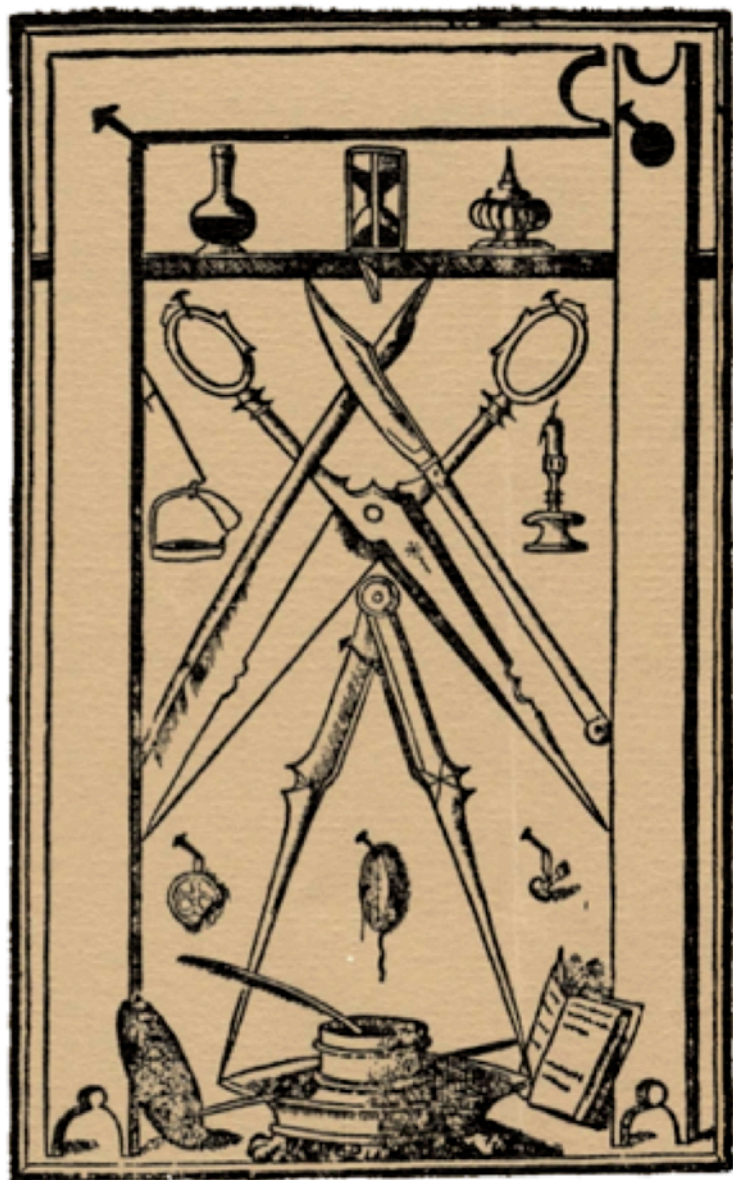


# Department of Special Collections



UNIVERSITY  
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LOS ANGELES



Box 4: Dance Institute notes, 1950-75. (41 items)

folder 6: 1950  
7: 1953-54. 2 items.  
8: 1955, 1961. 4 items.  
9: 1962. 5 items.  
10: 1963. 5 items.  
11: 1964-67. 5 items.  
12: 1968-70. 5 items.  
13: 1971. 3 items.  
14: 1972. 3 items.  
15: 1973-74. 3 items.  
16: 1975. 5 items.

Historian books, 1946-74. (24 volumes)

Scrapbooks, including photographs, clippings, and programs.

Oversize package 1: 1946  
2: 1947-48  
3: 1948-49  
✓4: 1949-50  
5: 1950-51  
6: 1951-52  
7: 1952-53  
✓8: 1953-54  
9: 1954-55  
10: 1955-56  
[1956-57 and 1957-58 missing]  
✓11: 1958-59  
12: 1959-60  
✓13: 1960-61  
[1961-62]  
14: 1962-63  
15: 1963-64  
16: 1964-65  
✓17: 1965-66  
18: 1966-67  
19: 1967-68  
20: 1968-69  
✓21: 1969-70-71  
22: 1971-72  
23: 1972-73  
✓24: 1973-74

Box 5: Festival programs, 1948-75.

Box 6: Correspondence 1945-49. (2 ringbinders and 1 file folder)

Santa Barbara Annual Folk Dance Conference.

- a. Descriptions of dances. 4 ringbinders, arranged alphabetically by name of dance:

Box 7: A - L  
Box 8: M - Z

Box 9: b. Programs and proceedings, 1962-65. 3 binders and 3 file folders.

Box 10: San Diego Annual Folk Dance Conference.

Programs and proceedings, including dance descriptions, 1969-73. 6 file folders.

Box 11: Various publications.

1. Calendars, 1964-75. 12 items.
2. Folk Dance Scene, 1965-67. 18 items.
- 3: Let's Dance, Vol. VI (Jan. 1949) - Vol. VIII (Dec. 1951).  
Missing the annual yearbook issue of Sept.-Oct. 1949.

Box 12: Miscellaneous directories and rosters.

Box 13: Minute books, 1968-1973. 4 ring binders

Box 14: Federation dance institute programs, 1958-1966.

Boxes  
15-16 : Various workshop and institute programs, 1956-1978.

