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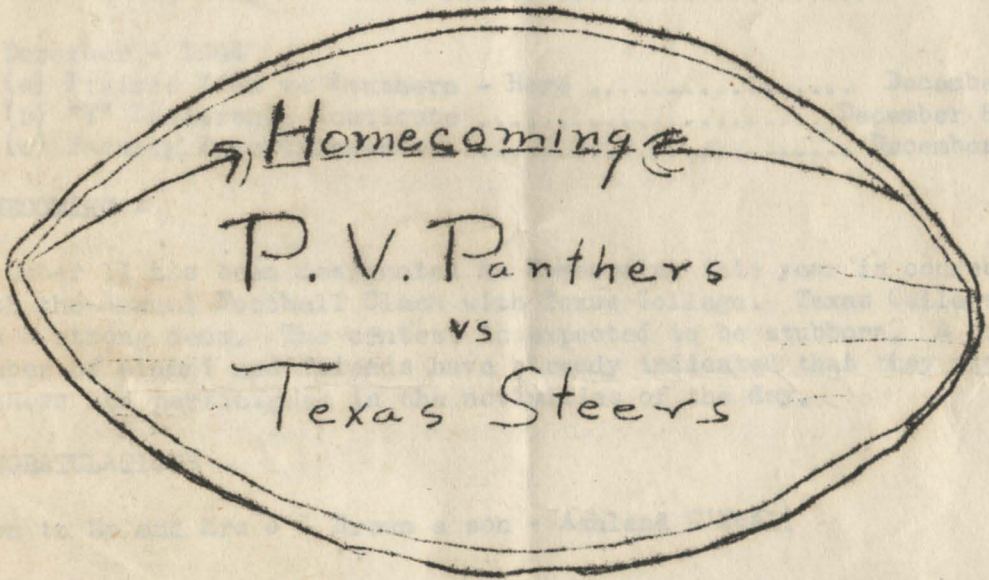
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College Library

VOLUME XV

NEWS LETTER

NUMBER 3



PRAIRIE VIEW STATE COLLEGE
Prairie View, Texas

Building book collection (last two sheets)

A. CALENDAR -

1. November - 1944

- (a) Prairie View vs Texas College - Homecoming November 11
- (b) Prairie View vs Samuel Huston - Austin November 18
- (c) Prairie View vs Langston - Langston, Oklahoma ... November 25
- (d) State Teachers' Association - Houston -November 30-December 2
- (e) Thanksgiving - HolidayNovember 30

2. December - 1944

- (a) Prairie View vs Southern - Here December 2
- (b) "Y" Leadership Institute December 8-10
- (c) Faculty Entertainment December 12

1. HOMECOMING -

November 11 has been designated as Homecoming this year in connection with the Annual Football Clash with Texas College. Texas College has a strong team. The contest is expected to be stubborn. A great number of Alumni and friends have already indicated that they plan to witness and participate in the activities of the day.

C. CONGRATULATIONS -

Born to Mr and Mrs J L Brown a son - Ashland O'Neal!

D. ON LEAVE -

The following members of the faculty are on leave to study this school year:

- 1. Professor L A Potts - Ohio University
- 2. Professor Howard E Wright - Ohio University

They report progress and hard work.

E. ASSIGNED -

We are pleased to announce that Lieutenant Thornton Lampley '42 has been assigned to Prairie View as an assistant in the Senior R O T C Program. Lieutenant Lampley has seen service in the South Pacific.

1. COMMUNITY CHEST -

The Faculty Community Chest fills a very important place in the life of the college. It dignifies charity. It puts participation in

worthy functions of the college on a respectable level. In the past, Staff members have contributed 2.5% of one month's salary to the Chest. Let us begin early this year in making our contribution. This activity is a barometer of our civic interest in general and loyalty to the college in particular.

G. FACULTY ENTERTAINMENT -

The First Faculty Entertainment is scheduled for Tuesday evening, December 12, 1944. This event is usually anticipated with much enthusiasm by staff members and their wives. The members of the Committee assigned to handle the affair are as follows:

Mr J S Flipper, II, Chairman	Mrs E D Sheen
Mr H E Fuller	Miss Rosemma Burney
Mr R von Charlton	Miss Clara Torry
Mr J L Boyer	Mr Haskell Houston
Mr G R Woolfolk	Mrs J M Bennett

Kindly pay the Annual Fee of \$1.00 to Mr Buchanan, Treasurer, in time for your name to be included in "that number".

