

Law Library Records
LLA0001
Inventory

Compiled by
Travis H. Williams

Paul M. Hebert Law Center Collection
Paul M. Hebert Law Center Library
Baton Rouge, Louisiana State University

2012

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Proper acknowledgement of Law Center Library materials must be made in any resulting writing or publications. The correct form of citation for this manuscript group is given on the summary page. Copies of scholarly publications based on research in the Law Center Library are welcomed.

SUMMARY

Collection Overview	Records of the Paul M. Hebert Law Center Library at Louisiana State University. This collection includes a modest amount of correspondence, financial records, records of library holdings, administrative files, and news clippings dating back to the foundation of the Law School.
Collection Number	LLA0001
DACS Reference Code	us-lul-lla0001
Repository	Paul M. Hebert Law Center Library, Baton Rouge, Louisiana.
Collection Title	Law Library Records
Inclusive Dates	1924-2005.
Bulk Dates	1924-1927, 1935-1960.
Extent	4.5 linear feet (2 linear feet of records, 1 linear foot of book order cards, 1.5 linear feet of accession register books).
Creator	Paul M. Hebert Law Center Library
Arrangement	Arranged in 5 series: I. Administration; II. Procedures; III. Collection Development; IV. Financial; V. Public Relations. Chronological arrangement scheme was imposed during processing in the absence of a usable original order.
Access Restrictions	The collection is open for research use.
Physical Access	Use of these materials requires an appointment.
Technical Access	None (this collection contains no digital materials).
Languages	Materials entirely in English.
Finding Aids	A box contents list is available below.
Custodial History	These records were created and compiled by various library employees during the course of normal business operations.

Acquisition Source	Prior to this processing, the materials were housed in a filing cabinet in the rare books room of the library.
Appraisal/Destruction	All materials present at the time of acquisition were retained. Photocopies were made to replace a handful of documents which were in a rapid state of deterioration. In those cases, the originals were discarded.
Retention Schedule	Collection will be maintained indefinitely. Materials should be reappraised in ten years (2022).
Accruals	Though no plan is currently in place, further accruals are likely.
Originals	This collection consists entirely of original materials.
Copies	No copies have been created, as the originals are available for use.
Related Collections	At the time of this processing, no related collections are available. However, collections related to the history of the Law Center are awaiting processing.
Publications Citing The Collection	It is likely Lee Hargrave accessed some of these materials in the course of writing his book, <i>LSU Law: The Louisiana State University Law School from 1906-1977</i> (LSU Press, 2004).
Preferred Citation	Law Library Records, Archival Collection LLA0001, Paul M. Hebert Law Center Collection, Paul M. Hebert Law Center Library, Baton Rouge, La.
Copyright	Physical rights and copyright are retained by the Paul M. Hebert Law Center Library. Copyright of original materials is retained in accordance with U.S. copyright law.

BIOGRAPHICAL/HISTORICAL NOTE

The Department of Law was established by the LSU Board of Supervisors on May 10, 1906. Classes began four months later. From the beginning, the Law Library was separate from the university's library department. During these early years the Law School was housed in Irion Hall on the old university campus, which was also home to the departments of chemistry and education. In 1912, the library held fewer than 3,000 volumes. Eleven years later, in 1923, the collection had grown to a little more than 3,500

volumes. During this time the Law Library held only the minimum amount of materials needed to supplement Law School instruction.

The small size of the library was one of the obstacles blocking the Law School's accreditation by the Association of American Law Schools. Professor Ira S. Flory led the effort to reach out to Law School alumni and raise the funds needed to acquire the AALS's minimum requirement of 5,000 law books. In 1924, this goal was met, and the school was admitted.

The University moved to its present campus in 1925. For the first time, the Law School was given a building of its own. The new Law Library, which had a capacity for 10,000 volumes, was placed on the first floor of what is presently known as Thomas D. Boyd Hall. During this period the Law School and the library saw rapid growth and quickly outgrew this space, so by 1935 the plans for a modern building, designed especially for the needs of the Law School, were underway. Between 1926 and 1934 annual additions amounted to about 1,000 volumes, bringing the collection to a total of around 14,000 volumes in 1934. In 1936 the library purchased the 6,000 volume collection of noted Roman Law scholar Otto Lenel.

