

Library



Scrap Book







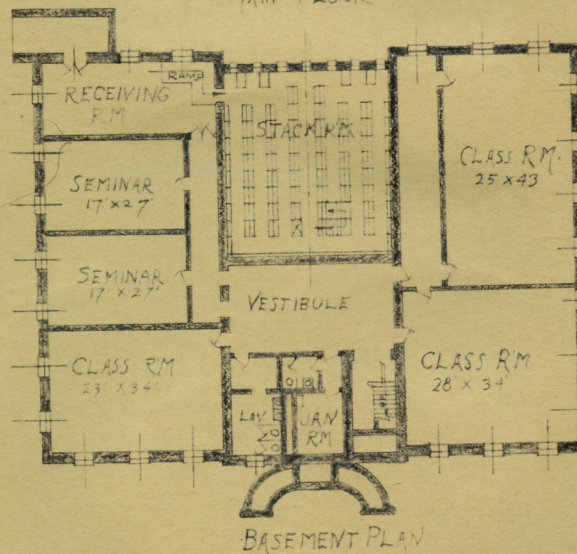
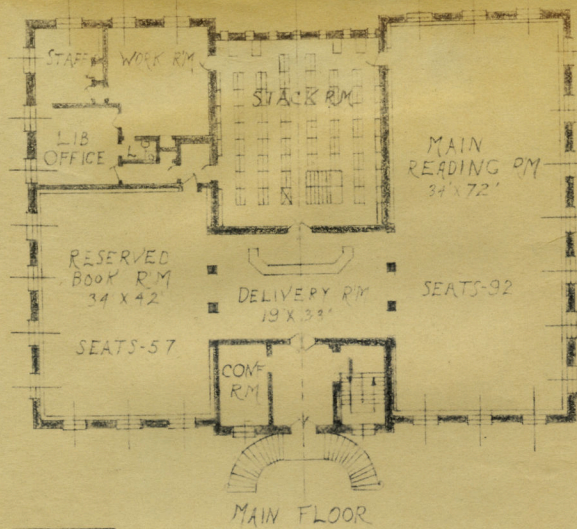
Development  
and  
Construction  
of the

WALTER FRIAR DEXTER Library

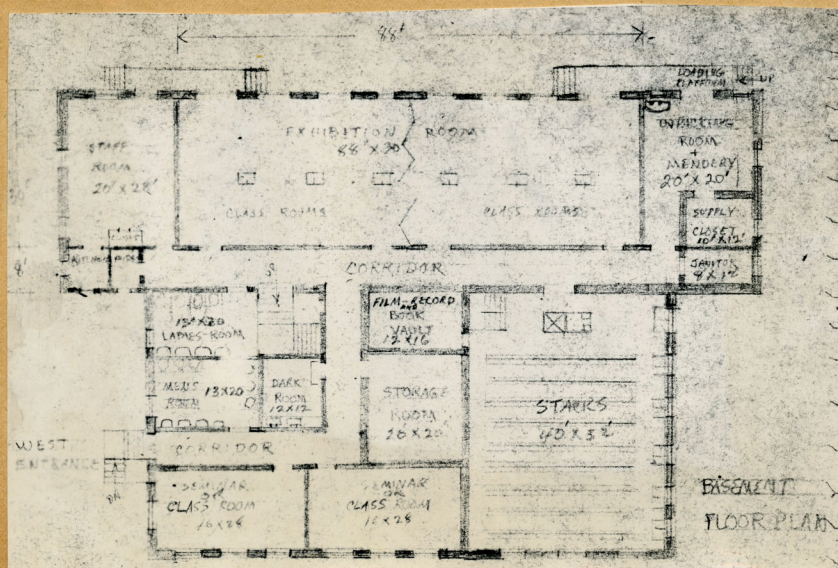
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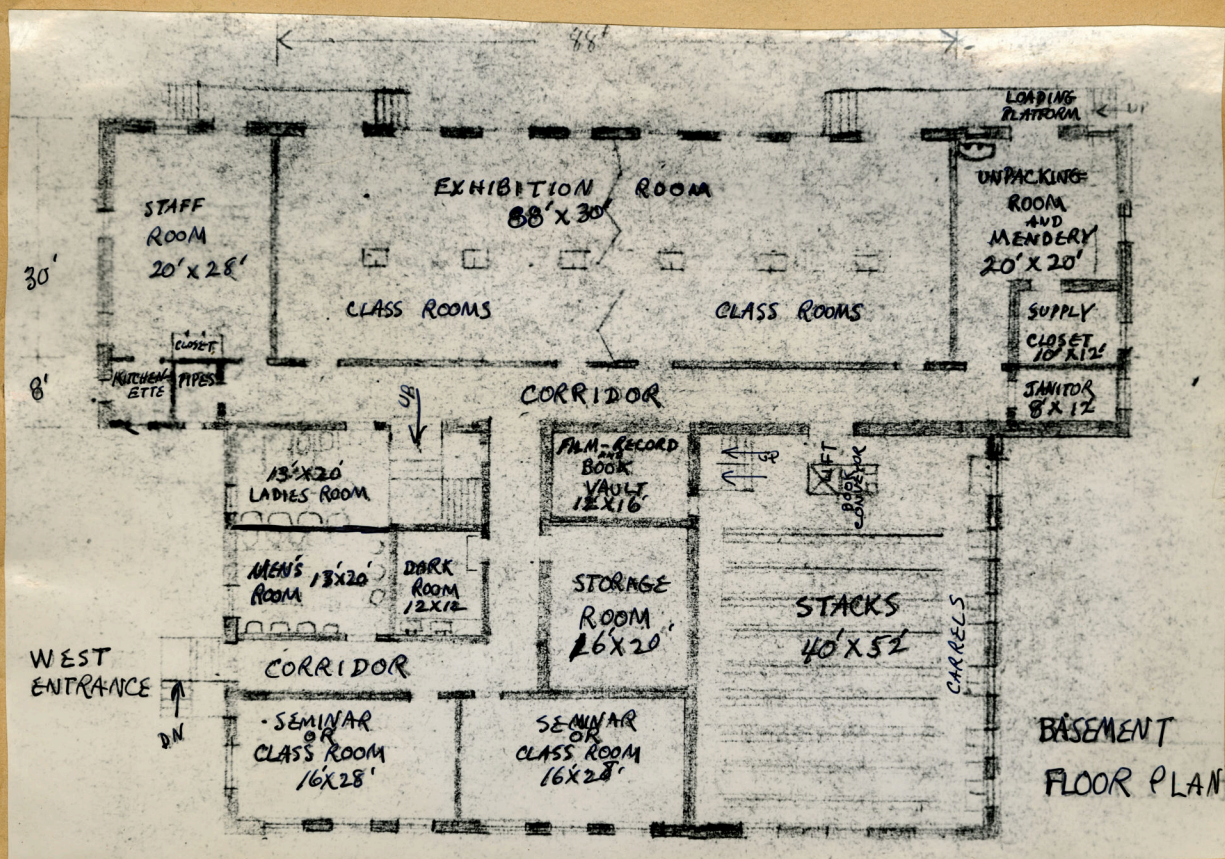
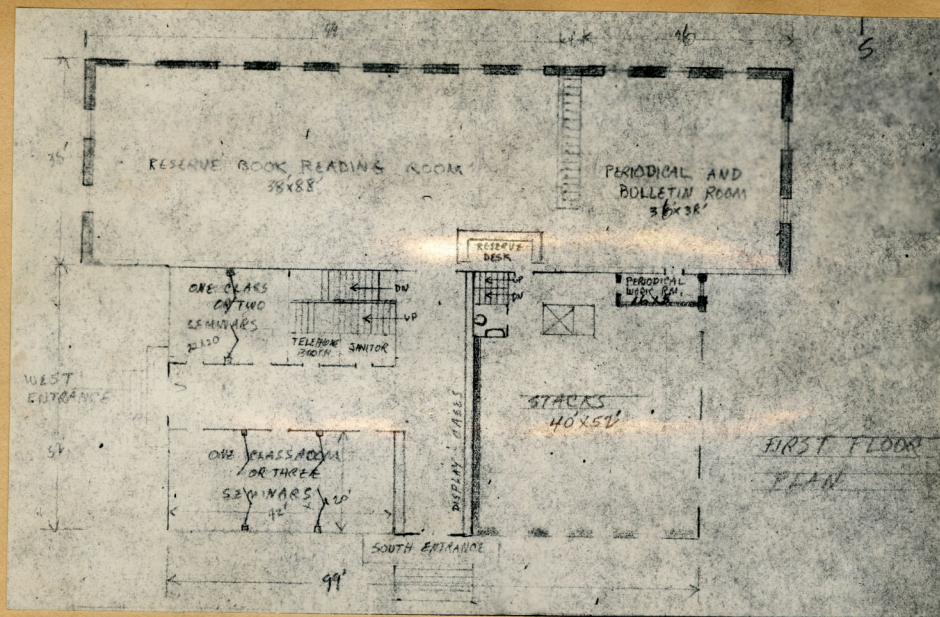




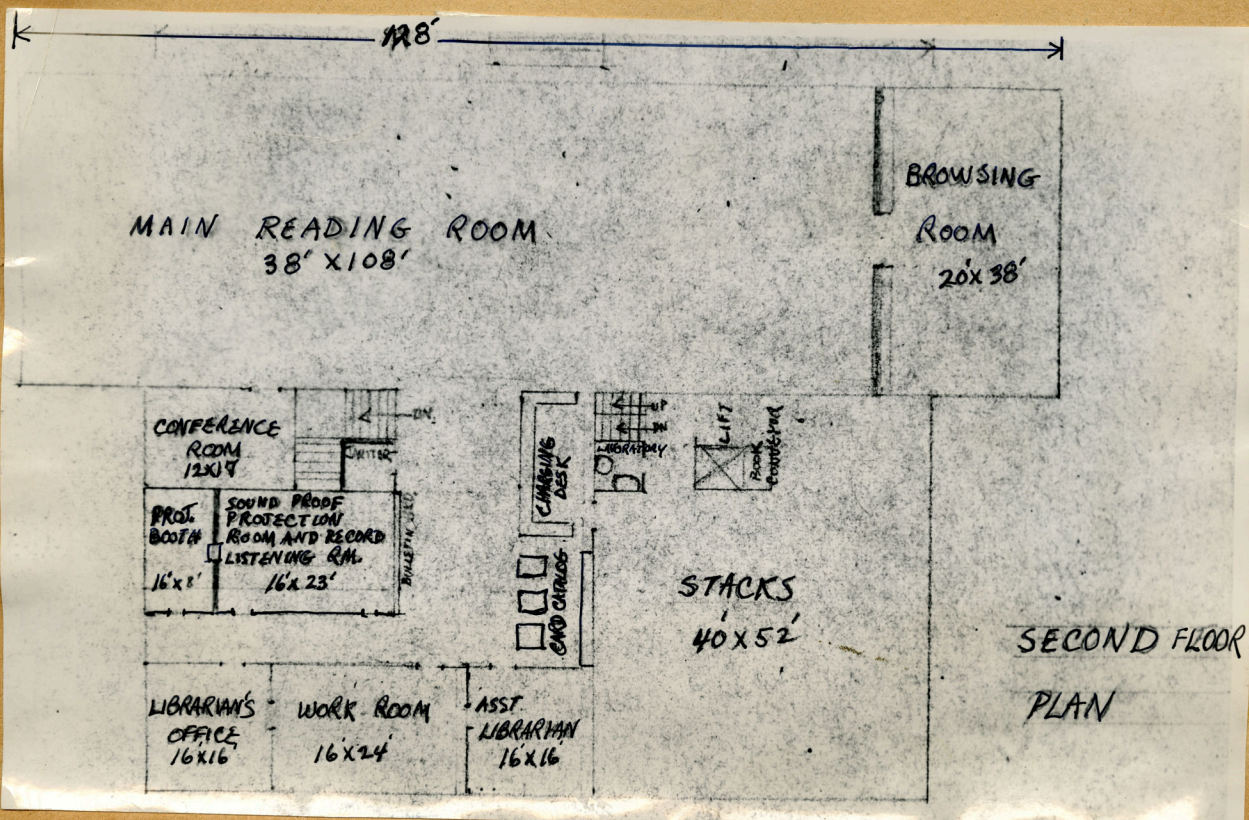
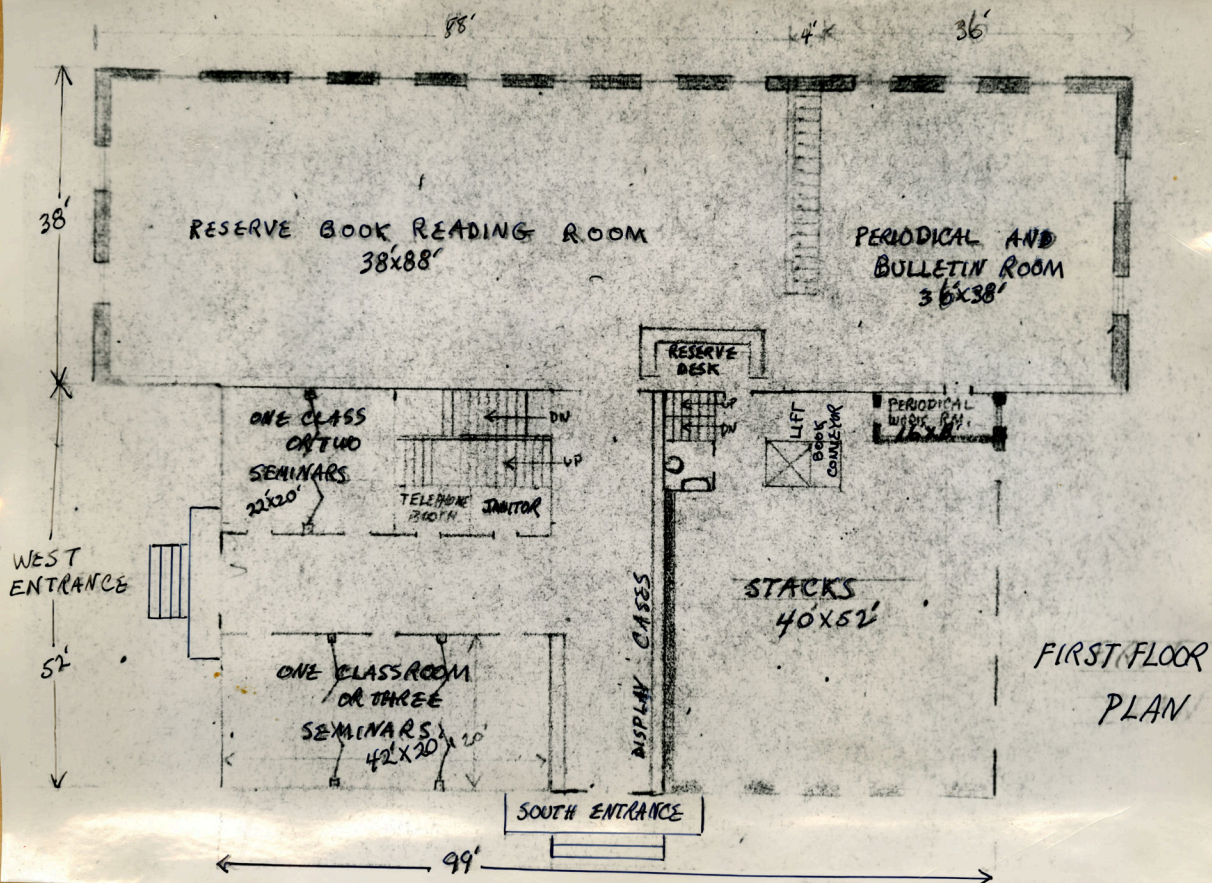
PROPOSED LIBRARY  
CALIFORNIA POLYTECHNIC SCHOOL













Eugene Boone

May 27, 1940

C. O. McCorkle

Recommendation on Library Building

I have carefully gone through the three books which we have recently purchased on college library standards and no where can I find a statement giving the amount of floor space per student which should be allowed in the reading and study room.

In my opinion, the preparation of plans for the library unit, involving as it does satisfactory arrangement of rooms, lighting, study facilities, use and storage of periodicals, etc, will require considerable detailed study which I have not as yet had time to make.

We have a pretty clear notion of what the needs are here but someone should by all means visit some of the newer library establishments so that we may be up to date in our plans. I understand that you and Mr. Luckinger visited the new Davis unit but did so hurriedly. I understand that Santa Clara has recently erected an excellent new college library.

As I think I mentioned the other day, it would seem to me that the people in the school house planning division ought to have definite notions in mind which would help us.

For your information "The College Library" by William M. Randall, Associate Professor of Library Science at the University of Chicago, gives the following recommendations with respect to buildings:

COLLEGE LIBRARY STANDARDS

"I. Buildings

1. The college library building should be centrally located with respect to the remainder of the college plant.
2. The college library building should be fire-resistant.
3. The college library building should provide space for the efficient storage of the book collection.
4. The reading room of the college library should contain seats for at least one-fourth of the student body at one time, and should be used for study purposes only.
5. Space for study should be provided in the stacks for the use of advanced students and faculty. This is best done through the use of carrels.
6. A separate room should be provided for the storage and use of current periodicals.



Page 2  
Eugene Boone  
May 27, 1940

7. If a separate collection intended for the promotion of leisure reading is in use, it should be housed outside the reading room.
8. Sufficient space should be provided separately for the technical processes of the library--accessioning, classification, cataloguing, etc.
9. There should be a special office for the use of the librarian, with such equipment as may be necessary.
10. A rest room and separate toilet provisions for the staff should be provided.
11. The building should be planned so that the stack entrance, the entrance to the reading room, and the main entrance to the building will be under the eye of a staff member on duty.

COM:BS



March 21, 1941

SUBJECT: PLANS FOR NEW LIBRARY

Patchett  
Knott  
Thompson  
~~xxxxxx~~  
Everett  
McCorkle  
Couper  
Boone  
Chase  
Howse  
Dougherty  
Younger

Dewel

27 file

INTRODUCTORY

At your suggestion I have made a study of the library building situation, and I am pleased to submit herewith plans for a new and permanent California Polytechnic Library.

Before taking up the specifications of the plan here proposed I want first to drive home one point:- IN THE LIGHT OF THE DEGREE GRANTING PLAN NONE OF THE EDUCATIONAL FACILITIES OF THE CALIFORNIA POLYTECHNIC SCHOOL APPEARS SO GLARINGLY INADEQUATE AS THE PRESENT MAKE-SHIFT LIBRARY.

NEED FOR NEW LIBRARY FELT FOR SOME TIME

You mentioned the need for a new and permanent library building in your last annual report to the State Board of Education. Mr. McCorkle implied it in his recommendations to our Administrative Council on the subject of library improvements for the year 1940-41. Consideration of these matters he said was "imperative." J. Herschel Coffin writing to Dr. Walter F. Dexter in support of the degree-granting plan - Nov. 28th, 1939 - made special mention of the library and called it a "vital factor" in the proposed plan. "Library facilities shall be on a par with shop and farm equipment," he pointed out. Adequate provision for the library should imply three items, Dr. Coffin went on to explain: adequate housing, adequate personnel, adequate book collection. (Notice that first came "adequate housing.")

HOW BAD IS THE NEED FOR LIBRARY BUILDING RIGHT NOW?

Seating Capacity

On a busy day more than 200 students come into the library. With a seating capacity of only 40, during the rush periods naturally enough there is standing room only.

"If there are no departmental libraries on the campus..." (I quote from COLLEGE AND UNIVERSITY LIBRARY BUILDINGS by E. R. Hanley, American Library Association, 1939) "it (the reading room) should be capable of seating at least 50% of the student body. If there are other places on the campus where students may study, this figure may be decreased."



Heretofore this minimum in regard to seating capacity as set by accepted educational and library associations was 25% of the student body. In terms of our present enrollment the seating capacity of our library is less than 6%.

It would seem then that virtually THERE ARE NO ADEQUATE STUDY OR READING ROOM FACILITIES ON THIS CAMPUS.

#### Stack Capacity

In regard to shelving, or stack capacity, the situation is just as bad. At the present rate of accessions (and this rate is more than likely to increase with the extended degree-plan curriculum) BY THIS TIME NEXT YEAR THERE WILL BE NO SHELF ROOM LEFT FOR NEW BOOKS NOT TO MENTION PERIODICALS AND BULLETINS.

#### Other Bad Features

Because our library is temporary and not well planned the following troubles arise: reserve material is difficult to set apart and administer; lack of open shelves around the reading room makes browsing a hardship and does not encourage independent reading; typing as part of library office work disturbs students trying to study in the same room; noise from the Welding Shop is a disturbance; flies from the barns, another; instruction in the use of the library to freshmen also interrupts the study of those students already in the library.

#### DEGREE PLAN AGGRAVATES SITUATION

The granting of the Bachelor of Science Degree will make matters worse...

1- Reading assignments will be greater to cover the extended curriculum.

2- Enrollments are likely to increase.

3- Moreover the granting of the degree will invite the comparison of our library with libraries of other accredited colleges.

This last should be of deep concern to the administration. Our present make-shift library does not stack up well with that of a good high school, a fine junior high school, nor with that of any type of legit-



imate college half the size of our present enrollment.

