CENTER FOR THE HISTORY OF MEDICINE

JULY 2004 – JUNE 2005

DIRECTOR OF THE CENTER FOR THE HISTORY OF MEDICINE/
JOSEPH GARLAND LIBRARIAN OF THE BOSTON MEDICAL
LIBRARY
On 1 April 2004 the Countway’s Rare Books & Special Collections department changed its name to the Center for the History of Medicine. The Center was formally dedicated on 4 May 2004 with a reception that included remarks by Mitch Rabkin, M.D., Chair of the Countway’s Joint Library Committee, Jay Jayasankar, M.D., President of the Boston Medical Library, Jules Dienstag, M.D., Harvard Medical School’s Dean for Medical Education, and Thomas Horrocks, Ph.D., Acting Co-Director of the Library and Director of the Center. The event also included a display of several treasures from the Center’s collections that were selected by Jack Eckert, the Center’s Reference Librarian.

During the past seven years the department has made great strides in addressing long-standing issues concerning staffing, financial support, storage and work space, environmental controls, security, and policies and procedures. In addition, the department in 1999 assumed administrative control of the Warren Museum. Of course, as librarians know full well, curatorial work is an ongoing enterprise. And the curatorial functions associated with managing the Center’s extensive collections will always be central to what the staff does. But the Center is now well positioned to actively promote the collections that have been preserved and made accessible. To do that, the Center is planning to embark on a number of programmatic initiatives over the next several years, and the new name reflects the department’s expanded mission.

A wide range of public and scholarly programs are envisioned for the Center, including conferences and seminars, exhibits and lectures, fellowships and internships, and publications and web resources. In fact, as noted in recent annual reports, the work has already begun. In 1999, the department inaugurated an exhibition program and in 2002 a fellowship program was established. The department entered the museum business five years ago when it assumed the management of the medical school’s Warren Museum. Numerous high school groups and college classes visit the museum each year. This past November, the Center co-sponsored with the Old South Meeting House a series of lectures on the history of medicine in New England. Finally, one of the Center’s new programs, the Archives for Women in Medicine (AWM), reached a milestone this year with the hiring of the program’s first archivist. Moreover, the Countway will, in the Spring of 2006, play host to a traveling exhibit, Changing the Face of Medicine, the National Library of Medicine’s exhibit on the history of women in medicine. The Center plans to take advantage of this event by offering several programs that will highlight and, hopefully, raise financial support for the AWM.
REFERENCE AND PUBLIC SERVICES

During FY05 the department’s reference and public service program, under the leadership of Reference Librarian Jack Eckert, provided efficient on-site and remote public service. The reference desk was staffed on a regular basis by Mr. Eckert, Lucretia McClure, Elise Ramsey, and Peter Rawson.

On-Site Use Statistics

<table>
<thead>
<tr>
<th></th>
<th>FY05</th>
<th>FY04</th>
<th>FY03</th>
<th>FY02</th>
<th>FY01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reader days:</td>
<td>220</td>
<td>247.5</td>
<td>245</td>
<td>247</td>
<td>243</td>
</tr>
<tr>
<td>Reader sessions:</td>
<td>624</td>
<td>782</td>
<td>636</td>
<td>662</td>
<td>733</td>
</tr>
<tr>
<td>Avg. per day:</td>
<td>2.8</td>
<td>3.2</td>
<td>2.6</td>
<td>2.7</td>
<td>3.0</td>
</tr>
<tr>
<td>Avg. per month:</td>
<td>52</td>
<td>65</td>
<td>53</td>
<td>55</td>
<td>61</td>
</tr>
</tbody>
</table>

(Statistics for this past year are somewhat anomalous due to the inaccessibility of the Reading Room from February 4 through March 4 and the loss of some 25 reader days.)

The number of reader sessions has declined (approximately 11%) and the average number of readers per day has declined (approximately 12.5%) from last year; these represent the lowest figures in the past five years.

The months of heaviest use of Holmes Hall during the past year were: August (73), January (67), May (66), and July (61). The months of heaviest use during FY04 were: July (90), May (74), March (67), August (66), and December (62). The months of heaviest use during FY03 were: June (75), April and May (65), March (62), and August (58). The months of heaviest use during FY02 were: January (89), March (73), April (67), May (62), and July (61). In FY01, the months of heaviest use were: November and December (80), July (71), March (67), September (65), and June (64).

No pattern is easily discernable here, although May, July, and August seem to be consistently active months, and the summer months, in particular, have seen increased activity due to the presence of Countway and New England Regional Consortium fellows.

Remote Use Statistics

<table>
<thead>
<tr>
<th></th>
<th>FY05</th>
<th>FY04</th>
<th>FY03</th>
<th>FY02</th>
<th>FY01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total:</td>
<td>721</td>
<td>893</td>
<td>854</td>
<td>774</td>
<td>688</td>
</tr>
<tr>
<td>Telephone:</td>
<td>25</td>
<td>81</td>
<td>129</td>
<td>175</td>
<td>193</td>
</tr>
<tr>
<td>Letter/e-mail:</td>
<td>696</td>
<td>812</td>
<td>725</td>
<td>593</td>
<td>505</td>
</tr>
</tbody>
</table>
In FY05, the total volume of remote use of the collections decreased 19.3%, reversing a trend of the past years and representing the lowest use of the collection since FY01. Telephone inquiries have continued to decrease (by 69% over 37% in FY04), letter and e-mail inquiries have also declined (by 14%). The inaccessibility of the library during February may have some bearing on this figure.

