

THE HISTORICAL DEVELOPMENT OF THE UNIVERSITY ZULULAND LIBRARY

WITH PARTICULAR REFERENCE TO

BUILDINGS, STAFF, COLLECTION, AND COMPUTERIZATION

(1960 - 1987)

BY

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DECLARATION

I hereby declare that this is my own work, and that all references were acknowledged.


S.E. BIYELA

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TABLE OF CONTENTS

PAGE

CHAPTER 1

1.1	Introduction	1
2.1	Aim of the study	1
1.3	Research method	1
1.3.1	The historical method of research-general overview	1
1.3.1.1	Evidence and sources	2
1.3.1.2	Obtaining historical evidence	2
1.3.1.3	Sources of historical evidence	3
1.3.1.4	Advantages of the historical method	4
1.3.1.5	Disadvantages of the historical method	4
1.4	Scope of the study	5
1.5	Methodology	5
1.6	Organization of material	6

CHAPTER 2

LIBRARY BUILDINGS 7

2.1	Introduction	7
2.2	Library buildings from 1960-1987	7
2.2.1	Lecture-hall (1960-1967)	7
2.2.2	Old Library (1968-1986)	8

	<u>PAGE</u>
2.2.2.1 Official opening ✓	8
2.2.2.2 Library Plant ✓	9
2.2.2.3 Alterations done to the Library	10
2.2.3 Umlazi campus Library (1979-1987)	12
2.2.4 New Library (1987)	13 ✓
2.2.4.1 Proposal	13
2.2.4.2 Official Opening	14
2.2.4.3 Library Plant	15
2.2.4.4 Moving from the old to the new building	19
2.3 Conclusion	23

CHAPTER 3

<u>STAFF DEVELOPMENT</u>	24
3.1 Introduction	24
3.2 Professional staff development	24
3.2.1 University Librarians	<u>24</u>
3.2.2 Deputy University Librarians	27
3.2.3 Librarians and Assistant Librarians	<u>29</u>
3.3 Subject Librarians	32
3.4 Non-professional staff development	34
3.5 Professional and non-professional staff at Umlazi Library	36
3.6 Conclusion	38

CHAPTER 4

	<u>PAGE</u>
<u>LIBRARY COLLECTION</u>	39
4.1 Introduction	39
4.2 Development of the library stock form 1977-1987	39
4.3 Subject divisions within the collection	42
4.4 Special Collection	42
4.4.1 UZulu Collection	42
4.5 Development of the collection at Umlazi Library	44
4.6 Financing the Main and Umlazi Libraries collectors ✓	45
4.6.1 The holdings of the library	45
4.6.2 Financing since 1977	49
4.7 Conclusion	52

CHAPTER 5

<u>THE DEVELOPMENT OF COMPUTERIZATION</u>	53
5.1 Introduction	53
5.2 Overseas visit	54
5.3 List of IBM people contacted	54
5.3.1 Overseas	54
5.3.2 South Africa	55
5.4 Attending of demonstrations	55
5.4.1 Pietermaritzburg, 5-9, February, 1979	55

5.4.2	University, of Natal, Pietermaritzbur, 5 June, 1979	56
5.4.3	State Library, Pretoria, 28 August 1979	56
5.4.4	Further demonstrations	57
5.4.5	Final decision ater attending demonstrations	57
5.5	Computerization of the library procedures -	58
5.5.1	Cataloguing module	59
5.5.2	Circulation module	59
5.5.3	Acquisition module	60
5.5.4	SABINET (South African Bibliographic and Information Network)	61
5.5.5	Computerization fo Umlazi Library	62
5.6	Conclusion	62

CHAPTER 6

Recommendations and conclusion	63
Bibliography	65

CHAPTER 1

1.1 INTRODUCTION

This study is about the historical development of the University of Zululand Library, with particular reference to its buildings, staff collection and computerization, from 1960 to 1987.

Also included in this study is the branch library at Umlazi Campus.

1.2 AIM OF THE STUDY

The aim of the this study is to trace the history of the University of Zululand Library from its inception in 1960 to the most recent structure completed in 1987, since this has not been done before except the scattered information on the history of this library.

1.3 RESEARCH METHOD

1.3.1 THE HISTORICAL METHOD OF RESEARCH-GENERAL OVERVIEW

In view of the nature of the subject, a historical research method has been used. This entails a chronological reconstruction of a sequence of events, developments and situations that have occurred in the past.

In applying the historical method of research, I had to make use of historical evidence, that is, evidence surviving from the past, in order to accumulate all the credible information needed for the truthful and objective reconstruction of past events at which I was probably or more often not present.

It is therefore of the utmost importance to give a detailed description of the research method used in a study of this kind and to demonstrate that the historical method, although not inherent to library science, is applicable to, and has been mastered in research in this discipline. (Thomas: 1978,p.6).

1.3.1.1 EVIDENCE AND SOURCES

1.3.1.2 OBTAINING HISTORICAL EVIDENCE

Written records or documents are chiefly used by the historian. Reliable facts are those that occur in existing sources. Techniques for determining the truth and value of historical documents are known as textual criticism, which can be divided into external criticism and internal criticism.

External criticism is concerned with the genuineness of the document itself, whether it really is what it seems to be and

whether it reads true to the original.

Internal criticism is of major importance and more difficult in research in library history. "It is used to judge the information contained in the document's contents, whether the information contained in the document is factual. An externally valid document may not prove valid internally. A document may be undoubtedly authentic but the author may not have known all the facts of the matter he has written about.

1.3.1.3 SOURCES OF HISTORICAL EVIDENCE

One of the two important and specific approach emphasized by historians in textual criticism is primary sources. Primary sources are "documents which constitute the original statement of the matter in question". (Miller: 1983:p.9).

All sources used to obtain information in historical investigation are approached according to their value in a given study. Information in documents can be classified in the categories of consciously transmitted evidence such as diaries, annuals, memoirs, interviews etc., and unconsciously transmitted evidence such as business, commercial or financial data etc.

In most cases, unconsciously transmitted evidence is contained in records kept chiefly for reference or other non-historical purposes.

Secondary sources are one or more steps removed in time, place or authorship from the documents which emanated or first reported the event.

1.3.1.4 ADVANTAGES OF THE HISTORICAL METHOD

Historical research is of great value in Library Science. It enables man to predict his course because of its unique characteristics of which it repeats itself. Historical research studies "must seek out data that are already available" (Gay: 1981, p.11).

History is used to throw light on the present. A knowledge of the history of the library can yield insight into the circumstances involved in the evolution and approaches that have been found to be ineffective.

1.3.1.5 DISADVANTAGES OF THE HISTORICAL METHOD

A major problem with much historical research is an excess of secondary sources.

The historian operates under different hardships from those of researchers in other fields. While historians have no choice concerning what documents, records survive the passage of time,

they do have some limited control over what and what measures they will apply to them. They can measure only those things that witnesses remember or the records contain. "No assumption about the past can be made merely because no record can be found nor can it be assumed that a conspiracy of silence has distorted the historical event". (Ary: 1981, p.312).

1.4 SCOPE OF THE STUDY

With certain exceptions this work is limited to documents published in the Republic of South Africa since the topics deals with an institution which is situated in South Africa. These exceptions have been included to fill gaps where local literature on the topic concerned is not readily available as reference material.

1.5 METHODOLOGY

In the course of this study, there were various types of documents which had to be dealt with. These publications include literature with general subject coverage as well as literature meant primarily for internal use, for example, brochures.

The research for this study implied not only the written information, but it was found necessary to conduct numerous interviews in order to obtain information from the people engaged

in particular staff posts. Information obtained through such interviews is indicated as "Personal communication" in this study.

1.6 ORGANIZATION OF THE MATERIAL

Chapter two of this work deals with the library buildings from 1960 to 1987, their official openings and the moving procedure from the old to the new library.

Chapter three discusses the staff development since the inception of the library to the present.

A discussion on the development of the bookstock is in chapter four. Included also in this chapter is the financing of the total bookstock.

In chapter five, the computerization of the library is fully discussed.

In chapter six, recommendations and conclusion are given.

CHAPTER 2

LIBRARY BUILDINGS ✓

2.1 INTRODUCTION

"After World War II academic libraries were designed with function to the fore. Libraries designed and built since then reveal considerable flexibility in the design of their interiors and functional planning in the provision for expansion. Improved lighting, quiet floors, effective air-conditioning and sound absorption characterise these later buildings" (Rogers: 1971: p. 341).

2.2 LIBRARY BUILDINGS FROM 1960-1987

2.2.1 LECTURE-HALL (1960 - 1967)

The University College of Zululand was established in 1960. "This action was taken under and by virtue of the powers vested in the Honourable Minister in terms of the Extension of University Education Act, 1959 (Act. No. 45 of 1959)" (University College of Zululand Prospects: Jan. 1961, p.5).

Since the inception of the University, the library collection was housed in several localities. "Firstly it was housed in a lecture hall. From there it moved to the Administration Building (Now Public Relations Department). Because of the shortage of space at the Administration Building, it moved back to the lecture halls and occupied more lecture halls than before!" (MDLETSHE: Personal Communication, 1988).

"The library was opened at 14h00 and closed at 16h00. Users were served at the entrance (closed access)" (MDLETSHE: Personal Communication, 1988).

The library had a small collection of books. Important gifts were received from Dr. L. Steenkamp (1967), the C.N.A. and the British Council.

2.2.2 OLD LIBRARY(1968-1986)

2.2.2.1 OFFICIAL OPENING

The University College of Zululand library built at the cost of R400 000 was officially opened by the "Minister of Bantu Administration and Development and of Bantu Education, Mr M.C. Botha, on May 11, 1968, After the college's graduation ceremony". (EDUCAMUS, Vol. 14, No.s 1-10, August, 1968, p.8).

