



[Solon J. Buck Papers.](#)

## **Copyright Notice:**

This material may be protected by copyright law (U.S. Code, Title 17). Researchers are liable for any infringement. For more information, visit [www.mnhs.org/copyright](http://www.mnhs.org/copyright).

MEETING OF THE JOINT COMMITTEE ON MATERIALS FOR RESEARCH

February 17-18, 1930.

Offices of the Social Science Research Council,  
230 Park Avenue, New York City.

The meeting was called to order at 10:00 A. M., Monday morning, February 17th. Those present were: the Chairman, Dr. Buck, Professor Gras, Dr. Leland, Mr. Lydenberg and Mr. Lynd.

Dr. Leland stated that the question of making available information with regard to the sources of material has long interested the American Council of Learned Societies, and at the request of the Chairman he raised the following questions which will concern the Committee in its work:

- (1) The recognition and enumeration of categories of material. Not only historical records, et., but recognition of categories not so obvious. The Committee should point out different categories that should be of interest.
- (2) The Committee will be concerned with the matter of the physical durability of material. This is largely a matter for chemists and technologists and Dr. Leland suggested cooperation with the National Research Council and its Committee on the Durability of Materials.
- (3) A third concern of the Committee is the matter of the collection of materials. They should be brought together so that they would become available.
- (4) Materials should be made known by description and inventories of catalogues, calendars and surveys, etc.
- (5) The question of getting records of the sort that are not kept at the present time. (i.e., ask the National City Bank to save all its correspondence touching Haiti for the next thirty years, putting it away in a vault and then making it available when it would no longer cause trouble and would be of value to scholars.)
- (6) Prevention of the destruction of valuable materials. (Dr. Buck cited the campaign in Minnesota to educate business men to preserve valuable material.

Dr. Buck summarized saying that the problem concerns every aspect of materials for research in social science and the humanities up to the point where the actual research begins and it also includes the publication of the results of research.

Three methods of classifying the problem are:

- (1) Similar to Dr. Leland's plan - classification by collection of materials, bibliographical work, preservation of materials, etc., and publication of materials.
- (2) Classification by types of materials: manuscript material, books, newspapers, physical objects and also things like hand bills.
- (3) Classification by disciplines: sociology, etc., somewhat outworn, but useful.

Dr. Buck felt that the meeting should be devoted to the planning of work along these lines and then the various projects submitted to the Committee should be considered in the light of what the Committee plans to do.

The first thing for the Committee to do is to survey the present situation and find out what is being done at the present time and see what can be done to correlate the activities in these fields of many organizations and institutions that are already at work. Also, what can be done to prevent duplication of work along these various lines.

It may be that projects submitted to the Committee will be useful as suggestions since they sometimes serve to bring striking needs to light.

Professor Gras asked whether the Committee is expected to serve the public or scholars. Dr. Buck answered that it will have to do a certain amount of propoganda to arouse public interest in the preservation of materials, but this sort of work is secondary.

Dr. Buck then discussed with the Committee whether the Committee is to suggest activities and projects or whether it is expected to carry out these recommendations. It was pointed out that the Committee is at present an advisory committee and in order to become an operating committee would have to secure funds. The Committee will proceed in a variety of ways, and it may appoint a sub-committee to carry out certain definite proposals.

Dr. Buck then took up the memorandum from Dr. Binkley.

Regarding a survey of manuscripts for American history:

Dr. Buck described two general enterprises under way in this field.

- (a) Libraries in the Pacific Northwest are working on this, as is
- (b) the Mississippi Valley Commission.

The Committee ought to take the experiences of these two enterprises into consideration and an attempt should be made to develop standard methods of entry for these as well as other surveys of a similar nature.

Dr. Gras asked whether the Committee was going to work on a national or regional basis, and it was felt that the Committee's work might well fit in with the work of the Regional Committees. Dr. Gras suggested that coordination with Professor Gay's Committee on Business Research would be advisable.

With reference to the work that has been done in the various states re-

garding the survey of materials, Alabama, Mississippi and Arkansas have published their results in book form, and this has proved valuable. Dr. Buck said that an effort was being made in Minnesota to develop organization throughout the State which, although its present purpose was to interest loyal citizens in historical sites and markers, might later be used to make a survey of files and manuscripts, etc. This is going under the title of a Survey of Historical Resources so that it will have a wide scope when the organization is built up.

Dr. Leland raised a question as to the type of information obtained by this sort of survey, and mentioned possibility that the various councils might maintain standing committees for work of this sort.

Dr. Leland stated that the Committee's work will be to find out what is going on, what new activities should be promoted, and then, how to coordinate the whole. Information as to work already under way might be obtained by circularizing institutions and by utilizing the material already collected by the ACLS.

Dr. Leland asked what the Committee's function would be in regard to publication in connection with the Social Science Research Council's Committee on Publication and Mr. Lynd replied that this Committee would have the editing and publication of source material whereas the other Committee will concern itself with the publication of the results of research and of source material also. The Committee will probably find itself too busy to do a great deal in the publication field, although a survey of this field comes under its work.

Mr. Lynd suggested that the Committee take a quick view of its field at first and he does not believe that a detailed exhaustive survey should be made.

It was decided to enumerate the agencies operating in the field and their activities at the present time.

1. Bibliographical Society of America

The following projects are under way:

- (a) The completion of Sabin Dictionary of Books relating to America.
- (b) Continuation of lists of newspapers after 1820 on a regional basis throughout the country. There are half a dozen projects under way in this work.
- (c) Regional bibliographies.
- (d) Catalogues of State Imprints are being made.
- (e) A bibliography of French newspapers published in America.
- (f) Census of early printed books in the U. S.

The first two on the list, (a) and (b), are in a pretty satisfactory state of progress.

The Census of early printed books is being continued through the Gesamtkatalog der Wiegendrucke of which Miss Stillwell of the Ann Mary Brown Library at Providence is the American library representative

Mr. Childs of the Library of Congress is working on a bibliography of sixteenth century books.

The Bibliographical Society both originates and carries out projects.

Mr. Lydenberg stated that anyone who wished to study the history of printing in this country will find that the Huntington Library in California has the largest collection of books arranged according to the introduction of printing. The New York Public Library has a modest collection of books arranged according to the spread of printing.

## 2. American Historical Association:

The American Historical Association maintains two major committees: The Historical Manuscript Commission, and the Public Archives Commission. The purpose of the first has been to locate and describe and publish historical manuscripts. It has located some and published a good many. It has never performed the most important function for which it was evolved which was to locate and describe collections of historical manuscripts on a large scale. It has now a plan for a card finding list to manuscripts in this country relating to American History. It is nursing this plan along at present. It might perform a useful service if considerably enlarged. The second, the Public Archives Commission was established thirty years ago and was very active at one time and could be again. It has prepared inventories, often incomplete, fragmentary but useful of the archives of a large number of states and of certain large cities, New York and Philadelphia. This Commission could appropriately interest itself in the archives of the states and municipalities and archives in general as distinguished from manuscripts. It could assist in publishing inventories of this material. It has done a great deal towards improving archival practice in this country. At the present time it is a body with practically no means which is running down.

Mr. Buck stated that the Public Archives Commission had been re-organized at its last meeting when Mr. Ramsdell of Texas was made chairman, and that he felt that the committee was going to be more effective. The committee has undertaken a re-survey of state archives and is revising them so that they might be published altogether. Mr. Buck was himself given money by the Commission to demonstrate what might be done along this line in Minnesota. He regretted that he had run out of funds before he could finish the work.

On the whole it was felt that the Public Archives Commission has a useful future before it in inventorying and publishing and the study of archival problems in general. To date the Commission has not concerned itself with national archives except for the purposes of study.

The Committee on National Archives, formed some years ago, will probably pass out of existence in a few years. The government has assured the building of an archive building and Senator Smoot has introduced a bill which provides for national archives with an archivist to be appointed by the President.

The Committee on Governmental, Historical Documentary Publications is provided for in Senator Smoot's bill. The Committee was originally appointed as a Sub-Committee under President Roosevelt. It prepared a very good program then and this is all it was ever able to do. It is now planned to make it a department in the Archives Building.

The Committee on Bibliographies has interested itself in historical bibliographies and has brought forth a little filing list of European histories

in American libraries. Lately the Committee has been tied up on C. P. Adams' Historical Bibliography which is designed for the use of colleges, students, universities and libraries and is not so much a tool of research as a tool of study.

The American Historical Association also has a Committee on British Bibliography which cooperated with the British Committee in the completion of a bibliography of English history. The American committee has completed its work.

The Conference of Historical Societies was organized about 1904 and brought together superintendents, librarians of state and local historical societies. It has made a survey of historical societies and their activities, collections, etc. The Conference meets every year and forms a means of keeping close contact between the historical societies. There are some five or six hundred such societies of which perhaps seventy-five are active enough to be seriously considered by this Committee. This Conference published a handbook of American historical societies about four or five years ago which gives something about each society. It promoted the making of a calendar of material in French archives relating to the Mississippi Valley down to 1803, the transfer of Louisiana, which has been published by the Carnegie Institution.

The Committee on the Bibliography of American Travel and Description from 1600-1900 is an independent committee at present although it seems to have been under the Committee on Bibliography. It made a small grant at its last meeting and it seems likely that its work will be completed now.

Writings on American History Committee has been established since 1903, and with the exception of two or three years has listed an annual bibliography of writings in American history which the American Historical Association has published. This is a small book containing about three thousand items and supplements Social Science Abstracts. It gives titles with brief annotations and indications of reviews on the United States and Canada and some titles on South America. It does not, however, come out until four or five years after the year it covers. It would, of course, be more desirable to have it come out sooner. Miss Grace Griffin, the person who does the printing prefers to wait until the periodicals are bound up.

In 1905 a bibliography was published by the AHA of the contents of the publications of American historical societies, which gave the contents of all American historical societies up to that date. An attempt was made to continue this down to the present but it was felt that the expense would be too great to make it worth while, as long as the Writings on American History is available.

The Writings of American History is very broad in its scope and deals with all phases of history; social economic, etc.

The American Historical Association has shown a lively interest in the museum problem and has compiled a complete bibliography of all the printed material in the United States about 1894, in a very thorough piece of work.

After this discussion of the AHA, Dr. Buck made the point that one of the surveys will have to take the form of a survey of bibliographies.

### 3. Business Historical Society:

A great deal of the energy of the Business Historical Society is going into the collection of manuscripts and it has been successful in this work. It has fifty collections of private enterprises, including the Massachusetts bank records of 1784-1903. A good deal of the economic history of the country appears in these records.

Another activity has been to send out representatives to different parts of the country to encourage local institutions to preserve their records, chiefly by collective agencies - as libraries, historical societies, etc., and not by the businesses themselves, although business houses do sometimes cooperate. There are no specifications drawn up for the type of material to be saved. Directors' minutes, correspondence and ledgers are three outstanding things which are of value.

Mr. Gras was asked to submit a more detailed report on this second activity of the Business Historical Society. He reported that the Society had an agent who spent all his time in the field collecting material. Mr. Gras himself is planning to go to Detroit to urge the automobile people to keep records. He stated that Dr. Cole has expressed himself willing to do this field work on a national scale if funds can be obtained. He has already advanced funds of his own for this work.

### 4. American Library Association:

The American Library Association fostered the Union List of Periodicals and is at work on a Union List of Foreign Documents. It has a Committee on the Survey and Coordination of Resources and Activities of American Libraries which is trying to avoid useless duplication of buying and is also trying to insure the location of important materials at strategic points.

### 5. Library of Congress:

The Union Catalogue is the making of a union catalogue of the contents of several of the principal libraries of the country into one list. It represents an effort to report the library resources of the country in one catalogue.

A project of the Library of Congress is the photographing of manuscript material abroad relating to American history.

The Library of Congress is also engaged in inventorying special collections and libraries.

A further activity of the Library of Congress is the making of a list of mediaeval manuscripts in the United States.

The Library of Congress is working on the collection and preservation of materials in all these fields more than any other institution in the country.

It could be made a clearing house of photostatic reproductions of materials abroad. It does act as the agent of the Modern Language Association

for securing reproductions of literary manuscripts desired by its members. There is certain material which it is impossible to obtain since it is in the collector's field and therefore photostats are being used instead. Photostats are, of course, equally valuable to the scholar as the original material would be.

Dr. Leland suggested that a separate list be kept of photostatic facsimiles of rare material, but otherwise it should not be distinguished.

The American Economic Association has done little beside the publication of its annual report. It has tended to emphasize the preservation of historical information less these last few years.

It was pointed out that the historian is interested in general background and not in value documents may have themselves. Societies and institutions that give rise to other situations are overlooked by historians. There is a field for other disciplines here.

#### 6. Conference of Historical Agencies of Upper Mississippi Valley:

The state historical agencies in this region have cooperated in searching through the government archives and has made a calendar of all material found in these archives relating to the Northwestern section. This has been under way for ~~five or six~~ <sup>15</sup> years and will probably go on ~~as much~~ <sup>a few years</sup> longer.

It is hoped that these agencies will be able to calendar the material in the McCormick library. An attempt will also be made to calendar the material in western newspapers that relates to this region.

A complete calendar of the American Fur Company papers has been made by another group in the Northwest.

There was some discussion of the work being done by the various states for the publication of source materials.

Mention was made of the open air museum of the type of the Skansen Museum in Stockholm and the museum at Decora, Iowa.

The meeting adjourned at 12:30 P. M. for luncheon.

\*\*\*\*\*

The meeting reconvened at 2:00 P. M.

The Committee made the statement that it was tentatively in favor of a survey of activities, results already achieved in various fields concerning the Committee, and the making of a bibliography of bibliographies.

*published* - The Committee felt that there is a need for a current list of theses in progress with indications as to those completed and not published and those completed and published. Although the Library of Congress publishes a list of ~~completed~~ dissertations, there is often no way of knowing from other lists which theses are actually completed. It might be of value if the Committee could make known the existence of certain theses even if they are not accessible.

Dr. Leland stated that the ACLS is saving material on dialects in different parts of this country.

Question was raised as to whether motion pictures of current events are being preserved. Mr. Lydenberg said that the New York Public Library is preserving "stills" but the ordinary film is too inflammable to be kept.

Mr. Buck spoke of reproducing books and manuscripts in miniature and then projecting them.

A great deal of material is lost through neglect as well as that which is intentionally destroyed.

Official correspondence is often not considered a part of the public archives, i.e., the President's papers are considered his personal property. The Library of Congress is collecting the papers of the various Presidents now, however, as it recognizes their value.

Mr. Lydenberg will report later on the preservation of motion picture films.

Dr. Buck has been working out a method of cataloguing <sup>mas,</sup> by groups rather than by individual pieces to make material known in a broad general way.

The Committee felt that ordinarily it would not favor aiding state enterprises since the Council should not use its funds for work which can be financed otherwise.

Mr. Lynd raised question as to the points at which the Councils will touch state activities: (1) They may in an advisory capacity; and (2) they might assist if it were understood that any assistance is not to set a precedent for other states.

Dr. Leland felt that the project for the collection of material in Virginia gives an opportunity to work out an experiment under favorable conditions of control which could be used as an illustration of work the states might then do. He also felt that Virginia's case might represent an emergency in which the Councils could step in. He feels that a great deal of material is being carried off by collectors there and that they cannot obtain funds within the State.

Dr. Leland spoke of training people, not perhaps of the highest level, to do the foundation work in the field, leaving the "higher" type free to do actual research. Mr. Lynd felt it unwise to step down to a secondary level, and that the Committee is concerned with the general aspect of the problem and not the particular workers. The aim in this field is the particular job and not the individual as in regular research. Mr. Lynd then suggested that the work might be done under the supervision of a first-class individual given funds to hire assistants to do the work.

The situation in Virginia as regards the Virginia State Library and the Virginia Historical Society was discussed. Dr. Leland stated that the Virginia Historical Society is interested in nothing but genealogy. The State Library

which is the depository of the state archives and the county archives, is in no position to go out and collect materials. The University of Virginia is best fitted to do the work and it is the logical place to keep the material as it is the only place where it would be used.

Dr. Buck felt that the possibility of getting funds from patriotic citizens in the State of Virginia for the collection of materials is very slight and that it would be worth while to advance the funds for one year as a means of arousing state interest in the work.

Mr. Lynd pointed out that the Council tends to go slowly in giving funds to institutions where funds have already been given, as in the case of Virginia, since, in some cases, the particular institution has as much money for the work in that particular region as the Council has for the whole country.

Professor Gras pointed out that funds available are often limited in scope, citing Harvard as an illustration, with the Milton Fund having only \$1,000 for any single project and the International Fund limited to international projects.

Dr. Leland read the Virginia Council's statement and it was noted that only a balance of \$1,300 is available as all other funds are ear-marked. He expressed the opinion that if the project were helped for one year, the Council might be able to carry it on itself for the next year.

Dr. Buck suggested that the grant be made for one year with the recommendation that it be included in the grant from their institution for the following year.

Dr. Leland felt it would be more advisable to help them secure funds than for the Committee to grant the Councils' funds.

There was some discussion of possible donors of funds such as Mr. Benjamin and Mr. Keppel and it was pointed out that the project has been submitted to Mr. Keppel and is still under his consideration.

It was agreed that the Virginia project falls rather within the field of the SSRC than the ACLS since the records would be largely social, economic and political.

It was also recognized that the research situation at Virginia is rather unfortunate inasmuch as Mr. Gee is not himself a research man and of necessity hires research workers to do the work and then himself signs the report.

There was discussion by Professor Gras as to endorsing the project without a grant of funds. The Committee was uneasy about the wisdom of endorsing a project and then turning it loose. It was felt that this would probably mean that the Councils would have to go out and get funds for it.

Final decision on the project was postponed until the meeting on the following day.

The Committee felt that the fields should be divided for the state agencies into regional and other bases of collection.

There was discussion as to whether the time was ripe for a regional conference and it was felt that so much planning was entailed that it probably could not be held for over a year.

Mr. Lynd raised question of regional use of materials. Is any given university in New England making its materials available to others in its particular region?

In answering state appeals for assistance in collection and preservation of materials, the Committee's policies were tentatively sketched as follows:

- (1) Helping to instruct and guide local people as to what is best for them to do - to get scientific as over against other interest.
- (2) Help them to divide work so that adjoining societies in adjoining states might play a part in the work.
- (3) To have no rule in the matter of emergencies regarding the granting of funds.
- (4) Consider whether enterprise is something new and would have experimental value.
- (5) Encourage projects where the Committee is unable to help.

