin, on the other hand, has passed on to the HMD catalogers any helpful information which he has received from other libraries. The Division has enjoyed its part in this project, although active cooperation between sections of a divided library frequently becomes a matter of much correspondence and troublesome delays.

Besides the satisfaction of seeing one part of the collection soon completely described, the Catalog Section can this year take pride in the accomplishment of some very solid work. Eighteenth and nineteenth century imprints are generally considered not so hard to describe as those of earlier centuries, but much of the recent Americana cataloging has been of a difficult type, especially the early documents and the publications of societies and institutions. To determine the correct form of the contemporary name of the issuing bodies, some of which are obscure and without clear records, is frequently a laborious and baffling task. The catalogers have also been able to establish exact or approximate publication dates for a considerable number of items, especially pamphlets, broadsides, and reports, which were listed in the Index-Catalogue with either no dates at all or with wrong dates assigned, and some of which were still in the main library collection.

It has required much time to go through the almost one hundred pamphlet volumes transferred this year from Washington, examining the contents piece by piece, collating some items, especially the Americana, against other copies already in the Division, and deciding whether or not to break up the volumes. The wisdom of transferring these volumes has been justified, however, since not only have the Americana been brought together in one collection but some of the volumes were collapsing in their present state with imminent damage to the contents. Careful examination has also saved a few volumes which because of association interest have been restored and preserved as they are, notably some once owned by the Warren family of famous doctors, and others from the Library of George Brinley, 1817-1875, who with John Carter Brown and James Lenox made up the three great early collectors of Americana.

Another benefit from the Americana cataloging has been the impetus it has given to acquisition filming. The Cleveland Medical Library Association, owner of the building where HMD is located, has a number of Americana which are either not in HMD or are more filmable or complete than the HMD copies. This has seemed a golden opportunity to add to our Americana collection, and these books have accordingly been borrowed, cataloged or collated against the HMD copies, and filmed.

Hippocrates. Although the date for finishing the cataloging of the pre-1801 Americana has been set as December 1959, the end is now so nearly in sight that one cataloger, Mr. Roger Trienens, was detailed from the Americana at the end of April to work on the Hippocrates collection. In addition to cataloging the new acquisitions of the last few years, he will edit the catalog descriptions of over 350 editions which had previously been cataloged but for which cards had never been printed pending certain decisions on policy. It is the present plan that when the Library's extensive holdings in Hippocrates have all been cataloged, the cards for these editions will be reprinted in a separate catalog which will form a bibliography of early editions of the Hippocratic texts.

HISTORY OF THE LIBRARY

Carding and calendaring of the Library's archives has continued steadily in the time remaining to Dr. Schullian from her other duties. For the later period it is probable that note taking can be less detailed and progress therefore faster. Two trips were made to Washington, in April and June of 1959, for work on materials at the National Archives running to the time, about 1870, after which the Library has its own archives. On a side trip from Washington in April letters of John Shaw Billings were consulted at the Library of the College of Physicians of Philadelphia and at the Library of the American Philosophical Society. Film was acquired of the Medical Officers' file of John Shaw Billings at the National Archives and of letters by Fielding Hudson Garrison in the Library of the College of Physicians. Documents from the archives testifying to the Library's early interest in the history of medicine were exhibited at the meetings of the American Association for the History of Medicine.

REFERENCE

A library exists primarily to be used, and the extent of its use is the best measure of its effectiveness. While only about two hundred persons yearly come to observe or to use the collections of the History of Medicine Division, its service to scholars is both national and international. During the present year assistance has been given to researchers in a variety of ways: interlibrary loans and photoduplication, verification or location of references, bibliographical descriptions of books, literature searches, and suggestions of other approaches for solving problems.

Tours of the Division were arranged for several local groups of students at which time informal exhibits of books were set up. The most extensive exhibit was one prepared for the thirty-second annual meeting of the American Association for the History of Medicine which took place in Cleveland, May 21-23, 1959. The occasion brought many visitors to the Division and stimulated interest in its collections. A brief descriptive catalog of this exhibit was published in the May issue of the National Library of Medicine News.