2.2.2.2 LIBRARY PLANT

The library was constructed in the form of a cross and, it consisted of four floors. It was built to accommodate 100 000 books and 3 400 students. The library was built with future needs in mind. The exterior design and overall motif fitted in exceptionally well with all other buildings on the university campus (Figure 2.1).

Some of the outstanding features of this library were the study recesses which provided optimum lighting facilities, both natural and artificial. The striking entrance hall and library exhibition area occupied 1 300 square feet.

The building had a lift floor for both students and staff and it was fully air-conditioned. There were five separate seminar rooms of varying sizes, a book bindery, a section for microfilms, records and tape recorders, staff offices, kitchen and toilets.

Because the University of Zululand was closed on the 18th June 1976 due to the 1976 unrest, the library was also closed.

In 1980 the library experienced one of its most successful years since it was the university's twenty first anniversary. Displays on the history of the university of Zululand were arranged in the Library, Exhibitions by Booksellers and Shell South Africa took place in the library.

2.2.2.3 ALTERATIONS DONE TO THE LIBRARY

In 1981, additional study space was provided in the library.

In 1982 the badly overcrowded stacks necessitated immediate transfer of some of the periodicals to the other locations on the University of Zululand campus. The periodical section and the Interlibrary loan section were moved to the annex during the July vacation. The annex building of 600 square metres was built adjacent the library.

During 1983 a few structural alterations were effected in the library in order to improve security for non-circulating materials. "The area housing the UZULU collection in the South Wing of the Third Floor was partitioned to separate published materials from archival materials as well as to restrict access to the collection, and a service counter was erected. In the annex a partition was also erected in order to direct movement of users. "In addition to some minor repairs on the floors, the interior of the library was also redecorated". (REPORT of the University Librarian, 1983, p.5).

As a result of increased book stock in the library in 1983, 576 linear shelves were erected on the East Wing of the third floor in order to create more room for materials as well as to relocate certain materials previously on the first and second floor.

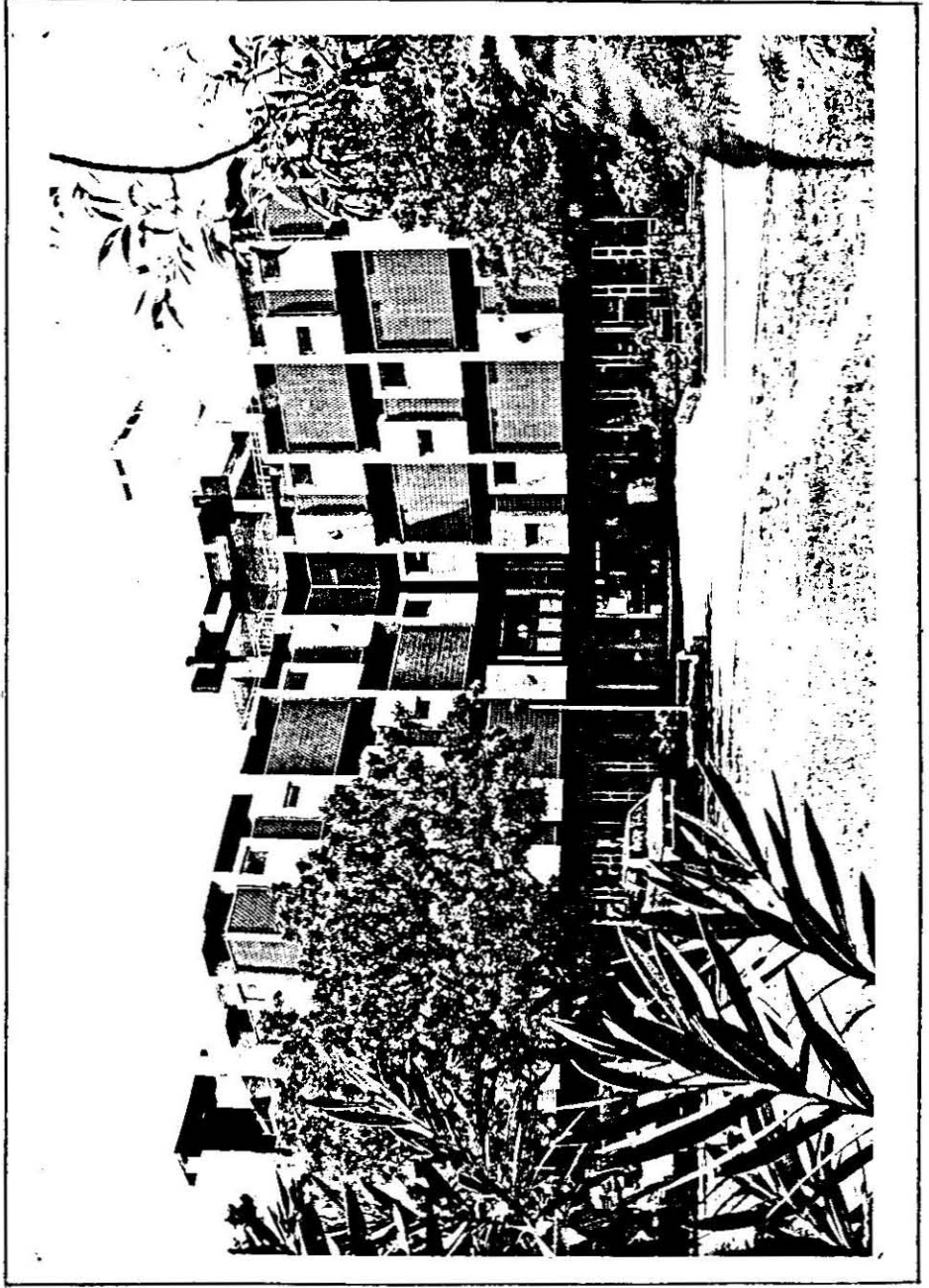


Figure 2.1 Old Library constructed in the form of a cross

The number of rows of shelf lengths on each shelf range were reduced from 6 to 5 in order to allow for the shelving of oversize books in the General stacks, and thus eliminating multiple sequences of folios.

At the beginning of 1984, the cyclones along the east coast had adverse effects on the library building. Towards the end of 1984, following requests from the University Librarian, scientific investigations were conducted to determine suitable air-conditioning to the poorly ventilated annex.

2.2.3 UMLAZI CAMPUS LIBRARY (1979 - 1987)

The Umlazi campus is the branch of the university of Zululand campus. So its library is the branch of the main campus library. The library was established in 1979.

During 1979 new furniture was ordered to replace the old one which was used at the beginning of the year. A separate prefabricated unit was also set up to be a library in order to accommodate more users.

In 1980 the library was moved into a bigger room where 60 students could be accommodated. This space was still totally insufficient and requests were made to the authorities for more study space for the students.

In 1982 serious space problems were encountered in this library.

In 1983 the library was moved from the temporary premises of the campus at the Umlazi Technical Institute to the new campus where it was housed in a room measuring 410 square metre on the higher level of the Division's building . "Staff and students started using the library in the new premises in the middle of July." (REPORT of the University Librarian, 1983, p.5)

2.2.4 NEW LIBRARY (1987)

2.2.4.1 PROPOSAL

"The requirements for a new and bigger library as set by the University Librarian, Mr Minnaar, during 1978, was accepted by the Library Committee and recommended to the Committee for Physical Planning for final approval and recommendations!" (UNIVERSITY OF ZULULAND COMMITTEE: 13 February, 1979, p.8).

The University Librarian gave his first thought to the location of the library and expansion possibilities, and also a functional building based on student figure of 7000. The University Librarian also established good rapport with architect and maintained a mutual understanding with the University administrators, " there must be stability in the planning team and

great mutual respect and understanding among its members as the design evolves". (ROGERS: 1971: p, 333). He was also receptive to the ideas of staff members.

The needs of the various areas within the library were discussed: the reading room, stack area, offices and work areas, study cubicles, conference room, storage room, duplicate room, staff lounge, and seminar rooms.

The contractors of the new library were: S.M. Goldstein (Pty) Ltd, while the Professional team included Osmond Lange Inc. (Architects), Ferreira and Pretorius (Engineers) and Coetzee and Etsebeth (Quantity Surveyors).

The year 1985 was highlighted on Tuesday the 5th March when the Rector turned the first sod on the site where the new library building was to be built (Figure 2.2). Work started on the site early in that year.

2.2.4.2 OFFICIAL OPENING

On the 26th June 1987 the Vice-Chancellor and Rector A.C. Nkabinde, officially opened the new library which was initially scheduled for completion in January 1988, but was completed six months ahead of time.

2.2.4.3 LIBRARY PLANT

The R12 million building is situated in the centre of the academic section of the campus, and the demolition of Block 'D', previously housing the Geology department, was necessary in order to accommodate this large building. The Geology department has been accommodated in the Physical science building.

The building with its modern facilities covers an area of 9 500m² and has the capacity to accommodate 400 000 volumes and over 6 000 students (Figure 2.3).

The library building consists of two basement floors, and five floors from the ground level upwards. It stands 25 metres above the ground and its bulk certainly ensures that it is the most impressive building on campus. The lower basement which has direct access to a loading bay accommodates the campus bookshop and stores. The upper basement level provides space for a compactus for the high density storage of up to 200 000 volumes. A number of general purpose seminar rooms are also situated on this floor.

"The ground and upper floor constitute the library proper where all facilities for book storage, study and reference purposes are provided" (UNIZULU, 1987, p5).

The ground floor which is the main entrance, has two sliding doors, that is, the entrance and exit and also a wind lobby. Also included in this floor is the noisy area for the circulation desk, interlibrary loan section, general information desk, reserve section and photocopy room. In another part of the ground floor there is an Anthropology museum.

The first floor constitutes all the administrative offices of the library, as well as general reading and special collection. Also included on this floor is the Conference room and tea room.