Dr. Buck pointed out that libraries are sending materials from one to another less often because materials are then not available at source and because they get worn out.

It was felt that the States should concern themselves with Federal materials within their borders such as custom accounts, etc., which relate to them.

Dr. Buck told of the efforts that had been made in Minnesota to preserve valuable material in the land offices when certain of them were closed out.

Dr. Buck then stated that since the Committee had agreed that a survey would be a desirable thing, how should it be carried out? He asked whether funds were available for a preliminary survey - not an exhaustive survey. Would the procedure be this:

- (1) Make a bibliography of bibliographies.
- (2) Canvass what is being done with reference to the preservation of materials at the present time.
- (3) Make a survey of publication activities under way on source materials.

He added that the primary purpose of the survey would be to guide the Committee in its further deliberations. The results achieved might be later re-worked and published in a form that would make it valuable to other agencies.

Dr. Buck asked whether the Committee itself could undertake such a survey and whether it could hire someone else to do the work.

Mr. Lynd suggested that sections of the survey be divided among the members of the Committee and other individuals for execution.

The Committee felt that it would probably be desirable to make a more general survey before such an intensive plan were undertaken.

Dr. Buck mentioned the fact that the states used to take censuses in between the Federal Census (that is, some of them), and wondered whether it would not be worth while to revive this work.

Dr. Buck advised the Secretaries of the two Councils to take under advisement the proposed survey by the Committee.

Dr. Leland and Mr. Lynd advised Mr. Buck that it would be necessary for the Committee to submit a detailed plan and budget for the consideration of the Councils before they could act.

Professor Gras suggested a conference in Boston of manuscript custodians, librarians, secretaries of various societies, and those engaged in research to discuss the problem before the Committee.

Dr. Leland stated that as regards the humanities side of the problem, the work would be done in his office from the viewpoint of the information which his Council needs anyway. He recommended that for the survey under discussion an independent person be secured to do the work under Mr. Buck's direction. This person could go to New York, Washington and Chicago and use the materials available at these points.

Dr. Buck knows such a man, a Mr. Holbrook, who could do the work admirably.

Mr. Lynd pointed out that instead of getting detailed information on a wide front, there are certain points which stand out so that the Committee can recognize these points at which it will want detailed information.

Professor Gras felt that a regional conference should be held before the survey is made. Mr. Lynd felt that perhaps another meeting of the Committee would be advisable before the survey is undertaken.

The Committee agreed that a conference would be desirable when the survey is at its disposal but nothing would be gained at present, although it came to no agreement as to just when the conference should be held.

Professor Gras asked that the Chairman prepare replies to the following questions and report at the meeting the following day:

- (1) Give the survey a name.
- (2) Set forth the objects.
- (3) Categories of inquiry.
- (4) Ways of doing the work.
- (5) What comes next?

The meeting adjourned at 4:45 P. M.

\*\*\*\*\*

The meeting was called to order at 9:45 A. M., Tuesday morning, February 18th. Those present were: the Chairman, Dr. Buck, Professor Gras, Dr. Leland, Mr. Lydenberg, Professor Wissler, and Mr. Lynd and Professor Wilson.

Dr. Buck made his report on the five questions submitted at the close of yesterday's meeting as following:

- (1) The Committee's survey might be called "A Report on the Situation and Needs with Reference to Source Material for Research in the Humanities and the Social Sciences."
- (2) The objectives of this survey are to enable the Committee to make plans for meeting the most serious needs and to meet them somewhat in the order of their importance, and to aid the Committee and the Councils in judging projects submitted by others.
- (3) Ask each member of the Committee to send a memorandum of ideas and suggestions to the Chairman. Ask Dr. Leland to arrange for drawing off and supplying to the Chairman such information as he has available. Provide the Chairman with an assistant for perhaps three months, at \$225 a month, and \$75 for clerical and stenographic expenses to enable him to obtain information by correspondence and the examination of reports and to draft a tentative report. Have copies of this tentative report sent to the other members of the Committee for revision and suggestions for improvement.
- (4) The report should contain a list of the important agencies that are functioning in the field with which the Committee is concerned - not with any detailed account of their activities - some to be listed by types rather than by individuals - thus, public libraries would be one type. The report should contain an enumeration of and discussion of activities under way and discussion of the situation and needs in the following fields:
  - (a) Collection: sub-heads under this as follows; manuscripts, newspapers, physical objects, etc.
  - (b) Preservation, including such points as qualities of paper, methods of reproduction, prevention of unwise destruction, etc. (Has not in mind a comprehensive discussion of these problems but an enumeration of what activities and what research is under way looking towards the solution of those problems or a statement of what the problems are.)
  - (c) Accessibility, involving such things as regional distribution of material from the point of view of what is under way - restrictions on the use of material - what considerations are being given to this problem - a bibliography of guides, inventories and bibliographies of source materials, including projects under way or proposed and
  - (d) Publication of Source Material and Enumeration of the Major Projects under way or Contemplated.

- (5) Perhaps hold another meeting next summer at which the Committee could work out a plan for meeting the most serious needs that have disclosed themselves.

Mr. Lynd asked whether quality of paper question would mean visiting people doing paper research. Dr. Buck replied that it would mean bringing out the fact that there are agencies at work on this problem, what the agencies are, and what projects are under way.

Regarding the collection of manuscripts the AHA and the Library of Congress could furnish much information.

There are three organizations in the country collecting newspapers on a large scale, American Antiquarian Society, Wisconsin Historical Society, and the Library of Congress. Most states collect their own newspapers.

Another aspect of the preservation of documents is their wise destruction. What is being done at present; by the states; by the Library of Congress?

Dr. Leland submitted a plan for the Committee's further procedure at the meeting which was adopted as a docket. The plan is:

Preliminary Reports and Summaries:

1. Preparation of a series of brief statements setting forth the different categories of material that are useful in humanistic and social science research. To serve as a body of suggestions to collectors.
2. Summary report on agencies now engaged in activities pertinent to the interests of the Committee, with brief enumeration of such activities and projects and their scope.
3. Bibliography of printed (perhaps also unprinted) catalogues, inventories, lists, calendars, corpora, etc., of source materials located within the United States that are useful for humanistic and social science research.

Conferences:

4. Convocation of conferences of collecting agencies, having due regard to regional interests and to special objectives, for the purpose of discussing objects and methods of collection, and of facilitating the better coordination of activities.
5. Convocation of conference of groups interested in general inventories of historical and literary manuscripts.

Studies to be Encouraged, Initiated etc.

6. Problem of durability of materials including
  - (a) Problem of ink, paper, typewriter ribbons, etc.
  - (b) Prolonging life of existing material.
  - (c) Durability of photographic materials - paper & films, etc.
7. Reproduction of rare or unique materials.  
Photostat - plenograph.

8. Destruction of useless materials.

It was suggested that a handbook be prepared to cover item 1. This would take about a month to complete. It could be broken up into separate sections although it would be correlated for publication. The series would be available both separately and as a whole.

It was felt that Mr. Holbrook could report on item 2., agencies now engaged in activities, etc., in about three or four months of actual working time.

It was felt that items 2. and 3. should be done by the same person under Mr. Buck's direction. This would mean economy in time and work.

It was felt that the various plans and parts of the work could well go forward at the same time even though they were carried out separately.

The value of honoraria in getting statements on categories of source material was discussed.

Such questions as the following might be submitted to workers:

At what points does the development of your field await wider or more effective collection of materials?

What material already being collected should be more adequately collected?

The request to the worker might emphasize the collection of new types of material not being collected now.

The following list of subjects was prepared on which reports are to be asked of people in the respective fields:

General and Social History  
Economic ~~History~~ and Business History  
History of Art and Literature (Intellectual and Cultural History)  
Political and Diplomatic History  
Sociology  
Social Psychology  
Political Science  
Social Anthropology

(Dr. Leland suggested also, Linguistics, Archaeology, and Oriental Studies in the United States, but the shorter classification was decided upon.)

It was

VOTED: That Professors Gras and Wissler are appointed a Committee of two to define the fields for which statements of collection problems will be secured.

It was the SENSE OF THE MEETING that Professor Gras and Professor Wissler will prepare duplicate lists of the names of those to whom letters are to be sent and forward them to the offices of the ACLS and the SSRC who will each

send the letters of inquiry referred to in the vote above to those people whose interests are in their respective fields. Professor Gras and Professor Wissler are to make a draft of the letter which is to be used by the Councils as a model.

It was suggested that Professor Gras prepare such a statement himself on business history and that Professor Schlesinger be asked to prepare one on social history.

Under this plan of procedure there will no remuneration for these statements and there will be no time limit for their receipt.

Dr. Buck requested the Sub-Committee to make suggestions for the more comprehensive reports, that are to be prepared with an honorarium, on the basis of these preliminary statements to the Committee.

The Committee felt that its next meeting might well be held the early part of September. Branford, Connecticut, was suggested as a possible meeting place.

The meeting adjourned at 12:45 P. M. for luncheon.

\*\*\*\*\*

The meeting reconvened at 2:15 P. M. with the membership present at the morning session.

After some discussion of items 2. and 3. on Dr. Leland's docket (see p. 13), it was

VOTED: That the Chairman of the Committee is authorized to appropriate whatever funds will be available within the terms of the grant, to hire an investigator to carry out projects 2. and 3. on Dr. Leland's docket, as follows:

2. Summary report on agencies now engaged in activities pertinent to the interests of the Committee with brief enumeration of such activities and projects and their scope; and
3. Bibliography of printed (perhaps also unprinted) catalogues, inventories, lists, calendars, corpora, etc., of source materials located within the United States that are useful for humanistic and social science research.

It was felt that this work could be completed on the funds available and that there will be no need to ask additional funds.

Items 4. and 5. on Dr. Leland's docket (see p. 13) concerning conferences were then discussed.

It was

VOTED: That Mr. Lydenberg draw up a letter covering item 4. (Convocation of conferences of collecting agencies, having due regard to regional interests and to special objectives, for the purpose of discussing objects and methods of collection, and of facilitating the better coordination of activities.) to be placed on the agenda of the Regional Committees for discussion at their next meetings and that this letter be forwarded to the Committees at the request of the Chairman of the Joint Committee on Materials for Research.

It was also

VOTED: That the American Council of Learned Societies and the Social Science Research Council be asked to consider the feasibility of a conference of the groups interested in general inventories of American historical and literary manuscripts in the United States.

Item 6. on Dr. Leland's docket (see p. 13) was then discussed, and it was

VOTED: That Mr. Lydenberg be asked to report at the next meeting of the Committee on the situation in the field of the problem of the durability of materials including (a) Problem of ink, paper, typewriter ribbons, etc., (b) Prolonging life of existing material and (c) Durability of photographic materials - paper - films, etc.

Item 7. on Dr. Deland's docket (see p. 13) was discussed. It was felt that work on this problem might well be done by some one individual interested in the mechanical details of the work. Professor Robert C. Binckley was mentioned as being greatly interested in the work in this field. After further discussion, it was felt that Professor Binckley would be able to contribute much to the Committee and, it was

VOTED: That Professor Robert C. Binckley of Smith College be added to the Committee membership and that the problem of the reproduction of rare or unique materials be turned over to him by the Chairman.

It was

VOTED: That the problem of the destruction of useless materials be referred to Professor Gras with the request that he present the problem with suggestions as he sees them at the September meeting of the Committee.

The Committee then took up the various projects submitted to it;

1. Mr. Eaton's project for an Anglo-American Bibliography of Economics.

Professor Gras reported on this project and suggested that one-half of the sum asked for (\$75,000) be granted with the stipulation that the other half be raised elsewhere.

Dr. Buck then discussed the scope of the project. He asked what is to be considered economic and what is not to be considered economic. The usefulness of the result would consist in what the scope of the work is to be and the project does not state what its scope is to be. It is to contain much material of interest to others than economists but the statement does not indicate what this material would be.

It is planned that the material for the bibliography would be obtained from certain British and certain American libraries. What about material that does not appear in these libraries? Has the Committee for this bibliography considered, from the viewpoint of the American associates of this group, starting by making a selection from the Library of Congress catalogue for getting from the Library of Congress cards? Has the Committee considered the use of these Library of Congress cards in indicating where books are to be found? What is to be done about editions? Is there to be a separate entry for each edition, or is the first edition to be listed and the others to be indicated?

Professor Gras thought the emphasis would be on the eighteenth century. He did not know the terminal date but thought it might be about 1880.

Dr. Leland asked if most of the information about American publications is not contained in Evans.

Mr. Lydenberg stated that pamphlet material here is more important than early books in this country and asked whether the English Committee had considered this.

Professor Wilson said that the plan gives no indication that places where books are to be found would be particularly noted.

Mr. Lydenberg felt that indication should be made giving the source of information about a particular book which does appear in a collection.

Dr. Buck said that whenever it is known, it should be indicated that a copy exists both in England and in America. The absence of such indication would not mean however that it did not exist in a certain library, but merely that it was known whether it did or did not.

Professor Gras stated that the collections in this country to be catalogued are Professor Seligman's and the Foxwell collection at Harvard.

Dr. Busk said that it is expected that the work will include American material and where located in chief American libraries. He asked whether there is to be a librarian or bibliographer from the American side as an adjunct to the Committee, and suggested Mr. Eaton for this post when he was told that this was the expectation.

Mr. Lydenberg stated that as the plan was at present drawn up, the bibliography would have to depend on Mr. Seligman's collection for French, Italian and German material, while the English material would be well-covered.

Professor Gras said that Goldsmith's library is rich in early Dutch and French material, and there may be some Spanish and other material. On the whole, however, from the American point of view, the bibliography would not be nearly so complete or valuable as to these manuscripts and materials as it would be with regard to English.

Dr. Buck felt that the project should perhaps be restricted in its scope rather than trying to cover a wide front. It might be well to make it comprehensive to 1800, for instance, or, it might be limited to things printed in English. If French, Italian, etc., are to be included, it should be a thorough job and not a partial one as at present it would appear.

The American part of the work would be only a contribution to the final result after the English had finished as at present outlined.

Dr. Wilson felt that the plan should be reorganized on a distinctly international scope or else restricted to England. It appears to be merely a desire to have certain collections indexed because such indexing would be useful regardless of its comprehensiveness. There is a question as to whether it is worth while to put that much money into such a plan.

Mr. Lydenberg suggested that it would be more useful to attack the problem from the subject point of view and bring out as funds permitted an index as to what could be found on rent, taxation, etc. This would appeal to the specialist, but how useful would it be to the rest of the economic world?

Professor Gras expressed the opinion that it would cost \$100,000 to bring a bibliography up to 1800 and as much more to carry it further.

The money asked for is not to cover the expenses of publication. This has already been provided for.

Dr. Buck suggested that a general bibliography of economic theory be brought out instead of the Anglo-American Bibliography proposed.

It was

VOTED: That the Joint Committee on Materials for Research feels that it does not have sufficient information before it to take action either for or against the project for an Anglo-American Bibliography of Economics submitted by Mr. Eaton.

Dr. Leland offered to place himself at the disposal of the Committee with regard to discussing the matter in England when he goes abroad this spring.

## 2. Plans of the Committee on Public Administration.

Professor White, the Chairman of the Committee on Public Administration has submitted the plans of his Committee for this Committee's information. No action was necessary.

Dr. Buck said that Professor White should be informed of the Committee's decision on the collection of material and the reference of this work to the Regional Committees. He should be informed that as specific problems come up in

his work, this Committee will be glad to aid as it can. This Committee would like to receive copies of all reports and be informed as to the successes and failures in the work of the Committee on Public Administration.

Mr. Lydenberg agreed to pass on all the information that he obtains to the Committee.

### 3. Collection of Material in Virginia.

Dr. Leland felt that there are two considerations with regard to this project: (1) the merits of the case; and (2) the policy involved. He feels that the matter might be useful as a demonstration of collecting activity and as a means of experimentation. He is convinced personally that they have done as much as they can in Virginia at the present time for their own support. He feels it is a meritorious plan and worthy of consideration and help. As far as the Councils are concerned, such assistance might create a troublesome precedent. The ACLS would not be in possession of funds to enable it to extend general aid to a project of this sort. Dr. Leland himself would be willing to try to assist in getting support for the project for a very limited period, perhaps for the first year. The endorsement would be given as a demonstration and experiment and an emergency need to protect the ACLS from the precedent.

Dr. Buck suggested that the project would be strengthened by:

(1) Having the field agent who is travelling about collecting material make a survey of available material in the regions that he visits so that he would make a comprehensive survey of historical resources, region by region (most of the money is to be used for this field agent); and

(2) Giving the Committee assurances that the results of this survey would be available for use by possible committees of this committee so that the results would be available to scholars throughout the country rather than just to people in Virginia.

It was

VOTED: That the Joint Committee on Materials for Research recommends that the Social Science Research Council and the American Council of Learned Societies express their approval of the plans formulated by the University of Virginia Library for the collection and preservation of manuscript and other material relative to Virginia, and that the two councils offer their good offices to the University of Virginia Library in seeking support for such plans.\* The Committee is of the opinion that any aid extended or secured to the University of Virginia Library should be regarded as emergency assistance for conducting an experimental demonstration of interest to the councils, and further expresses the view that the University of Virginia Library should agree to maintain a current list of all acquired materials and of all materials located or examined by its agents.

*for a first year, with the understanding that there is no obligation incurred beyond this first year.*

4. Conference on Bibliographies.

The Conference on American Bibliographies which was to have been held in Havana has been indefinitely postponed. No action was necessary.

5. Clearing House for Photostatic and Other Reproductions of Materials in the United States.

Dr. Leland stated that the Library of Congress receives the largest number of photostatic reproductions of any institution in the country and is keeping a complete record of them. The American Council of Learned Societies makes it a condition, or rather expresses the opinion that it is desirable, according to Dr. Leland, that grantees make their material available to other scholars when they have finished with it in the case of photostats of materials, the originals of which are not in the United States.

The Library of Congress needs an individual to keep a record of all photostatic material. The Councils would have to intervene to have application for securing of photostats made.