Requests for interlibrary loans have risen sharply during the past year. Since the original volume is sent on loan whenever its condition and value allows, about half of the requests were filled by this means; for the others, photoprints were mailed to the requesters. The Division also recognizes the special problem of the scholar who needs for his long-term research microfilms or photoprints of whole books which, because of their scarcity or price, are not available to him in any other way. Under ordinary circumstances this kind of copying is not undertaken by the National Library of Medicine, but repeated hardship cases from the HMD files and the fact that all great reference libraries with photographic facilities will accommodate scholars in this respect has led to a decision to ease the restrictions where, in the opinion of the Division, circumstances warrant it. This is not a reversal of policy but rather a recognition of the problems inherent in the research use of early materials.

CHAPTER VII

I N D E X I N G

Foremost among developments in fiscal year 1959 affecting the Index Division was the successful conclusion of an agreement with the American Medical Association regarding the indexing activities of the Association and the National Library of Medicine. In this first year of the research project supported by the Council on Library Resources, Inc., real progress was made toward the creation of a mechanized system for preparation of a new index. Publication activity of the Division was highlighted by the record-breaking number of items published in the Current List of Medical Literature; the preparation (by means of the Listomatic Camera) of the largest volume to date of Bibliography of Medical Reviews, and the generally satisfactory state of the processing and publication schedule for the Author-Title and Subject Sections of the Supplementary Series of the Index-Catalogue.

INDEX MEDICUS

Under the terms of an historic agreement the National Library of Medicine will replace the Current List of Medical Literature with a new monthly medical index, the Index Medicus, commencing January 1960, and the American Medical Association will publish annual cumulative volumes of the index, to be known as the Cumulated Index Medicus. The present index of the American Medical Association, the Quarterly Cumulative Index Medicus, will be halted with the current volume 60 covering July through December of 1956.

The Index Medicus will be published twelve times each year; each monthly issue will contain entirely new material. After completion of the issue for December 1960 the contents of the twelve monthly issues for 1960 will be rearranged and passed through the Listomatic Camera. The film will be processed and shipped to the American Medical Association approximately one month later. The American Medical Association will then prepare and publish the Cumulated Index Medicus; distribution of the Cumulated Index Medicus by the American Medical Association will be possible before the end of the first quarter of 1961.

Subscriptions to these two indexes will be separate; those for Index Medicus will be handled by the Superintendent of Documents in the Government Printing Office, and those for Cumulated Index Medicus by the American Medical Association. It is expected that the Index Medicus will have between 5,000 and 7,500 pages annually; the size of the Cumulated Index Medicus may be from 7% to 10% smaller.

This new arrangement will enable the National Library of Medicine to channel all of its page and monetary resources into the improvement and expansion of the basic monthly publication. Additional space required for unit citation format will be acquired by this means, and the expansion of coverage, to include additional thousands of medical articles presently unindexed, will thus be made possible.

MECHANIZATION RESEARCH PROJECT

Two separate progress reports summarizing the research conducted under the grant from the Council on Library Resources, Inc., were prepared and distributed from a limited printing of 100 copies each. The first report covered the period July 1 through December 31, 1958; the second report covered the subsequent interval through May 31, 1959. In addition, accomplishments and objectives of the research project were set forth by the Chief of the Division in a paper entitled "New Program for Indexing at the National Library of Medicine." A full-scale report on the work of the project is planned for the coming year.

In June the Council on Library Resources, Inc., approved the budget for the second year's operations and apportioned the balance of funds from the original grant of \$73,800. During FY 1960 work will continue on the refinement of the Listomatic publication system and the development of a feasible bibliographic retrieval system.

BIBLIOGRAPHY OF MEDICAL REVIEWS

Volume 3 of the Bibliography of Medical Reviews was received from the printer on July 30, 1958, and by November the entire sales edition of 1,500 copies was sold out.

Volume 4 was sent to the printer on May 28, 1959. The 3,241 articles collected from February through December of 1958 represented an increase of 12% over the number collected for volume 3 in a similar time period. Thirteen percent, or 434 articles, came from non-Current List sources; this is a considerable drop from the previous year when one out of five articles came from non-Current List journals.

CURRENT LIST OF MEDICAL LITERATURE

Items Indexed. Indexing production for the fiscal year amounted to approximately 106,000 items. A record number of articles, 119,321, was indexed in Vols. 34 and 35. This left the lag between indexing and publication in a very favorable position compared to the year before. The grand total of articles indexed and published in the Current List of Medical Literature during the last nine years now stands at 933,703.

