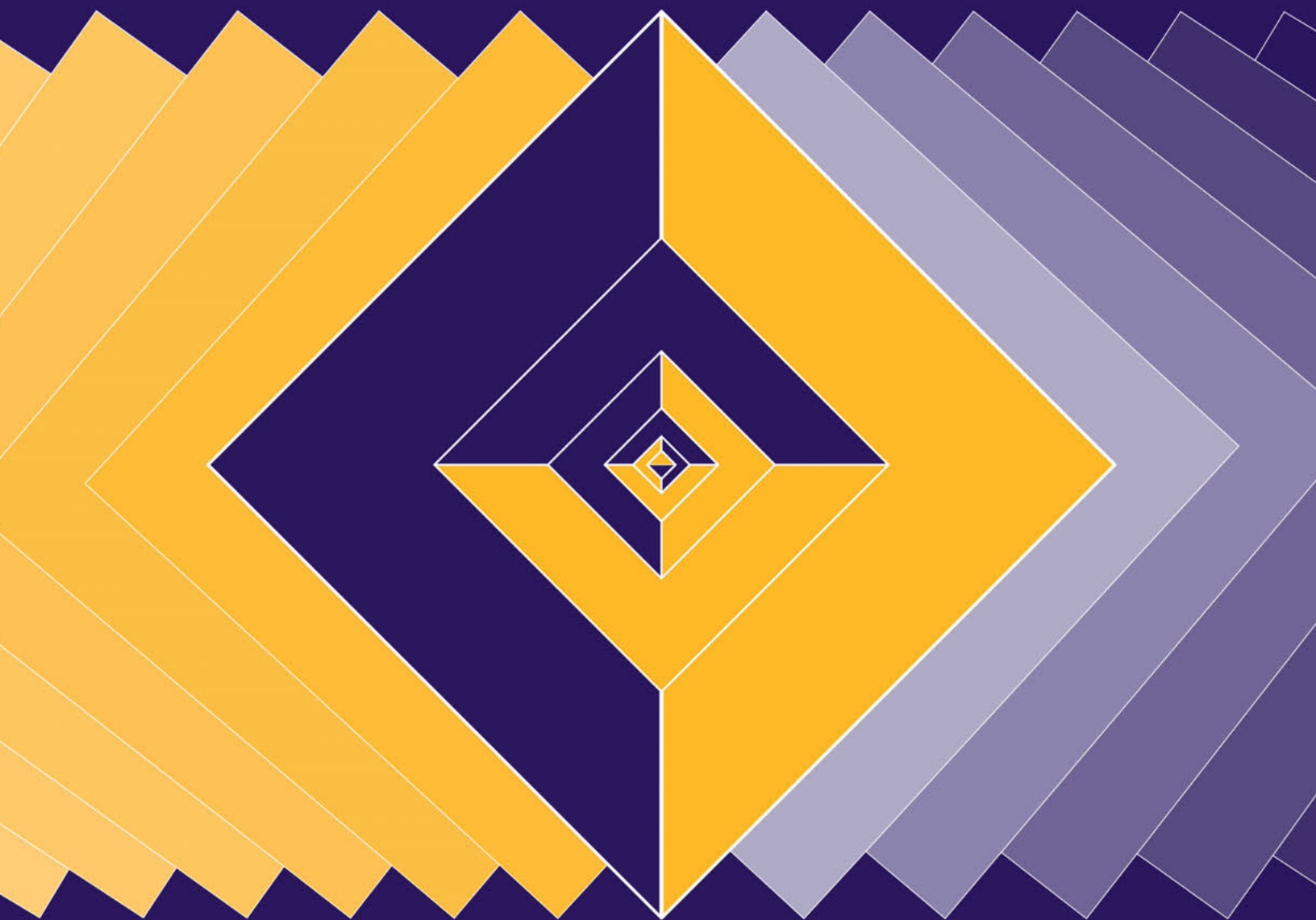




Kit 347

Community-based Collections
July 2015



ASSOCIATION OF RESEARCH LIBRARIES

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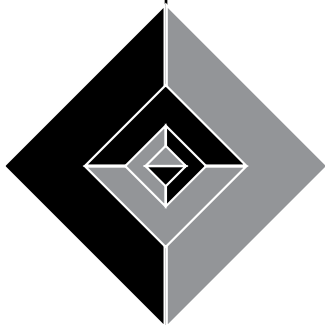
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SPEC Kit 347

Community-based Collections

July 2015

**Lourdes Santamaría-Wheeler, Jessica Belcoure Marcetti, Rebecca Fitzsimmons,
Margarita Vargas-Betancourt, and Sophia Krzys Acord**

University of Florida



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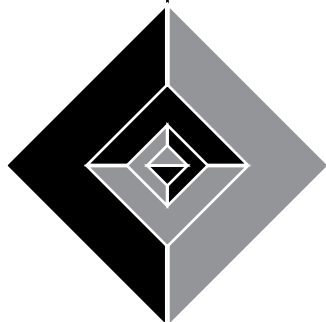
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SURVEY RESULTS

EXECUTIVE SUMMARY

Introduction

Academic libraries are actively acquiring much more than individual papers and institutional record collections—they are also acquiring community-based collections. Community-based collections are those that have been amassed not by one individual but by a collective, which may take the form of a museum, ethnic or cultural organization, or other diaspora group active in the documentation of its past. Often these collections have significant emotional dimensions in that they speak to the community's heritage and identity. As such, these broad archives are often extremely personal to those who collected, and sometimes created, the materials. In addition to more traditional roles such as caring for the physical collection, in working with community-based collections libraries are navigating new territory with the integration and stewardship of these active and directly connected communities. A commitment to ongoing community engagement, with some level of shared governance or other collaborative activity to build, process, or publicize the collection, is often a key part of acquiring community-based collections.

The purpose of this survey was two-fold: first to assess the breadth of collecting practice taking place at the intersection of research libraries and cultural communities, and second, to discover what activities are being conducted by these libraries to support community groups in the collection, documentation, and stewardship of their shared heritage, including public outreach and educational initiatives relating to the collection. This type of work augments the traditional service role of libraries by suggesting a greater continuity between the repository and the originator(s) of a collection.

Forty-eight of the 125 ARL member libraries submitted survey responses for 55 community-based collections between March 2 and April 6, 2015, for a 38% response rate. The data shared suggests that, while collecting practices are far from uniform, libraries are acquiring community-based collections with accelerating frequency. Nineteen respondents (35%) report not having any community-based collections while 36 (65%) report having one or more. Most of those institutions have one or two collections, though six (11%) report having more than 15. Several respondents also indicated that their community-based collection is composed of several smaller collections.

The majority of respondents (29 or 81%) have acquired these collections within the past 25 years. Twelve of those who have community-based collections (23%) are currently discussing acquiring another collection, while four have no plans to acquire another one in the future. Twenty-eight respondents (54%) agree that there is an increasing need for libraries to acquire such collections, including five who do not yet have one. Most of the respondents who do not currently have community-based collections do not expect to acquire any in the future, though several said they would be open to the idea if there was a need or the material fit within their collecting goals.

Collections: Scale, Scope, and Support

The 55 collections reported on in this survey represent diverse communities, including activist groups, professional organizations and societies, music cultures, ethnic groups, and communities brought together through shared experiences. Despite this diversity, the communities are united by a variety of often overlapping characteristics. The majority (23 or 64%) share a

special interest or represent an affinity group; sixteen (44%) are part of a social group; fifteen (42%) are joined by a common ethnic group or geographic location; eight (22%) are part of a professional organization; seven (19%) are part of a political organization; five (14%) are part of a religious organization; and eleven (31%) share some other characteristic. The comments of those that marked the box for “Other characteristic” indicate that several could also be classified as a special interest or affinity group. The majority of communities represented by these collections (23 or 64%) are local in whole or in part to the collecting library.

Community-based collections come to libraries in a variety of ways. In most cases (24 or 69%), there is an affinity between the collection and existing library holdings and interests. The survey data also indicate the communities have a wide variety of urgencies that necessitates collection partnerships and support, including aging of the community (37%) and threats to the materials (23%). Over half of the respondents (20 or 57%) described particular urgencies in depth, most commonly the need to preserve records and histories in danger of being lost or overlooked. Many librarians report working with key community “ambassadors” in the acquisitions and outreach process.

The majority of the community-based collections hold materials that are consistent with traditional library and special collections holdings, including manuscripts, photographs, newspapers, artifacts, books, oral histories, audio-visual materials, and ephemera, though most of the collections primarily hold manuscripts and photographs. Although the libraries process and house these diverse materials in varying ways, several respondents observed that housing artifacts presents a particular challenge. Finding aids (28 or 80%) and MARC entries in library catalogues (24 or 69%) are the two most common ways to describe the collection, although a number of institutions use spreadsheets (34%) and publicly-accessible databases (26%) to arrange collection items.

Community-based collections are both created and managed by group effort. Most of the respondents (28 or 78%) have a team of library professionals who share processing/cataloguing, reference, interpretation, and other duties on a daily basis, with graduate and undergraduate student assistants

playing significant roles. The general governance of the collection is the sole responsibility of the library for most of the respondents (24 or 67%), but seven (19%) reported they share governance duties with the community organization.

In most cases, financial responsibility for collection care rests solely on the libraries’ shoulders (28 responses or 78%); only a small portion (6 or 17%) shares that responsibility with the community. This financial burden is a significant and troubling aspect of collection care when coupled with the number of respondents (32 or 89%) who reported that there is no endowment supporting the collection. Only four libraries (11%) report having an endowment and those were secured after acquisition of the collection.

Community Stewardship

While stewardship of the affiliated community is an integral part of managing community-based collections, the survey responses indicate that libraries may be veering away from formal, regularly scheduled, stewardship structures like advisory councils. Instead, many report more casual methods, such as informal meetings or ongoing personal relationships. To this end, email and in-person, one-on-one meetings are the most commonly reported methods of communicating with community members, although several libraries also send collection announcements through community newsletters. Notably, virtual meeting platforms such as Skype or GoToMeeting are the least used methods of communication.

Donor Relations

The large majority of survey respondents (32 or 89%) have no annual membership or friends affiliation associated with the community-based collection, but they do encourage private donations. Only about half of the respondents publicly recognize monetary donations, typically by way of a published list of donors’ names.

Volunteer Activities

Despite expressing a desire to do so, most of the responding libraries (28 or 78%) are not retaining any members of the affiliated community as volunteers with the collection. Though no clear reason is given for not employing volunteers from the community,

respondents speculate that if such a program were implemented, it would center on a crowdsourcing format. Of the affiliated community members who are already volunteers, some are indeed engaged in crowdsourcing and metadata activities, but they more commonly assist with exhibits and interpretation projects.

While it seems that, overall, there are few volunteer opportunities within community-based collections, the responding libraries reported using more non-community volunteers (13 or 36%) than affiliated-community volunteers (8 or 22%). In their comments about volunteer opportunities, respondents noted that the non-community volunteers tend to be students or interns, most commonly involved in collections processing/care activities. This seems to complement the affiliated-community volunteers' work on crowdsourcing and metadata projects. These various experiments with volunteer engagement represent a desirable division of volunteer labor; a division that seeks to balance the deep knowledge of collection content by affiliated-community members, the availability and interest of non-community volunteers, and the expertise of professional library staff.

Engagement

Milestones of community engagement vary widely among the responding libraries, but the most common landmark events include special exhibits, interpretive programs or lectures, the initial acquisition of the collection, and digitization of all or part of the collection materials. Several respondents also noted the importance of hiring an assistant curator or connecting with individual community members as milestones of engagement.

Most of the libraries report stable or increased in-person use of the collection following its acquisition and several respondents specified that visitation fluctuates near anniversaries or significant dates within the collection and/or community. Comments indicate that in-person use by the affiliated community may see a decrease due to members' age or other factors affecting the size or strength of that community. Despite multiple comments from library staff whose collections are not digitized (or are unavailable for digital viewing), there appears to have been an uptick in online visitation for about half of the collections (52%)

since their acquisition, with respondents crediting virtual exhibits and eliminated physical space for the increase in online engagement.