### Photographic Reproduction Requests

<table>
<thead>
<tr>
<th></th>
<th>FY05</th>
<th>FY04</th>
<th>FY03</th>
<th>FY02</th>
<th>FY01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total:</td>
<td>82</td>
<td>49</td>
<td>33</td>
<td>57</td>
<td>56</td>
</tr>
<tr>
<td>LMA/HMS:</td>
<td>41</td>
<td>20</td>
<td>17</td>
<td>25</td>
<td>24</td>
</tr>
<tr>
<td>Non-profit:</td>
<td>36</td>
<td>27</td>
<td>14</td>
<td>27</td>
<td>23</td>
</tr>
<tr>
<td>For-profit:</td>
<td>5</td>
<td>2</td>
<td>2</td>
<td>5</td>
<td>9</td>
</tr>
<tr>
<td>Avg. per month:</td>
<td>6.8</td>
<td>4.1</td>
<td>2.8</td>
<td>4.7</td>
<td>4.7</td>
</tr>
</tbody>
</table>

The number of requests for photographic reproductions during the past year increased by 67% over FY04. The majority of the requests (50%) continue to originate from the Medical School and medical area. The growing web presence and the OASIS finding aids incorporating visual materials are probably responsible for the increase during the past year.

### Use of the Collection

<table>
<thead>
<tr>
<th></th>
<th>FY05</th>
<th>FY04</th>
<th>FY03</th>
<th>FY02</th>
<th>FY01</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total pages:</td>
<td>1,122</td>
<td>1,221</td>
<td>1,074</td>
<td>1,155</td>
<td>1,199</td>
</tr>
<tr>
<td>Books/pamphlets:</td>
<td>729</td>
<td>867</td>
<td>774</td>
<td>838</td>
<td>829</td>
</tr>
<tr>
<td>Theses:</td>
<td>92</td>
<td>66</td>
<td>83</td>
<td>73</td>
<td>75</td>
</tr>
<tr>
<td>Mss/archives:</td>
<td>301</td>
<td>288</td>
<td>217</td>
<td>244</td>
<td>295</td>
</tr>
</tbody>
</table>

In keeping with the decreased number of reader sessions during the past year, the total number of items requested also decreased slightly (by 8%) over FY04. While requests for printed items declined, requests for both theses and manuscripts and archival items increased.

The collections continue to be used for research on a surprisingly wide variety of subjects. Notable topics from the past year include: honors degree requirements at HMS; the Forsyth Post-Graduate School of Orthodontia; distribution of the 1808 Pharmacopoeia of the Massachusetts Medical Society; development of the Petri dish; the Industrial Council on Tropical Health conferences at HSPH; the 1499 Aldine edition of Dioscorides' De materia medica; urban ambulance services in the Progressive Era; Sir
Henry Littlejohn's sanitary reports on Edinburgh; Willem Kolff's dialysis machine; bookbinding with the body of James Allen; the New Madrid earthquake of 1811; Acute Rehabilitation Services at Brigham and Women's Hospital; the Proctor Fund for the Study of Chronic Diseases; Weldon Kees' photographs of non-verbal communication; Richard P. Strong and the plague in Manchuria; history of encephalography; Base Hospital No. 5 in World War I and the 105th General Hospital during World War II; African-American students at the Berkshire Medical Institution; the 1855 report of the Massachusetts Commission on Lunacy; Hans Zinsser's research on typhus; McKeen Cattell's work with the Tobacco Industry Research Committee; and John Collins Warren and photography.

In addition, biographical research and information were provided on some 65 alumni, physicians, nurses, dentists, and medicine-related figures.

**On-site Users**

In addition to students and faculty members from Harvard College, Harvard University, Harvard Medical School, and the Schools of Dental Medicine and Public Health, the affiliated hospitals, and members of the Boston Medical Library, researchers using the collections during the past year were affiliated with the University of Quebec, Princeton University, University of Texas at Galveston, California Institute of the Arts, Oxford University, the Dibner Institute for the History of Science, the Radcliffe Institute for Advanced Study, Washington University, the University of Toronto, Smith College, Dartmouth College, Universite de Louvain-le-Neure, and Tulane University.

**Fellowship Programs**

In FY01, the Countway joined the New England Regional Fellowship Consortium, a collaboration of 16 major cultural agencies that offer at least nine awards annually. Fellowships are awarded to anyone with a serious need to use the collections and facilities of member institutions. The Consortium’s awards are designed to encourage projects that draw on the resources of several member institutions during the period of the fellowship. As a result of its participation in the NERFC program, the Countway hosted one fellow, Amanda Moniz, of the University of Michigan, who conducted research on late colonial medical philanthropy.

In September 2002, the Countway inaugurated its own first fellowship program, the Francis A. Countway Library Fellowship in the History of Medicine. The fellowship offers an annual stipend of up to $5,000 to a successful applicant who will spend up to a least one month in residence in the library’s Rare Books & Special Collections department. This past year, the Countway Fellowship was again awarded to two scholars. Dr. Wendy Kline of the University of Cincinnati, researched the women's movement and its impact on health education and was in residence at the Library during
June and July, 2004, and returned in December. Dr. Kim Pelis of the Uniformed Services University of the Health Sciences, was in residence in August, 2004, researching Hans Zinsser, Simeon B. Wolbach, and typhus research at Harvard in the 1930s.

**Digitization Projects**

During the past two years, the Countway has been an active participant in the first phase of Harvard University Libraries' Open Collections Program, *Women Working, 1870-1930*. Over 140 of the Countway's rare monographic titles and several manuscript items concerning women physicians, nurses, and medical education, representing over 20,000 pages, have been microfilmed, digitized, and made publicly accessible through the OCP's website, http://ocp.hul.harvard.edu/ww. A subsequent OCP project concerning epidemic diseases should also draw heavily on the Countway's holdings.

In 2005, the Countway was approached by staff at the University of Missouri, Kansas City, to participate in an NEH-funded pilot project to provide digital access to scientific and literary Latin incunables. A 1498 edition of Sebastian Brant's *Stultifera Navis* in the Harvard Medical Library collection was selected for inclusion in the project and fully digitized and will later be mounted on a public website.