#### CADET TEACHERS

Mr. McCorkle in his library report mentioned above brought forth a point which is most relative right here. He took up the subject of cadet teachers, and I quote from his report: -

"These new teachers must be looked to to guide a large number of new students toward this institution. It is very important therefore that the cadet teachers who in their previous training have become accustomed to first rate library facilities, have when they leave here the proper impression of the library."

Generally the library can be looked upon as a yardstick to measure the worth of a college. For us here at Poly this is an unpleasant thought.

#### WHAT THE NEW LIBRARY WILL DO FOR THE SCHOOL

At present we have a fine collection of bulletins on agricultural subjects. The other day Mr. Drake, the County Agricultural Inspector, said as much when he came in to do some research work. It occurred to me that the new California Polytechnic Library could be the research center for the whole of Southern California in the Agricultural Field. Already we have the AGRICULTURAL INDEX an excellent and expensive research tool, and soon we will have bound most of the important periodicals in this field.

It is a fact that the students who use the library most are the better students, the future leaders in their fields. Can it not be argued then that a bigger library is an important factor in turning out better equipped men for future leadership? "Experience has shown again and again," I am quoting from COLLEGE AND UNIVERSITY LIBRARY BUILDINGS mentioned above, "that a new building brings not only an increase in the use of the library, but also an increase in the book collection." That this increase in the use of the library that the proposed new building will bring is a most desirable objective none of us will deny.

Imagine sending forth as graduates with the B.S. Degree



CONCERNING PARTICULAR PLAN SUBMITTED HEREWITH

The attached plan is not my own architectural creation. It is a copy of one of 42 plans presented in COLLEGE AND UNIVERSITY LIBRARY BUILDINGS mentioned before. I chose it for the following reasons:-

1- COLLEGE AND UNIVERSITY LIBRARY BUILDINGS by Hanley, American Library Association, 1939, is the best and most recent study of this subject. Naturally then it is the book to turn to for those contemplating a new library building.

2- From the 42 plans here described the one I have chosen seems best suited to the total situation at the California Polytechnic School.

3- It happens to be the latest of the buildings (1939) studied by Hanley. I think it safe to assume therefore that into its planning went the benefits of years of experience and experiment with library buildings.

4- Although the preface of this book states, "The selection of plans has not been made with the idea of presenting perfect buildings, but rather of showing both good and bad features - those to be emulated and those to be avoided," nevertheless in this particular instance the author has only this to say about the plan I am proposing for the California Polytechnic Library:-

"THIS IS AN EXCELLENT EXAMPLE OF A COMPACT PLAN--INEXPENSIVE IN CONSTRUCTION BECAUSE OF THE STRAIGHT WALLS, AND REQUIRING A MINIMUM STAFF FOR SUPERVISION."

*space*  
SPECIFICATIONS OF PROPOSED PLAN

Cost

Built of brick with limestone trim this building including equipment and furnishings cost Bennett College of Greensboro, North Carolina, \$100,000. I have been told that out here in California where brick is seldom used the cost would be somewhat reduced.

Architecture

Architecture should be in keeping with other buildings on the campus; e.g., the new Administration Building.

Seating Capacity

As indicated on the plan the two reading rooms on the main floor will take care of 150 readers. The classrooms below can be converted into reading rooms as expansion requires and take care of an additional 100, bringing the total up to 250 which is just about right for this school, its prospects being considered.

Imagine sending forth as graduates with the B.S. Degree



Seating capacity is figured at 25 to 30 square feet of floor space per reader.

#### Stack Capacity

The capacity of the 4 tier stack room is 45,000 volumes. This of course does not include shelving that can cover the walls of the reading rooms. Stack capacity has been figured at 10 volumes per square foot of floor space. In our present library we have slightly over 10,000 volumes.

#### Expansion

Here is a difficult problem. What is the future of the California Polytechnic School? The building here proposed has good expansion possibilities. The two ~~very~~ floors idea appealed to me in view of expansion. As stated above after a few years if the reading rooms on the main floor become crowded, then the classrooms below can easily be converted into special reading rooms doubling the seating capacity.

For the first few years the lower floor rooms could be used for English and Social Studies classes especially. Seminar rooms are highly desirable. Typing and individual research can be done in these rooms.

From the straight walls of the plan further expansion could be made by additional annexes and building. In short this plan lends itself to expansion.

#### OTHER BUILDING CONSIDERATIONS

The building should be centrally located on the campus and at the same time be removed from those quarters from which disturbing noises are likely to come.

Lighting for the main reading room should preferably come from the north; next desirable exposures are in order: east, south, and west.

- change order*
2. Air conditioning is an item which must be studied.
  1. Where ever possible equipment should be light in color.

#### AFTER THOUGHTS

On most campuses the library is the largest building.

The library is the very substance of a college. We teachers and administrators are but guides, keys by which students may enter the world of learning which is stored in the library.

Imagine sending forth as graduates with the B.S. Degree



young men who don't know how to look things up in a library, college graduates who have never had the opportunity of learning how to use a good library...

Academic standards are low on this campus. Boys are forced to study in shops, noisy dorm rooms, outdoors - because there is no adequate place on this campus for them in which to read and study. As a result there is very little studying done around here. No good work and study habits can be formed under present conditions. You can't expect the average student to be an Abe Lincoln and study in a saw-mill.

How many teachers now wish they could make library assignments of the research type, who are thwarted because of the limited facilities?

#### CONCLUSION

The library benefits the whole school. Right now money is being spent on shops, barns, and buildings which benefit only special groups.

Consideration of any building need s before that of the proposed new library will be an administrative blunder of great magnitude carrying with it repercussions which will shake the whole school from its upward path of destiny.

OUR VERY NEXT BUILDING THEN SHOULD BE THE LIBRARY!

Henry Lash, Librarian.

March 21st, 1941



*Library*

Mr. J. A. McPhee

*Mr. Kennedy*

Mr. J. A. McPhee

March 25, 1941

Mr. George F. Couper

recommendations, as a result of his survey, will be made to you. The individual opinion of those members of the group was that some advisory committee should be formed as closely as possible to the group. He is quite new on the job, and because his knowledge of, and enthusiasm in his work will be a great help.

Suggestions for Library

I hope that I have carried out your request, and will now consider the matter closed unless you wish to act further in the matter.

In accordance with your note of March 13, I had an informal meeting with Mr. Lash, Mr. Lucksinger, and Mr. McCorkle about the library.

GFC:12 It was generally agreed by the group not to devote any time to talking about the need for the library or exactly where it might come in priority in the building program, but principally what kind of a library we would need when and if funds were allocated for that purpose.

Lash indicated that you had asked him to get together some suggestions, which he presented to the group. These had previously been received through the campus mail, so that the members of the group had had time to go over them.

After considerable discussion, it was agreed by the group that the most convincing story concerning our library needs would result from a rather thorough survey of each department. It was suggested that this survey be made by personal contact between Lash and each department head, analyzing the possible number of students 20 years from now, the amount of reading assigned students in this department, the need for small seminar rooms, need for bulletins and periodical files, proportion of books on reserve to books for general circulation, etc.

It was suggested that this information be the basis for any recommendations, rather than any particular recommended building or floor plan from a reference book. Lash is inclined to believe that one library is very much like another. We suggested that this may be true, but that any budgetary group likes to have ample and substantial proof for each room, window, stack, and square feet of floor space.

Attention was also called to a rather complete report on the use of the library for the current school year, made by Mr. McCorkle to you and particularly to the administrative council in April, 1940. Some of the suggestions contained herein have been put into effect, including employment of a full-time, professionally trained librarian. No particular recommendations in this report apply specifically to the problem of drafting plans for a new library building.

It was the recommendation of the group that when the survey was completed, some rough plans be drawn and an estimate made of the potential cost, rather than starting with some fixed figure, such as \$100,000, and endeavoring to see what could be obtained for that figure.

The group did not consider itself a committee, and actually dissolved itself at the conclusion of the discussion, unless called again. Mr. Lash's



Page 2  
Mr. J. A. McPhee

March 25, 1941

recommendations, as a result of his survey, will be made directly to you. The individual opinion of those making up the group was that some advisory committee should work with Mr. Lash as closely as possible because he is quite new on the job, and because his knowledge of, and enthusiasm in his work will give it a natural prejudice.

I hope that I have carried out your request, and will now consider the matter closed unless you ask me to act further in the matter.

GPC:IE  
cc/Lucksinger  
McCorkle  
Lash



CALIFORNIA POLYTECHNIC

Intra-Department Correspondence

Date October 24, 1944

TO Mr. Bob Kennedy

FROM C. O. McGorkle

SUBJECT \_\_\_\_\_

While in Sacramento I had an opportunity to spend some time with Mr. Bartges of the Division of Architecture discussing our post-war building plans. Mr. McPhee had previously submitted a list of buildings for which plans were to be drawn and one of these buildings was a library-classroom combination to cost in the neighborhood of \$300,000.00. It is likely that this building will be the first one for which plans will be prepared, hence it is not too early to begin to think about what our requirements might be. Mr. Bartges gave me some ideas which may be helpful to us and I will jot down a few of them as a basis for our discussing the whole matter shortly.

Mr. Bartges suggested a book by James T. Gerould, published by the American Library Association and called "College Library Building, Its Planning and Equipment." I was wondering if we had this book and if not, maybe we should get it. The Division of Architecture believes that it is the best book on this subject.

Mr. Bartges told me that a new library that has recently been completed at Oregon State College, is probably the most up-to-date and best laid out library in the country. It occurred to me that you might like to write to the librarian there after we have discussed the various requirements which we want to meet, and they might be able to give you some good ideas. Mr. Bartges feels that the new library at San Jose State College is a very nice unit and we probably should plan to see that at the first opportunity.

Do we get a little publication called "News Notes of California Libraries." It is put out by the California State Library at Sacramento. Mr. Bartges thought that it might have some things in it worthwhile.

I am attaching a memo covering the brief notes which I took while talking with Mr. Bartges. They may be suggestive although they are not intended to be final answers at all.

Will you plan to give some thought to the library and in a few days we can talk it over. You might also think about an appropriate library committee. You mentioned it once before but in thinking of possible personnel you might keep in mind individuals who would be of help in planning a building layout.

HARRY WOLF, MISS CHASE, DAVE COOK  
PAUL DOUGHERTY

1. When my floor plans & general description has passed local approval I would like to photostat same & send to several librarians (Oregon, Atlanta, etc.) for suggestions
2. Several copies of plans should be taken on a trip to Calif. libraries -

*out of print  
order  
from State  
Library*

*copies only  
to public  
libraries*



MEMO ON LIBRARY AND CLASSROOM UNIT

October 24, 1944

Probable cost \$300,000.00

Library to serve school population of 2,000 to 2,500.

Reading Room should allow 25 square feet per student.

Reserve book room should seat 10% of the enrollment.

General reading room should seat 25% of the enrollment.

American College Library Association report states that the average college library in the country has from 61 to 74 books per student. The newest thinking in library development is that music collections and records should be housed in the library.

All visual aids including equipment, film library, etc., should be a part of the major library plan.

Periodical room should seat 60 to 75% as many people as the main reading room. Periodical room should seat about 5% of total enrollment.

Provisions should be made for a number of conference rooms in connection with the library. (These conference rooms could probably be used as small classrooms for a period until our growth justifies taking over more of them for library use.)

The library should include a bindery, a mendary, elevator, staff rooms, office, as well as appropriate toilet facilities.

both reading  
rooms should

200 } TOTAL  
200 } 20%

stacks will  
care for  
120,000

including  
films & records

can't do  
it - 40 only

sh

ohay

EVENTUAL USE  
OF SPECIAL READING  
ROOMS - NOW CLASS  
ROOMS will  
make it up



PRELIMINARY LIST OF MATTERS TO BE CONSIDERED IN CONNECTION WITH  
THE COLLEGE'S PROPOSED LIBRARY AND CLASSROOM BUILDING

February 22, 1945

1. Size of College to Serve -

2,000 to 2,500 students.

2. ~~Reference~~ <sup>RESERVE</sup> Room and Periodical Room Seating Capacity -

100 to 150

150 - 200

3. Main Reading Room Seating Capacity -

350 to 400

180 - 210

4. Number of Volumes to be Accommodated in Stack Room - 120,000

(15 books per square feet of floor space on one floor of Stack Room)

5. Special Rooms Required -

a. Librarian's Office ✓

b. Office for Assistant Librarian ✓

c. Bindery (MENDERY) ✓

d. Reserve Book Department ✓

e. Charge Out Room DESK ✓

f. Book Storage Room ✓

g. Bulletin Storage Room ✓

h. Receiving Room ✓

i. Section of Stack Room for Restricted Volumes -

j. Film and Musical Record Vault

k. Listening Rooms ✓

l. Showing Rooms for Films ✓

m. Conference Rooms ✓

n. Classrooms (in connection with Library and so constructed as to be added to Library Facilities later on.

Basement { 2 small classrooms  
2 large "

a total reading room capacity of 400 would be 20%

okay

okay & in connection with work room & rear catalog

okay - in combination with receiving room

okay - on main floor where most traffic won't bother

one upstairs & one on main floor

in basement

in periodicals room

okay - in combination with bindery

on second floor

behind reserve desk

in basement

combined on second floor

one on second floor - 5 seminars on main floor

2 classrooms



Could be

they

Remington-Rand  
representative will  
call

yes

- d. Original building plans should show possible stack addition.
- e. Foundation should be strong enough to support a limited number of tiers-- to be added if needed.--- safe extra support for all stacks.
- f. Avoid scattering stacks through out the building.
- g. Should be made to shut off entirely from rest of building.
- h. Size-- 15 volumes per square foot of floor area-- includes aisles, elevators and stairs.
- i. Doors to stacks should be metal.
- j. Natural lighting should be used when possible.
- k. Equipped with small table and shelves.
- l. Pleasing wall color and comfortable furniture is necessary.
- m. Shelf should be black and walls light color with other equipment.
- n. Experts on book stack construction should be called in to help.
- o. Height of ceilings is usually 7 feet 6 inches from finished deck to finished deck.
- p. Every floor of main part of building should be coincident with one of stack levels-- entrance to stack from each main floor level.

#### F. HEATING, VENTILATING, AND AIR CONDITIONING

up to  
dept of  
architecture

- 1. Air conditioning and ventilating-- 70 degrees, airconditioning with fresh air a relative humidity of about fifty per cent, and circulated in a slow motion by adequate ventilating apparatus without causing drafts or noise, is best.
  - a. Should be Dehumidifying unit.
  - b. Should be Humidifying unit.
  - c. Filtered air.-- preservation for books.
  - d. Stack rooms should have separate air conditioning unit.

#### G. LIGHTING

possibly  
with proposed  
layout

can be done

- 1. Natural
  - a. Steady source
  - b. Sufficient intensity to illuminate without glare.
  - c. Elimination of shadows on work spaces
  - d. Windows in reading rooms should reach as high as possible toward ceiling. (window space should be equal to 20 or 25% of floor space)
  - e. Use to have Venetian blinds
- 2. Artificial
  - a. Best in stacks--not good to have too much daylight on books.
  - b. In rooms with relatively low ceilings (15 feet or less) with good reflective surfaces, an indirect or semi-indirect system has been found satisfactory.
  - c. Special attention given to illumination of circulation desks, work rooms, catalog, etc.
  - d. Advisable to make provision for floor outlets and wall plugs for possible future use of table or floor lamps.
  - e. Wall outlets in work rooms, offices, seminars, etc.

ok

ok

can be done

#### H. Miscellaneous

##### 1. Noise

can be  
done

- a. Precaution must be taken for prevention of noise.
- b. sound absorbing materials and insulation should be used on ceilings and walls to diminish noise caused by conversation, by typewriters, movement of chairs and walking.
- c. floor covering of cork, rubber or asphalt tile also serves to deaden noise.



PRELIMINARY DESCRIPTION OF FACILITIES AND LAYOUT TO BE CONSIDERED IN PLANNING  
THE COLLEGE'S PROPOSED LIBRARY & CLASSROOM BUILDING  
March 19, 1945

- I. Adaptation of the plan of the Atlanta University library, Atlanta, Georgia, built in 1932 at a cost of \$300,000 including all equipment and furnishings.
  1. Atlanta plan highly recommended to meet requirements of that university by Edna Ruth Hanley in "College and University Libraries." Particularly noteworthy because of its compact arrangement which allows for a small staff to adequately supervise the library, its provisions for future growth, and the incorporation of seminar, conference and classrooms in the same building.
  2. Because of expected post-war increases in building costs (at least in excess of those in 1932) and to conform to the present building elevations on the campus, the adaptation of the plan eliminates the fourth floor.
    - a. The elimination of this floor will cut the cost of building and furnishing.
    - b. It will not eliminate any of the important features as the top floor in the Atlanta plan provided for double ceilings over the main reading room and over the circulation desk (a provision which authorities indicate is a waste of money.)
- II. The adaptation of this plan can be worked out by the department of architecture to fit building requirements, etc. but the proposed floor plan is presented as a desirable arrangement to meet the present and future requirements of California Polytechnic.
  1. It will serve a college of from 2,000 to 2,500 students easily.
  2. Its Reserve Book room will seat 160 persons and the periodical room will seat 40 to 50 persons.
  3. The main reading room will seat 180 persons and the browsing room will adequately provide for from 20 to 30 persons
  4. ~~XXXXXX~~ Six tiers of stacks on three floors will adequately accommodate 120,000 volumes.
    - a. Carrels near windows on each floor of the stack rooms give study room within the stacks.
    - b. Stack room locations would enable an ~~XXXX~~ annex to be added if the library should in the future exceed 120,000 volumes.
  5. It provides for the following special rooms:
    - a. Librarian's office on the main floor adjoining the library staff's work room.
    - b. Office for the assistant librarian on the main floor across the hall from the librarian's office and adjoining the periodical's work room.
    - c. A mending room in the basement in connection with the receiving or unpacking room.
    - d. A reserve book room on the main floor with a charge out desk



# SOME ESSENTIALS IN COLLEGE LIBRARY PLANNING 1.

## A. Location & architecture

1. Architecture should conform to that of the existing campus buildings, at the same time lending itself to functional adaptation.
2. The site should be of sufficient size to provide space for a building planned not only to suit needs of the present, but capable of expansion to meet such conditions as may develop in the future. The structure should be sufficiently elastic to permit expansion without injuring its architectural beauty or diminishing its economical administration.
3. It should be near the main lecture hall or halls, but not necessarily in the geographical center of the campus.
4. Quiet surroundings are obviously an important factor in choosing the location. The building should not be too near a main highway with its distracting influences nor near a music building or athletic field.
5. Reading rooms should be located with northern exposure. If it is impossible to place the building so that northern lighting is available, the next exposures in order of their desirability are east, south and west.

## B. Reading Rooms

1. Location regarding natural lighting is of utmost importance.
2. Avoid situating the reading rooms so that they must be crossed to reach other rooms.
3. Amount of space to be devoted to reading rooms is dependent on a number of factors:
  - a. Are there other provisions on the campus for study in classrooms, departmental or dormitory libraries.
  - b. Seating space will need to be greater if many students live off the campus and commute. Some library buildings recently planned have provided space for 40%, others for 50% and some for even 75% of the student body.
  - c. Types of reading to be done in rooms. Space must be provided for students using

Hanley, Edna Ruth. College and University Library Buildings. Chicago, American Library Association, 1939.

the smallest college library.

- (1) The number of such rooms depends on local needs.
  - (2) It is wise to place faculty studies, seminars, & conference rooms on the top floors of the building. The undergraduates may be confined to the lower levels, and a great deal of traffic through the building will thus be eliminated.
- C. Delivery Hall, Circulation Desk, Public Catalog, Coat Room.
1. Delivery hall is the functional center of the library. It should be adequate to provide space for the charging desk and the card catalog, and sufficiently large to allow the easy movement of traffic from the entrance vestibule to the reading rooms, stack and stairs.
    - a. The stairs generally lead from this hall.
    - b. It serves as a corridor to the work rooms, the reference room, the reserved book room, and to any other reading room which is provided.
    - c. The loan desk is the central point between the storage, the service, and the general use of books. The desk should be placed so that it governs the entrance and exit to the stack. In many libraries the attendant at the loan desk is responsible not only for the charging and discharging of books, but also for the supervision over a reading room or rooms.
    - d. Delivery hall should be spacious enough to allow for growth in card catalog, but should not be allowed to develop into an overlarge, high-ceilinged room extending through all the floor levels. It is advisable to have more floor space than undue loftiness.
    - e. Because of its central location within building, it will be impossible to provide natural light. It is wiser and more economical to depend altogether on artificial illumination than to waste space with skylights.



their own books supplemented by so-called "reference material", for those using books from the stack, reading periodicals (bound volumes and current issues), using reserved books, and for persons reading for culture and pleasure.

c. Actual amount of floor area can be determined by allowing 25 or 30 square feet per reader.

4. The number of rooms and the area of each will be governed by existing conditions on the individual campus, and by the educational program of the institution as a whole. While smaller rooms are more attractive to use, large reading rooms are less expensive to administer, and absorb noise better than small rooms.

a. Main reference room. If there are no departmental libraries on the campus and if this main reading room is the only reading room it should be capable of seating at least 50% of the student body. If there are other places on the campus in which students may study, this figure may be decreased.

decreased  
to 25%

(1) Main delivery desk--with limited funds available for building and for administration, it is advisable for one attendant to supervise the reading room, the entrance and exit to the bookstack, and the loan desk.