It was

- VOTED: 1) That the Joint Committee on Materials for Research endorses the recommendation of the Advisory Board of the American Council of Learned Societies that a clearing house be established for information about photostatic and other reproductions or transcriptions of materials now in the United States, their identity and location; and that information regarding such a clearing house be widely diffused to learned societies, journals, universities, and scholars with a request that they cooperate in keeping the list up to date;
- 2) That the Library of Congress is the place for such a clearing house;
- 3) That this be brought to the attention of the Social Science Research Council; and
- 4) That Dr. Leland is appointed as a Sub-Committee to discuss the matter further with the Library of Congress.

6. Proposal for a Photographic Newspaper File.

This project, submitted by W. C. Ford is to be referred to Professor Binckley.

It was

- VOTED: That the project for a Photographic Newspaper File be turned over to Professor Binckley for his advice and recommendations.

7. Proposal for the Better Representation and Distribution of Foreign Learned Periodicals in American Libraries.

It was

VOTED: That consideration of this project be postponed until the September meeting of the Joint Committee on Materials for Research when the results of the regional conferences are considered since this project hooks up with these conferences.

8. Project for a Survey of All Manuscript Materials for History in Libraries or in Private Hands in the United States.

It was

VOTED: That the project for a Survey of All Manuscript Materials for History in Libraries or in Private Hands in the United States be held for consideration until after the conference which is to be held on this subject.

9. Further Funds for Committee.

It was

VOTED: 1) To recommend to the Social Science Research Council that an appropriation be made of \$250, or so much thereof as may be necessary, to the Joint Committee on Materials for Research, provided that this amount be matched dollar for dollar by the American Council of Learned Societies for the period July 1, 1930, through December 31, 1930; and

2) To recommend to the Social Science Research Council that an appropriation be made of \$750, or so much thereof as may be necessary, to the Joint Committee on Materials for Research, provided that this amount be matched dollar for dollar by the American Council of Learned Societies for the calendar year 1931.

10. Change of Committee's Name.

It was

VOTED: That the Committee's name be changed from "Committee on Enlargement, Improvement and Preservation of Data" to "Joint Committee on Materials for Research."

11. Stationery for Committee.

It was

VOTED: That stationery be printed for the Committee's use.

The meeting adjourned at 4:30 P. M.

*Binkley has*

EXCERPTS FROM THE MEETING OF SOUTHERN REGIONAL COMMITTEE OF THE SOCIAL  
SCIENCE RESEARCH COUNCIL

HOTEL JUNG, New Orleans, March 28, 29, 30, 1930  
First session 10:00 o'clock, Friday Morning.

III

1. Presentation and discussion of special memorandum from the Joint Committee on Materials for Research of the Social Science Research Council and the American Council of Learned Societies. Written statement by Professor Solon J. Buck, chairman of the Committee.
2. Reports of special efforts being made in the southern region-- Virginia, Texas, North Carolina, Duke, others. Note plan of the University of California as described by Professor Westergaard.
3. New and special fields where source materials are specially needed and available. Interchange with institutions of other regions, etc.
4. Others.

EXCERPTS FROM REPORT OF THE MEETING OF THE SOUTHERN REGIONAL COMMITTEE OF  
THE SOCIAL SCIENCE RESEARCH COUNCIL HELD AT THE JUNG HOTEL, NEW ORLEANS,  
MARCH 28-29, 1930

III

- a. The Committee re-emphasized the importance to the social sciences and to social research of increasing efforts toward the collection, classification and utilization of all available social materials--specially historical materials, such as records, diaries, day-books, cemeteries, maps, etc.; current materials--specially newspapers, periodicals, special fugitive tracts, papers dealing with special issues, maps, materials incident to modern invention and change. In particular, the possibilities of developing social museum facilities and museum resources was stressed.

E3

VI

CONFERENCE ON AN INVENTORY OF MANUSCRIPTS  
RELATING TO AMERICAN HISTORY AND LITERATURE

April 5, 1930

A conference on a proposed inventory of manuscripts in America relating to American history and literature was held in the Library of Congress, Washington, D. C., on Saturday, April 5, 1930.

There were present: Professors Theodore C. Pease of the University of Illinois, J. G. de Rouhac Hamilton of the University of North Carolina, Dr. Dumas Malone of the Dictionary of American Biography, representing the American Historical Association; Professors J. B. Hubbell of Duke University, Kenneth B. Murdock of Harvard University, Ralph L. Rusk of Columbia University, representing the American Literature Group of the Modern Language Association; Drs. J. Franklin Jameson, M. A. de Wolfe Howe, and W. J. Wilson, of the Library of Congress; Professor W. W. Sweet, of the University of Chicago; and Dr. Waldo G. Leland and Mr. Mortimer Graves of the American Council of Learned Societies. Mr. Leland presided.

Following is a memorandum of the results of the Conference:

Character of the Proposed Work

The enterprise proposed by the Historical Manuscripts

7

Commission and the American Historical Association looks to the creation of a card index of all manuscript materials in America relating to American history. This index would be available in multiple copies at several places in the United States. The Conference agreed that the catalogue should include "literary" as well as "historical" materials, but thought that it should be produced in book form or fascicles in quantity sufficient to be widely distributed.

2.

#### Nature of Contents

The index should be more detailed than a handbook or finding list, but need not extend to calendaring or quotation of any considerable part of the material. The nature of the entry in each case would depend upon the character and importance of the material; a thousand items might be summarily described in a few words, or, again, single documents might require individual description.

#### Kinds of material to be listed

The enterprise should describe all manuscript materials relating to American political, economic, social, literary, religious, scientific, intellectual, and cultural history, but exclusive of public archives. Materials of foreign origin or in foreign languages, otherwise qualifying, should be included, but photostats or other reproductions would be mentioned only incidentally. Among the categories of materials to be described are: personal correspondence; manuscripts or fragments

of literary works; materials relating to biographies of significant persons, to comment and criticism, to development of taste and style, to literary clubs, publishing, etc., to the theater; diaries; memoranda; commonplace books; sermons; reports of scientific observations and experiments, etc.

#### Depositories to be Investigated

Primary, and in the early stages exclusive, consideration should be given to materials preserved in public and semi-public depositories, such as libraries, universities, and historical societies. Private owners of materials, particularly collectors, should be permitted and encouraged to provide information respecting their holdings, but no effort should be made to catalogue such material completely.

#### Method

The questionnaire method is inadequate. Even in the very unlikely event that most of the questionnaires would be answered, the information secured would be very uneven. Frequently custodians are unaware of the possession of pertinent material; more often they are quite unable to estimate its significance. Only rarely is it <sup>adequately</sup> catalogued. Personal inspection by competent students seems to be the only means of securing satisfactory information. Investigators might work in pairs when desirable, one surveying "historical", the other "literary" materials.

#### Conduct of the Enterprise

The alternative forms of organization of the enterprise

are (1) under a committee, presumably a joint committee of the Modern Language Association and the American Historical Association, specially appointed to organize and supervise it; and (2) under an institution already existing such as a university or a library. If the Library of Congress should be willing, funds for the enterprise being assured, to undertake the responsibility for execution, an Advisory Committee might be appointed by the Modern Language Association and the American Historical Association for consultation on technical questions.

#### Budget

It seems preferable to undertake the enterprise immediately on a national scale rather than to attempt a demonstration survey over a limited area of one or two states. Salary and traveling expenses of at least one full-time worker and a number of part-time or summer workers together with an allowance for clerical expenses would be necessary. The work could be comfortably commenced on a subvention of \$12,000 a year and within three years should be nearing completion.

#### Sub-committee

Professors G. de Rouilhac Hamilton, of the University of North Carolina, and J. B. Hubbell, of Duke University, are appointed a sub-committee to construct a budgeted plan for the prosecution of the inventory on the basis of the discussions of the Conference and to ascertain if the Library of Congress is able to undertake responsibility for the execution of the enterprise.

A-2

REPORT OF THE JOINT COMMITTEE OF THE ACLS AND THE SSRC ON MATERIALS  
FOR RESEARCH, JULY 30, 1930

Provision was made in the fall of 1929 for the establishment of this committee under the name of Joint Committee on Enlargement, Improvement, and Preservation of Data. As originally constituted, the committee consisted of N. S. B. Gras of Harvard, H. M. Lydenberg of the New York Public Library, Waldo G. Leland of the ACLS, Clark Wissler of the American Museum of Natural History, and Solon J. Buck of the University of Minnesota as chairman. Funds amounting to fifteen hundred dollars were made available for the work of the committee for the period ending July 31, 1930, one half being contributed by each of the councils.

The first and only meeting of the committee was held on February 17 and 18 in the office of the SSRC in New York, and was attended by all the members of the committee. Mr. Lynd, permanent secretary of the SSRC, also attended, and Mr. Wilson, president of the SSRC, was present at some of the sessions. No formal statement of the functions of the committee was adopted, but the discussion indicated general agreement upon the following: (1) The recognition and enumeration of categories of material for research; (2) Promoting the systematic collection and distribution of materials with duplication when necessary and a study of methods of duplication; (3) Promoting the availability of materials by means of guides, calendars, and similar types of information about existing materials and their location; (4) Study of the problems of the durability of material, with a view to promoting such durability.

*take the first steps in*

The committee decided to undertake the compilation of a manual enumerating the categories of material; and Messrs. Gras and Wissler were appointed a sub-committee to define the fields to be covered, compile a list of workers in these fields, whose cooperation should be sought, and draft a letter of inquiry to be sent to them. It was the sentiment of the committee that this preliminary investigation should be followed up by more comprehensive and definite statements for ~~the~~ various fields to be prepared by selected scholars who should receive ~~an~~ honorariums.

*in*

The committee decided to have prepared under the supervision of the chairman a list of the agencies in the United States now engaged in activities pertaining to materials for research, with brief statements covering the activities of each; also a bibliography of catalogues, lists, calendars, corpora, etc., of source materials for research in the humanistic and social sciences to be found in the United States.

The committee discussed the desirability of promoting conferences of collecting agencies on the basis of regional interest or special objectives for the purpose of discussing the objects and methods of collection, and the coordination of activities; and Mr. Lydenberg was asked to draft a letter for the purpose of bringing the matter to the attention of the regional committees set up by the SSRC. It was also decided to ask the ACLS and the SSRC to consider the feasibility of a conference of groups interested in general inventories of American historical and literary manuscripts in the United States.

Mr. Lydenberg was asked to investigate and report at the next meeting of the committee on the situation with reference to the durability of material; and Mr. Gras was asked to report on the problem of the destruction of useless materials.

The committee decided to ask the two councils to add Professor Robert C. Binkley of Smith College (now of Western Reserve University) to the committee, and to request him to report at a future meeting on the problem of the reproduction of rare and unique material.

The following action was taken on projects submitted to the committee by one or the other of the councils for recommendation;

Action on a project for the support by the SSRC of an Anglo-American Bibliography of Economics, submitted by Mr. Eaton of Harvard University was postponed pending the receipt of further information.

It was recommended that the two councils express approval of plans submitted by the University of Virginia Library for the collection and preservation of material relating to Virginia, and offer their good offices in seeking support for such plans for the first year, with the understanding that such support be regarded as emergency assistance for an experimental demonstration, and that the library maintain lists not only of material collected but also of that located or examined.

The committee endorsed the recommendation of the advisory board of the ACLS that a clearing house be established in the Library of Congress for information about photostatic and other reproductions or transcriptions of materials now in the United States. The SSRC was asked to take the matter under consideration and Mr. Leland was asked to discuss the matter further with the Library of Congress.

A project for a photostatic reproduction of newspaper files, submitted by W. C. Ford, was referred to Mr. Binkley for his advice and recommendation.

The consideration of a project for promoting the better representation and distribution of foreign learned periodicals in American libraries was postponed to a later meeting in order that it may be taken up in connection with a consideration of the results of the proposed regional conferences. Consideration of the project for a survey of manuscript material for American history was postponed until after the projected conference of those interested in inventories of manuscripts in the American field.

The committee recommended to the two councils that each of them appropriate an additional \$250 for the work of the committee during the period from July 1 to December 31, 1930, and \$750 for the calendar year, 1931.

It was voted that the name of the committee be changed to "Joint Committee on Materials for Research" and that stationery, using this name, be printed for the use of the committee.

Following the adjournment of the committee, Mr. Lydenberg prepared a communication with reference to the proposed regional conferences on materials for research for consideration by the regional committees of the SSRC, which was submitted to and approved by the chairman.

By action of the two councils, Professor Robert C. Binkley and Professor Arthur H. Quinn of the University of Pennsylvania have been added to the committee.

The sub-committee consisting of Messrs. Gras and Wissler has functioned as directed in the matter of the proposed enumeration of categories of material, and is now digesting the replies that have been received with a view to reporting to the committee at its next meeting.

The chairman engaged the services of Mr. Franklin F. Holbrook for the preparation of the survey of agencies and their activities, and of the bibliography of guides, inventories, etc. Both of these projects are now approaching completion and the results will be ready for presentation to the committee at its next meeting.

A request from Mr. C. G. Woodson, director of the Association for the Study of Negro Life and History, for the endorsement by the SSRC of its request submitted to Mr. John D. Rockefeller, Jr., for a gift of fifty thousand dollars for the discovery and collection of manuscript material among negroes has recently been referred to the committee. Copies of the papers in the case have been transmitted to the members of the committee, and a digest of the replies received will be transmitted to the SSRC in the near future.

Respectfully submitted on behalf of the committee

*John J. Buck*  
Chairman

B-1

Confidential: For Private  
Distribution only

Report on the Need for Materials  
in Research in the Fields of the Humanities  
and the Social Sciences

Submitted by  
the Sub-Committee of the Joint Committee  
on Materials for Research  
September, 1930

## Table of Contents

Report		1
Form Letter of Inquiry		3
Appendix of Replies		
1. Prehistory		4-9
Anthropology . . . . .	Clark Wissler	4
Anthropology (Linguistics and Ethnology)	John R. Swanton	5
Primitive Art in Canada . . . . .	Harlan I. Smith	7
Archaeology . . . . .	Carl E. Guthe	8
2. History		10-19
American History in Foreign Archives. . .	S. F. Bemis	10
American Naval History . . . . .	D. W. Knox	12
American Political History . . . . .	Edgar E. Robinson	15
Diplomatic History . . . . .	Tyler Dennet	17
Business History . . . . .	N. S. B. Gras	17
Social History . . . . .	A. M. Schlesinger	18
3. Economics		
Inventions . . . . .	Waldemar Kaempffert	20
Commodities. . . . .	Charles R. Toothaker	20
4. Political Science		21-35
The general field. . . . .	William Anderson	21
The general field. . . . .	C. J. Friedrich	29
The general field. . . . .	Leonard D. White	34
5. Social Psychology		36-42
The general field. . . . .	L. L. Bernard	36
The general field. . . . .	Stuart A. Queen	38
The general field. . . . .	Willard Waller	38
The professor's files, etc. . . . .	E. A. Ross	41
Rural communities. . . . .	James M. Williams	42

## Report

The purpose of the present inquiry has been to obtain some general ideas concerning the needs of the various fields for materials for research. A letter was sent out to a number of scholars asking for their opinions. In this letter and in the supplementary statement that followed emphasis was put upon materials not now being preserved, or not being adequately collected, or not being accessible at present.

It was quite clear from the replies that a number of scholars had never thought of the possibility of there being materials for their studies that were not being collected or utilized. One of the contributions of the Committee on Research may be to awaken a consciousness or establish a recognition of this possibility.

The form letter was framed in a general way so as not to ask leading questions. Some persons were ready to respond but could not grasp the import of the inquiry. Others were too busy to undertake a new task. The generous participation of Professor L. L. Bernard, who wrote to a number of his colleagues and whose report with some of theirs is included here, is specially appreciated by the Sub-Committee.

The Sub-Committee has no formal recommendation to make. Some suggestions, however, seem to arise out of the experience gained.

1. If further inquiry is to be made, the individuals asked to participate should be chosen only after conversation or correspondence has shown that they are interested and qualified.
2. Such participants should be paid liberally.
3. Copies of all or part of this report, or a specially prepared synopsis of the same, should be sent to each of the participants.

4. Each participant should be told who the others are within his field or in allied fields with whose interests he might be concerned. This is in order to avoid useless and annoying correspondence and inquiry. Most of the replies have been included as an appendix to this report.

A few letters received have not been reproduced because they are of no general value. Those arriving after August 15, if any do arrive, will have come too late to be inserted in the appendix.

Respectfully submitted,

N. S. B. GRAS (Chairman)

CLARK WISSLER

Form Letter of Inquiry

The Joint Committee on Materials for Research, appointed by the Social Science Research Council and the American Council of Learned Societies, is seeking information concerning needed source materials (such as newspapers, manuscripts and physical objects) used in various fields of study. It wants to learn about materials which are at present inadequately collected or preserved. The aim of the Committee is to develop wherever possible more adequate collection of such materials.

The Committee hopes that you will report on the subject of

. It leaves optional with you the matter of consulting your fellow scholars in the field.

It would be most serviceable at the present stage of inquiry to have a memorandum of a page or two on the materials and possible sources with any explanations that may be necessary.

I shall appreciate it if you will send your reply to me at the Minnesota State Historical Society, St. Paul.

Appendix of Replies

PREHISTORY

Anthropology - Clark Wissler (American Museum of Natural History)

Since sending you a memorandum for the sub-committee on preservation of materials, another important anthropological aspect of the question has come to mind. Not infrequently it is necessary to move or destroy old cemeteries and reinter the bones in another location. Such a cemetery was recently moved in New York City and local historical interests took sufficient interest to carefully examine each grave, noting contents, character of the burial, etc. In addition, Doctor Shapiro of the Museum staff was permitted to examine the skeletons, making craniological and other observations. The data is being prepared for publication because it throws interesting light upon the racial anthropological type of early settlers in this region.

In reference to the importance of this work, Dr. Shapiro published a note in Museum News, April 1, 1927, from which the following is quoted:-

"Because of the importance of a more exact and thorough knowledge of the physical characteristics of the early settlers of America it is necessary to study the actual remains. From time to time ancient burying grounds are uncovered, for various reasons; it is then that the opportunity should be made available for an examination of these remains. There is not, at the present time, a single published series of measurements of old American crania, nor is there any collection available for study. This is in marked contrast to Europe, where many large collections of both ancient and modern crania are stored in various institutions. For example, the three important 17th century London series, Whitechapel, Moorfields and Farringdon, have proved to be of the greatest significance and are accessible in the Biometric Laboratory in London. There should be equivalent collections of American

crania in our great museums, or, at least, anthropologists should have the opportunity to study the skulls when they are brought to light and before they are reinterred."

