THE UNIVERSITY CALENDAR
1899-1901

SECOND SEMESTER, 1899-1900

Feb. 6, Tuesday. Prize Debate.
Feb. 12, Monday. University High School Conference and High School Art Exhibit.
May 10, Tuesday. Intercollegiate Oratorical Contest.
May 12, Thursday. Intercollegiate Athletic Meet.
May 16, Friday. Hadley Prize Drill.
May 17, Saturday. Competitive Drill.
May 20, Tuesday. Latest Day for Acceptance of Theses.
June 1, Friday. Boundarisms Address.
June 3, Sunday. Class Day.
June 12, Monday. Annual Day and Oratorical Contest.
June 13, Tuesday. Twenty-ninth Annual Commencement.

FIRST SEMESTER, 1900-1901

Sept. 11, Thursday. Entrance Examinations begin.
Sept. 17, Wednesday and Thursday. Registration Day.
Sept. 19, Wednesday. Instruction begins.
Nov. 20, Thursday. Thanksgiving Day.
Feb. 1, Friday. First semester ends.
TRUSTEES OF THE UNIVERSITY

THE GOVERNOR OF ILLINOIS, John R. TAYLOR, Springfield.
THE PRESIDENT OF THE STATE BOARD OF AGRICULTURE, William H. PULKERN, Jerseyville.
A. C. ALEXANDER MCLERN, Macomb.
SAMUEL A. ROLLAND, Springfield.
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FRANCIS M. McKEE, Harrisburg.
THOMAS J. SMITH, Champaign.
AMos ASHBY ABBOTT, Chicago.
FREDERIC L. HATCH, Spring Grove.
AUGUSTUS F. MYRTLEHALL, Chicago.
Ex Officio.

FACULTY OF THE LIBRARY SCHOOL

ANDREW S. DARLING, LL. D., President.
Katharine L. Sharp, Ph. M., B. L. S., Director, Professor.

Maud W. Straight, A. M., Assistant Professor, Reference


Margaret Mann, Senior Assistant in Library Economy.

Cecelia O. Bowdoin, M. L. S., Associate in Cataloging.

Cecilia McConnel, Junior Assistant in Library Economy.

Emma R. Linton, M. L. S., Junior Assistant in Library Economy.

UNIVERSITY OF ILLINOIS

STATE LIBRARY SCHOOL

AIMS AND SCOPE

The Library School, which had been conducted at Armour Institute of Technology, Chicago, since September, 1895, was transferred to the University of Illinois in September, 1897.

The scope of the work of the school has been broadened since the time of the transfer. There is now offered a four-year course of study, leading to the degree of bachelor of library science. Two years of the course are devoted to general university studies, and this is the smallest preparation which will be accepted for entrance upon the technical work. Students are encouraged to complete a four-year college course before applying for admission. This high standard is necessary because conditions in library work are rapidly changing. It is not enough to have a knowledge of books, nor is it enough to have a knowledge of methods. One or two years of training will not take the place of years of experience, but they will make the student more adaptable and general library service more intelligent.

Instruction is given in each department of library administration. Stress is laid upon simplicity and economy, although elaborate methods are taught to enable students to work in large libraries where bibliographic exactness is required. The higher side of library work is emphasized throughout the course, and students are taught their responsibility to the schools, to the clubs, to the factories, to university extension, and to the people as organized bodies and as individuals.

It is the purpose of the University to graduate librarians who are not only trained, but educated; librarians who are
not only equipped in technical details, but filled with an appreciation of their high calling to furnish "the best read-
ing to the greatest number at the least cost."

The school offers a course of twelve lessons, open to all students of the University, on the use of the library and the
ordinary reference books.

METHODS OF INSTRUCTION

There are so few text-books on library economy that
instruction is given almost entirely by lectures and labora-
tory methods. References to books and periodicals are giv-
en for collateral reading, and individual research is encour-
aged from the start. Lectures are illustrated by the collec-
tions of forms and fittings and each student is expected to do
a certain amount of practical work in the University library
each day. Before completing the course, each student must
have had actual experience in every department of the
library. Careful tests by problems, and examina-
tions take the form of problems wherever practicable.