The second floor is for the Dewey classes that is the 100 - 199, 200 - 299, 300 - 399 subject divisions. The 100 - 199 division is for all philosophy and psychology books; 200 - 299 for theology books and the 300 - 399 is for all the social sciences. The journals, overbook periodicals, reference works, over specific subjects are all included in a special collection written in Zulu for Zulu speaking people, and the University archives which keep all the University calendars, graduation ceremony programmes, all the minutes of the council and Senate. The are all closed circuits.

In the third floor we find the 400 - 499 class which includes all language materials. The 500 - 599 class for all the sciences that is, physical science, maths, astronomy, physics, chemistry; earth sciences-geology etc; Biological sciences, botany and zoology.

The 600 class is for the applied science - the most important are medical sciences, engineering, agriculture, business - economics and accountancy. The 700 class is for arts - sculptures, paintings architecture and music. The last one, 800 class is for all literature i.e. English, American, French, Dutch, Zulu, Sotho, Afrikaans etc.

The fourth floor, which is the top one, has the 900 class - the last and the only class found in this floor. It includes three subjects i.e. Law, history and geography. Here we also find the audio-visual section which caters for all the non-book materials to be utilized in the library, "included here are the video tapes, audio-tapes, records, microfiches, microfilms, cassettes and also slides" (UNICOM: 1986, p.3)

The essential facilities of lighting and ventilation have been carefully planned to ensure optimum conditions. "In former days the most common shortcomings were dim lighting, dismal interiors, bad ventilation, and poorly designed furniture. Nowadays they are obtrusive lighting, garishly distracting interiors, noisy hardware, and crudely designed carrels" (ROGERS: 1971, p. 340).

There is a translucent dome roof over a light well, providing natural light to all upper floors and the ground floor (Figure 2.4). This light is supplemented by artificial lighting adequate for day and night - time use of the library.

For preservation of the library material and for the comfort of the users, the air-conditioning plant and equipment which costed R1,7 million was installed.

"It was designed to cope with the extreme temperature and humidity conditions prevailing in the area." (UNIZULU: 1987, p.5).

The plant is also equipped with an ice storage facility which will ensure long-term economy in electricity demand costs.

All vertical surfaces, walls and columns are finished attractively with hard wearing, durable finishes. All except ground and basement are covered with carpeting and the ceilings are acoustically treated.

There are adequate stair-cases to all floors, emergency exit and a controlled lift for goods staff, and for disabled persons.

"Although the utmost economy in design and finishes has been attained in order to comply with prescribed cost limits, every effort has been made to ensure that the most durable materials have been used and the complete structure, which dominates the academic sector of the campus, is certainly a credit to the university." (UNIZULU: 1987, .5).

The early completion of the building enabled the changeover from the old to the new library to be effected earlier than planned, so that the new library was fully available for use at the beginning of the second semester in 1987.

It was decided that the old library building be altered to provide on the ground floor, seven classrooms ranging from 36 to 60 seat capacity, ten tutorial or seminar rooms on the balance of the first floor and seventy offices for academic staff as well as two conference rooms on the two upper floors.

2.2.4.4 MOVING FROM THE OLD TO THE NEW BUILDING

"Preparations and patient coordination of the efforts of all concerned are the keys to successful relocation of the library" (SCHUTZE: 1965, p.66).

"The library was moved in six weeks by university labourers under the supervision of the library staff. The moving of the library took place during the 1987 July recess" (MINNAAR: Personnel Communications, 1988).

When the library material was transferred to the new building, each library staff member was responsible for a certain type of material.

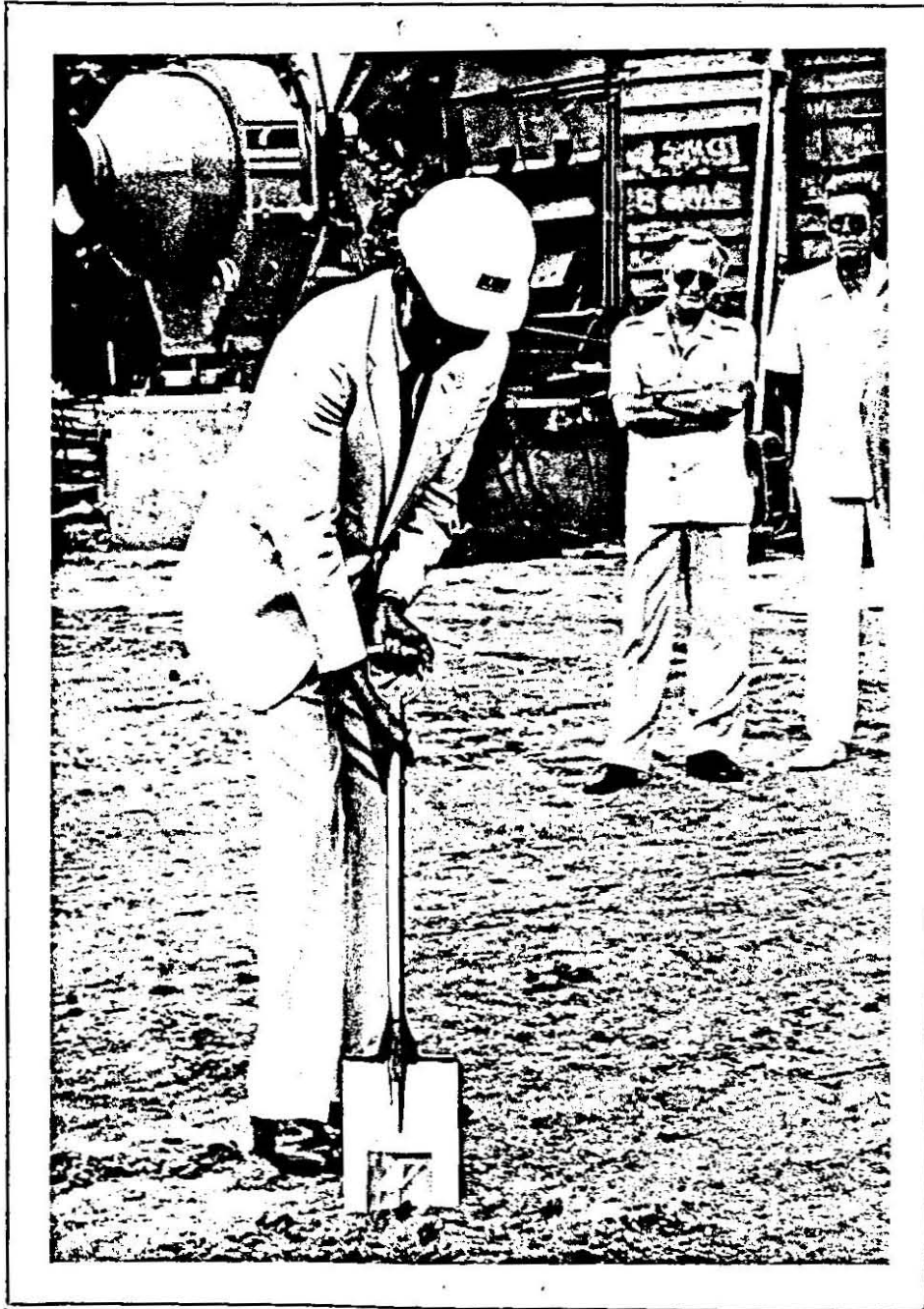


Figure 2.2 The Rector A.C. NKABINDE turned the first sod on the site of the new library building.