H. TEACHERS' ASSOCIATION -

The Texas Association of Colored Teachers will hold its annual session in Houston, Texas November 30, December 1-2, 1944. It has been and is the policy of the institution to excuse regular members of the Association for this period. Mr G W Reeves is the collector of membership dues at the college. The enrollment in the Association is one of the evidences of professional growth.

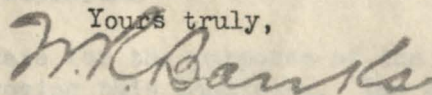
I. AND FINALLY -

"The same methods of discipline, training and leadership apply to Negro troops that have proved successful with any other troops. Nevertheless, the Negro in the army has special problems. This is the result of the fact that the Negro group has had a history materially different from that of the majority in the army. Its average schooling has been inferior; its work has been generally less skilled than that of the white man; and its role in the life of the nation has been limited".

- War Department Pamphlet #20-6 -

I am

Yours truly,



W R Banks
Principal

WRB:c

P S: Meeting at the usual place and time. WRB

FACULTY PARTICIPATION IN BUILDING THE BOOK COLLECTION

Building the book collection should be a cooperative affair between the faculty and library staff. Those for whom the collection is secured, readers, should be permitted to participate, also.

Faculty Selects, for example:

1. Standard reference books treating subject fields,
2. Special reference books in subject fields,
3. Best (Must) Non-reference books in the field,
4. Collateral reading (contributory but subordinate to (Must) books,
5. Best books in related fields (physiology in support of psychology)

Library Staff Selects:

1. Standard references not selected by any subject specialist.
2. Special references (dictionaries, biographical selections, atlases, handbooks, bibliographies, etc) necessary to work out non- assigned as well as faculty assigned projects.
3. Best books for special fields which are omitted by subject specialists.
4. Books needed to fill in gaps in the collection.

The faculty should be organized for purposes of book selection. To this end we suggest the following:

1. Set up book selection committee for each division or department. The divisional or departmental authorities will do this.
2. Each committee should be composed of people who:
 - a. are interested in creating a good book collection for the division or department concerned,
 - b. will have sufficient time to devote to book selection
 - c. will be fair with all departments of the division,
 - d. have the ability to select books (understand the work and needs of the department)
3. Each committee should:
 - a. Collect - under ordinary book selection conditions- requests from all teaching members of the division.
 - b. See that all request are in order
 - (a) on proper forms
 - (b) contain requisite information
 - c. Weed out all unnecessary duplications
 - d. Transmit requests to the Librarian

When the library collection is inadequate for the purposes of the college the faculty should participate in improving this condition. The divisional committees discussed above, in cooperation with the library staff, should take the necessary steps to build well rounded basic collections. A suggested procedure for this activity follows.

BUILDING THE BOOK COLLECTION

PROCEDURE IN BUILDING WELL ROUNDED BASIC COLLECTIONS:

- A. Determine areas of teaching at the college on the
 1. Undergraduate level
 2. Graduate level
- B. Determine needs in library materials for the areas of teaching discovered:
 1. Examine subject outlines for Major and Minor divisions of any subject under consideration to determine phases to be supported by library materials.
 2. Set up a policy on the types of materials to purchase.
 - a. Periodicals - Best, or
 - b. Books - Best, or
 - c. Both
 3. Survey present library holdings to check against areas of teaching discovered
 4. Investigate bibliographies, check-lists, and other book guides for available materials needed

Note: Look for such things as:

- a. Books
- b. Periodicals
- c. Serials and Continuations
- d. Maps, charts, et al *Manuscripts, Dictionaries, Memoirs, etc*
- e. Other visual aids
- f. Audio aids

- C. Prepare need list for purchase in the future.
 1. Compare library holdings with lists consulted.
 2. Select for quality:
 - a. Standard reference books (gen) treating subject fields
 - b. Special reference books
 - c. Best (Must) books
 - d. Collateral reading (contributory but subordinate to others)
 - e. Best books in related fields (physiology in support of psychology)
 3. Divide purchase list into
 - a. Immediate purchases
 - b. Long-time purchases

- D. Prepare requests (list of titles for purchase) precisely as requested by the librarian.