(2) It is advisable to take precaution against the temptation to design a monumental architectural feature. Such reading rooms are expensive to heat and difficult to provide with adequate and satisfactory artificial lighting. Students likewise prefer small and informal rooms. The effect of these small rooms may be achieved within a larger one by the use of screens or alcove bookcases, while still permitting supervision by one attendant.

several thousand books. Should be able to accommodate a fair number of students in spacious surroundings.

e. Seminars & consultation rooms. Important that some seminar rooms be provided in even the smallest college library.

(1) The number of such rooms depends on local needs.

(2) It is wise to place faculty studies, seminars, & conference rooms on the top floors of the building. The undergraduates may be confined to the lower levels, and a great deal of traffic through the building will thus be eliminated.

C. Delivery Hall, Circulation Desk, Public Catalog, Coat Room.

1. Delivery hall is the functional center of the library. It should be adequate to provide space for the charging desk and the card catalog, and sufficiently large to allow the easy movement of traffic from the entrance vestibule to the reading rooms, stack and stairs.

a. The stairs generally lead from this hall.

b. It serves as a corridor to the work rooms, the reference room, the reserved book room, and to any other reading room which is provided.

c. The loan desk is the central point between the storage, the service, and the general use of books. The desk should be placed so that it governs the entrance and exit to the stack. In many libraries the attendant at the loan desk is responsible not only for the charging and discharging of books, but also for the supervision over a reading room or rooms.

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e. Because of its central location within building, it will be impossible to provide natural light. It is wiser and more economical to depend altogether on artificial illumination than to waste space with skylights.



- oh (1) In the majority of buildings studied, the capacity of the reserved book room is equal to that of the reference or main reading room. In some instances it is larger. This is not to be taken as a criterion, since there are too many factors which enter into local considerations.
- oh (2) As the books in the reserve collection are in frequent demand, it is advisable to place this room as near the entrance as possible. This saves steps on the part of the user, and also avoids a great deal of traffic through the building.
- oh (3) Exits should be few and strategically placed, since their close supervision is necessary.
- c. Periodical room. In small college libraries it is possible to place the periodical collection in the main reading room, providing the wall shelves, pigeon holes, or similar accommodation for unbound periodicals. Display shelves or cases are recommended for current issues. The periodical reading room might be located in an alcove formed by projecting bookcases or glass partitions. If an alcove is provided it should have movable partition permitting enlargement.
- oh (1) In large colleges & universities a separate room for the periodicals is essential.
- oh (2) In some libraries it is found convenient to have these separate periodical & newspaper reading rooms located adjacent to the bookstack with the bound files stored in the stack level coincident with this floor.
- oh (3) A small room opening from the periodical room is provided in some buildings for the collecting & preparing the magazines for binding. If space permits, this added convenience is desirable.
- both - oh (4) It is well to provide some arrangement of comfortable furniture rather than the usual formal tables and chairs.
- d. Recreational reading or browsing room. An "extra-curricular" reading room where reading is encouraged as a pleasure in itself and not merely as a part of a prescribed course.
- oh (1) Browsing rooms should be as attractively furnished as possible with comfortable chairs & reading lamps.
- oh (2) No definite formula for the area of this room. Should contain shelving for several thousand books. Should be able to accommodate a fair number of students in spacious surroundings.
- e. Seminars & consultation rooms. Important that some seminar rooms be provided in even the smallest college library.
- oh (1) The number of such rooms depends on local needs.
- oh (2) It is wise to place faculty studies, seminars, & conference rooms on the top floors of the building. The undergraduates may be confined to the lower levels, and a great deal of traffic through the building will thus be eliminated.
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22. Loan desk, close to the book-stack-- the catalog.

- ohes {  
a. Open space that allows expansion.  
b. A narrow table should be available near-- standing height.  
c. A table with chairs should be near with chairs.

not room

3. Circulation lobby space.

in 1st floor  
exhibit hall

- a. Space for displaying recent acquisitions.  
b. Rare material display should be on exhibit.  
c. Other items of interest should be in this space too.

4. Lockers and check rooms were provided for in Atlanta University.

not necessary

- a. Near entrance.  
b. Inconspicuous place.

#### D. ADMINISTRATIVE OFFICE AND WORK ROOMS

1. Work rooms-- their physical features:

neatly

ohy

oh

oh -

by enough  
2 persons

- a. Built in features including lavatories, toilets, and adequate closet space for storing supplies.  
b. Room for desks, chairs, office equipment plus furniture peculiar to library offices.  
c. Space for book trucks, book cases, aisle space, for movement of persons and trucks, space for card catalogs, typewriter stands, shelving for reference books.  
d. Generous amount of floor space is necessary-- 100 feet for each staff member.  
e.

2. Arrangement

oh

- a. Offices and work rooms should be near card catalog with direct entrance into book-stack.  
b. Should be en suite in close juxtaposition.

variation  
#3 ohy

3. Office of the librarian and work rooms should be on same floor and adjacent.

- a. Entrance to librarian's office should be direct.  
b. Size should vary in different buildings.  
c. Large enough so that small committee meetings may be held in it.

4. Staff Lounges -- rest and recreation.

ohy or  
neatly

- a. Rest rooms.  
b. Locker rooms.  
c. Lavatories.  
d. Kitchenette.

5. Receiving Room-- indispensable.-- Basement is satisfactory.

ohes

could be

- a. Location-- ground floor level.  
b. Outside entrance where delivery trucks may come.  
c. Grade entrance is desirable.  
d. Beneath the work rooms-- connected with an elevator or lift.  
e. Space for storage of shipping boxes, supplies, discarded or temporarily discarded furniture, ect.  
f. House phone system connecting departments.  
g. Phones on stack levels.  
h. Phones -- outlets where they may be plugged in at various places in the building is a feature that is worthwhile.

6. Janitor Space

ohes

- a. Storage for mops, brooms and other cleaning apparatus.  
b. Contain a sink.  
c. Sinks on all floor levels for janitor use-- hot and cold water.

#### E. BOOK\*STACK.

1. Should be located so that the plot of ground is available for expansion-- horizontally, vertically.

ohy both  
ways

- a. Prediction of growth impossible to be accurate.  
b. Growth includes book collection and use of library.  
c. Rear of building where expansion room is more apt to be possible.

can't do  
and have on  
plot set  
aside



5 copies

RECOMMENDATIONS FROM THE FACULTY LIBRARY COMMITTEE TO THE LIBRARY BUILDING  
COMMITTEE ON FLOOR-PLAN AND GENERAL SPECIFICATIONS FOR THE NEW  
LIBRARY-CLASSROOM BUILDING AT THE CALIFORNIA POLYTECHNIC

March 20, 1945

The recommendations regarding a floor-plan and general specifications for the new proposed library building were arrived at by the committee after a study of the best available authoritative data on the subject of library building and planning and after a study of this college's present and probable future library requirements.

The floor plan which accompanies these recommendations ~~was arrived at~~ was arrived at in the following manner:

1. After consulting "College and University Library Buildings" by Edna Hanley, published by the American Library Association, Chicago, 1939, the committee picked one of the 42 plans described (with floor plans and pictures) as being an ideal plan for a building to be built within a budget of \$300,000.
2. The committee then set out to adapt this plan of the Atlanta University library, Atlanta, Georgia, which was built and equipped in 1932 at a cost of \$300,000, to fit the particular requirements of this institution.
3. After this first revised floor plan was drawn, a check list of library building criteria was prepared using the following references:  
Gerbould, James T. "The College Library Building and Its Planning." New York: Charles Scribners' Sons, 1932. 116 pp. Reprinted ALA, 1938.  
Hanley, Edna R. "College and University Library Buildings." Chicago: American Library Association, 1939. 152 pp.  
Randall, William M. "The College Library." Chicago: American Library Association, 1932. 165pp.  
Eyle, Guy R. "The Administration of the College Library." New York: H. W. Wilson Company, 1944. 601 pp.  
Alexander, Carter. "Tomorrow's Libraries for Teachers Colleges." In American Association of Teachers Colleges. 23rd Yearbook. Oneonta, N.Y.: The Association, 1944. pp 60.
4. This first revised plan was then checked against this list of criteria and where it failed to measure up to proper standards, changes were made. This process was continued until the plan was found to be as nearly perfect for the present and future needs of this ~~institution~~ institution as this committee could anticipate.

Although our original check list was much longer than the present check list which is attached, we feel that the use of this summarized check list in connection with what we call Plan No. Three will prove that this proposed floor plan has merits which should be carefully considered by the State Department of Architecture in ~~designing~~ designing the building.

of "yes"

*Library Check List - copy*

An answer to a specific question in the check list means that the Library committee feels that the proposed plan observes or conforms to the fullest extent to the particular standards involved. If there is any qualification in the answer it will be explained.

I. Site

A. Is the library site:

1. Of at least 200 feet frontage?
2. Large enough for all probable future expansion of the building, especially rearward?

Yes

Yes, but rearward expansion not feasible on site.



B. Will the building be close to the heaviest student traffic; e.g.:

1. Main classroom buildings?
2. Main laboratories?
3. Dormitories?

Yes  
Yes  
Yes, midway between  
various campus  
housing units.

C. Will the building be in a sufficiently quiet location, e.g.,  
not too near a main highway, a music building or an athletic field.

Yes

D. Are the reading rooms located so that they have a northern  
exposure?

Yes

## II. Architecture

A. Will the parts of the library used by the most people be  
accessible from the campus with as little climbing as  
possible?

Yes

B. Will the ~~architecture of the library building~~ architecture  
of the library building adapt itself to the desirable features  
of ~~existing campus architecture~~ a library while conforming to the  
existing campus architecture?

Yes

C. Will the building plan be flexible enough to allow for successfully  
meeting future library needs?

Yes

1. Will expansion of stacks or reading rooms be easy when needed?

Yes, specifically  
designed for that  
purpose.  
No, but the use  
of the rooms can  
be changed.

2. Will room space be easily rearranged if required?

## III. Reading Rooms

A. Are all reading rooms situated so that they get the best possible  
natural lighting (northern, preferably)?

Yes

B. Have the reading rooms been situated so that they will not have  
to be crossed to reach other rooms?

Yes, except for  
the browsing room.

C. Does the seating capacity of the reading rooms take into  
consideration a post-war estimate of 2000 to 2500 students in  
regular attendance at California Polytechnic?

Yes

1. Are there other provisions on the campus for study in  
classrooms, dormitories, etc?

Yes, about 90% of  
the students live  
on campus & many  
study in own rooms.

2. Seating space may be less than the ~~10-15%~~ percentages  
of 40%, 50% and even 75% of the student body ~~recommended~~  
~~recommended~~ by authorities. What percentage of total  
student body do you plan to seat in reading rooms?

25 to 30%

3. Allowing 25 square feet of floor space per reader, how many  
students can be seated in the reading rooms, carrels,  
seminars, and conference rooms?

about 528

How near to the percentages established by Gerould for  
a typical liberal arts college providing 500 seats does  
this plan compare?





DESIGNERS AND  
MAKERS OF  
TECHNICAL  
LIBRARY FURNITURE  
AND SUPPLIES  
STEEL BOOKSTACKS  
MUSEUM CASES

**Library Bureau**  
*Division of*  
**Remington Rand Inc.**

711 S. Olive St.  
Los Angeles, Cal.

August 25, 1945

R. E. Kennedy, Librarian  
California Polytechnic School  
San Luis Obispo, California

Dear Mr. Kennedy:

This will acknowledge your good letters of August 21, and 22, return the drawings, and show you by blue prints No. 729 and No. 730 how we are thinking at the moment, with regard to the actual operation of this proposed Library.

At the outset we must apologize for, in our haste, to meet the schedule of having this material in your hands next Monday, so that if necessary it may be thought through by you and your Committee, return to us by the middle of the week, revised and new sketches in your hands by Friday or Saturday of next week, September 1, we could not design exactly the desk more careful study would produce.

Plan No. 729 is quite self explanatory. With your permission I would like to develop the Stack Room further, either for your use at this time with the State Architectural Division, or possibly as a check for you to use in later deliberations. There are certain engineering points which must be incorporated early in such drawings to insure the many Stack Room conveniences and yet hold costs to a minimum. This point is important and only a Company faced immediately with the prospect of such a project can know what to avoid and yet manufacture everything required.

The desks are lined up, that is, section 1 in each instance with the large pillars in the foyer and should prove interesting to your architect. The card catalog, or space provided for same is adequate undoubtedly for many years. Sectional, vertical equipment can be so placed interspersed with paneling made of the same wood as to complete this section for the present and yet leave unlimited expansion for the future. The catalog tables should be ornamental and carefully designed to tie in with the charging desks and card catalog, thus completing the foyer arrangement with possibly a double faced museum case, not too large, and carefully designed in the center.

Plan No. 730 shows both desks. Considering the Reserve desk first, section 2 would comprise principally the discharging activity and quick return to the Reserve Book Section without disturbing the regular activity of the main portion of the Reserve desk.

Section 3 would have the conventional knee space, pencil drawer and cash unit, reserve book list in a sunken compartment with room, if necessary, for Visible Borrowers' Index, book chute with receiver depressible book truck and slip



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ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10-14-83 BY 60322 UCBAW

Mr. Kennedy, Librarian

page 2

August 25, 1945

drawer in same section for cards as charged out.

Secondary charging knee space and Visible Periodical Record with space for 1608 records completes this. Section 4 is a conventional supply cupboard.

Also on sketch No. 730 the main Reading Room desk has in section 4 a cupboard similar to the reserve desk.

Section 3 has a section for either storage of an extra book bin truck or adjustable shelves, a section to house the second book truck while discharging books, the conventional sunken charging compartment and usual set up with which you are familiar, I am sure.

Section 2 is made up of adjustable shelves within reach of the knee space unit, adjacent to the corner, information file drawers with utility drawers at the top and the regulation book chute compartment.

As stated above, if you feel major or minor changes are necessary to meet the requirements of such desks and that they should be incorporated now, please return them with your comments and we will do our best. It may be necessary for us to talk once more, this time by phone. The one feature, that being the Visible Index in the sunken compartment of the reserve charging desk, suggested as quick reference to the reserve books back of the desk, might give your Committee some thought. In the past 10 years especially, this has been used very successfully in most charging desks where reserve material must be closely controlled.

Thanks again for the opportunity of working with you, we have said nothing up until this point about the necessary know how of our Library Bureau factory to produce technical equipment of proper design, correct interior arrangement, which comes to those having done this work continuously for more than 60 years.

Yours very truly

REMINGTON RAND INC

*Malin H. Wing*  
Malin H. Wing, Manager  
Library Bureau Division

MHW:DR  
Encl.



August 27, 1945

Mr. Malin H. Wing  
Manager, Library Bureau Division  
Remington, Rand, Inc.  
711 So. Olive St.,  
Los Angeles, Calif.

Dear Mr. Wing: The necessity for further planning of the Stack Room is obvious and we gladly accept your offer to do some planning for us. Your letter and blue prints with our drawings were received and I wish to thank you for your efficiency and courtesy in getting such excellent plans worked out in such a rush. I have just this minute returned from a meeting of the library committee. We went over the plans which you had made and everyone seemed well pleased. Naturally, we thought of some things which we hadn't thought of before. I have marked over one of the plans so that you can see the changes which we think would improve the plan.

It was brought out in the meeting that we have no way for the staff members working behind the main desk to get into the stack except to go out from behind the desk to go through the door. Since the library will eventually use runners for getting and returning books to the stacks, we feel that more room should be provided for this activity in an area directly adjacent to the charging out desk in the main reading room. We liked the reserve book charging out desk and the reserve book shelf arrangement very well. If the appearance of the wall behind the main desk is made to look somewhat similar to that, we believe it will answer the problem. We are suggesting that the elevator be moved to the other side of the regular doorway and that the toilet be moved near the other door. This would clear all the area behind the main charging desk. We believe that a single swinging door, which will swing both ways, could be placed there and next to that could be a counter-like arrangement with a frosted or plain glass window which would raise up and down. Over this counter arrangement the library clerk on duty would place the call slips and student runners on duty in the stacks would pick them up. Books would then be returned and placed over that counter for the library clerk. The swinging door would be used mostly for wheeling the book truck in and out, and providing an easy entrance into the stack for a person on duty at the desk. Having that closed off area behind the desk would make a convenient place for student runners to sit and work on slipping books to be returned to the stacks, etc.

In moving the elevator, we figured that the entrance to the elevator could best be placed on the side toward the center of the stack room, although we have not particular preference. It would probably be necessary to move the stairs to the other side of the room if this is done.



page 2

The toilet should be moved to the other side of the stack room and it has been suggested by the committee that a wash bowl with drinking fountain combined should be placed outside of the toilet as well as to have a wash stand inside the toilet.

Those were the only changes. The necessity for further planning of the Stack Room is obvious and we gladly accept your offer to do some planning for us on this subject.

Mr. McCorkle just informed me that Mr. Boyd, head of the State Division of Architecture, is to be here this next Friday or Saturday, so if you can possibly make the proposed corrections by then, we'll appreciate it.

Thanking you again for your cooperation, I remain,

Sincerely yours,

Robert E. Kennedy  
Librarian



## STATE OF CALIFORNIA

## Inter-Department Communication



To:

Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California

A STATE TECHNICAL COLLEGE FOR AGRICULTURE  
AND INDUSTRY

SAN LUIS OBISPO, CALIFORNIA  
March 24, 1945

File No.

Mr. Kennedy

Date: April 3, 1945

California Polytechnic School -  
Preliminary Data for Library,  
P.W. 143.

From: Department of Public Works--Division of Architecture

Division of Architecture  
State of California  
Sacramento 14, California

Attention: Mr. W. K. Bartges,  
Associate Architectural Designer

Dear Mr. Bartges:

In accordance with your telephone conversation with Mr. McCorkle on Tuesday, he is planning to come to Sacramento on Wednesday, March 28th.

He has arranged a schedule which will permit you, Mr. Kennedy, our acting librarian; Mr. Nelson, comptroller; and himself; to visit the new library at the College of Agriculture, Davis; at the main university library, Berkeley; and at San Jose State College.

He has arranged hotel reservations for the four of you in San Francisco for Thursday night. He will, likewise, make reservations for you at San Luis Obispo for Friday, Saturday, and Sunday. If you find that your work requires you to stay over longer, I am sure that he can make the necessary arrangements at the local hotel.

You will find attached, a statement, check list, and rough sketch, prepared by our Committee that has been working on the library and class-room unit plans.

Mr. Kennedy, Mr. Nelson, and Mr. McCorkle will be in Sacramento and have some time Thursday morning early, if you would like to discuss some of this material with them before starting back to San Luis Obispo.

I will be away from the office the first part of the week, but if there are any questions about arrangements, you can call Mr. McCorkle anytime Monday or Tuesday.

William K. Bartges

Associate Architectural Designer

Very sincerely yours,

WAS:afp

cc Mr. C. O. McCorkle

Mr. Donald Nelson

Mr. Robert Kennedy

Mr. F. T. Poage

Julian A. McPhee, President  
California Polytechnic School

Enc. (3)

## CALIFORNIA POLYTECHNIC

Intra-Department Correspondence

Date April 12, 1945

TO Mr. Bob Kennedy

FROM C. O. McCorkle

SUBJECT

Mr. McPhee told me that when he saw Mr. Bartges in Sacramento last week he was very well pleased with the meetings which we held here to discuss Library building plans.

When your Library Committee has occasion to meet you might tell them this reaction because it was their work that made the preliminary planning on the Library layout move successfully as it did.



## STATE OF CALIFORNIA

SACRAMENTO 14

## Inter-Departmental Communication

To: Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California

File No.

Date: April 3, 1945

Subject: California Polytechnic School -  
Preliminary Data for Library,  
P.W. 143.

From: Department of Public Works—Division of Architecture

Under separate cover we are sending you as was promised last week a print of grade conditions as developed from our survey, also a portion of our plot plan.

As the drawing shows we have taken sections at four places, running north and south, and one at the high point running east and west.

On the east and west section are also shown the relation of the main building to this site.

If the service road to the north is retained at the present elevation then we assume that the ground floor (or basement) may become elevation 316.0. If the ground floor rooms have a 10'-0" ceiling then the main floor will be probably at elevation 326.0; however, until we get actual layouts of the plan this cannot be definitely determined.

The north service road is planned to be widened to 30 feet between north wall of library and south wall of storage building, thereby giving approximately a 30 foot clear road.

Other data and information will follow shortly.

ANSON BOYD  
State Architect

By: *William K. Bartges*  
William K. Bartges  
Associate Architectural Designer

WKB:ap

cc Mr. C. O. McCorkle

Mr. Donald Nelson

Mr. Robert Kennedy

Mr. P. T. Poage

## CALIFORNIA POLYTECHNIC

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Inter-Departmental Communication

STATE OF CALIFORNIA

SACRAMENTO 14

Inter-Departmental Communication

To: Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California  
Attention: Mr. C. O. McCorkle

File No.

Date: June 12, 1945  
Subject: California Polytechnic School -  
New Library Building, P.W.143.

From: Department of Public Works—Division of Architecture

Date: September 17, 1945  
Subject: California Polytechnic  
School - Library P.W.143  
Change at Charging Desks  
and adjacent areas.

Under separate cover we are forwarding you some revised prints incorporating the items as mentioned and agreed upon at our last conference at the School, also a few others that have been thought out here.

