



[Solon J. Buck Papers.](#)

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JAN 16 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
— of the —
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SOCIETY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*
FLORA STONE MATHER COLLEGE
WESTERN RESERVE UNIVERSITY
CLEVELAND, OHIO

H. M. LYDENBERG
NEW YORK PUBLIC LIBRARY

KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

95 Widener Library
Cambridge, Mass.

Agenda from 5th meeting

Jan., 1933

To the members of the Joint Committee:

I enclose herewith a draft of the agenda in which so far as possible problems of policy are reduced to resolutions for vote. These resolutions are phrased to bring the discussion to a point; they often represent alternatives, and in many cases I have put them in because they seemed to coördinate some part of a policy elaborated at an earlier meeting with the more comprehensive policy before us at this meeting. There will probably be further resolutions and points brought in by other members. Let us put everything in the hopper at this stage.

Our discussion will probably proceed most usefully if we first cover these thirty four resolutions rather rapidly, incorporating with them at the same time additional material brought forward by the members of the joint committee. This will constitute a first reading, and will be covered on Saturday, January 14th.

On Saturday night a drafting committee can put the results of the day's work in shape, and on Sunday the meeting can attack the problem of limiting its plans to what can practically be accomplished, and adapting its organization to its plans.

Sincerely yours,

ROBERT C. BINKLEY

[filed in report file, 1933]

Revised

Jan. 1933

*Amey I-6
to agenda for 5th meeting*

PUBLICATION OF BOOKS.

[Copy of letter from Dr. Frank Tannenbaum to Dr. R. T. Crane.]

In view of our talk yesterday I am taking the liberty of summarizing my suggestion as to the publication of books on a non-profit making basis. My own recent experience and the experiences of other people merely illustrate the difficulties that authors have in securing publication even for such books as it is agreed deserve to see the light. It certainly seems incongruous for institutions to support scholarships and then leave the scholar in the position of not being able to place his results before the public.

The suggestion is as follows:

1. That an endowment be set up to be managed by a board whose function it will be to publish all books which it considers deserving of publication.
2. That the author receive no royalties whatsoever until after the initial investment in the publication of his book has been liquidated.
3. That, in addition, a charge of 5 or 10 per cent. of the cost of publication be made against the book to cover overhead charges.
4. That, after these two primary liens against the book have been made, the author is to receive all the income from the book except a deduction of 5 or 10 per cent. which is to be set up as a reserve to cover the losses on those books which may not have been able to pay the primary cost of publication.

The advantages of this proposal are (1) the author of a good book would automatically have a publisher; (2) the publishing board, if it had any luck at all, would probably be able to meet the losses on those books which do not cover themselves through the books that have a wide sale. It would also give the author a substantially larger income from a good book than he now receives, because a successful book would easily cover its primary charges and the author would have the benefit of the full return, except a small percentage which would be deducted for the reserve, and one book with a large sale would probably absorb the losses of a number of books published by the board which proved unable to cover their own investment.

It might be possible to give the American author a satisfactory medium and give the American reader an inexpensive book. It would also do what seems to me very important; it would save both American scholars and literature from having to pass the test for commercial feasibility which may, after all, not be the best test for either scholarship or literary genius.

January 5, 1933.

Professor Robert C. Binkley,
95 Widener Library,
Cambridge, Massachusetts.

Dear Binkley:

I am not quite sure what you want me to do about the application for support for the Writings on American History. It will be a very simple matter for me to tell the Joint Committee what I think about it for I have long been of the opinion that this is one of the most important services rendered to research in American history.

✓ The enclosed clipping about an improved process in photography may be of some interest to you. It comes from a recent newspaper account of the meeting of the AAAS.

In the September number of the Grosvenor Library Bulletin (Buffalo) I note that the western New York librarians "have continued their plan of listing holdings and following that of allocating purchases, in order to build up regional resources beyond the power of any single library." Dr. Augustus A. Shearer, librarian of the Grosvenor Library, could doubtless give you more information about this if you are interested. I note, also, in the same Bulletin some references to the work of the ALA Co-operative Cataloguing Committee, which, among other things, is studying the problem of analyzing serial monographs.

This information is passed on to you for what it may be worth. Do not bother to acknowledge it.

Sincerely yours,

Solon J. Buck.

SJB:H

January 7, 1933

Prof. Robert C. Binkley,
#17 Longfellow Road,
Cambridge, Mass.

Dear Binkley:

Your circular to the members of the Joint Committee is a very able document and I congratulate you on the success with which you have formulated the problems confronting the committee. I will send you at once such ideas as occur to me, using the same system of numbering as you have used in the circular.

II A c - The listing of photostats has never seemed to me to be a logical procedure. I believe that original documents, photostats, film reproductions, and transcripts should all be dealt with together, the material to be sub-divided on the basis of subject matter, character, location, etc., rather than on that of form. Of course, the form should be indicated in every case.

III - I understand that the Public Archives Commission of the American Historical Association has just brought out a handbook on local archives which is to be widely distributed to the custodians of such material. I have not seen a copy of it as yet. It seems to me that it would be desirable to have copies of it supplied to the members of our committee and, if possible, to have some available at our meeting. I believe that another handbook of this sort aimed at business firms and semi-public agencies, such as schools, churches, etc., should be prepared. The greatest need here is to get over to people who have charge of records, correspondence files, etc., the idea that they are historically valuable and that it is worthwhile to do something about their permanent preservation. Would it not be possible to bring this matter before the various national business associations at their meetings and through their publications? State, local, and special historical societies should also be urged to do more in the way of propaganda to impress upon those who have materials the fact that they are of some value and the further fact that the societies are prepared to assume the custody of them. Our experience here indicates that very few people have any idea that our society has any interest in such things.

A type of institution that you do not appear to have considered formally is that of the research bureaus, of which there are a multitude. For example, we have here, besides our Survey, a Bureau of Business Research. The historical societies you have looked upon primarily as libraries or collecting agencies, but some of them are also research bureaus. It seems to me that an effort should be made to get all such research bureaus to do more in the way of promoting the collection and preservation of material and, particularly, the preparation of guides and inventories. Some of this group, I suppose, would fall in your fourth classification.

You may be interested to know that our Survey expects to have ready in a few days a tentative multigraphed inventory of unprinted materials for research in the possession of the Historical Society of Western Pennsylvania. We are also compiling

January 7, 1933

and expect to publish in the same form a tentative inventory of American newspaper files to be found in Allegheny County, including those in newspaper offices as well as those in public depositories. A much more comprehensive project that we have under way is a bibliography of all newspapers and periodicals published in western Pennsylvania, with an inventory of all extant files wherever they may be found.

Your suggestion that the Writings on American History might include a list of theses deposited during the year seems to me to have merit. I would suggest that there ought first to be compiled a list of unpublished theses in the social sciences and the humanities, with indications of the libraries in which they can be found and whether or not copies are available for lending. I think that all doctors' theses should be included and such masters' theses as appear to have any research value, not confining the selection, however, to those that contain original material. After this list has been published, the information should be kept up to date for the different fields by current publications in their regular bibliographies, for example, those in the field of American history might be listed in the Writings or all the history theses currently deposited might be listed in the annual Carnegie Institution publication which now lists theses in preparation and theses printed during the year.

Sincerely yours,

Solon J. Buck

SJB:AM

AMERICAN COUNCIL OF LEARNED SOCIETIES

MEMBER OF THE
INTERNATIONAL UNION OF ACADEMIES

AMERICAN PHILOSOPHICAL SOCIETY, 1727
 AMERICAN ACADEMY OF ARTS AND SCIENCES, 1780
 AMERICAN ANTIQUARIAN SOCIETY, 1812
 AMERICAN ORIENTAL SOCIETY, 1842
 AMERICAN PHILOLOGICAL ASSOCIATION, 1869
 ARCHAEOLOGICAL INSTITUTE OF AMERICA, 1879
 SOCIETY OF BIBLICAL LITERATURE AND EXEGESIS, 1880
 MODERN LANGUAGE ASSOCIATION OF AMERICA, 1883
 AMERICAN HISTORICAL ASSOCIATION, 1884

EXECUTIVE OFFICES
 907 FIFTEENTH STREET
 WASHINGTON, D. C.

AMERICAN ECONOMIC ASSOCIATION, 1885
 AMERICAN PHILOSOPHICAL ASSOCIATION, 1900
 AMERICAN ANTHROPOLOGICAL ASSOCIATION, 1902
 AMERICAN POLITICAL SCIENCE ASSOCIATION, 1904
 BIBLIOGRAPHICAL SOCIETY OF AMERICA, 1904
 AMERICAN SOCIOLOGICAL SOCIETY, 1905
 HISTORY OF SCIENCE SOCIETY, 1924
 LINGUISTIC SOCIETY OF AMERICA, 1924
 MEDIAEVAL ACADEMY OF AMERICA, 1925

9th January 1933.

Dear Buck:

Birkley
~~Crane~~ has asked me to write to you about the application from the Historical Association for assistance to Writings on American History. I do not imagine that you are much in need of information, because you are doubtless fully familiar with the work in question and can of your own knowledge speak of its value for purposes of research.

The modified application of the Association is for \$1200 a year for two years, this amount to be supplied jointly by the SSRC and the ACLS, in equal shares. I do not think that this Council will have much difficulty in granting \$600 a year for two years, although it would not wish to commit itself for a longer period, and will hope, of course, that the need for assistance will prove to be temporary. I think, however, that assistance from us would have to be conditional upon assistance secured from the SSRC, since it seems evident that Writings is even more important to the interests of the SSRC than to ours.

The only question in my mind is as to the actual use made of Writings. The theoretical value of all these bibliographical tools is undoubted, but in practice, how much use is actually made of them by scholars and students? I do not know how this can be ascertained. I do know that whenever the distribution of Writings depended upon its sales, the latter were surprisingly and discouragingly small. Both the MacMillan Company and the Yale Press acted as publishers, and gave it up because the demands were so slight. Now that the bibliography is published in the Annual Report, it receives, of course, a very large distribution.

You probably know that this Council has already made a grant to the Historical Association for the purpose of preparing a cumulative index to the volumes of Writings from 1906 to 1930. Matteson has been engaged to do the work, and when the index is done, the use of the earlier volumes should be somewhat stimulated. It will certainly be greatly facilitated.

I am sorry not to be able to attend the meeting of the Joint Committee next Saturday, but I have to be in Philadelphia that day. If the meeting continues over into Sunday, however, I can go to New York late Saturday afternoon and take part in the Sunday morning session.

Very sincerely yours,



Waldo G. Leland,
 Permanent Secretary.

Dr. Solon J. Buck,
 4338 Bigelow Boulevard,
 Pittsburgh, Pa.

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coop.*

Annex VII

*to agenda for
5th meeting*

C O P Y

American National Committee on
International Intellectual Coöperation
405 West 117th Street, New York, N.Y.
January 11, 1933.

Professor Robert C. Binkley, Chairman
Joint Committee on Materials for Research

Dear Professor Binkley,

In connection with the work of the American Committee on Intellectual Coöperation which, as you know, is the national organ of the League of Nations Organization for International Intellectual Coöperation, would it be possible for your Committee to act as the technical advisory committee on all matters that lie within the field of archives and documentation? From time to time questions have arisen in the work of the Geneva organization which seem to me to belong within the scope of your Committee, particularly in the matter of archives and the distribution of government documents.

The action proposed is in line with that taken in other fields. For instance, the technical committee in the field of Education will be the Committee of Programs and Plans of the American Council on Education; in Broadcasting, the Committee on International Relations of the National Advisory Council on Radio in Education; in Literature, the organization of the P.E.N. clubs; and similar organizations to deal with other subjects.

I should be very happy if you would let me know the action of your Committee concerning this suggestion for coöperation.

Yours very truly,

JAMES T. SHOTWELL

MEMBERSHIP OF AMERICAN NATIONAL COMMITTEE

Dr. Carl Alsberg	- Stanford University, California
Dr. Earle B. Babcock	- 173 Boulevard St. Germain Paris, France
Dr. William Warner Bishop	- 733 Oakland Avenue Ann Arbor, Michigan
Dr. Isaiah Bowman	- American Geographical Society Broadway at 156th St., New York
Dr. Henry S. Canby	- Saturday Review 25 West 45th St., New York City
Mr. E. C. Carter	- 129 East 52nd Street New York City
Mr. Morse Cartwright	- American Association for Adult Education, 80 East 42nd St., N.Y.
Dr. Laurence V. Coleman	- American Ass'n of Museums Washington, D. C.
Dr. W. John Cooper	- Commissioner of Education Dept. of Interior, Washington, DC
Dr. Stephen P. Duggan	- 2 West 45th Street New York City
Dr. John Erskine	- 130 Claremont Avenue New York City
Dean Guy Stanton Ford	- University of Minnesota Minneapolis, Minnesota
Dr. Harry Emerson Fosdick	- Union Theological Seminary New York City
Dean Virginia C. Gildersleeve	- Barnard College New York City
Mr. Waldo G. Leland	- 907 Fifteenth Street Washington, D. C.
Mr. James G. McDonald	- Foreign Policy Ass'n. 18 East 41st Street, New York
Dr. Charles R. Mann	- 26 Jackson Place Washington, D. C.
Pres. John C. Merriam	- Carnegie Institution Washington, D. C.
Dr. Robert A. Milliken	- California Institute of Tech- nology, Pasadena, California.
Prof. Wesley C. Mitchell	- Columbia University New York City
Dr. Henry S. Pritchett	- 522 Fifth Avenue New York City
Dr. Leo S. Rowe	- Pan American Union Washington, D. C.
Dr. Beardsley Ruml	- University of Chicago Chicago, Illinois
Dean William F. Russell	- Teachers College New York City
Mr. Levering Tyson	- American Advisory Council for Radio in Education, New York.

AMERICAN NATIONAL COMMITTEE ON INTERNATIONAL INTELLECTUAL COOPERATION
ORGANIZATION

I. EXECUTIVE COMMITTEE

Professor James T. Shotwell	Chairman
Dean Virginia C. Gildersleeve	Vice-Chairman
Dean William F. Russell	Treasurer
Mr. Waldo G. Leland	

II. STANDING COMMITTEES

The following Standing Committees have been drawn from previously existing organizations. It is expected that others will be appointed.

Education

The Problems and Plans Committee of the American Council on Education.

Archives and Documentation

Joint Committee on Materials for Research of the American Council of Learned Societies and the Social Science Research Council. (?)

Broadcasting

Committee on International Relations of the National Advisory Council on Radio in Education.

Literature

Committee of the P.E.N. Clubs.

Music

Pure and Applied Science

A Committee of the National Research Council. (?)

Institutions of International Adult Education

Institute of Politics (?)

III. SPECIAL COMMITTEES

Special Committees may be appointed from time to time by the Chairman of the National Committee, or by the Chairman of a Standing Committee to deal with questions laid before the National Committee referred to or arising within the National Committee.

AMERICAN NATIONAL COMMITTEE ON INTERNATIONAL INTELLECTUAL COOPERATION
CONSTITUTION

1. Organization and Purpose.

The American National Committee on International Intellectual Cooperation was created at the instance of the International Commission on Intellectual Cooperation of the League of Nations to serve as its representative in the United States. The function of such national committees as this is "to act for the International Committee in matters falling more particularly within the national sphere, to collect information, to suggest international problems for study, and to secure the adherence of particular countries to a general international program." (Statement quoted by Dr. Vernon Kellogg in "Educational Record," January, 1927.)

The Assembly of the League of Nations at its 12th Session, passed the following resolution. "The Assembly ... recognizes the existence of the Intellectual Cooperation Organization consisting of the International Commission of Intellectual Cooperation...; the National Committees of Intellectual Cooperation, whose representatives may be called to meet in conference occasionally, at the invitation of the I.C.I.C."

The National Committees are autonomous bodies with reference to the determination of their own personnel, program and policy, and all budgetary matters.

2. Membership.

The American National Committee determines its membership with due regard to the character of the problems which come before it and the various fields of intellectual interest which are involved in its program.

The membership is divided into three classes of which one-third retires each year. Members may be re-elected. Absence from two consecutive meetings without excuse shall be deemed to constitute resignation from the Committee.

Members shall be nominated by the Committee on Membership and appointed by the chairman.