LOCAL LIBRARY CO-OPERATION

The Library of the University of Illinois, the Champaign
public library, and the Urbana public library have systematic
plans for co-operation through the Library School, in the in-
terests of the clubs and the schools. The club work is in
successful operation. Each woman's club in the two
towns has been asked to send its program for the year
to the Library School. Here a reference list is made out
on each subject, specifying in which of the three libraries
the material is to be found. A copy of each list is posted
in each library and a copy is sent to the lady having to present
the subject.

The Urbana public library has given all its field work to
the Library School. The students keep up a birthday bul-
etin, and advertise timely subjects and holiday observances,
by means of attractive posters. The seniors prepared a slip
charging system for the library, which used a ledger.
The seniors also prepare purchase lists of new books for the
library.

The Champaign public library has opened an attractive
children's room and on each Saturday afternoon some mem-
ber of the Library School talks to the children in this room.

EQUIPMENT

The State of Illinois has erected for the University, at a
cost of $160,000, one of the most beautiful and convenient
library buildings in the country.

The library is 167' x 113' feet with a tower 132 feet high.
The main floor contains the reference room, the periodical
reading room, the conversation room, the Library School
lecture room and the delivery room, which opens into the
second story of the book-stack. The second floor contains
the Library School class room, four seminary rooms, and
the administrative offices of the University. The basement
contains well lighted rooms, which are at present used for
various collections. The book-stack forms a rear wing to
the building, separated by a fire-proof wall. This will
eventually contain five stories, accommodating 150,000 vol-
umes. At present only three stories are fitted with shelving,
while the upper portion is floored to form a class room for
the Library School. Here each student has a desk specially
fitted for library work and has easy access to the collections
of the School in this room, and to the book-stack directly
below.

The most valuable equipment is the working library of
the University, numbering about 45,000 volumes.
The Library School has the complete collection of man-
uscript notes and problems which have been prepared since
the school opened in 1893. As text-books are so few, this
collection is invaluable. A collection of library reports and
catalogs and of mounted samples, showing methods of
administration in all departments, is carefully classified and
is continually increasing. A collection of card catalogs of
various forms has been made, including the book forms
from Leyden, Holland; Cassel, Germany; and Florence,
Italy; the Rudolph inlaver and the modern forms approved
by the American Library Association. Other forms are rep-
resented by photographs.

The school has a collection of printed blanks and forms
illustrating methods of administration in different types of
libraries, many labor-saving devices, and samples of fittings
for all departments. The school received much material
from the World's Columbian Exposition in 1893, and is con-
stantly receiving additions from librarians and manufactur-
ers throughout the country.
A collection of cataloging rules and of classification systems is making for comparative study. A number of devices and patents, such as temporary binders, pamphlet cases, newspaper files, etc., have been contributed by inventors and manufacturers.

LENGTH OF COURSE

The course of instruction covers four years beyond the high school, consisting of two years of regular college work and two years of technical library work. The two years of technical work rank as junior and senior and are given to those only who have received credit for at least two years of college work.

ADMISSION

Admission to the freshman class of the University may be obtained in one of the ways: (a) by certificate from a fully accredited high school; (b) by examination; (c) by transfer of credits from some other college or university. (For description of subjects accepted for admission, see latest University catalog.)

ADVANCED STANDING

After satisfying some of the ways already enumerated all the entrance requirements for admission to the University, and after matriculating, the applicant for advanced standing may secure such standing either by examination or by transfer of credits from some other college or university.

1. By Examination.—Candidates for advanced standing, not from other colleges or universities, may secure such standing on examination. In the case of freshman students seeking advanced standing on the basis of their preparatory work, such standing shall be granted after satisfactory examination only, unless the applicants are from fully accredited schools. In that case a transfer of credits may be made as provided for in (c) above.

