

**UMD Library Communications Center
Records, 1947-**

**University Records Collection, URC 14
Guide and Collection Inventory**

12 linear ft. (24 manuscript boxes and 15 bound volumes)

Administrative Note

When New Bedford Institute of Technology and Bradford Durfee College of Technology merged to form Southeastern Massachusetts Technological Institute in 1960, it became necessary to build a library to support the growing number of students and faculty at the new campus in North Dartmouth. The architectural firm Desmond and Lord took on the task of building the Library Communications Center in July of 1966. By using the schematic drawings of architect Paul Rudolph, who designed the building to be the center of campus, the estimated cost of construction and library equipment ran over \$8 million. Because of the high cost and intricate design of the Library Communications Center, disputes between the Bureau of Building Construction and SMTI President John Driscoll delayed the opening of the building. By February of 1972, staff members were able to begin the arduous task of shifting library materials from the makeshift library located on the third floor of Group I *and* from the New Bedford and Fall River campuses to the newly constructed Library Communications Center which, on March 13th, opened its doors to the academic community of Southeastern Massachusetts University.

During the 1970s, the LCC had its share of problems due to inadequate State funding; it was severely under-stocked and understaffed. For instance, in January of 1974, the collection of monographs totaled 143,000—far below the Department of Health, Education and Welfare standards. In January of 1978, the LCC had 6 full-time librarians and 11 clerical personnel; they should have had 15 full-time librarians and 45 clerical personnel according to the standards of the American Library Association. Due to the Library Associates' enthusiastic fundraising events, the "Bucks for Books" campaign undertaken by SMU students and faculty, and generous donations, gifts, and grants, the LCC was able to build its collection and increase its staff. The LCC was especially helped when, in 1978, the State legislature passed an enormous appropriation of \$1 million. The real task was to make sure it was wisely and timely spent. As a result of the appropriation, thousands of monographs were added to the collection; the Audio-Visual department expanded; library hours were extended; library instruction programs began; and "Special Borrower" cards were issued to members of the Library Associates and surrounding community.

The 1980s was an exciting decade for the LCC and for the Archives and Special Collections in particular. The Archives and Special Collections received two extensive collections of oral histories: one pertaining to the New Bedford Textile Strike of 1928 (MC 9) and the other Jewish-American culture in southeastern Massachusetts which is now the Archives of the Center for Jewish Culture (MC 8). Due to the efforts of political science Professor Philip Melanson, Librarian Helen Koss, and several special

investigators, including Lillian Castellano, The Robert F. Kennedy Assassination Archives were formed from FBI and LAPD files previously closed. The Archives were formally dedicated in April of 1988 (see also: Library Journal, "The Politics of Public Disclosure," vol. 116, #2, p. 54). One other important contribution to the Library's collections as well as to the Archives and Special Collections was a gift of books from the Ellis Estate of Westport. The collection includes books on the arts and humanities, local history, and literary first editions. Earlier in the decade, the LCC began a program which enabled SMU students to receive advice and training from student interns. The program continues to operate today due to its effectiveness and popularity with the students and faculty of the University. In 1983 and 1984, the Library Services and Construction Act helped the LCC to create a union list of serials for Southeastern Massachusetts Cooperating Libraries using the Online Computer Library Center (OCLC). The Act also helped to establish a new partnership between the LCC and the public libraries of Fall River and New Bedford. The partnership, Project ASC (Automated Searching Cooperative), enabled the library to hire a business resource specialist to analyze local business and the economy, job training, industry, and labor relations. As far as the Library's budget was concerned, state funding remained unsteady throughout the decade. In 1981, student fees for library use were assessed; as a result, the Student Library Fee was instituted to help alleviate expenses. The LCC, however, did see another \$1 million appropriation during the 1985/1986 fiscal year causing the following years to be the most productive and successful years to date for the LCC. During the 1987/1988 fiscal year alone, 55,000 materials were added to the LCC. Many more materials were added when the Swain School of Design merged with Southeastern Massachusetts University's College of Visual and Performing Arts in 1989.