In 1937 the present law school building, then known as Leche Hall, opened with a specially designed space for the Law Library. This included five levels of air-conditioned book stacks, a capacity of 100,000 volumes, a well-lit reading room with seating for 150, nine study alcoves (one of which was equipped for typing), and dust-free cupboards with individual cubby-boxes for unbound periodicals. The library facilities featured three staff offices, a large work room, a shipping room, and an elevator for easy access to the main reading room and stacks. Following this move, annual additions increased to about 5,000 volumes annually.

1937 also saw the appointment of the first Law Librarian: Leavenworth Colby, an Assistant Professor of Law. He was assisted by a staff of three professional librarians. Alice Despit Greenburg succeeded him from 1938-1942.

A \$25,000 appropriation from the University in 1943 allowed for a strengthening of American and international materials. By 1946, the Law Library was ranked second among the Southern University Law Libraries, but in the following years would begin to slip to fourth place in the rankings.

The 1940s also saw a lot of turnover in the position of the Law Librarian. During this time the position was held by Bessie Mitchell (1943), Beverly Gordon (1944), Eileen Murphy Kean (1945), Margaret Taylor Lane (1946-1947), and Peggy Harper (1948). When Kate Wallach took over in 1949, the library staff consisted of three professional members, a secretary, and student assistants.

In 1952, the collection numbered 85,000 volumes and contained almost all Session Laws and Supreme Court Reports from all states, leading texts in legal and related fields, in addition to subscriptions to over 25 loose-leaf services and 200 legal periodicals. At this

time the Law Library also became a statutory depository for Louisiana and a selective repository for U.S. Government documents.

In 1963, Law School alumnus (and former President of the Louisiana State Law Institute) Colonel John H. Tucker, Jr. donated over 3,100 volumes to the library. At the time, it was one of the largest private collections of civil law materials ever assembled by an American lawyer. This donation helped bring the library's total collection to 120,000 volumes by 1964. After twenty years of service, Law Librarian Kate Wallach stepped down in 1969. She was succeeded by John Marsh.

An expansion to the Law Center building in 1970 provided spacious new quarters and an open stack arrangement. By 1974 the collection had reached 200,000 volumes. Colonel Earl A. Morgan served as Law Librarian from 1970-1974, followed by the return of Peggy Harper from 1974-1975, and Lance Dickson in 1975. In 1977 the Law Center became an autonomous institution within the LSU system.

Over the next several years, librarians would spend much of their time instructing patrons how to conduct research using emerging technologies. This included the new LEXIS computer terminal, which was one of only two in the state in 1979. By 1980 the library held more than 275,000 volumes, 80,000 microforms, and 50,000 court records, with serial subscriptions in excess of 3,200. The depth and breadth of the collection at this time was noteworthy on an international level. Dickson stepped down as Library Director in 1987 and was not replaced until 1989, when Timothy Kearley filled the position.

In 1991 the library introduced LOIS, a new computerized cataloging system. LOIS terminals allowed users to search 98% of the library's holdings. During this decade the library also began to slowly adapt the collection to the Library of Congress classification system. However, the 1990s are marked as a period of financial and administrative woes. Kearley resigned in 1993 and his administrative duties were split among two faculty members until professional librarian Christine Corcos became Director in 1996. The growth of the collection, particularly in the areas of international law, was nearly stagnant during this period. In 1999 library staff consisted of nine professionals and eight library associates.

Sources: The historical information gathered by librarian Corinne W. Green in the 1950s, a historical sketch of the law school done by Paul M. Hebert in 1964, and other materials in the "Law Library History Essays and Research" folder in this collection. Also helpful was Phyllis C. Marion's 1999 report on the library.

SCOPE AND CONTENT NOTE

This collection includes correspondence, financial records, records of library holdings, administrative files, and news clippings that document the history of the Paul M. Hebert Law Center Library at Louisiana State University.