3. Officers.

The officers of the Committee are:

a. Chairman. The Chairman of the American National Committee is the American Member of the International Committee on Intellectual Cooperation and is appointed by the Council of the League of Nations. He has charge of the executive and administrative work of the Committee and the appointment of the Administrative officers.

b. Vice-Chairman. The Vice-chairman shall be elected by the Committee. The Vice-Chairman shall, in the absence or incapacity of the Chairman, carry on the work of the office of the Chairman ad interim.

c. Secretary. The Secretary is designated by the Chairman from among the members of the Committee. In case of vacancy, the Chairman shall be responsible for the secretarial work of the Committee, and shall have power to appoint Assistant Secretaries to this end.

d. Treasurer. The Treasurer is designated by the Chairman from among the members of the Committee. The Treasurer shall have charge of the funds of the Committee. In the discharge of the duties of his office he may authorize an Assistant Secretary to act as his assistant and to draw upon the funds of the Committee for all administrative purposes.

4. Committees

a. Executive Committee. The Executive Committee consists of the Chairman, Vice-Chairman, Secretary and Treasurer, and one other member nominated by the Committee. It shall have power to act for the Committee in the interval between meetings, and shall meet from time to time at the call of the Chairman. It shall assist the Chairman in the execution of the work of the National Committee and shall have power to deal with all routine matters.

b. Committee on Membership. The Committee on Membership consists of the Chairman and two other members of the Committee elected by it. It shall have power to nominate the members of the American National Committee as set forth under Article 2 above.

c. Standing Committees. Standing Committees for each of the major divisions of the work of the Committee shall be nominated by the Committee and appointed by the Chairman. Each Standing Committee shall have power to coopt new members, either from within the National Committee or from without. The Standing Committees shall report on the various questions that arise from time to time in the field of their competence, to the Committee either at its regular meetings or at such times as are fitting for the effective conduct of the work in question. The Standing Committees shall also survey the fields of their interest and recommend to the National Committee such action as seems to them desirable on pertinent questions.

d. Special Committees. Special Committees may be appointed by the Chairman from time to time to deal with special problems. Membership may be wholly or in part from without the Committee.

5. Meetings.

a. The American National Committee shall meet at the call of the Chairman at least once a year.

b. The Committees of the National Committee shall meet at the call of the Chairman.

6. Amendments

Amendments can take place by a two thirds vote of those present without notice and at any meeting.

JAN 12 1953

January 11, 1953

MEMORANDUM

TO: Dr. Solon J. Buck

The Joint Committee on Materials for Research meets at 9:30 am Saturday, January 14, in the Council Rooms of the Social Science Research Council at 250 Park Avenue, New York. It may be necessary to continue the meeting into Sunday.

R. C. B.

SOCIAL SCIENCE RESEARCH COUNCIL

Joint Committee on Materials for Research

Period Covered by Statement: July 1, 1932-December 31, 1932

RECEIPTS:

Balance on hand, July 1, 1932 (ACLS portion)	\$160.06
Matched by SSRC by transfer from Committee Work Funds under Appropriation 31127	<u>160.05</u>
	\$320.11

EXPENDITURES:

Salaries	\$39.82	
Travel	24.57	
Photo Supplies	87.85	
Equipment and Office Supplies	15.16	
Postage	8.00	
Miscellaneous	<u>9.00</u>	184.40

BALANCE ON HAND, January 1, 1933 \$135.71

Dated, January 14, 1933

Writings

January 13, 1933

Dr. Waldo G. Leland,
American Council of Learned Societies,
907 Fifteenth Street,
Washington, D. C.

Dear Leland:-

In response to your letter of January 9 with reference to Writings on American History, I will say that I expect to report to the Joint Committee that the continuation of this work is of outstanding importance for the promotion of research in American history. While comparatively few scholars thought that they could afford to buy the volumes at the comparatively high prices at which they were sold by the Yale University Press, I believe that many of them and many graduate students made use of the volumes in libraries. The index will, of course, greatly facilitate the use of them, as one of the obstacles to their use was the necessity of searching through so many different volumes.

I suppose that this will not reach you until after the Joint Committee meeting. I am hoping that our meeting will be prolonged until Sunday in order that you may have an opportunity to participate in it. I feel that a meeting without your presence will be something like "Hamlet" with Hamlet left out.

Sincerely yours,

Solon J. Buck

SJB:AM

JOINT COMMITTEE ON MATERIALS FOR RESEARCH

Agenda for Jan. 14-15, 1933 ----- Annex II

(Notes by A. F. Kuhlman)

Project: The Preparation of a Guide of the Collection, Care, Organization and Preservation of Fugitive Materials.

I. The Problems.

Scholars and librarians who are in close touch with our contemporary civilization, especially in situations in which social change and social movements are in the making, are aware of the fact that some of our richest sources for social and historical research consist of fugitive materials.⁽¹⁾ Yet, despite this fact, such materials present four problems that have not been dealt with adequately by social science scholars, librarians, library equipment manufacturers and library schools. These problems can be stated briefly in four questions.

- A. What types of fugitive materials are being produced that are worthy of collection and preservation?
- B. From which sources can such materials be obtained?
- C. How should fugitive materials be cared for and organized?
- D. How can collections of fugitive material "be kept alive"?

II. The Approach to these Problems.

- A. What Types of Fugitive Materials are being Produced that are worth by of collection and preservation?

The first problem on which to assemble data is what to collect. The material apparently consists largely of non-trade and non-copyright items that do not find their way into libraries by the well-established copyright and trade channels. No blanket program can be projected as to what to collect without a sympathetic examination of what is now being collected by a great variety of specialized libraries, as well as in some of the special collections of fugitive materials of large research libraries. The collecting activities of these libraries are most illuminating. There is every reason to believe that types of material that are most worth-while can be defined with the

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1. The term is employed in this paper in the broad sense to include: (1) printed material which because of its form cannot be readily shelved like books, but can and should be organized and preserved without the cost of binding and cataloging; (2) non-printed matter - films, slides, phonograph records, photographs, etc.; (3) Museum or cultural objects.

aid of scholars and specialists, who have been working to build up such collections. Such materials are very abundant in the following fields:

- (1) Education
- (2) Economics - agriculture, business, labor, etc.
- (3) Government - civic and social agency reports and publications, politics, and publications of governmental research agencies
- (4) International relations
- (5) Religion
- (6) Biography

In these various fields many specialized libraries, also specialized collections in large research libraries, have been built up, but, thus far, no scholarly or convincing effort has been made to define concretely, in terms of types of material, what is worth while. It would be helpful to scholars and librarians to discover concretely what kind of materials specialized agencies, working in the above listed fields, find useful in the conduct of their affairs and in their research. Also in what forms do such materials appear: pamphlets, leaflets, charts, clippings, records, films, museum objects, etc.

A manual defining as concretely as possible such types of material would be of considerable value to libraries in their acquisition work as well as to library schools in the training of prospective librarians. Many libraries have started such collections and all too frequently have found it impossible to build them up intelligently, because they did not know what types of material were worthy of collection. The result has been that files have been cluttered with material of doubtful value or collecting activities were abandoned. In other instances costly methods of binding, cataloging, etc., were employed and the project of collecting fugitive materials was dropped as too costly.

B. From What Sources Can Fugitive Materials Be Obtained?

It is instructive to see how closely specialized libraries follow social changes and conditions that have a bearing upon their activities. Spend a day in visiting the libraries of the American Telephone and Telegraph Company, the Guaranty Trust Company, and Standard Statistics in New York City and one is impressed with the "liveness" of the materials that they collect and preserve. Such collections seem to belong to a different world, when compared with the fugitive materials in most historical, public, college or university libraries. Why? They need not be.

A careful study of a few large specialized libraries shows that in nearly every field in which fugitive materials are

issued extensively there are specialized directories of agencies that issue those materials. What is needed is a comprehensive bibliography of published, mimeographed and typed directories of such agencies. A manual as here proposed would include such a bibliography of directories.

C. How Should Fugitive Materials Be Cared For and Organized?

1. Physical organization and care.

The care of fugitive material presents a twofold problem, the first deals with physical equipment or methods of arranging and preserving such materials. And the second deals with its organization and classification so that scholars and librarians can efficiently find what there is in the collection on a given problem.

A preliminary survey by the writer discloses that in attempting to solve the problem of physical care librarians have been using some of the following methods.

(1) They have tried to bind and catalog small items separately only to find that the cost of such a program was prohibitive. (The cost of cataloging ranges from fifty cents to more than four dollars per item.)

(2) Many libraries have tried to bind related materials in single volumes, thus grouping from five to fifteen items in a single volume which is cataloged under a general topic. This lowers the binding and cataloging costs, but renders the material practically useless, because scholars have to examine such collected volumes item by item to discover what material there is of interest to them. Moreover, if this arrangement is used, librarians themselves find it difficult in their acquisition work to check their holdings to ascertain whether they already possess a given item whose title comes to their attention.

(3) Many libraries have placed fugitive material in pamphlet boxes and then have distributed these boxes under general headings in the stacks by subject. This again is unsatisfactory for the same reasons mentioned above under (2). Then, too, the material sags and gets out of shape under its own weight. Moreover, if the public has access to these boxes, without staff supervision, the best items are soon lost.

(4) Still other methods employed are vertical files or a series of pigeon holes in the walls of a reference room, and in other instances an arrangement on open shelves.

The questions to which answers should be found are: (1) in what forms are fugitive materials published, and (2) what kind of equipment is now available in business offices

or libraries, or (3) what kind of equipment should be devised that would be inexpensive, flexible, expansable and efficient if employed in the care and organization of fugitive materials?

2. Scholarly organization

The scholarly or useful organization of fugitive material is interwoven with the problem of equipment. The questions to be answered are: What kind of a catalog is necessary? How can the material be classified or arranged, so that its very organization will reveal what is available (rather than bury it) and so that scholars can quickly find all there is in a given collection that has a bearing upon their problem? Whatever plan is adopted must be highly flexible, expansable, and inexpensive to prove satisfactory in the building up and maintaining of collections.

What is needed is a sympathetic survey to determine and describe the plans that appear to have demonstrated their usefulness, or with the aid of office and library equipment companies to discover existing or new methods.

D. How Can Collections of Fugitive Material "Be Kept Alive?"

Two aspects to this problem are important: one concerns acquisition activities, the other elimination or retirement of obsolete or inactive material. First, how can those who are responsible for building collections of fugitive materials constantly discover new sources that are coming into existence to produce new types of fugitive material, and how can they continue to get promptly what the various sources issue once they have been contacted? It would be helpful in dealing with the former problem to discover the channels through which such new sources generally come to the attention of skilled persons who are building up special collections. The latter phase of this problem calls for mechanization of acquisition procedure. The manual here proposed should bring together the best experience on these problems.

The second aspect to keeping the collection alive requires the elimination of obsolete materials and the removal to storage files of the inactive material. Definite principles should be outlined on the basis of the best methods now employed by those who have been grappling with this problem.

III. PLAN OF ACTION

The writer's appreciation of this problem has grown out of five opportunities to observe the present status of fugitive materials in certain American libraries and in social science research. (1) In 1926-27 he supervised the preparation

of a union catalog which included the complete holdings of material relating to all phases of crime and criminal justice in fourteen American libraries. These libraries represented every type of large library - university, public, state and law libraries were included. A large portion of the available materials considered for inclusion in this catalog consisted of fugitive materials.¹ (2) During the past three years the writer has had the assistance of four social science committees at the University of Chicago that have been concerned with four types of sources: maps, public documents, newspapers, and fugitive materials. Each of these committees has made a preliminary survey of its subject and has attempted to define what the University of Chicago Libraries' policy should be with reference to collection and preservation of the particular type of material with which it was concerned. (3) The writer has examined the social science source materials of libraries in approximately twenty states for the Social Science Research Council and the American Library Association with a view of selecting libraries that might be designated as centers for the collection and preservation of public documents and related source materials, many of which are essentially of a fugitive character. (4) The writer has visited a variety of special libraries in Chicago and New York City, whose collections consist largely of fugitive materials, with a view of getting a clearer idea in regard to the scope of the project herein outlined. He has also given some attention to what office and library equipment companies are doing that might help solve the problem of caring for and organizing such source materials for research and reference work. (5) An examination of library literature as well as recent reports of social science scholars who are attempting to define social science source materials more clearly, and who are concerned with devising plans for their preservation, indicates that the project herein outlined is an urgent one, upon which a great deal of cooperation can be found among scholars and librarians, especially in the special libraries and in library schools.

With this as a background, the writer would like to have an opportunity to take a leave of three months from his duties as Associate Director of the University of Chicago Libraries, in order to do the necessary field work and to prepare a preliminary draft of a manual, which might be placed in the hands of scholars and librarians who are competent to criticize and assist in revising such a manual. In this field work an attempt would be made to visit and study the outstanding collections of fugitive materials in Chicago and in and near New York City. The experience and problems of large research libraries that have tried, or that desire, to organize special

1. See Guide to Material on Crime and Criminal Justice. By A. F. Kuhlman for the Social Science Research Council. Wilson, New York City 1929, p. 633.

collections of fugitive material should also receive attention by questionnaire or personal visit, when such libraries are easily accessible. Office and library equipment companies and manufacturers should also be contacted to determine what they are able to contribute.

The project above outlined would become essentially a cooperative enterprise and it should be so organized as to utilize to the full all funded knowledge on it. Cooperative relationships should also be established with various groups and committees of scholars and librarians that are working on related projects so as to integrate as fully as possible the above project with related research projects now in progress or that are being projected. To further such cooperative relationships the sponsorship of this project might well be placed in an Advisory Committee on which the Joint Committee on Materials for Research, the Social Science Research Council's Committee on Social statistics, the Special Libraries Association and the American Library Association would be represented.

IV. BUDGET

Expenses for travel, secretarial help, etc.	\$ 500.00
Salary for three months	1500.00
	<hr/>
Total	\$2000.00

The budget as outlined would be adequate to cover all field work, the gathering of data and preparation of a preliminary draft of a manual. Its revision could be undertaken and completed while the writer had resumed his work at the University of Chicago. It is assumed that no subsidy would be required since there would be sufficient demand for it by libraries and students in library schools to make a subsidy for printing unnecessary. There is at present no manual of the kind here proposed that might be used in library schools. If an adequate manual could be prepared it would be highly useful to libraries and should also stimulate the introduction of more courses on fugitive materials in library schools.

Writings

January 23, 1933

Dr. Waldo G. Leland,
American Council of Learned Societies,
907 Fifteenth Street,
Washington, D. C.

Dear Leland:

Herewith I am sending you a copy of the revised ✓
version of the report concerning the Writings on American
History adopted by the Joint Committee. I trust it will
reach you in ample time for your meeting.

I am sending copies, also, to Binkley for his
files and for transmission to the SSRC.

Very truly yours,

Solon J. Buck

SJB:AM

Writings

January 23, 1933

Professor Robert C. Binkley,
95 Widener Library,
Harvard University,
Cambridge, Mass.

Dear Binkley:

I have sent a copy of the enclosed report directly to Leland as requested by him in order that he might be sure to have it available for the meeting of the ACLS. I am sending two copies to you so that you will have one for your files and one for transmission to the SSRC.

Sincerely yours,

Solon J. Buck

SJB:AM

JAN 30 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH

— of the —
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

4

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SOCIETY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*
FLORA STONE MATHER COLLEGE
WESTERN RESERVE UNIVERSITY
CLEVELAND, OHIO

H. M. LYDENBERG
NEW YORK PUBLIC LIBRARY

KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

January 27, 1933

To the members of the Joint Committee:

Last August at Mr. Leland's request I wrote up a report of the activities of the Committee, but I understood that it got in too late for publication and mislaid my own copy. Now I find that the whole thing has been set up in galley proof and I have missed the opportunity to submit it to the other members of the Committee, although the agenda which was actually before us at the meeting of January 14th represents a development of ideas herein expressed. You will notice that the document is in two parts, a report of activities which commits the entire Committee and an analysis which represents propaganda issued on the Chairman's responsibility. So much time has elapsed since last August, 1932, that I think it quite likely that we should make changes in this proof before publication. I am therefore asking you to read it over with care and mark it for changes.

The copy of the minutes of the last meeting has not come to my hands, but it will be prepared and circulated to you as soon as I get it from the S.S.R.C.

Yours sincerely,

ROBERT C. BINKLEY
Chairman

January 28, 1933

Prof. Robert C. Binkley,
95 Widener Library,
Harvard University,
Cambridge, Mass.

Dear Binkley:

Enclosed you will find my expense account for the meeting of the Joint Committee .