Outreach and Promotion

Outreach and promotion activities for community-based collections seem to be on par with other library collections. Instances of promoting finding aids, contacting faculty, including items in exhibitions, and registered user communications are similar. The difference is having certain activities also undertaken by the community. In general, libraries seem to be undertaking the bulk of outreach work through engaging in communications, events, exhibitions, and education activities, which are all part of the general library endeavors. Yet, the community is also undertaking significant outreach work, such as by contacting other community members (15 responses or 68%), hosting events (11 or 50%), and sharing via social media (9 or 40%).

Rewards and Challenges

Community-based collections present libraries and archives with an opportunity for dynamism and innovation. They defy traditional archival theory not only because they include a heterogeneous array of object types, but also because, as several respondents noted, they can involve negotiating interpersonal relationships. There are great rewards and complex challenges associated with preserving and incorporating these collections into an academic institution. As one respondent noted, "it is a sacred responsibility that consumes many."

Most of the respondents agree that a primary reward of archiving community-based collections is preserving a possibly overlooked history. Several respondents also shared the feeling that the collection benefits from the context provided by the rest of the library's holdings and vice versa. Providing access and strengthening community relationships are also shared rewards of managing community-based collections.

As with many types of collections, there are also significant challenges. A lack of resources is the main challenge respondents face with community-based collections. While not unique to this type of collection,

this issue is perhaps more acutely felt when working with expanding collections that benefit from an ongoing investment of time and energy to support a variety of preservation needs. Most of the survey respondents cite financial and staffing resources as a challenge to working with community-based collections. The amount of time needed for processing, digitization, and community outreach paired with small budgets is a concern. Adequate storage space for materials is also a problem reported by a number of institutions.

Staff / Community Satisfaction

Both library staff and the community are perceived as being mostly satisfied (68% and 72% respectively) with the working relationships they have with each other. Comments from respondents indicate that the slight dissatisfaction may be linked to divergent expectations and goals between library staff and community members. Staff satisfaction with the overall strategy for managing the community-based collections is slightly lower (58%), but even those reporting dissatisfaction or neutrality optimistically describe possibilities for continuing growth and improvement in the future.

Rewarding experiences for library faculty and staff are often closely tied to job duties such as providing access, preserving a legacy, and facilitating original research and scholarship. Respondents also identified a number of rewards derived from working with community-based collections, including revitalizing organizations and strengthening communities. Several respondents also noted the possibility of highlighting diversity, promoting inclusiveness, and providing a presence to underrepresented and marginalized groups.

Assessment

Twenty-nine of the survey respondents (52%) have done some kind of collection assessment. The most common assessment technique is gathering statistics (20 responses or 69%), which is most frequently conducted on an annual basis. Statistics are most commonly gathered on collection usage and outreach efforts. Some respondents have collected internal collection processing statistics, as well. About half of

the respondents have conducted internal surveys of library staff, typically on collection processing, on a one-time or occasional basis. Ten have conducted interviews and focus groups with community users, most often to gather information on collection use and outreach. In at least one instance, an interview of community members also contributed to collection processing as the interviews yielded oral history records for the collection. Occasionally, some respondents have solicited comments from or surveyed collection users. About half of the responding libraries have used several of these methods at different times to assess their community-based collections.

The primary purpose of conducting collection assessments is to understand and improve collection usage. Other reasons are related to grant requirements or grant preparation, and as part of library-wide collection management assessment. Two respondents used assessment for the express purpose of building relationships with the local community, soliciting their feedback, or promoting external stakeholder “buy in.” Significantly, no respondents reported that assessment is a way of promoting internal stakeholder buy-in within the library.

It appears that assessment is not currently seen as a major component of most community-based collections work. Statistics gathering on collection processing and usage forms part of many libraries’ normal institutional assessment procedures and priority-setting exercises. For a notable minority of respondents, however, collection assessment is an important way to improve community-based collection processing, usage, and engagement, and for a small number of institutions, assessment is a way to create a vehicle to solicit involvement with collection communities and users in ongoing collection development work.

Conclusion

The institutional incorporation of community-based collections expands the mission of library faculty and staff from custodianship to stewardship, not only of a collection, but also of a community. In this process, libraries and community partners bring together archival knowledge with interpersonal skills, local expertise, and emotional intelligence. Importantly, libraries may also depart from the unidirectional

description of collections, as traditionally practiced by archives and repositories, to a multifocal process that includes the voices of the community. This takes a variety of collection management forms; the majority of community-based collections are treated similarly to other library acquisitions, while a smaller number of libraries (~20%) are experimenting with innovative peer-to-peer forms of engagement.

The low survey response rate coupled with the relatively recent acquisition of the reported collections suggests that this is new territory for ARL member institutions. The generosity and intensity of the responses received on this survey point to this as an important, growing area for research libraries to

watch in the near future. One can also infer from the responses that the libraries' traditional strengths of service, preservation, and access are assets in the acquisition of community-based collections. Yet, academic research libraries seem to lack widespread expertise and resources in community stewardship and could benefit from looking toward similar cultural stewards outside of peer institutions. This SPEC Kit aims to provide important documentation and support for conversations between libraries, archives, and other cultural entities about developing sustainable models to preserve and support community and cultural heritage.

SURVEY QUESTIONS AND RESPONSES

The SPEC Survey on Community-based Collections was designed by **Lourdes Santamaría-Wheeler**, Exhibits Coordinator, **Jessica Belcoure Marcetti**, Volunteer Coordinator for the Panama Canal Museum Collection, **Rebecca Fitzsimmons**, Intake Coordinator for the Panama Canal Museum Collection, **Margarita Vargas-Betancourt**, Caribbean Basin Librarian, and **Sophia Krzys Acord**, Associate Director of the Center for the Humanities and the Public Sphere, at the University of Florida. These results are based on 55 responses from 48 of the 125 ARL member libraries (38%) by the deadline of April 6, 2015. The survey's introductory text and questions are reproduced below, followed by the response data and selected comments from the respondents.

Many libraries today are actively acquiring much more than individual papers and institutional record collections—they are also acquiring community-based collections. Community-based collections are those that have been amassed not by one individual but by a collective, which may take the form of a museum, ethnic or cultural organization, or other diaspora group active in the documentation of its past. Often these collections are emotional in that they speak to the community's heritage and identity. As such, these broad archives are often extremely personal to those who collected, and sometimes created, the materials. In addition to more traditional roles such as caring for the physical collection, in working with community-based collections libraries are navigating new territory with the integration and stewardship of these active and directly connected communities. An ongoing commitment to community engagement, with some level of shared governance or other collaborative activity to build, process, or publicize the collection, is often a key part of acquiring community-based collections.

The purpose of this survey is two-fold: to assess the breadth of practice taking place at the intersection of academic research libraries and cultural communities, and to discover what activities are being conducted by these libraries to support community groups in the collection, documentation, and stewardship of their shared heritage, including public outreach and educational initiatives relating to the collection. This type of work enhances and may potentially transform the traditional service role of libraries by suggesting a greater continuity between the repository and the originator(s) of a collection.

The survey results will help academic libraries evaluate the potential impacts of acquiring community-based collections. The results will also be evaluated to answer the following questions: By preserving and making accessible archival materials, how do research libraries assist partner communities in achieving their outreach and stewardship goals? How do these projects draw on new competencies and expertise for library professionals, and what strategies have libraries developed to support and evaluate this work? What models have libraries developed to collaborate in new ways with the donors and creators of archival materials, while keeping shared missions moving forward productively?

Some libraries have multiple, distinct community-based collections that may be organized and/or managed differently. In order to more broadly understand the current landscape of community-based collections within ARL member libraries, we welcome separate responses from the curators or managers of as many distinct collections within an institution as wish to complete the survey. Please submit separate surveys for each community-based collection.

BACKGROUND

1. How many community-based collections does your library hold (total)? N=55

19 respondents reported 0 community-based collections; 36 reported one or more.

Minimum	Maximum	Mean	Median	Std Dev
1	1000	53.50	2.00	189.26

# of Collections	Responses
0	19
1	10
2	10
3	1
4	2
5	2
6	0
7	1
10	1
12	1
15	2
>15	6

2. Do you anticipate acquiring more community-based collections in the future? N=54

Yes, there is an increasing need for libraries to do so	28	54%
Yes, we are already discussing/negotiating another collection acquisition	12	23%
No	15	29%

Comments N=21

Answered Yes N=15

Community-based collections are central to everything we do (documenting Mormonism as a whole, as well as groups, organizations, individuals, and families within this group).

For clarity, this survey will only discuss non-university community records.

Historically the University of Pennsylvania has accepted the institutional records of a small number of active Philadelphia-based community organizations. UPenn is perceived to have the space and resources to provide secure storage of an organization's papers and provide access. With respect to selection, Penn Library curators select materials that have a high research value.

In addition to the Pan Am Flight 103/Lockerbie Air Disaster Archives, the Syracuse University Libraries' Special Collections Research Center holds the Oneida Community Collection (1811–1983, bulk dates 1850–1900). The Pan Am Flight 103 Archives was ultimately chosen as the Libraries' representative collection owing to the significant involvement of Archives staff with members of the Pan Am 103 community, and the collection's ongoing expansion. The Libraries

also continues to offer support for community-based collections held by various groups affiliated with the university, such as the La Casita Cultural Center, which are not strictly considered part of the Libraries' collections.

In general, the acquisition of private collections (e.g., non-university records) is discretionary, and most times, individuals or organizations initiate the transfer or donation of their records to the University Archives.

It is an under-documented area in our Jazz Studies holdings: societies, performance groups, etc.

Many of these collections relate to issues of current interest to researchers, such as labor/work rights, civil rights, ethnic studies, immigration, race, gender, sexuality, or conservation and the environment.

The Archives has experimented with decentralized, thematic acquisitions in the past 25 years. While our US Navy Japanese/Oriental Language School Archival Project could be construed as a community collection area, as it deals with a specific group of attendees and sensei of the WWII era school, virtually all of the 200 plus collections acquired in that collection area came from specific donors. It is the nature of archival collections that they need to be donated by individuals or individual organizations. Frequently, a scholar or activist will build such a collection of subject specific, time specific, or geographically specific sources. Each of these collections includes a "community" of a sort, even though the donor was an individual or the organization was a singular entity. In a way, when archives seek primary source collections in specific subject collecting areas, such as human rights, or labor unions, or ethnic or racial activists, or the Atomic West, we are performing a type of community archiving, as the collections consist of related and often intertwined sources. We have also accepted the collections of a number of individuals who created such community-based archival collections.

The collection we hold is made up of approximately 80 archival collections, totaling over 200 linear feet.

The library holds a number of collections consisting of the records of political and pacifist organizations, but as these are organizational records rather than collections curated by a group or collective, they don't seem to fit the definition in this survey. The library does provide discoverability to the book collections of several campus community organizations, including the Museum of Art, the Ontario Public Interest Research Group, and the Student Health Education Centre, among others. These collections remain in the custody of their respective organizations but are included in the library's catalogue as information resources available to the campus community. This is an important collecting area for the library.

This total includes local churches and religious organizations. Some of these collections will have accruals coming in. Others are frozen because the organization is now defunct. We would acquire such collections if and when they come to our attention and if they fit our collection mandate.

While I believe this collecting model will be a growth area for many special collections repositories into the future, its demands are resource intensive. Consequently, libraries and archives will need to be highly selective when deciding whether to make commitments to additional community-based collecting initiatives.

Answered No N=4

Maybe! It depends on the offers and the research needs.

The University Libraries currently does not participate in any community-based collection efforts.