Assuming that you will be interested in adding this to the list of recommendations to be made, I am

Anthropology (Linguistics and Ethnology) - John R. Swanton (Bureau of  
American Ethnology)

So far as manuscripts and early newspapers and other printed material are concerned a large part of our work is done for us by the historians, and if and when they do a complete job we shall have all the protection in that line we need. I do not think of any class of documents of interest to anthropologists which would not be protected incidentally by historians. There are local archives all over the country, and some state archives, which are not being properly cared for, and in many cases are in imminent danger of destruction, but historians must be fully as much alive to the situation as anthropologists. Sometimes important notes regarding primitive peoples are found in reports of missionary societies and not all of these are published. Occasionally there are such items in parish registers, and whoever undertakes to work up the aboriginal trail system of America will find the records of county surveyors and county court records of the utmost value. The care given to the preservation of such records is very uneven. To these must be added documents in old families, sometimes treasured, sometimes allowed to disintegrate. For instance, I learned the other day that the commission, along with the sword and epaulets, of Capt. Bonneville is preserved in an old home in Arkansas which is not occupied much of the time and might be destroyed at any

moment. Might it not be possible to put one or more men on the job of locating material of this kind, obtaining it for safe disposal where possible and, where this is not possible, assisting the owners to take proper care of it? In many cases lack of care may be due to sheer ignorance.

The mention of "physical objects" brings up the whole question of archeological remains. As in the case of documents, there are numbers of small collections of "Indian relics" in various places which occasionally contain rare objects and usually are left to shift for themselves in some out-building, attic, or perhaps a showcase where no real care is bestowed upon them. On this point and on local collections of books and manuscripts, one of my correspondents says: "We all know of the old state and local museums all over the country and in Canada, where valuable books and documents are accumulating dust and uncatalogued, and ethnological collections rotting and unlabeled. But who wants to mention names and institutions?" Still, names and institutions could be mentioned to a few men who, like those suggested to look after documents, could place themselves in sympathetic touch with the owners or care takers of the collections in question and see that they are adequately protected. In the matter of local archeological collections it might be best to work through the Committee of the National Research Council on State Archeological Surveys. I do not know whether this problem has been called to their attention. A case of this kind is furnished by four Stanley paintings of Indians known to be preserved in a small house in Oklahoma and liable to destruction at any time.

Although the matter is not immediately covered by the scope of the Committee, I wish, before closing, to mention once more the possibility of greater co-operation between historians and anthropologists in documentary research. It happens that documentary material regarding some tribes is of particular importance and historians may very well chance upon it and pass on

without recognizing its value. It would be of advantage to many anthropologists if some way could be devised of enlisting the interest of historians who happen to be going through large collections of early documents so that manuscripts of value to the former could be located.

Primitive Art in Canada - Harlan I. Smith (National Museum of Canada)

In reply to your letter of May 5th inquiring as to what materials are inadequately collected for a study of Primitive Art, I can reply only as to Prehistoric Art in Canada. So far as possible we collect or file in the archaeological file in the office of the archaeologist of the National Museum of Canada, Ottawa, everything possible relating to the Archaeological Aboriginal Art of Canada - including specimens, photographs, drawings, literature, newspaper clippings, magazine articles, books, maps showing the location of finds, samples of rock cliffs on which sculptures or paintings are found, plaster of Paris casts, concrete casts, rubbings and tracings. No doubt none of the collections are absolutely complete and adequate, but anything that you may call to our attention as especially inadequately collected we will give special attention.

As to modern Primitive Art in Canada, Mr. Jenness may give you a memo, and I am handing him your letter. I may state, however, that for that division I have collected besides specimens samples of raw materials, and samples of materials from which dyes and paints are made.

Archaeology - Carl E. Guthe (National Research Council)

Sometime ago I received a letter from Dr. Buck with regard to the Joint Committee on Materials for Research, in which he asked me to report on the subject of archaeology, both specimens and documents.

Archaeology is a large subject when considered from a world viewpoint. I do not know whether you expect me to advise you on matters dealing with Far East, Mediterranean, and European archaeology as well as North American archaeology. I consider myself equipped to handle only the problems of the latter field.

To my mind, the question of documentary evidence in archaeology is largely the function of the historian. The archaeologist must use documents of several kinds in the comparative study in the laboratory of materials obtained from the ground. In North America, such documents would be the records left by the early explorers and travelers in regions where Indians were still living in their natural state.

The question of specimens is an entirely different problem. Specimens in themselves are of little value to the student of cultural development. In order to interpret the lives of past communities, we must have data on the relationship of the specimens while still in the ground, and their complete history after they have been removed from the ground. One of our first difficulties in North American archaeology is the handling of intelligent, enthusiastic, but often misguided amateurs. The dealer in archaeological specimens should receive no consideration. Archaeologists have given much thought and study to the best methods of securing specimens. Their general conclusions have been presented in a very brief manner in a recent publication of the National Research Council known as Bulletin No. 93 of the Reprint and Circular Series. I am taking the liberty of mailing you a copy of this circular because

I believe it presents clearly the ideals for which professional North American archaeologists are working.

One sentence refers to materials which are at present inadequately collected. My answer to that is that probably every county in the United States contains one or more private collections of archaeological specimens, and that fully ninety per cent of them are inadequately recorded.

Another paragraph in the letter refers to the materials and possible sources. Contrary to the belief of many people, archaeological evidence exists almost everywhere in the United States. The sources of such material are therefore relatively myriad. Our difficulty is not in finding the material, but rather in preventing the destruction of this material by ignorant enthusiasts.

I do not know whether this is the kind of thing you wanted from me. If it does not answer the questions you had in mind, I hope you will let me know.

- HISTORY

American History in Foreign Archives - S. F. Bemis (George  
Washington University)

OPPORTUNITIES FOR RESEARCH WITH FAC-SIMILES FROM FOREIGN ARCHIVES  
IN THE LIBRARY OF CONGRESS

Beginning with September, 1927, the Library of Congress has been pursuing a very comprehensive program of reproduction of manuscript materials relating to American History, to be found in European archives. This enterprise has been made possible by a gift of five hundred thousand dollars from Mr. John D. Rockefeller, Jr., to be expended over a period of five years commencing with September 1, 1927. The enterprise was organized and set on foot in Europe by Professor Samuel Flagg Bemis of George Washington University, who had direction of the work during a two years' leave of absence, 1927-1929. It is now being continued under the direction of that well-known scholar, Dr. Worthington C. Ford. A summary description of the scope of the work to date is contained in the annual report of the Library of Congress for 1929, pages 75-96 (reprints of this are available at the Library of Congress). To date, work has been started in England (Record Office, British Museum, House of Lords, Lambeth Palace, Fulham Palace, Society for the Propagation of the Gospel in Foreign Parts, and other, minor libraries in England, Wales, Scotland, and Ireland); France (Bibliothèque Nationale, Archives Nationales, Archives du Ministère des Affaires Étrangères, and various provincial libraries); Holland (Rijksarchief and Royal National Library); Germany (in the State Archives at Hamburg, Bremen, Lübeck, Berlin-Dahlen, Altona, Kiel, Wolfenbüttel, Marburg, Oldenburg, Mecklenburg, Münster, etc.); Sweden (Riksarkiv at Stockholm); Norway (Riksarkiv, Department for Sociale Saker, Universitetsbibliothek, Deichmanske, Bibliothek, Historiografisk Samling, Emigrant-Kontor, all in Oslo); Denmark (at the Royal National Library, Copenhagen); Austria (Haus-, Hoff-,

und Staatsarchiv-Vienna); Italy (State Archives in Venice, Turin, Naples; and the Vatican Library); Spain (National Archives at Simancas, Madrid, and Seville).

In general, this fac-simile material relates to three principal categories of documents relating to the history of the United States, including the Colonial Period. The first of these is material dealing with the administration of European colonies in North America, English, French, Dutch, Spanish, Swedish. The second category consists of diplomatic correspondence of the various European foreign offices with their representatives in the United States, dispatches and instructions with relevant enclosures and other pieces. This work has been undertaken in foreign office archives of England, Holland, France, Spain, Sweden, Austria. The work of photography has begun with the documents of earliest date and it is intended to continue the reproduction down to the latest date at which the archives are open for photography. This date is, generally speaking, 1878, but, in the case of France, it is limited so far to 1814; and in the case of Spain, the program of photography has not advanced beyond the year of 1800. The third category of source material consists of records pertinent to the history of emigration into the United States. The reproduction of such documents so far is limited to Norway, Germany, and to a minor extent, Austria. In addition to these three principal categories of documents, numerous other subjects are covered, particularly ecclesiastical records, maps, etc.

The basis of selection of the documents photographed is the several GUIDES published by the Department of Historical Research of the Carnegie Institution of Washington. The design is to reproduce the material which is listed in the guides already published as well as those in process of preparation. Thus a student in any library in the United States which is a depository of the Carnegie Institution may, by consulting these guides, ascertain whether there is

manuscript material in European archives dealing with the subject of his interest. He may then assume that these fac-similes have been or will some time be made by the Library of Congress of material so listed. The next step is for him to write to the Library to see whether the fac-simile work has yet included the documents which interest him. It is understood that facilities exist at the Library of Congress for the loan of fac-similes to responsible libraries in the United States. In this way, in fac-simile form, the manuscripts of European archives, in so far as they deal with the history of America, can be brought to the desk of the responsible investigator almost anywhere in the United States.

It is estimated that toward upwards of six hundred thousand pages of fac-similes have been made, indexed, and shipped to the Library of Congress at Washington. The enterprise is the largest and most significant of its kind yet attempted in the field of American Historical Research.

American Naval History - D. W. Knox

Replying to your letter of May fifth, I enclose herewith a pamphlet<sup>1</sup> which goes into the question of the very inadequate materials collected in any one place covering naval history.

I feel that there are few phases of American history in which an adequate collection is more urgently needed.

"The importance of the naval side (including irregular forces) of the Revolution is manifest. Why has no comprehensive history of all this naval activity ever been written? The explanation is very simple. Many of the records, of course, have been lost, but hundreds of thousands of others still

---

<sup>1</sup> Captain Dudley W. Knox (U. S. Navy, Retired), "Our Vanishing History and Traditions," reprinted from the United States Naval Institute Proceedings, Vol. 52, No. 1, Whole No. 275 (January, 1926).

in existence are so badly scattered as to make it almost impossible to find and collate the information which they contain and to piece together anything approaching a complete history of what occurred. Fortunately there are a number of large collections of Revolutionary documents in state archives and in the files of historical societies and libraries. But probably the greater number are distributed in small groups among thousands of small libraries, county court houses, small historical societies, and private collectors.

"Recognizing this unsatisfactory situation, Congress appropriated \$30,000 in 1913 for the purpose of photographing the scattered Revolutionary military and naval documents and making a federal collection of copies which would be sufficiently complete to serve historical needs. The commission which started this work very soon decided that their funds would limit efforts to a few states, and decided to concentrate upon Massachusetts, Virginia, and North Carolina. Even in this restricted field it was found impossible to be thorough. For example, all that could be done in Massachusetts was to photostat from the state archives the Massachusetts Board of War minutes, orders, and letters (2,914 documents) and from the Harvard University Library, Hamilton's Journal of the Vincennes Expedition (77 documents). In the Harvard Library alone, to say nothing of hundreds of other sources of Revolutionary material within the state of Massachusetts, there must remain thousands of documents which could not be copied. The commission ceased its work in 1914 on account of exhaustion of funds.

"Whether Congress will ever renew appropriations for the completion of the task of collecting originals or copies of Revolutionary historical documents is doubtful. The necessity of doing so much photostating makes the work expensive, which difficulty might be largely overcome by the use of some such

device as the recent invention of Admiral Fiske permitting the ready reading of extremely small type, and therefore a great reduction in the size of the photostat copy. Meantime efforts are being made to induce private collectors to donate originals or copies of Revolutionary manuscript and pictures, and in this way, considerable progress recently has been made in building up the naval archives. New material is constantly coming to light. Only within the last few days the writer learned of three groups of very early manuscript, one of them containing about 1,000 documents, which have been in a garret or otherwise inaccessible for more than a hundred years. Every effort is being made to obtain at least copies of these before they are accidentally burned or sold and scattered to the four winds.

"One might imagine that after the adoption of the Constitution and the formation of the existing federal government, pains were taken to keep reasonably complete official naval files. But such is unfortunately not true. The case is illustrated by the recent discovery of an official report made in 1815 by the Board of Navy Commissioners to the Secretary of the Navy, by special request of the latter. This important document making a general survey and broad recommendations respecting the whole naval establishment--navy yards, ships, personnel, laws, and so forth--remained in the possession of descendants of one of the Board of Navy Commissioners until very recently when it was donated to the public archives. This is merely one of a great number of similar cases which could be cited to demonstrate the wide dispersion and deplorable inaccessibility of the official sources of naval history and tradition; a condition resulting from old customs rather than any culpability on the part of individuals."

American Political History - Edgar E. Robinson (Stanford University)

This is in response to your letter of June 2 with reference to the work of the Joint Committee on Materials for Research.

I have not had conference with colleagues on materials for political history...inasmuch as I felt that my experience and proposal in this matter was sufficient to meet the need. As for diplomatic history, this is a matter which I am calling to the attention of several colleagues who are particularly concerned with this subject, and I am asking them to draw up a statement.

I am enclosing my own statement.

IN THE FIELD OF POLITICAL HISTORY IN CALIFORNIA,  
AND IN THE UNITED STATES

A. The collection of manuscript materials, in particular correspondence, of political leaders. Much of this is still in private possession, often inadequately protected from fire, and sometimes the value (historical) not known to the owner.

Examples:

a. The correspondence files, covering period 1885-1901, of Senator Stephen M. White. Stored for a considerable time in a wooden building. Now in Stanford University Library.

b. The diary of Senator Milton Latham covering political events in Sacramento and Washington in 1860-61. Discovered by accident in possession of a friend of Stanford University to whom the volume had come as a gift at the time of death of a friend. It was thought valuable because of blank pages.

c. Correspondence of Senator William M. Gwin. In private possession, despite the fact that Memoir of Gwyn (in manuscript) is in Bancroft Library at Berkeley. Believed to be extremely important material.

d. Correspondence of Senator John D. Works; most of it destroyed because not believed to be valuable. Later Senator Works prepared a memoir (now in Stanford University Library) and his son has turned over a small body of correspondence which had been saved.

B. The collection of manuscript and pamphlet materials touching on political organization (including political parties). A survey should be made of the personnel of the organizations, in particular political party committees, and a canvass made of each of these members for pamphlets, correspondence, lists of contributors and newspaper files. This is very important in the case of successful candidates who served in state offices.

C. A change of attitude of scholars toward the place of party organization in government would result in a greater insistence upon the collection of material of managers and committee members. Long has it been thought by many that collections must be confined to the official pronouncements of parties. Back of these are to be found the materials of management. They are difficult to locate, often have been destroyed, and are generally thought unimportant. The whole attitude toward their value must be altered, and a search for these materials, whenever undertaken, will meet adequate financial backing. <sup>need?</sup> It is really a new field. If search reveals a considerable body of material, it will make necessary a rewriting of political history in terms of party organization. It has been done in a measure for certain "third" parties, but not for the "two great parties." Here it is most important.

Diplomatic History - Tyler Dennet (Dept. of State, Washington, D. C.)

With "Van Tyne and Leland's Guide" and with the list of manuscript collections which is published by the Library of Congress, one has a pretty good survey of the source materials of this country for American and diplomatic history. It may be said, with slight reservation, that everything listed in "Van Tyne and Leland's Guide" is inadequately cared for at present. Presumably this situation will be improved when we have a national archive.

Business History - N. S. B. Gras (Harvard University)

MEMORANDUM ON THE NEEDS OF BUSINESS HISTORY FOR THE  
JOINT COMMITTEE ON MATERIALS FOR RESEARCH

1. The student of business history needs above all the private records of individual business firms. These include directors' minutes, correspondence, journals, ledgers, and so on, the first two categories being generally the most valuable. Material of this kind exists for the period from the fourteenth century down to the present, but it is generally fragmentary.
2. The memoirs of business men are of great help. A number of these exist, such as those of John Wanamaker and Jay Cooke which are both still unpublished.
3. The diaries of business men, so far as I know, probably do not exist. In view of the fact that no official record is made of the real reasons for decisions of business policy and changes in management, the private diary of an executive setting forth the reason for decision and action would be of great help. The only way to bring about the desired results would be, by means of published articles, to encourage business men to keep such records. It is perhaps expecting too much in the case of all but the older executives.

4. The physical objects in the forms of tools, machinery, and products are of great assistance. They are to be found in museums, public and private.

Private museums: United Shoe Machinery Corporation, Boston, Mass.  
Dennison Manufacturing Company, Framingham, Mass.  
Ford Museum, Dearborn, Michigan.

Public Museums: Smithsonian Museum, Washington, D. C.  
The Commercial Museum, Philadelphia  
Museum of Science and Industries, Chicago

5. One of the chief problems is to persuade business firms to preserve their most important records. Some of them periodically destroy everything that exists. Others allow their records to disintegrate. Something might be done by appealing to business men directly to preserve certain types of their material. For the larger concern, such as the United States Steel Corporation, this would mean a great expenditure of money.

6. Historical societies should be encouraged to collect and preserve business records. In many cases, however, there is inadequate space and financial support for handling the types of documents that are being collected.

The Business Historical Society, established in Boston in 1925, has done not a little by collecting and classifying documents which are housed in the Baker Library. It has also sent representatives to various parts of the country, encouraging local societies to do what they can in the way of collecting and arranging business documents. It has offered to co-operate in a number of ways.

Social History - A. M. Schlesinger (Harvard University)

It seems like carrying coal to Newcastle to write you in regard to needed source materials in the field of American social history. Judging from Minnesota History, your policy all along has been shaped with this in mind. What is there left for me to say? Since the social historian is interested in

everything relating to the past of American civilization, he wants everything collected and preserved. Doubtless most libraries should give more attention to ephemeral material than they have in the past. It is clear, further, that few libraries have done their duty in preserving the advertising sections of the magazines they have bound. Nowadays it is important that the jackets as well as the books themselves should be preserved.

As for manuscript collections, we have, as you know, suffered from the paucity of the records of business concerns, of the development of sports, of religious organizations, of the wide variety of reform bodies, of materials relating to health and medical conditions, etc. etc.