The 1990s have proven to be the decade of technological advances for the LCC. During the spring semester of 1992 the MultiLIS online public access catalog and circulation system was installed thus doing away with the previous system of the card catalog. The LCC received grants totaling over \$180,000 from the Board of Regents and the Higher Education Act to support this joint automation plan with Bridgewater State College. Also during the 1990s, CD-ROM indexes were being used often and extensively; Internet use began; the Local Area Network was installed; the LCC began its partnership with the Boston Library Consortium (1993); and in 1994 the Library Associates celebrated their 20th anniversary. By spring of 1996, the LCC was known throughout southeastern Massachusetts as being the leading library--it was also at its architectural capacity holding over 400,000 volumes. In February of 1998, all five UMass campuses saw increased State funding to aid in the improvement and upgrades of library technologies. For UMass Dartmouth's Library, in particular, this meant plans for a new integrated library system (to be implemented in 1998) which would create even better access to library information.

The Library was initially conceived as a center for both library materials and communications facilities, hence the name Library Communications Center. It was outfitted with 2 state of the art television studios able to broadcast its own educational television programs. In the 1970s television was *the* tool of choice in communications.

However, after personal computers became widely available in the 1980s and 1990s, interest shifted towards computing technology as large areas of the Library were transformed into computer labs for student use. In fact, one of the original television studios closed in 1997 to be replaced by a computer lab and electronic classroom, the latter of which is used extensively by librarians for library instruction.

Presently, the Library is known as one of the most valuable resources in the area. Student use of the Library has dramatically increased since the introduction of new and numerous technologies.

Special Borrower use has also skyrocketed with members of the community, alumni, and students of surrounding high schools and colleges taking advantage of all that the Library has to offer—from the latest in books, journals, and audio-visual materials to government documents, the Robert F. Kennedy Assassination Archives, and access to the “information highway.”

Deans and Heads of the Library Communications Center

Frank N. Jones (Chief Librarian), term: Fall 1965—fall 1974

Charles R. Andrews (University Librarian), term: Fall 1974—fall 1976

Richard M. Fontera (interim Director), term: Fall 1976—Summer 1978

Janet Freedman (University Librarian/Dean), term: Summer 1978—Spring 1996

Benjamin Taggie (interim Dean), term: Spring/Summer 1996

Donald Sweet (Dean), term: Fall 1996—June 30, 2001

Ann Montgomery Smith (interim Dean), term: July 1, 2001 -

Scope and Contents: The Library Communications Center collection is divided into seven series. Series I (History) contains a library timeline, newspaper clippings, and groundbreaking ceremony papers. Series II (Reports, Plans, and Goals) consists of budget procedures and papers, annual reports, departmental reports, building analyses and recommendations, and long-range plans. Series III contains memoranda from the offices of Library Deans and Heads Louis G. Vagianos, Frank N. Jones, Charles Andrews, and Janet Freedman as well as memos from the Audio-Visual Department and Library Associates. Handbooks and guides on library use comprise Series IV. Series V (Surveys, Policies, and Services) contains papers on the library instruction program, the library's food and drink policy, and Southeastern Massachusetts Cooperative Libraries (SMCL). Series VI includes library publications such as "Main Entries," "Recently Acquired Materials," "Library Tidings" and "Library News" as well as bibliographies on Latin-American literature and biology-related literature. The holdings lists of Bradford-Durfee Textile Institute, Southeastern Massachusetts Technological Institute, and Southeastern Massachusetts University can also be found in Series VI. Series VII consists of library memorabilia such as stamps and bookplates and Series VIII are Frank Jone's files on the construction of the library building.

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Acquisition: The majority of the collection was transferred from the vertical file collection, categories L5 through L8. Many of these categories had been supplemented with material from Library staff between 1996 and 1998. Other items (holdings lists) transferred from basement storage. No accession numbers.

Access: The collection is public record and unrestricted, with the exception of personal information per the exemptions outlined in the Massachusetts Public Records Law.

Copyright: Requests for permission to publish material from the collection should be discussed with the University Archivist.