Journals Indexed. As of June 1959 the "List of Journals Indexed" contains 1,633 titles. Forty-seven new journal titles were added, including 21 published in the United States; fifteen titles were deleted.

The number of East European journals showed a net gain of only one. The number of articles indexed from this area was 13,570, or almost 13% of all indexing production for the year. From the Soviet Union there were 7,922 articles, or 58%, with the satellite countries contributing the remaining 42%.

Distribution. The number of paid subscriptions to the Current List increased by 219 to reach a new high of 3,171. Domestic subscriptions accounted for 63% of the total increment. The creation of the Index Medicus will probably have a radical effect on the number of copies sold next year.

Indexing Aids. Over the past decade the Division developed a number of extremely useful indexing aids: the Subject Heading Authority List, the Subject Heading Policy Manual, Indexers' Authority File, and the Editing Aid. These guides have been major factors in the steady improvement in the quality of indexing. The time arrived, however, to re-evaluate the need for certain of these devices.

Since its publication in 1954 the Subject Heading Authority List has received considerable praise from the medical world. Heretofore the sole responsibility of the Index Division, the Subject Heading Authority List will now become a cooperative tool for the use of all divisions of the Library, and it is being redesigned to handle both monographic and serial material.

The maintenance of the Indexers' Authority File, in modified form, appears necessary at this time. One of the oldest of the aids, it now consists of almost 22,500 cards containing a treasury of definitions and indexing instructions. Although the cost of its maintenance is not inconsiderable, the constant advances in medical science, especially in the chemical area, make such an authority file almost mandatory. On the one hand the new Subject Heading Authority List will force considerable modification of the file; on the other hand, the new format of the Index Medicus, without modifications in the Subject Section, will decrease the maintenance cost of the Indexers' Authority File.

The Subject Heading Policy Manual is also affected by the new Subject Heading Authority List and format changes. If retained, it should probably be considered an adjunct to the Heading List and as such a general Library manual.

The Editing Aid appears to have reached the end of its useful life. After the editing of the December 1959 subject index, certain of its functions might be incorporated into other devices.

SUPPLEMENTARY SERIES

In order to provide a more convenient reference line the official title of the Supplementary Series has now been changed to Fifth Series of the Index-Catalogue of the Library of the Surgeon-General's Office.

The status of the Fifth Series is promising, with all phases of the operation on, or ahead of, schedule. The dominant factor governing the publication schedule is the availability of printing funds.

Author-Title Volume. All of the printer's copy for this volume has been delivered to the Government Printing Office and all galley proofs have been read. After 115 pages of proof have been read, all of the copy will be in the hands of the printer.

Approximately 83,000 entries will appear in this volume, which will comprise some 770 pages when published. Publication is expected before the end of the calendar year 1959.

Subject Section. Subject editing of the 120,000 entries (approximately) in the Subject Section of the Fifth Series was 90% complete by the year's end. Final descriptive editing moved at a lower pace. Since the beginning of this phase of the operation in January, 34,600 cards have been prepared for shipment to the Government Printing Office, and 22,000 of them were actually transmitted before the end of the fiscal year. Composition of the galley proofs has been started; it is too early to estimate the probable date of publication for these final volumes.

COOPERATIVE PROFESSIONAL ACTIVITIES

Russian Neurochemistry Review Project. During FY 1959, 86 Russian articles on neurochemistry were located by Mr. Stanley Jablonski and photoreproductions were sent to Dr. W. A. Himwich. This cooperative project with the Galesburg (Illinois) State Research Hospital will continue next year.

"American Documentation" Project. The Index Division continued its cooperation with the American Documentation Institute in the preparation of the "Literature Notes" section of American Documentation.

Portraits. Cards for 1,443 portraits were sent to the Art Section during the fiscal year 1959.