We're open to collecting such collections or working with organizations that do, but no concrete plans to think about such collections separately from the other sorts of collections we acquire.

While we are not currently discussing/negotiating any collections, if there is a need, I would anticipate an acquisition to be possible.

Additional Comments N=2

Possibly, if they fit within the parameters of our collecting goals.

Unsure.

EXAMPLES OF COMMUNITY-BASED COLLECTIONS

3. What is the name of the community-based collection you will be describing in this survey?
4. Please enter the name of the holding library, unit, or collection within which this community-based collection resides.
5. Please briefly describe the nature of the collection. N=36

Chinese Experience in Western Canada

Bruce Peel Special Collections Library, University of Alberta

This community-based collection focuses on the Chinese experience in the Canadian prairies. It includes photos, letters, and other print documents that highlight Chinese immigrant stories, as well as their involvement in their prairie communities.

Records of the New England Conference of the United Methodist Church

Boston University School of Theology Library

The collection is comprised of church records from individual towns and cities in the states of New Hampshire, Vermont, Massachusetts, Rhode Island, and Maine. Each United Methodist Church upon closing or merging with another church is to send their records to the Annual Conference's archival repository. For the New England Annual Conference that repository is Boston University School of Theology Library. The collection holds conference journals and records from predecessor conferences (when the conferences were organized by state, or region, i.e., New Hampshire Conference, Vermont Conference, etc.) Records from various agencies of the New England Conference are also sent to the archives, as are any groups and organizations relating to New England Methodism. There is a wide variety of record formats, everything from videocassette and glass lantern slides to paper and large paintings or plaques.

Saints at War Collection

L. Tom Perry Special Collections, Harold B. Lee Library, Brigham Young University

This is a collection of oral histories and other historical records related to veterans who are members of the Church of Jesus Christ of Latter-day Saints (Mormons), spanning from the Mexican-American War to the present.

June L. Mazer Lesbian Archives

UCLA Library Special Collections

The June L. Mazer Lesbian Archives at UCLA Library is an outreach and collection-building partnership that will expand access to the Mazer Archives and expand UCLA Library's holdings in this important area of social and cultural history. The Mazer Archives is the largest major archive on the West Coast dedicated to preserving and promoting lesbian and feminist history and culture.

Herman Baca Papers

Special Collections & Archives, University of California, San Diego

This collection is 45 linear feet of material collected/created by Chicano activist Herman Baca and the Committee on Chicano Rights, a San Diego organization. It includes correspondence, documents, artwork, photographs & slides, newspaper clippings, and organizational materials.

US Navy Japanese Language School Collection

Archives, University of Colorado at Boulder

This composite collection consists of materials drawn together from numerous sources, university records, Who's Who, the web, Worldcat, and other sources to provide information on many of the 1650 attendees of the US Navy Japanese Language School during WWII. Archival staff compiled this information into a collection. The collection consists of 9 linear feet of individual files, restricted transcripts, and general files. The collection supplements the other 200 collections we hold on that topic.

Germans from Russia

Archives & Special Collections, Colorado State University Libraries

This collection originally emerged to support research conducted as part of the Germans from Russia in Colorado Study Project, which was active at Colorado State University under Dr. Heitman's direction in the late 1970s. It includes a full range of secondary resources and many original documents dealing with the migration of Germans to Russia's open lands of the lower Volga River beginning in the 1760s, plus sources detailing their Russian sojourn and subsequent move to the United States over one hundred years later. Specialized information on local settlements in the United States and specific accounts of Germans from Russia in Colorado make this collection unique. The collection documents early migration to Colorado settlements, religious and family matters, occupations, and social mobility. There is considerable material on the early sugar beet industry and the role of the Germans from Russia in its early growth, plus a general view of the history of Colorado from the perspective of this ethnic group. The story of the assimilation and influence of Germans from Russia in Colorado makes this collection an important resource for the understanding of the history and development of the state. Formats include books, journal articles, theses, dissertations, oral history tapes and transcripts, photographs, manuscripts, and government publications. Most of the collection is in English, but some German language materials are included. In addition to academic study, the collection is occasionally used for genealogical research.

National Park Service Employees Collection

Agricultural and Natural Resources Archive, Colorado State University Libraries

This collection consists of publications, brochures, work documents, letters, photographs, audio and video files, artifacts, and other memorabilia related to the experiences of National Park Service employees. Gathered over a period of more than 50 years, the collection has two major contributors as well as more than 20 current and retired NPS employees who sent their materials to Ken Mabery, NPS Superintendent of Scottsbluff National Monument. With the consent of the other donors, Ken donated the collection to CSU Libraries in 2012.

Cornell Hip Hop Collection

Division of Rare and Manuscript Collections, Cornell University Library

The mission of the Cornell Hip Hop Collection (CHHC) is to collect and make accessible the historical artifacts of Hip Hop culture and to ensure their preservation for future generations. Established in 2007 with the gift of a private collection, it has since grown into the largest archive in the world dedicated to collecting the origins and spread of Hip Hop, from the 1970s to the present.

Panama Canal Museum Collection

Special and Area Studies Collections, George A. Smathers Libraries, University of Florida

The collection is comprised of over 18,000 items, including photographs, books, artworks, manuscripts, oral histories, and artifacts relating to the more than 100 year history of the Canal and focusing on the American Era. Though it no longer functions as a museum, the collection is open for research and a significant portion is freely available online.

Westside Community Alliance

Archives & Records Management Department, Georgia Tech

It is a group started in the Ivan Allen College of Liberal Arts. They work with other Georgia Tech groups and neighborhoods to build and sustain relationships with communities on the Westside of Atlanta.

Manoa Valley Papers

Hawaiian Collection, Hamilton Library, University of Hawaii at Manoa

Research materials used for the book *Manoa: The Story of a Valley*, history of Manoa valley, pre-contact to 1993.

Bethlehem Howell Neighborhood Center collections

University of Illinois at Chicago, Richard J. Daley Library, Special Collections and University Archives

Bethlehem Center and Howell House were church-related neighborhood houses serving the Pilsen area on the Near West Side of Chicago. They provided religious, social services, and personal welfare assistance to an immigrant community composed predominantly of Bohemians, Poles, and Czechs. The two centers cooperated throughout their history, merging in 1961 as the Neighborhood Service Organization. The Neighborhood Service Organization, popularly known as Casa Aztlan (the name reflects the current Hispanic ethnicity of the neighborhood) continues to serve the Pilsen area. This collection reflects the activities performed by both the Bethlehem and Howell Neighborhood Houses and their relationships with outside government bodies, community organizations, settlement houses, religious institutions, and service agencies. The bulk of the work consists of correspondences, reports, and community activity from 1935 to 1955. The BHNC collection provides hundreds of documents depicting second-generation immigrant social and community life in the Chicago's Pilsen Neighborhood.

Guide to the League of United Latin American Citizens (LULAC) Council 10 (Davenport, Iowa) records

Iowa Women's Archives, University of Iowa Libraries

The members of Davenport LULAC Council 10 engaged in a wide range of social and political activities. They held annual fiestas and queen competitions and participated in the national LULAC scholarship program to fund educational opportunities for Mexican American students to pursue college education. The council maintained a rigorous civil rights agenda and, during the 1960s, collaborated with other activists to secure fair housing legislation and the appointment of a full-time director to the Davenport Human Relations Commission in 1970.

Point St-Charles Popular Archives

McGill University Archives

Documents created by popular Archives Pointe Saint-Charles (APPSC) relate to the internal administration of the APPSC as well as to special projects and outreach. Administrative records include agendas and minutes of board meetings, annual reports, correspondence, funding for research and applications, information on membership and donations, archival theory and manuals procedures, and strategic planning documents. Educational material includes issues related to community education, oral history projects, and other outreach initiatives undertaken by the archives. The active participation of the APPSC with other community organizations in the Pointe is also reflected in this series, especially for the members of the Guardian Council Action.

African Studies Association Papers

Herskovits Library of African Studies, Northwestern University

As the official repository of the Association, we hold membership information, committee reports, and minutes, subscription information, anything the association would like us to keep.

Illinois Caucus for Adolescent Health Archive

Charles Deering McCormick Library of Special Collections, Northwestern University

The ICAH was founded in 1977 as the Illinois Caucus on Teenage Pregnancy. Its name was changed in 1991 to reflect expanded focus. Jenny Krauss and other activists in the Chicago Women's Liberation Union helped steer the program.

Northwestern University Settlement Association, Records of the

Northwestern University Archives

Administrative records, client records, scrapbooks, and photographs of the Northwestern University Settlement Association, a special service organization founded in 1891 and serving largely poor and immigrant populations on the north side of Chicago.

Stillwater League of Women Voters

Special Collections and University Archives, Oklahoma State University

Collection of correspondence, notices, bulletins, emails, scrapbooks, newsletters, yearbooks, membership lists, minutes, and records.

PCUN—Pineros y Campesinos Unidos Noroeste (Northwest Treeplanters and Farmworkers United)

Special Collections and University Archives, University of Oregon Libraries

Measuring 18.5 linear feet, PCUN was established in 1985 in Woodburn, Oregon, as a way of uniting and organizing treeplanters and farmworkers to improve their working conditions. The PCUN records consists of correspondence, newsletters, publications, photographs, newspaper clippings, audio recordings, and other documents that provide a view of the history of the largest labor union and Latino organization in the State of Oregon.

Canadian Women's Movement (1960s–1980s)

Archives and Special Collections, Morisset Library, University of Ottawa

The documents in this community-based collection are related to the women's history in Canada and more closely to the feminist movement since the 1960s. The Canadian Women's Movement Archives (CWMA) Collection and the Canadian Women's Movement Archives (CWMA) fonds are the two major resources for research on contemporary women's movement in Canada. However, this community-based collection also contains dozens of other archival fonds related to non-governmental organizations and individuals who worked for the improvement of the political, social, and economical condition of Canadian women since the 1960s. This collection is composed of textual material, publications, photographs, buttons, banners, sound recording, and moving images, etc.

American Musicological Society

Kislak Center for Special Collections, Rare Books and Manuscripts, University of Pennsylvania

This collection comprises the administrative records of the Society, reflecting trends in musicological scholarship and academic training through the course of the twentieth century. Included is correspondence with individuals and institutions related to music research, as well as correspondence among officers of the Society and among committees. Also included are minutes, membership records and directories, records of annual meetings, events and chapters, financial and tax records, and miscellaneous administrative records.

Eighth Air Force Archives

Special Collections Library, Pennsylvania State University

Established in 1991, the Eighth Air Force Archive acquires and preserves original primary source documentation and reference materials devoted to the history of this important strategic bombing group during World War II, and the role that 8th Air Force veterans played in defeating the Axis powers. The Archive also collects records of the Eighth Air Force Historical Society, documenting the society's relationship with various state 8th Air Force veteran's groups, and other World War II era combat, aviation, and support organizations active in preserving the historical legacy of "The Mighty Eighth," through publications, reunions, and the building of war memorials. Through donations and gifts provided by veterans and their families, local and state Eighth Air Force veteran's associations, private collectors, and independent researchers, the Eighth Air Force Archive collects a wide variety of materials including: original documents and manuscripts; veteran's correspondence, diaries, and scrapbooks; audio-taped oral histories; film and video-tapes documenting combat sorties and the history of the 8th Air Force; maps; photographs and original graphic art; ephemera; newspaper clippings; books, periodicals, and veteran's organization newsletters and publications.