Citation: *UMD Library Communications Center, Records, 1947-1998*, University of Massachusetts Dartmouth Archives and Special Collections, North Dartmouth, MA

Processing Note: finding aid and processing by Julie Fernandes, '99; completed August 1998.

Box and Folder List

Series I: History

Box #	Folder #	Description
1	1	"The University Library: A Short Historical Timeline"
	2, 3	Newspaper clippings re: the library (1947-1997)
	4	Library Communications Center (LCC) Groundbreaking Ceremony (11/26/69)
	4a	Library Mission Statement
	4b	Collection Policy Statement, 1982-1983
	4c	CD sign up graphic, 1992
	5	LCC budget procedures (1977, 1981)
	6-11	LCC Budget (fiscal years 1978-1983)

Series II: Reports, Plans, and Goals & Projects

2	12	Janet Freedman re: budget and expenses (1982-1983)
2-3	13-27	LCC Annual Reports (1971, 1974-1977, 1978-1980, 1981-1989, 1991-1992, 1993-1995, 1996-1997, 1997-1998, 1998-1999), 2001-2002
3	28-30	LCC Departmental/Unit Reports (1975-1976, 1982-1988, 1989-1993, 1993-1994)
	31	Report and Recommendations on the Southeastern Massachusetts University Library Communications Center (1982)
3	32	Southeastern Massachusetts University President's Task Force on Regional Education and Economic Development, PIC Planning Grant, Library (9/29/83), (9/27/83)
	33	Automated Resource Center Sharing in Massachusetts: A Plan (9/1983)
4	34	Goals (1985, 1985, 1991)
	34a	Guidelines governing granting released time for librarians, n. d
	35	Building analysis by Aaron Cohen Associates (5/1/85)
	36	Reports on the progress of SMU's LCC (1986-1987)
	37	A synopsis of library activity for fiscal year 1990
	37a	Allocations, 1992-1993
	37b	Report to Community, 1993-1994
	38	"Maintaining Integrity: A Response to the Committee on Cost Reduction (1990)
	39	Information Technology- Five-year plan (1988-1992)
	39A	Preliminary Report of the Libraries Committee (2/1992)

<u>Box #</u>	<u>Folder #</u>	<u>Description</u>
	40-43	Peer review (1989-1994)
4a		Additional Records Added 1990s- <ul style="list-style-type: none"> • Information Literacy Project • Library & Research Skills LS 201 • Partners in Service • Progress Report on the Sign Committee • Library Tech at UMD: A Brief Report • Study Circles Group • Report for the Visual Resources Collection • Technical Industry and Business Information Access • Library Instruction Program • Reference Committee 1982-1992 • Report of the Electronic Collection Development Committee 1995 • Web Statistics – A Report • Reference Department – Annual Report – 1991-1992 • Proposal for routing of multimedia materials • UMass Strategic Initiatives Fund • Information Exchange Program
5	44	"Learning at Risk: Long Range Plan for the Improvement of Massachusetts Public Higher Education Libraries" by The Statewide Library Planning Committee (4/1990)
	44a	"Position paper on Public Services Meetings", 08/25/80
	45	University Library Three-Year Plan (1997-2000)
	45a	Forging Links, 1993-1994
	45b	The catalyst project, 1993
	45c	Library 3 year plan (2000 – 2003)
	46-48	LCC accreditation, supplementary documents (4/1/90)
6	49-51	Library Administrative Council, records (1994/1995)
	51a	Library Committee of the Academic Advisory Council (1993)
	51b	Fund for the improvement of Post-Secondary Education (FIPSE) application FY 1995 (1994)
	51c	Library Improvement Survey and Article (1994)
	51d	The Library Organization (Staff)
	52	Memos from the office of Dean Louis G. Vagianos (1965)
	53-55	Memos from the office of Dean Frank N. Jones (1965-1973)*