As for physical objects, too few of our museums have been interested in materials relating to the household arts, to agriculture, to transportation, to penology and to what you might call the vulgar arts. The example set by Eastern museums in reproducing bits of colonial life make me feel that a great deal more could be done in the way of establishing museums of pioneer life, and, what interests me more, displays which would illustrate the transition of immigrant groups from Old World life to New World conditions.

I fear that none of this is sufficiently definite to be of any use to you since I have not pointed out specific collections; but that would require more time and investigation than I could give to it now.

ECONOMICS

Inventions - Waldemar Kaempffert (Museum of Science and Industry, Chicago)

Aeronautics is so young a branch of engineering that almost any one who has followed the subject could report upon it. It seems to me that I could be of more use to you in dealing with inventions as a whole. Nevertheless, if you still believe that I could contribute anything on transportation, I will abide by your decision. I will look forward to your reply.

Commodities - Charles R. Toothaker (Commercial Museum, Phila.)

I am not sure just what your committee means to include in the matter of source materials for research. This museum has an infinite amount of authentic material in the way of specimens of commercial raw products from all parts of the world. When I say, commercial raw products, we mean articles that have actual economic value at this time and also those which are either utilized in a small way in the locality where they are produced or things which it seems may have potential value.

These specimens include articles of practically all kinds in the animal, vegetable and mineral kingdoms. The subject of textiles is of course only one group but in this we have thousands of specimens, not only of cotton, wool, silk, etc., etc., but samples of raw fibres, yarns and fabrics, made in remote parts of the world by native peoples. These include both common and unusual vegetable and animal fibers in very great variety.

Our collection of these things has been going on for thirty-five years or more and we have frequently given help to students doing high-grade scientific work. I feel so uncertain as to the scope of any report you wish me to make that I think I shall go no further at this time but shall ask you to write me again if you desire me to amplify this in any way.

It goes without saying, I suppose, that we ourselves have done considerable microscopic work in the examination of fibers and in the identifying of textiles.

POLITICAL SCIENCE

The general field - William Anderson (University of Minnesota)

I have been turning over in my mind your communication with reference to materials for research in political science. The task is indeed a large and important one, and I do not feel fully competent to make the report which you request as to the state of the records and materials in the whole field of political science. I will, however, present you with the following outline of the problem, and if you wish further information upon points in it, I will ask you to write me so that I can add any additional comments that may seem desirable.

In the first place, I think we should divide the records of political science first on the basis of the area or unit of government concerned. We begin then with the international field, and proceed downward through national government, and local government to individuals and groups.

In the international field it seems to me that the job of keeping records and of reporting important materials is now being done better than ever. The League of Nations, various international administrative bodies, and a veritable swarm of unofficial organizations, foundations, etc., are now working together, with more or less duplication, to present to all interested persons knowledge about treaties, international negotiations, and other matters of international importance. As compared with fifteen or twenty years ago the quantity of materials available is much greater than at that time; it seems to me that the quality has also been greatly improved. There is still a great deal of material which students would like to get out of the files and records of foreign offices and departments of state, but at least in the United States a service of publication of such materials has now been begun, which will be very helpful. Students in the international field are not fully satisfied even with this

advance, but there will probably always be some records in foreign offices which the governments concerned do not wish to divulge.

If we turn now to the national governments of the world we should perhaps distinguish first between foreign governments and our own national government. With reference to foreign governments, most American libraries, even the best of them, are woefully lacking in both current materials and materials of more historical importance. The constitutions of the several foreign states, with their amendments, are not kept up to date. Foreign statutes, and the debates and proceedings of foreign legislative bodies, are kept available for American scholars in very few American libraries. I doubt whether a single library has substantially complete files kept up to date for even the leading European and American powers. As we proceed from the legislative branch to the administrative, we find that while financial statistics, that is statistics of national debt, taxation, tariff, expenditures, budgets, etc. are available to a certain extent with respect to the leading states, that civil service records, administrative regulations, the rules and decisions of national boards and departments, are very scantily provided in most of our libraries. Detailed election returns are also not currently maintained. To a certain extent these deficiencies are due to the fact that the governments concerned do not keep all of the records in which political scientists would be interested, and that even where they keep them, they do not print them. We find even in our own country that in order to get the important types of data as to the civil service and as to the work of departments, we must make contacts with the department heads and go directly into the departments to get the data we need.

When the scope of the field is considered, however, it is doubtful whether we could expect any single American library to get all of the published official records of all the national states in the world. It occurs to me that

what we must probably come to is a certain amount of specialization among libraries so that if one great library could be devoted to the governmental records of European states, another might devote itself to Central and South America, another to the Far East, and so on. I should perhaps add that the records of judicial proceedings and judicial decisions are in considerably better shape than those of administrative departments.

Naturally we find it easier to obtain the records and reports of the government of the United States. In fact under the depository system a number of libraries throughout the country now receive substantially all of the publications of the national government. Many of the publications, such as those dealing with financial statistics, with the civil service of the United States, and with election returns, contain too little information. In most of these cases, however, a scholar who can make proper contacts in Washington is able to get further information. This is hard to do at times, however, as I know in the case of one scholar who is making or trying to make an intensive study of presidential appointments. Much of the information he wants is apparently secret, as in the case of certain government records and memoranda of the Department of State.

As we proceed from the national government to the state or commonwealth governments, both in this country and abroad, we find the state of the conditions naturally much less satisfactory. The constitutions of our states are not kept up to date by any existing publishing agency. In addition, of course, state legislative debates are not recorded and published. The best we can do is to get a journal of proceedings for each of the American states. Some newspapers supplement the journals by giving summaries of debates in legislative halls, but even these are unsatisfactory because of brevity and bias. The Library of Congress has begun to compile an annual or biennial index of state

legislation. This is a forward step and will be very helpful. Judicial records and proceedings are generally well kept by the states, and the decisions of the highest courts are always published. The decisions of the Circuit Courts and District Courts and County Courts are, of course, usually not published. The election returns of most of the states can be had, but they lack uniformity and completeness. Here again, there is no national agency for the purpose of compiling them and bringing them together, and it is very laborious work for any individual to try to collect them for any one year for all the states. The records of administrative departments and boards are in most cases available to persons living in the state, whether published or not. In certain fields, such as public utilities, regulation and labor legislation, national agencies maintain national publications which bring together much of the needed information. In other fields this sort of thing is done very poorly or not at all. Of course, most libraries have little or nothing with reference to the governments of the states and provinces in other federal systems such as Australia, Canada, and Germany.

As we proceed then down the line to the local governments, we come to the point where the records are least well kept, and least available to students. The states do not keep adequate records even of the numbers and names of the different local units, of the dates of their incorporation, their areas, population, etc. Maps of the local units simply do not exist in thousand of cases. Where changes in the government of local units are made by general acts of the legislature they are of course available in the statutes. Where they are made, however, by private or local acts or by charter amendments in the locality, the records are not as a rule kept by any central office of the state government. Frequently they are lost even in the locality. What has been said about charters,

amendments, and laws governing local places, is even more true concerning ordinances, resolutions, appropriation measures, etc. enacted locally. Except in the larger cities, Council proceedings are not always published, and the proceedings of boards and commissions in local government are even less frequently published. In administrative matters some localities print no annual reports whatever. The records as to the number of voters registered, as to the numbers who voted, and elections returns in general, are, of course, in a very sad state in local government. In fact one might mention also civil service records, the records of the police, health officers, public works departments, fire departments, etc., as being generally in a very bad way indeed. Local judicial records are kept in fairly good shape where municipal courts and police courts exist, but the records of justices of the peace, I have been told, are in some cases impossible. The interesting thing about many local records is that the officers who keep them feel that they are private property and are not to be opened to the public. Even financial records, such as records of salary paid and matters of that kind are not always available even in record form to the student. Of course, in the smaller units of government they are practically never published. In fact among the units of government it can be said that the records of local government are in the worst state. One would like to think that in the big cities the records are in good shape, but as a matter of fact local officials even in the larger cities are ignorant as to what is important to record, and frequently are influenced by desire for economy which prevents the keeping and reporting of important records, and are sometimes influenced by the desire for secrecy. In the worst cases, of course, the reports which they print are falsified to cover up inefficiency and corruption.

When we pass from the various units of government to consider the individual as a factor in politics and the unofficial political groups such as parties with which he affiliates, we find naturally that the records are most scanty. This is explainable, of course, on the ground that there is no legal duty upon anyone to preserve the type of data concerning political activity which the student would like to have, and there is also the desire for secrecy. It would be of considerable value to some students of politics to have individual records, let us say, of candidates for office, and of those who are elected or appointed to office, covering their ages, education, qualifications, etc. Of course such records do not exist. Sample records of individual political behavior of voters would also be highly useful. Because of secret voting, both in primaries and in elections, such records simply cannot be obtained. The activities of political groups are, of course, recorded to some extent, but very slightly. National and state conventions of political parties usually publish the platforms which they have adopted and the names of the candidates whom they have nominated for office. They do not publish always the names of the officers of the party, while lists of party workers and committees are usually more or less secret documents in the hands of the local leaders. In the case of national conventions the proceedings are rather fully reported by the newspapers. Some state conventions likewise are rather well reported in this way. But in the case of the minority parties the newspapers rather neglect to give them much attention. The party leanings of the newspaper largely control these reporting activities. Of course, the proceedings and the debates of party committees and caucuses are in no sense public records, and unless one is a member of such an organization he does not get the information as to what has been done, and even if he does belong and does get the information he is more or less under obligation to keep secret the proceedings.

Finally, the decisions made by the boss, and the reasons for those decisions are probably most secret of all.

Aside from the political parties and their literature and records, the student of politics wishes that the records of semi-political organizations were more regularly published and more readily available for study. I refer to the proceedings of farm bureaus, trade unions, chambers of commerce, civic associations of various kinds, church groups and others. The activities of such groups have a good deal of bearing upon politics and government. To some extent they publish their views and proceedings, but I know of no library or center which makes a regular practice of collecting these materials on an extensive scale.

The research bureaus which are now carrying on research in government in a great many cities issue publications of considerable value, and to some extent the Municipal Administration Service in New York City serves as a clearing house for the distribution of the better products of the various bureaus. At the same time considerable quantities of unpublished reports remain in the files of the bureaus and never come to the hand of the research student outside of the particular city.

In addition to the types of materials mentioned in your outline there are quantities of political literature of more miscellaneous character such as pamphlets, campaign books, hand bills, ballots and many other types of material in addition to periodicals and books. I doubt whether any leading libraries in the country are making a systematic and thorough effort to gather these more ephemeral types of material. I know that in the average research bureau more attention is given to official publications.

If I did not believe that the other men to whom you have written for information were going to cover these other materials, I might refer at some

length to various types of economic and social data which are indirectly of importance to students of politics. I refer to information as to population, including data as to nationalities, immigration, mobility, trend toward urban centers, age groups, marriage and divorce records, and a great many other types of data; presumably these would be covered by those who report for economics and sociology.

In conclusion it seems to me that there are certain general difficulties in the field of politics in keeping the records up to date and available. There is first of all the tremendous scope of this field of study. There is in the second place no concensus among those who are responsible for keeping records of the different branches of the government as to what records are worth keeping, as to the forms in which they should be kept, as to the accuracy and fullness of the records desired, and as to publication thereof. The desire of many politicians to have secrecy with reference to some of their most important facts plays easily into the hands of the taxpayers who wish to have an economical government which means to many politicians they should not spend money in publishing facts about the government. Of course, among the larger units of government most of what takes place is likely to be printed. It is when we get down to the more local and smaller units that the situation becomes progressively worse. It is, however, in what might be called the unofficial realm, that is in the activities of political parties and groups of various kinds, that the records now available are most incomplete.

The general field - C. J. Friedrich (Harvard University)

SOURCE MATERIALS IMPORTANT FOR POLITICAL SCIENTISTS

The sources which are important for political scientists are to a considerable extent identical with those needed by the historian, the jurist, and the economist, but the following memorandum deals with these materials without regard to such possible duplications.

There are three major kinds of material which deserve primary consideration, namely: first, governmental publications of all sorts; second, newspapers and political periodicals dealing with current problems; third, publications of non-governmental agencies having definite political interest, such as parties, churches and trade associations. The collection of every one of these types of material is quite defective at the present time and deserves thorough systematization as soon as possible. I shall take up some points with regard to each of these in turn.

1. Governmental Publications. A number of the larger libraries have sets of the proceedings of the legislatures of one or more foreign states, beside the congressional record. There are also often sets of official compilations of the laws of the respective countries as well as digests of these compilations, but as soon as one leaves the field of these stereotype materials, the acquisition of governmental publications is quite accidental as it has depended in the past upon the interest of a scholar in a particular field. The amount of existing material of this type is very large (compare particularly Official Publications of European Governments, published recently by the American Library in Paris). Of particular significance to the student of political science are materials dealing with the organization of government, such as regulations pertaining to the conduct of business in the various ministries, examinations of

civil servants, elections, statistics, et cetera. What is needed in this field beyond the excellent first step taken by the American Library in Paris is a co-operative agreement as to which materials should be acquired by the several universities. It is apparent that beyond the three major states of England, France, and Germany a plan of division of labor could perhaps be worked out. Under such a plan one university could acquire the materials for some of the minor states and another for others, and it would then only be necessary for the student interested in a particular set of documents in their entirety to either make a visit to that institution or send for it under the exchange arrangements between the university libraries in this country.

2. Newspapers and Political Periodicals. What is true of governmental materials is even more true of the newspapers, if one wishes to go beyond the United States. Of course, as far as American newspaper material is concerned, I dare say that all important sets are available in one library or another throughout the country, but foreign newspapers, particularly those of Europe, are not preserved in the United States to even that limited extent to which they are indispensable for the political scientist. Harvard University, for example, has sets only of Le Temps, the Frankfurter Zeitung, and the conditions in other important libraries in this country are not very different. It seems to me essential that newspapers of important extreme trends in Europe be available. It was my good fortune to be able to acquire L'Action Francaise for Harvard University through one of my students, and it is similarly my ardent hope to add L'Humanité before very long to our files. The same distribution should also be attempted for Germany (adding Vorwärts and the Kreuz Zeitung or the Deutsche Allgemeine Zeitung to our files).

Newspaper material from smaller states is extremely scarce. Public libraries often subscribe but do not keep the files for any length of time. An

effort should be made to stop this gap through co-operation between the several libraries, as it is manifestly impossible that any one library acquire this material for all countries. In this connection I wish to urge upon the consideration of your committee the necessity of indexing this material. Great as are the benefits which might be derived from Social Science Abstracts, particularly with reference to more obscure publications, it must nevertheless be said that most of the publications abstracted have satisfactory annual indices which can readily be consulted. The same is not true of newspaper material, and while it is possible to some extent to use the index of the London Times and the New York Times as a guide for other newspapers in establishing the specific date of a particular event or news item, it cannot be said that this crutch helps the student much when he gets further into the details of problems which lack international significance at the particular moment of discussion within a given country.

The periodicals of political interest are in a more satisfactory condition. Most libraries have sets of one or another of the periodicals in the more important states (England, France, Germany), and the collections include periodicals of varying political trends. But again, the periodical literature of minor countries is neglected and should be secured under a cooperative arrangement corresponding to those previously suggested in this memorandum.

3. Publications of Non-Governmental Agencies. This third class of materials is in the least satisfactory state of all the three types. Even the most important publications of such vital associations as the civil service associations are not found in most libraries. There are fragmentary bits of material here and there, apparently having reached the library more or less accidentally. Sometimes a particular interest, like the interest in the labor movement at the

University of Johns Hopkins, has led to the acquisition of the associational source material in the particular field. Sometimes business schools will have acquired a certain amount of chamber of commerce material; theological schools, material dealing with the churches. But the most important set of material, namely, that dealing with parties, like annual reports of the minutes of meetings and conferences and the like, are mostly lacking. In order to fill up this body of materials systematically it will be necessary to make a careful survey of what is available in this field (from my limited knowledge I should say that the quantities of material are very large) and to reach an agreement as to which sets of materials are worth acquiring and by whom they should be acquired.

I wish to make a final suggestion with reference to a very novel possibility, namely, the use of the talking films for instruction in political science. It is at once apparent that the use of well made talking pictures of political activities both here and abroad could add a great deal to the understanding of the average student. This body of material would be primarily pedagogical in value, but in view of the fact that most citizens will never have a chance to participate in any of the essential political processes, I feel that they would gain much by seeing this kind of material in connection with their introductory course. I am approaching the Harvard Film Foundation in order to see what possibility there is for enlisting them in this task.

I should like to have you append to my report the enclosed list of current European newspapers preserved in the Newspaper Division of the New York Public Library. This collection is the most plentiful in existence in the United States, and should be taken into consideration in any plans concerning that part of materials for political scientists.

Current European Newspapers preserved in  
Newspaper Division, New York Public Library

Arbeiter-Zeitung	Vienna, Austria
Neue Freie Presse	" "
L'Independence Belge	Brussels, Belgium
La Bulgarie	Sofia, Bulgaria
Prager Presse	Prague, Czechoslovakia
Berlingske Politiske Avertissements-Tidende	Copenhagen, Denmark
L'Action Francaise	Paris, France
Le Figaro	" "
L'Humanite	" "
Journal des Debats	" "
Le National d'Alsace	Strasbourg, France
Le Peuple	Paris, France
Le Temps	" "
Berliner Tageblatt	Berlin, Germany
Deutsche Allgemeine Zeitung	" "
Der Jungdeutsche	" "
Die Rote Fahne	" "
Kolnische Zeitung	Cologne, Germany
Frankfurte Zeitung	Frankfort, Germany
Klassenkampf	Halle, Germany
Sachsische Arbeiter-Zeitung	Leipzig, Germany
Suddeutsche Arbeiter Zeitung	Stuttgart, Germany
Daily Herald	London, England
Daily Telegraph	" "
Morning Post	" "
The Observer	" "
Sunday Times	" "
The Times (Daily)	" "
The Times (Weekly)	" "
Manchester Guardian	Manchester, England
The Irish Catholic	Dublin, Ireland
The Irish Times	" "
Budapesti Hirlap	Budapest, Hungary
Corriere della Sera	Milan, Italy
Il Giornale d'Italia	Rome, Italy
L'Osservatore Romano	Vatican City, Italy
Morgenblatt	Zagreb, Jugoslavia
Algemeen Handelsblad	Amsterdam, Netherlands
Aftenposten	Christiania, Norway
Dimineata	Bucharest, Roumania
La Epoca	Madrid, Spain
Aftonbladet	Stockholm, Sweden
Dagens Nyheter	" "
Neue Zurcher Zeitung und Schweizerisches Handelsblatt	Zurich, Switzerland

Current issues of "Vorwärts," and "Germania," Berlin, Germany, presented to New York Public Library by Deutsches Haus, Columbia University, for permanent preservation.