2. By Transfer of Credits.—Credits from other colleges or universities may be accepted by the Faculty for advanced standing; but at least one year’s work in residence at the University is required of all candidates for a bachelor’s degree.
The Dewey decimal classification is taught by classifying books. In the staff department Dewey's Library School Rules is used and supplemented with lectures. Sample shelf-lists are made with both sheets and cards.

Cataloging is taught according to Dewey's Library School Rules and Cutter's Rules for a Dictionary Catalogue. After each lecture students are required to catalog independently a number of books. The class is taught to modify the rules as applied in different types of libraries. Lectures are given on forms of card catalogs and mechanical accessories. Library handwriting is practiced in conjunction with all the work.

Instruction is given on loan systems and on binding and repair work. This is a practical study of Chicago libraries is made in the second semester, when the students have become familiar with library methods.

Single lectures are given on library associations, library schools, library commissions, traveling libraries, home libraries, library publications, government and service, library legislation, regulations for readers, library architecture, libraries and schools, and other general subjects, to acquaint students with current general library topics.

2. ELEMENTARY REFERENCE.—Lectures are given on reference books, ideas in groups, such as indexes, dictionaries, encyclopedias, atlases, hand-books of history, hand-books of general information, quotations, statistics, etc. Reference lists are prepared for special classes and for literary societies, and the students have practical work in the reference department of the library.

3. SELECTION OF BOOKS.—Study is based upon the Publisher's Weekly. Each student checks desired books each week, examines them, if possible, and studies reviews in order to make a final choice of five or ten books each month. These books are carefully reviewed in class with regard to author, subject, edition, and series. Especially interesting publications, and current library topics, are called to the attention of the students at this time. This course continues through two years.

4. ELEMENTARY APPRENTICE WORK.—The purpose of this work is to familiarize the students with the minor work of a library and to acquaint them with the books in the mechanical preparation of books for the shelves, and in the copying of minor library records assigned as practice in library handwriting.

The care of the books in the stacks including the reading of shelves is assigned to the students, who are thus brought in contact with the books. Upon the completion of a class study, practical work upon this study is assigned to such students as are capable of doing independent work. The work is all done under the direction of an instructor. Required: Library 1, 2.

5. ADVANCED LIBRARY ECONOMY.—In a comparative study of classification are discussed the systems of Dewey, Cutter, Edwards, Fletcher, Perkins, Smith, and Schwartz. A comparative study of cataloging considers the rules of British Museum, Jewett, Library Association of the United Kingdom, Bodleian Library, American Library Association, Wheatley, Perkins, Cutter, and Dewey. Students revise junior cataloging as a review, and catalog new books for the library. Problems are given in buying supplies, in organizing and reorganizing libraries, in preparing printed finding lists, in forming rules and regulations, and in devising loan systems. The class discusses questions affecting the founding and government of libraries, library legislation, library architecture, library administration, and current problems in public and college library work. Required: Library 4.

6. BIBLIOGRAPHY.—Lectures on subject bibliography are given by professors at the University. Students are given many practical problems.

7. HISTORY OF LIBRARIES.—Libraries are studied by types and by countries. Special attention is given to libraries in the United States, their reports being used as textbooks. Required: Library 1, 2.

8. ADVANCED REFERENCE.—The course takes up public documents, transmissions of societies, advanced reference books, and indexing. Required: Library 1, 2.


10. ADVANCED APPRENTICE WORK.—This consists of independent practical work in the University library, and of
public library work in connection with the libraries of Champaign and Urbana.

Required: Library 4.

11. Thesis.—Each student is required to present a thesis for graduation. This must be on some library topic, and must represent original research. An original bibliography, instead of a thesis, may be presented upon the approval of the director.

Required: Library 1-10.

12. General Reference.—This course is offered to all students of the University who wish to become familiar with the ordinary reference books. It will comprise twelve lectures on the catalog, classification, the reading-room, and the reading-room, and groups of books, such as indexes, dictionaries, encyclopedias, atlases, hand-books of general information, hand-books of history, statistics, quotations, etc.