ACQUISITION ACTIVITIES

SEARCHING	<u>1957</u>	<u>1958</u>	<u>1959</u>
Prospects considered for acquisition, not in Library	16,364	18,885	21,879
Prospects considered for acquisition, Library has	<u>15,806</u>	<u>17,877</u>	<u>21,842</u>
TOTAL	<u>32,170</u>	<u>36,762</u>	<u>43,721</u>
ORDERS			
Orders Placed	14,066	15,649	17,391
SERIAL RECORD			
New titles added	1,193	1,157	1,296
Titles currently received* (as of end of year)	—	11,700	12,862
PUBLICATIONS ADDED			
Serial pieces	73,053	75,028	68,532
Other	12,022	13,447	11,690
OBLIGATIONS FOR PUBLICATIONS	\$84,396	\$82,200	\$81,500
(Includes for rare books	11,854	10,679	9,699)

*Titles of which at least one issue has been received since
January 1955.

GROWTH OF COLLECTIONS

	<u>CURRENT YEAR</u>			<u>COLLECTION TOTALS</u>	
	<u>Added</u>	<u>With- drawn</u>	<u>Net Gain</u>	<u>On Hand 30 June 58</u>	<u>On Hand 30 June 59</u>
BOOK MATERIAL					
1. Bound Monographs					
a. HMD	938	211	727	32,669	33,396
b. 1801-1913	53	2,111	-2,058	95,616	93,558
c. 1914-	<u>8,149</u>	<u>257</u>	<u>7,892</u>	<u>130,167</u>	<u>138,059</u>
Subtotal (1)	9,140	2,579	6,561	258,452	265,013
2. Bound Serials	<u>9,299</u>	<u>478</u>	<u>8,821</u>	<u>241,949</u>	<u>250,770</u>
Total Bound Vols. (1-2)	<u>18,439</u>	<u>3,057</u>	<u>15,382</u>	<u>500,401</u>	<u>515,783</u>
3. Theses	1,862	-	1,862	280,353	282,215
4. Pamphlets	<u>2,087</u>	<u>754</u>	<u>1,333</u>	<u>158,014</u>	<u>159,347</u>
Subtotal (3-4)	<u>3,949</u>	<u>754</u>	<u>3,195</u>	<u>438,367</u>	<u>441,562</u>
TOTAL BOOK MATERIAL	<u>22,388</u>	<u>3,811</u>	<u>18,577</u>	<u>938,768</u>	<u>957,345</u>
NON-BOOK MATERIAL					
1. Microfilms	245	-	245	1,653	1,898
2. Portraits and Pictures	<u>935</u>	<u>5,756</u>	<u>-4,821</u>	<u>58,874</u>	<u>54,053</u>
TOTAL NON-BOOK MATERIAL	<u>1,180</u>	<u>5,756</u>	<u>-4,576</u>	<u>60,527</u>	<u>55,951</u>
BOUND VOLUME EQUIVALENTS	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>15,000</u>
GRAND TOTAL	<u>23,568</u>	<u>9,567</u>	<u>14,001</u>	<u>1,014,295</u>	<u>1,028,296</u>

CATALOGING STATISTICS

	<u>1957</u>	<u>1958</u>	<u>1959</u>
PRELIMINARY CATALOGING			
New Titles	11,063	11,713	3,937
Recataloged titles	<u>9,327</u>	<u>7,516</u>	<u>2,946</u>
TOTAL	<u>20,390</u>	<u>19,229</u>	<u>6,883</u> (1)
COMPLETED CATALOGING			
New Titles	11,958	15,005	12,850
Recataloged titles	<u>10,862</u>	<u>8,590</u>	<u>7,907</u>
TOTAL	<u>22,820</u>	<u>23,595</u>	<u>20,757</u>
Volumes reclassified and/or transferred	989	1,208	895
Catalog cards made, revised and distributed	359,560	472,126	447,445
Catalog cards filed	156,370	151,332	148,241
Volumes shelved	36,259	33,141	25,944
Volumes withdrawn	<u>2,288</u>	<u>3,015</u>	<u>1,839</u>
WORK IN PROCESS			
Pieces	<u>3,878</u>	<u>3,471</u>	<u>3,894</u>

(1) Preliminary cataloging discontinued November 1, 1958

BINDING STATISTICS

	<u>1957</u>	<u>1958</u>	<u>1959</u>
Volumes sent to binder	11,005	13,116	12,799 (1)
Volumes returned from binder and processed	11,348	13,293	11,888
New volumes	(8,643)	(8,690)	(9,743)
Rebinds	(2,705)	(4,603)	(2,145)
Volumes bound at NLM	3,377	3,640	3,685
Volumes repaired at NLM	3,980	3,604	3,897
Volumes and pieces lettered	31,042	39,825	25,364 (2)
Pictures mounted	1,220	736	667