You may be interested to know that the National Genealogical Society, 1420 Girard Street, N. W., Washington, D. C., is starting a series of pamphlet publications to be produced by the hectograph process. An announcement of this, which is also a sample, has recently been received here. Doubtless you could get one by writing to the Society.

Sincerely yours,

Solon J. Buck

SJB:AM

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH

To SOLON J. BUCK, Dr.

January 24, 1933

Expenses attending meeting in New York, January 14, 15, 1933.

Round trip excursion fare, Pittsburgh to New York,	\$16.80
Pullmans,	9.00
Room,	3.50
Meals,	5.95
Taxis, tips, etc.,	<u>3.30</u>
	\$38.55

February 2, 1933

Professor Robert C. Binkley,
95 Widener Library,
Harvard University,
Cambridge, Mass.

Dear Binkley:

I have looked over the proof of your report and am returning it to you herewith. I think you are mistaken in saying that a project for the publication of research materials on Mississippi Valley history came before the Joint Committee. I may have mentioned the fact that I hoped to bring such a project before the Committee at some future time, having in mind an application from the Alvord Memorial Commission of the MVHA. I have felt, however, that it was up to the Commission, of which I am the chairman, to get out a volume before making application for further funds, and that we have been unable to do as yet.

On the third galley, about six inches from the top, you speak of the attempt of the "Public Document Committee" of the Social Science Research Council. I understand that this project was taken over some time since by a committee of the American Library Association.

I have no other corrections or suggestions to offer. The report seems to me to be an admirable document and I wish that it might have much more extensive circulation among scholars and librarians than it is likely to get in the ACLS report. I suppose copies of the report go to all important libraries but I doubt if any of the librarians ever read them.

It occurs to me that it would be worth while for some institution to give a summer school course for graduate students of the social sciences on the technique and application of film slide photography and perhaps other methods of reproducing materials. It ought to be a laboratory course and you would be the logical person to give it.

Sincerely yours,

Solon J. Buck

SJB:AM

3

FEB 6 1933

HARVARD UNIVERSITY
GRADUATE SCHOOL OF BUSINESS ADMINISTRATION
GEORGE F. BAKER FOUNDATION

SOLDIERS FIELD
BOSTON, MASSACHUSETTS

February 3, 1933

Dr. Solon J. Buck
The Historical Society of Western
Pennsylvania
4338 Bigelow Boulevard
Pittsburgh, Pennsylvania

Dear Buck:

I have thought that you would be the logical person to make a brief statement of the categories of materials for research in (1) regional and also in (2) local history. I have in mind two or three typewritten pages which you could probably dictate without much preparation. It would be very helpful if we could have such a statement, in case you decide you can make it, sometime this month.

Sincerely yours,

N. S. B. Gras

N. S. B. Gras

G:C

FEB 7 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*
FLORA STONE MATHER COLLEGE
WESTERN RESERVE UNIVERSITY
CLEVELAND, OHIO

H. M. LYDENBERG
NEW YORK PUBLIC LIBRARY

KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

4 February, 1933

Dr. Solon J. Buck
Western Pennsylvania Historical Survey
Pittsburg, Pa.

Dear Buck:

Thank you for your careful and prompt reply; your corrections are incorporated. Thank you also for your helpfulness during the meeting. I have gone over the minutes as Miss De Golier transcribed them. Although they seem to give the resolutions correctly, they are not particularly good. I will send them around for correction early in the week.

Sincerely,

Robert C. Binkley

February 8, 1933

Professor N. S. B. Gras,
Graduate School of Business Administration,
Harvard University, Soldiers Field,
Boston, Mass.

Dear Gras:

I appreciate the compliment of your asking me to prepare the statement of categories of materials for research in regional and local history but I am under such a pressure of work at present that I do not feel that I can undertake it. It seems like a small thing to do but I have a multitude of such small things that have been waiting to be done for a long time and I ought not to take on any more until I clear up some of them. I would suggest that Schafer or Elegen be asked to do it.

Sincerely yours,

Solon J. Buck

SJB:AM

FEB 18 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH

of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SOCIETY

LAURENCE VAIL COLEMAN
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KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

February 15, 1933

Dr. Solon J. Buck
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck,

I enclose draft minutes of the last meeting with my thanks for your help.

You will by this time have heard that our warm defense of Writings in American History did not persuade the SSRC to vote the money. Apparently they want to see a map of the whole field, and it will be difficult for us to make that without exploring very speculative and distant regions indeed.

I have received from the Committee on Intellectual Coöperation a long memorandum which seems to be their systematic report on research materials. I shall circulate it as soon as I have copies. It may be that we ought to begin correspondence with some of these foreign organizations which are trying to do what we are doing.

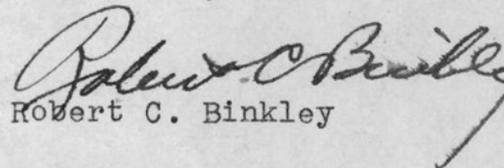
Do you think we should interest ourselves at all in the matter of model legislation? I notice that Coleman has some model legislation for the preservation of historic buildings, and we were speaking some time ago of model legislation on the preservation of archives, the destruction of archives, and the right of historical societies to receive archival material. Where an organization is already formulating model legislation, our duties presumably would end when we verified the fact that some organization is on the job, but we may find points where model legislation is needed and no organizations doing the work. In such cases, presumably, we should report in favor of having some organization take up such a problem, that is to say, legislation has to be included in our thought as a possible means of action.

You have at several meetings spoken of the importance of publicity, and I think your mind has probably gone further along that line than that of any other member of the Committee. It is obvious that we can turn over to Mr. Grady accounts of things done, but beyond that what part does publicity have in our general planning? Where do we place it in this systematic report?

The Committee has a filing case three drawers of which are already full, and I am setting up the folders to receive material for this systematic report. I wish all members of the Committee were as watchful as you have been in picking up items and forwarding them here. I need not remind you that we are counting on you to elaborate the future policy to be followed in surveys of activities.

With best wishes and renewed thanks, I am,

Sincerely yours,


Robert C. Binkley

Internat

MAR 4 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
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UNIVERSITY OF PENNSYLVANIA

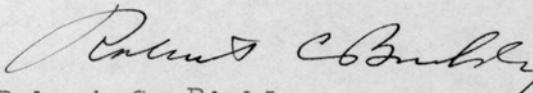
February 27, 1933

Dr. Solon J. Buck
Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck,

The long memorandum herewith enclosed is evidently a European's idea of what it means to map the entire field of research materials. I think we are ahead of them on some points and behind them on others, but in any case, their memorandum will cause us to define our thought. I am circulating this now and putting it on the agenda for the next meeting.

Sincerely,


Robert C. Binkley

LEAGUE OF NATIONS

INTERNATIONAL INSTITUTE
OF INTELLECTUAL COOPERATION

2, Rue de Montpensier (Palais-Royal)

Paris (1^{er}), November 21, 1932.

Dear Sir,

The International Institute of Intellectual Co-operation has been instructed to carry out a preliminary enquiry into the conditions in which the League of Nations' Committee on Intellectual Co-operation might exercise its action with a view to facilitating international coordination, agreement and distribution of work in the matter of documentation.

This question was brought to the notice of the Committee under various aspects: for several years past, it has been studying the problem of scientific abstracts and analytical bibliography; for its part, the Committee of Library Experts had examined bibliographical questions in general; in various other fields, the Committee had asked the International Institute of Intellectual Co-operation to publish periodical booklets, such as the Index Translationum, and to consider the possibility of publishing a Bulletin of Educational References and Bibliography. Numerous other examples might be found in the different fields of learning.

The question was discussed, in its general scope, last July by the International Committee on Intellectual Co-operation. I am appending the document which had previously been submitted to the Committee and which contained the general elements to be discussed. I am also sending you a memorandum giving the text of the resolutions voted.

After examining these documents, the Committee decided to undertake the enquiry referred to in the first paragraph of this letter and for which I have the honour to solicit your collaboration. The opinions of the organizations and specialists consulted in this matter will serve as a basis for the preparation of a comparative study which should make it possible to determine, first of all, whether international action is possible and desirable, and, later, to determine the plan that could be established by the Committee for coordinating the work of documentation already accomplished, either nationally or by international scientific bodies; for developing the results obtained and for rendering them more easily and widely accessible to interested parties in the form, more particularly, of publications issued by qualified centres. It is to be hoped that such a plan, if it could be brought into operation, would prevent overlapping of work and lead to a saving of time and money.

Letter from M. Bonnet

Page 2.

I thank you in advance for the valuable assistance which I am sure you will render to the International Institute of Intellectual Co-operation in this matter and venture to ask you whether it would be possible for you to let me have your reply before the end of the year.

Believe me to be, dear Sir,

Yours faithfully,

(H. BONNET)

Director.

Mr. Vernon L. Kellogg
Director of the Research Information Service
NATIONAL RESEARCH COUNCIL
2101 Constitution Avenue
WASHINGTON, D. C.

M E M O R A N D U M

In practically every field in which the International Institute of Intellectual Co-operation has pursued its activities (education, letters, fine arts, intellectual rights, exact and natural sciences, administrative coordination of libraries, archives, etc.), it has been faced, very often at the very outset, with the problem of documentation. Many of its publications (hand-books and indexes) are issued with a view to meeting requirements under this head. From the Institute's point of view, the question of documentation arises under two different aspects: firstly, as a technique, which is open to numerous improvements, but also and chiefly as an important and perhaps fundamental question for contemporary intellectual life.

Various efforts are being made to solve the difficulty. For example: the International Documentation Institute (formerly the International Office of Bibliography) has for many years past been endeavoring to improve everything relating to documentation, considered, if not as a science, at least as a technique; through the agency of the Office with which it coöperates, it has laid the foundation for a universal bibliographical repertory. Furthermore, two distinct movements may be noted; one aims at the coordination, on a national basis, of a great variety of documentation offices, and at establishing an international link between these national centres; the other aims at coordinating, on an international basis, the different documentation offices concerned with the same branch of science.

In these circumstances, the International Committee on Intellectual Co-operation wondered whether concerted action could not usefully be taken. It was apprised of a document (appended) prepared by the International Institute of Intellectual Co-operation and asked the latter to submit it to a number of specialists and organizations with a view to obtaining their views on the question and to drafting the decisions which the Committee might later be called upon to take. This document consists of a general statement of the subject and an annex.

In view of these developments, the League of Nations Committee of Library Experts voted the following resolution:

"The Committee of Library Experts, after taking cognisance of the memorandum prepared by M. Jean Gérard, President of the Union française des offices de documentation, unanimously recognised the importance of coordinating work in the matter of documentation.

"They consider that the new contacts which are now being established between the documentation centres of one and the same country are of the utmost interest and should receive every possible encouragement; these contacts furnish the basis required for the initiation of international coordination.

"The Committee asks the International Institute of Intellectual Co-operation to prepare, on the basis of the suggestions made in the course of its discussions, with the help of the documents submitted to it and taking into account the requests addressed to it during the year, which led it to examine specific problems relating to documentation, a memorandum that would be communicated at the earliest possible date to the principal national documentation centres for their opinions and proposals.

"The material thus collected would later be used in drawing up a working programme which would make it possible to deal with the question of documentation within the framework of the Organization for Intellectual Co-operation and in collaboration with the existing organizations".

Having been submitted to the International Committee on Intellectual Co-operation in July last, the resolution of the Committee of Library Experts was approved in the following terms:

"The International Committee on Intellectual Co-operation, having taken cognisance of the proposals of the Committee of Library Experts concerning the coordination of documentation, and having heard the explanations given by M. Jean Gérard,

"Authorises the Institute to undertake the enquiry proposed by the Library Experts and to appoint a committee of experts to draw up a scheme of coordination in this matter."

It should be added that the 11th International Congress of Documentation was officially notified of the decision taken by the International Committee on Intellectual Co-operation and that the Bureau of the Institute of Documentation at a meeting held at Frankfurt-am-Main on Friday, September 2nd, 1932, expressed its satisfaction at this decision and declared its willingness to collaborate in the enquiry to be undertaken by the Institute of Intellectual Co-operation.

L E A G U E O F N A T I O N S
INTERNATIONAL INSTITUTE OF INTELLECTUAL CO-OPERATION

COMMITTEE OF LIBRARY EXPERTS

VIth. Session (June 16 - 17, 1932)

WORLD ORGANIZATION OF UNIVERSAL DOCUMENTATION

(Report by M. Jean GERARD, President of the French Union of
Documentation Centres.)

During a number of years, intellectual life developed not only in the principal libraries concerned with the different branches of human learning but also in the specialized libraries.

The exigencies of present day life soon compelled these institutions to become something more than magnificent conservatories or sumptuous hypogea.

Certain of their directors realized the necessity of adapting them to circumstances and of rendering their collections easily accessible to research workers by classifying them in accordance with the most rapid and up-to-date methods and by bringing them into line with the advance and requirements of human thought.

In fact, it is now no longer a matter of amassing volume after volume, but of facilitating their access, of promoting their use and of organizing each library in such a manner that it becomes a veritable laboratory equipped for documentary research. Every library should be an institution living in constant contact with the outside world and from which it is possible for research workers to obtain all the information they require.

The material insolvency of the majority of libraries, however, compelled a large number of sciences to organize their own reference centres. Their work comprises all the phases of documentation from the search for the origin of data and the grouping and classification of records to their systematic analysis, with a view, on the one hand, to the compilation of bibliographical lists, abstracts and definitive texts, and, on the other, the circulation of their substance to all interested parties.

In certain countries, a movement in favour of liaison and coördination is now inducing these libraries and centres to draw closer together, in order that they may, while retaining their independence, constitute a moral and technical whole; this grouping of institutions is not only indispensable but it is also the only means of avoiding duplication of work and of ensuring order and clarity in the ever increasing output of the intellectual world.

One of the most important problems to be dealt with in the organization of intellectual work today is precisely the organization of documentation. This question is now receiving the closest attention and it is generally recognized that a satisfactory solution can be found only in the collaboration of all the documentation centres in accordance with the broadest possible principles. One of the first steps in this direction was the organization of documentation for each specific subject. It has since been found, however, that specialized services, which are concerned with the preparation and distribution of documentation relating to their respective sciences, cannot work with all the desired efficiency unless certain connecting links exist between them. The progress of Science has resulted in so many points of contact between the different branches, of which due account must be taken in the relevant documentation, that it is becoming more and more necessary to study the general problems of documentation in common.

In ENGLAND, an independent organization known as the ASSOCIATION OF SPECIAL LIBRARIES AND INFORMATION BUREAUX, or "ASLIB", was formed in 1924 by representatives of various reference centres, scientific libraries, Government departments and official records offices.

This Association does not claim to be an information centre but a "clearing house". Its aim is to assist persons to find a library or other institution that can supply them with specialized documentation and to establish the principle of the free exchange of non-confidential information.

The principal aims of the "ASLIB" may be summarized as follows:

To examine and coördinate the work of special libraries, information bureaux and similar services; to develop the utility and efficiency of these libraries, under whatever title they may function, and, by means of conferences, meetings, etc., to promote the distribution and systematic use of published information;

To publish bibliographies or collaborate in their publication;

To study and design methods of classifying information on the sources of literature;

To compile directories of experts and translators;

To procure foreign literature;

To publish the ASLIB DIRECTORY of reference centres in Great Britain.

This directory, which made its first appearance in 1928, contains references to about 2,000 libraries, institutions, Government departments, industrial and commercial firms, etc., classified under about 1,500 index words, with all necessary information concerning their status, collections, address and hours of admission, etc. A supplement to this directory is published in the form of a quarterly bulletin which is sent to every member of the ASLIB and contains items of recent information.

An annual conference organized by the ASLIB is attended by all who are concerned directly or indirectly with documentation; this contact between specialists in documentation in its different fields has led to very satisfactory results. The papers read at these conferences are printed and constitute invaluable compendiums of new ideas and suggestions in the matter of documentation.

Since the date of its foundation, the ASLIB has devoted its attention to questions concerning the general catalogue of London libraries, the establishment of a Central National Library, the reform of legislation regarding patented inventions, the indexing of periodicals, the unification of formats, the bibliographical entries to be made in publishers' catalogues, services for the making of abstracts, the preservation of documents of historical value, etc.

It was also consulted in connection with the appointment of a Committee for the Development of the Decimal System of Classification and of a commission, composed of paper manufacturers, publishers and librarians, which studied the question of adopting a quality of paper that would be both durable and inexpensive.