Greater Lafayette Holocaust Remembrance Conference records

Archives and Special Collections, Purdue University

Correspondence, news clippings, programs, posters, photos & A/V materials relating to the annual conference

National Council of Jewish Women (Rochester Division)

River Campus Libraries, Department of Rare Books, Special Collections, and Preservation, University of Rochester

The National Council of Jewish Women (NCJW) was founded in 1893; the Rochester Division organized in 1895. In 1945 the Council initiated an overseas student scholarship program to allow foreign students to receive graduate training in American

universities. Israeli, Brazilian, French, Moroccan, and Dutch students participated in the program. The NCJW has offered assistance to the poor and services to youth and aging through its Friendship Club (1951), the Rochester School Volunteer Program (RSVP, 1962), Teen-Age Recreation Program (TARP, 1958), Meals on Wheels (1959), and two sponsored scout troops (1950). The NCJW also takes an active interest in politics. During election years, their newsletter, the Bulletin, has presented the NCJW's position on various issues, including housing, urban renewal, nuclear weapons testing, the Vietnam War, and the 1972 Mid-East Peace Plan. The collection contains correspondence and minutes of board meetings, as well as budgets, presidents' and committee reports, and copies of the Bulletin. Gift of the Rochester Division of the National Council of Jewish Women, August, 1977.

The Duke Ellington Society Collection, 1986–2002

Institute of Jazz Studies, Rutgers University

Documentation of conferences, signage, awards, and other memorabilia

Pacific Asian Coalition-New Jersey Chapter

Special Collection and University Archives, Rutgers University

The Pacific/Asian Coalition, New Jersey Chapter (PAC NJ), is a nonprofit group operating to promote the welfare and highlight the issues of the Asian-Pacific American community in New Jersey. The Coalition was one of the first Asian-Pacific American organizations in New Jersey. The records in this collection represent the work of the Coalition from 1974 to 2007, with the bulk of the documents dating from 1976 to 1986. Included among the records are meeting minutes, newsletters, directories, and festival programs, together with press clippings.

California Social Welfare Archives

Special Collections, University of Southern California

The California Social Welfare Archives (CSWA) was organized in 1979 to collect materials that chronicle the history and diversity of social welfare in California, with an emphasis on Southern California. The archive contains correspondence, minutes, memoranda, annual reports, research papers, conference proceedings, oral histories, and newsletters of California social welfare and related organizations that have reflected in their programs the development of social welfare programs, problems, issues, and services in the State. It also contains the personal papers of social workers or social work lay or civic leaders who participated in the emergence of social programs, public or private. Included in the collection are documents illustrating the roles of philanthropic groups and, especially, those depicting the history of marginalized groups as providers and consumers of mainstream social welfare services, as well as their experience in developing and using their own community services through, for example, benevolent societies and religious groups.

Los Angeles Gay and Lesbian Center

ONE National Gay & Lesbian Archives at the University of Southern California Libraries

The L.A. Gay and Lesbian Center was the first of its kind and began in 1969–70. We began collecting the materials early on since we existed as an independent institution before joining with USC. The Center operates HIV, AIDS, STD, alcohol, elder housing, youth housing, equal rights, and education campaigns for the gay community to name but a few. We first collected years 1970–1988. Recently we acquired 1989–2008. The collections include office materials, images, program records, videos, and much more.

Jewish Buffalo Archives Project

University Archives, University at Buffalo, SUNY

The Jewish Buffalo Archives Project collects mainly twentieth century documentation relating to the diverse histories, religious traditions, and cultures of Jewish communities within the Greater Buffalo area of Western New York, encompassing the geographic areas of Erie and Niagara Counties.

Pan Am Flight 103/Lockerbie Air Disaster Archives

Syracuse University Archives, Syracuse University Libraries

In January of 1989, then Chancellor Melvin A. Eggers made a promise to the families of the 35 students killed in the December

21, 1988, bombing of Pan Am Flight 103 who had been studying abroad through Syracuse University's Division of International Programs Abroad (DIPA). Their "sons and daughters will be remembered at Syracuse University as long as any of us shall live and as long as the University shall stand...everything that we are collecting," he continued, "will eventually be placed in an archive and will be a permanent memorial to those who died." That promised archive is now the Pan Am Flight 103/Lockerbie Air Disaster Archives at Syracuse University Libraries, a grief-based set of collections that daily honor the commitment to remember those 35 students. The Pan Am 103 Archives further exists to memorialize all 270 victims; and represent the work, experiences, and bonds of family, friends, residents of Lockerbie, law enforcement, and organizations in the aftermath of this tragic act of terror. The Pan Am Flight 103 Archives was established at Syracuse University in 1990 with the following mission: 1) To bring together in one place materials generated regarding the disaster and make those materials available for research, and 2) Provide a place to personalize our students whose lives were lost; where their families can donate materials by or about them to let the world know in some way what has been lost by their deaths. In 2005, the scope of the archives was officially expanded to include the records of individuals and organizations beyond the university that pertained to the bombing, and to offer the archives as a home for friends and family members to deposit materials memorializing all 270 victims. To date, the Pan Am Flight 103 Archives has accepted more than 300 boxes and oversize materials containing thousands of records pertaining to all aspects of the bombing. Donors include a range of Syracuse University administrative and academic units, authors, attorneys, Syracuse University alumni, first responders from Lockerbie, investigators, and, overwhelmingly, the victims' families. Collection materials include victims' personal items; books, articles, and government publications; documents related to the investigation and trial of Abdel Basset Ali al-Megrahi and Lamen Khalifah Fhimah; internal documents from the Victims of Pan Am Flight 103, Inc. (VPAF 103, Inc.) family group concerning its advocacy work for justice, victims' rights, and enhanced airline security; information on international memorials in Syracuse, Lockerbie, and Washington, DC; materials produced by the Remembrance/Lockerbie Scholars program; records generated by Syracuse University administrative and academic departments; and oral histories from family members, first responders, faculty, and alumni. Every aspect of the tragedy of Pan Am Flight 103—the investigation, the trial, and even today's controversies—has relevance in the Archives.

International Archives on Women in Architecture

Special Collections, University Libraries, Virginia Tech

The International Archives of Women in Architecture (IAWA) comprises over 425 individual collections, including the professional papers of women architects, landscape architects, designers, architectural historians and critics, and urban planners, as well as the records of women's architectural organizations.

Documenting Ferguson Collection

Olin Library, Washington University in St. Louis

The Documenting Ferguson Collection includes a digital repository that seeks to preserve and make accessible community- and media-generated, original content that was captured and created following the killing of 18-year-old Michael Brown by police officer Darren Wilson in Ferguson, Missouri, on August 9, 2014. It also includes physical material and oral histories. A freely available resource for students, scholars, teachers, and the greater community, Documenting Ferguson has the ultimate goal of providing diverse perspectives of the events surrounding the conflicts in Ferguson.

Concordia Club fonds

Special Collections & Archives, University of Waterloo Library

The Concordia Club originated as the Concordia Male Choir in October 1873 when Berlin (now Kitchener) had a population of approximately 3,000 people, the majority of whom were of German origin. Today the Concordia Club is the largest of the German-Canadian Clubs in Kitchener. It strives to preserve German language, customs, and traditions, and serves as a place where old and new Canadians of German descent can meet. Choral music still forms a very important part of Concordia's year-round activities, but the club also offers its members a wide range of other cultural, as well as sporting and social, activities through its many other subgroups. The Concordia Club has played a valuable role in promoting the preservation of the German language through its founding of the German Language School Concordia in 1970, and its continued support of the school after it was integrated into the Waterloo County public school system in 1973. The German literary competition introduced by

Concordia in 1979, and its donation of scholarships to students of German language in local universities have also played an important role here. The club also places priority on caring for its aged members, and the club was behind the decision to secure land for a seniors' residence for the German-Canadian community in 1983. As a result of the efforts of Concordia the Senioren Haus Concordia Inc. was founded as a separate non-profit corporation with a board of directors comprising representatives from all German clubs in Kitchener. In 1984, the Senioren Haus Concordia was officially opened, and in 1990 the building of a second seniors' residence, Villa Concordia, was completed.

K-W Oktoberfest, Inc. fonds

Special Collections & Archives, University of Waterloo Library

The K-W Oktoberfest fonds consists of the records of an annual festival celebrating German culture, heritage, and tradition in general and in our region in particular. Originally a beer festival patterned after the famous Munich Oktoberfest, the festival shifted emphasis in the early 1970s to promoting Oktoberfest as a cultural heritage event. Originally five days long, the festival now spans nine days; it is the world's second-largest Bavarian festival and features Canada's only Thanksgiving Day Parade and the Miss Oktoberfest Beauty Pageant, among many other events. The records of K-W Oktoberfest document all aspects of the growth and day-to-day operation of the festival from its beginnings in 1969. They consist of incoming and outgoing correspondence, committee minutes and reports, publications, ephemera, audio-visual materials, and other material created or received by the Corporation in the course of its business.

Madison's LGBT Community, 1960–Present

University of Wisconsin-Madison Archives (oral history collection)

Oral history interviews with LGBTQA people on campus and in Madison.

ACQUISITION OF THE COLLECTION

6. When did the library acquire or begin building this collection? N=36

Year	Responses
1950s	1
1970s	3
1980s	3
1990s	11
2000s	11
2010s	7

7. Please briefly describe how the collection was acquired and the circumstances surrounding acquisition. N=36

This collection began through an initial donation by Wallace B. Chung and Madeline H. Chung, which formed the basis of a local 2010 exhibit: *The Other Side of Gold Mountain*. It grew through support from Helen Cheung and the local Edmonton Chinese community, who donated additional memorabilia and shared their Prairie experiences and stories. These new materials were featured in a 2014 exhibit: *Painted Faces on the Prairies: Cantonese Opera and the Edmonton Chinese Community*.

I am not clear on that information as the collection had already been assembled for some time upon my arrival on the job in June of 2005.

The collection was created in tandem with scholars, community groups, veterans' organizations, and the Library of Congress. Professors Robert Freeman and Dennis Wright of Brigham Young University's Department of Religion embarked on what they thought would be a small set of interviews done with veterans who were members of the Church of Jesus Christ of Latter-day Saints. Their small project has blossomed into over 2000 interviews with more being collected.

Via a partnership between the Mazer Board, UCLA's Center for the Study of Women, and UCLA Library. We collectively secured an NEH grant to process and provide access to the Mazer collections via UCLA Library.

Special Collections reached out to an important community voice in 2004. About a year of conversations took place with H. Baca and members of the Committee on Chicano Rights Archive Group. The Friends of the UCSD Library contributed funds to permit the purchase of the materials in 2004.

Initially, in the late 1970s and 1980s, the Archives was assisting a researcher on this topic. While assisting the researcher, staff duplicated and pulled together material they located for the researcher to develop a body of files to assist future researchers on the subject. Materials were pulled together from various donors into the collection in the 1990s, and after 2000, when the USN JLS/OLS Archival Project began a long very active phase, staff and students amassed considerable information from a wide variety of sources, which were then organized into this collection.

History professor Sidney Heitman established the Colorado State University Germans from Russia in Colorado Study Project in 1975. The study project focused on northern Colorado and conducted extensive interviews with Germans from Russia. The four-year project focused on the influence Germans from Russia had on Colorado, since they constituted the state's second largest ethnic group. The development of a comprehensive collection of material on Volga Germans in Colorado was a high priority of the project. The original collection includes project files, oral history tapes and transcripts, conference papers, undergraduate student research, clippings, slides, and sound recordings. In recent years we have accessioned manuscript collections from members of the German Russian community and have built a substantial named monographic collection that complements Dr. Heitman's original study materials. A collaborative website, hosted by CSU, highlighting materials housed at the State Archive of Saratov Province/GASO (Russian Federation) also complements this collection.

In early 2009, a CSU Environmental History professor contacted us to inquire whether the CSU Libraries might be interested in acquiring a collection of books and related materials from emeritus professor and retired NPS employee John Albright. At that time, the Agricultural Archive was preparing to expand its collecting focus to include materials related to the natural resources careers of many CSU alumni in the National Park Service and Forest Service. After accepting the donation of the Albright collection, the archivist began contacting others in the natural resources field to advertise the Libraries' interest in collecting NPS-related materials, and Ken Mabery started thinking that CSU might be a good repository to house the 50 boxes of NPS-related books and other materials that he and his friend Bill Supernaugh had been collecting for many years. After numerous discussions, Ken donated the collection to CSU in 2012.