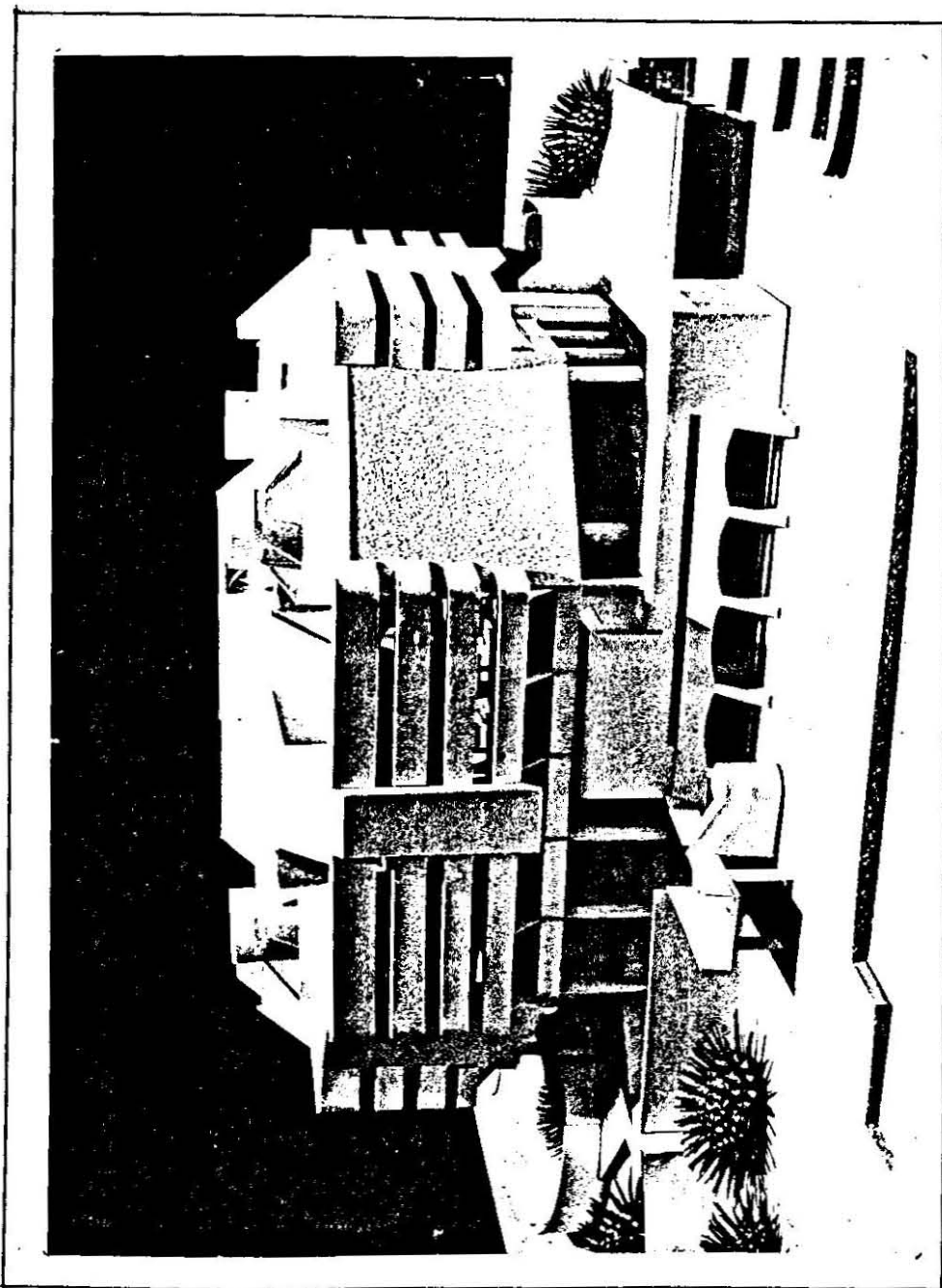


Figure 2.3 THE NEW LIBRARY BUILDING

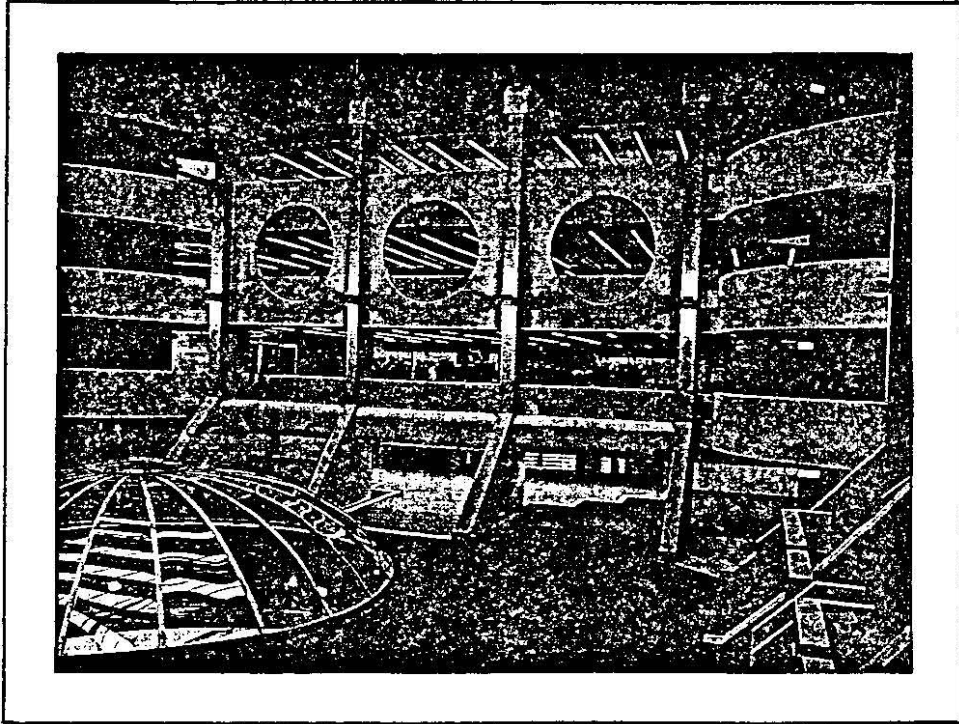


Figure 2.4 Translucent Dome which provides natural light to all upper floors and the ground floor.

2.3 CONCLUSION

The new building is a massive inspiration to all engaged in the pursuit of knowledge on the campus. It is inviting, and provides service to the users. It is kept open on Saturdays from 08h00 to 16h00 and from 07h30 to 22h00 during weekdays.

CHAPTER 3

STAFF DEVELOPMENT

3.1 INTRODUCTION

The University of Zululand library staff started off in 1960 with two posts and gradually increased to twenty-eight posts in 1987. The library is administered by the Library Committee and the University Librarian. "The Library Committee, which is a Joint Committee of council and Senate is responsible for approving the library budget, creation of posts, development and general policy of the library". (REPORT of the University Librarian: 1984,p.1).

3.2 PROFESSIONAL STAFF DEVELOPMENT

3.2.1 UNIVERSITY LIBRARIANS

The first University Librarian was Mr J.S.F. Ungerer who assumed duty in February 1960. "Mr Ungerer had a SALA (South African Library Association) Diploma. He was assisted by a typist, Mr T. Ncanana, Mr Ungerer had to spend a good deal of time on non-professional duties to make progress towards the provision of library service". (MDLETSHE: Personal Communication, 1988).

Mr Ungerer was succeeded by Mr J.M. White, B.A. (Hons) (S.A) in 1965. In 1968 Mr White obtained M.A. (Bibl) (S.A.). He then became the head of the Department of Library Science at the University of Zululand. He was the first Professor in Librarianship in this university, and he started the Department of Library Science. He has turned out many graduate and Diploma student. "He was a great supporter of ALASA (African Library Association of South Africa), and has always used part of Department funds to send his students to annual conferences of ALASA" (ALASA-Zululand branch newsletter, Vol.6, 1981, p.3).

Professor White was succeeded in 1969 by Mr D.J. Theron, B.A. (PU), U.D.B (PU) 011 (P.O.K). Mr Theron retired in 1976 and was succeeded by Mr P. Minnaar who is the present University Librarian (Figure 3.1).

Mr Minnaar joined the library staff as from January 1977. By then he held a B.Sc. (U.O.F.S.); B. Bibl. (UNISA); B.Bibl. (Hons) (RAU) and U.E.D (U.O.F.S), and was aspiring for a Masters degree in Librarianship.

"From 1964 to 1969 he was employed as a Librarian of the Univeristy of Durban-Westville. In 1969 he was appointed as a Senior Librarian at Rand Afrikaans Universiteit". (UNIZULU: 1986, p.16).



Figure 3.1 University Librarian
DR P. MINNAAR

Mr Minnaar obtained the M.Bibl. degree in 1978 from RAU. In 1986 he received the degree D. Litt et Phil in Library and Information Science from RAU, for his thesis entitled "Library Buildings of Institutions of Tertiary Education in the RSA, 1946-1983: a Historical Organizational Analysis". He is now Dr Minnaar, and is member of PSAILIS (Professional - South African Institute of Library and Information Science). The internal administration of the library is in his hands, and he is also a member of Senate.

3.2.2 DEPUTY UNIVERSITY LIBRARIANS

The first Deputy University Librarian was appointed in 1972, Mr J.J. Breet, B.A. (Bibl.) (Hons) (U.O.F.S). He held the post until 1973. He was succeeded by Mr D.C. Zondi.

Mr Zondi, B.A. (S.A), MLS (Pittsburg), SATD (St. Francis) joined the library staff as a Deputy University Librarian in 1977. He held this position for four years. In 1981 he left the University of Zululand to take up his new post as Principal of the Umlazi College for further Education. He is the President of ALASA - Zululand Branch.

Mr Zondi was succeeded by Mr A.W.Z. Kuzwayo, who is the present Deputy University Librarian (Figure 3.2).



Figure 3.2 Deputy University Librarian
MR KUZWAYO

Mr Khuzwayo joined the library staff in 1983. He obtained his B.A. at Rhodes University, Masters at the University of South Africa. He also holds Higher Diploma in Library Science and U.E.D. He is also a member of PSALIS and a supporter of ALASA.

3.2.3 LIBRARIANS AND ASSISTANT LIBRARIANS

The first Librarian, Mrs G.I. Christopulo was appointed in 1968. In 1969 she was succeeded by Mrs J.M. Gilfillan, B.A. (UP), N.I.D.E.R (Utrecht).

Mrs Gilfillan was succeeded in 1971 by Mrs E.M. Gericke, B.A. (UP), Mrs E. Haasbroek, B.A. (UP) and Mrs H. Swart, B.A. (UP).

In 1972 Mrs Gilfillan and Mrs Gericke resigned, and Mr B. Erasmus was appointed, B.A. (Bibl) U.O.F.S

In 1973, D.L. Loubser, B.A., H.D.L. (Stellenbosch), S.T.D was appointed, and Mrs Haasbroek and Mrs Swart resigned. In 1974, the Librarian, G.J. vand der Westhuizen, H. Dip. Lib., M.A. (Stellenbosch), S.T.D. was appointed.

In 1974 the first two Assistant Librarians were appointed. They were Miss A.E. van Heerden, B.A. (Lib) (Potchefstroom) and Miss C.A. de Jager, B.A. (Lib) (U.O.F.S.). In 1975 they were joined by Mrs H. Vos.

In 1975 and 1976 the Librarian post was vacant, and in 1976 all the Assistant Librarians resigned, and Mrs E. Moerdijk, B.A. (Pietermaritzburg), H. Dip (Natal) was appointed.

In 1977 Mrs T. Vorster was appointed as a Librarian, and in the same year Mrs Moerdijk resigned and three Assistant Librarians were appointed, that is, Mrs S.V. Msomi, B.Bibl (UZ); Mrs E.Q.M. Mokhuane and S.V. Ndaba, B.Bibl (UZ), S.T.D.

Mrs Mokhuane resigned in 1978, and in the very same year, Miss J.N. Masuku, B.Bibl (UZ) and Miss L.E. Nkabidnde, B.Bibl. (UZ) were appointed as Assistant Librarians.

Mrs M.M. Nhlanhla, B.Sc. (UZ). B.Bibl (Hons) (UZ), and Mrs L.E. Zondi, B.Bibl (UZ), B.A. (Hons) (UZ), joined Mrs Vorster as Librarians in 1981. It was during the year that Miss Masuku was promoted to a post of a Librarian at Umlazi Campus Library, and Miss Nkabinde resigned during this year.