In FRANCE, an association, which has been recognized as a public utility undertaking - the Société de Chimie industrielle and which has organized a very efficient documentation service, called the attention of existing centres in 1924 (when the ASLIB was founded) to the desirability of coordinating the work of the Information Bureaux concerned with the different branches of learning.

Thanks to the generous and unconditional support given to this association by the Director-General of the Bibliothèque Nationale, its persevering efforts resulted in the formation of the UNION FRANÇAISE DES ORGANISMES DE DOCUMENTATION (U.F.O.D.) in 1931. The aims and purposes of this Union are as follows:

To prepare a directory of French organizations responsible for the compilation and circulation of documentation relating to every branch of science.

To promote co-operation between these organizations.

To coördinate their activities.

To facilitate the systematic use of all sources of information.

To ensure contact with foreign organizations engaged in similar work.

To serve as a permanent body of liaison between the reference centres which are prepared to work in collaboration.

The organizations affiliated to this Union are thus able to share the work to be undertaken in the several fields of specialized documentation and endeavor to obtain the assistance required to cover every branch.

The U.F.O.D. extends its activities throughout the whole of France, to the colonies and protectorates. It may there establish auxiliary centres that will be kept in constant contact with the parent organization.

The U.F.O.D. is composed of ex officio members, titular members and subscribing members. No individuals are admitted to membership, all members being working organizations and centres.

Ex officio membership is granted to Ministries, public institutions, and Government departments having a documentation centre, an information bureau, collections or libraries.

Titular membership is open to the above services and organizations, to public welfare services, private institutions, associations, guilds and unions, co-operative societies and other corporations owning a documentation centre, an information bureau, collections or libraries.

Subscribing members have no consultative vote and may be civil companies, commercial firms and similar bodies figuring on the trade register.

In BELGIUM, libraries, associations, institutions, and, generally, any official and unofficial organization, whose main or secondary function is to deal with documentation, have recently followed the example set by the U.F.O.D. and have decided to combine their activities in a single body: the UNION BELGE DES ORGANISMES DE DOCUMENTATION (U.B.O.D.).

The general objects of this Union are as follows:

To study theoretical and practical questions relating to documentation, the improvement of working methods, more particularly methods which interest member organizations and Belgian public information centres.

To distribute reports setting forth the conclusions reached in these studies.

To co-operate in work to be undertaken in common, for example: Belgian collaboration in international work of this kind.

In particular, this new Union proposes:

To draw up a rational plan for the organization of documentation in Belgium and of the branches of science concerned - bibliography, bibliothecology, biblioteconomy, iconography, archives, museography, publications, musicography, etc.

To prepare and keep up to date the list of Belgian organizations or organizations having their offices in Belgium, which are primarily or secondarily concerned with documentation in one or other of its branches.

To compile a directory of bibliographies and catalogues prepared through the agency of these organizations.

To keep the general catalogue of Belgian libraries constantly up to date.

To stimulate the coördination of the work undertaken by these organizations, bring them into contact with similar foreign and international organizations and thus contribute to the development of the world system of documentation which they represent.

In GERMANY, a similar movement was started several years ago. The DEUTSCHER VERBAND TECHNISCH-WISSENSCHAFTLICHEN VEREINE has prepared a guide to the principal libraries and centres for technical and scientific documentation. Last year, it published a booklet giving, for each organization, particulars concerning its specialized work, its publications, the approximate number of volumes in its possession, the method whereby documents may be consulted, etc. A Central "clearing house" - the VERMITTLUNGS-STELLE FÜR DEN TECHNISCH-WISSENSCHAFTLICHEN QUELLENACHWEIS undertakes to transmit all applications for information to a competent office.

This organization is concerned only with Science and Technique, but there is a possibility of extending its field of action and of uniting, in one group, all the centres dealing with documentation in every branch of learning.

Thus, it will be seen that a world service of documentation is gradually being organized. The importance of this problem has at last been realized in every quarter and in every country.

The developments taking place from day to day render it more and more necessary to apply these principles of co-operation, coördination and even standardization.

These principles cannot fail to be adopted in the work of every documentation centre. A system of liaison must therefore be established between these centres, and, in order to be effective, this liaison must be of a threefold character: local, national and international.

It is therefore possible to imagine a vast universal network of documentation units which would incorporate every information and documentation office in the world.

In the majority of European countries, the documentation centres concerned with the different branches of knowledge will, before long, group themselves together in one Union or National Federation, or will form a Central Committee.

In the New World, an Inter-American Association of Bibliography has been formed with the object of organizing and coordinating the bibliographical work of the different States of North and South America. It was founded on the initiative of the Pan-American Union, which, at the Sixth International Conference of American States held at Havana, approved the proposal for the formation of National Bibliographical Committees.

Independently of these national movements, each branch of learning is taking steps to organize and adjust its own documentary equipment. Several, and more particularly the sciences, have already completed this organization; others are in the process of doing so.

With regard to the former, it is important that a rational use should be made of the material already existing and that this organization work should be coordinated and completed. In regard to the latter, specialized centres or offices must be set up in accordance with the most up-to-date principles.

At this juncture, every endeavor should be made to avoid the isolation or dispersal of efforts. For each major branch of science and learning, there should be a central service or a group of organizations working as one body, which can place bibliographical information and analytical abstracts at the disposal of research workers; it should be able to furnish them with constants, economic index figures, etc., and, at short notice, not only bibliographical data but also any documents they require should be available either in the original, or in the form of copies or translations.

It will be possible to attain these practical objectives thanks to the International Offices that will shortly be formed for each of the principal branches of learning. Each of these Offices, acting as a clearing house, will assure coordination between the various documentation centres falling within its specific field and, at the same time, assure liaison with the other branches of science, etc.

In the world of science, Chemistry has assumed the leadership of the progressive movement in regard to documentation. In each country, the learned societies representing the advance of science and whose members are working for the promotion of chemical knowledge, formed a federation or nominated a Central Council. These national groups then joined forces to constitute the INTERNATIONAL UNION OF CHEMISTRY, which embraces all matters relating to intellectual creative activity. Its action is based on the individual work of chemists. But, side by side with the INTERNATIONAL UNION OF

CHEMISTRY, whose aims are purely of a scientific nature, another organization deals more specifically with documentation, namely, the INTERNATIONAL OFFICE OF CHEMISTRY, formed in virtue of an international agreement. As soon as a new idea is born and materializes, this Office obtains the relevant information in the form of a document. Its aim is to organize the recording of knowledge by the reference centres, the coordination of which has been entrusted to it. It relies on the co-operation of these centres and not on the personal activity of individuals. These two Offices by no means work independently but supplement each other in the same work for the attainment of a common end. They will in due course have their headquarters in the "Maison de la Chimie" erected with the aid of subscriptions forthcoming from sixty-three countries.

Similar action was taken by the INTERNATIONAL DENTAL FEDERATION when it founded an INTERNATIONAL CENTRE FOR DENTAL INFORMATION, and by the INTERNATIONAL COMMITTEE FOR SCIENTIFIC ORGANIZATION, the INTERNATIONAL LABOUR OFFICE and the 20th CENTURY FUND, which conjointly founded the INTERNATIONAL INSTITUTE FOR THE SCIENTIFIC ORGANIZATION OF LABOUR.

It is to be hoped that this example will be followed by institutions representing every branch of science and learning.

Finally, it is essential that these international offices concerned with each separate branch and the national federations of these reference centres should some day be grouped in a central organization whose range of action would cover every kind of documentation. The unification of principles and methods that would result from this centralization would ensure notable progress in the compilation, grouping, classification and distribution of documentation.

The organizations set up by the libraries, and by the different reference offices and centres in each country for each branch of science should be fused to form a World Information service, in other words, an INTERNATIONAL UNION OF DOCUMENTATION, which, fundamentally, would be built up on the several national bases provided by each country and on a scientific basis constituted by the different divisions of learning.

The INTERNATIONAL UNION OF DOCUMENTATION could then apply for admission as member of the INTERNATIONAL COUNCIL OF SCIENTIFIC UNIONS, which now comprises the INTERNATIONAL ASTRONOMICAL UNION, THE INTERNATIONAL UNION OF GEODESY AND GEOPHYSICS, the INTERNATIONAL UNION OF CHEMISTRY, the INTERNATIONAL UNION OF MATHEMATICS, the INTERNATIONAL UNION OF SCIENTIFIC RADIOTELEGRAPHY, the INTERNATIONAL UNION OF PHYSICS, the INTERNATIONAL UNION OF GEOGRAPHY and the INTERNATIONAL UNION OF BIOLOGICAL SCIENCES. The connecting link between the movement of thought and the material recording of knowledge will then be established.

A large number of problems that arise in the matter of documentation are the same in the different branches of science. The INTERNATIONAL UNION OF DOCUMENTATION would make it possible to study these problems in common and to coordinate the work in accordance with a general plan.

Independently of the matter with which it deals, documentation is on the way to becoming a science in itself. Fundamental principles are being laid down, while definite rules and an individual technique are being evolved.

In every quarter may be noted a broad movement towards placing this new science in process of formation on an international basis.

Its field of action must be defined, the work which it involves must be organized and, above all, its terminology must be fixed.

The annual congresses held under the auspices of the International Institute of Documentation (formerly the International Institute of Bibliography, Brussels) have already permitted of numerous exchanges of views in this connection.

Documentation consists of three essential factors: the document; the bibliographical reference (title, indication of sources); and an extract (analysis, summary, abstract or referential memorandum).

Its rôle begins as from the moment when thought is materially expressed.

When it is remembered that everything relating to the recording, preservation, classification and dissemination of knowledge comes within the field of documentation, it is easy to define the questions arising out of its organization on an international basis.

The following synoptic table will give some idea of the scope of these questions:

I.- SOURCES AND PRODUCTION OF DOCUMENTATION:

Personal knowledge of specialists.

Manuscripts and documents not in print.

Artistic works.

Books - Theses - Pamphlets.

Daily newspapers.

Periodicals: General reviews-Technical reviews - International reviews - Standardization of formats - Terminology - Presentation of articles (author's abstract, classification data, use of symbols and standardized abbreviations, etc.) - Exchange of publications - Exchange of articles - Exchange and reproduction of negatives and blocks - Exchange of press reviews (news concerning films and broadcasting)

Plans and diagrams.

Patents.

Industrial productions.

Models - Standards - Specimens and samples.

Photographs - Films - Gramophone records. etc.

Year books.

Commercial prospectuses and catalogues.

II. COLLECTION AND REGISTRATION OF DOCUMENTATION.

International Directory of Publishers.

International Directory of Periodicals.

International Guide to existing Information Centres.

Bibliographical index (on cards) classified according to subject matter and names of authors.

Analytical repertory (on cards). Affixing of abstracts to index cards.

International Repertory of bibliographies published or in course of preparation.

International Repertory of collections of documents (depositories). Inventory of their resources.

Collections of documents (depositories):

Libraries - Film libraries - Gramophone record depositories - Documentary archives - Press cuttings - Establishment of international depositories - "Dépôts légaux" - Standardization of depositories - Catalogues - Communication and examination of documents - Loans as between organizations - Exchange of duplicates.

International repertory of lantern slides.

International repertory of cinematograph films.

International repertory of gramophone records.

International repertory of museums, art, science and technical collections.

International Guide to Higher Education Institutions.

International Guide to Research Institutes and Laboratories

International Directory of Specialists.

International Directory of Translators.

International Handbook on Economic Questions:

Statistics- Production - Consumption - Plant and Equipment - Raw materials - Manufactured articles - Manufactured stuffs - Transportation - Customs.

Collections of works of art, models, specimens, etc. - Museums - Exhibitions - Fairs.

Directory of manufacture of plant, articles and commodities:

Makers of equipment - raw material merchants - makers of objects - producers of commodities - traders in manufactured goods - traders in manufactured stuffs.

Collection of trade prospectuses and catalogues.

III. CLASSIFICATION OF DOCUMENTATION:

Alphabetical

Systematic

Numerical

According to subject matter,
names of authors,
locality (geographical),
date (chronological),
form (e.g. patents, maps, plans, etc.)

IV. DISSEMINATION OF DOCUMENTATION:

Periodical:

Publication of index slips.

Publication of extracts (abstracts, analyses).
Existing abstract journals - Standardization of extracts - Exchange of extracts.

Publication of comprehensive reports, monographs.

Publication of year-books.

Casual: (upon request).

Furnishing of detailed lists of bibliographies.

Furnishing of bibliographies (references - titles).

Furnishing of analytical bibliographies.

Reproduction of documents (photocopy).

Translation of documents.

Preparation of definitive reports.

Non-periodical:

Publication of guides, directories, catalogues, indexes, etc.

Publication of encyclopedias.

Publication of important general treatises

Publication of specialized works.

Publication of monographies.

V. DOCUMENTATION OFFICES.

International Documentation Union.

International Institute of Documentology -
International Institute of Documentation.

National Unions of Documentation Organizations:
"ASLIB", London - "UBOD", Brussels - "UFOD", Paris.

Specialized International Bureaux:

International Labour Office,
International Institute of Agriculture,
International Institute of Educational Cinematography
International Institute for the Scientific Organization of Labour,
International Office of Chemistry,
International Public Health Office,
International Museums Office.

National Centres:

Guidance: Bibliothèque Nationale, Paris - Preussische
Staatsbibliothek, Berlin -
Documentation: Nederlandsch Instituut voor documenta
tie en Registratuur, The Hague.

The sole object of this summary statement, which is necessarily incomplete, is to call attention to the connecting links existing not only between the divers forms of documentation but also between the different modes of presentation and distribution.

It will suffice to show that the study of documentation problems must be undertaken by approaching them from these different points of view and with due regard to the liaison that must of necessity be established between all efforts in this field - as was, moreover, recommended by the Committee of Library Experts of the International Institute of Intellectual Co-operation at their meetings held in June 1931. It would therefore seem advisable to have these problems examined by a body of competent authorities representing every branch and not merely one branch of technique in the matter of documentation.

The opinion of the promoters of documentation centres should be allowed to play an important part in the choice of the solutions to be adopted; that of librarians and conservators of records offices is of the utmost value from the point of view of the repercussions which a given measure may have on their organizations. If it is a matter of bibliographies, the opinion of bibliographers should be taken into account; when it is a matter of extracts, the editors of abstract journals may, with their experience of the work of abstract writers and of the requirements of their readers, render invaluable service.

All these problems relating to documentation are bound up one with the other. They are inseparable, and the influence which they may exert one upon the other must be taken into consideration.

Questions concerning classification were, until recent years, settled individually, each organization or each person adopting a system of classification designed to suit their particular needs.

New formats, and more particularly the formats of index cards or slips, have been proposed for international use, regardless of whether they could be adopted by documentation centres.

It is an indisputable fact that if these matters were referred to persons who, in each branch of science, have specialized in documentation, very substantial progress would be made.

The INTERNATIONAL UNION OF DOCUMENTATION will render invaluable service for a thorough study of all questions arising in connection with documentation. But if it is to be entrusted with the task of elaborating a general technique, it will, per contra, be for the specialized international bureaux, such as the INTERNATIONAL OFFICE OF CHEMISTRY, to study the application of that technique in their respective fields and to adapt it to their individual requirements.

Thanks to its national ramifications, established on a federative and co-operative basis, the INTERNATIONAL UNION OF DOCUMENTATION, will also have the advantage of being in a position to bring about the "geographical" realization of a certain number of projects, for example:

The compilation of a directory, in each country, indicating documentation institutions, centres and organizations possessing collections and services, which undertake work or issue publications concerning all branches of documentation on the different sciences and, possibly, the printing of a Repertory, stating their resources, which could serve as a guide for research workers.

The preparation of a catalogue of general or special libraries in each country, with information as to the place where works are kept.

The compilation and printing of a general catalogue of periodicals to be found in these centres and a list of the volumes in their possession.

The publication of a national bibliography of the original works produced in the country and giving the titles of works, of articles published in periodicals, the patents applied for and granted, and, possibly, extracts, summaries and abstracts.

The preparation and keeping up to date of a national bibliographical repertory, classified according to subject matter and names of authors, on the basis of the index cards of the National Bibliography.

This national coordination and co-operation may find further expression in the preparation and publication of other general repertories and catalogues compiled as the result of investigation and the centralization of information, or by the collecting of data to be found in the repertories and catalogues distributed among the different centres, institutions and organizations comprized in the national system of documentation.