The most important revision was straightening out the ground floor corridor at the east end which makes for an improvement. The other changes are as follows:

- a) Door from kitchen to large lecture room.
- b) Elevator, in place of book lift.
- c) Change of charging desks and addition of reserve book storage shelving.
- d) Partition and doors to Browsing Room.
- e) Stairs from balcony to grade on east side.
- f) Re-study of north elevation windows.
- g) Development of grading plan. (Additional sheet)
- h) In order to carry out the so-called Spanish influence of San Luis, the thought occurs that the wall surrounding the court on the south of the building might well be of exposed adobe brick - and painted to match the exterior color of the building rather than plastered concrete. With proper planting this adobe wall would lend a rather interesting touch to the fore-court treatment.

We await your comments.

ANSON BOYD  
State Architect

By: *William K. Bartges*  
William K. Bartges  
Senior Architectural Designer

WKB:ap

cc Mr. C. O. McCorkle  
Mr. Robt. Kennedy  
Mr. Donald Nelson  
Mr. P. T. Poage

CALIFORNIA POLYTECHNIC

Intra-Department Correspondence

Date April 12, 1945

TO Mr. Bob Kennedy

FROM C. O. McCorkle

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Inter-Departmental Communication

STATE OF CALIFORNIA

SACRAMENTO 14

Inter-Departmental Communication

To: Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California

File No.

Date: September 17, 1945

Attention: Mr. C. O. McCorkle

Subject: California Polytechnic  
School - Library P.W.143  
Change at Charging Desks  
and adjacent areas.

From: Department of Public Works—Division of Architecture

Enclosed is our sketch developed from the Remington Rand sketch you recently submitted to this office. Insofar as the general rearrangement of the stack room is concerned together with the moving of the elevator and toilet, everything seems in order but in so doing the passage between the charging desk and the wall of the assistant librarian's office is far too narrow. The sketch you submitted shows 7 1/2 feet.

It so happened that Mr. Nelson was in the office today and the situation was explained to him. His answer was to reduce the width of the assistant librarian's office to 14 feet and that would increase the passage by two feet. In doing this the change to the stack room would not be modified from your scheme.

Your rare book section seems rather large. As drawn it will hold about 3800 books which is a large collection. The danger in too large a screened-off section is that it might become a general storage or junk section being so close to the operations desk.

The toilet is in a rather conspicuous location and probably would be less so if placed between the rare book and reserve book sections and at the same time be more usable to the staff and also less noisy to the stack section.

These are the only suggested changes we can find; as far as the elevator is concerned the location is satisfactory.

ANSON BOYD  
State Architect

By: William K. Bartges  
Senior Architectural Designer

cc C. O. McCorkle  
Donald Nelson  
Robt. Kennedy  
P. T. Poage

WKB:ap  
Enc.

CALIFORNIA POLYTECHNIC

Intra-Department Correspondence

Date April 12, 1945

TO Mr. Bob Kennedy

FROM C. O. McCorkle

SUBJECT

Mr. McPhee told me that when he saw Mr. Bartges in Sacramento last week he was very well pleased with the meetings which we held here to discuss Library building plans.

When your Library Committee has occasion to meet you might tell them this reaction because it was their work that made the preliminary planning on the Library layout move successfully as it did.



STATE OF CALIFORNIA

SACRAMENTO 14

Inter-Departmental Communication

To: Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California

Attention: Mr. C. O. McCorkle

File No.

Date September 21, 1945

Subject: California Polytechnic  
School - Library P.W.143

From: Department of Public Works—Division of Architecture

Under separate cover we are sending you two sets of the revised sketches, brought up to date for the new Library building.

Following up your letter of September 10, 1945, we are starting these sketches on their way through the drafting room.

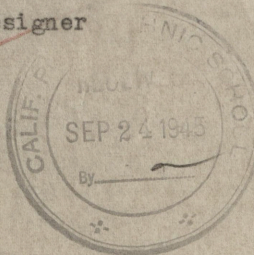
The question of reducing the assistant librarian's office to 14 feet need not be done in our restudying the scheme so we have left it as was originally drawn.

The staff toilet in the stack room on the main floor still is wrong from our viewpoint, and we are asking you to consider placing it between the reserve and rare book sections, otherwise we have no further comments or suggestions.

ANSON ROYD  
State Architect

By: *William K. Bartges*  
William K. Bartges  
Senior Architectural Designer

WKB:ap  
cc C. O. McCorkle  
Robert Kennedy  
Donald Nelson  
P. T. Poage



CALIFORNIA POLYTECHNIC

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Date April 12, 1945

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STATE OF CALIFORNIA  
SACRAMENTO 14

*Mr. Valentin*

Inter-Departmental Communication

*Note to Valentin  
of McPhee*

To: Mr. Julian A. McPhee, President  
California Polytechnic School  
San Luis Obispo, California

File No. *4 Kennedy*  
Date: March 12, 1947

Attention: Mr. C. O. McCorkle

Subject: California Polytechnic  
School - Library, P.W.  
#143 - Prints of Work-  
ing Plans.

From: State Department of Public Works—Division of Architecture

Under separate cover we are sending you prints of sheets #2 to #6, inclusive, of the completed plans for the new library at San Luis Obispo, as per your request recently to the writer.

Only such sheets were printed at this time to give you and the librarian the general layout without the many details of construction.

Please understand that as the working drawings, including the architectural, structural, mechanical and electrical are all completed, any changes made at this time now will greatly upset the program and delay asking for bids which we would like to do within the very near future.

There are no points that can be further stated herein as all notes and ideas as were discussed with Mr. Kennedy and the committee have been cared for.

ANSON BOYD  
State Architect

MAR 14 1947

By: *William K. Bartges*  
William K. Bartges  
Senior Architectural Designer

WKB:ap  
cc Mr. C. O. McCorkle  
Mr. Robt. Kennedy  
Mr. H. W. DeHaven  
Mr. P. T. Poage  
Mr. A. F. Dudman

CALIFORNIA POLYTECHNIC

Intra-Department Correspondence

Date April 12, 1945

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# PROPOSED CHANGES

TO

Room 112 (Cont'd)

## NEW CLASSROOM AND LIBRARY BUILDING

4. We recommend that a FLUSH SWITCH should be installed by the California State Polytechnic College that the projectionist may control the lights without having to move across the room to turn San Luis Obispo, California it is now, the lights are controlled by the entrance door, and this is satisfactory, as far as it goes. These additional controls would allow the projectionist to control the projector and control the lights. We consider this of major importance.

### BASEMENT FLOOR

Rooms 113 and 114

ELECTRICAL

1. Recommend that both rooms be provided with TELEPHONE OUTLETS. At some future time we might wish to use these rooms as offices.
2. Recommend that CLOCK OUTLETS be installed as these rooms will be used by students, who may not have watches. should be provided for the use of the faculty and students.
3. Recommend that two additional electrical outlets be provided for each room. would not interfere with curtains, screens, etc.

Room 112 - Projection Room

GENERAL

REQUEST FOR REVERSAL OF ROOM ARRANGEMENT AND PROVISION FOR RISERS

GENERAL

### SCREENING FACILITIES

We are teaching cadet teachers the correct procedures for the Use of Visual Aids. We should provide one room on the campus that is as near ideal for this purpose as possible. out out the light from the hallway. It is very disturbing to

In order to provide for clear vision of the screen, it would be advantageous to equip the room with risers. In order to provide as many risers as possible, it would be well to reverse the arrangement of the room by placing the projector at the west end of the room instead of the east end. We recommend that the risers extend from the west edge of entrance hallway, back to the rear of the room (a distance of 23' 4") and recommend they be four inches high and 37 inches in depth.

Approval of the above makes the following changes mandatory:

### PROVISION FOR VENTILATION

MECHANICAL  
ELECTRICAL

1. Move the Speaker outlet to the east wall where it would be in the front of the room. system of ventilation for this room, other than that provided by the windows. Light-tight shades out
2. Move the Microphone outlet to the west wall so it would be in the rear of the room. from eight in the morning until four in the afternoon. the room will hold about forty-five to
3. Move the wall outlet bracket fixtures to the center of the west wall so it would be in the rear of the room. Recommend installation of some type of ventilation for this room.



Room 112 (Cont'd) Seminar Room - Recommend That It Be Converted to Rest Room

GENERAL

4. We recommend that a FLUSH SWITCH should be installed by the projection machine. Reason--in order that the projectionist may control the lights without having to move across the room to turn the lights on and off. As it is now, the lights are controlled by the entrance door, and this is satisfactory, as far as it goes. These additional controls would allow the projectionist to remain by his projector and control the lights. We consider this of major importance.
5. Recommend placing the Projection Outlet on independent circuit. As it is now, the outlet is on a multiple circuit and there is the possibility that someone in another room would use equipment that would short out the circuit and stop the show.
6. Recommend installing a Clock Outlet above the entrance door. Reason--This room is essentially a classroom and a clock should be provided for the use of the faculty and students. This location for the outlet is suggested because in this location it would not interfere with curtains, screens, etc.
7. Recommend installation of a Telephone Outlet in this room.
8. Recommend installation of at least two more electrical outlets in this room.

GENERAL

BLACKOUT FACILITIES

1. Recommend that we provide blackout curtains across the hallway entrance, at point marked MCB on the plans. Reason--To help cut out the light from the hallway. It is very disturbing to have light entering a room that is supposed to be blacked out. Curtains will also improve the accoustical quality of the room.

EXPLANATION

2. Recommend that we provide a valence or curtain three feet long across the top of the north wall to help improve the accoustical quality of the room. Cloth is needed to break up these sound waves

MECHANICAL

PROVISION FOR VENTILATION

At present there is no system of ventilation for this room, other than that provided by the windows. Light-tight shades cut off this outside air. Under normal operating conditions this room will be used almost constantly from eight in the morning until four in the afternoon. The room will hold about forty-five to fifty people. Our experience has been that it is a necessity to provide proper ventilation for motion picture rooms. Recommend installation of some type of ventilation for this room.



Room 101 - Present Seminar Room - Recommend That It Be Converted to Rest Rooms

GENERAL

Recommend that the rest room facilities of the first floor above, (#202 and #203) be duplicated on this floor. This would be the most economical location to accomplish this change. In the present plans there are no lavatory facilities provided on the lower floor of this building. This floor with its classroom accommodations will be serving over three-hundred people at one time. The Exhibit Room will attract visitors from off the campus, therefore toilet facilities should be provided in close proximity. In a classroom and Library Building there should be a minimum of confusion and traffic should be cut down as much as possible. Without these facilities on this floor there is too long a distance to travel from certain rooms, i.e., 110, 118, and 106, to go to the lavatory. There are very few lavatories on the campus, particularly for women, this installation would help to correct this situation. Recommend that only three lavatory bowls be installed in the Womens' Rest Room, in order that a couch may be placed along the south wall.

GENERAL

Recommend that the wash basins be set out far enough from the wall to allow a book shelf one foot wide to be placed above the wash basins. This would allow the students to place their books on the shelf while they are washing their hands. This provision should be made in both sections, -- Womens' side, as well as the mens' side.

2. An alternative recommendation to the above, is that shelving be constructed in the vestibules to the lavatories, to accomplish the same purpose.

Rooms 102 and 103 - Provide for two electrical outlets, one on the west wall, and one on the center of the south wall. These outlets would be used for the purpose of plugging in the motion picture equipment.

Room 115 - Present Film and Record Storage Room

EXPLANATION

Recommend adding facilities so this room may also be used as a film and Motion Picture Equipment repair room.

Room 118 - Present Under the present plans there is no room provided where repair of films and motion picture equipment can be accomplished. This is necessary because at least five hours per week is spent in this activity. Room must be provided for storage of repair and cleaning equipment and work benches should be accessible. The work should be done in a sound-proof room, so the noise of testing is not heard in other rooms.



Room 115 (Cont'd)

ELECTRICAL  
GENERAL

1. Each separate unit should be provided with a CLOCK OUTLET.
2. Recommend lining the wall with the same acoustical material that is used in 114 in order to cut down on the spread of noise.
3. Since this room can also be used as one large classroom it
2. Recommend that the door be changed to open OUT instead of INTO the room, as a safety factor.
3. For all shelving in this room:

ELECTRICAL

MECHANICAL

ELECTRICAL

ELECTRICAL

GENERAL

- Recommend that first shelf be six inches above the floor; second shelf to be thirty-three inches above lower shelf; that all shelving above second shelf be twelve inches apart (12 inches in the clear); that all shelving beginning with the second shelf have horizontal partitions one inch between each partition. Lower shelf will serve as storage space for projectors. All shelving above the first will serve as storage space for the film library.
1. Recommend making provision for TELEPHONE OUTLET in this room. The person in charge is Visual Education might want to call the assistant who is repairing the machines to give him directions, etc. room be provided with blackout draw curtains of black denim cloth, that would be hung on rods, and
2. Recommend moving the light switch to the south-west corner of the room. This change is made necessary because of the moving of the direction in which the door will open.

Rooms 105 and 115. - Provide for two electrical outlets, one on the west wall, and one on the center of the south wall. These outlets would be used for the purpose of plugging in the motion picture equipment, while it is being repaired.

ELECTRICAL

MECHANICAL

Room 118 - Present Exhibition, Art and Lecture Room

MECHANICAL

Corridor - 118

GENERAL

As this room has folding doors that can be drawn to separate the room into three Seminar or three Classrooms certain facilities should be provided for each of the three separate units. Proper ventilation for the showing of motion pictures.

Recommend that each section be provided with blackout draw curtains of black denim cloth, that would be hung on rods and hooks. This would permit us to show motion pictures in any of the four units. Additional facilities for showing motion pictures are urgently needed at the present time, and demands for this service are constantly increasing.



Room 118 (Cont'd)

ELECTRICAL

1. Each separate unit should be provided with a CLOCK OUTLET.
2. Each separate unit should be provided with a TELEPHONE OUTLET.

Recommend that either of the following be provided:

1. Since this room can also be used as one large classroom it would be advantageous to have a light control switch that would control all the lights in the room, located by the outlet plugs at the east end of the room, and at the west end of the room.

ELECTRICAL

2. This would permit us to set up a motion picture projector at either end of the room, and the projectionist would be able to control all of the lights by his projection machine.

ELECTRICAL

TELEPHONE OUTLET. Recommend installation of telephone outlet.

MECHANICAL

VENTILATION. Instructor in charge of developing pictures might wish to call his assistants to give directions.

Recommend that proper ventilation be provided for this room in order that motion pictures may be shown. When the room is used as an Exhibit Room, we may want to close all the windows, and draw the shades, and use the artificial lighting for pictures. This is a large room that would accommodate at least 150 people and the room would soon become very stuffy without any ventilation.

GENERAL

ELECTRICAL

TELEPHONE OUTLET. Recommend outlets be placed here. The Librarian will want to contact assistants working in these rooms.

GENERAL

Recommend that the room be provided with blackout draw curtains of black denim cloth, that would be hung on rods, and hooks. This would permit us to show motion pictures in any one of three units, or the entire room as a whole. Outlets be provided for Room 109.

Rooms 105 and 106 - Seminar Rooms

Room 110 - Dead Storage Room

ELECTRICAL

Recommend that each section of these two rooms be provided with: The future use of this room is now undetermined. The

1. CLOCK OUTLETS will probably be needed in the future.

ELECTRICAL

2. TELEPHONE OUTLETS. electric outlets in this room, two on the east wall and two on the west wall. The two divisions of each room may be used as Classrooms, operating as separate units, and complete facilities would be advantageous. For whatever purpose the room is used, it should be supplied with telephone communication.

MECHANICAL

Recommend that each section of these rooms be provided with proper ventilation for the showing of motion pictures.

Corridor - 119

GENERAL

ELECTRICAL

Recommend that each section be provided with blackout draw curtains of black denim cloth, that would be hung on rods and hooks. This would permit us to show motion pictures in any of the four units. Additional facilities for showing motion pictures are urgently needed at the present time, and demands for this service are constantly increasing.



Room 107 - Dark Room

Empty Space under the MAIN entrance, south of Rooms 107, 108, 109.

GENERAL

Recommend changing door to swing OUT OF the room, instead of INTO the room in the interest of safety.

GENERAL

Recommend that either of the following be provided: room, and another from Room 110.

ELECTRICAL

1. Erection of a small partition, arranged in an "S" curve, in order to shut out the light at the doorway -- OR --

2. Installation of a two-way pilot warning light in the corridor to prevent people entering at the wrong time and ruining prints.

ELECTRICAL

TELEPHONE OUTLET. Recommend installation of telephone outlet.

Instructor in charge of developing pictures might wish to call his student assistants to give directions.

Empty Space Under the Stairway, off Corridor 119, (between Rooms 103 and 105)

Rooms 108 and 109 - Supply Room and Book Storage Room a janitors closet.

GENERAL

Recommend that doors open OUT of the room instead of INTO the room in the interest of safety.

ELECTRICAL

1. TELEPHONE OUTLET. Recommend outlets be placed here. The Librarian will want to contact assistants working in these rooms. Recommend that a light be provided for this room, and one

ELECTRICAL

2. Recommend that two electrical outlets be provided for Room 108.

GENERAL

3. Recommend that two additional electrical outlets be provided for Room 109.

Room 110 - Dead Storage Room

The future use of this room is now undetermined. The following installations will probably be needed in the future.

ELECTRICAL

Recommend placing four electric outlets in this room, two on the east wall and two on the west wall.

GENERAL

TELEPHONE OUTLET. Recommend placing at least one or two outlets in this room. For whatever purpose the room is used, it should be supplied with telephone communication.

Corridor - 119

ELECTRICAL

Recommend that four outlets be placed along the hall at fifty foot intervals. This makes shorter cords possible when janitors use the waxing machines and the vacuum cleaners.



ELECTRICAL

RECOMMENDATION OF A TWO-WAY DOOR BETWEEN ROOM 107 AND 108. -- OK --  
RECOMMEND THAT A DOOR BE CUT FROM ROOM 108 INTO THIS ROOM, AND  
ANOTHER FROM ROOM 110.  
RECOMMEND THAT A WINDOW BE PLACED ALONG THE WEST WALL, FACING  
INTO THE PATIO.  
RECOMMEND THAT A CEMENT FLOOR BE PROVIDED.

Room 202 - Rest Room

MAIN FLOOR

Empty Space under the MAIN entrance, south of Rooms 107, 108, 109.

Rooms 202, 203 - Rest Rooms

GENERAL

Recommend this space be converted into a Dead Storage Room.

GENERAL

Recommend that a door be cut from Room 108 into this room, and  
another from Room 110.

Recommend that a window be placed along the west wall, facing  
into the Patio.

Recommend that a cement floor be provided.

Room 207 - Librarians' Office

ELECTRICAL

Recommend that an electric light be provided for this room.

ELECTRICAL

Recommend that a TELEPHONE outlet be placed in the floor in the  
area of the base of the "2" in the drawing.

Empty Space Under the Stairway, off Corridor 119, (between Rooms 103 and 105)

GENERAL

Recommend this space be converted into a janitors closet.

ELECTRICAL

Recommend cutting a door into the hallway that will permit access  
to this space.

GENERAL

Recommend a cement floor be provided.

ELECTRICAL

Recommend that a light be provided for this room, and one  
electrical outlet.

GENERAL

Recommend that a light be provided for this room, and one  
electrical outlet. INK (kitchen type) with Drain Board be placed  
in the south-west corner of the room. We need to use water in  
mixing paste, washing books, etc.

Room 202 - Assistant Librarians' Office

GENERAL

Recommend that the door be changed to open OUT of the room  
instead of INTO the room in the interest of safety.

Room 214 - Study Room

GENERAL

Recommend that a door be cut between Room 214 and 202.

We would like to use this as an office for the Order Clerk, rather  
than as a special study room, as the present plans indicate. We  
have the very minimum of Office and Work Room space on the upper  
floor. The Order Clerk should be in a location where she has direct  
access to the card catalog and to the office of the Head Cataloger.  
This would make an ideal location for this person to work.

ELECTRICAL

A TELEPHONE OUTLET is needed for this Office so that the clerk  
can contact other offices.



Room 216 - Treasure Room

MAIN FLOOR

GENERAL  
Rooms 202, 203 - Rest Rooms

GENERAL

Recommend that a DOOR be cut into the open space behind the rest room; the same to serve as a storage or closet space.

Recommend that was basins be moved out from the wall to allow a foot wide SHELF to be placed above the basins, on which the students may place their books.

2. Recommend that a TELEPHONE outlet be placed in this room. An alternative to the above request, is that shelves be placed in the Vestibules 201, 205, to accomplish the same purpose.

Room 222 - Browsing Room

Room 207 - Librarians' Office

ELECTRICAL

Recommend that a CLOCK outlet be placed in the center of the space above the book case in the north-west corner of the area of the base of the "2" in the drawing.

2. Recommend a TELEPHONE outlet be placed in this room.

Room 211 - Work Room

ELECTRICAL

1. Recommend that a TELEPHONE OUTLET be placed in this Work Room. Staff working here will need to contact other offices.

GENERAL

2. Recommend that an additional Electrical outlet be provided on the north wall underneath main light switch.

GENERAL

Recommend that a SINK (kitchen type) with Drain Board be placed in the south-west corner of the room. We need to use water in mixing paste, washing books, etc.

Room 202 - Assistant Librarians' Office

GENERAL

Recommend that the door be changed to open OUT of the room instead of INTO the room in the interest of safety.