The CHHC began as a private collection assembled by a former record industry executive concerned with ensuring that the history of the origins of Hip Hop, as underground street culture invented by black and brown teenagers in the Bronx, NY, and surrounding neighborhoods in the 1970s, would be preserved for future generations. The donor selected Cornell University to assume institutional stewardship of his collection. In the eight years since, it has grown from its initial 15,000 items to more than 200,000 items.

The Panama Canal Museum, formerly located in Seminole, FL, closed in 2012 (12 years after opening) and transferred its collection to the University of Florida George A. Smathers Libraries.

The group's need to preserve and make available physical and digital collections.

Following the publication of the book, the library received the collection as a gift.

The circumstances of the acquisition are unclear. However, a deed of gift dated 3/16/70 by the Board President of the Neighborhood Service Organization indicates that the collection was acquired directly from the still-active administration of the Bethlehem Center and Howell House with intentions to donate future deposits of records.

Were donated by LULAC Council 10.

The Point St-Charles Popular Archives was being closed down, and consequently, contacted the McGill University Archives as another institution for managing the records. The McGill University Archives acquired the Point St-Charles Popular Archives in 2008.

Decision was made in the 1950s to do so.

Gift of the Illinois Caucus for Adolescent Health

Donated by the host organization after an extended period of negotiation.

The organization was looking for a place to maintain their records and our department staff had built relationships with the organization.

Curators learned about PCUN, the largest Latino organization in Oregon, and of its purpose. The records were deemed invaluable for research in this field; curators met with PCUN leaders to begin discussions about acquiring the non-current records for the library.

The editor of the feminist newspaper, *The Other Woman*, was the custodian of many archival documents related to the feminist movement and from 1977 until 1983 she preserved the material relating to the Canadian Women's Movement in her apartment. In 1983, a Canada Community Development Grant allowed her to relocate the documents in a room near the Women's Information Centre in Toronto. A group of volunteers started to catalog the collection and it became available to a select group of researchers. The lack of funds and tension between the members led to the donation of the collection to the University of Ottawa in 1992.

In the early 70s, the AMS gave some thought to an ordered preservation of their records. In 1972, Louise Cuyler made a microfilm copy of the Society's minute books from 1934–1971, and deposited the originals at the New York Public Library. As of 1987, the minute books themselves were considered a permanent part of the NYPL collection. The microfilm remains a part of the Penn collection. In about 1970, Clayton Henderson of Beloit College and later of St. Mary's was appointed archivist, and he began to collect material there with the intention of writing a history of the society. By 1981, Henderson writes that he suspected missing records might be in the Library of Congress, in the Virginia Bonded Warehouse, among the effects of Gustave Reese, and in the New York Public Library of Performing Arts. Certainly some of the material remained in university files of the individual officers. In 1987, the Society resolved to move all of the records to a central location. Because the Business Office of the Society had been located at the University of Pennsylvania for many years, Philadelphia seemed a logical site for the archive. As John Roberts of Penn's Van Pelt Library wrote at the time, "Because of the long association between the AMS and the University of Pennsylvania, we believe it is highly appropriate that the society's archives be located here." The archives were transferred as a gift to the University of Pennsylvania in January of 1989. Since then various officers and committee chairs have added their files to the collection. Currently, the bulk of the material begins with the first meeting of the AMA in June of 1934, and ends with the end of H. Wiley Hitchcock's presidential term in 1992. The most significant gap occurs from 1950–1958; the presidential files of Gustave Reese, Donald Grout (1953–54), Karl Geiringer, and J. Murray Barbour do not appear to have been included.

In December 1990, James Hill, editor of the 8th AF News, the newsletter of the Eighth Air Force Historical Society (8AFHS) contacted the library, inquiring about the donation of materials to the archives. Mr. Hill had retained manuscripts, books, and photographs that were submitted to the 8AF News, that he felt needed to be preserved for

historical research and posterity. A former instructor at Penn State for ten years, Mr. Hill decided on the University Libraries as the designated repository for establishing an archive devoted to the history of the 8th Air Force. On October 28, 1991, an agreement was reached to formally establish the Eighth Air Force Archive, along with a gift for preservation and maintenance of the collection. The agreement provided for 8th Air Force members to forward their materials to Mr. Hill, who then delivered them to the archives, until his death in 1998.

A member of the conference association approached the archives about preserving the collection.

Gift of the Rochester Division of the National Council of Jewish Women, August 1977.

The Duke Ellington Society has been an IJS partner for a long time. We have hosted several conferences and symposia over the years, and at some point in the late 90s they were looking for a place to deposit their collection of recordings of guest lectures, and with Dan Morgenstern being a close friend of TDES, the IJS was the best fit for the materials.

Donation; we have spoken before Asian American community groups informing them about our desire to document diverse community organizations and this and other collections have resulted, with more expected in the future. The Head of Special Collections and University Archives sits on the NJ State Historical Records Advisory Board, which has identified ethnic community groups as a critical collecting area.

The collection was begun in 1979 by the USC School of Social Work and was housed in the school's library. It was formally given to USC Libraries Special Collection in 1999 when the School of Social Work merged its library and the founding librarian retired.

The first round is now unclear as it happened before anyone now working in our facility's tenure. The most recent donation occurred when we realized that the collection had not continued to grow and we contacted the Center and begged them to give us the rest.

The Bureau of Jewish Education of Greater Buffalo began collecting records in about 2007. In 2008, University Archives offered to be the holding repository for collections once they were processed by BJE's archivist.

The decision to establish a centralized Pan Am Flight 103 Archives at Syracuse University was made 18 months after the bombing. During this time, departments and individuals had of course been generating and collecting materials related to the tragedy, and its immediate aftermath. A letter signed by then archivist, Amy Doherty, and the Vice President for Undergraduate Studies, Ronald Cavanagh, stating the mission of the new Archives was sent to university deans and directors in 1990. Materials began to arrive soon thereafter. A similar letter was sent to the families of the 35 students lost in the bombing. This letter offered the newly created Pan Am Flight 103/Lockerbie Air Disaster Archives as a place for families to donate "correspondence, journals or diaries, photographs, newspaper clippings," examples of creative work, video and audio tapes by or about their child or about the events following the disaster." The first family collection received by the Archives was for Kenneth J. Bissett, a junior at Cornell who has been studying abroad through Syracuse University. Since that first donation, the Pan Am 103 Archives has amassed over 100 distinct collections, some, such as the Clippings Collection, created through the work of Archives staff.

In 1983, Dr. Milka Bliznakov (a professor in architecture for Virginia Tech's College of Architecture and Urban Studies) initiated a campaign to learn more about the historical contributions of women to architecture and design. She corresponded with hundreds of women architects across the United States and Europe. In 1985, the College of Architecture and Urban Studies entered into a joint partnership with the University Libraries to establish a dedicated repository for such materials. Within the first year, the IAWA had received materials from 28 women and the International Union of Women Architects. In 2015, the IAWA collections represent over 400 women architects and women's organizations.

With direction from the University Librarian, the Documenting Ferguson Project Team was formed and developed a three-pronged strategy in documenting and preserving the events unfolding in Ferguson, Missouri, relating to the killing of 18-year-old Michael Brown by police officer Darren Wilson on August 9, 2014.

The Concordia Club was approaching its 125th anniversary and needed an archival repository to take over the stewardship of its collection. This donation followed on the heels of the K-W Oktoberfest donation a few years earlier.

The K-W Oktoberfest fonds was acquired as a result of the organisation's 25th anniversary planning.

Saw the need to start documenting and found out the State Historical Society did not have an oral history collection on this topic.

8. What forces drove the need for a collection partnership or acquisition? Check all that apply. N=35

Existing expertise and holdings in the library	24	69%
Aging of the community	13	37%
Conflict or other threats to the physical materials	8	23%
Economic difficulties	5	14%
Conflict or other threats to community stability	1	3%
Other force	20	57%

Please briefly describe the other force(s). N=20

A primary goal for this initiative was to document the existence and contributions of a community that was frequently overlooked or ignored, particularly for the sake of scholarship and classroom use.

An effort to preserve the records for future research on the topics of race, ethnicity, labor, and immigration.

As new communities age and in the case of ethnic groups rapidly assimilate, the records are in danger of being lost.

Colorado State University history professor Sidney Heitman initiated a study of this unique population to preserve the history of the mass ethnic migration to this region and in response to the aging population of immigrants. A 2006 strategic partnership between Colorado State University and Saratov State University (Russian Federation)—and the founding of the International Center for German-Russian Studies—contributed to increased activity in working to collect materials related to Colorado's German Russian population.

Desire to preserve collection & make it available for research.

Ken was running out of space to house the collection, and wanted to find a permanent repository to preserve the materials and make them available to the public.

Lack of sufficient coverage of the subject by other research libraries. Growth of interest in the subject by students and scholars across multiple academic disciplines (the rise of Hip Hop Studies in the academy). Increasing recognition of the historical significance and impact of this community across the globe.

Of the 270 men, women, and children killed in the December 21, 1988, terrorist bombing of Pan Am Flight 103 over Lockerbie, Scotland, 35 were students returning home from studying abroad through Syracuse University's Division of International Programs Abroad (DIPA). This tragic number meant the university had lost more victims than any other institution with an existing archive. The charge of Chancellor Eggers that the university community fulfill a commitment to preserve the memory of those 35 students and the tragic events of Pan Am Flight 103 necessitated the creation

of a grief-based archive that would responsibly and respectfully house and care for the materials associated with that memory. In the years surrounding the 15th anniversary of the bombing, the perpetual commitment, dedication, and abilities demonstrated by the university and archives staff made the Pan Am Flight 103/Lockerbie Air Disaster Archives the logical home for collection materials pertaining to all 270 victims, as well as associated organizations and individuals.

Opportunity, timing, and strong connections with individuals and community groups.

Space constraints at the Mazer were preventing them from expanding their collecting efforts. This was a way to open up space, in addition to providing wider research access to the collection and having the collections fully processed and description available online.

Sustainability of the archives and creating a repository for the community before they passed away.

The Book of Discipline of the United Methodist Church, the book of orders and rules that unite and organize the Church, states that certain records from the local church, church agencies, and other organizations are to be sent to the Annual Conference archives for the region. The delivery of these archival items, determined by the retention schedule created and updated by the General Commission on Archives and History, are to be sent when the local church, agency, or organization closes or merges.

The major anniversary necessitated use, organization, and preservation of the historical records. The loss of memory represented by both aging and death of members and the challenges posed by whatever records exist along with the possibility of their loss combine to encourage the organisation to seek a safe home for their history.

The occasion of a major anniversary, the loss of memory represented by an aging community, and the challenges posed by whatever records exist all combine to encourage the organisation to seek a safe home for their history. They usually want an archival repository to arrange and describe their records so that they can access their own history.

The Point St-Charles Popular Archives was being dissolved due to decreasing financial resources and lack of space, for instance. The McGill University Archives had the space and expertise for dealing with and managing community archives and was able to provide access to the records. As a result, the McGill University Archives acquired the collections.

The World War II era veterans were already in their eighties when we started our most active phase of collecting. Their families often did not plan for archiving. We needed to save this legacy before it became difficult to do so.

They spent a great deal of time gathering the information, and they wanted to preserve it.

Unknown, but by 1970 the Pilsen neighborhood population had changed from primarily European immigrants to primarily Mexican immigrants. I can guess that the services and focus of the Neighborhood Service Organization changed along with the local community and so access to older records didn't have as much relevance. The Pilsen neighborhood is close to the university, and the library at that time was actively (and still is) collecting Chicago's near west side communities' historical documents, making UIC a natural home.

We felt that we needed to extend our collecting priorities to better serve our primary clientele, as well as document the important organizations, movements, and voices of our own region.