**Publications from the Collections**

A number of articles and monographs, either recently published or forthcoming, have used manuscript material or images from the collections during the past year. These include:

**Manuscripts and Archives:**

Records of the Harvard Medical School Department of Pathology and papers of Richard Pearson Strong and Hans Zinsser in Kim Pelis, *Charles Nicolle, Pasteur's Imperial Missionary* (University of Rochester, 2006)


Avicenna's Canon Medicinae (14th c.) in Andrea Rzihacek, *Medizinische Wissenschaftspflege im Benediktinerkloster* (Oldenbourg, 2005)
Photographs and Artwork:


Photograph of an early ether anesthesia operation and letters of Edward N. Bates for *Young America: the Daguerreotypes of Southworth & Hawes* (International Center for Photography, 2005)

Photographs of the Harvard Medical School, c.1853, for Nancy S. Seasholes, *Gaining Ground Walking Tours* (MIT Press, 2006)

Photograph of the death mask of Horace Wells in *Anesthesia Record* (2005)


The most frequently requested item for reproduction or publication remains Robert C. Hinkley’s painting, *First Operation under Ether*. During the past year this image was reproduced in a number of venues, including:

- Alan Emery and Marcia Emery, *Surgical and Medical Treatment in Art* (Royal Society of Medicine Press, 2005)

RARE BOOKS

Joan Thomas, Rare Books Cataloger, cataloged 801 titles in FY05. Of the total number of books cataloged by Ms. Thomas, 8 were for the reference collection and the remainder were for the general collection. Of the total number of titles cataloged, 110 were from the Solomon M. Hyams Collection, and 595 were from the incunable collection, both of which are part of the Countway’s Library Digital Initiative grant project begun in FY02 (see below). The remainder of the 801 titles includes reference works, upgrades of recon-level HOLLIS records, or new acquisitions. Of the 801 titles cataloged, 469 were based on member copy, 115 on National Library of Medicine copy, 35 on Library of Congress copy, and 182 represented original cataloging.

Ms. Thomas and Lucretia McClure, Special Assistant to the Countway Librarian, continued the catalog correction and preservation wrapping of the BML book collection.
As of the end of June 2005 they had completed work on classification numbers 7 through 23. She also solved 249 barcode/inventory problems during the past year.

Mrs. McClure completed the processing of the 32 named collections held at the Harvard Depository. She is now recalling the duplicate volumes held at the Depository. Items from these collections are either added to the collection or placed in the book sales. Two book sales were held during the past year. Also being processed are gifts from the Beth Israel/Deaconess Medical Center, the Gilbert Horrax Memorial Library Collection, and volumes from the Library of James H. Jackson, M.D., the gift of Mrs. Jackson. Mrs. McClure, representing the Countway Library, participated in the planning and writing of the Countway’s section of the latest Harvard NEH Preservation microfilming grant application. The grant was approved and filming the volumes selected from the Countway was started in June of 2005. Some 1,000 titles, representing the subject areas of communicable diseases, quarantine, vaccination, pamphlet collections relating to the ether controversy, and biographies, are being filmed.

The department acquired a selection of rare books, pamphlets, and broadsides through purchase and gift during FY05, several of them devoted to popular medicine in general and phrenology in particular. Highlights of the few titles acquired during the past year include:


_____________________, *Verfassung und Statuten der Josephinischen medizinisch-chirurgischen Akademie*…(Vienna, 1786).


Theophile Raynaud, *De ortu infantium contra naturam, per sectionem caesaream tractatio* (Lyon, 1637).


Caspar Fridericus Wolff, *Theoria generationis* (Halle, 1759).

Fabricius von Hilden, *De combustionibus* (Basel, 1607).
Joseph Smith, *The Dogmaticus, or Family Physician* (Rochester, NY, 1829).

David van der Sterre, *Tractatus novus de generatione ex ovo: Nec non de monstrorum productione; duabus epistolis comprehensus* (Amsterdam, 1687).

Faculty of Medicine [Paris], *Statuta faculattatis medicinae Parisiensis* (Paris, 1660).

C***, *Lettre sur les nouveaux bains medicinaux* (Paris, 1752)

The first and apparently only edition of a letter to an un-named correspondent describing the benefits of the medicinal vapor bath invented by M. Guerin of Montpellier.

Sentothsed, *La médicine et l'art militaire, mis en parallèle par leur importance et par leur dignité* (Strasbourg, 1775).

Giorgio Valla, *De natura oculorum* (Strasbourg, [1529?]).


Everard Maynwaringe (or Maynwaring), *Tutela sanitatis sive Vita protracta* (London, 1664).

Albert Krez, *Aphorismi paralleli pro cura sine cura sanitatis & longaevitatis corporis*...(Constance, Germany, 1710).

This is the first and only edition of a rare work on parallel aphorisms on bodily and spiritual health.


A scarce first edition of a treatise on diseases of the inner ear.


Joseph Jacob Plenck, *Dé morbid dé denti e delle gengi e*...(Venice, 1781).

This is a scarce first Italian edition of this work on diseases of the teeth and gums.

Guy de Chauliac, *La grande chirurgie de M. Guy de Chauliac* (Lyons, 1641).
[Paracelsus], *Wunder artzney*...(Basel, 1573).

This is a very rare first edition of a pseudo-paracelsian treatise on medicine, diet, astrology, and distillation.

**George E. Shipman**, *The Homoeopathic Family Guide, for the Use of Twenty-five Principal Remedies* (Chicago, 1865).

*A Course of Six Lectures Upon Phrenology & Physiognomy, Will Commence on Tuesday Morning, Sept. 23...by Mr. Bunney*...(London, ca. 1850).  Handbill.

**Roswell W. Haskins**, *History and Progress of Phrenology* (Buffalo, 1839).

**J. E. Carter**, *The Botanic Physician, or Family Medical Advisor* (Madisonville, TN, 1837).  (This volume was purchased with the assistance of the Medical Library Association in honor of Judy Messerle)

This is a rare early Tennessee imprint on domestic medicine.

**A. Weyer**, *The Family Physician, or Poor Man’s Friend, and Married Lady’s Companion* (St. Clairsville, OH, 1831).

This is a rare early Ohio medical imprint geared to the layperson.

**Lewis Robinson**, *Every Patient His Own Doctor* (London, ca. 1778).


**William Henderson**, *Every Man His Own Doctor* (Newcastle Upon Tyne, 1827).

**M. E. G.**, *Traité anatomique, physiologique et critique de physiognomonie* (Brussels and Amsterdam, 1849).

This is an apparently unrecorded pocket guide to physiognomy and phrenology.