Room 214 - Study Room

GENERAL

Recommend that a door be cut between Room 214 and 202.

We would like to use this as an office for the Order Clerk, rather than as a special study room, as the present plans indicate. We have the very minimum of Office and Work Room space on the upper floor. The Order Clerk should be in a location where she has direct access to the card catalog and to the office of the Head Cataloger. This would make an ideal location for this person to work.

ELECTRICAL

A TELEPHONE OUTLET is needed for this Office so that the clerk can contact other offices.



the description of the room to be recommended for the same purpose.  
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SECRET

Room 202 - Year Room

Room 216 - Treasure Room

GENERAL

Recommend that a DOOR be cut into the open space behind the display case; the same to serve as an storage or closet space.

ELECTRICAL

1. Recommend that a LIGHT be placed in the storage space mentioned above. and from the entrance foyer will enter this room. We therefore recommend that the double doors that now are across the
2. Recommend that a TELEPHONE outlet be placed in this room, in the point marked Web on the drawing, and that an "L" shaped

Room 222 - Browsing Room

ELECTRICAL

1. Recommend that a CLOCK outlet be placed in the center of the space above the book case in the north-west corner of the room. This location is suggested because it will leave room in other areas of the room to hang pictures.

2. Recommend a TELEPHONE outlet be placed in this room, entering into the foyer. This would allow the attendant to have easy access to the card catalog. If this door was not placed here the attendant would have to go around the desk and down the hall to the time she or he was away from the desk much

Room 217 - Periodicals and Bulletins section.

GENERAL

Recommend REMOVING THE LOW PARTITION that separates Room 217 and 218. This partition merely serves as a backing for the steel files that house our government bulletins. These files do not need any backing. We can always divide these rooms with shelving or steel files, under a more flexible plan than this permanent partition would allow.

ELECTRICAL

MECHANICAL

MECHANICAL

Room 206 - Seminar Room

ELECTRICAL

1. Recommend that a TELEPHONE Outlet be provided in this room. Besides its use as a classroom or seminar room, it will also probably be used as a Conference Room. It would be advantageous to have a phone.
2. Recommend that a CLOCK outlet be provided for use of students and faculty.

Room 218 - Reserve Book Room

GENERAL

Recommend erection of a WALL to Close Off Reserve Book Room from the foyer.



Room 218 (Cont'd)

According to the present plans this Reserve Book Room has a large opening into the main hallway and into the foyer. A Reserve Book Room should be as quiet a room as we can provide. As it is now, all of the noise the students make going to and from the various classrooms and from the entrance foyer will enter this room. We therefore recommend that the double doors that now are across the corridor (223) be moved across the south wall of the room, beginning at the point marked MCB on the drawing, and that an "L" shaped wall be erected in the south east corner of the room. This would help to cut down the noise factor considerable. Furthermore, the double doors that now extend across the hallways makes an illogical approach to the offices and work rooms located along the corridor. Visitors would be confused as the the location of offices the way the area is now planned.

Another door is recommended for the use of the Reserve Room to have easy access to the card catalog. If this door was not placed here the Attendant would have to go around the desk and down the hall, making the time she or he was away from the desk much longer (an undesirable feature).

Recommend that a TELEPHONE outlet be placed at the Reserve Desk.

Ventilation of Rooms 217 - 218.

Rooms 221 and 222  
1. Recommend that proper ventilation be provided for these rooms.

The floor area of these rooms is about 5,000 square feet. On the basis of 25 square feet per person (an absolute minimum space) these rooms will accommodate about 200 persons. When that many men are crowded into an area adequate ventilation should be provided.

It is not possible to consider that ventilation from the windows alone is adequate ventilation. On windy days and rainy days it is impossible to have the windows open; yet under the present plan this is the only means of ventilation. A change of air should be provided. In the winter, the people who are working near the open windows object to the draft, while the people sitting in the center and distant parts of the room are too warm. To obtain the best conditions for studying the temperature should be controlled constantly at the correct level-an impossibility under the present arrangement. In our present location we have a keep the ventilating system running both in winter and summer to eliminate foul air.

Recommend that the display space be extended to the rear of the room. We have only this one exhibit case in the entire building and more display space is desirable.



Room 218 (Cont'd)

ELECTRICAL

2. Recommend that a FILTERING SYSTEM be provided for these rooms. On this campus we have a definite soot problem. Long freight trains with four engines pass by the building daily. Prevailing winds drive this soot in the direction of this building. The books and the shelves will become black with this smudge, unless the air is filtered.

MECHANICAL

Recommend the FIRE HOSE AND REEL be removed from the north wall and placed on the south west wall. In its present location it is flying open as one enters the building. The steel doors are always

Room 221 - Main Reading Room

GENERAL

Recommend that a double DOOR be placed between this room and the foyer. We should prevent the noise from the Corridor and the Foyer from entering the Reading Room. Another door is recommended for the use of the Library staff only, to be placed to the rear of the desk and that will lead out into the foyer. This would give the staff easy access to the card catalog.

ELECTRICAL

1. Recommend that a TELEPHONE outlet be placed at the Desk.
2. Recommend that more Electrical Outlets be provided in this room; one in center of north-west wall, one in center of north wall, one in center of east wall, north of entrance door; one in center of east wall, south of the entrance door; one middle of south-west wall.

MECHANICAL

Rooms 221 and 222

1. Recommend that proper VENTILATION be provided for these Reading Rooms.

These rooms together will accommodate over 200 men. The only ventilation that is now provided is by opening the windows. This is inadequate where this many men will be working in one room.

2. Recommend that a FILTERING SYSTEM be provided for these rooms.

This is for the purpose of protecting the books from the soot caused by the trains passing the campus.

Room 224 - Foyer

GENERAL

Recommend that the DISPLAY CASE be enlarged, by extending it about two feet, providing this can be done without distracting from the appearance of the room. We have only this one exhibit case in the entire building and more display space is desirable.



GENERAL RECOMMENDATIONS

ELECTRICAL

All Stack Levels

ELECTRICAL

MECHANICAL

MECHANICAL

MECHANICAL

MECHANICAL

MECHANICAL

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MECHANICAL

Recommend that a LIGHT be placed in the Display Case. It is very desirable to have extra lights within the case to "set-off" the display material, beyond the ordinary light that is provided within the room. and placing more Electrical Outlets on each level in order that the janitors may connect vacuum cleaners for the

Recommend the FIRE HOSE AND REEL be removed from the north wall and placed on the south west wall. In its present location it is an eye-sore, as one enters the building. The steel doors are always flying open. The following is suggested: That we place one outlet by the Switch that is located just inside the door in east In line with the above, recommend that the panel board on north-west wall be removed, as it was evidently placed there to give a balanced appearance, with the hose and reel cabinet on north-east wall. moved to the point marked 1'-6", by the window. An additional plug should be provided in the center of the north wall.

2. Recommend providing each Stack Level with TELEPHONE outlet. These are necessary for Circulation Librarian to call assistants working on each floor, to give directions, etc. desks, and other furniture removed. It would be helpful to have a Librarian as on the corner of the funds for the purchase of all furniture and equipment as well as all Venetian Blinds. Recommend that FILTERED AIR be provided for all Stack Levels. The problem of soot on the campus has been explained elsewhere. We need to protect our books from the damaging effect of the soot. In order to do this properly, the installation of a filtering device system for all stack levels is recommended. advise that funds would be available within the \$500,000 estimate to include furniture. We want to make sure no problem will arise later in this connection.

Door Casings on All Corridor Doors

GENERAL

Recommend that door casings be stout enough on all doors in the corridors to support automatic door closers. This will stop door slamming, which will in turn cut down on the noise in the reading rooms. (This is a serious problem in our present locality, which we hope to alleviate in the new building.)

Provision for Police Film in North Wall of East Stack Leading West Tower

Patio Steps

ELECTRICAL

Recommend that ELECTRIC LIGHTS be placed in the abutments of the steps leading into the patio at the west end of the main entrance of the building. This would give proper lighting to the steps and should help prevent accidents. Is the thought that at some future date, with the expansion of our student body, it might be necessary to add a Circulation desk in this area. That would also direct access to the stacks from the main tower.



## Fire Prevention

## GENERAL RECOMMENDATIONS

### MECHANICAL

Recommend placing fire line throughout the building on the fire line instead of on the Domestic water line, in order to provide

### All Stack Levels

sufficient supply of water. Recommend removing fire line from north side of building, or lowering it. Recommend moving the

### ELECTRICAL

1. Recommend placing more Electrical Outlets on each level in order that the janitors may connect vacuum cleaners for the purpose of cleaning the books.

### Drainage

Using Room 120 as an example of what is desired for All Stack Levels the following is suggested: That we place one outlet

### MECHANICAL

by the Switch that is located just inside the door in east wall. That we place another outlet on the west wall, directly opposite, at the point on the drawing marked 1"-6 and 3/4"-4.

### ELECTRICAL

The plug that is now indicated on the west wall should be moved to the point marked 1"-6, by the window. An additional plug should be provided in the center of the north wall.

### Provisions for Furniture

According to the Specifications shelving is not provided for in 2. Recommend providing each Stack Level with TELEPHONE outlet. That these are necessary for Circulation Librarian to call same college assistants working on each floor, to give directions, desks, and other furniture required. It would be helpful to have a clarification as to the source of the funds for the purchase of all furniture and equipment as well as all Venetian Blinds. Recommend that FILTERED AIR be provided for all Stack Levels, the Library.

### MECHANICAL

The problem of soot on the campus has been explained elsewhere. We need to protect our books from the damaging effect of the soot. In order to do this properly, the installation of a filtering advice system for all stack levels is recommended, advice being that funds would be available within the \$600,000 estimate to include furniture. -- We want to make sure no problem will arise later in this connection.

### Door Casings on All Corridor Doors

### GENERAL

Assuming funds for furniture are provided in the estimate, we wish Recommend that door casings be stout enough on all doors in the ally corridors to support automatic door closers. This will stop door slamming, which will in turn cut down on the noise in the reading rooms. (This is a serious problem in our present locality, which we hope to alleviate in the new building.)

### Provision for Hollow Tile in South Wall of Book Stack Leading Into Foyer

### Patio Steps

We desire to replace a portion of the solid wall that separates the foyer, (224), from the Stack Room, (219), with Hollow Tile. Recommend that ELECTRIC LIGHTS be placed in the abutments of the steps leading into the patio at the west end of the main entrance of the building. This would give proper lighting to the steps and should help prevent accidents. is the thought that at some future date, with the expansion of our student body, it might be necessary to set up a Circulation Desk in this area, that would allow direct access to the stacks from the main foyer.

### ELECTRICAL



Fire Prevention North Side of Building

**MECHANICAL**

Recommend placing fire line throughout the building on the fire line instead of on the Domestic water line, in order to provide sufficient supply of water. Recommend removing fire line from north side of building, or lowering it. Recommend moving the hydrant at the north east corner of the building.

Recommend that the pavement be properly marked with stripes as a parking area.

Drainage

**MECHANICAL**

It would be helpful to have a clarification of the source of the funds. Recommend installation of tile drainage below the floor level outside the foundations on the east, south, and west sides, to drain into six inch storm sewer, located at west side of building.

**ELECTRICAL**

Provisions for Furniture and Equipment and Shelving for All Rooms

Walter F. Dexter According to the Specifications shelving is not provided for in

**GENERAL**

the general Contract for the Reading Rooms. It is recommended that the adjustable shelving required for these rooms be of the same color and style as will be used in the reading tables, chairs, desks, and other furniture required. It would be helpful to have a clarification as to the source of the funds for the purchase of all furniture and equipment as well as all Venetian Blinds, furnishings, charging machines, and equipment in general, for the Library.

The question of furniture was raised with the Division of Architecture at the time we were preparing our annual budget and on their advice we did not include it in the budget, their advice being that funds would be available within the \$600,000 estimate to include furniture. -- We want to make sure no problem will arise later in this connection.

Assuming funds for furniture are provided in the estimate, we wish to know how soon purchases of furniture can be planned and actually initiated.

Provision for Hollow Tile in South Wall of Book Stack Leading Into Foyer

We desire to replace a portion of the solid wall that separates the foyer, (224), from the Stack Room, (219), with Hollow Tile in the center of the room, for a distance of approximately twelve feet, from the floor to the ceiling.

The basis of this suggestion, is the thought that at some future date, with the expansion of our student body, it might be necessary to set up a Circulation Desk in this area, that would allow direct access to the stacks from the main foyer.



Parking Area, North Side of Building

GENERAL

According to the Specifications there is no provision for paving of the parking area at the north side of the building, within the general contract.

Recommend that this parking area be paved.

Recommend that the pavement be properly marked with strips as a parking area.

It would be helpful to have a clarification of the source of the funds for accomplishing this work.

ELECTRICAL

Recommend that proper lighting be provided for this parking area.

Walter F. Dexter Memorial Plaque

GENERAL

It is our understanding that an appropriate bronze plaque carrying the resolution of the Board of Education relative to the name of the Library was to be placed at some appropriate location in the Foyer. What provision is to be made to provide for this?



## New Library Building Construction to Start Soon

By Don Eley

Sealed bids for the construction of the new library and classroom building are being submitted to the division of Architecture, Division of Public Buildings, Sacramento by various construction companies according to C. O. McCorkle, assistant to the president. The bids will be accepted up to

October 28, 1947 and it is expected that construction will start on the latest and most modern addition to our college campus around December 1, 1947. According to contract specifications, the project must be completed in 300 working days following start of construction.

The new library and classroom building will be L-shaped and located on the east side of the Administration building and south of the present warehouse building. The proposed location is now being used for the storage of construction materials. The new building entrance will face south.

In order to carry out the so-called Spanish influence of San Luis Obispo, the building will be of Spanish style. The library and classroom building will be two stories high and will contain some 52 rooms including closets and corridors. The main floor will contain a main reading room, a browsing room which will have a large fireplace, periodical and bulletins room, reserve, reference and special reading rooms, two study rooms, seminar rooms, and men's and women's restrooms.

The total area of the main floor will be 17,500 square feet. It is estimated that the two main reading rooms will seat approximately 25 per cent of the student body.

The ground floor will contain projection and listening rooms; a completely soundproof mechanical room containing heaters, transformers, and office workshop, staff room and kitchen, exhibition, art, and lecture room with folding partitions which can be pulled out to form three separate rooms, receiving and work room; storage rooms, and seminar rooms. The ground floor area will be 17,500 square feet. The total outside dimensions will be 132 feet by 206 feet and 54 feet high.

There will be four stack rooms, with each of these rooms having a storage capacity of 28,000 books, making a total stack room storage of 112,000 books. Study corrals are to be built along the outside walls of the stack rooms with each corral having a small desk and shelf.

The main reading room, reserve, and browsing rooms will have a storage capacity of 18,000 books. The total overall storage capacity for all rooms will be 130,000 books. The stack rooms will be serviced by one full automatic electrically

operated push button control passenger elevator.

The Director of Finances report to the Governor early in January, 1946, estimated the cost to build the new addition to be \$400,000, but due to increased costs of building materials and labor since that date, the cost will be considerably higher.

Landscaping of the new addition will be done by the Ornamental Horticulture Department of Cal Poly. A sketch of the proposed new building can be seen in the present library.

THURSDAY, NOVEMBER 6, 1947.

## Contracts Awarded For Construction On New Library

Contracts for work on the new Library and classroom building have been awarded this week, according to C. H. Purcell, director of the state department of public works.

Low bidder for the general work is the S. J. Amoroso Construction Company, which asked \$392,754 for the building. The electrical work low bidder was Karl S. Stolling of Santa Rosa, who asked \$29,203. The mechanical work low bidder was the Mehring and Hansen Company of Los Angeles, which asked \$53,766.

A \$54,000 fund for unforeseen contingencies is also included in the contracts.

Construction is expected to start around December 1, and will mark the first major unit in Poly's postwar building expansion program.

The new building will be of Spanish style, will be two stories in height will contain some 52 rooms, and will be located on the area just east of the Administration building.



# San Luis Obispo Telegram-Tribune

79TH YEAR, NO. 60

SATURDAY, NOVEMBER 1, 1947

## CAL POLY LIBRARY CONTRACTS Construction To Cost Half Million READY

SACRAMENTO, Nov. 1. (WNS)—Contracts for work on a new library and classroom building at California Polytechnic college will be awarded early next week by the state department of public works, C. H. Purcell, director, announced today.

Low bidder for the general work is S. J. Amoroso construction company, who asks \$392,754 for the building. The electrical work low bidder was Karl S. Stolling, Santa Rosa, who asked \$29,203.

The mechanical work low bidder was Mehring and Hansen Co., Los Angeles, which asks, \$53,766.

The department said the contracts had not yet been awarded, but that the letters to the concerns awarding the contracts to the low bidders had been drawn up, and would be mailed to them early next week.

A \$54,000 fund for unforeseen contingencies is also included in the contracts.

Construction of the new library is expected to start around December 1, it was learned at the college today, and will mark the first major unit of construction in Cal Poly's postwar building expansion program.

The new library and classroom building will be L-shaped and located on the east side of the Administration building and south of the present warehouse building. The proposed location is now being used for the storage of construction materials.

The building will be of Spanish style. The library and classroom building will be two stories high and contain some 52 rooms including closets and corridors. The main floor will contain a main reading room, a browsing room which will have a large fireplace, periodical and bulletins rooms, reserve, reference and special reading rooms, two study rooms, seminar rooms, and men's and women's restrooms.

The total area of the main floor will be 17,500 square feet. It is estimated that the two main reading rooms will seat approximately 25 per cent of the student body.

The ground floor will contain projection and listening rooms; a completely soundproof mechanical room containing heaters, transformers, and office workshop, staff room and kitchen, exhibition art, and lecture room with folding partitions which can be pulled out to form three separate rooms, receiving and work rooms; storage rooms, and seminar rooms. The ground floor area will be 17,500 square feet. The total outside dimensions will be 132 feet by 206 feet and 54 feet high.

There will be four stack rooms, with each of these rooms having a storage capacity of 28,000 books, making a total stack room storage of 112,000 books.

### Landscaping For Library This Month

Come autumn, Poly's new library will blossom forth with a brand new exterior. Excavation on the underlying rock on the library grounds will start early this fall.

The front part will be enclosed by an adobe brick wall, and will be landscaped with a variety of broad-leaved plants to give a semi-tropical effect. The plans show a large tile pond in the center with several benches at various vantage points along the wall.

Single parking facilities will be available on the North and West sides. To the side of the patio, a wide six to eight feet walk will lead up to the main entrance of the library.

A great many man hours will be saved by the addition of a complete set of automatic sprinklers which will be installed on the proposed area. One full time gardener will be in charge of both the new library and the administration building.

With fall quarter just around the corner, and the coming of the new year we can look forward to a fast growing campus to better fit the needs of a growing student body.

Secret: something you tell to one person at a time.

FRIDAY, DECEMBER 19, 1947

### Excavation Begins On New Library

By Emmett Lindstrand

Cal Poly students have discovered that the best way to spend a few interesting minutes is to watch the excavation work being done for the new classroom and library building.

The job of moving away the soil is being carried out by A. Madonna, San Luis Obispo contractor. General contractor for the construction of the building is the S. J. Amoroso construction company of San Francisco. The excavated material is being used to fill in portions of the Poly air strip.

Students living in the Navy Way dorms and in Verville have been dodging the trucks used by the contractor.

Being built at an estimated cost of \$530,135, the building is expected to be completed about February 11, 1949, and will be dedicated as the Walter F. Dexter Memorial Library. Dexter was State Superintendent of Public Instruction and was vitally interested in vocational education.



## Professional Library Donated By San Luis School Superintendent

As an indication of his interest in community affairs and the future of education in San Luis Obispo, Charles E. Teach, city superintendent of schools who will retire July 1, has donated his professional library to California State Polytechnic college it was announced this week.

Dr. Hubert Semans, dean of the division of science and humanities, states that the Teach library has been recognized as one of the best individual professional librarians in this part of the state.

"Mr. Teach has always felt that an interest in developments in the field of education was evidenced by a personal investment in the best books coming off the press," Semans said.

### VALUABLE COLLECTION

The book collection is valued at more than \$5000.

"It has a value over and above that measured in dollars and cents," Semans points out, "Because many of the volumes are now out of print and therefore unavailable."

Among the books are certain volumes from the yearbook of the National Society for the Study of Education, which the college library attempted to purchase but was informed were not obtainable.

Collectors' items are found in the donation. One is a methods book issued by John Swett, principal of the San Francisco Girls High school and normal class and later superintendent of San Francisco city schools, 1891 to 1894. The book was published in 1886 and will provide a basis for comparison with the method books of today.

Another book of interest is the Primer of Physiology and Hygiene issued by William Thayer Smith, M. D. and published in 1885. The book offers an interesting contrast to the more lively and illustrated text books of today, Semans said.

### INCLUDES PERIODICALS

Included in the collection is a nearly complete list of the publications of the American Council on Education, running up to the current year. In addition to the textbooks, Teach subscribed to several professional periodicals and has given the library the back files of such journals as School and Society, The Nations Schools, and American School Board Journal.

"This again will add much to the college's library service," Semans states, "Since it will now be possible to trace back, through use of the Reader's Guide, articles appearing prior to the time the college's library subscriptions were started."

### STATES APPRECIATION

Showing his appreciation, President Julian A. McPhee stated that the donation was a further indication of the superintendent's confidence in the future of education in San Luis Obispo and California State Polytechnic College in particular.