In 1982 Mr Nhlanhla obtained her Higher Diploma in Library Science. It was during the year that Mr Miss P.F. Magwaza, B.A. (UZ), B.Bibl. (Hons) (S.A.) U.E.D, H.Dipl Lib.Sc., and Miss P.C. Mhlungu, B.Bibl (UZ) were appointed as Assistant Librarians.

Mrs Nhlanhla was promoted to a post of a Senior Librarian in 1983. During the year Miss S.V. Msomi, B.Bibl (Hons) (UZ) and S.V. Ndaba, B.Bibl (UZ) S.T.D. were promoted to Librarian posts. Miss R.S. Biyela B.Bibl (UZ); Mrs M.C.N.T. Guma, B.Bibl (Hons) (UZ) and Miss N.J. Mbongwe, B.A. (UZ), H.Dipl. Lib. Sc. joined the library staff as Assistant Librarians in 1984.

It was during 1984 that Mrs Nhlanhla, S.V. Ndaba, and Mrs Zondi resigned and their positions were filled in by Miss Magwaza and Miss Mhlungu.

Miss Magwaza resigned in 1985 and Mrs M.C.N.T Guma, B.Bibl (Hons) (UZ) was promoted to a post of a Librarian. Assistant Librarians were joined by Mrs N.R. Dlamini, B.Bibl. (UZ) and Mrs I.D. Ndaba, B.Bibl (UZ).

In 1986 Mr E.C. Mdletshe, B.A. (UZ) H.Dipl Lib Sc. was promoted to a post of a Librarian.

During 1987 Miss Biyela, B.Bibl (Hons) (UZ) and Miss N.J. Mbongwe, B.A. (UZ), B.Bibl (Hons) (UZ), H. Dipl. Lib.Sc. were promoted to Librarian posts. Miss M.N. Mhlongo, B.A. (UZ), H. Dipl. Lib. Sc. Mrs J.N. Phiri, B.Bibl (UZ), W.U.D. and Miss H.T. Satimburwa, B.A. (UZ), H. Dipl. Lib. Sc. were appointed as Assistant Librarians.

The number of professional staff has gradually increased from one post in 1960 to eleven posts in 1987 (Figure 3.2)

3.3 SUBJECT LIBRARIANS

Humphrey defines subject specialist librarians as "members of the library staff appointed to develop one or more aspects of a library's technical or reference services in a particular subject field" (CROSSLEY: 1974, p.237).

Holbrook was concerned that Humphrey's definitions lacked clarity and offered as an alternative, which he firmly related to the Polytechnic Library environment. "A subject specialist is a member of the library staff appointed to organize library services in a particular subject field" (CROSSLEY: 1974: p.238).

The employment of subject librarians originated in Germany, where they were known as 'fachreferente'. This concept spread to the rest of the continent and in the 1940's to the university libraries in the United States and the United Kingdom and later in South Africa.

The first subject specialists in South Africa were appointed in 1966 to the staff of the university of South Africa where they are referred to as subject reference librarians. The extensive subject specialist in UNISA, follows the Anglo-American pattern.

The system of subject librarians was introduced at the University of Zululand in 1987. There are ten subject librarians, and they are responsible for different subject areas. They sit as closely as possible on the floors appropriate to their subject responsibilities. Since it is difficult to have a subject librarian for each subject, the subject areas are divided by means of Dewey Decimal Classification. For instance there is a subject librarian responsible for 500 - 599, another one responsible for 600 - 799, 800 - 899 and 900 - 999. Another thing is not all subject divisions are clear, as in some cases, two faculties share one level.

The subject librarians functions include the selection of library materials, provision of reference and advisory services to the library clientele, classification and cataloguing.

"The development of the subject librarian system in the South African academic libraries is hampered by the lack of personnel with appropriate academic backgrounds, since the majority of libraries have undergraduate majors in a fairly limited range of humanities and social science discipline".
(LOR; 1981, p.79).

3.4 NON-PROFESSIONAL STAFF DEVELOPMENT

The non-professional staff started off in 1960 with one post. The first employee was a typist, Mr T. Ncanana. He was joined by Mr W.C. Mdletshe and later by Mr G. Nkwanyana.

In 1965 Mr Ncanana, Mr Mdletshe and Mr Mkwanyana were employed as Clerical Assistants in the Library. In 1968 Mr Nkwanyana was promoted to a post of Library Assistant.

The first Messenger was employed in 1968 he was Mr J.S. Buthelezi.

The number of non-professional staff has since 1960 to 1987 gradually increased to seventeen posts (Figure 3.3). Today there are Senior Library Assistants, Library Assistants, Stack Attendants, Typist and a messenger.

Also included under non-professional staff are student library assistants. They started helping library staff since 1979, and there were only six of them.

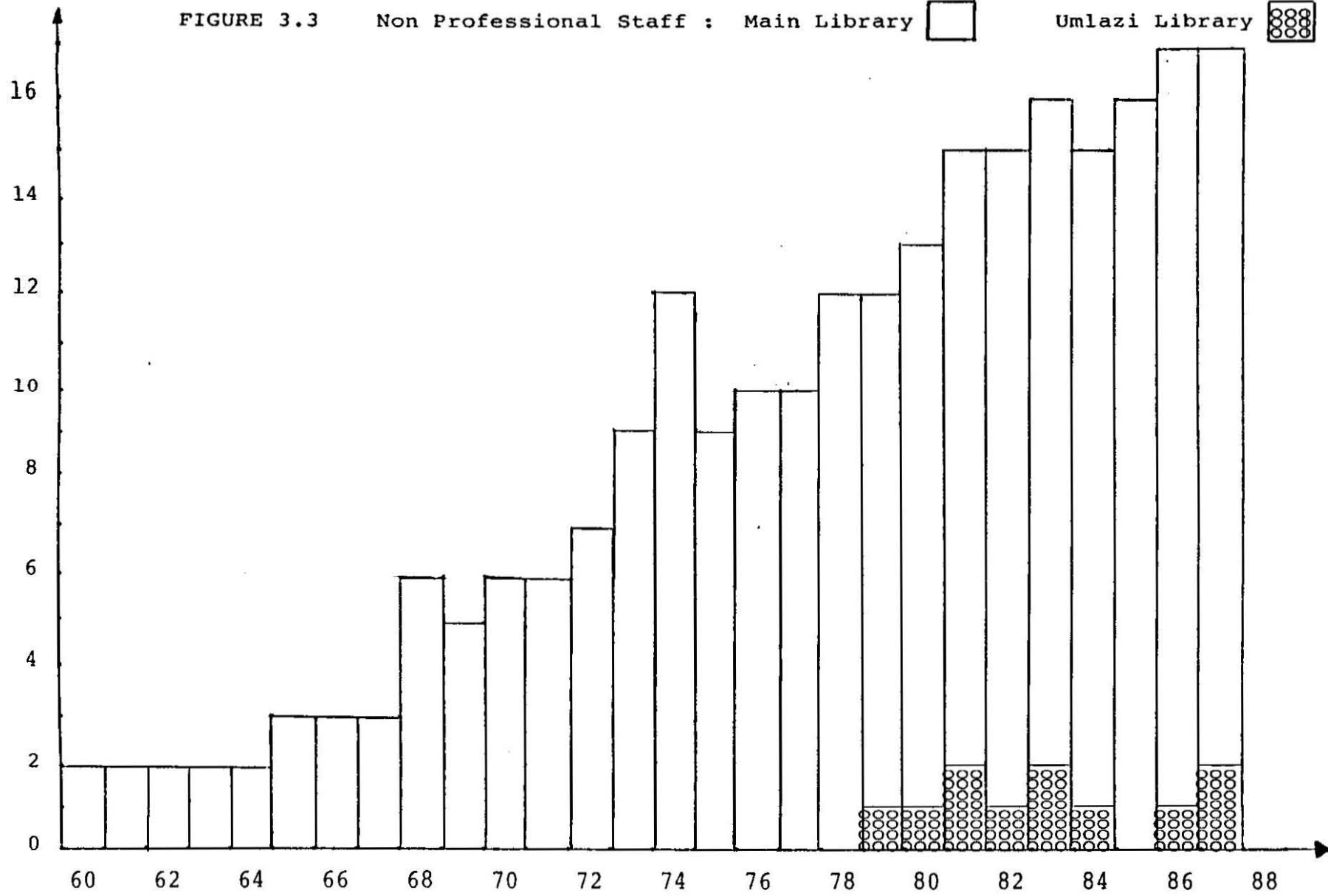
In 1983 16 students were utilized in the circulation desk during non-office hours, some were also employed during the vacation.

FIGURE 3.3

Non Professional Staff : Main Library



Umlazi Library



In 1984 the number increased to 24 students and in 1987 it had increased to 26 student assistant. In 1987 the number of professional and non-professional library staff members was 28 (Figure 34).

3.5 PROFESSIONAL AND NON-PROFESSIONAL STAFF AT UMLAZI LIBRARY

Since the Umlazi library was opened in 1979, the first Senior Library Assistant, Miss S.M. Dlamini B.A. (UZ), H.Dipl. Lib.Sc. was appointed.

In 1980 there was no change in staff position. But in 1981 Miss S.M. Dlamini was joined by the Librarian from the Main Campus Library, Miss J.N. Masuku, and Miss M.T. Dlamini, B.A. (UZ), L.Dipl. Lib. Sc., Miss M.T. Dlamini resigned during the same year.

In 1982 the staff position was as follows: Miss J.N. Masuku (Librarian), Miss S.M. Dlamini (Assistant Librarian). In 1983 these two were joined by Mr V.A. Dubazana, B.A. (UZ) H. Dipl. Lib. Sc. as Senior Library Assistant. In 1984 Miss S.M. Dlamini was promoted to a post of an Assistant Librarian.