**Hugh Barclay**, *Curiosities of Phrenology: Being an Inquiry Into the Proofs and Arguments For and Against Phrenology* (Glasgow, Edinburgh, and London, 1864).
John Williams, *Sacred Allegories; or Allegorical Poems, Illustrative of Subjects Moral and Divine, to Which is Added, an Anacreontic of the Discovery of Vaccination* (London, 1810).


[Wilson, Fairbank & Co.], *Interesting History of the Panax, (Quinquefolium,) of Linneaus, the Ginseng of the Chinese, from the Archives of History and Medical Science* (Boston, 1851).

A rare pamphlet, one of the earliest American publications of the subject, issued to promote Dr. Conine’s Syrup of Ginseng and Malve.

A. V. Heyden, *Secret’s Exposed; or, The Sick Man’s Friend, and the Sufferer’s Index* (Coldwater, MI, 1870).

[N. Boynton], *A Mirror for the Intemperate* (Boston, ca. 1831). Broadside.

This is a linen broadside comprised of selections of poems and extracts from temperance works.


Scarce run of this Danish phrenological journal, edited by Carl Otto, Denmark’s leading phrenologist.


First edition of a rare phrenological work by the Italian surgeon Melossi.

A rare first edition of another phrenological work by Molossi. This copy includes a presentation inscription to the wife of Napoleon III on the second volume.

**Mariano Cubi y Soler,** *Leçons de phrénology scientifique et pratique* (Paris, [1857-1858]). 2 vols.

This is a scarce French edition by the leading Spanish exponent of phrenology and disciple of Spurzheim and Gall.

*A Short, but Concise Account of Elizabeth and Mary Chulkhurst, Who Were Born Joined Together by Hips and Shoulders, in the Year of Our Lord 1100, at Biddenden, in the County of Kent; Commonly Called The Biddenden Maids* (Biddenden, 1808). Broadside.

This is a rare broadside illustrating and documenting one of the earliest cases of conjoined twins.

The Center also added to its growing collection of mendicant works by purchasing 18 titles during FY05.

The department also received individual donations of books and funds to purchase books from Mrs. James A Jackson, Amalie M. Kass, Dr. Fran P. Hosken, and Beth Israel Deaconess Medical Center.

**Incunabula/Hyams Collections Cataloging Project**

In FY02, the Countway was awarded a $72,000 matching grant from the Harvard University Library’s Library Digital Initiative program to catalog its renowned incunabula and Hyams collections. June 2004 marked the completion of 24 months of a 32-month project. As was mentioned above, Joan Thomas cataloged 1,702 incunabula/Hyams titles in FY04 for a total of 3,430 titles cataloged since the project began.

**SPECIAL COLLECTIONS**

During FY05 the Archives and Records Management (ARM) program and the Manuscripts Department were joined administratively to become the Special Collections Unit. Kathryn Baker serves as the manager of Special Collections, with Virginia Hunt, Elizabeth Copenhagen, Jennifer Pelose, Gabriela Valdez Burgman, Judith Greene, and Girodana Mecagni rounding out the staff. The unit concentrated on improving acquisition, accessioning and cataloging processes to streamline workflow and provide more immediate access to incoming collections. The department instituted a policy of
pre-acquisitions appraisal of materials, which involved performing on-site appraisal and
pre-selection for potential accessions and more open conversations with donors about
which records were appropriate for long term preservation in the collection. This ensured
that the department could concentrate its resources on preserving only high-quality
archival and personal records and cut down on costs of processing and storage. This
highly selective process ensures that, although we acquired fewer cubic feet of materials
than in previous years, the quality and value of the materials is significantly improved.
This new approach also included more descriptive work completed during the accession
process so that collections would be usable by the reference staff and minimally
accessible to researchers prior to completion of full processing.

Acquisitions

This past year witnessed the acquisition -- through gift, purchase, and deposit -- of a
number of significant manuscripts and manuscript collections (approximately 20 cubic
feet). The Archives and Records Management program staff bolstered medical education
documentation by acquiring 105 cubic feet of archival records from Harvard Medical
School, Harvard School of Dental Medicine, and the Harvard School of Public Health
offices. Notable FY05 acquisitions include the records of the National Commission for
the Protection of Human Subjects of Biomedical and Behavioral Research, additions to
the John Rock Papers, several collections of personal and professional records for the
Archives of Women in Medicine project and the personal and professional records of
Morris Simon. See Appendix A for a list of new accessions.

Description and Access Work

In September 2004, Jennifer Pelose and Virginia Hunt completed processing, description,
and cataloging for 30 collections that had been unfinished at the departure of the previous
manuscripts librarian in June 2004. The finding aids for these collections were published
on the web in the OASIS system and the collections are now open for research and use.
Jennifer and Virginia continued to create provisional cataloging records in RLIN and
HOLLIS for new manuscript and archives accessions and completed similar records for
all previously uncataloged accessions from 1998 until this year. As part of an ongoing
project to improve internal control on our holdings, the description team continues to
update the collections management database, adding specific information on the level of
description, processing and preservation of our holdings.

Jennifer Pelose completed processing and cataloging for the Alan Guttmacher papers (20
cubic feet), and a finding aid for the collection on OASIS in September 2006.
Guttmacher was a President of the Planned Parenthood Federation of America and as a
family planning advocate from the 1950s to his death in 1974. The department has
hosted several Simmons College interns to work on the processing and cataloging of the
Records of the HMS Office of the Dean. These records are the product of the
administrative activities of Dean Robert Higgins Ebert (1914-1996) during the years 1965-1977. As part of an agreement with the Brigham and Women’s Hospital, the Center for the History of Medicine serves as a repository for their records. This year we completed processing and description of the archival records held at the Center for Brigham and Women’s Hospital (85 cubic feet). This work was completed by Gabriela Valdez Burgman during Spring of 2005.