Requirements for Graduation

Credit for 65 hours, including the prescribed military and physical training, as well as two years' prescribed technical library work, is required for graduation. An "hour" each class period presupposing two hours' preparation by is either one class period a day each week for one semester, the student; or the equivalent in laboratory.

Degree

The degree of Bachelor of Library Science (B.L.S.) will be conferred on those who complete the course outlined.

Library Club

The instructors and students of the Library School have organized a Library Club. Any member of the Staff of the University, of the Champaign public library, of the Urbana public library, or any student who is registered for the Library School may become an active member. Trustees of the three libraries before mentioned are considered honorary members. Any others interested in library progress may become associate members.

Meetings are held once in three weeks during the college year. The first and last meetings of the year are of a social nature. The intervening meetings alternate topics of literary or technical library interest.

Positions

The University does not promise positions to its graduates, but some idea of the demand for trained librarians may be gained from the following list of positions filled by students of the Department of Library Economy, Armour Institute of Technology, Chicago, and of the Illinois State Library School, from July 1894 to January, 1900.

Assistant Librarian

Anchorage

Public Library

Organizer

Bloomington

Witham Public Library

Organizer

Cairo

Public Library

Custodian

Champaign

Public Library

Organizer

Chicago

All Souls Church

Library

Assistant Librarian

Armour Institute

Technology

Instructor in cataloging

Chicago Normal

School Library

Librarian

College of Physicians

and Surgeons

Organizer

Emporia Kansas Col-

lege of Pedagogy

Organizer

John Crelcer Library

Assistant Librarian

Library Bureau

Assistant cataloger

Library

Assistant filing clerk

Editor of "Public Libraries"

Assistant

Loyal Legion

Organizer

University of Chicago

Assistant in charge of Traveling libraries

Western Society of Engineers

Assistant

Private Libraries

Organizer
<table>
<thead>
<tr>
<th>Location</th>
<th>Position</th>
<th>Institution</th>
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<tbody>
<tr>
<td>Danville</td>
<td>Public Library</td>
<td>Assistant cataloger</td>
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<tr>
<td>Denton</td>
<td>Public Library</td>
<td>Organizer</td>
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<tr>
<td>Dekalb</td>
<td>State Normal School</td>
<td>Assistant librarian</td>
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<tr>
<td>Elgin</td>
<td>Oakwood</td>
<td>Cataloger</td>
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<tr>
<td>Evanston</td>
<td>Free Public Library</td>
<td>Cataloger</td>
</tr>
<tr>
<td>Galena</td>
<td>Public Library</td>
<td>Librarian</td>
</tr>
<tr>
<td>Galesburg</td>
<td>Public Library Assistant</td>
<td>Organizer</td>
</tr>
<tr>
<td>Highland Park</td>
<td>Public Library</td>
<td>Organizer</td>
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<tr>
<td>Hogansport</td>
<td>Public Library</td>
<td>Organizer</td>
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<tr>
<td>Monticello</td>
<td>Public Library</td>
<td>Librarian</td>
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<td>Oak Park</td>
<td>Sorrell Institute</td>
<td>Librarian (2)</td>
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<td>Fontaine</td>
<td>Public Library</td>
<td>Librarian</td>
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<td>Princeton</td>
<td>High School Library</td>
<td>Librarian</td>
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<td>Quincy</td>
<td>Public Library</td>
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<td>Rockford</td>
<td>High School Library</td>
<td>Librarian</td>
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<tr>
<td>Urbana</td>
<td>State University Library</td>
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<td>Winsted</td>
<td>Public Library</td>
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<td>Indiana</td>
<td>Public Library</td>
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<td>Fort Wayne</td>
<td>Public Library</td>
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<td>Indianapolis</td>
<td>State Library</td>
<td>Librarian</td>
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<td>Peru</td>
<td>Public Library</td>
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<td>Iowa</td>
<td>Cedar Rapids Public Library</td>
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<td>Oregon</td>
<td>Davenport Public Library</td>
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<td>Massachusetts</td>
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<td>Delaware</td>
<td>Public Library</td>
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<td>Iowa City</td>
<td>State Library</td>
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<td>Kentucky</td>
<td>Nicholasville Public Library</td>
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<td>Michigan</td>
<td>Charlotte</td>
<td>Public Library Assistant</td>
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<td>Michigan</td>
<td>Grand Rapids Public Library</td>
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<td>Michigan</td>
<td>Three Rivers Public Library</td>
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<td>Michigan</td>
<td>West Bay City Library</td>
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<td>Minnesota</td>
<td>State Normal Library</td>
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<td>Missouri</td>
<td>Kansas City Library</td>
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<td>Missouri</td>
<td>St. Louis Library</td>
<td>Librarian</td>
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<td>Nebraska</td>
<td>Lincoln</td>
<td>State University Library</td>
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<tr>
<td>Ohio</td>
<td>Columbus</td>
<td>Public Library</td>
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<td>New York</td>
<td>Franklinville Public Library</td>
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<tr>
<td>New York</td>
<td>New York City Public Library</td>
<td>Librarian</td>
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<tr>
<td>New York</td>
<td>Rochester Public Library</td>
<td>Asylum for Deaf and Dumb</td>
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<td>New York</td>
<td>Syracuse</td>
<td>Public Library</td>
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<td>Ohio</td>
<td>Cincinnati</td>
<td>High School Library</td>
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<tr>
<td>Pennsylvania</td>
<td>Beaver</td>
<td>Carnegie Library</td>
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<tr>
<td>Pennsylvania</td>
<td>Philadelphia Commercial Museum</td>
<td>Librarian</td>
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<tr>
<td>Pennsylvania</td>
<td>Free Public Library</td>
<td>Librarian</td>
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<tr>
<td>Pennsylvania</td>
<td>University of Pennsylvania</td>
<td>Librarian</td>
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<tr>
<td>Pennsylvania</td>
<td>Pittsburgh Carnegie Library</td>
<td>Librarian</td>
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Assistant catalogers are indicated by (3).
### West Point:
- State University Library
- Cataloger
- Librarian