NATIONAL LIBRARY OF MEDICINE CATALOG (Annual)

	<u>1956 Volume</u>	<u>1957 Volume</u>	<u>1958 Volume</u>
Number of Entries:			
Main	15,794	12,199	21,272
Added	3,610	2,966	4,618
Name x-references	3,631	2,439	4,133

- (1) Includes volumes sent in FY 1959 to be returned in FY 1960
- (2) During the second half of Fiscal Year 1959 call numbers were stamped on spines of some volumes as part of commercial binding operation.

CIRCULATION STATISTICS

	<u>1957</u>	<u>1958</u>	<u>1959</u>
Requests received	148,337	128,666	129,321
Requests filled	125,383	111,594	111,822
Requests unfilled	22,954	17,072	17,499
Rejected		(4,252)	(3,455)
Unavailable		(12,820)	(14,044)
Percentage of requests filled	84.5	86.7	86.4

Items used, by major category

Readers' requests in Library	32,975	40,121	39,094
Loans to individuals	944	154*	--
Photoduplication	73,029	11,373	--
Interlibrary loans	18,435	59,946	72,728
Photocopy		(53,048)	(67,069)
Original-Government		(4,284)	(2,958)
Original-Non-government	6,898	(2,614)	(2,701)

* For July and August 1957 only

UNAVAILABLES

	<u>By percentage of total unavailables</u>			<u>By percentage of total requests accepted</u>
	<u>1957</u>	<u>1958</u>	<u>1959</u>	<u>1959</u>
Already on loan	33.3	18.0	11.9	1.3
Not in collection	23.6	31.7	30.8	3.4
At bindery	18.3	22.8	33.9	3.7
Missing	3.2	6.6	5.7	0.6
Does not circulate	10.7	4.2	6.6	0.7
Not identified	8.6	13.1	8.7	0.9
In process	1.3	2.4	1.2	0.1
At HMD	0.8	1.0	1.0	0.1
Total	<u>99.8</u>	<u>99.8</u>	<u>99.8</u>	<u>10.8</u>

REFERENCE SERVICES

	<u>1957</u>	<u>1958</u>	<u>1959</u>
Requests by telephone	5,375	4,217	5,574
Government		(3,101)	(4,015)
Non-government		(1,116)	(1,559)
Requests by mail	911	1,075	842
Government		(137)	(53)
Non-government		(938)	(789)
Readers assisted	3,013	2,913	2,974
Government		(928)	(833)
Non-government		(1,985)	(2,141)
TOTAL	9,299	8,205	9,390
Government		(4,166)	(4,901)
Non-government		(4,039)	(4,489)
Bibliographies prepared	435	334	326
Government		(98)	(127)
Non-government		(236)	(199)
Readers registered	5,841	7,049	8,877

ART SECTION STATISTICS

	<u>1957</u>	<u>1958</u>	<u>1959</u>
Materials added to collection	1,993	2,378	958
Pictures		(1,492)	(935)
Other (e.g., lantern slides)		(886)	(23)
Pictures cataloged/indexed	3,578	1,659	1,955
Reference use of material (i.e., total pictures supplied)	914	1,003	866
Reference questions answered		286	322
By telephone		(119)	(106)
By mail		(68)	(102)
In person		(99)	(114)

PHOTOGRAPHIC SERVICES

TABLE I - EXTERNAL ORDERS

	<u>1958</u>	<u>1959</u>
EXTERNAL ORDERS COMPLETED	64,421	69,595
By type of order:		
As interlibrary loan	(53,048)	(67,069)
Coupon, paid, and special	(11,373)	(2,526)
By type of service:		
Microfilm	(4,752)	(58)
Xerox CopyFlo	(57,106)	(65,093)
Photostat	(2,254)	(3,988)
Photograph & slides	(309)	(456)
<hr/>		
PAGES DUPLICATED FOR ORDERS		
Microfilm	1,360,997	1,449,660 * ✓
For CopyFlo orders	(1,075,843)	(1,435,343) ✓
For Microfilm orders	(285,154)	(14,317)
Photostat	21,456	30,432 ✓
Photograph and slides	336	446 ✓
	<hr/>	<hr/>
TOTAL	1,382,789	1,480,538
Cards		
Microfilm		5,821 ✓
CopyFlo		33,780 ✓