In 1985 there were two appointments: Miss B.C. Buthelezi and Miss P.N. Mhlambi, B.A. (UZ). They were appointed as Senior Library Assistants. In the same year Mr Dubazana resigned.



Figure 3.4 LIBRARY STAFF MEMBERS (1987)

Seated : (Left to Right) : N. Mbongwe, M. Guma, A. Kuzwayo,
P. Minnaar, L. Trent, S. Barham

Standing : (Centre) : H. Satiburwa, S. Mthembu,
V. Doesebs, V. Ntombela,
U. Langeni, R. van Wyk

Standing : (Back) : J. Phiri, E. Masondo, G. Gumedé,
C. Nsele, A. Mthembu, E. Mdletshe
and R. Jali

Excluded in the Picture are : R. Biyela, P. Mhlungu,
N. Dlamini, N. Mhlongo,
S. Mazibuko, J. Msomi,
M. Mthethwa, S. Shandu and
T. Gumedé

In 1986 Miss Buthelezi resigned and Miss E.N. Bandezi, B.A.(UZ) was appointed as a Senior Library Assistant.

In 1987, Miss Bandezi resigned and Miss M.B. Majola, B.A. (UNIN) was appointed as a Senior Library Assistant, and Miss N.M.A Kuluse was appointed as a stack attendant. "During the year, Miss S.M. Dlamini who has been working in the Umlazi library since its inception left to further her studies in Librarianship at the Library School of the University of Wales in Aberystwyth". (REPORT of the University Librarian: 1987, p.3.

The Umlazi library staff has increased from one post in 1979 to four posts in 1987.

3.5 CONCLUSION

"On the average, about one-third of personnel employed in University libraries is fully qualified professionally, the remaining positions being occupied by sub-professional, clerical, technical and unskilled personnel" (KESTING: 1980, p.79).

Library staff are members of Library Associations and regularly attend conferences, symposia, seminars, courses and meetings for professional enrichment and upgrading. This encourages further study among staff members.

CHAPTER 4

LIBRARY COLLECTION

4.1 INTRODUCTION

Since 1960 the library collection has gradually increased from + 6000 to 150 629 in 1986. Since its inception the library has been receiving donations from various institutions and individuals.

4.2 DEVELOPMENT OF TH LIBRARY STOCK FROM 1977 to 1987 (FIG 4.1)

The total bookstock that was destroyed during the 1976 riots was 365. At the end of 1977 the total collection was 79 914.

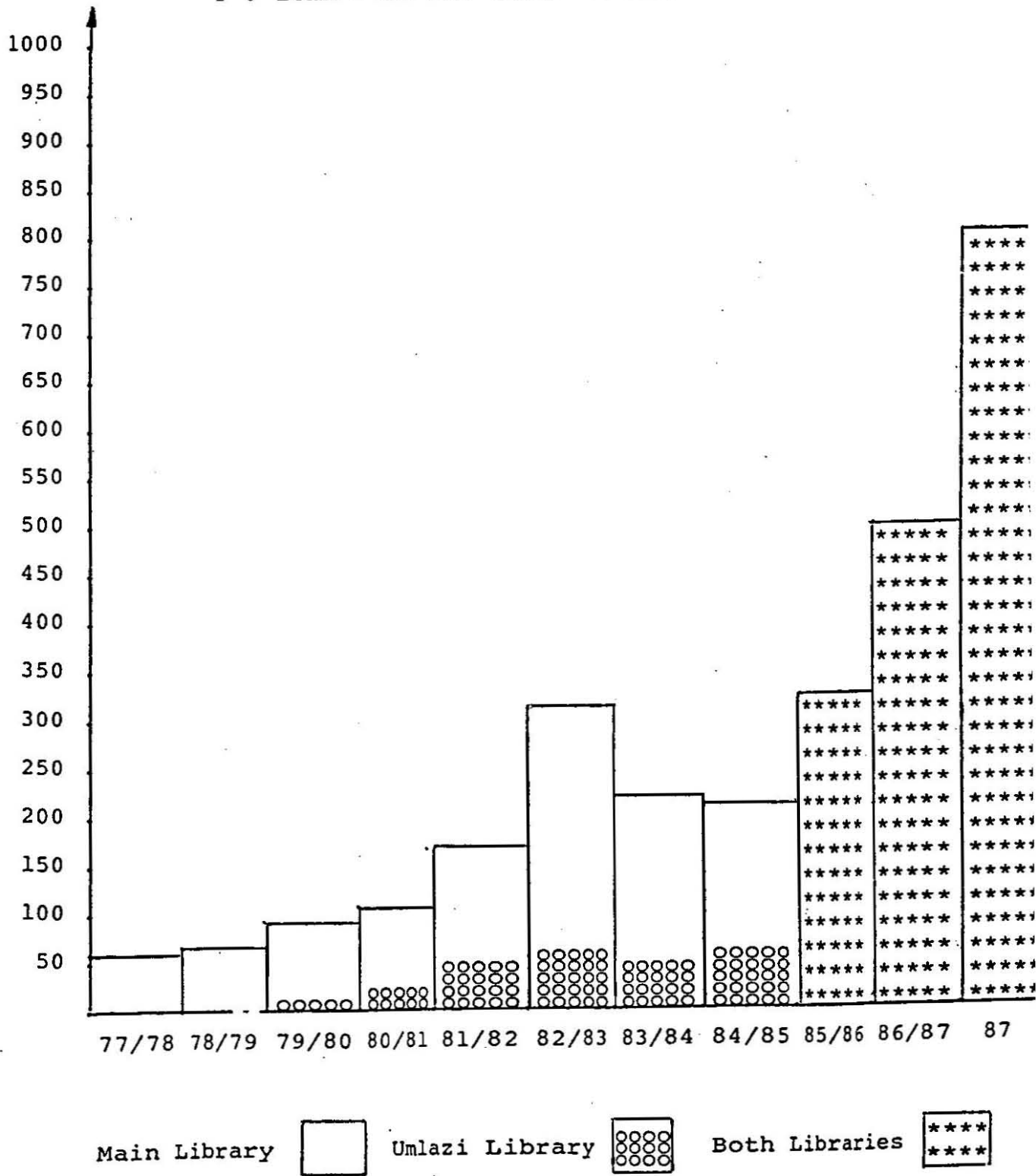
The total of 3 524 volumes were accessioned during 1978 in comparison with 3 569 during 1977. So the total bookstock at the end of 1978 was 83 409.

In 1979 an increased bookstock necessitated additional shelving. The stock increased by 5,3%. At the of the year the total collection was 87 839.

In 1980 5 489 volumes were accesssioned in comparison with 4 437 during 1979. This represents an increase of 24%. The total collection increased to 93 080 which represents a growth of 6%.

FIGURE 4.2 BUDGET ALLOCATION IN RANDB

X : 15mm = 1 year
 Y : 10mm = R50 000. (1mm = 5 000)



During 1981, the total bookstock increased by 4,79%, that is from 93 808 in 1980 to 97 709 in 1981.

In 1982 the number of volumes accessioned were nearly double the number of volumes accessioned during 1981. During 1982 the total collector increased by 8,9%, it became 106, 478.

In 1983 fewer volumes were accessioned as compared to 1982. The total bookstock was 114 141.

71 000 volumes were accessioned during 1984, the total book collection increased by 7,4%.

During 1985 3 648 new volumes were accessioned. The total bookstock increased by 3,0%, that is, from 121 216 in 1984 to 124 889.

In 1986 a total of 4 498 new volumes were accessioned, the total collection became 142, 586, representing a growth of 2,8%.

The total bookstock increased from 142 586 in 1986 to 150 629 in 1987 which represents a growth of 5,6%.

4.3 SUBJECT DIVISIONS WITHIN THE COLLECTION

The library collection consists of general reference books, fiction and non-fiction books.

The references collection includes: dictionaries, almanacs, encyclopedias, atlases, year books, maps, directories, biographical dictionaries, catalogs.

Fiction books include: English, Afrikaans and African Literature.

Non-fiction books include the following subjects: Communication Science, Library and Information Science, Journalism, Philosophy, Psychology, Religion, Political Science, Economics, Law, Social Sciences, Education, Commerce, Linguistics, Mathematics, Physics, Chemistry, Earth Sciences, Life Sciences, Botany, Zoology, Home Economics, Management, Music, Geography and History.

In 1987, Engineering and Agriculture were also added into the collection.

4.4 SPECIAL COLLECTION

4.4.1 UZULU COLLECTION

This special collection was introduced in this library in 1978. It was developed and organized by the Deputy University Librarian, Mr D.C. Zondi.

"This collection consists of those books written in Zulu, books by and about the Zulus" (REPORT of the University Librarian: 1978, p.8). This collection is also supplemented with newspaper clippings covering all aspects of the Zulu people.

The expansion of the UZULU collection was intensified during 1979. This special collection was housed in a special room on the third floor of the old library. Today it is housed on the first floor of the new library.

In 1981 Mrs L.E. Zondi was appointed as a librarian to be in charge of this special collection. Apart from the normal functions which were performed in this section, a start was made with the binding of the Minutes of Council, dating back to the sixties.

Included also in this collection is a "valuable set of speeches by the Honourable Chief Minister of KwaZulu, Dr M.G. Buthelezi, which was received from the Libray of the University of South Africa", (REPORT of the University Librarian: 1981, p.10) KwaZulu Government Gazette, Annual reports, University Calendars, photographs ranging from the earliest history of the university to

the most recent and reports of various departments, committees and associations, and graduation ceremony programs.

The UZULU collection is mainly used for reference, study and research purposes.

At present, the Librarian in charge of the UZULU collection is Mrs N.R. Dlamini.

4.5 DEVELOPMENT OF THE COLLECTION AT UMLAZI LIBRARY

The library started off in 1979 with a collection of 480 volumes. In 1980 the number of volumes accessioned was considerably higher than that of 1979. 1 279 new volumes were added, the total bookstock became 1 759.