The general field - Leonard D. White (University of Chicago)

In reply to your letter of May 7th asking me for a brief report on needed source materials in the field of Political Science, I take pleasure in submitting the following statement which has been worked out in co-operation with my colleagues at the University of Chicago.

In order to conduct research in the field of Political Science, there is constant and steady demand for full collections of public documents. These comprise probably the most important single need for Political Science students.

The public document series should be understood in a very broad sense to include the official output of municipal and other local governments, state governments, the national government of the United States, the national and local governments of the chief countries of the world.

Included in the above and perhaps warranting special mention, are the foreign document series, treaties, arbitration proceedings, conference reports, and the like.

Also included in the above but worthy of special mention are public documents as city charters and municipal ordinances.

The Political Science Departments also stand in great need of full collections of reports of committees, official and unofficial, on public questions. These are often of first-rate importance. There is also constant need for adequate <sup>news-</sup>paper files. We would also like to call attention to the usefulness of attorneys' briefs. These are, as you know, very frequently printed and can be secured by careful attention in most cases. The attorneys' briefs in cases submitted to the Supreme Court of the United States are collected, I understand, by Harvard University and by one or two other University Libraries. This type of material should be much more widely collected.

There is also constant need for an adequate collection of maps. In this connection I might point out parenthetically that the University of Chicago has recently organized a system of map classification growing out of a donation of some ten thousand maps which supplement its earlier collections.

Finally, we would like to emphasize the importance of what is often called fugitive material, a wide range of printed matter including such items as the reports of Bureaus of Governmental Research, the constitution and by-laws of private organizations having contact with public issues, the reports and other publications of political parties, the collections of posters used in political campaigns, reports of organizations like the United States Chamber of Commerce and other business organizations, the American Federation of Labor and other labor organizations, the American Medical Association and similar functional groups.

The foregoing assumes that collections of laws, constitutions and decisions of courts of last resort, are normally collected by any research library.

You may be interested to know, supplementing earlier correspondence which we have exchanged, that the Social Science Research Council Committee on Public Administration is making progress in organizing its system of regional and local libraries for the collection of material of interest to students of public administration. The country west of the Mississippi has been organized in four regional groups with the Library of the University of Chicago, the University of Minnesota, the University of California, and the University of Texas as the regional centers. The country east of the Mississippi is now being organized also. I shall be glad to supplement the foregoing if you desire.

SOCIAL PSYCHOLOGY

The general field - L. L. Bernard (Institute for Research in Social Science,  
University of North Carolina )

I am enclosing herewith copies of the reports secured from my correspondents touching the matter of types of research material in social psychology. As I told you before, I suspended my efforts to collect reports of this sort as soon as I discovered that others were doing the same thing. It would have been possible to get a large amount of very interesting material of this sort had it seemed wise to run the risk of duplicating the efforts of others.

I, of course, approve the recommendations of the other persons as here enclosed, and I should like to add for myself the following types of research material that I think would be of particular value to me in studying social psychology from my own personal angle. In fact, I have collected very considerable amounts of material along the line of some of the categories here indicated. For example, during the last year I have bought some 1500 volumes of research material that falls very largely within the fields here indicated:

1. Biographies, especially those of country and frontier preachers, politicians, and other local leaders. These types of biographies usually are written much more sincerely and with less conscious art than those dealing with national figures.
2. Records of all sorts of movements, including religious, political, agrarian, reform, etc.
3. Diaries of all sorts, published and unpublished. There must be a great many of these, and they probably could be collected if proper efforts were made.
4. Narratives of travel and adventure at home and abroad. Those that contain descriptions of contacts with people are nearly always valuable from the standpoint of social psychology.

5. Accounts of primitive peoples, including their habits, beliefs, rituals, ceremonies, etc.
6. Old textbooks on psychology, moral philosophy, theology, homilectics, etc.
7. Early textbooks in history. Often these reveal quite unconsciously interesting types of assumptions in social psychology.
8. Subscription books of all sorts. These are valuable not only for the psychological attitudes assumed or described in the public, but also for the approaches that are made in them toward the public.
9. Old newspapers.
10. Local histories, especially when they give some account of local movements.
11. Histories of national movements.
12. Accounts of idealistic colonizing enterprises, published and unpublished.
13. Fiction, especially early fiction and fiction dealing with typical local and national traits and characteristics.
14. Sermons and treatises on theological matters. Much valuable material is to be found in books of this sort, although they are ordinarily neglected. Perhaps more volumes in these fields have been published, especially in our early history, than in any other one field.

I should say, on the whole, that anything that is of value to history is also of value to social psychology.

The general field - Stuart A. Queen (University of Kansas)

From newspapers, magazines, religious, labor and political journals, pamphlets, congressional record, miscellaneous advertising, memoranda of radio talks, et cetera, collect material showing organized efforts to influence publics, e. g., in re Dr. Brinkley, the National Electric Light Association, campaigns of Community Chests, membership campaigns of Chambers of Commerce. This could be done by some clipping, by reading files of newspapers in their own offices, in state libraries, in schools of journalism and in bureaus of municipal research. (These data would throw light on both sides.) Similar methods could be used in studying fashions, fads, crazes, mass movements, et cetera.

The general field - Willard Waller (University of Nebraska)

In my own research I have found certain generalizations to hold concerning the utility of certain documents. The documents are listed below together with my comment upon them.

I. Life histories

A. Life histories prepared by subject, either,

1. Following an outline furnished by investigator, in which case material resembles the answer to a questionnaire, and is subject to the limitations of the questionnaire, or,
2. Without any outline, following the general instruction, "Tell whatever you consider significant concerning yourself." The danger here is that material furnished will be incomplete, rambling, or incoherent, perhaps lacking in frankness. Persons who are not introspective rarely furnish personal narratives of much value.

B. Life histories prepared by the investigator from interviews with subject.

This I consider to be the most significant sort of social psychological document. This method enables the insight of both subject and investigator to be used, and it makes it possible to tap materials not ordinarily accessible to consciousness. The skill of the investigator sets the limitations upon this technique. The subject's story should be told as far as possible without interruption, questioning, or interpolation, but the judicious use of these devices may add much to the value of the account. The subject should be instructed to tell everything that the other person should know in order to understand him completely. This material may be supplemented at will by the analysis of dreams, Freudian errors, free association based upon word lists, or the study of other sorts of personal documents. Great care needs to be taken in keeping records of such interviews. The subject's own story, with his interpretation, should be taken down verbatim if possible. A separate note of interviewer's comments may then be made. (Two colors of pencil may possibly be used in taking such notes.)

C. Life histories prepared by the subject covering some phase or incident of his life, such as the period of his courtship, the first few months following divorce, the first year of teaching school. These are more likely to hit the point and to be sufficiently complete than are generalized case histories. They may be prepared more or less in collaboration with the investigator, but it does not seem desirable to furnish an outline. It is better to set the subject the general task of telling everything he considers significant in that period.

D. Case studies done wholly from without, entirely without the subject's consent, may have considerable value if the investigator knows the subject well and interprets him shrewdly. But this sort of thing makes some

demands upon the imagination, and has therefore less reliability than a life history that can be adequately documented. It is, however, of extreme value in supplementing, elaborating, or checking up on a case study of more introspective nature.

## II. Personal documents

- A. Diaries. May where kept by persons undergoing some particular conflict furnish an interesting picture of their life-situations. Generally, however, diaries are not useful unless kept by persons who have some skill in introspection.
- B. Letters. Letters may depict admirably the progress of personality trends or the development of attitudes. Thus, I have at hand a revelatory series of letters which show a young woman in process of becoming a schoolteacher. Through close study and textual criticism one may get at something more, through an examination of calligraphy, the crossing out of words, addition of qualifying postscripts, etc. (In The Old Love and the New, my book on the readjustment of personality after divorce, I have discussed the letters of divorced persons on pages 49-55.)
- C. Fictional writings, especially where they seem to represent a strong unconscious compulsion, may furnish interesting clues. (Ibid., p. 173-177). Likewise, the study of notebooks may prove rewarding, or the study of any other spontaneous writing. (Such as the comments interlined in books.)

## III. Records of social behavior

- A. Records of conversations of a particular individual,
- B. Records of typical conversations arising in definite situations, or places, such as a social evening, or a barbershop. (A Record of all the behavior of every individual of a group assembled together for social purposes in an evening may often be found to have great value.)

- C. Records of significant incidents, or of incidents illustrating typical attitudes and mechanisms; such an incident was the change noted in the tone of a barber shop conversation when the high school principal entered.
  - D. Records of crowd behavior either by participating or non-participating observers.
  - E. Records of the incidence of fad, fashion, and craze in crowd psychology.
- IV. Purely literary and imaginative versions of any of the above. The value of this sort of material may be disputed, and indeed is a very variable quantity.
- V. Questionnaires may be used to settle some particular point, but they should be surrounded with many safeguards and should not be considered conclusive.
- VI. Experiments have a certain limited value, but no satisfactory experimental technique has as yet been worked out for social psychology.
- (Have further discussed some matters of technique in the chapter on methodology in The Old Love and The New, Divorce and Readjustment, Horace Liveright, 1930).

The Professor's Files, etc. - E. A. Ross (University of Wisconsin)

Replying to yours of the 8th I will say that I have practically nothing to suggest in the way of collecting and preserving social materials for social psychology. What I have done is to have a drawer in a filing cabinet with a great variety of folders tagged for a large number of subjects in social psychology. Into each folder I drop newspaper clippings, pamphlets, references to periodicals or books, etc., which may bear upon the topic. After I have put out the book I have to clear out the drawer and throw away the accumulated stuff. I should think that assorted classified newspaper clippings

might prove of great value to the social psychologist of the future. Furthermore diaries, personal confessions, self-revelations, etc., would be helpful. However, in this institution we seem to be a considerable distance from any such collection of classified material.

Rural Communities - James M. Williams (Hobart College)

The only suggestion I have to offer is about the preservation of the materials for the study of rural town and village communities. At present the records of these communities are not preserved. It is a pity. My suggestion would be for the Council to write to the head of the Board of Education of the leading village of every town, naming those he has reference to, and ask him to have a cupboard or a large box made in the school building where all the record books no longer in active use could be stored. Sometimes, I have found documents in the garrets of the school. That is all right so long as officials know where they are and put the books there when they are filled and no longer in active use. But sometimes officials forget and begin to throw the books away when they are filled. Usually, they throw them away anyway, or they are left lying around and lost.

The school building is the only public place, in most villages.

As to the newspapers, I wish every village editor could be furnished with a sheet of good paper for one copy of his paper and induced to print on this sheet the copy to keep in his bound files. If the Council cannot undertake that, it should at least write to every editor, call his attention to the importance of his paper as a source of information, and ask him not to fail to keep them in a fire-proof vault if possible.

Also I would suggest that he edit his paper from the point of view of making as accurate and complete a record of the local activities and attitudes to current problems as possible.

Joint Committee on Materials for Research of the ACLS and the SSRC

Meeting at Branford, Conn., Sept. 12, 13, 1930.

AGENDA

- A. Preliminary
1. Selection of a Secretary.
  2. Report of July 30, 1930.
  3. Financial statement.
- B. General
1. Categories of material.
  2. Survey of American agencies.
  3. Regional and state conferences.
  4. Collection and preservation of newspapers.  
Need of a survey. <sup>Reproduction</sup>
  5. The archives situation.  
Need of a survey and a primer of archives.
  6. Need of a guide to the collecting, care, and cataloguing of manuscripts.
- C. Collection and Distribution of Materials.
1. University of Virginia project.
  2. Project for collection of negro materials.
  3. Interlibrary co-operation in collection
    - A. L. A. Committee
    - S. S. R. C. Committee on Public Administration
    - S. S. R. C. Committee on International RelationsTransportation project.
  4. Collection of ephemera.
  5. Collection of pictorial representations of current life.
- D. Preservation and Destruction
1. Durability of paper, ink, etc.
  2. Surveys of historic and archeological sites.
  3. Destruction of useless materials.
- E. Guides, Bibliographies, etc.
1. Bibliography of guides.
  2. Clearing house for photostats.
  3. Inventory of manuscript materials.
  4. Economic bibliography project.
  5. S. S. R. C. Committee on Utilization of Social Data.
  6. Census schedules.
  7. New edition of Larned's Literature of American History.
  8. Indexing or calendaring of newspapers, past and current.
- F. Reproduction and Publication.
1. Facsimile Text Society.
  2. Encouraging business houses to publish.
  3. Need for regional collections in American history.  
Alvord Memorial Commission of the A. H. A.
  4. Rules for copying and editing.
  5. Methods of reproduction  
Reproduction of newspaper files.
- G. Budgets for 1930 and for 1931.

*Out of  
collection*

*Rosenwald  
Fund  
SSRC  
Reproduction*

MINUTES OF THE JOINT COMMITTEE OF THE A.C.L.S. AND  
THE S.S.R.C. ON MATERIALS FOR RESEARCH.

SECOND MEETING BRANFORD, CONN.  
September 12-13, 1930

September 12; Morning Session

Present: Buck (Chairman), Binkley, Gras, Leland, Lyden-  
berg, Quinn.

The Chairman circulated agenda paper, Annex I.

A-1. Dr. Binkley was appointed Secretary. It was understood that reasonable stenographic expenses would be met by the Joint Committee.

A-2. The Chairman reported to the Committee his action in drawing up a report of the work of the Committee and submitting it to the parent bodies. The Chairman's action was approved.

On motion of Dr. Gras the report was re-phrased to make it clear that this Committee on categories of material was to do preliminary work only. (Text as amended, Annex II.)

A-3. The Chairman presented a financial statement; (Annex III) of which the Committee took note.

B-1. Dr. Gras reported on his preliminary investigation on categories of material now being neglected by collecting agencies. (Annex IV: Report on the need for materials in research in the fields of the humanities and the social sciences.)

Dr. Gras asked whether the Committee was prepared to adopt the policy of compensating the persons in each field who would draw up final reports on the collection of research materials in their fields.

It was moved by Dr. Gras and carried that it is the sense of the Committee that the inquiry in hand is considered decidedly worth while, even though it may require two years or more to carry it through.

Dr. Leland suggested that the learned societies be asked to organize the discussion of the problem in their annual meetings of 1931.

*See  
p. 20.  
file.*

The Committee agreed that the expense of reporting such discussions, and of digesting the results thereof, might properly be a charge upon the funds of the Committee.

The present sub-committee on categories of material was continued with the addition of Quinn, Lynd, and Leland, and charged with formulating the procedure for consulting the learned societies upon categories of research material.

B-2. Survey of American Agencies.

The Chairman explained the report on research agencies, made under his direction by Mr. Holbrook. He undertook to be responsible for the revision and supplementing which might be necessary before publication.

Dr. Leland recommended that the report on agencies for the collection of material be printed by the two Councils. It was advised that the statements relating to each institution should be submitted to the head of the institution before publication.

The Chairman proposed that the list of guides to source materials compiled by Mr. Holbrook be published separately.

At this point Dr. Jameson joined the Committee.

The report submitted by the Chairman was accepted by the Joint Committee. On motion of Dr. Leland, the Joint Committee expressed its gratification at the results of the labor expended.

B-3. Regional and State Conferences.

The Chairman reported on the outcome of the efforts made as a result of the decision of the February meeting to interest the Regional Conferences of the S.S.R.C. in the problem of accumulating research materials.

A letter to the Southern and to the Western Regional Conferences had been drafted by Mr. Lydenberg. The Southern Regional Conference approved the proposal in principle, but set up no sub-committee to put anything into operation.

The Pacific Coast Conference discussed the question more fully, took up the matter of the collection of business records, and the appropriateness of using the Giannini Foundation and the Stanford School of Business Adminis-

tration as agencies of collection. Apparently a committee was appointed to consider the matter further after investigating the plans of the American Library Association so as to avoid duplication of activities. It was felt that a university would be the logical place for such a collection.

The problem of the secrecy of collection plans was brought out by a correspondence between the Chairman and Professor Westergaard. Discussion showed that it may be necessary to educate administrators to understand that the publicity of collecting plans is rather helpful than hurtful, and that collecting institutions can gain more by dividing the field than by treating each other suspiciously.

In connection with the problem of regionalism, Dr. Gras reported that a Regional Conference of the N.R.C. held in the spring in Chicago had brought to light many interesting points of view. It was decided to try to get reports of this meeting from Cooper Cole, University of Chicago. Dr. Leland charged himself to secure copies for the Joint Committee.

The Chairman suggested that the discussion of regional collecting should be laid before regional magazines, such as the New England Quarterly.

Dr. Quinn suggested that the work of the Joint Committee should be notified to other periodicals. It was suggested that a brief report of the results of the present session of the Joint Committee be prepared by the Chairman and the Secretary and sent out for publication.

#### B-4. Collection and Preservation of Newspapers.

The Chairman reported that newspaper collection and preservation policies are uneven and irregular taken throughout the country, and recommended that a survey of newspaper acquisition and collection policies be made. The recommendation was adopted. The Secretary was instructed to make the survey, basing the work upon Mr. Holbrook's report. Reasonable stenographic assistance in making the survey was authorized.

#### B-5. The Archive Situation.

The Chairman observed that a survey of the condition of state and local archives is needed. The Public Archives Commission of the American Historical Association is in a position to make this survey. Dr. Jameson thought that the Commission, which had been inactive for some

time, would be able to undertake such a survey. It was voted that the Chairman, on behalf of the Joint Committee, ask Professor Ramsdell of the Public Archives Commission of the A.H.A. to proceed with a survey of archives.

The preparation of a primer for the use of archivists was discussed. Dr. Leland doubted whether the old plan of preparing such a primer could now be carried out. Dr. Jameson doubted the value of such a primer, in view of the small number of persons in a position to use it.

B-6. Need for a Manuscript Collectors' Guide.

After discussion, action on this topic was postponed at Dr. Leland's suggestion, on the ground that information and experience with the problem must first be increased.

B-7. Use of High School Personnel in Gathering Material.