**Records Management**

FY05 was a productive one for the Records Management (RM) program, staffed by Kathryn Hammond Baker (Manager, Special Collections), Elizabeth Copenhagen (Assistant Records Manager), Gabby Valdez Burgman (Records Management Assistant) and intern Beth Willis. The ARM staff successfully sought opportunities to integrate good records and information management practices into all school activities. Initiatives included informing managers of new employees about the benefits of records management and the importance of acculturating new staff members; participation in the Learning and Development Fair sponsored by the Center for Workplace Learning and Performance; and continuing involvement in the ASPIRE education program of the Office of Research Compliance. Staff reached out to all employees leaving as a result of the VESP program to offer advice and services designed to assist exiting staff with the recordkeeping issues that and retain valuable institutional records and knowledge. RM staff continued to teach records management classes, including a class on managing email jointly taught with Lauren Kreisberg of the HMS IT Dept. Specialized presentations on archives and records management were delivered to faculty and staff at Judge Baker Children’s Center and Massachusetts General Hospital.

Staff consulted on record-keeping issues with the many offices, including the Office of the Dean, the Dean for Medical Education, Financial Operations and Analysis, Dean for Planning, Office of Technology Licensing, Office of Faculty Affairs, Dept. of Health Care Policy, and the Genetics/Pathology Computer Facility. RM staff also provided services to staff at Judge Baker Children’s Center, Dana Farber Cancer Institute, and Brigham and Women’s Hospital. Overall, the staff worked with 78 departments and offices, making 569 staff and faculty contacts throughout the medical school.

In response to the changing records environment, the RM staff has expanded its efforts in the area of electronic records management. Ms. Baker and Ms. Copenhagen developed a new file structure for the Countway Library’s network server and assisted with the migration of the records to the Countway’s new file server. Ms. Copenhagen worked with Countway staff in the development of the new structure, clean up of records on the existing server, and created documentation of the new file structure to assist Countway staff in determining where to file records on the server and how long to retain them. This pilot project will serve as the foundation for offering similar services and electronic
records advice to other offices in the future. A similar project was also undertaken for the Office of Technology Licensing.

The RM program provides professional oversight for the Harvard Depository accounts maintained by Harvard Medical School/Harvard School of Dental Medicine departments and offices. This year special projects were carried out to assist offices and departments in identifying records without description at the Harvard Depository. Gabriella Burgman worked with the Dept. of Health Care Policy to appraise and describe records in one Harvard Depository account, and also assessed the contents of the Harvard School of Dental Medicine’s Administration account. During FY 05 5 new Harvard Depository accounts were opened and 492 boxes were transferred to the Depository.

The ARM program also continued to support the acquisition of archival records by advising HMS/HSDM/HSDPH offices and departments about records of permanent value and arranging for the transfer of valuable institutional records to the Archives. See Appendix A for a list of new accessions.

The Archives for Women in Medicine

The AWM is an initiative of the HMS/HSDM Joint Committee on the Status of Women and the Francis A. Countway Library of Medicine. The JCSW recognized and acted upon the need to represent and document the special role that women have played in mid and late 20th century medicine, and the lack of accessible material on that subject. The AWM’s goal is to recognize outstanding medical leaders, and to document the social phenomenon that brought large numbers of women to the forefront of medicine.

In FY05, the Archives reached its first fundraising milestone: it acquired sufficient funding to hire a project archivist to initiate program activities. A celebratory event was held in the Library to mark the occasion. Dr. Martin and AWM fundraising chair Nancy J. Tarbell, M.D., spoke at the event which was attended by a hundred friends and donors. Fundraising efforts continue.

The HMS/HSDM Joint Committee on the Status of Women co-sponsored with the Center the development of a pilot oral history project. The Committee is providing the interviewers, Carol Nadelson, M.D. and Malkah Notman, M.D. and funding videotape and transcription. Kathryn Hammond Baker submitted the successful Institutional Review Board application to permit this human subject research and will oversee arrangements for interviews and the subsequent accessioning and description of interview documentation.

In May 2005, Giordana Mecagni was hired as the project’s first archivist. Giordana, who received her BA in Women’s Studies and Sociology from the University of New Hampshire, and her MLIS with a concentration in Archives Management from Simmons,
comes to Countway most recently from the Schlesinger Library on the History of Women in America.

The AWM has begun to approach prospective donors. Next year’s workplan will include acquisitions, donor relations, manuscript processing, cataloging, and outreach.

**Visual Images Access Project**

In FY03, the Countway Library received a matching grant from the Harvard University Library’s Digital Initiative (LDI) program to describe 2500 historical images from the Harvard Medical School archives and make them available through OASIS finding aids and the Harvard-Radcliffe Online Historical Reference Shelf. The project exceeded its goals by 100 percent; nearly 5,000 images will have been identified and described by the project’s completion in the fall of 2005.

Judith Greene, the project archivist, described 17 series of photographs relating to Harvard Medical School, Harvard School of Dental Medicine and Harvard School of Public Health. These images are now available for searching in 20 subject-oriented finding aids, and include 19th through 21st century photographs of HMS/HSDM/HSPH departments, faculty, students, buildings, clubs and associations. These finding aids, which are available on Harvard’s OASIS search engine, provide detailed descriptions and display some of the images as thumbnails. Twenty of the more well-known or highly used images described in this project also appear in Harvard’s VIA system. As a result of this project, the department has experienced an increased use of these images for research and publication.

**National Archives of Plastic Surgery**

NAPS archivist Peter Rawson attended the annual meeting of the American Society of Plastic Surgeons in Philadelphia in October. An exhibit showing highlights of the collections of the archives was on display. The archivist also attended the annual meeting of the Archives Committee. Rawson also completed the following activities:

- Created Powerpoint presentation that outlines an overview of the archives. This was presented at the Archives Committee meeting in October.
- Sponsored and hosted Bradford Cannon Day at the Countway Library. The Archives hosted an event honoring Bradford Cannon, M.D. in May. The highlight of the event included the premiere showing of the Valley Forge General Hospital DVD. (See annual report for FY 2004.)
- Created 7 HOLLIS records for NAPS collections and 13 RLIN records. The RLIN records are displayed in the NUCMC catalog sponsored by the Library of Congress.
- Provided images of Robert Ivy for Brian Kinney’s presentation at the annual meeting of the American Association of Plastic Surgeons in May.
- Provided an image of and information about the original logo of the American Society of Plastic and Reconstructive Surgeons for Geoffrey Hallock. An original drawing of the logo and a reproduction of a letter from the archives was printed in an article in *Plastic and Reconstructive Surgery*. The archives and the archivist were given acknowledgements in the article.
- Drafted an article about NAPS and worked with the staff of *Plastic Surgery News* on this project. The article will appear in the August 2005 edition.
- Acquired and accessioned the following records:

  **William G. Hamm. 2.5 cubic feet.**

  William Gideon Hamm, 1902-1998, BS, 1921, University of Georgia; MD, 1925, Washington University; was Clinical Professor of Plastic Surgery at Emory University. Hamm was one of the first plastic surgeons in Atlanta, Ga. to complete complicated cleft lip and palate procedures. He was a founding member of the American Board of Plastic Surgery and served as the President of the American Society of Plastic and Reconstructive Surgeons in the 1950s.

  **American Board of Plastic Surgery. 10 cubic feet.**

  The American Board of Plastic Surgery is the organization that grants certification to plastic surgeons in the United States. The board has agreed to an annual schedule for deposit of its records into the archives.

  **American Society of Plastic Surgeons. 35 cubic feet.**

  The American Society of Plastic Surgeons is the largest professional organization of plastic surgeons in the United States. The accession is comprised of films and videos that were produced by the ASPS educational organization the Plastic Surgery Education Foundation.

  **Warren Museum**

  Fiscal year 2005 witnessed continued revival of the Warren Museum. In addition to their ongoing work gaining physical, intellectual and administrative control of the collections, Curator Virginia Hunt and Curatorial Assistant Elise Ramsey have also moved forward with strategic planning and outreach activities promoting the collection for exhibition and research.

  A major step forward with the Museum’s strategic planning was the establishment of a new Warren Anatomical Museum subcommittee. This subcommittee was convened to
provide advice and counsel to the Curator of the Warren Museum, along with the Director of the Center. The subcommittee, made up of three members of the Harvard Medical School faculty, the Curator from the Historic Scientific Instruments Collection and the Museum’s curator, reviews and recommends departmental policies, procedures, and programs, and serves as an advocate for the Museum within the Harvard community. The first step of the subcommittee was to review and accept a new mission for the Warren Museum. This mission will be the springboard for shaping future programs and strategic planning at the Museum. Serving this year are Peter V. Tishler, M.D., Kitt Shaffer, M.D., Daniel Goodenough, M.D., and Sarah Schechner, Ph.D.

Another major milestone for the Museum was its successful application and receipt of an ILMS Conservation Assessment Program Grant for $4200.00. This grant will be used to conduct a conservation assessment on the Warren Anatomical Museum’s various collections. Obtaining this assessment will make the Museum eligible to apply for larger conservation grants to address the conservation problems sustained by the collection through years of neglect and inappropriate storage.

Outreach and public programs for the Museum continue to grow and develop. In April, Ms. Hunt was invited to give a paper entitled From Medical Education to Historical Collection: The Evolution of Anatomical Presentation at the Warren Anatomical Museum at the Wellcome Institute’s Symposium on Law and Ethics of the Display of Human Remains in Museums, London, England. Ms. Hunt and Ms. Ramsey offered numerous tours to school groups, college classes, and professional and scholarly organizations. Educational and orientation tours were provided to students from Harvard Medical School, Boston University’s Osteology and Psychology departments, Massachusetts College of Art, University Michigan History of Medicine and Medical classes, and Tufts University classes.

Last year the Museum staff answered 82 reference inquiries, filled 42 photograph requests, and saw the collection featured in several newspaper and magazine articles. In addition, Ms. Hunt wrote two articles on the Museum, one of which appeared in the Harvard Medical School Alumni Bulletin. In addition to its main exhibition on the fifth floor, the Museum held smaller exhibitions in the first floor lobby area of the Countway. In September, the Museum hosted its first foray into curriculum integration by presenting the Human Body Class Exhibit. This exhibit designed as a teaching tool to enhance the curriculum of the first year Human Body Anatomy class. The Museum also loaned several items from the collection to the Collection of Historic Scientific Instruments as part of its Bringing Nature Inside exhibit (October 2004-January 2005).

Another first this year was the employment of an intern from Harvard University’s Extension School Museum Studies program. Working with Elise Ramsey, Dr. Charles Millstein, a dentist, identified, cleaned, and cataloged dental instruments and equipment for both the Warren Museum and the Harvard School of Dental Medicine. Ms. Ramsey
and Dr. Millstein presented an exhibition of items from the dental collections in the spring entitled *The Roots of Dentistry: Selections from the Warren Anatomical Museum*.

Along with the work on the dental collections, the Museum staff continued to devote their efforts to gaining physical and intellectual control of the anatomical collections. This year Elise Ramsey cleaned, identified and cataloged approximately 1000 items from the collection. This included unpacking items, cleaning and identifying them, matching their accession records, labeling, and cataloging them in the collection database. Over the past three years more than 7000 items have been added to this database, with enhanced information coming from the myriad of sources--catalog cards, specimen cards, paper records--consolidated in one searchable database. The collection control database is now used as the main tool for access to the Museum’s cataloged collections, and contains information concerning the condition, description, and location of each item entered.

FY05 acquisitions to the Museum include: two late 19th-early 20th century microscopes donated by Lynn Reid, M.D.; and several radiology-related invention prototypes developed by Morris Simon, M.D. from his wife Josephine Simon.

**ARTIFACTS AND PRINTS**

In FY05, the department acquired a rare color engraving of Edward Jenner from Mrs. Ann Karnovsky. During the past year the department purchased a complete medicine chest comprised of 60 glass bottles of homeopathic medicines. The chest, which dates from the first decade of the twentieth century, was made and sold by Grande Laboratorio Homoeopathico in Rio de Janeiro. Besides the medicines, the chest also contains two small instructional pamphlets.