Work of a different character may also be undertaken in the national field: the specialization of libraries, the training of technicians and, in consequence, of their several "cadres": documentologists, librarians, bibliographers, abstract writers, translators documentators, etc.

This international organization of world documentation on a dual basis - national and scientific - seems to be the only solution that would meet the requirements of research workers in every branch of human learning.

Thanks to such a system, scholars, scientists and all who are seeking information of a scientific, technical, economic, historical, artistic and even recreative character, will, with the greatest possible facility find the work they require and the

document or text which they need for the purposes of their investigations; they will find therein the proof of a problem which they have been endeavoring to solve or ideas to stimulate their curiosity.

Thanks to the powerful means so placed at their disposal, persons captivated by the wonders of science or attracted by the charms of literature will be guided in their search through the world's documentation, which is constantly increasing as a result of the multiplication of works produced by the unlimited fecundity of the human mind.

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH

of the

AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

February 23, 1933

M. H. Bonnet, Directeur
Institut International de Coopération Intellectuelle
2, Rue de Montpensier (Palais-Royal)
Paris (1^{er}), France

Dear Sir,

Professor Shotwell has forwarded to me your note of January 26th requesting a speedy reply to the inquiry in your letter of November 21, 1932. Your correspondence together with the memorandum of the Institute of International Intellectual Coöperation and the report of the Committee of Library Experts has been referred to the Joint Committee on Materials for Research and placed on the agenda for discussion at the next meeting.

Pending the meeting I am glad to give you a brief description of the situation in the United States. Two great organizations, the American Library Association and the American Association of Museums reach into every field of documentation. Related in various ways to the American Library Association are the Association of Research Libraries, the Special Libraries Association, the Association of State Libraries, the Association of Law Libraries, and the Association of Medical Libraries. These organizations are very active in the study of problems and the execution of projects relating to the care, utilization, exchange, and listing of research materials of all kinds. The functions which in France seem to be assumed by the U.F.O.D. fall generally within the field of activity of the above named organizations. Another organization which works in close touch with them is the Joint Committee on Materials for Research of the Social Science Research Council and the American Council of Learned Societies. I am sending you under separate cover a survey of activities of organizations in the United States in the matter of research documentation compiled by this Joint Committee. The field of the Joint Committee's interest is limited to research materials in the social sciences and the humanities.

The question raised in your letter, whether international action in documentation is possible or desirable, and what plan could be adopted for coördinating documentation work on an international basis, leads me to reply that it is my firm conviction that the various American organizations will coöperate

M. H. Bonnet.

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February 23, 1933

loyally and eagerly in international efforts of this kind. The structure of the organization which can best effect this coöperation is not easy to define, but so far as the United States is concerned, it is a problem which must be worked out with the American Library Association, the Association of Museums, the American Bibliographical Society, and other similar organizations. When the Joint Committee on Materials for Research has had an opportunity to discuss the memorandum and resolutions submitted, its conclusions will be forwarded to you.

May I add a word of appreciation for the masterful way in which M. Jean Gerard has formulated this vast and complicated problem.

Very truly yours,

ROBERT C. BINKLEY, Chairman.

March 2, 1933

Professor Robert C. Binkley,
95 Widener Library,
Cambridge, Massachusetts.

Dear Binkley:-

Your letter of February 15 with the minutes was duly received but this is the first opportunity I have had to reply to it. I read through the minutes with much interest but the only comment that I have to make is to express my surprise that I have been designated to formulate a policy for discussion with reference to continuing the work of the survey of activities. I must have been asleep when this was done. I will try to do something, however, but I am making no promises.

I should be strongly in favor of our doing something with reference to model legislation concerning the making and preservation of archives. The pamphlet on local archives recently published by the Public Archives Commission contains the substance of the legislation in the three or four states that have been active in this field. It seems to me, however, that the commission should go further and draw up comprehensive model laws and endeavor to get them enacted in all the states. Perhaps we could stimulate the commission to do this.

With reference to publicity, I am not so much concerned about general publicity for the committee and its activities as I am about the kind of publicity that will get across to those who have to do with materials for research (whether they be public officials, officials of organizations, business concerns, etc., or private individuals) ~~the fact that such materials should be preserved, are useful for research, and should be made available to scholars, makes it imperative that we do~~ something to prevent the wanton destruction of important research material, by people who would be perfectly willing to turn it over to some agency for preservation if they had any idea that anyone was interested in it. In the second place, I am interested in publicity among the scholars of the country and the librarians concerning the work that is being done largely for their benefit, not only by our committee, but by the councils and the various constituent societies. It seems to me that much of this work fails to accomplish its purpose in full because comparatively few people who ought to be concerned about it know anything about it. For example, just recently a full professor of history in one of our universities remarked to me on the need of information concerning research work and especially doctoral dissertations in progress in this country. I discovered that he was utterly unaware of the fact that the Carnegie Institution has for years been publishing annually a list of doctors' theses in preparation in history. That list, I believe, is sent as a rule only to heads of departments in the various institutions and they do not, unfortunately, always call it to the attention of the other members of the department.

I am not surprised at the action of the SSRC with reference to the Writings In American History. Conyers Read, the new executive secretary of the American Historical Association, was here recently. It seems that he has had an interview

March 2, 1933

with Crane and apparently has succeeded in convincing him of the importance of the project. Crane says, however, that he has no funds on which he can draw for such purposes. He proposed to Leland that they go together to one of the foundations to get the money but Leland is unwilling to do that because he feels that it would not be proper for him to ask one of the foundations for the money when he already has his share of it available. Read thought that Crane might decide to go alone to one of the foundations in an effort to get the share that should be contributed by the SSRC.

Sincerely yours,

Solon J. Buck

SJB:AM

Internat'l

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
 ————— of the —————
 AMERICAN COUNCIL OF LEARNED SOCIETIES
 AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
 WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
 AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
 HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*
 FLORA STONE MATHER COLLEGE
 WESTERN RESERVE UNIVERSITY
 CLEVELAND, OHIO

H. M. LYDENBERG
 NEW YORK PUBLIC LIBRARY

KENNETH B. MURDOCH
 HARVARD UNIVERSITY

ARTHUR H. QUINN
 UNIVERSITY OF PENNSYLVANIA

95 Widener Library
 Cambridge, Mass.

March 4, 1933

To members and correspondents:

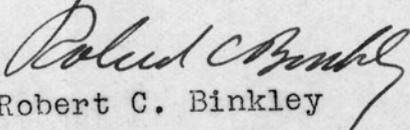
Three references have come in from the American National Committee on International Intellectual Cooperation.

1. The dissemination of American documents abroad, and the need of a documentation center in Europe where American government documents could be consulted and purchased. I have replied that the only part of this plan falling within our scope is the ancillary need for better organization of purchase and exchange of documents, especially state documents, in this country, and shifted the discussion to the State Documents Committee of the Association of State Libraries and Mr. Heykin of the Library of Congress.

2. The Rumanian legal documentation center. The Rumanian Social Institute has asked advice as to what it should do in the way of cooperation, both scientific and practical, in the field of legal documentation. I have replied suggesting that they help our libraries to fill the lamentable gaps in Rumanian documents evidenced in the union lists.

3. A note on archives. This contains a suggestion for improving archival practice by distinguishing between temporary and final drafts of reports, treaties, etc., especially in League of Nations materials. I have held this over for discussion in the Joint Committee.

Yours sincerely,


 Robert C. Binkley

Reprod

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

4

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

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KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

March 17, 1933

Dr. Solon J. Buck
Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck,

I am sending this new form of the project and hope that you will be able not only to criticize it, but to take care of the contact with the Committee of the Association of Historical Societies which was appointed to study it. Let me thank you for your note on publicity with which I heartily agree.

Yours sincerely,

Robert C. Binkley

Robert C. Binkley

Revised

3

March 21, 1933

Professor Robert C. Binkley,
95 Widener Library,
Cambridge, Mass.

Dear Binkley:

I have read with care and much interest the latest version of the project for a publication service and I have very little to suggest. I am inclined to think that perhaps after the service is organized and functioning it will be well to open it up to other agencies besides the constituent members of the Council and the ALA. I see no reason why the service should not handle publication projects for such agencies as the Mississippi Valley Historical Association, the Wisconsin Historical Society, or any of the universities, without the necessity of their being sponsored by one of the national associations.

While I realize fully that the proposed publications are designed to be utilitarian rather than artistic, nevertheless it seems to me that some attention should be given to appearance. The point is that I do not like the proportion of your proposed publication as illustrated in the statement itself. The page--both the paper page and the typed page-- is too wide for its length. Despite the fact that it might not be quite so economical, I should much prefer a narrower and perhaps somewhat longer page, and I do not believe that the saving in expense or the greater convenience in shelving would be sufficient to offset the undesirable appearance of the present size page.

Am I to infer from your letter and from the fact that you sent me five copies of the statement that you wish me to transmit one of them to each of the other members of the committee appointed by the Conference of Historical Societies? If so, I would much appreciate receiving from you two or three more copies of the statement, as I should like to be able to bring them to the attention of some people here whom I am trying to interest in work of this sort.

Sincerely yours,

Solon J. Buck

SJB:AM

Letter from Mr. Shearer to Mr. Leland

The Grosvenor Library
Buffalo, New York
March 24, 1933

Mr. Waldo G. Leland
American Council of Learned Societies
907 Fifteenth Street
Washington, D. C.

Dear Waldo:

I write tentatively and not officially and so would be glad to have any illumination from you in the same general character. The subject is the Libraries of Western New York.

Three years ago eight libraries were called together to see if it was possible to arrange exchange of holdings and to prevent duplication in buying. These libraries were Hamilton College, Colgate, Syracuse University, Rochester University, Cornell, Hobart, Rochester Theological, and the Grosvenor Library. We have accomplished quite a little in the way of comparing lists of periodicals. We know for instance, that Hamilton and Cornell are the strongest in archaeology, that Rochester is strongest in music, that Rochester and the Grosvenor are strongest in medicine, that Syracuse is strongest in government and library subjects and so on. Each time we have a meeting we are enthused with the possibilities, and things have already begun to work, but we do not have any means by which we can complete our lists definitely or get them out to the different institutions except as we have done it by writing down titles as we listen to them read and have them for an incomplete and imperfect basis for our knowledge.

The second step that we took was to prepare lists of books in the classics and archaeology which were desirable but not reported in all this region of central and western New York. Some progress has been made in that. We are going to have another meeting soon and the following is the basis:

1st - Lists of serials and costly books which seem to be not now available in our region. In accordance with this scheme I am myself working over the following departments: classical archaeology and philology; Germanic philology; French language and literature; Provençal language and literature; mediaeval history, especially the papacy. I take these because they particularly interest me and members of our faculty. I expect to have lists of desiderata for discussion.

It seems to me that we will get forward most rapidly if each will bring similar lists for departments that interest him.

2nd - Suggestions as to special collections that are wanted, and mention of such collections may have been begun.

3rd - Additional lists of desiderata obtained from faculty members.

Some journals and serials are already being extensively duplicated in our region. That is what we should have expected, as they were started before we had got together. Perhaps we can work out some plan for the substitution of serials which no one is now getting."

The question we are up against now is getting something definite, accurate, and complete in the different fields, and the circulation of the lists among these libraries. We are at a standstill because no library has any money for anything in addition to what we have done. Do you suppose that there would be any possibility of a grant for this project in providing materials for research as worked out this way? As I say, this has already been useful in various instances and it has been mentioned in the Library Journal and I think some other places, as an evidence of coöperative effort which might be followed by other groups, but as I said at the beginning, I write tentatively and unofficially so as to get your re-action and if possible, some hopeful intimation from you on this subject.

Yours sincerely,

AUGUSTUS H. SHEARER

P.S. The group is wider than the eight libraries mentioned, for Syracuse University coöperates with Syracuse Public, Rochester University coöperates with Rochester Public, Hamilton College coöperates with Utica Public, Grosvenor Library coöperates with Buffalo Public, University of Buffalo, Buffalo Society of Natural Sciences.

MAR 27 1933

Revised.

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

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KENNETH B. MURDOCH
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

March 25, 1933

Dr. Solon J. Buck
The Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck,

Thank you very much for your letter of March 21st, and especially for your valuable comments on the page format. I think we had better devise three pages in 9 x 6, 9 1/2 x 8, and 8 1/2 x 11. Marshall and I are working on the typographical problem and will send you further results. I enclose extra copies of the project, and assure you that you are correct in inferring that I hope you will keep up the contact with the other members of the committee appointed by the conference of historical societies, and bring together their ideas to be incorporated in the project. In transmitting it to them I think you might as well say that the Service could handle from the beginning the publication projects of such agencies as the Mississippi Valley Historical Association, the Wisconsin Historical Society, or any of the universities. I don't see why sponsorship by national societies should be required. This is simply a mediating service to operate between those who have something to distribute and those who wish to buy and hold them.

Sincerely,

Robert C. Binkley
Robert C. Binkley

Note: What would be the best way of providing for this in the organization itself? Could a chairman of a committee of the Historical Societies sit on the controlling board, and could one man take care of liaison for all historical societies? This without interfering with right of hist. societies to present things in their own name thru the one representative?

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
 ————— of the —————
 AMERICAN COUNCIL OF LEARNED SOCIETIES
 AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
 WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
 AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
 HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*

FLORA STONE MATHER COLLEGE
 WESTERN RESERVE UNIVERSITY
 CLEVELAND, OHIO

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 Cambridge, Mass.

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KENNETH B. MURDOCH
 HARVARD UNIVERSITY

ARTHUR H. QUINN
 UNIVERSITY OF PENNSYLVANIA

April 1, 1933

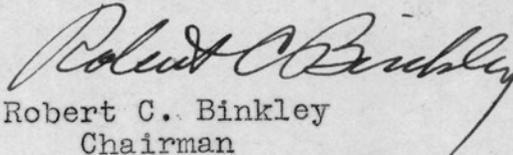
To members of the Joint Committee:

The discussion in the last meeting of the P and P Committee of the SSRC seems to have indicated that the work of the Joint Committee will be greatly facilitated if it can prepare before the summer meetings of the SSRC a short and comprehensive statement of the way it envisages the problem of research materials. The request for a grant for Writings on American History encountered a procedural obstacle in that the subject matter, "Materials for Research", had no status in the programme of the SSRC which would make it possible to use "project money" to finance research materials projects.

It happens that Leland is here and will be here through part of April. I am going to draft a brief version of a "comprehensive report", have it studied here this week by the local members of the Committee, send it around as soon as possible, and then should wish to have a Committee meeting at nine-thirty, Saturday morning, April 15th, in the Faculty Club, Harvard University. The agenda will be the preparation of a paper to be used by the Social Science Research Council in determining their policy toward our activities. This comes within the terms of the vote of the Joint Committee to entrust the Chairman with the task of drafting a "comprehensive report". But the proposed document will be somewhat shorter and more in outline form than the one we had in mind.

Please let me know whether you will be able to attend the meeting on Saturday April 15th. It will not hold over until Sunday.

Sincerely yours,


 Robert C. Binkley
 Chairman

April 3, 1933

Professor Robert C. Binkley,
95 Widener Library,
Cambridge, Mass.

Dear Binkley:

I regret to say that it will be impossible for me to attend a meeting of the Joint Committee on April 15, as I feel that I must attend the meeting of the Mississippi Valley Historical Association in Chicago that week-end. On the following Saturday it will be necessary for me to be here as we have made arrangements to move that day. On Saturday, April 29, I shall be attending a meeting of the Pennsylvania Historical Association at Bethlehem and I suppose I could get to Boston for a meeting of the Joint Committee on the following Sunday if desired. Under the circumstances, I think you had better go ahead and hold your meeting on April 15 without me. I am sure that any statement that may be prepared by you and approved by the other members of the committee will meet with my approval.

Sincerely yours,

Solon J. Buck

SJB:AM

APR 12 1933

Internat.

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

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ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

April 10, 1933

To Members of the Joint Committee and Correspondents,

The following note has been received
from Crane on the question of permitting the Joint
Committee to accept the rôle of advisor on archives
and documentation to the American National Committee
on International Intellectual Coöperation:

"The attitude of P & P was simply permissive. That is, they took no vote approving this connection, but saw no objection to your Committee trying the thing out and seeing where it leads. As long as it is simply advice that Shotwell wants from you, I don't see how any difficulty can arise. If he wants to publish pronouncements of some sort as coming from your Committee, there might be difficulties. You understand that no committee of this Council, and in part you are a committee of this Council, is authorized to publish any statement without approval by this Council."