The Secretary suggested exploring possibilities.

Dr. Leland proposed that this subject be laid before the Committee on Social Studies in the schools.

Mr. Lydenberg suggested that some information on the physical care of manuscripts be included in Library School training.

Dr. Jameson suggested that instruction on collecting could be given in journals read by High School teachers.

The Chairman spoke of a successful experiment in collecting source materials at a Minnesota High School.

C. Collection and Distribution of Materials.

C-1. University of Virginia Project.

It was reported that \$5,000 had been granted through the A.C.L.S. for the University of Virginia Library by the Carnegie Corporation, for one year's conduct of a demonstration of the collecting of Virginiana.

Dr. Leland and the Chairman moved, and it was carried, that a report on this work should be made to the Joint Committee.

C-2. Project for the Collection of Negro Materials.

Dr. Leland stated that Woodson's project for collecting

negro materials had been <sup>considered in conference</sup> ~~re-drafted in collaboration~~ with himself. It appeared that the recommendation and advice of the Joint Committee had been without effect because the request for the recommendation had not come from a prospective donor. The view was expressed that the Joint Committee should not be asked to pass upon projects which could not be considered for merely technical reasons. Dr. Leland recommended that Woodson's project be modified by cutting out the \$10,000 for purchase of material and increasing the budget for reproduction.

Mr. Lydenberg spoke of the Shomberg Collection as a more appropriate depository than the Library of Congress.

Dr. Leland suggested that Dr. Jameson and Mr. Lydenberg come to agreement upon the relative advantages of the two places of deposit.

.....Recess.....

September 12: Afternoon Session.

Present: Buck (Chairman), Binkley (Secretary), Gras, Leland, Lydenberg, Quinn.

C-3. Inter-library Co-operation in Collecting.

A.L.A. Committee.

The Chairman spoke of a correspondence with Mr. Henry on the work of this committee which was making lists of materials which ought to be in American libraries but are not. Mr. Leland had proposed that a member of the A.L.A. Committee attend sessions of the Joint Committee, and a member of the Joint Committee the sessions of the A.L.A. Committee. Mr. Lydenberg said that he was in close touch with the A.L.A. Committee and could keep up a liason between the two bodies. He said that the A.L.A. Committee is making up its lists and allocating work.

S.S.R.C. Committee on International Relations.

This Committee had been charged to look into better distribution of government serial publications. Its work is waiting for the completion of the location list of government serial publications, now in preparation by Miss Gregory.

#### Transportation Project.

Dr. Gras described the project of A.H. Cole and R.H. Johnson for co-operation among transportation libraries. A research library system was to be established with five regional centers. Difficulties due to the attitude of Michigan and Princeton, which do not wish to have their transportation collections relegated to the status of local collections, are being overcome.

#### C-4. Collection of Ephemera.

The Chairman described the method of collecting ephemera in use at the Minnesota Historical Society. Materials were not classified nor made available, but simply stored away marked "Material collected between such and such dates". Mr. Lydenberg described the methods in use at the New York Public Library.

It was suggested that Mr. Lydenberg work out a report on methods of caring for ephemera, and that advice on this subject be made available in a way that would correlate it with advice to be given in the primer on the care of manuscripts.

Mr. Lydenberg thought that there might be a primer on the subject already prepared and issued by the A.L.A., and offered to find out about it.

It was then suggested that the publications of the A.L.A. might be the most appropriate vehicle for presenting elementary instruction on manuscript care and other aspects of collecting.

It was agreed that the Joint Committee, in its plans, should take into account the series of primers brought out by the A.L.A.

#### C-5. Pictorial Representations of Modern Life.

Mr. Lydenberg described the work of the New York Public Library in gathering photographs.

The Chairman suggested that a primer was needed, covering:

1. Ephemera
2. Manuscripts
3. Pictorial Representations of Modern Life,

and it was decided that Mr. Lydenberg should see whether such a primer could be brought out by the A.L.A.

The Chairman spoke of the use of the small cameras using movie film in the taking of pictures to be preserved for research purposes.

The picture collections in the New York Public Library and the Minnesota Historical Society were described.

The problem of preserving portraits was discussed.

Dr. Leland spoke of the work of the Committee on Iconography of the International Committee on Historical Sciences. This Committee is working on the problem of cataloguing of iconographic material. The publication of catalogues of iconographic material will come later. Such activities as the cataloguing of portraits in periodicals are to be kept in mind.

Cinema films. Mr. Lydenberg described the material collected by the New York Public Library. "Stills" of important scenes from current films; the Kleine collection of early cinema material. The Harvard School of Business Administration collects films showing industrial processes.

The Chairman spoke of the two aspects of the problem:  
1) the assembling and preserving of commercial film, and  
2) the making of film for special purposes.

The discussion showed that little was known by members of the Joint Committee, and it was therefore agreed that all members of the Joint Committee would try to find out more about the present situation regarding the preservation of cinema films, and that they should communicate their findings to the Secretary who would prepare a report based on them.

#### D. Preservation and Destruction.

##### D-1. Durability of Paper, Ink, etc.

The Secretary and Mr. <sup>Banque Corporation</sup> Lydenberg described the work being done on a ~~Rockefeller~~ grant by the Bureau of Standards; Mr. Lydenberg undertook to send copies of reports received from the Bureau of Standards to the Chairman.

It was suggested that further efforts in connection with the paper durability problem await further progress of this investigation.

Mr. Lydenberg spoke of the effect of bleaching in reducing paper durability, and Dr. Quinn suggested that an attempt

be made to popularize unbleached stock.

D-2. Surveys of Historic Sites.

The Chairman reported on various undertakings being made to identify and survey historic sites. It did not appear that any action by the Joint Committee was called for.

Dr. Leland spoke of a Committee of the A.H.A. which had once prepared material on this subject. Sparks was chairman. It was suggested that the unused material should be turned over to the States, and Dr. Leland undertook to look for the material and propose this disposition to the possessors.

Dr. Quinn remarked that local interests were the natural ones to be charged with this responsibility.

D-3. Destruction of Useless Materials.

Dr. Gras presented his report (Annex V) on the destruction of useless materials. The Chairman noted that the problem is one familiar to archivists, and that there was danger of over-estimating need for destruction; Dr. Gras pointed out that the absence of a well thought out destruction policy may cause the destruction of important materials, and the preservation of comparatively useless ones.

Dr. Leland endorsed the ideas of the report, especially as to the problem of business history. He pointed out that the problem of a destruction policy for public archives was especially pressing because of the crowded conditions caused by war records, and the prospect of the removal of records to the new Archive Building.

The Chairman described the rescue of land office records in Minnesota from threatened destruction.

Dr. Gras spoke of the rescue of the customs records of the port of Philadelphia for the years prior to 1790, and the loss of the corresponding material from the port of New York.

The Secretary observed that deterioration from chemical causes was destroying some archives, notably some of the American Relief Administration archives at Stanford University.

Dr. Leland suggested that a paid study of policies in the destruction of public archives should be prepared.

At this point Dr. Jameson joined the Committee. He described the present situation as to the policy of the

Government in destroying archives, and mentioned a report by a Royal Commission of fifteen years ago. The Librarian of Congress is in a position to prevent the destruction of archives which he thinks valuable. Dr. Jameson suggested that W.F. Willoughby be approached with the request that he arrange for the use of the resources of the Brookings Institute in the preparation of a report on destruction policies. The proposal was approved by the Joint Committee, and Dr. Leland agreed to take the matter up with Mr. Willoughby.

DD. (Addendum) Publicity.

The Chairman raised the question of the publication by the Joint Committee of a bulletin. Discussion brought out the point of view that the sanction of the parent bodies should be sought before using their names in such a publication, and that the method of separate publication should be used in conjunction with the method of publishing in the various learned periodicals. The Chairman thought that publications of the Joint Committee might show what was being done in specific instances.

Dr. Gras moved, and it was carried, that This Committee wishes to be empowered to publish such reports and recommendations as it thinks necessary when no other channels are available.

.....Recess.....

September 13: Morning Session.

Present: Buck (Chairman), Binkley (Secretary), Gras, Leland, Lydenberg, Quinn.

E. Guides, Bibliographies, etc.

E-1. Bibliography of Guides to Source Materials.

The Chairman said that this bibliography, worked up by Mr. Holbrook, would be made ready for publication. Dr. Leland agreed to have it printed as a bulletin of the A.C.L.S.

E-2. Clearing House for Photographic Reproductions of Manuscripts.

Dr. Leland made a report. In principle, Dr. Jameson and Dr. Putnam are agreed that the Library of Congress can be a clearing house. An expansion of the system used by the Modern Language Association is possible.

The Chairman suggested that the cataloguing of collections of manuscripts by groups, not individual mss., be worked out, and cards printed by the Library of Congress.

Dr. Leland observed that there are three methods of getting photographic reproductions:

- 1) The individual secures them by his own initiative, and perhaps at his own expense.
- 2) A co-operative method; the method of the Modern Language Association and the Library of Congress.
- 3) Institutions other than the Library of Congress acquire copies, selected in various ways.

The co-operative plan of the Modern Language Association can be extended to cover many private initiatives, and other institutions can be induced to register their photographic fac-similes.

Mr. Lydenberg spoke of the special problem of the negative which is held by a library with the intention that positives can be made from it.

The Secretary brought forward a suggestion made by Mr. Van Patten that there should be registration and lendings of translations made but not published.

There was a discussion as to whether transcripts should be included in the clearing house arrangement. The Library of Congress has a card list of transcripts, containing several hundred thousand cards.

### E-3. Inventory of Manuscript Materials.

Dr. Leland described the present state of the problem. A conference of representatives of the Historical Manuscripts Commission of the A.H.A. and the American Literature group of the M.L.A. and others had been held under the auspices of the A.C.L.S. (Memorandum of proceedings, Annex VI); a sub-committee had been appointed to draft a definite scheme. Dr. Leland undertook to approach Putnam to secure his consent that the Library of Congress should assume responsibility for the work.

Dr. Quinn pointed out that American literature only, not English literature, was to be included in the survey.

The Chairman stated that a survey of this kind in Minnesota was almost completed, and that those in charge of the project would certainly make use of such surveys as had been made.

See MSS  
inv. file

The Secretary suggested that a continuation service of acquisition registration should be organized when contacts with the Librarians were made by this Committee.

Dr. Leland suggested a periodical publication of notes on manuscript acquisitions.

Dr. Quinn stressed the importance of having a man trained in literature participate with a historian in making the survey.

The Secretary expressed the hope that the work would be carried on in close liason with the survey of special collections now under way.

There was a discussion of certain categories of materials, as to whether they would be included in a manuscript survey. Dr. Leland suggested that a plan could be worked out for the registration of Masters' theses in case they should be deemed worthy by the instructors in charge of the work. Source material often goes into Masters' theses.

The Secretary spoke of the possibility of developing a method of presenting the product of work done under scholarly discipline in a form intermediate between the manuscript and the publication.

Dr. Quinn spoke of the difficulty of drawing the line between the printed and non-printed materials; theatre programs, as an example. These are ephemera.

Dr. Leland thought that if ephemera are found with manuscript collection they should be taken into account in the manuscript survey.

It was observed that experience necessary in working out a primer for the collection and care of manuscript materials would be obtained in making the inventory of manuscripts.

On motion of Dr. Leland, the Joint Committee voted that the project of the inventory of manuscript materials be approved in principle, and requested that a detailed plan be presented to the Joint Committee, by mail or otherwise, for final approval.

#### E-4. The Economic Bibliography Project.

Dr. Leland explained the project, which had been thoroughly discussed at the first meeting of the Joint Committee. The original application had asked \$10,000 a year for five years for work in England on a bibliography of materials on economic history, and \$5,000 a year for five years for work in America. A revised project was submitted by Dr. Gras on behalf of Mr. C. L. Eaton asking for a grant of \$18,000 in all, \$5,000 a year for three years for use in England, and \$3,000 for an exploration of the situation in America.

11

Mr. Lydenberg criticised the spotty nature of the project, and recommended that the result be called a catalogue of the principal collections rather than a bibliography.

Dr. Gras said that the collections which were to be covered: the Foxwell Collection, the Goldsmith Collection, and the materials in the Bodleian and British Museum libraries, would include most of the materials in England, and that the exploratory character of the work projected for America under the revised plan would meet Mr. Lydenberg's criticism.

Dr. Gras described the work he is beginning on a bibliography of business history in the United States. There is no conflict between the two projects.

On motion of Dr. Leland, as amended by Dr. Gras, the Joint Committee voted to recommend that assistance to the project be secured in the amount of \$18,000, of which \$15,000 shall be made available to the British Academy for the use of its Committee on Economic Bibliography over a period of three years, and \$3,000 shall be made available to an American Committee, of which the nucleus shall be:

Mr. C.C. Eaton  
Professor E.R.A. Seligman  
Mr. C.C. Williamson  
Mr. H.M. Lydenberg, as a representative of this  
Joint Committee, and,  
Someone familiar with collections in the West.

It is further recommended that the enterprise be confined primarily to economic literature in the English language ante-dating 1800. It is the understanding of the Joint Committee that some of the money made available to the British Committee should be used to give Professor Foxwell all possible assistance.

E-5. S.S.R.C. Committee on Utilization of Social Data.

A Committee set up to explore for unutilized social data apparently has not reported since 1929. It undertook to list examples of unpublished source materials, concerning itself primarily with Federal files.

The matter was referred to the Sub-Committee on Categories.

E-6. Census Schedules.

The Chairman spoke of schedules deposited in Washington, and in some cases duplicated in schedules deposited in many States. The United Research Company of Chicago has collected information of the present location of census files for use in tracing genealogies, and will allow the Joint Committee to use its collected information.

*See  
Remains  
File*

Dr. Gras asked how far the decentralization of the custodianship of the census schedules has taken place, under the ruling that certain files might be distributed to the states.

It was agreed that the Secretary inquire about the disposition of census records, asking, (1) which schedules are subject to distribution, (2) which states have taken advantage of their rights, and, (3) what has been done when states have not claimed the material. It was suggested that the inquiry should first be addressed to Professor Walter Wilcox, Cornell University.

E-7. New Edition of Larned's Literature of American History.

The Chairman spoke of the need of a new publication to replace Larned, to be compiled by taking over the valuable parts of Larned and adding to it excerpts from the book reviews in the *American Historical Review* and the *Mississippi Valley Historical Review*.

Mr. Lydenberg doubted that the A.L.A. would be willing to undertake the task at present because of the press of other similar work.

The Chairman thought that the Committee on Bibliography of the American Historical Association would be unable to undertake such a project until the *Handbook of Historical Literature* is completed.

Mr. Lydenberg offered to talk the matter over with the bibliographical society people. Further action postponed.

E-8. Indexing or Calendaring of Newspapers.

The Chairman stated that some historical societies are compiling indices of newspaper files; he thought that it was preferable to calendar the newspaper and index the calendar.

Dr. Leland thought a study should be made of the kind of indexing done.

It was voted that a preliminary survey of the indexing of newspapers should be included with the survey of newspaper holdings and newspaper acquisition policies.

F. Reproduction and Publication.

F-1. It was announced that the Facsimile Text Society had received a grant.

F-2. Encouraging Business Houses to Publish.

The Chairman referred to a documentary history of the Chicago, Burlington and Quincy recently published by the railroad.

Dr. Gras stated that the most important documents, those relating to changes in policy, were not included in this collection, and most of the documents included therein were accessible elsewhere. He foresaw the need for a long period of education before business houses would be willing to publish materials relating more directly to the determination of policy. He announced that a New York Department Store had given its correspondence files to the Business Historical Society and had asked that its history be written from them, promising to continue the history and keep it up to date.

F-3. Publication of Regional Collections in American History.

The Chairman pointed out the need of publishing source materials on regional as well as national or state bases and described the work of the Alford Memorial.

Commission of the Mississippi Valley Historical Association.

A revolving fund of \$5,000 had been raised by subscription to finance the publication of documentary material, but it was felt that at least \$10,000 was needed. The Chairman asked whether the Joint Committee would advise him to wait until the first volume of sources had been published and then appeal for additional funds.

Mr. Lydenberg suggested the Julius Rosenwald Fund.

Dr. Quinn noted with approval that the Committee regards the publication of source material as falling within its scope.

Dr. Gras suggested an appeal to the S.S.R.C. for funds, since the Council was in favor of encouraging regional enterprises.

Action was postponed.

F-4. Rules for Copying and Editing.

The Chairman spoke of the varying practices which rule in the editing of source materials for publication, and of the number of manuals in existence.

Dr. Gras mentioned the difference between the requirements of history and philology.

The Chairman thought that it would be useful to prepare a manual for editing and copying of materials, especially American.

Dr. Leland suggested that an effort should first be made to find out what has been done.

Dr. Quinn spoke of the qualifications of Professor Albert Baugh of the University of Pennsylvania to advise on this subject, and suggested that a compilation be made by a number of experienced men.

There was a discussion of the difference between the requirements of history and philology. Action was postponed.

F-5. Methods of Reproduction.

The Secretary presented a report (Annex VII). The Joint Committee voted that the Secretary be asked to continue his investigation of reproduction methods along the two lines indicated: the survey of available apparatus and the specifications for future research, reasonable expenses to be met by the Joint Committee.

G. Budget for 1930 and 1931.

The Chairman repeated a brief summary of the financial condition of the Joint Committee (See Annex II), and stated that no detailed budget could be made out or acted upon at present, but that \$1500 was to be made available to the Joint Committee in the calendar year 1931.

.....The Joint Committee adjourned.....

At a meeting on December 29, 1930, the following corrections were made to the Minutes of the Joint Committee on Materials for Research, Second Meeting, Branford, Conn., September 12-13, 1930:

Page 5, Line 1 --- Delete "re-drafted in collaboration";  
Insert "considered in conference".

Page 7, Item D-1, Line 2 ---  
Delete "Rockefeller";  
Insert " Carnegie Corporation".

(This sheet to be attached to The Minutes of the  
Joint Committee of The A.C.L.S. and The S.S.R.C.  
On Materials for Research --- Second Meeting ---  
Branford, Conn. --- September 12, 13, 1930))

JOINT COMMITTEE ON MATERIALS FOR RESEARCH

CIRCULAR NUMBER I.      NOVEMBER, 1930.

