No conventional, formal report could give a true picture of our first year at the Greensburg Campus. The little things which give one a real sense of accomplishment are not revealed by statistics and cold facts. For example, many of our students asked whether they would be permitted to borrow books during the third trimester, if they were not attending classes. They explained that they had seen many books which looked interesting but had not had time to read them. This report will be an attempt to capture the spirit of our campus, often expressed by students and faculty alike, when they say, "Our library is like no other library you have ever seen."

The Library is on the ground floor of the Ramsey Building. The Main Street entrance is made charming by clever use of a wrought-iron railing, lantern lamps, pink shutters and a very real-looking rock garden. The stacks are on the right-hand side with three rows of carrels behind them. There is a single row of carrels along the entire length of the left wall. The boiler room juts out from the right wall, dividing the stack area from the periodical and browsing areas. Here there is wall shelving for periodicals and blue lounge chairs "brighten the corner". A narrow passage between the Book Center on the right, and charging desk and Librarian's Office on the left, leads to the back entrance and the Vogel Building, which houses the classrooms, Administrative Offices and Student Lounge. This has led to the Library being used as a thru-way between the Vogel Building and Main Street.

Mr. Ramsey, whose engineering offices are sandwiched between the Library and the Faculty and Business Office floor, often brings his clients down for a "tour". He always tells them no one but Dr. Smith would have had the imagination to visualize anything in that old basement, much less the bright, comfortable library we have.

We can seat thirty-five students at the present time. This will be increased to thirty-nine next year, thanks to my two student assistants. They re-arranged the furniture in honor of Chancellor Litchfield's visit on June 30th, and found space for four additional carrels. Our fifty-six students have had plenty of room. However, with the student body expected to be triple in size
next year, crowded conditions will soon be a problem. It has been amusing to hear, as early as the beginning of the second trimester, resentful remarks about freshmen coming in and "taking our carrels".

In this setting we have passed a hectic, wonderful, rewarding year. On the Thursday before the opening of classes, fifty-six young faces struggled with skeptical smiles while their owners listened respectfully to how much the library could enrich their academic and future lives. Small wonder, since the shelving was just being installed, the entire book collection was in boxes stacked in a corner, and all the furniture was lined up in the center of the room, still swathed in its wrappings. While the fifty-six enjoyed the Labor Day weekend, Pitt was busy. My first student assistant, Ted Smith, unpacked and shelved the books. (Three cheers for Almar!) The librarian unpacked and arranged the furniture. There was our library!

Tuesday morning, Sept. 4th, we opened ready for business and waited anxiously for student reaction. We were not disappointed. They came, ready to scoff, and stared in amazement. "You really did it!" was music to our ears. With books and supplies still arriving, it became routine to check daily on what was new in the Library. As they settled down to serious study, most of the students were thoroughly familiar with, and at home in, the Library. (It is probably coincidence, but we prefer to see significance in the fact that three of the five students on the Dean's List were library assistants. Also, the two who failed at the end of the first trimester had never used the Library.)

Our student body soon divided into two groups. One used the Student Lounge as a hang-out, the other the Library. With no lockers available, the carrels were substituted. This led to ten minutes of bickering every hour, which had to be accepted, as there really was no solution to the problem. The administration is trying to find an answer before next term.

There has been no rule of quiet in our library this year. The students were told that they could talk freely so long as they did not bother anyone and were quiet when necessary. They cooperated well and no serious discipline problem arose. Being near to the lounge seemed to have the same effect as being sent to Siberia.

Officially, there were five student assistants during the first and second trimesters: Bill Ford, Marilyn Miller, Diana Piper, Linda Portzer, and Ted Smith. Bill and Linda stayed on during the third trimester. Unofficially, anyone handy
helped whenever needed. Miss Carlock's and Mrs. Mallino's visits always meant boxes to bring in and take out, and there were quite a few comments on all the "junk" from the Main Campus. As we have worked with this material, the "junk" has become regarded with more respect. The back issues of periodicals were invaluable when there were research papers to do and the books have proved interesting as well as useful. Now they actually pester me to open the boxes and find out what's inside.

We put off cataloging most of the gifts from the Main Campus and the Friessell Collection until the summer term, when we could put up a big table and be free to work on them full time. Bill and Linda have been invaluable in their help. In fact, Bill has correctly classified most of these books and has become interested in library work. I shall be very proud if he enters the profession.

With the exception of the usual desk routines, we are in a state of constant change. Evening hours, especially, are a problem. Everyone wants the library open in the evening, but very few actually use it. After an experimental period, we decided to stay open Monday and Wednesday evenings. As the need arises, we adjust our schedule to meet any special assignments or exams. During the third trimester, we eliminated all Friday hours since there were no classes. We realize that everything will change as the student body increases and change again when we move to our permanent campus.

Although the number of evening students is always at least two hundred and fifty, library use by them is almost negligible. No doubt the fact that most of them are working is a prime reason for this. We sincerely hope they are making use of their local public libraries and nearby school libraries. Many of them have told us they do.