### Madison:
- State University Library
- Librarian
- Librarian

### Milwaukee:
- State Normal School Library
- Librarian

### Oshkosh:
- State Normal School Library
- Librarian

### Racine:
- State Normal School Library
- Librarian

### Sheboygan:
- State Normal School Library
- Librarian

### Stevens Point:
- State Normal School Library
- Librarian

### West Superior:
- State Normal School Library
- Librarian

### Whitewater:
- State Normal School Library
- Librarian

### EXPENSES BOARD:

The University does not furnish board, but there is a large number of suitable private places in Urbana and Champaign, within walking distance of the University, and easily accessible by electric railway, where students can obtain table board and rooms. There are several students' clubs at which the cost of meals is about two and a half dollars a week.

The Business Manager and the Young Men's and Young Women's Christian Associations of the University will aid new students in securing rooms and boarding places.

### FEES:

- **The DIPLOMA FEE**: payable before graduation is... 5.00
- **The INCIDENTAL FEE**: All students, except those in the Graduate School, pay, each semester, an incidental fee of... 12.00
- **OTHER EXPENSES**:
  - Estimated cost of supplies in junior and senior years, not to exceed each year... 25.00
  - Estimated cost of inspection visits to other libraries... 25.00

For further information apply to:
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   - Arts and Sciences
   - Engineering
   - Fine Arts
   - Music
   - Law
   - Social Work

2. AGRICULTURE.
   - Agriculture
   - Veterinary Medicine
   - Home Economics
   - Home Management

3. SCIENCE.
   - Mathematics
   - Chemistry
   - Physics
   - Biology
   - Geology
   - Botany
   - Zoology
   - Geology

4. LAW SCHOOL.
   - University of Illinois Law School
   - Chicago Law School

5. MEDICINE.
   - School of Medicine
   - School of Dentistry
   - School of Public Health

6. LIBRARIES.
   - University Library
   - Medical Library
   - Law Library
   - Special Collections

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TUITION.

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