*See Printing to  
Bureau, 11-11-30,  
in journal file.*      2

The social sciences and humanities have developed in a necessary dependence upon institutions which have other functions than those of research. The scholar relies upon the publishing trade, the government, the library system and the educational system for an indispensable apparatus. Disharmonies between the interests of these institutions which serve research incidentally, and the interests of research itself, are evidenced in the divergence between scholarly value and commercial value in the publishing trade, in the problem of the use of impermanent papers in commercial and government publications, in the problem of secrecy in government archives, in the compromise a library must make between bibliophil and research standards of value in acquisition, or between educational and research practices in administration, and finally in the tension present throughout the university system between the requirements of teaching and those of research. The surprising thing is not that some of the research scholars' needs are neglected by these institutions, but that so many of them are met.

In the past thirty years there has been an extraordinary increase in America's investment in research materials, but despite the enormous expansion of libraries, universities and research institutes, the need for materials has outrun the available resources. The scholars have included in their interest a wider range of documentation, and have assumed wider responsibilities toward society. The output of printed matter increases by geometric ratio, so that libraries must count on doubling their capacity every twenty years. The whole problem has been further complicated by the increased use of perishable paper in printing. In the presence of this situation, the Social Science Research Council and the American Council of Learned Societies set up a joint committee on research materials to survey America's total equipment for research in the social sciences and humanities, to bring to light unnecessary omissions or duplications, and to review the entire establishment of libraries, historical societies, research institutes, museums, and archives as if it were one vast national enterprise committed to a common purpose of providing material for research.

The Joint Committee on Research Materials held its first meeting in February, its second in September of the current year. It undertook to survey the activities of agencies in important activities pertaining to research material—collecting, organizing, preserving, indexing, cataloguing or publishing. It also set before itself the task of discovering and listing neglected categories of material which, though having value for research purposes, are not adequately cared for at present. The first survey was entrusted to

Professor Solon J. Buck and is being carried out under his supervision by Mr. Franklin F. Holbrook. The survey of categories of material, it was recognized, is a more elusive problem, upon which only preliminary work can be done in a year's time, but which is none the less of critical importance. Dr. N.S.B. Gras summarized the results of an inquiry addressed to a number of scholars in various fields in a report which indicates that few research workers have given thought to the possible expansion of the resources of their fields in research material. A number of suggestions came to light: that the removal of cemeteries in growing cities gives opportunities for gathering anthropometric data, that records of the informal activities of party leaders and party organizations are seldom collected, their historical value being unappreciated, that business firms generally do not preserve the records which from the standpoint of business history are most important. It appeared that the survey of categories of material could only be carried on with the help of the learned societies. Dr. Gras's sub-committee therefore undertook to formulate a procedure of consultation. If the 1931 programs of the various learned society meetings all include the topic of categories of research material, and if the discussions are then reported and digested, the result should be an adequate conspectus of the needs of all the social sciences and humanities.

When these needs are defined, how are they to be met? What will the next steps be?

In respect of certain categories of material it is not necessary to await the completion of a general survey of needs before proceeding further with the work. We know already that our national machinery for collecting and preserving records is inadequate at three points: in the preservation of newspapers, of business records, and of ephemera. The first is primarily a problem in science and technology. Newspaper stock is perishable, and we know of no cheap and certain way of making it durable. The second is more a matter of psychology. Business men are not trained to appreciate historical values, nor to care for their records as government officials care for their archives. The third is an administrative problem for libraries. Ephemeral materials -- handbills, advertisements, circulars, etc., -- are difficult to care for. The effort spent on saving them is not so much a service to the present generation as to the future. Many libraries therefore fail to preserve them.

The newspaper problem is being attacked from several angles. A grant from the Carnegie Corporation has enabled the U.S. Bureau of Standards to undertake a study of paper permanence and a search for the most practical method of preserving disintegrating newspapers. Another inquiry is under way, covering available methods of photographic reproduction, and possible improvements of photographic or projection devices for copying and preserving newspapers and other materials. A special survey of newspaper collection, preservation, and indexing policies in the principal libraries and research institutions of the country was

undertaken by Robert C. Binkley of Western Reserve University, in order to discover what parts of the country are under-equipped with newspaper material, and to locate unnecessary duplications of effort. In newspaper preservation, as in all cases where the material involved is bulky, the regional principle is the necessary basis of collaboration among libraries in acquisition, for it places the maximum research equipment within reach of every scholar.

The collection of business history materials also lends itself to regional organization. Professors A.H. Cole and R.H. Johnson have been launching a system of transportation collections to cover the country, with five libraries designated as regional centers, and others as local centers. The need for regional activity in the collection of research materials was laid before the last Southern and Western Regional Conference of the S.S.R.C. in the spring; the Southern Conference approved the suggestion in principle, but appointed no committee. The Western Conference took somewhat more practical steps to support the regional organization of business history collection on the Pacific Coast. Two obstructive manifestations of rivalry have appeared in connection with these projects: an institution may refuse to accept classification as a "local" rather than a "regional" center, or it may wish to conceal its collection plans from its rivals. Competition between institutions should not be allowed to lead to needless duplication. Publicity of policies, division of the field, and the acceptance by each library of responsibility for making special efforts in the accumulation of its designated classes of material put inter-library competition on a more rational basis.

The Joint Committee, in laying out its own work, attempts not only to avoid duplicating the work of other organizations, but also, wherever possible, to allocate to some existing institution the various tasks which appear necessary to the accomplishment of the general object. A survey of the state of local archives throughout the country is needed; this should fall to the charge of the Archives Commission of the American Historical Association. If libraries are to assume larger responsibilities in collecting ephemera and manuscripts, their staffs should have instruction in the best and simplest methods of caring for unbound materials. A new primer or manual is needed, and it would lie within the province of the American Library Association to prepare it. The division of labor among libraries must be worked out in liaison with the American Library Association Committee on Interlibrary Cooperation. The forthcoming reorganization of the National Archives calls for the preparation of a compendium of the practices of governments in the destruction of archives; it is expected that one of the existing institutes of research in government may undertake this necessary work. The National Research Council and the U.S. Bureau of Standards have shown themselves ready to undertake scientific and technological investigations when these are necessary, as in connection with the problem of the durability of paper and film, or the problem of photographic reproduction. When it appeared that the Committee on Bibliography of the American Historical Association was so busy with its Handbook of Historical Literature that it could not bring out a new and revised edition of Larned's Literature of American History,

Mr. Lydenberg offered to find out whether the Bibliographical Society could undertake the task. A clearing-house for photographic reproductions of research materials is needed; the Library of Congress is undoubtedly the appropriate center for such a clearing house, and the method used by the Modern Language Association in organizing the lending of photostatic reproductions needs only to be extended and filled in.

Several independent projects for acquiring or organizing research material came before the Joint Committee, which was asked to pass upon their importance in the general scheme. A project for the collection of Virginiana was approved by the Joint Committee in February; the Carnegie Corporation thereafter granted five thousand dollars for the work, which will be reported upon to the Joint Committee. Projects for the collection of materials on negro history and for the compilation of a bibliography on economic history came before the Joint Committee for study and report. An ambitious project for a survey of manuscript materials for American history and American literature has been outlined by representatives of the Historical Manuscripts Commission of the American Historical Association and the Literature Group of the Modern Language Association meeting under the auspices of the A.C.L.S. The Joint Committee is keeping in touch with this plan.

The complexity of the problems which may arise when the collection and organization of research material is envisaged as a whole is instanced in a Memorandum on the Destruction of documents prepared by Professor N.S.B.Gras, which develops the thesis that "destruction is the necessary correlation to preservation. If repositories keep on growing, there may come a time when they will be as threatening to our civilization as the graveyards of China. Apart from physical limitations is the question of financial support for archives, museums, and libraries. If discrimination and moderation are now shown, there will be a reaction on the part of supporters, both private and public." In view of present day printing policies, which put records upon perishable paper, and present day library policies, which neglect some categories of material known to be useful, the practical need of the moment is for more adequate preservation, but in proportion as this need is fulfilled there will arise a need for more rational destruction. Otherwise valuable material will be destroyed for the sake of preserving unimportant material.

The trend in American scholarship parallels the trend in American business, in that the pressing problems of the moment call for the creation of larger corporate organs -- the cartels and syndicates of the intellectual world. The kind of activity which devolves upon the Joint Committee on Research Materials is but one more manifestation of the common trend. It seems possible, moreover, that technological innovations may alter fundamentally some of the problems of gathering research materials, as they have altered innumerable manufacturing problems. Innovations in applying technology to scholarship were not concluded when the typewriter and filing system invaded the professor's study and the photostat installed itself in the library basement. If the method of

4

miniature photography and projection used in the Library of Congress were to be developed to the highest efficiency that the theory of physics indicates as possible we should be able to reproduce whole newspaper files for less than the cost of binding, and bring copies of any rare and valuable material within the purchasing power of a modest college library. It may be possible to devise some method of sub-publication that will release research scholarship from some of its dependence upon commercial publishing. These suggestions are of course mere prophecies. And indeed the whole problem of expanding and improving the research materials must be guided by a prophetic attitude toward the future developments of methods of research in the social sciences and humanities, and an intention to do the utmost possible to liberate scholarship, future as well as present, from material limitations.

NOV 21 1930

~~6-5~~  
26 C

Report to the Joint-Committee on the Materials for Research,  
concerning the Activities of Harvard University in  
the Preservation of Films

Solon J. Buck  
Robert C. Binkley  
Waldo G. Leland  
H. M. Lydenberg  
Clark Wissler  
Arthur H. Quinn  
N. S. B. Gras

The following statements have been prepared by

Mr. Jonathan T. Lincoln of the University Film Foundation.

- (1) In the preservation of films, the University works through the University Film Foundation, a separate non-profit educational institution, but occupying quarters furnished by Harvard College. Under an agreement with the Harvard Corporation, the Film Foundation has the use of laboratories and other equipment of Harvard and the various faculties are encouraged to co-operate with the Foundation, not only in the preservation, but in the production of films of educational and scientific value.
- (2) The Foundation possesses a vault at present capable of storing 1,000 reels. It has in storage about 300 films, about 50 reels of which the Foundation has produced in the fields of geography, biology, and the fine arts. And in addition, it has a collection of films produced for industrial companies illustrating manufacturing processes.
- (3) In 1926 the Department of Fine Arts at Harvard began to collect the best films produced each year. Ten titles, consisting of 105 reels, are now stored by the Film Foundation for the Department of Fine Arts.
- (4) I understand that studies have been made as to the aging of films, but I am unable at this writing to give you references. It is generally believed, however, that stored under proper conditions, motion picture films can be kept in good condition indefinitely.

I have been informed by Mr. John A. Haeseler of the same University Film Foundation that there are individuals in the film industry who are much interested in the preservation of films. These names follow:

George Kleine  
56-58 West 45th Street  
New York, New York

George K. Spoor  
Essanay Film Manufacturing Company  
1300 Block, Argyle Avenue  
Chicago, Illinois

W. N. Selig  
3800 Mission Road  
Hollywood, California

It is now a question as to how far our committee cares to go in the collection of information concerning the preservation of films in the United States as a whole.

Respectfully submitted,

N. S. B. Gras

9th. Com. — Agenda

Conf. with  
Bumblby +  
Hala  
Dec 29,  
1930

A. Preliminary

1. Change in policy of S.S.R.C.
2. Necess for restricting scope of work.
3. Is a general report expected?
4. Budget for 1930
5. Publ. of results — circulars..

B. General

1. Categories of material — any progress.
2. Survey of agencies — destination.
3. Archives survey + primer.

C. Coll. + Distrib. of material

3. Intubiting coll.

Proposed Surberance

Serial publ. of foreign govt. (S.S.R.C. com. on 22. Rel.)

Ephemera of Mexican Revol.

4. Ephemera. Paris deal only with care of, not what + how to collect. (no why).

5. Demography

Pres. of fibres at Harvard.

D. Preservation + Destruction —

3. Proposed Brookings Inst. report on destruction. Min. loans on destr. of local archives.

E. Guides, Biblios. etc.

3. Progress of inventory of Amer. Mus.?

6. Census schedules, etc. to inquire.

9. Biblios. of British W. I.

F. 9. Grant for edit work on Irish. expd.

5. methods of repud. Bumblby ref.? Bloom.

6. Angls. Am. Records Foundation.

INTERIM MEETING OF MEMBERS OF THE JOINT  
COMMITTEE -- DECEMBER 29, 1930

PRESENT: Buck, Binkley, Leland.

1. Dr. Leland made corrections of the Minutes of the Second Meeting. He did not re-draft Woodson's proposal, but only made suggestions to him (page 5 of Minutes). The grant for paper research was from the Carnegie Corporation, not the Rockefeller Foundation (page 7 of Minutes).

2. The Economic Bibliography Project.

Dr. Leland stated that the next move in getting action on the Economic Bibliography Project would be a consultation between himself and Lynd, to decide whether they would ask the two Councils to make a joint dernarche for money.

In cases of recommendations by the Joint Committee, Dr. Leland assumes that the money is to be raised by the two councils jointly.

3. Circular No. I.

Dr. Leland will print this in the Bulletin of the A.C.L.S., with reprints, and the Secretary will circulate it in mimeographed form to the magazines.

4. The A.C.L.S. has in progress a catalogue of current bibliographical materials in humanities and social sciences. This is now on cards, and is to be published. The cards for materials published in U.S. can be made available to the Chairman.

5. There is a provisional report of a Committee of the U. A. I. on the unification of conventional signs in critical editions. This is not connected with modern editorial problems. There is also a London report on medieval and modern manuscript editing, published in the Bulletin of the Institute of Historical Research.

6. Categories of Material

The plan for laying the subject of categories of research materials before the learned societies is under way. Gras and Quinn are to present the plan orally at the meeting of the secretaries of the associations.

7. Acquisition Policies

The Chairman reported that the completion of the survey of the activities of institutions had been delayed, but would proceed more rapidly in the spring.

(Interim Meeting -- December 29, 1930)

8. The Survey of Archives

The Chairman is to present the case for a survey of archives in America to the Public Archives Commission of the American Historical Association at a luncheon meeting.

9. A Primer for Archivists.

The Public Archives Commission is also interested in a primer for archivists. Dr. Leland suggested that it would be best to let some one man take the responsibility for preparing it.

10. Destruction of Useless Materials.

Dr. Leland reported that he had encountered such an emotional attitude of opposition to the studies of government made by Willoughby that he had avoided proposing to Willoughby the preparation of a report, but he undertook to discuss the matter with Willoughby.

11. The Chairman described an Act passed in Minnesota authorizing destruction of county records, but permitting the state historical society to take possession of those having historical value. The Act is not clear as to whether the Auditor must or may consult the Historical Society before destroying records. The League of Minnesota Municipalities has drafted an act to authorize the destruction of municipal documents, with a similar provision for turning them over to the Historical Society if desired. A single act covering the whole matter and more clearly drawn would seem to be desirable.

It was suggested that since the problem is general, and destruction is likely to begin in many places soon, a uniform statute should be drawn up. Dr. Leland suggested that it should be based upon existing statutes.

12. Interlibrary Cooperation.

There are a number of agencies working on this: (1) The S.S.R.C. Committee on Public Administration has designated Libraries as State and Regional Centers. A Conference is to be called to bring all the heads of these designated libraries together. (2) There is the transportation library project, now laid before the Joint Committee in letters from Cole and Johnson. (3) The Committee of the A.L.A., of which Henry is Chairman and upon which Lydenberg is liaison man for the Joint Committee. (4) Gerould of Princeton now

(Interim Meeting -- December 29, 1930)

asks for the assistance of the committee in promoting cooperation among libraries in the collection of the serial publications of foreign governments. (5) The International Relations Committee of the S.S.R.C., of which Professor Shotwell is now Chairman.

A discussion of methods of securing cooperation in library purchasing revealed great difficulties. Long-distance acquisition policies to be formulated by each institution. The principle of the Cartel applied to purchases. The relationship of acquisition to lending policies. What materials are best held together -- all the documents of a given country, or all the documents of a given type -- e.g. statistical?

Dr. Leland suggested that at the next meeting an effort be made to secure an expanded discussion-group -- including Shotwell, Gerould, Henry, White and others -- to formulate the problem of interlibrary cooperative organization. It was noted that the carrying out of Project B of The Library of Congress would help to direct this type of activity by locating all special collections. The Secretary suggested that libraries might develop a practice of renting extensive but unused collections to each other, the borrower paying a charge based on the value of the materials borrowed. A practical method might be the allocation of a certain sum in the budget of the participating library, to be spent by a joint purchasing board in accord with policies worked out jointly. It was agreed that the Joint Committee could not enter into any such organization, but could only correlate and bring together other agencies. The Wilson Company was suggested as an appropriate agency to assist cooperation.

13. Mexican Material.

The Chairman read a letter from Schlesinger, describing the need for collecting material on the revolution in Mexico. The Chairman undertook to write to the University of Texas to ask whether they were gathering this material.

14. Peace Conference Material.

The Secretary spoke of the problem of opening up Peace Conference materials, but requested no committee action.

15. In accordance with the vote of the second session of the Joint Committee, the final plan for a manuscript survey is to be communicated to the members of the Joint Committee for their action. When approved by the Joint Committee, it will be sent on to both Councils.

16. Cinemas.

Dr. Gras's report was noted. The Secretary reported that most of the news-reel material is destroyed.

17. Bibliography of West Indian Materials.

Mr. Ragatz has a project for a bibliography of material on the British West Indies. It was understood that if the Historical Association should apply for a grant, the application would come before the Joint Committee upon reference from the two Councils.

18. Letters from Cole and Johnson were read, outlining their plan for transportation collections, and asking the advice of the Joint Committee upon depositaries in California, Chicago, and New York. It was agreed that the matter of obtaining funds for a new edition of the catalog of railway material could come before the Joint Committee only when referred to it by a parent body.

19. The Secretary reported on the progress of his investigation of methods of reproducing materials.

Cleveland, Ohio,  
February 19, 1931.

MEMBERS OF THE JOINT COMMITTEE  
ON MATERIALS FOR RESEARCH.

✓ Professor Solon J. Buck,  
Professor N. S. B. Gras,  
Dr. Waldo G. Leland,  
Mr. H. M. Lydenberg,  
Professor Arthur H. Quinn,  
Mr. Clark Wissler.

It gives me pleasure to send you  
a copy of the minutes of the Interim Meeting  
of the Joint Committee on Materials for Research.

Very sincerely yours,

Robert C. Binkley,  
Western Reserve University.

Enc.