We needed to collect history as it was happening on our doorstep as memorials, community meetings, protests, and rallies were taking place. There was not a system in place to capture this history as it was happening, especially to document, preserve, and make community and media content accessible.

CHARACTERISTICS OF THE COMMUNITY

9. Please indicate which characteristic(s) unites the community the collection represents. Check all that apply. N=36

Shared special interest/affinity group	23	64%
Social group	16	44%
Ethnic group	15	42%
Geographic location	15	42%
Professional organization	8	22%
Political organization	7	19%
Religious organization	5	14%
Other characteristic	11	31%

Please briefly describe the other characteristic(s). N=11

A shared heritage of the community that is not an ethnicity.

Community made up of both creative artists and fans/participants sharing a set of artistic and aesthetic practices and affiliated social and political goals and perspectives.

Community members affiliated with the Pan Am Flight 103/Lockerbie Air Disaster Archives possess a shared experience of loss. All members of the community group have in some way been affected by the bombing of Pan Am 103, and the subsequent crash in Lockerbie, Scotland. Members of this international community include family and friends of the 270 victims; first responders to the crash site; residents of Lockerbie; alumni and classmates of the 35 students killed in the bombing; faculty and staff of DIPA, Syracuse University, and the colleges whose students were studying abroad through these programs; investigators and lawyers; journalists and authors. While connections of each member to the events of Pan Am 103 are multifarious, their shared commitment to honoring the memory of the victims and preserving the lessons of this tragic event are what bring them together as a community.

Feminist movement

Gender and sexuality group

Labor union

Military group. They were students recruited into the Navy and Marine Corps from around the country to come to the University of Colorado to be trained (mostly) by Japanese American instructors in Japanese, Chinese, Russian, and Malay between 1942 and 1945. Included are those who were the instructors.

Not sure what other characteristic LGBTQA would neatly fit into.

Profession and gender (women in architecture/design)

The Mazer Archives document the community, culture, political activity, and personal interests of the West Coast lesbian community

Veteran's group

10. Please indicate the proximity of the members of the community the collection represents. Check all that apply. N=36

Local (within 100 miles)	23	64%
Dispersed	13	36%
An immigrant or diaspora group	10	28%
Distant (more than 100 miles away)	6	17%
Other proximity	8	22%

Please briefly describe the other proximity. N=8

California

Current membership includes 3,400 individuals and 1,000 institutional subscribers from over forty nations participate in the Society.

Everywhere in Canada

State-wide (Illinois)

This community and its artistic inventions originated in the Bronx, NY, in the 1970s. Its ideas, aesthetics, and modes of expression have since spread and are now practiced internationally and have spawned a global multi-billion dollar music and entertainment industry.

West Coast, primarily California

While there is a local, Edmonton focus to this collection, it does also represent Chinese communities across the Prairies.

While they were all in Boulder, Colorado, during WWII, the WWII veterans and instructors lived all over the country, in Europe, Israel, South America, and Asia. The community they were part of only existed between 1942 and 1946, geographically, because they attended the language school, but they were also active in the Pacific Theater, in the Occupation of Japan, and in Asia-related academic, diplomatic, and intelligence communities during the past 50 years.

MATERIALS IN THE COLLECTION

11. Please indicate the type of materials in this community-based collection. Check all that apply. N=36

Manuscripts	32	89%
Photographs	29	81%
Newspapers	28	78%
Artifacts	22	61%
Books	22	61%
Oral Histories	22	61%
Artwork	17	47%
Digital formats (video games, databases, websites, software, etc.)	17	47%
Textiles, common (i.e., t-shirts, hats, etc.)	12	33%
Religious objects	5	14%
Textiles	5	14%
Other material	18	50%

Please briefly describe the other material(s). N=18

A large collection of images of historical NJ quilts with descriptions including the communities they were based in.

Audio and video materials

Audio-visual materials, posters, correspondence

Audio/visual materials

Collection consists entirely of reel-to-reel sound recordings.

For digital material, this also includes electronic records. There are also sound recordings and moving images in analog format.

Government documents

Large-format architectural drawings and models

Letters, diaries, menus, invitations, a small number of three-dimensional objects used primarily for exhibits

Meeting minutes, interviews, pamphlets, and reports

Music, sound recordings (both unique and commercial), film, video (both analog and digital)

Newsletters

Planning documents, memos, flyers, and policy documents

Related government publications such as "Conoceme en Iowa."

Reports, correspondence, newsletters, financial records

Sound and moving image in a variety of formats (audio cassettes, vinyl records, floppy discs, CDs, DVDs, film reels)
(2 responses)

The working documents of an organization with all its reports, decisions, conference information

12. Please indicate the approximate quantity of each type of material that is in the collection. Please make one selection per row. N=36

Material	1 A few items	2	3	4	5 Most of the collection	N
Photographs	6	6	13	5	1	31
Manuscripts	2	2	5	4	17	30
Newspapers	12	11	4	2	0	29
Books	7	6	7	3	3	26
Oral Histories	8	7	5	2	2	24
Artifacts	12	9	1	1	0	23
Artwork	12	3	3	0	0	18
Digital formats (video games, databases, websites, software, etc.)	8	4	2	0	3	17
Textiles, common (i.e., t-shirts, hats, etc.)	10	4	0	0	0	14

Material	1 A few items	2	3	4	5 Most of the collection	N
Religious objects	6	3	0	0	0	9
Textiles	6	2	1	0	0	9
Other material	2	4	2	5	4	17
Total Respondents	26	27	25	13	29	36

ARRANGEMENT AND DESCRIPTION OF THE COLLECTION

13. Are artifacts in the collection separated from books and/or archival materials for the purposes of arrangement and description? N=32

Yes 18 56%
No 14 44%

Comments N=10

Answered Yes N=6

Artifacts and models are separated from archival materials for the purposes of arrangement and description, although they remain in a single finding aid.

Artifacts are described as a separate series by format along with other non-textual materials. However, they are not housed in separate locations.

Artifacts have been physically separated from other collection materials in most cases, but, ultimately, the decision to separate is based upon the size, condition, material, or format of the artifact. Some small three-dimensional artifacts and pieces of memorabilia remain with their collections.

Kept with collection, but stored in separate containers for preservation purposes.

Size, format, and conservation issues require that we separate materials.

This is in process. Artifacts are separated from books but not always from archival materials.

Answered No N=2

Collection is currently not arranged or processed.

There are no artifacts.

Additional Comments N=2

Not relevant

We avoid collecting artifacts in the Archives.

14. What tools are used to arrange and describe the collection? For each tool used, please indicate whether collection or item-level records are created. Check all that apply. N=35

Tools	Collection-level Record	Item-level Record	N
Finding Aid, including EAD	21	13	28
MARC records in a library catalog	18	9	24
Archival management system, such as Archivists' Toolkit	12	8	17
Spreadsheets, such as Excel	7	10	12
Publicly accessible database developed and maintained by the library	5	6	9
Internal-use database developed and maintained by the library	7	5	8
Museum collections management system, such as PastPerfect	0	0	0
Other tool	3	4	5
Total Respondents	28	21	35

15. Please specify the software used to arrange and describe the collection. N=34

Finding Aid	31	91%
Archival management system	19	56%
Publicly accessible database	12	35%
Spreadsheet	10	29%
Internal-use database	8	24%
Museum collections management system	0	—
Other tool	7	21%

Please specify the other tool. N=7

Consolidated database of finding aids shared by several Virginia heritage institutions.

Library online catalog

Omeka, Archive-It, LibGuides

OPAC: Voyager

Our OPAC contains the collection-level record.

Selected material is digitized and described at the item level in the CARLI instance of CONTENTdm.

We are in the process of implementing ArchivesSpace. Some of our community organization collections make use of spreadsheets, MS Access databases, EAD-encoded finding aids.

FINANCIAL SUPPORT FOR THE COLLECTION

16. Who is financially responsible for the care of this community-based collection? N=36

Library only	28	78%
Library and community organization	6	17%
Library and other campus department	1	3%
Other entity	1	3%

Please identify the other entity. N=1

There are several small endowments to help with maintenance of the archives and acquisitions.

17. Is the collection endowed? N=36

Yes, collection was acquired with endowment	0	—
Yes, endowment was secured after collection was acquired	4	11%
No	32	89%

18. Please share any additional information regarding financial support of the collection. N=10

A successful fundraising campaign subsidized the cost of the Painted Faces on the Prairies exhibition catalogue and opera performance.

Donors are encouraged to provide some financial support, but this is entirely voluntary and they are not financially responsible for the funds.

Donors are encouraged to provide some financial support, however, this is entirely voluntary and they are not financially responsible for the collection.

Donors, granting agencies, Friends support group, fundraising events, and the USC School of Social Work

Endowments are associated with individual collections, although some support the general IAWA collections.

It should be noted that the endowment does not cover the entire costs of the Pan Am 103 Archives. Expenses such as archival supplies, equipment, conferences, and travel expenses are provided for, but the full salary and benefits of the Assistant Archivist are provided by donated funds from families and friends. As such, the position is not considered permanent but is reliant upon the community to provide continued funding.

Monies are provided each year (+/- \$10,000) by the New England Conference and the New England United Methodist Historical Society for supplies, student staffing, and travel. My salary is paid by Boston University.

The collection came to the Libraries with money that formed the basis of an endowment. Friends of the Collection/ the community contributes financially through donations but is not responsible.

The collection is supported though a combination of: 1) % of time dedicated by regular permanent staff; 2) allocation of discretionary funds by the University Librarian; 3) allocation of discretionary funds by Cornell Library's Division of Rare and Manuscript Collections; and 4) fundraising and gifts.

We do accept financial donations to support the US Nava Japanese/Oriental Language School Archival Project, but not just to support this collection.

STAFF SUPPORT FOR THE COLLECTION

19. Who is charged with daily operations of the collection? Check all that apply. N=36

Staff Category	Processing and/or cataloguing	Reference	Interpretation	Other activity	N
A team of library professionals	19	24	16	11	28
A dedicated curator or archivist	13	12	10	6	16
Graduate Assistant	10	4	2	1	11
Community volunteers	4	3	3	4	8
Temporary or grant-funded positions in the library	4	2	2	1	5
Other staff category/configuration	9	6	4	6	13
Total Respondents	33	33	24	18	36

If you selected "Other activity" above, please briefly describe the activity and specify the staff category. N=18

A dedicated curator or archivist N=5

Archivist: Art and Artifacts display/exhibitions, receptions, accompanying programs, wall text, basically from installation to breakdown of all art exhibitions for the school and all exhibitions within the library, etc. Teach workshops on conducting research with primary sources, how to use big data to enhance your dissertations, teach section of 2-credit course, Research Colloquium for Doctoral Students on Research methods, workshop on how to search for materials. Meet one-on-one with students to develop research topic and find appropriate resources for that topic. Cover circulation when needed. Manage/managed facilities issues with regard to the library, but especially the archives and rare book collection. I am also active in coordinating with Building and Grounds about some library related upkeep (such as sinks in the bathroom overflowing, pest prevention and removal, etc.)

Collection development

Oral history training of possible volunteers interviewers or faculty/students in a class.

The dedicated archivist assists with outreach and the creation of exhibits.

Under the guidance of the Director and Pan Am 103 Archivist, the Assistant Archivist for the Pan Am Flight 103/ Lockerbie Air Disaster Archives is tasked with daily operations and liaison activities for the Archives. In addition to collections processing, creation of EAD finding aids, collaboration with the Archives web manager, and reference interactions, the Assistant Archivist assists in donor and public relations through the acknowledgement of financial and in-kind donations, and co-hosting of campus visits; maintenance of the Pan Am Flight 103 Archives social media presence; campus outreach and instruction to faculty, staff, students, and Remembrance/Lockerbie Scholars; participation in committee work; and collections advocacy. The Director and Pan Am 103 Archivist is chiefly responsible for all decisions regarding the collections development, advancement, and strategic planning for the Archives; however,

the Assistant Archivist is typically involved in these discussions. In addition to the Director and Pan Am 103 Archivist, and the Assistant Archivist for Pan Am 103, the Archives occasionally uses both graduate and undergraduate student assistance. These students may be employed through work-study, fellowship, assistantship, or internship programs. The level and type of support received from students varies by major, previous experience, and class standing. Graduate students typically assist with processing, creation of EAD finding aids, and exhibits. Undergraduate students have assisted in scanning and digitization projects.