The books will contain a book plate designating each volume as part of the Teach collection.

Ainsley A. Whitman, head librarian, announced that the staff plans to have the books processed and available for use by the fall term.

FRIDAY, JANUARY 16, 1948

## Library Construction Progresses Rapidly

More than holding their own with the ever present schedule, the construction crew at work on Cal Poly's new library and classroom building has almost completed the excavation.

S. Sarmento, general superintendent of the project, reports that after excavating 10,000 yards of earth, the grade level for the ground floor of the building has been established.

Excavation for the foundation footing and the soil drainage lines is practically complete. Foundation and wall forms are being constructed at present, and the first concrete will probably be poured next week.

The general contractor, the S. J. Amoroso construction company of San Francisco, has been on the job only four weeks and is at present ahead of schedule.

The \$530,000 project when complete late this year, will give the Poly campus a 52-room, two-story, Spanish style building and will contain the latest in library equipment and furnishings.

Faculty and students have shown a keen interest in the first phases of construction and all eagerly anticipate the day when the present crowded library moves to its new building.

FRIDAY, MAY 21, 1948

## Library Furnishings To Be Purchased

Because of rapid progress of library construction, plans for furnishings of the new library have begun, according to A. A. Whitman, head librarian, who has visited several college libraries in southern California to get ideas of style of furnishing installations.

Whitman visited Pasadena college, Pepperdine college, and La Sierra college in Arlington, to investigate their libraries in order to obtain ideas of style furnishings and their locality in the respective buildings.

According to information received from Whitman, furniture plans have to be made by blueprints. The Library bureau of the Remington Rand company has submitted furnishing blueprints. Inspecting the blueprints is the faculty library committee, and the final plans will result from the recommendations this committee submits to the school administration.

The faculty committee is considering blond maple furniture, partly of a modernistic design.

Christmas vacation of this year is the desired time to install and furnish the library, according to Whitman.

FRIDAY, APRIL 2, 1948

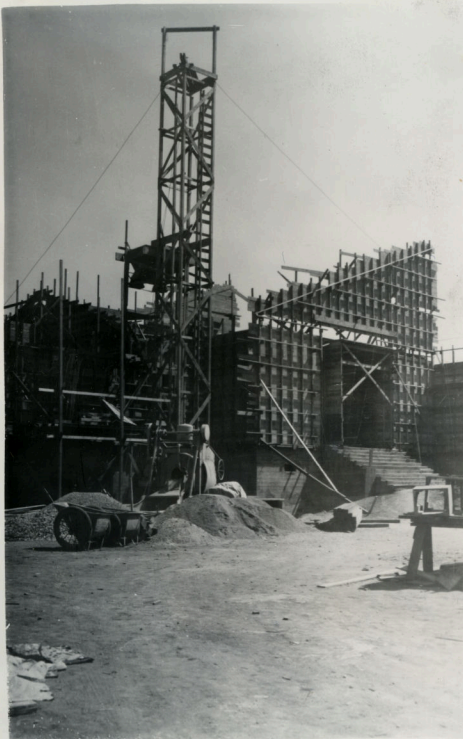
## Progress Shown On New Library

Construction of the new library, although temporarily stalled by rain, is progressing satisfactorily.

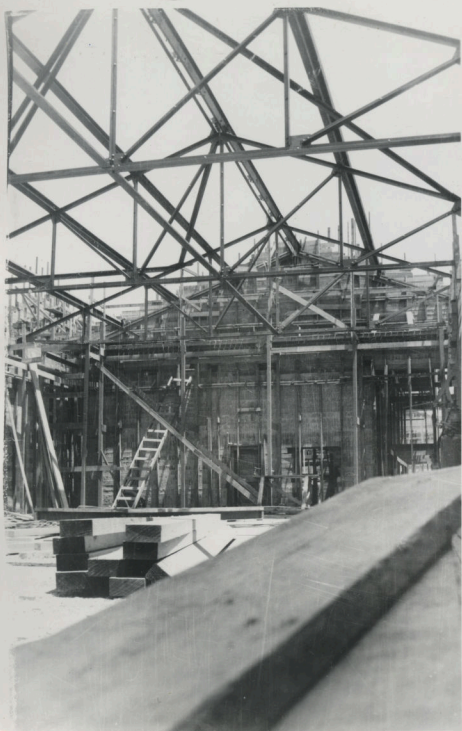
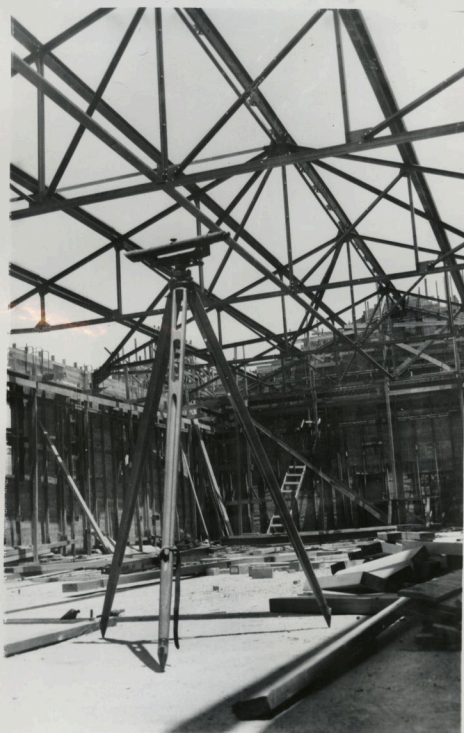
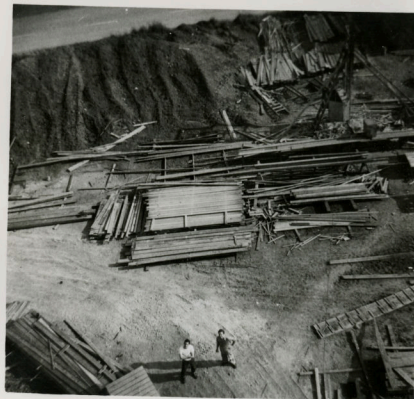
The foundation has been poured, wall forms up to the main floor level are being set, the setting of reinforcement steel in walls is well under way, the basement plumbing is getting its finishing touches and the wiring stage has begun.

According to C. E. Knott, industrial division head, the library construction is progressing more rapidly than had been anticipated. The original estimated time of completion was February, 1949. However, Knott estimates, by the past and present progress, that the library should be completed by October of this year.





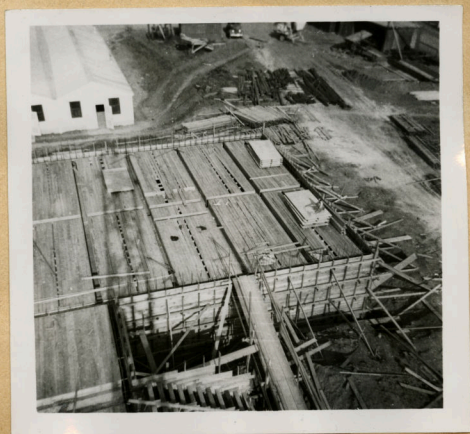
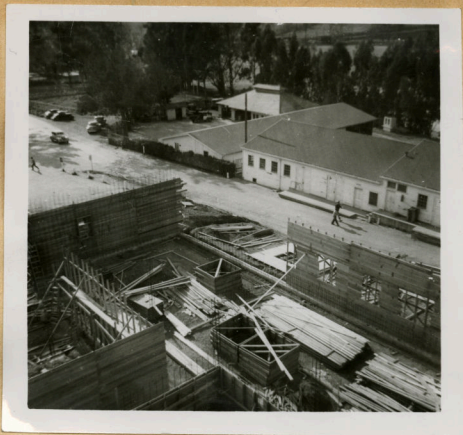














# *San Luis Obispo* Telegram-Tribune

THURSDAY, OCTOBER 14, 1948

## \$600,000 Library to Get Cornerstone Tomorrow

### State Board Of Education Meeting Here

Several hundred special guests, students and faculty members will watch Mrs. Walter F. Dexter fit a cornerstone in place tomorrow afternoon for the \$600,000 library at California State Polytechnic college named for her late husband, Dr. Walter Friar Dexter, state superintendent of schools from 1937 to 1945.

Among the guests will be members of the state board of education, who will be meeting on the college campus tomorrow and Saturday.

Speakers at the ceremony, which will begin at 2:15 p.m., will include Julian A. McPhee, president of the college; Roy E. Simpson, state superintendent of schools; and Chris N. Jespersen, state senator from the twenty-ninth district.

William L. Blair, president of the state board of education, will introduce members of the board, and a college quartet will sing two selections before the cornerstone is put in place with the help of Mrs. Dexter.

Among special guests attending the ceremony will be Dr. Howard Hockett, financial secretary of Whitier college where Dr. Dexter served as president from 1923 to 1934. Dr. Hockett was also a classmate of Dr. Dexter's at William Penn college in Iowa.

The library is expected to be ready for occupancy next spring. It will contain 122,000 volumes and provide classroom and storage space.

SACRAMENTO, Oct. 14. (AP)—The state board of education today scheduled appointments to the state curriculum commission at its annual fall meeting on the campus of the California State Polytechnic college at San Luis Obispo tomorrow.

The board also will participate in dedication of the Walter Friar Dexter memorial library on the campus prior to the meeting.

Other items on the agenda included:

Election of a new associate superintendent of public instruction;

Amendments of rules and regulations governing the approval, suspension, and withdrawal of approval from educational institutions engaged in education and training of veterans;

Transfer of veterans housing on state college campuses from federal control to the ownership of the colleges, and

A petition from Visalia and Tulare union high school districts for formation of a new junior college district.

You are Cordially Invited  
to attend  
The Laying of the Corner Stone  
of the  
Walter Friar Dexter Library Building  
A Memorial to the Late Dr. Walter F. Dexter  
State Superintendent of Public Instruction 1937-45  
at the  
California State Polytechnic College  
San Luis Obispo  
Friday, October fifteenth  
nineteen hundred and forty eight  
At two-fifteen p.m.



## Corner-Stone To Be Laid; State Board To Attend

Corner stone of the new \$600,000 library building named for Dr. Walter Friar Dexter, late superintendent of schools, will be laid Friday afternoon, Oct. 15, at Cal Poly.

Mrs. Walter F. Dexter of Sacramento, widow of the educator who died in 1945 after eight years as state superintendent, will help put the stone in place.

Members of the state board of education, who will be meeting on the college campus on Oct. 15 and 16, will attend the ceremony. More than 700 invitations to the ceremony have been sent to state, county, and local education and government officials.

Among those invited to attend are U. S. Senators William F. Knowland, and Sheridan Downey, Representative Ernest Bramblett, state senators and assemblymen, state college presidents, county superintendents of schools, the San Luis Obispo County Board of Supervisors, the San Luis Obispo Board of Education and Superintendent of Schools, presidents of service clubs, San Luis Obispo City Council members, and members of the Dexter family.

A short program will begin at 2:15 p. m. and will include a welcome by Julian A. McPhee, president of the college. State Senator Chris N. Jespersen will speak on "Present and Future of California State Polytechnic College." Roy E. Simpson, state superintendent of public instruction, will discuss "California State Polytechnic College's Place in California Education."

A college quartet will sing "Gloria Patria" by Palestrina and "Ave Maria" by Arcadelt. William L. Blair, president of the state board of education, will introduce members of the board.

The Walter Friar Dexter Library building is scheduled for completion next spring. It will house a library of 122,000 volumes and provide much needed classroom, seminar rooms, and storage space.

Dr. Dexter was state superintendent of public instruction from 1937 until his death Oct. 21, 1945. He had been president of Whittier college for 11 years before he was appointed executive secretary to the late Gov. Frank Merriam in 1935. Governor Merriam named Dr. Dexter school superintendent in 1937, and he was elected to the post in 1938 and 1942.

Members of the state board of education will meet at the college Friday afternoon and Saturday morning. Board members, in addition to Blair, are Byron H. Atkinson of Glendale, Raymond J. Arata, and C. J. Haggerty of San Francisco, Mrs. E. T. Hale of San Diego, Gilbert T. Jerthberg of Fresno, Joseph P. Loeb of Los Angeles, Fred W. Smith of Ventura, and Mrs. E. K. Strong of Stanford University.

Program for

### *Laying of the Cornerstone*

of the

## WALTER FRIAR DEXTER LIBRARY BUILDING

*A Memorial to the Late Dr. Walter F. Dexter,  
State Superintendent of Public Instruction 1937-45*



CALIFORNIA STATE POLYTECHNIC COLLEGE

San Luis Obispo

Friday, October fifteenth  
nineteen hundred and forty eight  
At two-fifteen p.m.



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### WALTER FRIAR DEXTER

November 21, 1886 - October 21, 1945

Dr. Walter F. Dexter was state superintendent of public instruction in California from 1937 until his death on Oct. 21, 1945. He had achieved a national reputation in educational circles, and Gov. Earl Warren stated at the time of Dr. Dexter's death:

"The passing of Walter Dexter is a sad blow to the people of our state. For many years he has led the fight for better schools in California. Every child in our public schools has been a beneficiary of his fine service."

Dr. Dexter was born on Nov. 21, 1886, in Chicago, Ill. where he began school in a two-room school house. He was graduated from Penn College, Oskaloosa, Ia., in 1916. He received the M. A. degree from Columbia University in 1919 and the Doctor of Education degree from Harvard in 1921.

Dr. Dexter was president of Whittier College from 1923 to 1934, when he was appointed executive secretary to Gov. Frank Merriam. Gov. Merriam appointed him state superintendent of schools in 1937, and he was elected in 1938 and 1942.

Dr. Dexter was an ordained minister of the Friends Church and had been international president of the Lions Club.

Governor Warren said in a directive to the state department of education on Oct. 22, 1945:

"Dr. Dexter was an outstanding leader in the field of education, and I am sure you join me in the hope that his life and career will provide an inspiration to those who are dedicated to high standards and fine ideals in education."

### PROGRAM

Welcome and Introduction of Guests ..... Julian A. McPhee  
*President of California State Polytechnic College*

Present and Future of California State  
Polytechnic College ..... Hon. Chris N. Jespersen  
*State Senator, Twenty-ninth District*

California State Polytechnic College's  
Place in California Education ..... Hon. Roy E. Simpson  
*State Superintendent of Public Instruction*

Collegiate Quartet - "Gloria Patri" ..... Palestrina  
"Ave Maria" ..... Arcadelt  
*Charles Weber, Kirby Robinson, Harold Aarset, Wilbur Ruth*

Introduction of Members of Board of  
Education and Remarks ..... Mr. William L. Blair  
*President of the State Board of Education*

Placing of the Cornerstone ..... Mrs. Walter F. Dexter,  
Officiating.



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Mrs. Walter F. Dexter of Sacramento, widow of the educator who died in 1945 after eight years as state superintendent, will help put the stone in place.

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### RESOLUTION

THE STATE BOARD OF EDUCATION OF CALIFORNIA  
at this, its first meeting since the death of Dr. Walter F. Dexter, pays  
grateful tribute to his memory.

As superintendent of Public Instruction and Director of Education from February, 1937, to October, 1945, Dr. Dexter gave loyal service to the people, and especially to the children, of California; his idealism, courage, devotion to truth, and rich love of humanity distinguishing him as a leader in the field of public education.

As Secretary and Executive Officer of the Board, Dr. Dexter held the respect and affection of its members, who wish to preserve in the record of their transactions this simple testimony to their loss of a friend.

In order to give more enduring form to these expressions and as a permanent tribute to his memory, this Board approves the recommendation made jointly by the President of California State Polytechnic School and the Superintendent of Public Instruction that the new building being presently erected on the campus of the California Polytechnic School be dedicated to the memory of Walter F. Dexter, and that the same be henceforth known as the

#### WALTER FRIAR DEXTER LIBRARY BUILDING

Fred W. Smith,

*President*

Roy E. Simpson,

*Secretary and Executive Officer*

Byron H. Atkinson, *Member*

William L. Blair, *Member*

Eugene T. Broderick, *Member*

Ralph T. Fisher, *Member*

C. J. Haggerty, *Member*

Mrs. E. T. Hale, *Member*

Gilbert H. Jertberg, *Member*

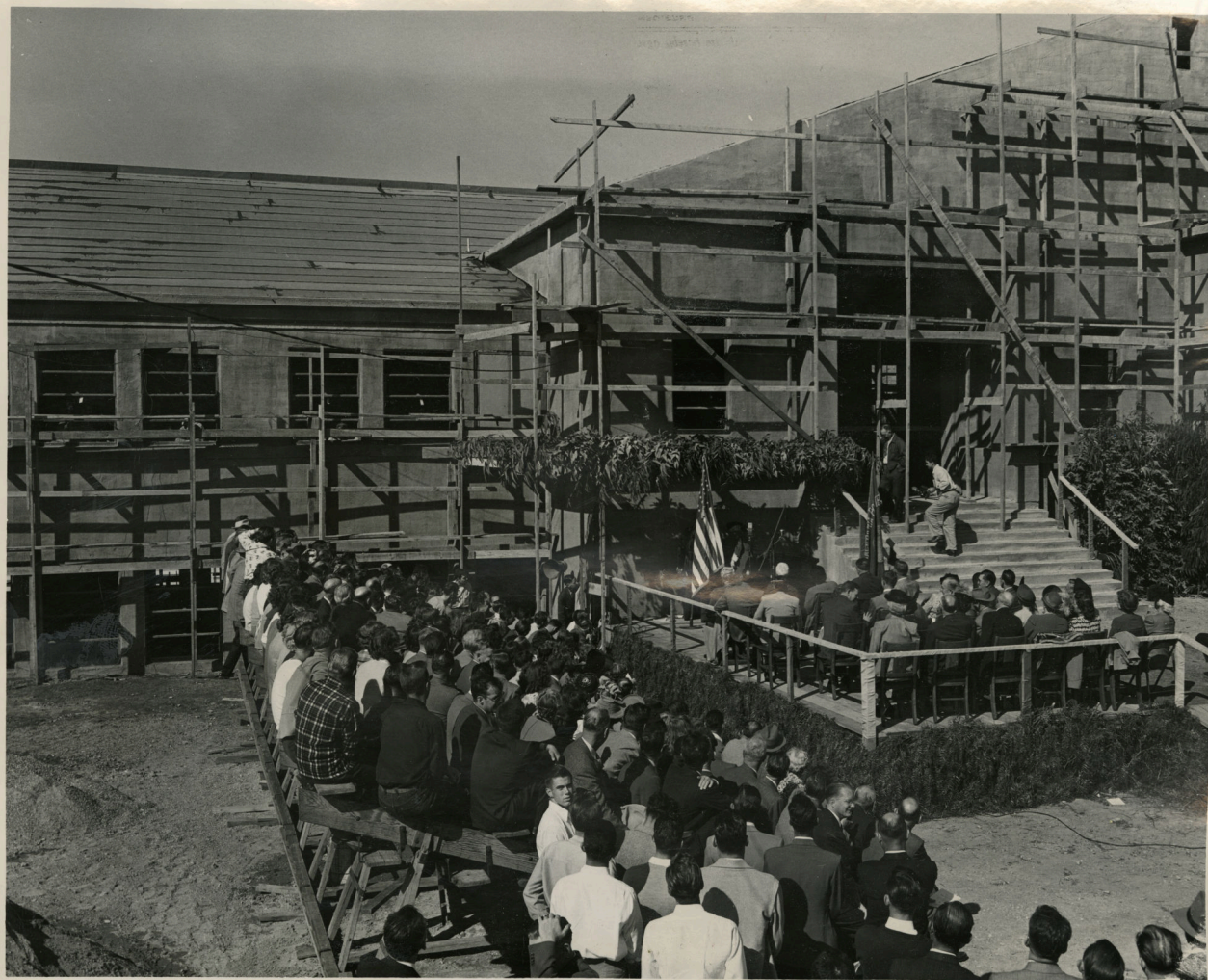
Joseph P. Loeb, *Member*

Mrs. E. K. Strong, *Member*

Mrs. Florence B. Argall, *Assistant Secretary*

January 5, 1946







# El Mustang

CALIFORNIA STATE POLYTECHNIC COLLEGE ★

VOL. 9 — NO. 6

SAN LUIS OBISPO, CALIFORNIA

FRIDAY, OCTOBER 22, 1948



WAIVING union regulations, Mrs. Walter Friar Dexter applies mortar to the new library corner stone as President Julian A. McPhee approvingly looks on.

## *'Splendid Advancement' Marked By Laying Of Library Corner-Stone*

"This building marks a splendid advancement in the development of California State Polytechnic college," stated Roy E. Simpson, state superintendent of public instruction, before some 600 students and faculty at the laying of the corner-stone of the Walter F. Dexter memorial library last Friday afternoon.

"I am thinking," elaborated Simpson, "of the wealth of material on the American way of life that this library will contain, and how it will aid the engineering and agricultural student."

Dr. Aubrey Douglas, speaking in place of State Senator Chris N. Jespersen, declared that the new library in particular and California Polytechnic in general to be a "symbol for other schools."

Officiating at the laying of the corner-stone was Mrs. Walter F. Dexter, widow of the late Dr. Dexter. Mrs. Dexter aided by Poly's president, Julian A. McPhee and S. Sarmiento, general construction superintendent of the building, placed the large native marble stone and trowled the first mortar into the joint.