**EXHIBITS**

The Countway’s major in-house exhibit of the past year was *Boston Medical Library: A Reconstruction of the Collection of 1805 and Its History*, mounted to commemorate the bicentennial of the establishment of this precursor to the Countway. The exhibit, curated by Jack Eckert, opened in January 2005 and will be on view through September, with an associated web version to follow.

One volume from the rare book collection and five specimens from the Warren Anatomical Museum were loaned to the Collection of Historic Scientific Instruments as part of its *Bringing Nature Inside* exhibit (October 2004-January 2005)
OLIVER WENDELL HOLMES LEADERSHIP CIRCLE

Famous in his day as a physician, professor of anatomy, poet, and essayist, Oliver Wendell Holmes (1809-1894) was a founder and the first president of the Boston Medical Library and a distinguished faculty member of Harvard Medical School. A leader in many fields, Holmes was also a generous benefactor and devoted supporter of both the Boston Medical Library and Harvard Medical Library. Thus it was appropriate that the Countway Library chose to honor Dr. Holmes when choosing a name for its first “friends” group to support the Center for the History of Medicine. Dr. Holmes’ leadership contributed enormously to the success of the two organizations that constitute the Countway Library.

Established in FY04, the Oliver Wendell Holmes Leadership Circle is an annual giving program dedicated to providing essential operational support for important initiatives and projects that lie beyond the funding scope of the Center’s normal annual budget. Through their contributions, members of the Circle continue the noble tradition of leadership and generosity established by Dr. Holmes more than a century before. Philanthropic support by Circle members ensures that the Center preserves its mission of supporting research in the history of medicine by making its collections accessible and by sponsoring programs that promote the use of these collections.

Nine members have joined this select group of leaders during the Circle’s first two years, contributing over $100,000. This past June the Countway hosted the first annual Circle dinner at the Harvard Club in to acknowledge the generosity of Circle members.

RARE BOOKS & SPECIAL COLLECTIONS SUBCOMMITTEE

The Rare Books & Special Collection Subcommittee, formed in 1998, met five times in FY05. The purpose of the subcommittee is to provide advice and counsel to the Director of the Center. The Subcommittee reviews and recommends departmental policies, procedures, and programs, and its chair and members serve as advocates of the Center on the Joint Library Committee, the Boston Medical Library’s Board of Trustees, and the wider community. This past year the committee was comprised of the following members: Allan M. Brandt, Ph.D.; Paul Chapman, M.D.; Mary Ellen Avery, M.D.; Scott Podolsky, M. D., Ph.D.; Charles E. Rosenberg, Ph.D.; and Peter V. Tishler, M.D. (Chair), Lawrence Vincent, M.D.; and Anthony Weiss, M.D.
STAFF ACTIVITIES

Administration

**Thomas Horrocks**, Director of the Center for the History of Medicine/Joseph Garland Librarian of the Boston Medical Library, attended the annual meetings of the Bibliographical Society of America, ALHHS, and AAHM. During the past year Dr. Horrocks was elected a member of the American Antiquarian Society and served on the Council and the Endowment Committee of AAHM, the library committees of the Grolier Club and the Massachusetts Historical Society, and a library planning committee of the New York Academy of Medicine. He was elected president of the Ticknor Society, a Boston-based bibliophilic organization, in May 2005.

Public Services

Besides his public services and exhibition activities mentioned above, Reference Librarian **Jack Eckert** attended the 2005 meetings of the Archivists and Librarians in the History of the Health Sciences (ALHHS) and the American Association for the History of Medicine (AAHM), which were held in Birmingham, Alabama, and also ALA Midwinter in Boston. He also served on the Steering Committee for Countway’s Retrospective Serials project and continued to coordinate Countway’s participation in the “Women and Work” component of Harvard University’s Open Collection Program.

Besides his public services and plastic surgery activities mentioned above, Assistant Reference Librarian **Peter Rawson** attended the annual meetings of Archivists and Librarians in the History of the Health Sciences and the American Association of the History of Medicine in Birmingham, Alabama, in April. He also attended the Northeast Document Conservation Center’s School for Scanning in June.

Rare Books

Rare Books Cataloger **Joan Thomas**, in addition to her regular duties, attended meetings of Harvard University Library’s Cataloging Discussion Group and served on a committee charged with developing a curriculum to support the establishment of a Library service desk. Ms. Thomas and **Lucretia McClure**, Special Assistant to the Countway Librarian, continued to correct catalog records and wrap fragile volumes for the Boston Medical Library collections. In addition to her preservation work with Ms. Thomas, Mrs. McClure performed a number of specific tasks, such as assisting at the reference desk and recalling hundreds of books from the Harvard Depository and evaluating them for possible addition to the library’s holdings. She also coordinated two book sales, worked with Harvard University Library’s Preservation Center in preparing the latest NEH preservation grant application, and continues to work on the journal weeding project. Mrs. McClure is one of the staff evaluating the titles on the 4th floor in preparation for the
move of that collection to the Harvard Depository. This process will involve weeding such items as duplicate volumes, book chapters, reprints, and materials that are out of our subject scope. She attended the annual meetings of the ALHHS and the AAHM. She published “A Curious Mind” in the *Journal of the Medical Library Association* (2005) and “Cushing’s Way” in the *Journal of Investigative Surgery* (2004). She presented a paper, “Fully Qualified; Never Appointed” at the annual meeting of the Medical Library Association in San Antonio in May, 2005.

**Special Collections**

In addition to managing the Special Collections Unit, Kathryn Hammond Baker also acts as the Manager of Access Services and serves on the Library’s Management Group. Her Center activities included donor relations and acquisition of manuscript collections; managing the Archives for Women in Medicine project; negotiating and consulting with the Brigham and Women’s Hospital on the establishment of a formal Archives program; and planning for the National Library of Medicine’s “Changing the Face of Medicine” traveling exhibit. In FY05, she served as a member of the Quad Roundtable, an advisory group of Harvard Medical School’s Office for Research Compliance and its Policy Subcommittee, and as a member of the HMS/HSDM Joint Committee on the Status of Women and its Archives for Women in Medicine Subcommittees. Ms. Baker continued in her fifth year as an instructor at Simmons College’s Graduate School of Library and Information Science, teaching the Fall 2004 Records Management course. In FY05, she attended the annual conferences of the Society of American Archivists, the Association of College and Research Libraries, and The American Society for Information Science, and the mid-winter meeting of the American Library Association.