A dedicated curator or archivist/A team of library professionals N=1

Community outreach activities

A team of library professionals N=7

Acquisition of new material

Exhibits, talks, displays, scanning, preservation for all staff categories. (2 responses)

No one is dedicated to this collection, on its own. We have one grant archivist, two interns, and two paid student assistants who work on the other USN JLS/OLS collections. A staff archivist organized this collection on two occasions, once with the assistance of a student assistant.

Occasional exhibits and public programs; also use the endowments to fund an annual research grant for external scholars.

Outreach exhibits, events, and scholarly research by archivist, and Outreach exhibits, events by team of library professionals

Providing access to the collection

A team of library professionals/Community volunteers N=1

Local volunteers from the Edmonton Chinese Computer Society did assist with the scanning of some materials, which will eventually form part of a digital version of this collection.

A team of library professionals/Temporary or grant-funded positions in the library/Community volunteers N=1

Outreach and social media by community volunteers, library team, and grant-funded positions; collection relocation performed by volunteers.

A team of library professionals/Graduate Assistant/Community volunteers N=1

Exhibition management

If you selected "Other staff category/configuration" above, please briefly describe the category/configuration and specify the activity. N=12

Processing and/or cataloguing N=2

Student assistants have helped arrange the archive.

The cataloging and technical processing is not a daily activity, but needed to be reflected in the answer.

Reference N=1

Student staffing for reference support

Other activity N=2

Exhibition management, paraprofessional staff

Program manager

Processing and/or cataloguing/Reference N=2

All donations related to this collection are given to one staff member for processing.

Work-study students

Processing and/or cataloguing/Other activity N=1

Public outreach events that publicize the collections are handled by librarians and paraprofessional staff.

Processing and/or cataloguing/Reference/Interpretation N=3

Department head and librarian (professionals), library associates (paraprofessionals), co-op students and interns (2 responses)

Undergraduate students help with processing, reference, and interpretation.

Interpretation/Other activity N=1

A Board of Advisors, comprised of professional architects from around the world, occasionally develops exhibits using the collection.

20. Please indicate the total FTE of the individuals in these staff categories. (Enter a whole number with up to two digit decimal, i.e., 2.25) N=34

Staff Category	N	Minimum	Maximum	Mean	Median	Std Dev
Team	23	0.05	7.75	2.47	2.00	2.15
Curator or archivist	19	0.01	8.00	1.75	1.00	2.08
Graduate Assistant	6	0.25	2.00	1.79	1.25	1.66
Community volunteers	5	0.05	3.00	1.61	2.00	1.19
Temporary position	4	0.25	2.00	1.06	1.00	0.72
Other category	12	0.05	4.00	1.48	0.95	1.37

21. Has working with a community-based collection drawn on or required different skills and/or expertise than those traditionally employed by library professionals at the library? N=36

Yes 14 39%

No 22 61%

If yes, please briefly describe the different skills or expertise needed. N=14

Archivists who create such composite collections need to be researchers and have expertise on the topic they are collecting.

Collection management can be challenging as the provenance of the collection is mixed and sometimes “pre-curated” prior to acquisition.

Consensus building and community outreach are more important skills for these types of collections.

Emotional intelligence, dealing with personal loss, soft people skills, extensive artifact handling

Networking within the community

Partnership, ongoing work with volunteers, building relationships/friendships with community members, fostering investment

Spanish-speaking graduate student

The Assistant Curator hired for outreach and teaching activities was chosen specifically for his deep knowledge of the culture and his membership in the community, not for his background or skills in the library or archival professions.

The position requires working knowledge of preservation, arrangement, and description practices for architectural materials. Working with the community involves frequent engagement with donors who are not familiar with the expertise of information professionals.

This has required ongoing communication with the community and the development of public events the focus on their interests and priorities.

Using Omeka Contribution plug-in; capturing current information; accepting digital material from community members

When it implies new acquisition related to this community-based collection there is often political implication. You need to know how to navigate, probably more than generally expected in a not community-based type of collection.

Work with this particular community-based, grief-based collection requires a more enhanced sensitivity to donor relations than may perhaps be required of other collections under the care of the Syracuse University Libraries, or other institutions, generally. Furthermore, owing to the University Archives’ and Pan Am Flight 103 Archives’ incorporation within the Libraries unit, skills and expertise typical within the archives field are not necessarily held by all professionals within the larger unit.

Working to acquire and maintain community collections requires special collections staff to understand and negotiate relationships between what can be perceived as monolithic institutional power and community-focused organizations. Respect and tact may be more necessary than what’s required during acquisition procedures with library vendors, for instance.

22. Has the community nature of this collection had a different demand on library staff time than a collection without a community affiliation? N=36

Yes	18	50%
No	18	50%

If yes, please briefly describe the demand on staff time. N=17

Access is governed by privacy legislation as the collection contains personal information. Reproduction is subject to the Canadian Copyright Act as not all copyright was transferred to the Archives at the time of the donation.

As mentioned, above, involvement with this particular community-based collection involves a heightened degree of, and sensitivity to, donor needs and expectations than may be required of other collections. This often necessitates a greater dedication of staff time. Staff attend yearly anniversary memorials, both on campus during Syracuse University's Remembrance Week, as well as in Washington, D.C. for the December 21st ceremonies at the Arlington Memorial Cairn, located in Arlington National Cemetery. Additional Remembrance Week activities include a Remembrance/Lockerbie Scholars Convocation, extended open hours for the Pan Am 103 Archives, and attendance at events for the families' group. Staff have also been asked to serve as members of the selection committee for Remembrance Scholars; and Edward Galvin, the Director and Pan Am 103 Archivist, is currently a member of the advisory board for the Victims of Pan Am Flight 103, Inc. (VPAF) family group. While the deeply personal connections of Archives staff to the work of upholding Syracuse University's commitment to the victims of Pan Am Flight 103 makes it an honor to attend and participate in such additional commitments, the requirements beyond that of standard archives duties can sometimes be extensive.

Attending community events after hours

Building consensus and engaging in community outreach can take more time than collections that do not require such activities.

Dedicated outreach efforts that extend far beyond research library / campus boundaries - types of outreach activities non-traditional for archivists and curators - establishment of a "Visiting Scholar" program snapped to include artists and other community members

Increased man hours for events; increased/sustained communications; demand on staff time from community; frequent reporting

Increased number of reference requests and ongoing donor communication needed as collection grows.

Increased urgency to encode finding aids, digitize materials, and assist in grant projects for these particular collections.

It has fostered communications with Conservation and Digital Research and Publishing within the Libraries and academic departments outside the Libraries to address community generated ideas that are not only innovative but also in keeping with the public engagement mission of the University of Iowa—recipient of the 2015 Community Education Classification by the Carnegie Foundation.

More public relations and outreach efforts.

Since the community remains actively involved in many aspects of the collection, staff corresponds and meets with several members of the community on a regular basis.

Staff time to cultivate relationships, service to those interested in collection, new and different visitors to library to access collection, new demand to reading of Chinese characters/languages for creating and using finding aids, helping community members.

There are significant outreach and programming expectations, although that diminished in recent years as the WWII veterans passed away.

There is a need for access to important documents in a timely manner for publicity and anniversaries. The staff end up knowing more of the history and content of records than the community as we are the memory keepers. (2 responses)

Things I do that are of different demand would include the programming and presentations on records management at the church level, district level, and conference level. I also travel to pick up records at local churches in all five states that I cover.

Yes, and no. It depends on the community but they generally consider the Archives as their own which implies that you have to be more present, more active, and their expectations could be very high.

GOVERNANCE OF THE COLLECTION

23. Does the library have an individual, specific strategic plan or collection development policy for this collection? N=35

Yes, a strategic plan	2	6%
Yes, a collection development policy	9	26%
No, part of library-wide strategic plan	5	14%
No, part of a library-wide collection development policy	15	43%
No, but these documents are forthcoming	4	11%

Comments N=11

Answered Yes N=5

Collection falls within the collection development policy for Special Collections and University Archives.

The collection development policy for this collection is also incorporated into the department's planning documents.

There is a MOU between the Archives and the BJE.

This collection is largely complete, but may continue to grow. We'll be delighted to add to it.

This community collection is just one of many community collections the library actively collects. So, while we don't have a collection development policy specifically for the collection being described in this survey we do have a more general collection development policy for documenting community organization material.

Answered No N=6

No, it's part of a "departmental" collection policy.

The Bruce Peel Special Collections Library Collection Policy adheres to the guiding principles of the University of Alberta Libraries' Collection Development Policy and is deliberately quite broad and open to allow for new opportunities and areas for collecting.

The collection falls within the library's systematic efforts to build and sustain creative and relevant collections of unique and rare historical materials and to broaden the library's collecting mission to reflect the contributions of communities previously largely ignored in the historical record. The collection has a public "Mission Statement" which directs its activities.

The collection is governed by the Memorandum of Agreement that transfers ownership to the University Library.

There are many unofficial, collection specific guiding principles developed over time.

There is renewed interest in these materials by the ASA so I suspect we can work on policy.

24. Who is responsible for the governance (general decision making) of the community-based collection? Check all that apply. N=36

Library only	24	67%
Library and community organization	7	19%
Library and other department in the parent institution	2	6%
A separate corporation or group	1	3%
Library and cultural organization	0	—
Other entity	8	22%

Please identify the other entity. N=8

African Studies Association

CSWA Board

Library does consult with key community stakeholders.

Much depends on the type of collection. Some collecting efforts require liaisons with community entities, others extra-library departments, others faculty within the library, and others are archives -only controlled.

ONE Archive is largely, to date, given independence to make decisions with regard to its collection policies and care.

The fonds is governed by the Memorandum of Agreement that transfers ownership to the University Library.

The volunteers on the project also have a say on the general decision making.

While the library is responsible for making decisions about the collection's growth and direction, it does so with support and input from a diverse Advisory Board made up of scholars, artists, and other community members.

25. Please briefly describe the current duties of the governing body, including division of labor. N=20

Appraisal and acquisition, arrangement and description, cataloging, and conducting oral histories

Archives & Special Collections manages the collection for the library.

Archives and Special Collections within the library in in charge of all the aspects of the management of this community-based collection.

As mentioned previously, the Director and Pan Am 103 Archivist, Edward Galvin, is chiefly responsible for all decisions regarding the collections development, advancement, and strategic planning for the Archives. The Assistant Archivist is typically involved in these decisions, and is also responsible for daily operations of the Archives. As the University Archives and Pan Am Flight 103 Archives have recently come under the purview of the Syracuse University Libraries, Mr. Galvin now serves as a member of the Libraries Executive Team representing the needs and goals of the Archives in relation to more general Libraries planning.

Collection development, service delivery, liaison, processing, conservation, fundraising, marketing and promotion. While the majority of work is performed by Bruce Peel Special Collections Library staff, they do work closely with Library Information Technology Services for processing and web work, as well as campus Advancement and Communication colleagues on fundraising, donations work, promotion of events, etc.

Decisions regarding description, accessioning and deaccessioning, preservation, access policies

Leadership for the collection is provided by the library's Curator of Rare Books & Manuscripts with the assistance of a dedicated Assistant Curator for the collection. They operate with support and input from an Advisory Board of community members and scholars.

Make decisions about processing and cataloguing the collection and making it accessible to the public.