Administrative files include memoranda to faculty, library newsletters, procedural manuals, and copies of national directories. The bulk of the correspondence dates from 1924-1929 and deals with Professor Ira S. Flory's efforts to encourage alumni to contribute to the Library Fund. The financial and collection records consist mainly of the library's ledger books, which record activities from 1935-1953, and card catalog-type records of book orders placed from 1937-1939. Also included are accession registers from 1937-1957.

PROCESSING NOTE

This collection was processed in the Fall of 2012 by Travis H. Williams, a student archivist with the Paul M. Hebert Law Center Library, under the supervision of Foreign, Comparative, & International Law Librarian Susan Gaultier. At the time, Travis was completing his final year in the archives concentration at LSU's School of Library and Information Science. Susan received her MLIS from the University of Wisconsin, Milwaukee, and her law degree from the Georgetown University Law Center.

A clear sequence of events detailing the accession of these records could not be determined. There appears never to have been a deliberate attempt to save these records as a collection. Instead, these are items that "slipped through the cracks" until someone recognized their potential significance and gathered them together. Until this processing was undertaken, the records were stored in a filing cabinet in the rare books room of the library.

Parts of the records received some level of preservation in what was likely the late 1980s, though it is not known which library staff member undertook these efforts. Speculation suggests that it was librarian Helen Nelson, who passed away in March 2012. These efforts consisted largely of inserting acid free paper between older documents, foldering, and establishing an order to the records.

This order did not appear to be original and was therefore disregarded to allow for a more ideal arrangement. However, this early processing did help identify many groups of records, particularly those from 1924-1950s. Original folder labels were often useful, but were those of the librarian and not the record creators. Materials from after this area were largely unsorted, and their order was created by the archivist.

Few items were discarded, and those that were consisted only of identical copies of post-1970 materials. Documents on facsimile or similar papers that were quickly deteriorating were photocopied onto acid-free paper and the originals were discarded. Photographs were placed in protective sleeves. The interleaving of acid-free paper between pre-1950s documents was left in place. Staples and metal paper clips were removed from documents. No preservation work was done on the ledgers or book orders.

SERIES DESCRIPTIONS**Series I. Administration, 1925-1999**

0.25 linear feet, arranged chronologically.

This series includes general incoming and outgoing correspondence, mostly between regional libraries, reports of internal affairs, historical backgrounds on the library compiled by faculty and staff at various times, photographs of library renovations, and copies of national directories that include references to the library or staff.

Series II. Procedures, 1947-1990s

0.25 linear feet, arranged chronologically.

Included here are manuals and faculty guides that detail the library's acquisition policies, emergency procedures, and general operations. Also included are materials on the development of student/user guides from the late 1990s.

Series III. Collection Development, 1937-1980s

0.50 linear feet, arranged in rough chronological order.

The bulk of this series consists of the library's accession register from 1937-1957. Other materials include updates to bibliographies of the library's holdings.

Series IV. Financial, 1924-1953

1.50 linear feet of records, 1.50 linear feet of ledger books, arranged chronologically.

A large portion of this series is made up of Prof. Ira S. Flory's correspondence in developing the Law Library Fund from 1924-1929. The rest of the series consists of receipts and financial bookkeeping from 1924-1953. The book orders from 1937-1939 are duplicate sets with one copy on card stock and another on a much lighter paper. Various and differing handwritten notes are written on each copy. The copies and originals are boxed together by date.

Series V. Public Relations, 1934-2005

.25 linear feet, arranged by topic, then chronologically within each.

Contained here are copies of the library's newsletters from the turn of the 21st century, in addition to clippings from various LSU publications and regional newspapers.