During 1981 1 672 new volumes were accessioned. The total bookstock increased to 3 431 volumes.

During 1982 2 835 new volumes were accessioned, so the total bookstock increased to 6 266 volumes.

In 1983 3 346 new volumes were accessioned. At the end of the year the total bookstock was 9 597.

During 1984 2 166 new volumes were accessioned and this made a total of 11 746 at the end of the year.

The total bookstock in 1985 was 13 324, and this represents a growth of 13,4%.

The main library is a decentralized but coordinated institution. This means that the University Librarian of the Main Library has administrative authority of this branch library, and he reports to the Library Committee. The Main Library has a Joint Catalogue of the Umlazi library holdings.

4.6 FINANCING THE MAIN AND UMLAZI LIBRARIES COLLECTIONS

It is important for university library to have a sound financial basis so that it could function effectively. As enrollment at the University Of Zululand increased, so did financial support for the library (Figure 4.2). The distribution of financial resources to the Umlazi library is regulated by the main library.

4.6.1 THE HOLDINGS OF THE LIBRARY

IN 1984 the Rector expressed his concern regarding the holdings of the University Library and gave instructions that the matter be brought to the attention of the Library Committee. To improve the quantity and quality of the holdings of the University Library within the available means, the following memorandum was drawn:

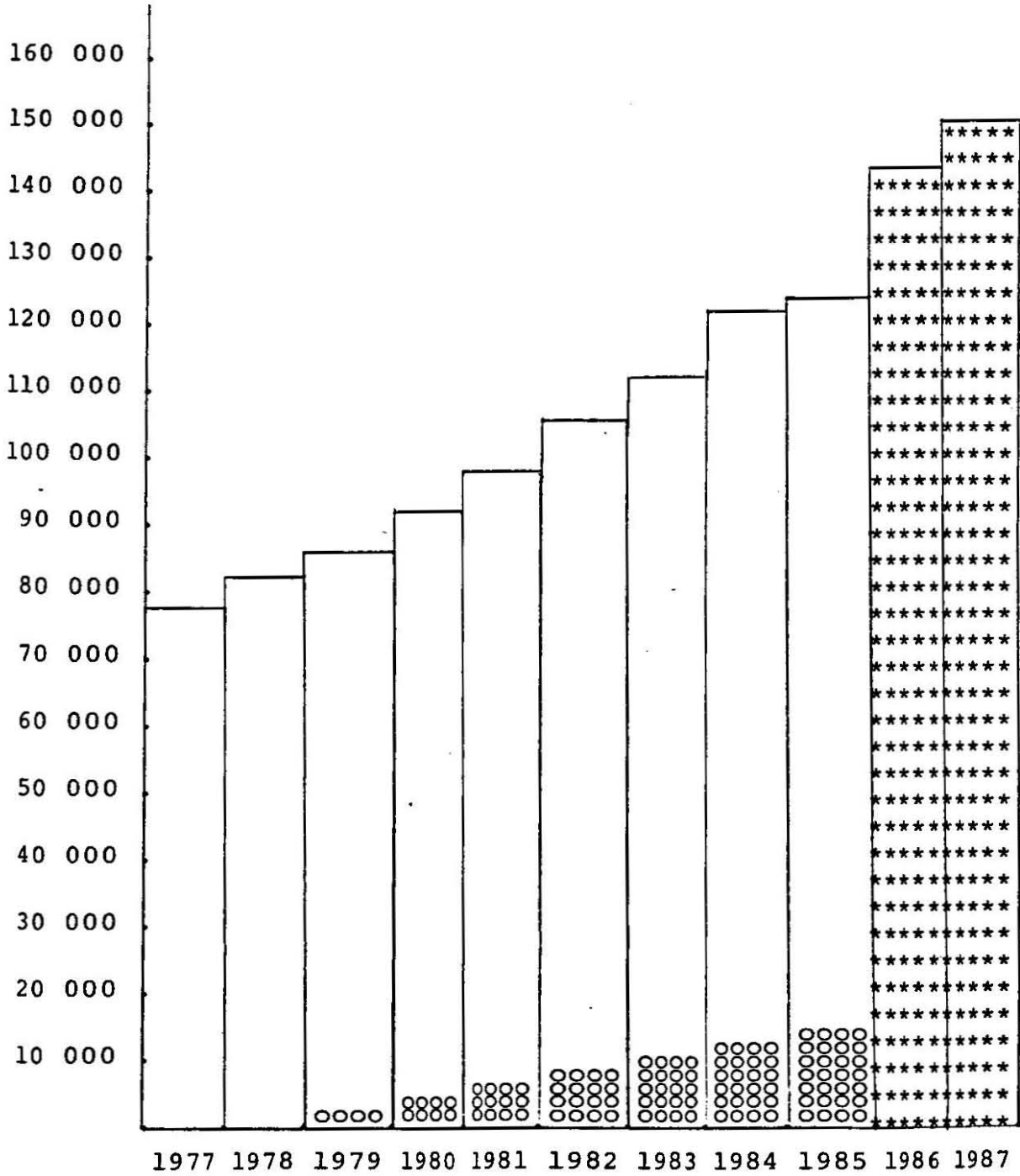
FIGURE 4.1 Development of Bookstock from 1977 to 1987 at :

Main Library

Umlazi Library



Both Libraries ****



1. "Recurrent and non-current funds budgetted by, or accruing to the university for the purchase of books and other sources of information should be committed exclusively by the University Librarian in order to avoid unnecessary and uneconomic duplication of effort and materials as well as to ensure a uniform acquisitions policy.

2. Capital funds should be allocated by the University for the purchase of library materials for new teaching departments or teaching departments introducing new programmes in order to acquire relevant materials retrospectively and to reduce the time lag in building adequate stocks in the subject fields of the new departments and new programmes.

3. Recurrent funds should be allocated by the University Librarian to teaching departments according to the requirements of the departments on annual basis, due consideration being given to the number of teaching staff, graduate and undergraduate student in departments and availability of materials in the market in order to acquire current texts in the subject fields of the departments as well as to bridge existing gaps.

4. Members of staff in the teaching departments allocated recurrent and non-current funds for the purchase of materials should make book order suggestions in order to encourage staff participation in the building of stocks, but the University Librarian should reserve the right to commit such allocated funds in order to apply book selection principles of an academic library.

5. Purchase of books and other sources of information in multiple copies, including prescribed texts, should be determined by the existing and expected number of users of these materials and the availability in the library of texts with equal coverage in order to increase the number of titles in related fields.

6. Preference should be given to hard cover, if available, in order to avoid early breakage of heavily used texts and the costs of rebinding or discarding of broken texts.

7. Dated and little used materials should be removed from the active shelves and placed in areas of restricted accessibility in order to reduce unnecessary overcrowding of shelves and display of out of date facts to undergraduate.

8. Books and other sources of information forming departmental collections or libraries not housed within the University library should be accessioned and catalogued as part of the University Library and loaned to those Departmental collections or libraries and that the University Librarian should reserve the right to recall those materials and to lend them to other users in order to ensure that library users have equal access to all sources of information in the university.

9. Current texts in the University library's special collections of restricted accessibility, such as the UZULU collection, should be acquired in duplicate, the second copy being kept for circulation on open shelves.

10. Standard texts, classics recreational and other non-technical materials in fields not covered in the teaching and research programmes should be acquired for the purpose of balancing stock and to approximate universality of collection" (UNIVERSITY OF ZULULAND LIBRARY COMMITTEE: 1984, p.1-2).

4.6.2 FINANCING FROM 1977

In the financial year 1977/78 a budget of R55,000 was allocated to the Main Libray. In the financial year 1978/79 the amount increased to R60,000.

For 1979/80 the library received the highest budget for bookstock which resulted in an increased bookstock. An amount of R95,000 was allocated, and Umlazi received R8 000.

An amount of R110,000 was allocated to the library for the financial year 1980/81, which represents an increase of 22,7%. For the first time it was possible to allocate a realistic amount to each academic department for the purchase of new publications and at the same time being able to meet the demands for the subject journals which were subscribed to. It was also the first time that the academic departments were given a chance to state their requirements for new publications and these demands were met in most of the cases.

A memorandum of the backlog in money allocated to the library since 1966 was drawn up by the University Librarian at the request of the Registrar (Financial Administration). The backlog had accumulated to a total of R506,036 over a period of fifteen years. The University Librarian was informed towards the end of the year that a percentage of this backlog would be made available to the library during the 1981/82 financial year.

At the Umlazi library an amount of R15,000 was allocated for the purchase of new publications, for the financial year 1980/81.

At the Main Library, for the financial year 1981/82, an amount of R169,000 was allocated while at Umlazi an amount of R46,000 was allocated.

The year 1982 was a very good year for the library since the amount allocated to it was the highest in its history. The total amount allocated during this financial year was R309,000. At Umlazi, a total amount of R62,000 was allocated.

For the financial year 1983/84 the library budget was R220,000. At Umlazi library, the budget was R50,400.

The main feature of the 1984 financial year was that it covered a period of 9 months instead of the usual 12 months. The amount allocated to the main library during the year was R217,000, Umlazi library again received R52,000.

For 1985 an amount of R333,000 for both libraries was allocated. For the financial year 1986, an amount of R500,000 was allocated for both libraries. Again in 1987 an amount of R809,000 was allocated for both libraries.

4.7 CONCLUSION

In order to increase the library stock by 100 000 volumes over the period of 1988 to 1991, the Council of the University of Zululand accepted a proposal from the Joint Committee of Council and Senate.