Because of the library's peculiar use as a combination Grand-Central-Station-Thru-way-Locker-room, attendance statistics have been difficult to keep. The assistants were told to count only those who actually used the library. An evening student came to me and said, "Everytime I come in here, someone watches me for a while and then writes something down. What's going on?" I explained and showed him how we keep count on the desk calendar. He was amused at being a "statistic" and ever since has insisted on marking the calendar himself to make sure he is counted. Even the "grown-ups" take a personal interest in our library!
It is a pleasure to report that we have been able to secure almost all of the books requested by the faculty, even some out-of-print items. The entire faculty has been most cooperative. The English, History and Political Science departments, especially, have been very helpful in suggesting titles which will not only be useful in their own disciplines, but also enrich the collection as a whole. It gives one such a feeling of satisfaction, too, to be able to say we already have a title requested. (A tribute to those who selected the basic collection and chose the material sent from the Main Campus.)

This brings to mind the many compliments we have received from visitors, who are always surprised at the quality of our collection.

The area of ordering books is one in which it has been possible to form a definite policy. When a faculty member requests a title, he is asked whether it is needed immediately. If it is, we order direct from the publisher. If not, we order from Almar. In this way, it is possible to keep cataloging up-to-date without the need of a clerical assistant. Our faculty is very pleased that we can order paper-backs from Almar and they will be pre-bound. Adding the cost of processing and binding to the original cost of the paper-back averages out to about 3 books for the same price as 2 hard-backs, which is a good budget-stretcher.

Each English class has had a class period of library instruction and one spent in the Library. This was in preparation for the research paper so the instruction stressed the use of indexes, locating source material, etc. During the library period, the students used the indexes and guides with the help of the English instructor and librarian. The third trimester evening classes were not composition classes, so their instruction period was more general and the library visit was included in the same class period.

Off-campus activities have been limited by lack of time. Dr. Smith invited a group of area school, public and business librarians to luncheon on April 2nd, following Dean Lencour's visit to the campus to address the student body. Twenty-one librarians attended. They all seemed very pleased to have had the opportunity to hear and meet Dean Lencour, as well as meet with us and each other. It is hoped to continue such small, informal gatherings to establish rapport and develop future cooperation among area libraries.

On May 1, I had the pleasure of speaking to about eighty students at the first Career Day at Greensburg Central Catholic High School.
Our future plans are limited, of course, by lack of space and the knowledge that we will soon be moving to our permanent campus. We have almost doubled our original collection and have room for about eleven hundred additional volumes. (Some of this shelf space will be taken by books needed by the Library Science and other graduate courses.) For the time being, we are adding, primarily, material needed for the expanding curriculum and other absolutely essential titles. We plan to expand our periodical files as much as possible with microfilm. Then, with that expense behind us, we can concentrate on book-buying when we are in larger quarters. Our students enjoy using microfilm and have even suggested periodicals they would like us to get.

We have had a close, family-type relationship here at Greensburg, which has been all the more precious since we all realize it could exist only because we were such a small group and this was our first year. The Library has been a place to relax, to plan student activities, to hash over an exam, to corner a faculty member for a discussion, to continue a discussion begun in class, and, once in a while, under pressure, to study. It has been highly unorthodox, but such fun! The most rewarding thing of all has been to hear the proudly possessive way students and faculty members say, "This is our library!".

Respectfully submitted,

Mrs. Eileen Rathgeb, Librarian
University of Pittsburgh at Greensburg
STATISTICS

TOTAL VOLUMES IN LIBRARY: 2420

BASIC COLLECTION: 1538

PURCHASES: 339

GIFTS: 378

BOUND PERIODICALS & CONTINUATIONS: 165

Note re. purchased volumes:
Ordered from publisher: 215
Ordered from Alman: 124
On order from publisher: 18
On order from Alman: 78

CURRENT PERIODICALS: 55

ATTENDANCE: 8200

CIRCULATION: 1005

RESERVE BOOK USE:

BOOKS ON RESERVE: 83

TOTAL USE: (In Library & Overnite) 1155

Breakdown:
1 used 266 times
2 used 100+
38 used less than 10 times
22 not used at all - one instructor puts all collateral material on reserve. It will be suggested that a list be given to the students instead.

EXPENDITURES:

BOOKS: $2713.16

PERIODICALS: $316.67

(This includes periodicals for 1963-64, 1964-65, microfilm, back issues, etc.)

BINDING: 615.13

LIBRARY OF CONGRESS CARDS: 8.70
EXPENDITURES (CONT'D):

TOTAL BOOKS & PERIODICALS AS OF 7/15/64  $6653.66
ESTIMATED TOTAL AS OF 8/1/64  7480.00

TOTAL STUDENT PAYROLL:  1107 hours

SUPPLIES:  235.93

EQUIPMENT: (ordered after 8/1/63)  524.55
(Does not include furniture and shelving.)

TRAVEL:

Tri-State CRLA meeting at Univ. of West Virginia:  13.90

MICROFILM ON HAND:

Current History - 1/54 thru 12/61
Economist - 1/62-12/62
ERC - vol. 1 thru 18
New Republic - 1960 & 1961
New York Times - 1961 to date