INDEX TERMS

Acquisitions (Libraries)	II, III, IV
American Association of Law Libraries	I
Association of American Law Schools	I
Collection development (Libraries)	II, III, IV

LAW LIBRARY RECORDS

1924-2005

LLA0001**PAUL M. HEBERT LAW CENTER LIBRARY**

Despit, Alice	I
Flory, Ira S.	I, IV
Hebert, Paul M. (Paul Macarius), 1907-	I, V
Law schools--Accreditation	I, IV
Law schools--Alumni and alumnae-- Louisiana	I, IV, V
Library employees	I, V
Reference services (Libraries)	I, II, V
Technical services (Libraries)	II, III, V
Wallach, Kate	I, III

CONTAINER LIST

<u>Contents</u>	<u>Box</u>	<u>Folder</u>
Series I. Administration, 1925-1999		
Law Library History Essays and Research	1	1
Correspondence, 1925-1927	1	2
Leche Hall Photograph Copies, circa 1938	1	3
Correspondence, 1941	1	4
AALS/AALL Directory - Key	1	5
AALS/AALL Directory, 1950-1951	1	6-7
Fiftieth Anniversaries	1	8
Misc. Photographs, circa 1960	1	9
Appointment of Earl Morgan, 1970	1	10
Biographical Directory of Law Librarians in the U.S. & Canada, 1971	1	11
Correspondence, 1978-1990	1	12
Photographs of Renovations, 1979	1	13
Photographs of Unkempt Conditions, probably 1980	1	14
Photographs of Library Interior, 1980	1	15
Report on Library by Phyllis C. Marion, January 18, 1999	1	16
Book Scanners, circa 2004	1	17
Series II. Procedures, 1947-1990s		
Library Procedures, 1947	2	1
Library Office Procedure and Desk Manual, 1968	2	2
Library Emergency Manual, 1979	2	3
Faculty Guides, 1980; 2005	2	4
Library Emergency Manual, 1984	2	5
Acquisition Policies and Manuals, 1990s	2	6
Law Library Student Guides, circa 1997	2	7
Series III. Collection Development, 1937-1980s		
Memoranda to Faculty of Materials Received & Library Holdings, March 1939-February 1942	2	8
Accession Register 25516-61106, September 1937-December 1946	2	9
Accession Register 61107-65138, December 1946-June 1948	2	10
Accession Register 65139-73518, July 1948-September 1951	2	11
Accession Register 73519-80582, September 1951-June 1954	3	1
Accession Register 80583-87976, July 1954-June 1957	3	2
Oil & Gas Bibliography Development, 1953-1960	3	3
Oil & Gas Bibliographies, 1953/1955/1957	3	4
Vietnamese Items, February 1971	3	5
Miscellaneous Collection Information, undated-1980s	3	6
Series IV. Financial, 1924-1953		

LAW LIBRARY RECORDS

1924-2005

LLA0001**PAUL M. HEBERT LAW CENTER LIBRARY**

Law Library Fund Receipt Books, July 1924-November 1925	3	7
Law Library Fund Correspondence 1924	3	8-10
Law Library Fund Correspondence 1925	3	11
Law Library Fund Correspondence 1925	4	1-3
Law Library Fund Correspondence 1926	4	4-5
Law Library Fund Correspondence 1927	4	6
Law Library Fund Correspondence 1928-1929	4	7
Statement of Alumni Subscriptions to Law Library Fund, January 11, 1928	4	8
Equipment Purchased Through the Dean's Account 1937-1938	4	9
Book Orders, February 1937-January 1938	5	-
Book Orders, February 1938-October 1938	6	-
Book Orders, November 1938-June 1939	7	-
Law Library Ledger, 1935-1938	8	-
Law Library Ledger, July 1940-September 1941	9	-
Law Library Ledger (labeled "#2"), July 1941-January 1945	9	-
Law Library Ledger (labeled "#1 Spec. App."), February-June 1944	9	-
Law Library Ledger (labeled "#3"), July 1944-June 1946	10	-
Law Library Ledger (labeled "#4"), 1946-1948	10	-
Law Library Ledger, 1949-1953	10	-
Series V. Public Relations, 1934-2005		
Law Library Newsletter (Hebert Headnotes), February 1989	4	10
Law Library Newsletter (Library Lines), 1991-1995	4	11
Law Library Newsletter (Hebert-ister), 2000	4	12
Law Library Newsletter (One Stop), 2001-2005	4	13
Civilian Articles on Library	4	14
Alumni News Clippings, 1934-1937	4	15
Newspaper Clippings, 1950-1963	4	16
Newspaper Clippings, 1979-1984	4	17