Yours sincerely,

Robert C. Binkley

APR 11 1933

7

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
—of the—
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

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UNIVERSITY OF PENNSYLVANIA

95 Widener Library
Cambridge, Mass.

April 10, 1933

To Members and Correspondents,

Enclosed is the principal agenda item for the meeting of April 15th. It is a mere skeleton of the "comprehensive report" which I was supposed to prepare, but the brief form lends itself to the effort to show the relation to each other of the different parts of our problem. Since a report must in any event be submitted to the Councils this summer, I hope we can prune into shape something rather comprehensive.

The meeting will be held at 20 University Hall, Harvard University, April 15th, at nine-thirty in the morning.

Sincerely yours,

Robert C. Binkley

April 12, 1933

Professor Robert C. Binkley,
95 Widener Library,
Cambridge, Massachusetts

Dear Binkley:

I am very sorry that I cannot be with you on Saturday. Your draft report is an admirable document. The only suggestions I have to make relate to the first paragraph on the top of page 8. Your reference to the Carnegie list of doctoral dissertations gives the impression that it is a general list, whereas it is confined to history. I do not like the expression with reference to theses "provided they contain original source material," for theses do not as a rule contain such material and when they do, it is only incidental. Would it not be better to say "provided they are valuable for research purposes." Your reference to the Survey of Activities would seem to indicate that it is bibliographical in character. That was not its purpose or point of view. It was intended to be a list of all agencies that are doing anything of importance with relation to materials, whether it be collecting, preserving, compiling bibliographies or guides, publishing, or investigating or experimenting in methods of reproduction or on the problem of durability; and the ^{major} ~~major~~ of these activities was briefly indicated. Naturally the major part of the activities discovered were in the field of collection, but even here the purpose was not to tell what institutions have collected but what they are collecting, although often the only light we had on their activities was information as to what they had accomplished.

I am sending to you herewith two letters that I have received from members of the committee of the Conference of Historical Societies, from ✓ ✓
Schafer and from Boyd. I am inclined to agree with Schafer rather than with Boyd.

Give my best regards to the members of the committee.

Sincerely yours,

Solon J. Buck

P. S. -

I enclose also a letter just received from Newsome. ✓

S. J. B.

SJB:AM

APR 17 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

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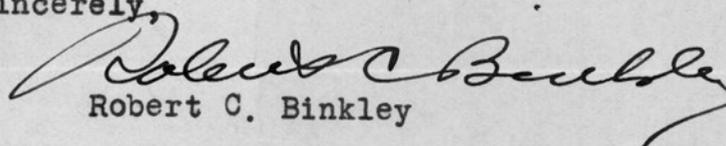
14 April, 1933

Dear Buck:

Thank you for your letter of April 12th. I shall certainly miss your help in the committee meeting, but the letters you have gathered from the Historical Society, and your own comment on the draft report, are very helpful.

I have found it difficult to find the language to express briefly the scope of the Survey of Activities, and so it has been my bad habit often to refer to it as if it were merely related to holdings ~~of materials~~ to collecting policies. If in redrafting the report this item is set more definitely at the head of group V, so that it will evidently include all activities, and then the specific bibliographical and other enterprises are listed below it, it will probably convey a better impression. The very fact that ~~it is~~ it is so comprehensive makes it especially significant as an indication of the scope.

Very sincerely,


Robert C. Binkley

Dr. Solon J. Buck
Western Pennsylvania Historical Survey
Pittsburg, Pa.

APR 21 1933

8

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

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ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

April 19, 1933

To members and correspondents:

As I think over the discussion of April 15th it is clear that Murdock's suggestion of further subdividing our work will lead us far forward and result in several changes of plan. For one thing, we cannot avoid another meeting, and we might as well have it a full one. Moreover, in view of Schlesinger's statement that the SSRC may be willing to set up a secretariat, we should probably do better to plan a more complicated system to be put into effect this fall instead of leaving so much to be handled by the chairman.

A new problem of relations between the Joint Committee, the ACLS, and the SSRC will arise because the two parent councils are not equally interested in all our activities, or equally equipped to sponsor them in the same way.

Turning over all these problems in my mind, I have come to the following suggestion, upon which I ask for your comments, and hope you will give me your first thought without too much feeling of responsibility. The whole matter is still in liquid shape. Would you also tell me when your calendar is clear for another meeting?

Proposed re-organization of the Joint Committee.

1. Sub-Committee on Categories. Secretarial service cared for through ACLS. Object of Committee: to stimulate study of categories of material among scholars - "educate the scholars."
2. Sub-Committee on Production. Secretarial service cared for through ACLS. Object: to study new techniques of copying, and production, and to apply the results of the study.
3. Sub-Committee on Inventory and Collection. Secretarial service cared for through SSRC. Object: to promote cooperative inventory and collecting activities, division of acquisition field, etc., especially among existing institutions.
4. Sub-Committee on Education. Secretarial service cared for through the SSRC. Object: to reach the laity, the business man, the collector, the small librarian, and especially the university student who is not entering the career of productive scholarship; to recruit their services in caring for material, organizing it, and reporting it.

April 27, 1933

Dr. Robert C. Binkley,
95 Widener Library,
Cambridge, Mass.

Dear Binkley:

The first page of your circular letter of April 19th was received but without any signature, so I suspect that there should be another page. The proposed re-organization, so far as it is set forth on this page, meets with my complete approval.

So far as I know now, it would be possible for me to attend a meeting of the committee on any week-end in May or June.

Sincerely yours,

Solon J. Buck

SJB:AM

*enc letter
from A. H. Young
7 4-12-33*

Categories

JOINT COMMITTEE ON MATERIALS FOR RESEARCH

Circular to Members and Correspondents.

May 3, 1933

Letter from Professor Quinn under the date of April 27, 1933.

My dear Binkley:

Your letter of April 20 was unfortunately mislaid in the mail here. My thought is somewhat as follows:

Add to the sub-committee on categories some new members who need not necessarily be members of the Joint Committee, who will represent fields not represented on the present sub-committee, and who will assist in the education both of scholars and the public. They should proceed in accordance with a carefully planned program to do the following things:

(a) Make the formal report of the committee on categories to be published by the Joint Committee and to be circulated widely to learned societies. This report, as I understand it from Gras, will include not only the definitions and classifications of categories of research material but also definite requests which will stimulate interest in the preservation and proper destruction of research material by scholars.

(b) Prepare the articles for scholarly journals, published with the authority not only of the Joint Committee but of the two Councils. Permission may have to be asked of the two Councils, but certainly whoever signs the articles should do so with the backing of that authority.

(c) (This will be much more difficult but, in my judgment, is vital.) Prepare carefully articles by individual members of the committee to be sent as contributions to popular journals of a high character such as the Yale Review, the Virginia Quarterly, the Atlantic Monthly, etc., calling attention of the public to the vast quantity of research material now in danger of destruction, and calling for the help of families of authors, executors, libraries and other depositaries of research material, to aid in the general program. These articles need not be authorized by the Councils, nor should they be sent as unpaid contributions, because if they are they will be declined. Members of the committee who have access to these journals should write them as individuals, but gently suggest that they are members of the Joint Committee as an explanation of their contribution. It is obvious that other persons than those on the committee might be stimulated to write these articles, and that they should all be sent about the same time, as the publication of one such article might prevent the publication of others.

(d) Conduct correspondence with libraries, business houses, families and other depositaries as often as they are discovered to possess such materials. This portion of the campaign may extend over years. As a concrete example, I am writing to living

playwrights urging them to deposit manuscript plays which they are not expecting to publish in appropriate university libraries or public libraries.

I believe that this work can be done more effectively if those who have been working on the subject of categories retain the general direction of the campaign rather than delegate it to another committee who will have to be informed from time to time and who will, to speak frankly, have to be educated in the first place. My own education as a member of the sub-committee has been very profitable and quite extensive!

It is quite difficult to give any estimate of the amount of money which the sub-committee on categories could use. It would largely be, in my judgment, for stenographic expense, and it might well be that instead of one secretary for the whole committee, it would be more helpful to provide additional stenographic help for the members who will direct the campaign. So far I have simply used the time of the University of Pennsylvania in this work, and I have been very glad to do this. If an extensive campaign were launched, however, I might find it necessary to have help. Most of the help would be needed by the chairman, of course, and Gras would be better able to give you the figures on this than I. He might need an assistant who would coördinate the material and keep the members of the committee up to their work by constant reminders. Nearly all of us do these jobs in the lack of leisure which is characteristic of all of us.

Yours very sincerely,

ARTHUR H. QUINN

Internal

Rec'd June '33

NOTE ON ARCHIVES

(Proposal considered by Professor Shotwell for submission to the meeting of the C.I.C., July, 1931, but not acted upon)

It has been suggested that the American National Committee of Intellectual Cooperation initiate, in connection with the report of the Sub-committee on Archives, a proposal to facilitate the use of League Documents by distinguishing between final and temporary drafts of reports, treaties etc. This proposal was to be discussed in London, 1931 with Mr. Jenkinson, Chairman of the Sub-committee, and then with Sir Eric Drummond before opening of the plenary C.I.C. session but circumstances prevented the discussion with either Mr. Jenkinson or Sir Eric.

All treaty-making documents might be treated like Hanzard Debates, and final drafts like Acts of Parliament. It might be possible to subordinate entirely all temporary forms, and print them on blue or lightly tinted paper, so that the student would know that only white documents were final - that is, accepted by the Council, Assembly, or other body to whom final authority had been delegated.

The Archives Section of the Secreteriat might prepare a little paragraph at the beginning of each document, as in World Peace Foundation publications, summing up the contents of the document.

This proposal is in harmony with Mr. Jenkinson's general plan, as explained in the volume of the War History. In the work of modern governments so much is temporary and must be discarded or records become utterly unmanageable. Temporary material should be so indicated at the time of printing so that administrative material can be distinguished for the archives. At the time the administrator begins to create a proposal he should put it in terms of the two categories, and indicate at the time whether it belongs to temporary or permanent archives. The administrators should be transferred from archive managing. An administrator is not fitted to be an archivist, and an archivist is not an administrator. That is what has taken place in Geneva in a large way. Changing colors for temporary and final documents might eliminate the trouble.

JUN 14 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
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UNIVERSITY OF PENNSYLVANIA

June 10, 1933

Dr. Solon J. Buck
Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck,

** See Minutes & Reports file 6-10-33*

I enclose the final draft of a report^{*} to the parent Councils. It has been through the mill so often that I hate to think of the number of times it has been torn and wrenched. It appears now that the Problems and Policy Committee is going to spend a considerable proportion of its time at this summer's meeting in considering this report, and for that reason, I believe that it ought to represent a true consensus of opinion of the whole committee. With the greatest reluctance, I am therefore suggesting that we do hold another meeting, and set it for New York on or about June 23rd. We probably will not have to be together for more than two or three hours. We shall discuss nothing but the report. It may be that the Cambridge group will not have to be there, but I think it is really important that the document to be discussed by P and P should represent fairly the views of all.

I enclose also a copy of a note from Shotwell on archives, with two carbons, and wonder whether you cannot consider this note and decide whether the observation there is of any value. I realize that it relates more to international relations than to other affairs, but it may contain important germinal ideas on archive control.

With best wishes, I am,

Yours sincerely,

Robert C. Binkley
Robert C. Binkley *RP.*

June 22, 1933

Professor Robert C. Binkley,
95 Widener Library,
Harvard University,
Cambridge, Mass.

Dear Binkley:

I was very sorry to have to run off before the work of the committee was completed. I doubt, however, if I could have contributed anything more of value to the meeting. With reference to our discussion just before I left, I should say that I believe that in order to get anywhere we shall have to accommodate ourselves to the procedure desired by the Social Science Research Council and, of course, we have to remember that the Council is dependent upon others for funds for activities that we should like to see undertaken.

I am inclined to think, however, that it would be well worth while to begin your report with a discussion of the importance of materials. It seems to me that many of our colleagues, particularly in the other social sciences, do not realize how vital it is that materials be collected, preserved, and fully exploited, and, in part as a consequence of this, their research work is inadequate and has to be done over frequently. It seems to me that most of the important contributions to knowledge in the social sciences and the humanities result not from ratiocination on the part of the scholar but from the utilization of hitherto unknown or unused material. Certainly the deplorable situation with reference to materials for research in history is responsible for tremendous waste and duplication of effort in research. To come back to the matter of contributions and to illustrate: I understand that even Professor Turner's great contribution of the Frontier Hypothesis was the outcome of his study of the great Draper Collection at Madison.

It is my belief that the most promising field for co-operative effort, and promotion on the part of foundations, in the social sciences and the humanities is in connection with materials. The ultimate research and interpretation has to be done by the individual scholar, and there are plenty of scholars ready to do it, but the material can be made available to him by others. It seems to me uneconomical for those who have the disposition of funds for the promotion of research to spend it on fellowships, who have to devote most of their time to locating and organizing materials and then, in many cases, miss some of the most important things, so that the work has to be done over. Comprehensive and co-operative projects with reference to materials would help, not only one scholar, but a multitude.

Take, for example, the subject of the West in the later Colonial period of American history. Much research has been done on this subject and some of it was excellent but so much new material has come to light recently, such as the Gage Papers and the Amherst Papers, that nothing that has been done in the past

(Over)

June 22, 1933

can be looked upon as approaching definitiveness. Unfortunately, however, neither of these collections are readily usable by scholars at the present time.

What is the status of the new edition of your report on the reproduction of materials? I intended to ask you this question in New York but it slipped my mind.

Sincerely yours,

Solon J. Buck

P.S.

You sent me, perhaps by mistake, three copies of the "Note on Archives" from Professor Shotwell. I am returning two of them to you herewith. I do not see that it is necessary for us to do anything about this matter. I certainly am not in a position to give an informed opinion on the subject.

P. S. #2 - It seems to me very important that, if our committee is to continue to function in any capacity, its objective and powers should be defined and the two councils should come to an agreement concerning them. That does not mean that we should not, if desired, function differently for the two councils, but we should know where we are at.

S. J. B.

SJB:AM

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1933 JUN 15 PM 4:27

SOLOM J BUCK

To Western Penna Historical Society
 UNIVERSITY OF PITTSBURGH PGH *Historical Bldg Bigelow Blvd Pgh Penna*

MEETING NINE THIRTY DAYLIGHT SAVING SSRC ROOM JUNE TWENTY GRAS

CANNOT COME LATER

ROBERT C BINKLEY.

TELEPHONE CONFIRMATION

ma 3500 Ry 5071
~~*140 80927*~~
140 5021 J.P.B.
 NO. *140*
 BY *AT*
 CALLS *420 Mailed June 15.*

6/14/33 Postal Telegraph telephoned the following:

From Cambridge, Mass. 6/14/33

Dr. Solon J. Buck, Pittsburgh

Will June 20 be satisfactory for a meeting. Wire
me collect by postal telegraph.

Robert C. Binkley

Telegram 'phoned to Postal Telegraph - 6/14/33

Mr. Robert C. Binkley, 95 Widener Library, Harvard U.,
Cambridge, Mass.

*Can make it June 20. Would
prefer a later date*

SENT COLLECT

Solon J. Buck

JUL 22 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH 3
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

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ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

July 18, 1933

Professor Solon J. Buck
Western Pennsylvania Historical Survey
Pittsburgh, Pennsylvania

Dear Sir:

I have submitted our report to our parent Councils and tried to make it clear that we would like an instruction as to the emphasis to be given our work, whether it is to lie chiefly in the field of original planning and study or of analysis of material submitted to us.

Doctors Leland and Crane thought that the Councils could afford to pay to have the material gathered by the Sub-Committee on Categories further digested and rewritten so that all parts of it would come to conform, more or less, to the standard of Quinn's section on literature. Mayer, at the Library of Congress, they thought, could be retained to cover all the social sciences in this way. In Gras's absence I took the responsibility of approving this suggestion, thinking that the more we can get the material worked over the better it will be. But, since this deviates from the last vote of the Committee on the subject, I submit it as an open question for approval.

Another thought was explored in the conversation with Crane. It seems that one of the normal steps in the work of any committee is the application for permanent staffing. Crane feels that the SSRC will need a staff which, taken collectively, will cover a wide field. I told him that I saw no reason why a staff member occupied with some special responsibility in a particular field, as for example statistics, could not take over all or part of the work on Materials as well. We then discussed the possibility that some of the tasks opened up by the Joint Committee might be pushed off upon present members of the SSRC staff.