Also speaking at the ceremony was William L. Blair, state board of education president, who introduced the members of his board. Attending the occasion were many visiting dignitaries and officials from throughout the state who were introduced by President McPhee.

The Collegiate quartet loaned their talent to the program by singing Arcadelt's "Ave Maria," and the Palestrina "Gloria Patri."

The new building, now in the final stages of construction, will be ready for occupancy early this spring.

FRIDAY, OCTOBER 15, 1948

## **Board of Education In Session at Poly**

Members of the state board of education were in San Luis Obispo today to attend a library cornerstone laying ceremony and open a two-day meeting at California State Polytechnic college.

State board members, other guests, students and faculty members saw Mrs. Walter F. Dexter lay the cornerstone of the college's new \$600,000 library, named for her husband, the late Dr. Walter Friar Dexter.

Speakers at the ceremony included Julian A. McPhee, college president; Chris Jespersen, state senator; Roy E. Simpson, state superintendent of schools and William L. Blair, president of the board of education.

The board was to meet at the conclusion of the cornerstone ceremony. Board members will also meet tomorrow morning.









THE STATE BOARD OF EDUCATION OF CALIFORNIA, at this, its first meeting since the death of Dr. Walter F. Dexter, pays grateful tribute to his memory.

¶ As Superintendent of Public Instruction and Director of Education from February, 1937, to October 1945, Dr. Dexter gave loyal service to the people, and especially to the children, of California; his idealism, courage, devotion to truth, and rich love of humanity distinguishing him as a leader in the field of public education.

¶ As Secretary and Executive Officer of the Board, Dr. Dexter held the respect and affection of its members, who wish to preserve in the record of their transactions this simple testimony to their loss of a friend.

¶ In order to give more enduring form to these expressions and as a permanent tribute to his memory, this Board approves the recommendation made jointly by the President of California Polytechnic School and the Superintendent of Public Instruction that the new building being presently erected on the campus of the California Polytechnic School be dedicated to the memory of Walter F. Dexter, and that the same be henceforth known as the

WALTER FRIAR DEXTER LIBRARY BUILDING

*Frederic W. Smith*  
President

*Gar E. Simpson*  
Secretary and Executive Officer

January 5, 1946







Charge to the account of \_\_\_\_\_

CLASS OF SERVICE DESIRED	
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# WESTERN UNION

JOSEPH L. EGAN  
PRESIDENT

1206

CHECK
ACCOUNTING INFORMATION
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Send the following telegram, subject to the terms on back hereof, which are hereby agreed to

Seattle, Wash.

Oct. 15, 1948

Mr. A.A. Whitman, Librarian  
California State Polytechnic College  
San Luis Obispo, Calif.

CONGRATUALIONS ON THE NEW BUILDING. REGRET I CANNOT ATTEND THE CEREMONY.

Signed:

Mr. Robert L. Gitler, Director  
School of Librarianship  
University of Washington.

## San Francisco State College

San Francisco, California  
124 Buchanan St.

Oct. 12, 1948

Mr. A. A. Whitman, Librarian  
California State Polytechnic College  
San Luis Obispo, California

My dear Mr. Whitman:

I was pleased to receive your invitation to attend the ceremonies in connection with the laying of the corner stone of your library-to-be. I do not know how many years your college has waited for a new library. But I am sure that congratulation is the order of the day when the corner stone is actually being laid. I shall not be able to attend the affair. But I do send heartfelt congratulations and good wishes for the speedy completion of the Walter Dexter library building, a worthy memorial to a very fine man.

Yours sincerely,

*Ruth Fleming*  
Ruth Fleming  
Librarian



# CALIFORNIA LIBRARY ASSOCIATION

PRESIDENT  
HOWARD M. ROWE  
PUBLIC LIBRARY  
SANTA BARBARA

FIRST VICE PRESIDENT  
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MRS. W. R. YELLAND  
829 COVENTRY ROAD  
BERKELEY 7

TREASURER  
THELMA REID  
STATE LIBRARY  
SACRAMENTO 9

October 13, 1948

Mr. A. A. Whitman, Librarian  
California State Polytechnic College  
San Louis Obispo, California

Dear Mr. Whitman:

Your most kind invitation to attend the laying of the cornerstone of the Walter Frier Dexter Library Building on Friday, October 15, 1948 is very much appreciated. Unfortunately, duties that have accumulated here at Stanford during my absence last week at the California Library Association convention will prevent my being with you on this occasion.

On behalf of the California Library Association, I extend to you our cordial good wishes and congratulations on this further step in the development of your library program. May I also add my personal good wishes to you on this occasion.

Sincerely yours,

*Edwin T. Coman Jr.*

Edwin T. Coman, Jr., President  
California Library Association

Charge to the account of

CLASS OF SERVICE DESIRED	
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TELEGRAM	ORDINARY
DAY LETTER	URGENT RATE
SERIAL	DEFERRED
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Patrons should check class of service desired; otherwise the message will be transmitted as a telegram or ordinary cablegram.

# WESTERN UNION

#206

JOSEPH L. EGAN  
PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following telegram, subject to the terms on back hereof, which are hereby agreed to

San Jose, Calif.  
Oct. 15, 1948

Mr. A.A. Whitman, Librarian  
Californis State Palytechnic College  
San Luis Obsipo, Calif.

BEST WISHES AND CONGRATULATIONS. I'd like to be there.

Signed:

Caroline Bailey,  
Library Assistant  
San Jose State College Library.



To the Board of Trustees of the California Polytechnic School:

Gentlemen: The pupils are supposed to have completed the grammar grades before entering.

I have the honor to present you, herewith, my first report as Director of the California Polytechnic School. I shall make this quite brief and intend it to be suggestive of points needing discussion, rather than complete in all details. As you well know, I have been travelling in the east since the last meeting of your Board and my report will, therefore, include some observations made upon the trip.

Itinerary - My first stop was at the Kansas Agricultural College, Manhattan, which has a strong mechanical course and a well developed department of domestic science. This latter they find one of the most popular courses in the College. Their courses in Agriculture are also well equipped.

The second visit was to the Agricultural Department of the Nebraska State University. The one feature of interest to us at this institution is the establishment one year ago of a School of Agriculture upon the Minnesota plan, which will be referred to again.

The third visit was to the Cascadilla School, a preparatory boarding school at Ithaca, N. Y. This is a comparatively recent building and contains some features of the dormitory system which are worthy of study and which were presented to you in a previous communication.

Next I visited the School of Practical Agriculture and Horticulture at Brierclyff Manor, N. Y., about thirty miles to the northeast of New York City. This school was opened two years ago to give practical instruction in agricultural subjects in a manner in which they are not taught in any other school in the State, with a view to make farm life more attractive by a better knowledge of its practices. The school is financed and managed by some wealthy citizens of New York City and is supported by private subscription and tuition fees from the students. This fee is \$100 per year and \$280 additional for board and room in the dormitory. The instructors of the school are heartily in favor of the dormitory system and find they can do much better work when their students are constantly upon the ground. I have asked that each of you receive a copy of the new announcement of this school and it may be in your hands at this time.

A little more than three weeks were spent at the Graduate School of Agriculture at the Ohio State University at Columbus. This was attended by about 100 instructors and students from nearly all parts of the United States and the instructors were some of the leading men in their several specialties from the chief agricultural colleges. The school was very suggestive from beginning to end along the lines of experimental and educational work in agriculture. The Ohio State University has a strong course in agriculture and a course in domestic science, the equipment of which I found an interesting study.

At Madison, Wisconsin, I had hoped for a conference with the State Superintendent of Public Instruction, L. D. Hadley, who has been instrumental in organizing the county schools of agriculture in that State. Two have been established as an experiment to open this season. Briefly stated, the plan is this:

The county provides the necessary building; the State appropriates one-half as much money as the county expends for salaries; three teachers are to be employed, each of whom gives instruction in some academic subjects and in



2.  
addition one teaches agriculture and horticulture, one domestic science and one manual training. So far as I can learn there is no farm or out-of-door work connected with the school. The pupils are supposed to have completed the grammar grades before entering.

The proud parent of the Agricultural High School is the University of Minnesota and I spent a day in inspecting their plant and consulting with their faculty. The school is eight or nine years old and now numbers about 400 students each term. The course of study is for three years of six months each, from October 1st to April 1st. The dormitory system is used in caring for the students and is considered one of the valuable features of the school work. As an illustration:- The College has a well equipped department of animal industry. The different animals are slaughtered, dressed, the carcasses cut up and the meats cured or prepared for the table by the students, - all as class room work. The Minnesota school is more of a model for us than any other school in the country. We cannot imitate its expensive buildings and many of its methods of agriculture are not applicable to our conditions, but the course of study will be very suggestive.

Now that the question of a site for the School seems definitely settled, the most important matter demanding our attention is the building of a home for the School. In this connection, and upon one or two other points, I would respectfully submit the following recommendations:

1. That the Board adopt the dormitory system for the management of the School.
2. That, as soon as a general plan of the buildings be adopted and an architect selected, we proceed immediately with the erection of two buildings, - one for a dormitory with kitchen, dining and laundry facilities, and one to contain recitation and work rooms, offices and laboratories.
3. That the buildings be lighted by electricity, which can undoubtedly be secured from the city of San Luis Obispo. And that a serviceable system of heating be installed of such nature as the Board may decide upon - either hot air or steam.
4. That the development of water for the use of the School be undertaken at once, i. e., an examination of the springs and such other water sources as may be upon the land and the laying of necessary pipes and construction of tanks.
5. That a topographical survey be made immediately of such portions of the farm as seem desirable for building sites.

Inasmuch as a number of thoroughbred cattle are to be brought from Canada early in October for the University of California, I would recommend that the Board purchase a few head to be shipped with the above. By so doing the cost of transportation will be greatly reduced. The cattle referred to are Ayrshires - a breed which seems to me to be particularly well adapted to our hill pastures. I have secured options upon five head of young cattle which options expire on September 1st, 1902. Of the number, two are yearling heifers at \$75 each; two March heifers at \$50 each, and a young bull at \$75. At the University of Wisconsin I saw a young thoroughbred dairy Shorthorn bull, which can be purchased for \$75. The six could be procured for \$400 and the transportation would add \$100 more. I recommend the purchase of these young animals because they are of a sort that cannot be obtained upon the coast and we can take advantage of co-operative shipment and will have pasture for them upon our farm. Nearly, if not all, of other breeds of live stock may be procured at home with the possible exception of an occasional male to head the herd or flock.



3.

I wish I were able to give you an idea of the exact number of teachers and helpers who would be needed at the opening of the School; but it is impossible to do so and whatever I may say I wish to be considered tentative only and subject to modification. I am a firm believer in starting a School of this kind in a small way and build up gradually as experience teaches. Moreover, I would think better to try to do a few things well, than to attempt to cover much ground and be able to do nothing thoroughly. With this principle in mind, I estimate that we would find teachers and helpers necessary at the completion of the first buildings to manage the following features:

- 1, Agricultural practice and horticulture and foreman of farm.
- 1, Carpenter
- 1, Drawing, land surveying and irrigation.
- 1, Dairying - butter and cheese making.
- 1, Academic branches.
- 1, Matron
- 1, Clerk, Bookkeeper and stenographer
- 1, Cook
- 1, Teamster
- 1, Stockman and milker

Considering the first four of these to receive \$100 per month, and the next three \$75, and the remaining three \$50 each, their salaries would call for an expenditure of about \$10,000 per annum. I make this calculation to give an idea as to the expense for salaries. If only a few students presented themselves this staff could be reduced.

It may be early to suggest a time for opening the School, but I wish to recommend here that we do not attempt to receive students until the two buildings above suggested are finished sufficiently to be inhabitable.

These are the chief recommendations I have to make at present. At a future meeting I will lay before you a suggested course of study and probably some suggestions also as to faculty.

All of which is respectfully submitted.

(Signed) Leroy Anderson, Director



List of Contents of Posterity Box

Placed in Cornerstone of Walter Friar Dexter Library Building, October 15, 1948.

Picture of Dr. Walter F. Dexter

Resolution of the State Board of Education of January the fifth, 1946 naming this the Walter Friar Dexter Library Building.

El Rodeo, 1948

Catalog of the California State Polytechnic College

The latest pictorial of the College

The Circular of Information of the 16th Annual Poly Royal

The San Luis Obispo Telegram-Tribune of November 1, 1947 and October 14, 1948

The El Mustang for October 15, 1948

Aerial photographs of the College, together with a written explanation of various buildings.

Coins: \$1.00, \$ .50 cents, \$ .25 cents, \$ .10 cents, \$ .05 cents, \$ .01 cent.

Program of the Dedicatory Ceremonies

Picture of the Study of the Future Campus

Copy of the address delivered January 31, 1903 on the occasion of the laying of the corner stone of the first Administration Building, by Leroy Anderson, Director of the School.

A copy of the First Report of Dr. Leroy Anderson, Director of the School, to the Board of Trustees.

Reprint of the Article: "Take a Cow to College" by Frank J. Taylor which appeared in the May 1947 issue of Country Gentlemen.

Copy of the Annual Report to the State Board of Education on the California State Polytechnic College for the Period January 1, 1947 to December 31, 1947.

Copy of the speech of Dr. Leroy Anderson at the time of removal of the cornerstone from the old Administration Building on February 25, 1941.



# El Mustang

CALIFORNIA STATE POLYTECHNIC COLLEGE ★

VOL. 9 — NO. 21

SAN LUIS OBISPO, CALIFORNIA

FRIDAY, APRIL 1, 1949



AVAILABLE SOON...the new paint job does much toward linking the new Walter Friar Dexter memorial library with the local scheme of things. A few of the painters' scaffoldings still remain at the right of the cut. Construction has been going on since December of '47 but now the end of the task looms in view. Besides reading rooms, the library will boast projection rooms, dark rooms, and the campus' largest and most luxuriant lounge.

## Library Completion Date Set For Early In May

The construction completion date for the \$650,000 Walter Friar Dexter memorial library has been tentatively set for some time in May, said Merlin Morgan, construction foreman for the builder, the S. J. Amoroso company of San Francisco. The ground was first broken in the middle of Dec., 1947; the cornerstone was laid by Mrs. Walter Friar Dexter on Sept. 15 of last year.

Fifteen rooms will occupy the first floor of the building and these will include three class rooms, divided by folding doors, which will serve for both instructional and exhibition purposes, two sound-proof rooms and a projection room. Of special interest to the campus visual-aids proponents will be the proposed dark room, also on the first floor.

### Browsing Room

The second floor rooms will be eight in number. A browsing room featuring a fireplace surmounted by an eight by six foot mirror will occupy this floor, along with the standard library rooms.

Painting the building's exterior is one of the latest completed tasks of the construction crew. Two spraygun painters and three brush painters worked on this project.

(Continued on page 3)

## LIBRARY COMPLETION DATE SET FOR EARLY IN MAY

(Continued from page 1)

Electrical and telephone lines are now being brought into the building through a single conduit cable from the Ad building. All of the new library's larger rooms will be equipped with fluorescent lighting. Other rooms will all use conventional lighting.

Heating the library will be accomplished through a hot water system. The heated water will originate at the power plant and will be introduced via the Ad building. The campus' only light elevator has been installed in the building. It will be used to transport stacks of books between the two floors.

### Delays

There were several delays in the building's construction, according to Morgan. The original footings of the Spanish-style reinforced concrete constructed building covered a plot of ground that was half adobe and half rock. It became necessary to lay a double bed footing over the adobe section—about 90 percent of the forms were in when the change had to be made. A series of tests were conducted before the additional foundation footing could be installed.

Also, the original building plans had made no provision for air conditioning. Construction was held up till these plans were incorporated in the design. These two factors set the completion date back six months, Morgan said. Lack of plasterers also occasioned some delay.

### Expensive Roof

The roof posed certain problems to the construction company, too. Three different concrete pours had to be made on the second floor due to the different roof elevations. These elevations raised the construction costs considerably, but were made to give the library more eye appeal.

One injury has been reported among the crew to date. A workman became entangled in a Skill saw which inflicted minor cuts on his leg.

Complete field sheet metal, heating, plumbing and carpenter shops were erected on the building site to facilitate the construction, the foreman commented. These will be removed shortly after the job is completed.

### Campus Labor

A patio will later be added to the building, as was provided by the original architect's drawing. Most of this work is to be handled by various campus departments who will also landscape the surrounding grounds.



# San Luis Obispo Telegram-Tribune

80TH YEAR, NO. 215



**BEAUTIFUL CAL. POLY LIBRARY...** A new addition on the California State Polytechnic college campus is a \$700,000 library which has recently emerged from a cloak of scaffolding. The new library, named for Walter Friar Dexter, late state superintendent of public instruction, will be open for use by students and faculty members when classes begin next September. The building includes several outstanding features, including music listening rooms, a darkroom and a lounge in addition to large reading rooms.

FRIDAY, MAY 6, 1949

## New Library Taking Shape At Cal Poly

Students and faculty members returning to the California State Polytechnic college campus next fall will find the new \$700,000 Walter Friar Dexter memorial library building ready for use, according to present plans for opening of the library.

The two-story concrete building is rapidly nearing completion behind the Administration building on the Cal Poly campus. Linoleum has yet to be laid and venetian blinds installed. Furniture has been ordered and is expected to be available by the tentative opening date of Sept. 5.

The new library, named for the late Walter Friar Dexter, state superintendent of public instruction, will increase reading and stack room facilities by more than 100 per cent over present rooms in the Administration building.

### Capacity for Big School

On the main floor of the new building is a large reading room seating 233 persons. The room is to serve as a periodical reference room and reserve book room. On the same floor there is another reading room which will accommodate 158 persons. There will be a check-out desk in this room for books taken from the stacks.

The book stacks will be four floors high and will be capable of handling 85,000 volumes. The stacks will be served by an elevator for staff members. The four floors will also be open for student use. There will be desks and books for study use on each floor of the stacks.

Also on the main floor is a browsing room to be complete with a lounge chair and a fireplace. A collection of books and magazines for leisure reading will be maintained here.

There will be a conference room which will also serve as a faculty reading room, offices for the library staff and a main foyer in which the card catalogs will be located.

On the lower floor—the main floor is actually the second floor—will be two music listening rooms, a book receiving room, a mendery, a dark room for developing films used in audio-visual education, a lounge room for the staff, three seminar rooms, a herd book room for use by the animal husbandry and dairy husbandry departments, a large classroom, a storage room and an office for the librarian in charge of audio-visual education.

### Reading Patio

A special feature of the new library is an outdoor reading patio to be furnished with redwood benches. The patio and grounds of the library will be landscaped.

Plans for the library were drawn up by William J. Bardges of the state architect's office. Morgan Lewis was the resident supervising architect. Construction was by the Amoroso Construction company of San Francisco.

Work on the building was begun in November, 1947. A cornerstone was fitted into place by Mrs. Dexter last October.

Head librarian is Ainsley Whitman. He has a staff of 16 members.

FRIDAY, JUNE 24, 1949

## Construction Work Completed On New Library

Construction work on the Walter Prior Dexter Memorial library is now complete, Ainsley Whitman, campus head librarian, announced today. Transferring the 15,000 book from the old library will be the last step to be completed before the new library may be opened officially.

Library furniture is the only obstacle delaying the formal opening. This type of furniture, Whitman explained, is manufactured by only a few concerns because the demand is so limited. Therefore, contracts are sometimes not easily filled, and libraries desiring new furniture must await their turns.

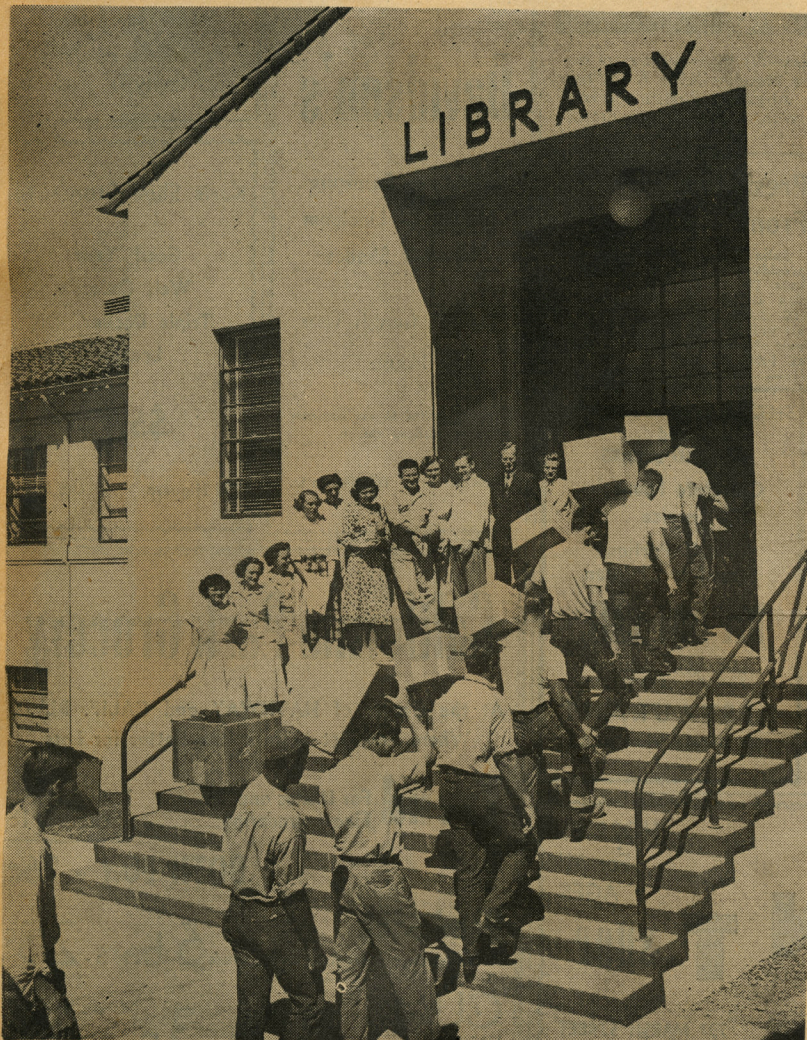
Linoleum for the floors has not arrived, either, but a shipment slated for Cal Poly is now on its way from the East coast, he said.