TABLE II - ORDERS COMPLETED AS
INTERLIBRARY LOANS

	<u>1959</u>		
	<u>Government</u>	<u>Non-government</u>	<u>Total</u>
Metropolitan Washington	10,751	4,348	15,099
Outside Washington (U.S.A.)	11,964	25,486	37,450
Overseas	4,410	10,110	14,520
	<hr/>		
TOTAL	27,125	39,944	67,069

* Includes 4,320 pages reproduced from film file.

PHOTOGRAPHIC SERVICES

TABLE III - INTERNAL ORDERS

	<u>1958</u>	<u>1959</u>
Microfilm pages	784,048	1,667,187✓
For film file	(157,970)	(298,030)*
For Poor Paper project	(577,039)	(1,335,459)
For interoffice orders	(49,039)	(33,698)
Paper reproduction pages	112,757	58,959
Photostat	(6,259)	(7,621)✓
CopyFlo	(106,498)	(51,338)✓
Photographs and slides	2,333	1,336✓
Cards		
Microfilm	120,930	48,547✓
CopyFlo	233,533	313,002✓
Photostat	197	--

* Theses

TABLE IV - TOTAL PRODUCTION

	<u>1958</u>	<u>1959</u>
Microfilm pages	2,145,045✓	3,112,527✓
Photoprint CopyFlo pages	1,182,341✓	1,486,681✓
Photostat pages	27,715	38,053✓
Photograph and slides	2,669	1,782✓
Cards		
Microfilm	120,930	54,368✓
CopyFlo	233,533✓	346,782✓
Photostat	197✓	--

USE OF LIBRARY

	<u>1959</u>		
	<u>Federal Government</u>	<u>Other</u>	<u>Total</u>
Interlibrary loans - Photoduplicate	27,125	39,944	67,069
Interlibrary loans - Original	<u>2,958</u>	<u>2,701</u>	<u>5,659</u>
TOTAL	30,083	42,645	72,728
Reference services	4,901	4,489	9,390
Bibliographies prepared	127	199	326

HISTORY OF MEDICINE

	<u>1957</u>	<u>1958</u>	<u>1959</u>
<u>Acquisition</u>			
Prospects searched	7,320	6,121	6,296
Prospects recommended for purchase	748	622	669
Editions acquired	528	469	828
In book form	(525)	(461)	(780)
In microfilm	(3)	(8)	(48)
<u>Cataloging</u>			
Edition cataloged	641	773	724
Card mats produced	1,459	1,687	1,701
Catalog cards filed	6,863	11,944	9,243
<u>Binding</u>			
At commercial bindery	128	116	45
At hand bindery	225	446	391
TOTAL books bound	353	562	436
<u>Reference</u>			
Reference questions	247	191	198
Visitors	197	198	198
Interlibrary loan and photoduplicate orders	300	356	419
Filled as original loan	(198)	(238)	(230)
Filled by photoduplicate	(102)	(118)	(189)
<u>Pages filmed</u>			
For acquisition	0	1,106	8,971
For security	90,479	83,368	94,579
For loan and photoduplicate	6,448	4,700	4,476
TOTAL	96,927	89,174	108,026

CURRENT LIST OF MEDICAL LITERATURE

DISTRIBUTION

	<u>1957</u>	<u>1958</u>	<u>1959</u>
<u>Paid Subscriptions</u>			
United States	1,715	1,816	1,955
Foreign	<u>1,189</u>	<u>1,136</u>	<u>1,216</u>
Total	2,904	2,952	3,171
<u>Free or Exchange</u>			
United States (Government)	408	658	728
Foreign	<u>930</u>	<u>951</u>	<u>914</u>
Total	1,338	1,609	1,642
GPO Single Copy Sales and Stock	225	220	220
Depository Libraries	256	256	270
NLM Internal Use and Stock	162	191	158
<hr/>			
Journal titles indexed	1,547	1,594	1,633
Article indexes published	111,317	106,513	119,321