It seems inevitable that the membership of the Committee will have to be enlarged somewhat if we are going to staff the sub-committees which we asked to have created at our Cambridge meeting.

As a result of an interview with Library of Congress staff members, I have begun to formulate the general outlines of a project to cover the use of the film slide in the American library system and at Leland's suggestion developed, up to a certain point, a proposal whereby persons who have had experience in reading film slide projections be called together to meet with representatives of the industry to state the requirements of projected apparatus.

In the present state of the organization of the Joint Committee these are presumably matters that fall more particularly in the field of the Sub-Committee on Reproduction of Materials. But, nevertheless, it seems better to present them to the full Committee.

Very truly yours,

Robert C. Brubly

Chairman

RCB:HMA

JUL 31 1933

THE NEW YORK PUBLIC LIBRARY

C O P Y

July 22, 1933

Dr. Robert C. Binkley, Chairman
Joint Committee on Materials for Research
95 Widener Library
Cambridge, Massachusetts

Dear Dr. Binkley:

Mr. Puckette, of the New York Times, called yesterday and reported they were about ready to get out the proposed circular and questionnaire in regard to the offset reproduction of the Times. You remember you approved of the suggestion that this circular be sponsored by the Joint Committee on Materials for Research. As far as Mr. Lydenberg and I can recall it was not decided just how far this sponsoring would go. Are you ready to have the circular go out on the Committee's letterhead? If you are, the Times will be glad to provide the paper, envelopes, postage, etc.; there will be no expense to the Committee.

I enclose a copy of the proposed circular in the form approved by the Times. It was prepared very largely by Mr. Lydenberg and myself. You will note there are at the end three sheets. One of these is to go to subscribers to the present rag paper edition; another, to subscribers to the bound file of the regular edition; and the third, to others whom we think might be interested in acquiring the reduced reproduction.

If you have any comments or suggestions, please let us know. Remember we particularly want to know whether it is all right to have the whole statement go out on the Committee's letterhead. If the Times furnishes the paper, will you want any change in the heading from that which you have been using.

Sincerely yours,

(Signed) K. D. Metcalf

Chief of the Reference Department

KT
Enclosure

A number of librarians have proposed that in place of the present full size rag paper edition for permanent preservation The New York Times print, for libraries a reduced reproduction by the offset process (also on rag paper) similar to the sample enclosed.

The New York Times at the request of the librarians has investigated the proposal. Cost figures on the miniature reproduction process show that the expense of producing the volumes would be subsequently greater per subscription than the present full size rag paper edition.

If, however, the number of subscriptions for the miniature edition is increased over that of the present rag paper edition, the unit cost can be lowered to a figure which may make the librarians' proposal for the smaller size volumes practicable. The New York Times, we may mention here, has published the rag paper edition at a loss and has never looked upon its contribution to the permanent preservation of newspaper files as a profit making undertaking.

The next step is to ascertain what likelihood there is that the advantages of the miniature edition will increase the number of subscriptions by libraries. The Joint Committee on Materials for Research has volunteered to sponsor the questionnaire enclosed. May we ask you to consider all the information sent you and give us definite answers as soon as possible?

Present Rag Paper Edition

Since January 1, 1927, The New York Times has issued a rag paper edition for permanent preservation in libraries. The subscription price for this edition is \$170 a year. It is delivered in twenty-four bound volumes (it can also be purchased unbound at \$100 a year). The twenty-four bound volumes when shelved upright fill two shelves three feet long, and if placed in a standard stack, the depth of the volumes is so great that they occupy both sides of a double-faced stack section. The height of the volumes is 23 inches, and in a standard stack section only three shelves can be used out of the normal six or seven. If the volumes are shelved horizontally - which is a more satisfactory way to shelve them, with a shelf inserted between every volume or every two volumes - a year's file will fill one complete section 7½ feet high and in a standard stack will fill both sides of one double-faced stack section.

Proposed Miniature Edition.

The proposed reproduction would be bound in twenty-four volumes a year and could be shelved on two standard three-foot shelves. It is believed that any one with normal eyesight can find his place in the paper without the aid of a reading glass and that with a suitable reading glass would have no difficulty in reading anything in the paper. Of course The New York Times Index simplifies the finding of references in the files. An oblong reading glass, which can be obtained at a reasonable price, either attached to an adjustable standard or by itself, is available from the various optical companies. (Information in regard to these glasses can be obtained upon request.)

The subscription price of the proposed miniature edition would, if sufficient subscriptions are received, be the same as that of the present full size edition (\$170 per year) despite the extra cost of publication. Although no definite future promise can be made, it may be that if the extra advantage of the miniature edition increases the number of subscriptions materially, the annual subscription price may eventually be reduced. The Times has never received returns equaling expenses on the rag paper edition and has no desire to make money on any special edition prepared for libraries. It simply hopes for returns to pay for part of the expense involved in printing and distributing the library edition.

The advantages and disadvantages of the proposed change are noted below:

Disadvantages:

1. A reading glass is necessary for extensive work and some readers may be prejudiced against the use of reading glasses.

Advantages:

1. SAVING OF SPACE

If the regular edition is shelved vertically, three-fourths of the space is saved by the use of the reduced edition.

If shelved horizontally, five-sixths of the space is saved by the use of the reduced edition.

It is estimated that the space saved in an average library amounts to \$50 a year in construction costs. If sliding shelves are used for newspaper volumes, this figure would be increased. (It is suggested that you figure out this saving for your own library.)

Reading room space as well as storage space is saved.

2. CONVENIENCE

The reduced edition is more convenient both for staff and readers. With the regular edition the cost of placing the volume before the reader and of reshelving must be considered. With the proposed reissue the cost of handling would be no greater than for ordinary library books. The use of the smaller volume, even when a reading glass is required, is more convenient than the use of the bulky regular edition.

3. PERMANENCE

With paper of equal quality used in both editions, it is estimated that the smaller volume will wear at least four times as long, as in the reduced edition wear and tear on the binding is much less and leaves are not so likely to fold over. Repairs can be made at less expense with the reduced edition and rebinding will cost perhaps one-fourth the cost of rebinding the regular edition.

With the above statement in mind, please answer the questions on the attached sheet and send it to the Joint Committee on Materials for Research, in care of H. M. Lydenberg, New York Public Library, New York City, with any comments you may care to make.

For subscribers to the rag paper edition of The New York Times:

If The New York Times decides to issue a reduced reproduction similar to the enclosed sample and distributes this edition in bound form at a cost of not more than your present subscription for the rag paper edition (\$170 annually), will you subscribe for it?

(Answers to this question are sought for the information of The New York Times and the Joint Committee on Materials for Research. It is assumed, however, that they will be given in good faith and that The Times may with reliance count on formal filing of orders by those here voting in favor of the change to the reduced reproduction if and when The Times should so decide.)

(Comments and suggestions are welcome.)

It has been suggested that you might become a subscriber for the proposed reduced reproduction of The New York Times (a sample of which is enclosed) on account of the saving in space required for shelving, and the ease of handling. If The New York Times decides to publish the new edition at not more than \$170 a year, will you subscribe?

If you cannot afford the new edition at \$170, would you subscribe at a lower rate? Will you set a subscription price which would make it possible for you to subscribe?

(Answers to these questions are sought for the information of The New York Times and the Joint Committee on Materials for Research. It is assumed, however, that they will be given in good faith and that The Times may with reliance count on formal filing of orders by those here voting in favor of the change to the reduced reproduction if and when The Times should so decide.)

(Comments and suggestions are welcome.)

For subscribers to the bound file of the regular edition of The Times:

If The New York Times decides to issue a reduced reproduction similar to the enclosed sample and distributes this edition in bound form at the same cost as the present rag paper edition (\$170 annually) will you, taking into consideration the disadvantages and the advantages of the proposed new edition, change your subscription from the present bound newsprint edition to the proposed new rag paper edition?

If you cannot afford to make this change, will you make it if the cost of the new edition can be reduced? What subscription price would enable you to make the change to the miniature edition, bearing in mind the advantages outlined above?

(Answers to these questions are sought for the information of The New York Times and the Joint Committee on Materials for Research. It is assumed, however, that they will be given in good faith and that The Times may with reliance count on formal filing of orders by those here voting in favor of the change to the reduced reproduction if and when The Times should so decide.)

(Comments and suggestions are welcome.)

July 24, 1933

Prof. Robert C. Binkley,
95 Widener Library,
Cambridge, Mass.

Dear Binkley:

I have read your letter of July 18 and the accompanying report. It seems to me that the report is in very fine shape, and it meets with my complete approval. I hope that it will make the desired impression upon the members of the Social Science Research Council.

I am glad to know that steps are being taken to have the material gathered by the sub-committee on categories further digested and rewritten. I have felt all along that it needed such treatment.

I hope that the second edition of your "Methods of Reproducing Research Materials" is not going to be unduly delayed. It is very much needed all over the country.

Sincerely yours,

Solon J. Buck

SJB:AM

JUL 31 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
— of the —
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

NORMAN S. B. GRAS
HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*

FLORA STONE MATHER COLLEGE
WESTERN RESERVE UNIVERSITY
CLEVELAND, OHIO

95 Widener Library
Harvard University
Cambridge, Massachusetts

H. M. LYDENBERG
NEW YORK PUBLIC LIBRARY

KENNETH B. MURDOCK
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

July 26, 1933

Professor Solon J. Buck
Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck:

Thank you for your gratifying letter of July twenty-fourth. I have set November first as the date for the next edition of Reproducing Materials for Research.

Yours sincerely,

Robert C. Binkley
Chairman
R

RCB:MMA

Feb. 6. A. C.

AUG 16 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
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KENNETH B. MURDOCK
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

August 14, 1933

Professor Solon J. Buck
Western Pennsylvania Historical Survey
University of Pittsburgh
Pittsburgh, Pennsylvania

Dear Buck:

Leland suggests, and I think it a good idea, that we have a meeting with the manufacturers of projectors to discuss the needs that arise for reading by projection and the storage of films for this purpose and other cognate problems.

Would it not be a good idea for us to formulate our requirements, as, for example, do we want stronger light, more definition, more convenient loading and unloading, remote control? What qualities are we willing to sacrifice for price, what price for quality? How important is it to have apparatus that will work in moderately normal light rather than heavy darkness, etc.? Lydenberg is still unpersuaded of the library utility of film projection; but I think the number of users is increasing.

Yours sincerely

Robert C. Binkley
Chairman M.M.A.

RCB:MMA
Dictated but not read.

August 17, 1933

Dr. Robert C. Binkley,
95 Widener Library,
Harvard University,
Cambridge, Massachusetts

Dear Binkley:

I quite agree that it would be a good idea to consult with the manufacturers of projectors with reference to the problems involved in their use. I do not know enough about the matter at present to formulate the problems as they present themselves to us, and Downes and Holbrook are both away at the present time on vacations. When they return, about the first of September, I will, if you desire, ask them to prepare a statement of the problems.

I am inclined to agree with Lydenberg as to the difficulty of using film projection in libraries under present conditions. We have been experimenting with the making of small enlargements of a standard size, 5 x 8, and we find that they are very convenient for filing, inexpensive, and usually quite legible with the naked eye. When necessary, of course, a glass can be used with them.

Sincerely yours,

Solon J. Buck

SJB:AM

AUG 24 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY
LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS
NORMAN S. B. GRAS
HARVARD UNIVERSITY

ROBERT C. BINKLEY, *Chairman*
FLORA STONE MATHER COLLEGE
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H. M. LYDENBERG
NEW YORK PUBLIC LIBRARY
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HARVARD UNIVERSITY
ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

Librarian
Historical Society of Western Pennsylvania
Pittsburgh, Pa.

A number of librarians have proposed that in place of the present full size rag paper edition for permanent preservation, The New York Times print for libraries a reduced reproduction by offset process (also on rag paper) similar to the sample enclosed.

The New York Times at the request of the librarians has investigated the proposal. Cost figures on the miniature reproduction process show that the expense of producing the volumes would be substantially greater per subscription than the present full size rag paper edition.

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The next step is to ascertain what likelihood there is that the advantages of the miniature edition will increase the number of subscriptions by libraries. The Joint Committee on Materials for Research has volunteered to sponsor the questionnaire enclosed. May we ask you to consider all the information sent you and give us definite answers as soon as possible?

Joint Committee on
Materials for Research

Robert C. Binkley, *Chairman*
Solon J. Buck
Laurence Vail Coleman
Norman S. B. Gras

H. M. Lydenberg
Kenneth B. Murdock
Alfred H. Quinn

August 24, 1933

Mr. H. M. Lydenberg,
New York Public Library,
42nd Street and 5th Avenue,
New York City, N. Y.

Dear Mr. Lydenberg:

I like the miniature edition of the New York Times very much and am glad to have a sample of it. Unfortunately the resources of our society are too small to permit us to subscribe to any newspapers, even at the regular price. I hope that enough subscriptions are obtained to make it possible to carry the project into execution.

Sincerely yours,

Solon J. Back

SJB:AM

SEP 2 1933

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
of the
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
AMERICAN ASSOCIATION OF MUSEUMS

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KENNETH B. MURDOCK
HARVARD UNIVERSITY

ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

August 29, 1933

Professor Solon J. Buck
Western Pennsylvania Historical Survey
Pittsburgh, Pennsylvania

Dear ~~Mr.~~ Buck:

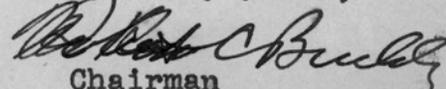
In consequence of a long and changing discussion with Mr. Crane the report of the Sub-Committee on Categories of Materials for Research is receiving this tentative circularization among ourselves as a mimeographed internal document.

We shall all wish to go over this Report to see where it is taking us and to appraise the efficacy of the procedure and consultation that we have used. This will stand on the agenda of the next meeting and in the meantime I am wondering whether we can really trust the professors whom we consult to carry us very far when we ask them to keep the whole problem of categories in their respective fields. Is there any possibility that we could put up to them such questions as this:

1. What kinds of material should be gathered, what kinds of information be made a matter of record if the interest in families now channeled by the geneologists should be broadened to include all scholarly interests?
2. A similar question to be formulated to cover local studies and all possibilities that may arise from the guiding of the individual's interest in the place where he lives.
3. A comparable question formulated in connection with the individual's interest in his occupation.

This possibility is at present very hazy in my mind. Is there any use in following it up?

Very truly yours,


Chairman

RCB:MMA

The Report is being sent you under separate cover.

September 5, 1933.

Mr. Robert C. Binkley, Chairman,
Joint Committee on Materials for Research,
Western Reserve University,
Cleveland, Ohio.

Dear Binkley:

Your letter of August 29 and the two copies of the report of the sub-committee on categories have reached me just as I am leaving for a vacation. I shall not have time to look over the report probably until about September 20. I have read your letter, but I do not feel prepared to express any opinion about the proposed question at the present time. I do not feel that I quite know what you are driving at. Perhaps I will understand the matter better after I have read the report.

Sincerely yours,

Solon J. Buck

SJB:H

NOV 7 1933

4 November, 1933

To the Members of the
Joint Committee and Correspondent:

Three large-scale enterprises (relating to library resources, adult education and unemployment relief), which, considered separately, are visionary and impracticable, but combined together become practicable and imperative, for they present an opportunity that may never recur for enriching American life at an important intellectual level.

These three enterprises are, briefly:

1. The improvement of American resources in materials for research by making comprehensive inventories and calendars of manuscript and other collections. These inventories would be made throughout the country and deposited in the Library of Congress, constituting a national catalogue of a great body of treasures which are at present in many cases unorganized and useless, even to the institution possessing them.
2. The development of the practice of reporting unpublished materials to the Library of Congress in such a way that a larger proportion of the population may become permanently useful participators in the activities of scholarship. Incentive, status and leadership will be given to the tasks of collecting and organizing materials for research.
3. The relief of that class of unemployed who have started on a career of scholarship, but have been sidetracked by the depression. It is wasteful to permit the demoralization of these people. They could be saved and used just as efficiently in improving our cultural materials as the C.C.C. is improving our forest resources.

Is there not a possibility of combining these three enterprises on the following basis:

- 1) Relief funds at subsistence wages from the Federal Government; product of work to become property of the Library of Congress.
- 2) Recruitment through institutions active in scholarship.
- 3) Definitions of tasks and detailed administration through libraries, historical societies, etc. on volunteer basis.
- 4) General administration and technical standardization financed by a foundation, with aid of volunteer advisers.