Materials added July 1979:

Box 17: Programs for dance institutes etc., and various printed materials, including Programi Medunarodni Smotra Folkloru Zagreb, 1966-1975 [Program of the International Folklore Review in Zagreb], 1940s-1970s.

Oversize  
packages:

25 Historian book, 1974-75  
✓ 26 " " , 1975-76

Materials added August 1982:

Box 18: Miscellaneous, 1955-80, including folk dance descriptions, photograph of Madelyne Green, membership directories, 1978/79, 1979/80, by-laws (as amended Jan. 21, 1951) and guidelines or rules for Research and Standardization Committee, 1955, and Research Committee, 1973.

\* So. Cal. Folk Dance Federation materials are in remote storage.  
You may call ahead to reserve the material. (213) 825-4988  
825-4879  
Ask for the Reference Desk, our hours are 9-5, Mon. - Sat.

DEPARTMENT OF SPECIAL COLLECTIONS

PAGING SCHEDULE

MANY OF OUR BOOKS AND MANUSCRIPTS ARE STORED IN DISTANT PARTS OF THE BUILDING AND IN OUR STACKS AT POWELL LIBRARY, AND ARE NOT IMMEDIATELY AVAILABLE. INFORMATION AS TO THE LOCATION OF ITEMS MAY BE OBTAINED AT THE REFERENCE DESK. ACCORDING TO AN ITEM'S LOCATION, THE SCHEDULE IS AS FOLLOWS:

LEVELS A & B: EVERY HALF HOUR UNTIL 4:30 P.M., DELIVERED TO THE READING ROOM.

\* → OUR STACKS AT POWELL: TWICE A DAY - PAGING ACCEPTED BEFORE 10 A.M. AND 2 P.M. WILL BE AVAILABLE AT 11:30 A.M. AND 3:30 P.M. THE SAME DAY.

EXCEPTION: REGULAR SATURDAY PAGING ENDS AT 4:00 P.M. - NO POWELL PAGING ON SATURDAYS.

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SOME OF THE MATERIALS IN THE DEPARTMENT OF SPECIAL COLLECTIONS ARE TOO FRAGILE OR RARE FOR XEROXING AND IN SOME CASES IT IS NECESSARY TO EMPLOY OTHER METHODS OF PHOTOCOPYING. IN ALL CASES, APPROVAL OF A LIBRARIAN MUST BE SOUGHT. ALL INQUIRIES CONCERNING COPYING SHOULD BE DIRECTED TO THE READING ROOM ATTENDANT.

1. BRING THE MATERIAL YOU WISH TO BE COPIED TO THE READING ROOM ATTENDANT. IF THE MATERIAL IS PART OF A NUMBERED COLLECTION IN A DOCUMENT BOX, PLEASE PUT A MARKER IN THE BOX FROM WHICH YOU TAKE THE MATERIAL BEFORE YOU REMOVE IT.
  
2. THE COST OF XEROXING IS 5 CENTS A COPY.
  
3. IF MICROFILM, SLIDES OR PHOTOGRAPHIC PRINTS OF THE MATERIALS ARE DESIRED, AND APPROVAL IS GIVEN FOR THE PROCESSING, PLACE THE ORDER WITH THE LIBRARY PHOTOGRAPHIC SERVICE IN ROOM 34 OF POWELL LIBRARY BUILDING. WE WILL HOLD THE MATERIAL FOR YOU AND UPON RECEIPT OF THE ORDER, WILL RELEASE THE MATERIAL FOR PROCESSING. ALL PAYMENT WILL BE MADE AT THE COPYING SERVICE AND THE ORDER WILL BE PICKED UP THERE.



## Departmental Rules

The Library's Department of Special Collections was established in 1946 as a means of bringing together the University Library's collections of rare books, manuscripts, and other scarce or unique materials to insure their safekeeping and appropriate use. The collections are available to all certified users of the UCLA Library. Information about the collections and assistance in their use are offered at the reference desk in the Department. A leaflet describing the Department and its holdings is available at this desk.

The Department is open from 9:00 am to 5:00 pm, Monday through Saturday.

The following rules governing the use of the Department have been established to protect and preserve the collections:

☛ The materials of the Department of Special Collections do not circulate. Requested items are brought to the reading room by the Department staff in accordance with the paging schedule. A separate call slip must be completed in full for each item requested.

☛ Only pencil, paper, and reference materials are to be taken into the reading room. Storage is provided for briefcases and other personal effects.

☛ The reading room is reserved for readers using materials in the Department. Comfortable chairs are available in the exhibit area for those waiting for materials to be paged.

While using Special Collections material, please observe the following procedures:

☛ All material must remain on the reading room tables during use. Nothing may be placed on this material except special weights for holding books open. These weights are available at the reading room desk.

☛ It is important that the arranged order of collections be preserved.

☛ Material may not be left unattended in the reading room. If it is necessary to leave the room, arrangements are to be made with the desk attendant. When work is completed, material is to be returned to the desk where the attendant will check it in.

☛ Uncut leaves of books may be opened only by staff members.

☛ Arrangements may be made to copy materials, but because of the rarity and fragility of some items, all requests for copying will be reviewed by a librarian. A limited amount of photocopying can be done in the Department according to the attached schedule.