Gabriella Valdez Burgman, Records Management Assistant/Brigham and Women’s Hospital Archivist, coordinated the transfer of records to the Harvard Depository (HD) for storage for all HMS and HSDM offices. She also managed the Harvard Depository accounts for clients, coordinated the destruction of records at the Harvard Depository and updated the Harvard Depository accounts. Ms. Burgman also participated in the outreach activities of the records management program by contacting new employees and their managers to convey information about records management services and classes. Additionally, she worked with 2 clients to analyze the contents of their HD accounts and destroy eligible records. As the Brigham and Women’s Hospital Archivist, Ms. Burgman completed a survey of the hospital’s records arranged the records for improved access, and wrote a finding guide for the records. She attended 2 Microsoft Access training classes and ALEPH training. Ms. Burgman left Countway in June 2004 to accept a position in Harvard University’s Records Management Office.

Elizabeth Copenhagen, Assistant Records Manager, presented numerous records management training sessions which were attended by people from offices from across the medical school campus. She also presented a class on records management for
sponsored research administrators as part of the Medical School’s ASPIRE certification program. Ms. Copenhagen worked with a number of medical school offices concerning the transfer of records to the archives, creating record retention schedules and record keeping policies and procedures. She designed the new file server organization for Countway Library with Kathryn Baker, coordinated the clean up of the previous file server in advance of the server migration, made multiple presentations to the staff about the new file structure and server migration, wrote the documentation of the file server structure, and assumed the role of the Countway’s Local Information Security Administrator (LISA). She also continued to serve on the Education and Training subcommittee of the Office for Research Compliance. Ms. Copenhagen attended the annual conference of the Association of Records Management Administrators (ARMA), a 2 day pre-conference workshop on electronic records issues sponsored by ARMA, a local ARMA event, and the 2004 Managing Electronic Records (MER) conference.

As mentioned above, Judith Greene produced several on-line finding aids and cataloged the photographic collections as part of the Countway’s LDI Visual Images project.

As part of the consolidation of the Manuscripts and Archives unit in the Center, in FY05, Virginia Hunt, Curator of the Warren Museum & Assistant Archivist, took over the oversight of the descriptive functions of the non-book materials contained in the Center’s holdings. This change includes oversight of accession, processing, description and cataloging of all archival records and manuscript collections, as well as accession and cataloging of items in the Warren Museum. As part of this transition, Ms. Hunt has worked to streamline the processing and description workflow of new accessions from acquisition to final cataloging, as well as create procedures to make the non-book holdings accessible to researchers more quickly after acquisition. As part of her new responsibilities, Ms. Hunt oversaw the LDI Visual Images project and the processing of the Brigham and Women’s Hospital records. She attended the 2004 meeting of the Society of American Archivists (SAA), and the bi-annual meetings of the New England Archivists group. Ms. Hunt also served as the department liaison to Harvard’s OASIS committee, attended Harvard’s Manuscript Archivists and Curators meetings. Dividing her time between the Archives program and the Warren Museum, Ms. Hunt continued to oversee the day-to-day operations of the Warren Museum, including oversight of the unpacking and inventory of Warren Museum artifacts in the new storage site and presentation of public programs and exhibits at the Museum. She completed her course work for the Masters in Museum Studies at Harvard’s Extension School’s Museum Studies Program, and began work on her thesis. Ms. Hunt is now also a regular speaker at the Introduction to Museum Studies class at the Harvard Extension School’s Museum Studies Program. Representing the Museum, Ms. Hunt attended the annual meetings of the following organizations: the Medical Museums Association (MeMA), where she completed her term as president of the organization; the American Association for the History of Medicine; and the European Association of Museums for Health Science and Medicine, Vienna, Austria.
Jennifer Pelose, Assistant Archivist for Manuscripts, spent the first part of FY05 attacking the backlog of unfinished internship collections that remained after the departure of the former manuscript librarian. Ms. Pelose corrected catalog records, wrote name authorities, corrected finding aids and completed end processing for these 30 collections. In addition, Ms. Pelose processed and cataloged the papers of Alan Guttmacher, surveyed and created provisional catalog records for several new accessions, and created accession level catalog records in RLIN and HOLLIS for 2005 archives and manuscript accessions. She participated in several professional development activities, including two Society of American Archivists (SAA) workshops on curatorial care for photographs and archival cataloging according to the new archival standards in description (DACS), and both the SAA and New England Archivists annual meetings. She also participated in the Harvard OASIS Users Group meetings.

Elise Ramsey, Curatorial Assistant, continues her progress in unpacking and identifying museum objects at the USArt storage site. She conducted numerous tours of the museum, assisted researchers and answered photograph requests and reference questions about the museum. Elise was involved in the presentation of two exhibits this year: The Human Body Class Exhibit and The Roots of Dentistry: Selections from the Warren Anatomical Museum, which she presented with intern Charles Millstein. She also assisted Jack Eckert and Peter Rawson at the Center for the History of Medicine’s Reference Desk. Ms. Ramsey’s professional development activities include attending the following conferences: New England Museums Association annual meeting, the American Association of Museums annual meeting, the American Association for the History of Medicine annual meeting, and the Medical Museums Association annual meeting.

Interns

Beth Willis surveyed several drawers of records in Countway’s Circulation Dept. and prepared recommendations and a filing guide for Circulation’s records. Interns Tamara Durbin and Todd Strauss processed and cataloged the 2 series records of the Harvard Medical School, Office of the Dean Records.

The departmental staff for FY05 is listed below:

Kathryn Hammond Baker
Manager, Special Collections

Gabriella Valdez Burgman
Records Management Assistant/Brigham and Women’s Hospital Archivist
The Associate Director wishes to express his appreciation and thanks to Kathryn Hammond Baker, Elizabeth Copenhagen, Jack Eckert, Virginia Hunt, Lucretia McClure, Peter Rawson, and Joan Thomas for preparation of this report.