At the present moment the question confronting us is this: Does this project possess sufficient possible merit to warrant taking steps to give it, immediately, some further definition?

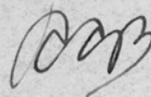
On behalf of the Joint Committee on Materials for Research, I can testify to the vastness and importance of the tasks of inventory and calendar work, the desirability of developing within the world of scholarship other activities than those of writing and publishing monographs, and the key position of a standing national inventory of research material resources in the development of plans for the future of research in this country.

I do not know how large is the class of people who could and would do this work at subsistence wages if called upon, nor how the administrative costs would figure, nor how the plan would fit the policies of the National Administration, but it should be possible to clear up these points with the help of competent advisers. The plan is not ripe for action, but is ready for the next step in definition and formulation. Shall that step be taken?

Or shall we take upon ourselves the responsibility for dropping the whole thing at this stage?

RCB/FT

Very truly yours,

A handwritten signature in cursive script, appearing to be 'RCB' or similar initials, written in dark ink.

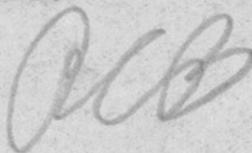
NOV 7 1933

This is a postscript to the enclosed letter. The following note, just received from Robert T. Crane of the Social Science Research Council, is of interest:

" On my last trip to Washington I found that the education people had about abandoned hope of getting relief funds into education. They are suggesting a small federal appropriation, some five hundred million annually, for educational relief which would go directly into the schools. These special schemes seem generally to have struck a snag, though the proposal to send the unemployed to college has not been given the coup de grace as yet. I can see no room to hope for effecting the plans you have had tentatively in mind."

You will doubtless wish to take this opinion into account in forming an opinion on the whole subject. The question is really, at this moment, how far ought we to go in defining a plan before deciding to drop it or present it.

Sincerely,



November 8, 1933

Professor Robert C. Binkley,
Western Reserve University,
Cleveland, Ohio

Dear Binkley:

The project tentatively outlined in your communication of November 4 appeals to me very strongly. I have, however, no means of knowing anything about the prospects of putting through such a plan. It seems to me that your formulation is sufficiently definite to stand as a basis of finding out whether or not the powers that be would be at all interested in it. Unless some encouragement can be obtained from some one in authority, I think it would be a waste of time to work out further details.

Sincerely yours,

Solon J. Buck

SJB:AM

Reprod

November 13, 1933

Professor Robert C. Binkley,
Flora Stone Mather College,
Western Reserve University,
Cleveland, Ohio

Dear Binkley:

Herewith I am sending you a copy of a letter received from Coleman. I had forgotten all about the committee to which he refers. My recollection now is that I was supposed to serve as a liason between this committee and the Joint Committee. It looks as if I shall have to rely upon you to supply me with the information necessary for a report to the Conference.

With reference to the methods of reproducing materials, the main question would appear to be: when is your report coming out?

I shall defer corresponding with the other members of the Conference committee until I hear from you.

Sincerely yours,

Solon J. Buck

SJB:AM

NOV 20 1933

16 November, 1933

To members of the Joint Committee & Correspondents:

Subject: Federal aid to inventory of research materials.
(Cf. circular of November 4th)

On November 4th a circular went out requesting opinions on a project to devise ways of using federal relief funds to make an inventory of unpublished materials. It was suggested that this might serve to help unemployed scholars, and to establish a system of reporting unpublished materials valuable for later use.

1. Replies indicate that the relief funds, while they may be available for research projects (See copy of letter from Commissioner Zook to Dr. Judd), must go to people already on the relief rolls. And it appears from the opinions of Cartwright, Judd, and Crane that few of these people are highly qualified.
2. But if we can develop fool proof methods of inventory and report, permitting the use of people having the lower qualifications of those actually on the relief rolls, it would seem very easy to use federal funds for the purpose of carrying on the inventory project, and even getting some union lists done. Therefore, the question arises in this form: Can there be devised methods of inventorying unpublished materials, or of making union lists, that can be used by people available on the relief lists? If such methods can be devised, an effort might be made to standardize this type of made work throughout the country so that the results would give us, in effect, our inventory of materials, as a by-product of this winter's relief.
3. If this method cannot be devised, there remains the new C.W.A. which can get wages of \$1.20 an hour for skilled labor, and which, it appears, need not take all its people from the relief rolls. If local authorities can be brought to approve projects of union lists and inventory, a large-scale national enterprise might be carried on by co-ordinating local efforts.

I am asking Lydenberg to give an opinion on the question raised in 2, Leland on the question in 3, while I try out the matter in Cleveland with the people on the ground.

Robert C. Binkley

NOV 20 1933

Copy

Joint Committee Dossier:
Federal Aid on Inventory FormSS.

United States
Department of the Interior
Bureau of Education
Washington

October 17, 1933

Dr. Charles H. Judd
School of Education
University of Chicago
Chicago, Ill.

Dear Dr. Judd:

This letter is being sent to the presidents, deans of graduate schools, deans of schools of education, and directors of nursery schools in the following six universities: Harvard, Columbia, New York, Chicago, Minnesota, and California. Its purpose is to ascertain whether a work relief program in the field of educational research is feasible.

To provide "work relief" for highly trained men and women whose need for relief can be shown to the satisfaction of the local relief administration, the Federal Emergency Relief Administrator has authorized types of research projects to be carried on as Federal Work Relief Projects. (The descriptive memorandum dated September 22 is enclosed.) As a part of this program, I am submitting a brief description of five projects which may be carried on under the "titular direction" of the U.S. Office of Education, if you regard them as feasible, and are willing to co-operate.

It is my belief that very valuable research and educational service may be obtained by the institutions co-operating. At the same time the projects will afford financial aid to a group of persons, many of them with master's, doctor's, and professional degrees, whose need of relief is most critical.

If one or more of these projects appeal to you, will you please canvass the possibilities of carrying them on? At least two questions are involved:

1. Are there regular university staff members with time and facilities to carry on the research if research workers are made available by the relief administration? It is understood that only the relief wages of the research workers (scholarly and clerical workers included) will be met from relief funds. All other expenses must be borne by the university.

2. Are there persons eligible for relief as judged by the local relief administration who are qualified to assist in the desirable research projects?

If in the light of these two questions such research projects seem feasible and desirable, will you kindly write me? I shall then determine the next step. Possibly a conference of representatives of the universities interested will be advantageous. Will you kindly indicate whether such conference seems to you desirable?

Sincerely yours,

(Signed) George F. Zook

Commissioner

NOV 18 1933

Reproach

THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH
— of the —
AMERICAN COUNCIL OF LEARNED SOCIETIES
AND THE SOCIAL SCIENCE RESEARCH COUNCIL

SOLON J. BUCK
WESTERN PENNSYLVANIA HISTORICAL SURVEY

LAURENCE VAIL COLEMAN
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ARTHUR H. QUINN
UNIVERSITY OF PENNSYLVANIA

17 November, 1933

Mr. Solon J. Buck
Western Pennsylvania Historical Survey
Historical Building
Pittsburgh, Pa.

Dear Buck:

In reply to your letter of the number 13, as soon as we get our new man (how often this refrain goes through my correspondence) we will begin putting into actual effect, on a small scale, the publishing service, and at that time your committee of the Historical Society will be very helpful. The question on technique can, I suppose, be best left to await this new edition of my report which is definitely coming out this winter. I had hoped in November and now I think in December.

With best wishes, I am

Sincerely,

Robert C. Binkley

RCB/FT

2
NOV 24 1933

23 November, 1933

To members of the Committee & correspondents:

Subject: Federal aid to inventory project.

Carl Hilsm of A.L.A. has undertaken to circularize a number of libraries suggesting they act on the following communication:

Union list enterprises, if drafted and sponsored by public libraries or state university libraries, have a good chance of acceptance under C.W.A. After December 1st probably people not on relief rolls will be employed on these projects. But projects should be formulated immediately and approved by state authority. Suggest you get blanks from local authorities and work out plan to use fifty or more people at skilled labor rates to check in all libraries of your region standard bibliographies such as Paetow, Dahlmann Waitz, Lanson, Larned's Literature of American History, Langer's Foreign Affairs, and transfer checks to make bibliographies union list for coordinating purchasing policies and utilizing fully all library resources.

A project on this basis has been laid before the C.W.A. of Cleveland, as appears in the enclosed letter from Miss Eastman to Mr. Raymond. Note also the enclosed letter from Dr. Zook to Tyler, indicating that the survey, inventory and calendar of unpublished materials may be shaped up for adoption, either nationally, or by stimulating coordinated initiative in each state.

Robert C. Binkley

AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS

November 20, 1933

Professor R.C. Binkley
Western Reserve University
Cleveland, Ohio

Dear Professor Binkley:

I am enclosing a copy of a note just received from Dr. Zook. I am not without hope that the developments now proceeding in Washington will make it possible to extend the application of the plan on a national basis, but, if you could in the meantime make a start in Ohio, that would be so much to the good.

Very truly yours,
H.W. Tyler, General Secretary.

UNITED STATES
DEPARTMENT OF THE INTERIOR
Office of Education
Washington

November 16, 1933

Mr. H.W. Tyler
American Association of University Professors
744 Jackson Place
Washington, D.C.

Dear Mr Tyler:

I have your kind letter of November 13 together with the enclosed copy of letter from Professor Binkley at Western Reserve University. We have all of us hoped that the plan for educational work relief would be helpful along the lines which have been mentioned by Professor Binkley. There is no question in my mind but that the plan in any one state may be modified sufficiently so as to include the kind of work which Mr. Binkley mentions. He should therefore get into contact first with the local superintendent of schools in Cleveland and later with the State superintendent in Ohio to urge the inclusion of that work along this line in the State plan for educational work relief.

It is just possible that as a result of developments now proceeding in Washington that the present plans may be considerably liberalized. If so, they should be in the direction of making it easier for any one to develop plans similar to those which Professor Binkley has in mind.

Sincerely yours,
George F. Zook, Commissioner.

NOV 24 1933

Copy

November 21, 1933

Mr. Stockton Raymond, Director
Civil Works Administration
1900 Euclid Avenue
Cleveland, Ohio

My dear Mr. Raymond:

The Cleveland Public Library proposes that the Civil Works Administration adopt as one of its work relief projects a plan that will employ, in improving and coordinating the library resources of Cleveland, fifty or more people of the white collar class. The proposal has been gone over with Dean Hirschberg of the School of Library Science, Western Reserve University, and Professor Robert C. Binkley, Chairman of the Joint Committee on Materials for Research of the Social Science Research Council and the American Council of Learned Societies. The proposal has been studied from the standpoint of employment needs, of the internal requirements of the Cleveland Public Library, and of the needs of the library users. It would put to work, at improving and coordinating the library resources of Cleveland, fifty or more trained librarians who have been out of work and needing employment, together with numerous typists and clerks who could work under their direction.

It is proposed that these people make union lists of the holdings of the various libraries of Cleveland, (notably the Cleveland Public Library, and the several university libraries), to the end that the public may more easily make use of the total library resources of the city, that the expenditures of book funds may be more economically directed, and that the staff of the Library may be able to take care of the needs of the public more effectively. Bibliographies exist covering in an orderly and comprehensive manner almost every field. The reader who wishes to look up some topic included in these subjects turns to them as a matter of course, but cannot find out whether a given book is available in the city without making the rounds of four libraries. If the bibliographies were checked in the catalogues of these libraries, and marked to indicate whether and where the books were available, the actual usefulness of the books the libraries now possess would be much increased. Work of this kind, we feel, is a sound investment in the public interest. And it requires an expenditure of which 100% goes for wages.

Do you approve, in principle, of the proposal here outlined? Will you be good enough to give us an opportunity to put it in form for submission to and adoption by the Civil Works Administration? What facts and estimates regarding a project of this kind should be in your hands for transmission to the Administration?

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Linda B. Eastman
Librarian, C.P.L.

December 1, 1933

Prof. Robert C. Binkley,
Flora Stone Mather College,
Western Reserve University,
Cleveland, Ohio

Dear Binkley:

Your letter of November 28 and enclosures were duly received and carefully considered. I took the matter up with Mr. Dice, the University librarian, and Mr. Munn, librarian of the Carnegie Library. Mr. Munn had already submitted a project for the use of a large number of unemployed people with library training or experience and he thought that he might utilize some of them, if he gets them, for compiling Union Lists. I am submitting a project for the Historical Society to employ eight people in "locating, inventorying, collecting, arranging and cataloguing Allegheny County historical material." As our society receives a small amount of support from the City of Pittsburgh, we hope that it will be considered as entitled to share in the C. W. A. project.

I should be glad to be informed as to whether or not Miss Eastman's project goes through and, if it does, to learn more about the details of it. I should also like to be kept informed concerning any national developments along this line.

Sincerely yours,

Solon J. Buck

SJB:AM

DEC 8 1933

December 6th, 1933

To the members of the Committee & correspondents:

This is an interim report on activities of the Joint Committee. Pressure of events has driven this program forward so fast that adequate consultation with the membership has been impossible.

1. The action of the Council of Learned Societies in matching the offerings of the S.S.R.C. gives the Joint Committee a working budget of \$4000.
2. Consulting with Gras who remains in charge of the enterprise so far as the Joint Committee is concerned, a scheme was set on foot to bring business firms to hold samples of their records of the pre-code era, and it is a natural part of this policy to work out a method and an organization for combining the interests of business and of research in the preservation of business records. I informed those involved that Committee funds to the extent of \$200 could be used to launch this project—the \$200 to be exclusive of mailing costs and necessary expenses for the Committee members.
3. After considerable preliminary discussion and under the pressure of very rapid developments in Washington, a sub-committee of the Joint Committee was set up to exploit the C.W.A. in the interest of the object of the Joint Committee. Dr. Joseph Mayer of the Library of Congress was put in charge of this for a month at a stipend of \$200, and Mr. Lydenberg was authorized to discuss with Dr. Louis M. Hacker some use the Joint Committee might make of his time. These actions were taken with the collaboration of Leland and Lydenberg.
4. The Problems & Policy Committee of the S.S.R.C. has voted \$2000 to be used in preparing an instruction on the collection and care of fugitive materials. The next step is to arrange with Kuhlman to do this job.
5. The secretaryship. I have interviewed a number of candidates and at the present writing the best man seems to be a Dr. Peyton Hurt of the University of California who will not be free until May. Meanwhile, I have authorized such uses of the Committee's money as to make it reasonable to defer the appointment of this secretary for awhile.
6. I engaged a onetime graduate student of about an M.A. level at the starvation wage of \$5 a week as a sort of apprentice in the preparation of the new edition of the Methods of Reproducing Research Materials. This young woman, Josephine McCarter,

volunteered to come into our enterprise in the thought that there was a chance of a career in it. She is now working on the new edition in which we are trying to keep ahead of the inventors.

7. I have given definite assurance to Graves of the Council of Learned Societies and to Gilchrist of the Association of Research Libraries that a bibliography on the Far East and a list of Ph. D. theses will be given atchance at the publishing service procedure.

8. I am making an effort to establish a film slide service in New York by interesting someone in that in the possibility of a small business in that direction.

9. An unexplored territory in the Joint Committee program as reported to the parent council on June 20th lies in the development of methods by which more people can aid scholarship by organizing and preserving its materials for research. An initiative has been undertaken to study in Western Reserve University the possibility of giving training in those kinds of research activities whachinihātiseue in prepared materials for research rather than in mature products of research.

Robert C. Binkley.

December 8, 1933

Dr. Robert C. Binkley,
Western Reserve University,
Cleveland, Ohio

Dear Binkley:

I have read with much interest your interim report of December 6 and I am very much gratified at the progress that the Joint Committee is making. It seems to me that its prospects are now much better than they appeared to be at the time of our last meeting.

You will be interested to know, if you have not already learned, that the Pennsylvania State Library has had a CWA project authorized for making a survey or inventory of county archives and other historical materials in all the counties of Pennsylvania. We have undertaken to supervise the work in Allegheny County and we expect to put four men on the job next week. The Carnegie Library's project will also probably go through and a part of it will be the making of Union Lists of Allegheny County materials in the local libraries. I doubt if the Historical Society's project will go through, for even if the society is considered eligible, it will probably be felt that its project would duplicate that of the State Library in Allegheny County.

Sincerely yours,

Solon J. Buck

SJB:AM