*** Frank Jones Office Files; including files on the construction of the library are in boxes 15 – 21.**

Series III: Memoranda and Correspondence

7	56, 56a	Memos from the office of Dean Charles Andrews (1974-1976)
	57-59	Memos from the office of Dean Janet Freedman (1978-1995)
	59a	Memos from the Office of Dean Don Sweet
	59b	Memos from the Office of Dean Ann Montgomery Smith (2001 -)
7a	60	Audio-Visual memos (1969-1995)
	61	Memos to and from librarians/staff (1980, 1982, 1983, 1985, 1992-2000)
	61a	Memos Re: Bibliographic Instruction Reference Pilot 1990
	62,63	Memos re: student library fees (1982,1983)
	64	Memos re: tattletape security system (1984)
	65	Memos re: exhibits (1984-1986)
	66	Memos from the Library Associates (1976-1989)
	67	Memo from Strategic Planning Task Force (12/1/94)
	67a	Memos – Collection Development Committee, 1982-1984
	67b	Memos – Collection Development Committee, 1985-1988

<u>Box #</u>	<u>Folder #</u>	<u>Description</u>
7a	67c	Memos – Collection Development Committee, 1991-1996
	67d	Proposed Library/CITS Merger, 1998
7b	1	Gift correspondence, 1966-1968
	2	“ “ 1971-1972
	3	“ “ 1973-1975
	4	“ “ 1976-1978
	5	“ “ 1979-1981
	6	“ “ 1982-2002
	7	Gift nameplate examples, 1960s and 1970s

Series IV: Handbooks and directories

8	68	SE-LIN labeling system handbook (1965)
	69	LCC handbooks and guides re: library use (1968-1999)
	70	LCC handbook for faculty (8/8/73)
	70a	Student Employee Handbook, 1998
	70b	Library Assistant Handbook, 1985
	71	Library Telephone Directory (12/14/98)
	71a	MultiLIS

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71b Directory of Public Libraries (1989)

Series V: Surveys, Policies, and Services

8	72	Library surveys (c.1978)
	72a	Library – Student surveys
	73	Library instruction program (1978-1985)
	74	Library food and drink policy (4/1997), 1992
	75	Reserves policy (5/1986)
	76	Notice of Revised Borrowers Policy (7/1/98)
	77	Library services for nursing students (c.1985)
	77a	Social Work Library Informations Packet, 1990
	78	SMUSEARCH, Computerized Literature Update Exchange (1985)
	79	SMCL: Brochures, directory, and agreement (1968, 1969)
	80	SMCL: Directory of personnel (1/1975)
	81	SMCL: Newspaper holdings (5/3/76)
	82	SMCL: ILL requests (1973-1980), 1992, 1994
	83-86	SMCL: Annual and Biennial reports (1974/1975, 1985/1986, 1988/1989, 1989/1990, 1991/1992)
9	87-90	SMCL: Union lists of serials (1975, 1979, 1982, 1986)
	90a	SMCL: Union List Index, 1981-1994, CD-ROM Reference Collection
	90b	MultiLIS Location codes and prefixes, 1999
	91	Project ASC
	92	Library Hours, 1996-1998
	92a	Brown Bag Lunches
	92b	Leave it here days, 2000
	92c	Reference online, 2001
	92d	Brochures of Services, n. d
	92e	Boston Library Consortium, 1995-1996

Box # Folder # Description

Series VI: Library Publications and Holdings Lists

10	93-95	Recently Acquired Materials (1974-1977)
10-13	96-124	Main Entries (2/1981—10/1986)
13	125	Latin-American Bibliography (7/14/86)
	126	Biology Related Journals at the SMU Library (Spring 1988)
	126a	Journal List (1995)
	126b	Library and Info Science Journal List (1985-1988)
	126c	Indexes and Abstracts List (1981)
	126d	List of UMD faculty publications

127	LCC News (11/1974—4/1975)
128	LCC Billboard (1980-1981)
129	Modest Proposals (10/1982—9/1985)
130	LCC Newspaper (1988-1991)
131	Special edition library newsletter (Spring 1996)
132	Library News (1996-2001)
133	Library Tidings (Summer 1997—Summer 1999)
133a	UMD Lib Announce 2001
133b	Library Liaisons
133c	Library Data
Vols. 1-5	Holdings List of the New Bedford Textile Institute (1949-1965)
Vols. 6-10	Holdings List of the Southeastern Massachusetts Technological Institute (1965-1969)
Vols. 11-13	Holdings List of the Southeastern Massachusetts University (1969-1973)