CHAPTER 5

DEVELOPMENT AND COMPUTERIZATION

5.1 INTRODUCTION

Computerization must be planned and introduced as an integral part of a large-scale and long-term plan. In the past libraries had considered automation only when manual processing or circulation of large quantities of materials had made it difficult to operate efficiently, but now, this is not the case, because computerization almost always speeds the rate at which work is performed and reduces the unit cost of that work. "By stating that it reduces the costs, it is often meant that rising costs are controlled, rather than that the actual costs are reduced" (Univeristy Library Committee: 1980,p.1)

As at most other university libraries, automation was also investigated at the University of Zululand. An ad hoc committee was appointed and several meetings of other bodies were attended by members of this committee. After his visit overseas during 1978, the head of the computer centre recommended in his report "that computerization of the different procedures in the library be started with as soon as possible (REPORT of the University Librarian:1978,p.8).

5.2 OVERSEAS VISIT

By using a donation received from messrs IBM and the Rector and Free Council funds in 1979, it was possible to finance the travelling and accomodation costs of messrs A.L. Oosthuizen (Registrar Financial Administration), T.F. Dreyer (Internal Auditor) and G. Erskine (Head of the Computer Centre) for an overseas visit to evaluate implemented automated library systems and to determine the need for the University of Zululand to computerize some or all of the functions of library administration. Due to illness Mr Oosthuizen could not complete the trip and had to return to South Africa after a week.

During visits it became apparent that DOBIS (Dartmund Bibliothek System) and LIBIS (Leuvens Integral Bibliothek - en Informatie - system) were the most popular packages available at that time. Both these packages are designed to run on large IBM system.

5.3 LIST OF IBM PEOPLE CONTACTED

5.3.1 OVERSEAS

"- Mr Tony Whitehouse, Chiswick, London, Great Britain.

- Mr Franck Goddard, Croydon, Surrey, Great Britain.

- Mr Peter de Laat, Brussels, Belgium
- Mr T. Scott, Ottaway, Canada
- Mr H. Foroun, Riyadh, Saudi Arabia

5.3.2 SOUTH AFRICA

- Dr E.D. Gerryts, Director of Library Services, University of Pretoria.
- Mr H. de Bruin, Deputy Director of Library Services, university of Pretoria.
- Mr M.C. Willemse, D.P. University of Pretoria" (UNIVERSITY OF ZULULAND LIBRARY COMMITTEE: 13 Feb. 1979, p.4)

5.4 ATTENDING OF DEMONSTRATIONS

IN 1979 the members of the library staff and the computer centre attended demonstrations of the DOBIS and the UNICOM Urica Library Systems.

5.4.1 PIETERMARITZBURG, 5-9 FEBRUARY, 1979

The course at Pietermaritzburg was attended by the library staff. It was attended by Miss J.N. Masuku, Miss S.V. Msomi, Mr S.V. Ndaba and Mrs T. Vorster.

This training course was on computerized cataloguing. A new set of rules concerning cataloguing of books, serials, etc. was introduced at international level. To make descriptive cataloguing machine-readable, certain changes and adaptations were made.

The new system at the course was sketched and explained by Mrs J.E. Botha from the State Library, Pretoria. As a result the University of Zululand Library then switched over to the new cataloguing procedure.

5.4.2 UNIVERSITY OF NATAL PIETERMARITZBURG, 5 JUNE, 1979

The following members of university staff attended this demonstration: Professor A.C. Nkabinde, Professor, J.M. White, Professor Spoelstra, Mr G. Erskine, Mrs T. Vorster, Mr D.C. Zondi and Mr P. Minnaar. This demonstration was on UNICOM REALITY SYSTEM.

5.4.3 STATE ,LIBRARY ,PRETORIA ,28 AUGUST ,1979

The demonstration on a DOBIS LIBIS system was arranged by IBM, South Africa. It was attended by Professor, J.L.W. de Clercq, Professor J.M. White, Mrs Vorster, Mr G. Erskine and Mr P. Minnaar.

As soon as the University's new IBM 4 331 computer was installed, the university requested IBM to make their information retrieval module package available to them for a trial run.

5.4.4 Further demonstrations

Further demonstrations for DOBIS and UNICOM automated library systems were arranged for the delegates at the Annual Conference of the South African Institute for Librarianship and Information Science in Cape Town. Several discussions were held with the representatives of DOBIS and UNICOM and a report on the possibility of computerizing the library procedures was presented to the library committee. A final proposal was presented to the Library Committee in June 1981.

5.4.5 FINAL DECISION AFTER ATTENDING DEMONSTRATIONS

After years of intensive study, investigations, attending of demonstrations of different automated systems, visits to libraries which have computerized their procedures and several reports, a Joint Committee and the Control Committee for the Computer Centre proposed to Council that the URICA system of the UNICOM (Pty) Ltd. be acquired for the library.

The university signed a contract with UNICOM for the installation of a REALITY computer for the URICA library system on the 15th of August. 1981. "The university's contract is the second in South Africa for the UNICOM URICA system" (SAILIS: Vol. No. 9 Sept. 1981, p.3).

The system provides for the computerization of ordering, cataloguing, bibliographic search, circulation and periodicals of the volumes in the library.

5.4.5.1 Training of staff

The representatives of UNICOM confirmed in 1981 that on-site training of staff be provided for the implementation of the system at a cost of R450 for 6 days.

5.5 COMPUTERIZATION OF LIBRARY PROCEDURES

"The majority of South Africa's major libraries have been computerized to a varying extent. Computerized procedures for library functions, such as cataloguing, acquisitions and circulation, have been reasonably well developed in South African libraries". (FOKKER: 1988, p.161).

At the University of Zululand "it was generally felt that the starting point for library automation should be cataloguing and bibliographic search. followed by acquisitions and lastly circulation" (UNIVERSITY OF ZULUALND LIBRARY COMMITTEE: 13 Feb. 1979, p.4).

5.5.1 CATALOGUING MODULE

The cataloguing module was the first to be installed. Cataloguing came into operation in November 1981. Members of staff immediately started with the capturing of data and in less than two months 4 613 bibliographical records were entered into the system.

At the same time a start was being made for the implementation of the circulation module.

5.5.2 CIRCULATION MODULE

The circulation module was implemented in 1982. This system makes use of 'bar-codes' pasted in library material, and a user identity card with a 'bar-code' on it. These 'bar-codes' are read by light pens which then register the identity numbers of users and books in the system.

In 1985 there occurred a change on the circulation module program. This change involved the conversion of student's identification from old to new numbers.

5.5.3 ACQUISITIONS MODULE

The acquisitions module was implemented in 1984. This called for upgrading the memory capacity of the computer by installing a second disc. The rationale for the purchase of the acquisitions module was that the library should gradually move towards a stage where the library's computer was put into full use.

The acquisitions module has a number of implications. "Not only is the library to do away with creating hard copies of book orders manually, with attendant house-keeping chores and storage, but also that the computerized order record will constitute the accessions register and will become the preliminary catalogue record". (REPORT of the University Librarian: 1978, p.8). The module also has the capability of monitoring recurrent expenditure to minute detail and the collation of the data required for SAPSE report for all the library units.

In July 1986 a meeting of the Natal Unica User's Group, that is, University of Natal (Pietermaritzburg), University of Durban-Westville and University of Zululand, was held in

Pietermaritzburg. The aim was to discuss acquisitions module problems experienced by users and to decide on uniform requirements for computerized maintenance of SAPSE statistics. A draft was made and submitted to URICA for advice and implementation under the supervision of the Natal University Librarian, Miss C. Vietzen.

5.5.4 SABINET (SOUTH AFRICAN BIBLIOGRAPHIC AND INFORMATION NETWORK)

SABINET was officially instituted at the foundation meeting on 28 February 1983. It is a computerized bibliographical and information network for South Africa.

"SABINET supports resource sharing, computerization, and rationalisation of library and information activities by providing for the national and international exchange of machine-readable bibliographic data" (MUSIKER: 1986, p.198).

During 1984 information was received that a node in Durban was available to the University of Zululand library to link up with SABINET. However, the laying of the line between Durban and the University was via the Post Office.

The library was finally linked with SABINET in July 1986. A SABINET training course took place in the library on 7-8 July, 1986. It was attended by Mrs M.C.N.T Guma and Miss P.C. Mhlungu.

As a member of SABINET, the library has an obligation to submit its catalogue in MARC-format to the SABINET database. A Recorn tape for submitting these records was tested for conformity with SABINET by URICA, and a program to this effect was added to the software.

5.5.5 COMPUTERIZATION OF UMLAZI LIBRARY

When the computerization of the main library came into full operations in 1982, the Umlazi Campus Library also became on-line since the beginning of that year. The first book catalogues were printed and the first overdue notices were produced by the new system.

Computerization of library procedures at Umlazi library are exactly the same as the ones at the main campus library.

5.6 CONCLUSION

The overseas visit and the attending of demonstrations of different automated systems were very educational and a fuller understanding of automated library systems was achieved.

Finally all the library procedures were computerized to a fuller extent.

CHAPTER 6

RECOMMENDATIONS AND CONCLUSION

This study proved not to be only very interesting, but it also uncovered problems in the execution of everyday tasks as well as the success with which certain tasks can be and are being performed.

It was found from this study that the University of Zululand library staff have contributed greatly to the development of the library and its collections.

The problem encountered during the course of this study was the acquiring of original documents which are admittedly harder to acquire, yet they are generally more accurate and to be preferred, it is therefore, recommended that records of the past events should be carefully kept.

From this study it was also found that users are not fully informed of their library priviledges, for example, it was found that the disabled persons are not aware of the fact that they can use the library lift.

The UZULU collection is poorly manned. In some cases, users leave this collection without having had satisfactory assistance, especially if the librarian in charge is absent from work. It is therefore recommended that this collection should have at least two standard persons, in case one is sick or on leave, for reference and guidance, and that this collection should not be closed at lunch time.

With the introduction of the system of subject librarians, the library staff have become known to student and queries are readily referred to them.

The task of the library of the University of Zululand conforms to an established tradition, that is, to promote research, teaching and related academic activities.

59

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