PERSONNEL STATISTICS

	<u>1957</u>	<u>1958</u>	<u>1959</u>
PERSONNEL AUTHORIZED	223	225	224
PERSONNEL ON DUTY (at end of year)	211	217	219
AVERAGE NUMBER OF PERSONS EMPLOYED	210	217	218
<hr/>			
PERSONNEL ON DUTY			
Office of the Director	40	40	40
Photographic Services	(17)	(17)	(20)
Acquisition Division	28	29	32
Catalog Division	48	49	50
History of Medicine Division	9	9	10
Index Division	41	44	42
Reference Division	<u>45</u>	<u>46</u>	<u>45</u>
TOTAL	211	217	219
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Total productive man-hours*	372,472	378,665	382,439
Total non-productive man-hours*	65,051	74,519	69,009
PERSONNEL ACTIONS			
Accessions	40	47	41
Separations	39	37	39
Accessions during year, on duty	31	35	32
Promotions	39	31	25
Reclassification:			
To higher grade	22	13	38
To same grade	4	34	61
Reassignment to lower grade	1	1	3
Reassignments	2	4	9
New positions established	12	3	8
Meritorious Civilian Service Awards	0	0	1
Monetary Awards (Superior Work Performance)	3	3	2
Special Service Awards	0	3	1
Approved adopted suggestions	3	1	2

*Non-productive man-hours are considered to be those hours expended on annual and sick leave, paid holidays, jury duty, off-the-job training, administrative leave, and excused time; i.e., weather conditions, visiting dignitaries, etc. All other man-hours, including paid overtime, are considered to be productive. Leave without pay and maternity leave are not reported in either category.

FINANCIAL STATISTICS

	<u>1957</u> <u>Obligation</u>	<u>1958</u> <u>Obligation</u>	<u>1959</u> <u>Obligation</u>
OBJECT CLASSES			
01 - Personal Services	\$ 986,874	\$1,070,547	\$1,146,123
02 - Travel	9,129	9,251	10,971
03 - Transportation of Things	315	395	317
04 - Communications	7,498	11,486	14,675
05 - Rents and Utility Services	10,480	23,040	23,193
06 - Printing, Binding and Reproduction	94,567	91,543	80,656
07 - Other Contractual Services	31,636	42,891	26,108
08 - Supplies and Materials	51,697	44,936	41,336
09 - Equipment	103,158	137,053	114,403
Books	(84,396)	(82,200)	(81,503)
11 - Contribution to Retirement	-	62,317	69,200
13 - Awards	220	1,125	519
15 - FICA	1,639	1,120	1,255
Appropriation Transfer to Library of Congress	-	-	5,000
ESTIMATED TOTAL OPERATING COST	<u>\$1,297,213</u>	<u>\$1,495,704</u>	<u>\$1,533,756**</u>
COLLECTIONS FROM PHOTODUPLICATION SERVICE			
	\$ 22,744	\$ 6,122	\$ 946
OBLIGATIONS for Construction of new library			
	\$ 319,334	\$ 18,133*	\$4,734,231

* Includes \$12,500 recovered from prior year's obligations

**Includes \$11,100 reimbursement from Veterans Administration (ICMTA)

ADMINISTRATIVE OFFICERS OF THE NATIONAL LIBRARY OF MEDICINE

DIRECTOR - Dr. Frank B. Rogers

OFFICE OF THE DIRECTOR

Executive Officer
Head, Photographic Services

Ray W. Grim
Muriel C. Weins

ACQUISITION DIVISION

Chief (Assistant Librarian)
Assistant Chief

Samuel Lazerow
Leslie K. Falk

CATALOG DIVISION

Chief (Assistant Librarian)
Assistant Chief

M. Ruth MacDonald
Eleanor R. Hasting

HISTORY OF MEDICINE DIVISION (located in Cleveland, Ohio)

Chief
Assistant Chief

Harriet C. Jameson
Dorothy M. Schullian

INDEX DIVISION

Chief (Assistant Librarian)
Assistant Chief

Seymour I. Taine
Edward A. Miller

REFERENCE DIVISION

Chief (Assistant Librarian)
Assistant Chief

Estelle Brodman
Robert B. Austin