Eleven trained librarians and six clerical assistants will comprise the new library's staff. A \$20,000 book budget has been secured for next year, and this sum, according to Whitman, will be enough to purchase approximately 5,500 new books.

"We hope to be open by Sept. 1," said Whitman.



# POLY OPENS NEW \$700,000 LIBRARY BUILDING



Student workers form a safari bearing books and periodicals as they file past members of the library staff standing on the library steps. A large group of student workers moved over 17,000 books and tons of bound and unbound periodicals into the new library building in preparation for its opening last Monday.

Cut courtesy of Telegram-Tribune; photo by John Klopp

## 17,000 Volumes Ready As New Library Opens

The doors of the new library swung open Monday—after almost two years of patient waiting by the students. As the students and faculty members flooded into the foyer of the library, they were greeted by a librarian member in charge of information. On hand to aid in using the new library facilities were acting Head Librarian Frank Allen and a staff of 15 assistants. Last week the library staff, with the help of a large crew of student workers, moved some 17,000 books and tons of bound and unbound periodicals into the new quarters.

### Spanish Architecture

The two-story concrete building is of Spanish-Moorish architecture. Directly in front of the building is a six-foot high adobe wall, which creates a large patio. It is planned that the ornamental horticulture department will landscape this area and that outdoor furniture of rustic redwood will be provided.

The two reading rooms on the main floor will seat approximately 500 persons. A card catalog is located near the main reading room.

Adjacent to the main reading room is a lounge complete with

fireplace surmounted by a large mirror. The lounge, in the near future, will be furnished with lounge-type chairs and sofas. The shelves will be stocked with books planned to promote recreational reading.

To the left of the foyer is located the periodical and reserve book room. Current issues of more than 500 different magazines, as well as bound copies, are available.

Along the south side of the foyer and main hallway are the offices of librarian, assistant librarian, cataloging and processing offices. Seminar and conference rooms, as well as public rest rooms, are on this floor.

### Projection Room

On the lower floor are rooms for

Continued on page eight

## Library Opening With 17,000 Books Moved And Placed

Continued from page one

projection of motion pictures; office for librarian in charge of visual education; film dark room; seminar rooms; storage rooms; with folding doors by which a series of smaller rooms can quickly be set up; a large receiving and order room and a staff room.

In addition, the ground floor contains two small listening rooms equipped with modern record machines. These rooms will be used mainly for classical records, which can be checked out much the same as books.

One room will be used especially for filing records on Poly's prize stock. It will be possible to trace any individual animal back to its origin with this accurate record of blood lines.

### Steel Stacks

Book stacks, of standard construction, are four floors high and will accommodate 85,000 volumes. An elevator enables library workers to service the four floors with a minimum of effort.

Mrs. Dorothy Wright, assistant librarian, has added color to the attractive foyer of the library with a display of scores of new books in a large, built-in display case.

The new library was named for the late Walter Friar Dexter, former state superintendent of public instruction. Ceremonies honoring Dr. Dexter were a part of the cornerstone laying program, October 15, 1948.

Work on the building was begun November, 1947. Plans were drawn for the library by William J. Bartges, state division of architecture. Morgan Lewis was the resident supervising architect. The Amoroso Construction company of San Francisco built the structure.

### Planned In 1941

Plans for a new library were started in 1941 but were halted by the war. During 1944 a faculty committee again began preparation of plans for the proposed post-war building project. It was these plans and specifications which Architect Bartges used as the basic requirements for the building. One of the committee's reports indicated its planning was based on a possible enrollment of 2000 to 2500 students. On Monday the enrollment had reached 2839, with more expected.

Since 1942 the library has occupied a half-dozen classrooms of the second floor of the administration building. Previous to the construction of the administration building in 1941-42, the library had occupied two rooms in the classroom unit, opposite the welding laboratory.

## McPhee Cites School Progress At Assembly

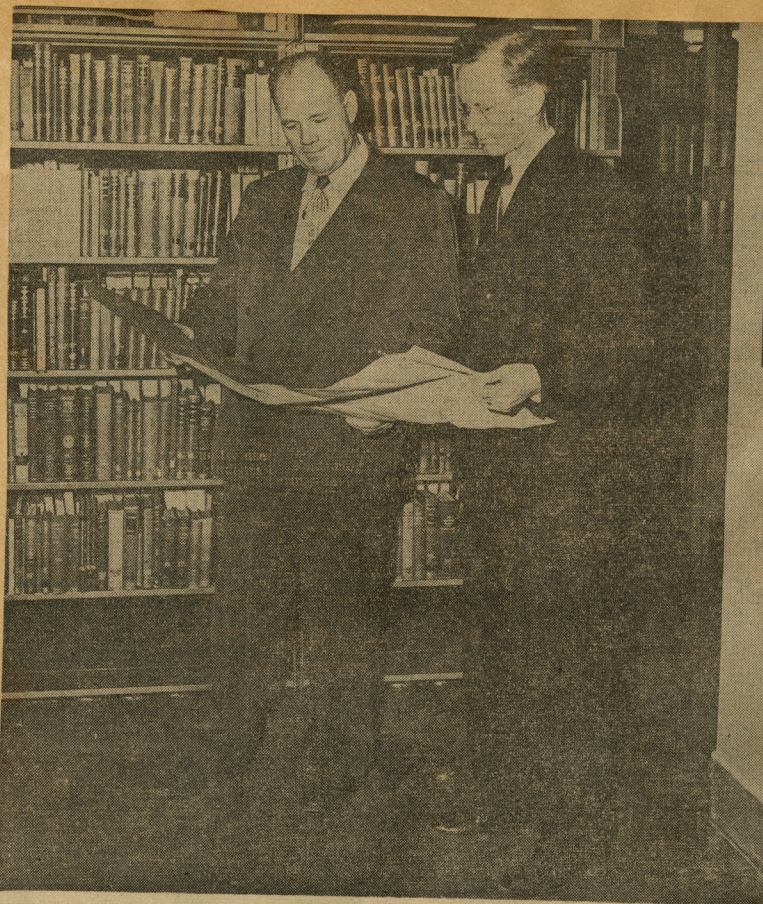
"Your conduct is part of the public relations of the school," declared President Julian A. McPhee in a welcoming address Wednesday before the largest student body ever assembled at Cal Poly.

McPhee gave a brief resume of the school's history from its beginning as a small trade school to its present status as a fully accredited four-year college. He also reported that Cal Poly is formulating plans to grant master degrees next year.

That all persons connected with the institution should work for the common objectives of making Cal Poly the best school of its kind in the United States, and promote its ideals of training men in the practical aspect of agriculture, business and industry, was stressed by McPhee.

Other speakers on the program were Bob Bowman ASB president, who introduced President McPhee, George Streathorn, Pat Morrison and Art Gandy.





LOOKING BACKWARD... Cal Poly President Julian A. McPhee (left) and Frank Allen, acting head librarian, stand in the stack room of the recently completed \$700,000 Cal Poly library and look over the plans drawn by William Bartges, state division of architecture. The library opened officially today for use of the 2767 Cal Poly students who today began classes.

## Great Growth At Cal Poly

(continued from Page One)

struction projects are three buildings for which the plans and specifications are now being drawn up. The three projects will total more than a million dollars in construction costs. They include an agricultural engineering building, a new power plant and utilities building, and new engineering shops.

With the increased enrollment, it was necessary to increase the available farm land of the college to provide space for students to conduct their practical project work in livestock production, crops, and dairy operations. Negotiations have just been completed on the purchase of 1500 additional acres of farming and grazing land which stretches northwest of the former campus boundary. The new land brings the total of campus and farm land owned by the college in San Luis Obispo to about 3,575 acres.

Present enrollment on the San Luis Obispo campus is fairly evenly divided between agriculture and engineering — each having about 49 per cent of the total. Teacher training students in the new division of science and humanities account for about two per cent of the total. Largest department is animal husbandry with more than 500 students.

Other major departments are: Agricultural Division — agricultural engineering, agricultural inspection, dairy husbandry, dairy manufacturing, fruit production, field crop production, ornamental horticulture, poultry husbandry, soil science, truck crop production; Engineering Division — aeronautical engineering, air conditioning and refrigeration engineering, architectural engineering, electrical engineering, electronic and radio engineering, maintenance engineering, mechanical engineering, printing; Science and Humanities — biological science, mathematics, physical science, physical education, and social science.

## Terrific Growth of Cal Poly Makes S. L. O. a College Town

San Luis Obispo is a college town.

But unlike some college towns which grow up adjacent to a college or university campus, San Luis Obispo was the well-established county seat of a rich agricultural area many years before this community was selected in 1901 as the site for the California Polytechnic.

Founded as an experimental state vocational high school to pioneer the program that the Smith-Hughes law later accomplished on a nation-wide scale with federal funds, California Polytechnic barely managed to struggle along for the first quarter of a century of its history. In 1927 it became a junior college, but its influence even then was practically negligible on the community.

But in the last 16 years San Luis Obispo residents have seen the little group of buildings on the knoll north of the Southern Pacific tracks—which they once referred to as "The Polytechnic"—mushroom out into a full-fledged, four-year, degree granting college which attracts students from every county of the state, most of the states of the Union, and many foreign countries.

Boosters of San Luis Obispo are the first to point out to visitors that San Luis Obispo is "The Home of the Mustangs"—they know what it means to the community to have the rapidly growing California State Polytechnic college nestled in the same little valley adjacent to the city limits.

In 1933 when Julian A. McPhee took over as president of Cal Poly the school had only 150 students.

It was only the enthusiastic pleading of McPhee, who was also chief of the state bureau of agricultural education, which saved the school from being abolished by the state legislature that year as an economy measure.

In that first year, President McPhee, who was then only 35, worked hard with a small faculty and boosted the enrollment to about 240 students.

Today the enrollment figure for the fall quarter stands at 2767—of which 931 are new students and 1836 are former students. And they are still coming in. College officials said that by the end of the day, they expect to easily pass by 200 last year's figure of 2575.

To handle instruction alone—exclusive of administration, maintenance, etc.—the college now has 177 instructors, 28 more than last year. Other full-time employees, exclusive of the bureau of agricultural education which has its headquarters at the college, total more than 100.

It is estimated that these instructors, administrators, and other employees—all of whom live in or near San Luis Obispo—have an average payroll of \$150,000 a month. That doesn't take into consideration the 800 or more Cal Poly students who are paid every month by the college or the foundation for part-time work.

Although a large percentage of the students are housed and fed either on the campus or at Camp San Luis Obispo, many students rent rooms downtown.

Local restaurants, clothing stores, shoe stores, etc. know the

value of Cal Poly students as customers. Wholesale firms who supply food to the three cafeterias and the student store, likewise know how much these college men can eat every day.

Building material supply dealers and local contractors also are conscious of what the expansion of Cal Poly has meant to them in dollars and cents.

A drive around the campus—which anyone is welcome to do at anytime, preferably on Sundays—when fewer students are walking on campus roads—is something every local resident should do periodically. Anyone who hasn't been on the campus in the last year would be amazed at the changes and improvements.

A master plan for the future development of the campus is being drawn up now by a Los Angeles architectural firm on a contract with the state department of public works.

The completion of the \$700,000 Walter F. Dexter memorial library was just the first of the post-war projects on the long-time planning list. Next major construction project is the new

(Turn to Page Sixteen)

## More Room For Record Enrollment

Cal Poly's new \$700,000 library building opened its doors officially today—just in time to accommodate the greatest enrollment in the college's history.

Acting Head Librarian Frank Allen and a staff of 15 assistants were on hand to aid students and faculty members using the new library facilities for the first time.

Last week the library staff, with the help of a large crew of student workers, moved some 17,000 books and tons of bound and unbound periodicals into the new quarters.

Since 1942 the library had occupied a half-dozen classrooms on the second floor of the Administration building.

Cal Poly enrollment at noon today had soared to 2,836. The total included 938 new students; 1,893 former students, and was 136 higher than the most optimistic predictions before the term started.

Previous to the construction of the Administration building in 1941-42, the library had occupied two rooms in the classroom unit, opposite the welding laboratory.

Room to Read

The two reading rooms on the main floor will seat approximately 500 persons. Specially designed and constructed library tables and chairs are modern in style and of light finish. Supplementing the large windows which provide natural light in the daytime for these high ceilinged reading rooms, are rows and rows of modern-style fluorescent lighting fixtures.

The two-story concrete building is of Spanish-Moorish architecture, with tile roof, and matches the nearby Administration classroom building in both appearance and size.

Book stacks, of standard steel construction, are four floors high and will accommodate 85,000 volumes. An elevator enables library workers to service the four floors with minimum of effort. Stacks are open to students and faculty and study tables are provided in the stack area for a limited number of students.

Mrs. Dorothy Wright, assistant librarian, already has added color to the attractive foyer of the library with a display of scores of new books in a large, built-in display case.

Adjacent to the large reference room, which is to the right as one enters the foyer, is a "browsing room" complete with fireplace, over which is a majestic mirror. The "browsing room" will be furnished with lounge-type chairs and sofas, and the shelves will be stocked with the type of books which promote recreational reading, according to Librarian Allen.

The periodical and reserve book room is located to the left of the foyer. Current issues of more than 500 different magazines, as well as bound copies, line the shelves of this room.

The office of the librarian, assistant librarian, cataloging, and processing offices are located along the south side of the foyer and main hallway. Seminar and conference rooms as well as public rest rooms are on this floor.

Modern Touch

On the lower floor, which is at ground level in the rear and about a half floor below ground level in the front, are rooms for projection of motion pictures, listening rooms for use of phonograph records, office for librarian in charge of visual education, film dark room, seminar rooms, storage rooms, large exhibition rooms, with folding doors by which a series of smaller rooms can be quickly set up; large receiving and order room, and a staff room.

The area directly in front of the building is enclosed by a six-foot high adobe wall, which creates a large patio. It is planned that the ornamental horticulture department will landscape this area, and that outdoor furniture of rustic redwood will be provided.

The new library was named for the late Walter Friar Dexter, state superintendent of public instruction, who died Oct. 21, 1945, at the age of 59. Ceremonies honoring Dr. Dexter were a part of the cornerstone laying program on Oct. 15, 1947.

Work on the building was begun November, 1947. Plans were drawn for the library by William J. Bartges, state division of architecture. Morgan Lewis was the resident supervising architect. The Amoroso Construction company of San Francisco built the structure.





**BOOKKEEPERS . . .** Lucy Parent and Arthur Stobbe of the library staff are responsible for the well-being of the newly organized ordering and receiving room.

## Receiving Room Orders, Numbers New Books

By Fred Hillman

An important department of any library, large or small, is the ordering and receiving room. At Cal Poly this department is located in the basement of the new Walter Friar Dexter library and is presided over by Arthur Stobbe, assisted by Lucy Parent. Stobbe received his BLS at Syracuse university and has gained additional experience at several eastern libraries. Miss Parent attended Pepperdine college and has been with the Poly library for three years.

As its name implies, the department functions to order new books and number them at time of delivery. Requests for new books are generally made by instructors; students, however, may suggest new books providing the volumes could be of use to a sufficient number of other students.

Persons submitting a request for any new book should know the author's name, correct title, publisher and year of publication. This information may be obtained in the Cumulative Book Index, a publication which lists almost all books published. Because these listings are grouped under the years of publication, the ordering staff must sometimes wade through dozens of volumes before finding the requested book.

After the needed information for a new book is found, seven separate files are checked to assure

non-duplication. The order is then sent to the Vroman or the Technical Book company for purchase. Occasionally some other company will be called to supply the desired volume. Should the book be out of print, second-hand dealers' lists must be checked.

When the book is received, it is checked for defects and is given an accession number. The accession number shows the number of books admitted to the library. The book is then ready for processing by the

cataloguing department.

According to Stobbe, the budget for this fiscal year is \$20,000. This sum will pay for approximately 6,000 new books.

The Ad building, constructed in 1941-42, has 52,000 square feet of floor space.

THURSDAY, NOVEMBER 10, 1949

FRIDAY, OCTOBER 28,

## White Collar Chatter . . .

By Betty Hunter

The library staff welcomed a visit from Ainsley Whitman formerly of that staff. Mr. Whitman has accepted a position as librarian in charge of agriculture, home economics and related fields at the University of Georgia at Athens.

A luncheon was held at the Vetville home of Roberta Alden honoring the birthday of Ruth Sims of the general office. Those present were Shirley Farrar, Florence Tetzlaff, Roberta, Ruth and myself.

Jean Cosand is a new member of the library staff. She serves as periodical librarian.

Owen Servatius had only raves about his recent trip to Southern California. He and his family spent a day at Knott's Berry Farm and then drove to San Diego to visit the zoo.

Laura MacRae of the library staff spent last weekend at her home in San Jose.

It was interesting to note that a lot of White Collar gals attended the Cal Poly-San Francisco State game last Saturday evening. Gloria Silacci, Pat Kipp, Lucy Parent, Peggy Grossini, LaVerne Carpenter, Lee Llewellyn, Mary Holly, Eva Furtado, Eva Macebo, Elaine Machado, Florence "Porky" Tetzlaff, Marian Matejcek, Esther Davidson, Ruth Carley, Eleanor Carley, Marie Poire, Betty Overall, Jane Cox and Dorothy Barlow were some of those who watched Poly bring home the bacon in the exciting game.

FRIDAY, OCTOBER 21, 1949

## Library Periodical Gets Face-Lifting

Head Librarian Francis F. Allen is initiating a new feature in the monthly Booklist, published by the library as a service to the faculty and students.

Each issue will include a cover page with stories covering the library's activities, humorous incidents and items of historical interest about the school. Available on approximately the 15th of each month, a copy is sent to each faculty member and copies are placed in the reading rooms for student use.

The first cover contains some humorous incidents taken from a paper by the late Dr. LeRoy Anderson, first president of Cal Poly, written in 1913. A new method of presenting the book listings will soon be inaugurated and will be explained by Allen in one of his cover page stories.

Stencils for the list are cut at the library, and it is mimeographed in the basement of the Ad building.

## New Library Engaged In Yuletide Spirits

Evidence of the coming Yuletide made its first appearance in the lobby of the Walter Friar Dexter memorial library. A fully decorated Christmas tree was given space on a prominently placed table last Tuesday, and Robert Taylor, OH student, quickly added Christmas spirit to the reading rooms with seasonal floral decorations.

According to Mrs. Dorothy Wright, reference librarian, no one individual was responsible for the tree. The girls on the staff thought holiday trimmings would make the new library a more homey place, and so the tree and wreaths and other tokens evolved.

A few days before school is dismissed for the holidays, James S. Smith, English instructor, will arrange Christmas books and pictures in the display cases of the library lobby.

## President Lists Smoking Rules

President McPhee has approved the following regulations issued by the Instructional council, effective immediately, in regard to smoking on campus.

1. No smoking in classrooms or indoor laboratories between 8 a.m. and 5 p.m., or during evening classes. This does not apply where a room is used for a scheduled club or similar activity.

2. No smoking in outdoor laboratories where, in the opinion of the instructor, a fire hazard exists.

3. No smoking in library or gymnasium, except in offices and library conference room.

4. No smoking in cafeterias except on special occasions such as banquets.

## Library Featuring Displays On Brotherhood, Entomology

Displays featured in the library lobby this week include National Brotherhood week and an entomology exhibit.

National Brotherhood week and its corresponding display opened last Sunday and will continue until next Sunday. The entomology exhibit was prepared by the department of biological sciences, headed by Henry Gray.

EL MUSTANG

## Landscaping Underway For New Library Lawn

The campus will have a new look soon when work on the lawn and walks in front of the Walter Friar Dexter library building is completed. The landscaping and construction is being done by the California Department of Public Works, Division of Highways. The Roselip Construction company is supplying the loam.

There will be a lawn planted, walks built and a faculty parking area set up in the newly developed tract. The lawn will be enclosed by a curbing running along the outer edges. Plans were drawn by the California State Division.

## Faculty Members Move To Library

Several instructors have moved into offices on the ground floor of the recently completed Walter Friar Dexter Memorial library.

Room 105A is the new office of A. N. Cruickshanks, R. W. Dilts, M. E. Smith and J. A. McInerney. Room 105B is occupied by J. P. Bromley, J. S. St. Clair, R. E. Glikbarg and E. A. Rittenhouse. Morris Garter has his office in 106A, next door to Marcus Gold and Pat Kipp in 106B.

The animal husbandry department has moved its headquarters from its former location to the Agricultural Education building. Its offices are on the first floor.

These fortunate faculty members look forward to many pleasant hours in their new home.