Series VII: Memorabilia/Artifacts

14	134	"Save a Book," promotions from the Illinois Corporative Conservation Program (n. d.)
	135	SMU LCC bookplates and registration cards
	136	SMU Library stamp
	137	LCC Folder
	137a	New Student Faculty Packet SMU library
	138	Photographs (1971)
	139	Promotional Publication (1998) with bookmarks
	140	LCC Subject guide to Indexes and abstracts, 1988
	141	Lib News, 1999 –
	142	Floor plans
	143	Library label, n. d
	144	Choice Magazine cover, 2001
	145	“Be a bookie; Donate to SMU Library” Bumper Sticker
	146	Welcome Donald Sweet – Feb 14, 1997 Photographs
	147	Inter Library Loan Book Request forms
	148	Donor Reception

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Box # Folder # Description

Series VIII: Frank Jones Office files, 1965-1973

New Building files:

15	1	Brulet Photographs, 1971-1972
	2	Brulet Photographs, 1971-1972
	3	Group I – Room 218, 1968-1969
	4	Group I – Rooms 350 – 355, 1969
	5	Group II, 1969
	6	Interior Planning Consultants, 1970
	7	Libraries – Buildings, 1965-1966
	8	Library Plans, Visits, 1952 – 1969
	9	Library Plans, Visits, 1965 - 1969
	10	Library Visits – Correspondence, 1966-1968
16	11	New Buildings (SMTI), 1966-1969
	12	New Building, 1971 – 1972
	13	New Building, Correspondence and Miscellaneous – 1965-1969
	14	New Building, Correspondence and Miscellaneous – 1969-1971
	15	New Building, Details for planning and equipment, 1968-1971
	16	New Building – Priority, 1966-1968
	17	New Building, Shelf Layout – 1972

Equipment Catalogs:

17	18	Audio-Visual Equipment
	18a	AV Division General Info
	19	Automation
	20	Carpets
	21	Carpets – Cardon Contract Carpets
	22	Chairs
	23	Check Point
18	24	Equipment
	25	Furniture
	26-27	Library Furniture – General Equipment

Subject files, A-Z:

19	28	American Library Association – ACRL, 1968
	29	American Library Association – ACRL, 1968
	30	Board of Higher Education, 1967 – 1971

<u>Box #</u>	<u>Folder #</u>	<u>Description</u>
	31	Computer Center, 1967-1969
19	32	Computers, SMTI, 1968
	33	Conference of Chief Librarians, 1969 – 1971
	34	Council of Chief Librarians, 1967 – 1969
20	35	Dartmouth Public Library, 1972
	36	Data Processing – Computers, 1967-1968
	37	Dormitory Committee – Westport, 1969-1971
	38	Electronic Aids, 1966-1968
	39	Faculty – memos & Faculty Senate, 1967-1968
	40	Faculty – memos & Faculty Senate, 1968-1972
	41	Groundbreaking, LCC – Nov 29, 1969
	42	“Impressions Workshop” Inc., 1967-1968
	43	Libraries, 1968-1971
	44	Libraries – Personnel, 1966-1970
	45	Library, Fall River, 1966
	46	Library of Congress, 1967 - 1968
21	47	Machine Aided Technical Processing System, Yale University, 1966-1967
	48	Men Librarians’ Club, 1971-1973
	49	New Bedford, 1969-1971
	50	New Bedford Public Library, 1967-1972
	51	New England College Librarians, 1968 - 1970
	52	New England Library Association, 1969 – 1972
	53	Old Dartmouth Library Club, 1967-1973
	54	PR Incidents, 1966-1967
	55	Reading Disabilities, 1971
	56	Reference Division, 1967-1969
	57	Research Building
	58	SLA, 1964-1969
	59	Student Correspondence, 1967-1973
	60	Textile Library, 1967-1968
	61	University Microfilms