Staff in Special Collections and University Archives work together to manage the collection and provide access to it.

The archivist, who is an ex-officio member of the New England Historical society and the Commission on Archives for the New England Annual Conference, educates the churches, organizes, preserves, and provides access to the public to the records in the collection. The New England Historical Society provides funds for its maintenance and display of the artifacts stored at the Lawrence, Massachusetts, offices and the records stored at Boston University School of Theology. Decision making about the scope of the collection development policy is addressed with these groups. Discussion and action on historic preservation and historic recognition of sites in the New England area of specific United Methodist or Methodist Episcopal historical interest take place. Plaques are added to buildings at one or both of our semi-annual meetings. Tours and information in the form of oral speakers and newsletter articles are disseminated among the New England Annual Conference people interested in the history of Methodism in New England.

The BJE collects and processes collections; University Archives is the holding repository, performs reference requests, digitization, etc.

The board is the governing body and decides the activities of the archives.

The governing body is responsible for the submission of these materials. They are working to organize the materials before they submit them in order to improve ingesting them.

The library has responsibility for staffing, for cataloging, for processing, for outreach, for space, and for general maintenance.

The library is responsible for collection development, preservation, arrangement, description, outreach, and financial decisions relating to the collections.

The University Archivist is responsible for approving all acquisitions of private collections, regardless of the donor type (individual, institution, or community). Archivists are responsible for the archival appraisal of the collection, and supervising the processing and arrangement and description of the collection. The processing and arrangement and description may be done by a graduate student or an archivist.

The University Library works with the 501c3's governing board to oversee the collection through the director.

There is an advisory Executive Council made up of community members and library representatives.

To arrange, preserve, and make available for use the contents of the archive.

We meet a few times each year to discuss the project's goals and visions.

26. Has the governance structure for the collection changed since its acquisition? N=34

Yes	5	15%
No	29	85%

If yes, please briefly describe how the structure has changed. N=5

At the time of acquisition, the McGill University Archives reported directly to the Office of the Secretariat, and final approval for larger collections was required by the Secretary-General. Now the McGill University Archives reports to the Office of the Dean of Trenholme Libraries and approval for substantial new acquisitions is done through a committee that is chaired by the Dean of Trenholme Libraries.

It was completely community run. It is now in the hands of the university, but largely overseen by a conglomerate of the university and the 501c3, which serves as a "friends of the library" like institution.

The dedicated Assistant Curator position was added four years after the collection's 2007 arrival, and the Advisory Board has continued to evolve and expand.

The Executive Council temporarily (less than a year) had a committee structure that was eliminated due to lack of functionality and effectiveness.

The governing body has been housed at various institutions across the country with different staff and this has affected the strength of the collection.

27. Are there any restrictions on use of the collection? N=35

Yes, usage/research is limited to community members only	0	—
Yes, any publication must be approved in writing by the community	2	6%
Yes, other	3	9%
No	30	86%

Comments N=11

Answered Yes N=4

Applicable restrictions are not covered by above categories.

Some digitized materials are restricted to viewing only on campus.

There are photocopies of University of Colorado transcripts, which by Archives and University Policy require permission from the Registrar's Office for access, beyond directory information.

Yes, there are restrictions on the collections, which is determined by provincial privacy legislation and federal copyright law.

Answered No N=7

No restrictions apply, with the exception of a few selected boxes within constituent sub-collections that have been so designated by their donors/creators for specified time periods due to personal or privacy concerns.

There are no restrictions beyond standard donor restrictions, or records management restrictions (in the case of student university records). The collection is open to the public, with special arrangements for private space made for family visits. Although not restrictions, some collection materials are accompanied with notices indicating the presence of graphic or disturbing content.

There are very few items that are restricted. As the archivist and personal responsible for the copyright and literary rights of the items in my collections, I make the decision to provide access to the records on a case-by-case basis.

We do have some community collections with restrictions on use and access. Our current expectation is that collections that we bring in should be open to researchers.

We do not accept funds with restrictions. (2 responses)

With caveats: each oral history narrator can choose to embargo their oral history interview for 1–50 years. They also can choose to not have their interview available online. They can, if argued effectively, choose to be named Anonymous, instead of giving their name.

DONOR RELATIONS

28. Does the collection have a specific annual membership or friends' affiliation that can be purchased? N=36

Yes, with multiple giving levels	4	11%
Yes, with a single giving level	0	—
No	32	89%

Comments N=2

Not at this time, though one may be established in the future.

People can subscribe to the newsletter, and also become members of the New England United Methodist Historical Society for a nominal fee. There are individual and institutional membership levels.

29. If a membership or friends' affiliation can be purchased, is there a membership card? N=4

Yes	0	—
No	4	100%

Comments N=2

You do receive the newsletter and another publication, possibly Methodist History.

The community has requested a physical card.

30. Are monetary donations to the collection publicly recognized? N=28

Yes	13	46%
No	15	54%

If yes, please indicate the type of recognition given. Check all that apply. N=13

Published annual list	4	31%
Naming opportunities	4	31%
Physical or virtual bookplates	3	23%
Plaques	1	8%
Membership card	0	—
Other type of recognition	9	69%

Please briefly describe the other type of recognition. N=9

A list of financial and in-kind donors is provided on the Archives website, as well as in the Libraries annual publication.

Acknowledgment on relevant web pages, brochures, or collection news bulletins

Donors determine whether or not they want their names published. This is also dependent on the amount donated.

Donor recognition takes place at a level above the Special Collections & Archives department. (2 responses)

In library newsletters and sometimes listed on the products produced.

Listing in annual event program

Sponsors have been recognized in print exhibition catalogues and banners promoting the collection and related exhibits and events.

Thank you letter given by governing university faculty body to donors. Library does not receive or recognize contributions.

Through the newsletter or the recently developed website.

Additional Comments N=3

As noted, there is no direct relationship in terms of governance between the AMS governing body and the Libraries.

Donations to the collection go to the community organization (BJE).

We did not receive any monetary donations for this collection but we hope we will and use the actual university donation program.

COMMUNITY STEWARDSHIP

31. What formal or informal structures are in place to support community stewardship? Check all that apply. N=28

An annual or biannual meeting or gathering of the community	5	18%
An advisory council with community and library members	4	14%
An advisory council made up of community members	2	7%
A private foundation	1	4%
Other structure	18	64%

Please briefly describe the other structure. N=18

Archival staff interact with executive staff of the community organization.

As noted, there is no direct relationship in terms of governance between the AMS governing body and the Libraries.

Donor outreach. Colorado State University's International Center for German-Russian Studies.

Informal meetings with representatives of collections as desired by either party.

It doesn't apply. We have informal relationship with different members (individual and organizational) of the feminist community.

It's non-formal group of me, community volunteers, and any interested student and/or community member.

Library staff work with the PCUN leadership to discuss care and promotion of the collection.

Meetings with university faculty stakeholders

None

Occasional contacts between archivist and donors

One-to-one relationship building is key informal structure for ongoing community stewardship. Library staff work with an ambassador within the community.

The assistant curator maintains communications with LULAC Council 10 and frequently participates in its events—particularly with regard to publicizing its history.

The board consists of library professionals and members of the community.

The McGill University Libraries and Archives, through the Dean of Trenholme Libraries, supports community and library stewardship in a variety of ways. There is no one specific structure related to this collection.

There are no formal structures.

There are none, other than a newsletter published monthly on the project at large, of which this collection is a small part.

This is something that we will work out in the coming years, now that the ASA secretariat has an increased interest.

We occasionally hold informal meetings with representatives of collections as desired by either party.

32. Using a scale of 1 to 5, with 1 being less frequent and 5 being most frequent, please indicate how frequently each means of communication between the library and community-appointed representatives is used. N=31

Means of Communication	1 Less frequent	2	3	4	5 Most frequent	N
Email	3	2	6	6	14	31
In-person one-on-one meetings	8	4	7	1	8	28
Phone conferences	11	2	10	2	1	26
In-person group meetings	8	4	3	5	5	25
Participation at community reunions or other gatherings	11	5	5	0	1	22
Virtual meetings (i.e., Skype)	16	2	1	0	0	19
Other communication method	5	1	0	1	0	7
Total Respondents	24	11	20	12	19	31

Please briefly describe the other communication method. N=7

Announcements in online newsletters

As far as I know, there hasn't been communication between the library and the ICAH since the gift arrived in 2003.

Occasional meetings with organization representatives at the campus

Semi-annual Archives newsletter including articles on Pan Am Flight 103 Archives; holiday cards sent to donors; social media interactions; collections website

The Office of the Dean of Trenholme Libraries engages with individuals and organizations through a variety of methods, and the frequency varies depending upon the individual or the organization. Because of this, it is difficult to answer this question.

There has been irregular communication these past ten years. I'd say two meetings in total.

Two meetings per year where we all come together as a group, and a newsletter.

VOLUNTEER ACTIVITIES

33. Does the affiliated community volunteer with the collection? N=36

Yes, virtually (i.e., crowd sourced web information)	6	17%
Yes, in person	6	17%
No	28	78%

Comments N=6

Currently, community members do not volunteer with this collection but we are planning future crowdsourcing projects that will involve community members.

Inquiries and information may be sent to the archives and archivist through email.

Not at this time; possibly in the future.

Not yet.

Some of our collections do make use of community volunteers, but not many.

The community is involved in identifying and transferring materials, producing research and publications, developing exhibits, and promoting the collection abroad.

If yes, please briefly describe community member volunteer projects. N=9

Assistance with processing and exhibition

Commenting and providing metadata on collection blog

Creation of exhibits, lectures, and community presentations

Helping to identify photographs

One of the more recent projects was the relocation of the artifacts collection from St. Paul's Church in Newport, RI, to the New England Conference offices in Lawrence, MA. These artifacts can be seen by all visitors to the conference

offices. Whereas, with the collection in Newport, RI, the artifacts were rarely seen or visited because of the constraints of security for the church. This is a much better situation. Two to four people were instrumental in moving the artifacts to Lawrence, RI. Others did investigative work, such as looking into... how many objects there were and where would everything fit, what would be a central location where many people would benefit, what would be the most secure option for the artifacts, physically, environmentally, and with regard to theft? Now the New England United Methodist Historical Society and New England Conference Commission on Archives are collaborating on looking into additional funds and resources for off-site storage needs, historic preservation aid to a few churches in New Hampshire and Maine, and other projects as they are brought up to the committees.

Significant projects developed by community members include several exhibits and publications. Community members also help populate a public biographical database.

Some artists volunteer by providing metadata or other descriptive information about their collections, or by visiting to teach students directly about their archives and their artistic creations and experiences.

Volunteers have helped with some scanning work. In addition, teams of volunteers contributed to an exhibit and event that featured the collection. They helped with food, ushering, event setup, singing.

We have some of our volunteers, who created the collections, with us for over 30 years.

34. Are there opportunities for non-community members to volunteer with the collection? N=36

Yes, in person	10	28%
Yes, virtually (i.e., crowd sourced web information)	7	19%
No	23	64%

Comments N=9

History Department internship for credit

I think if we made more information about the organization and collection known, more people would be willing to help out. It is difficult for volunteers to work with the records collections because we are centrally located in the middle of Boston, MA. Many of those that would be of an age or interest level to volunteer are not able to easily access the city. It is unfortunate, but something that can be rectified thanks to the resources allocated to students that have work-study money. Little cost comes from the two organizations' funds for staffing because I strive to hire work-study students whose scholarship money is subsidized by the government. All they need to do is come and work for me to earn that money.

The collection hosts occasional student interns or volunteers, as needed.

The Pan Am Flight 103 Archives has occasionally provided internship opportunities to graduate students from Syracuse University's library science and museum studies departments. These students have assisted Archives staff in mounting exhibits, processing collections, and generating EAD finding aids.

Two archives volunteers

We are in the preliminary stages of planning a crowdsourcing (translation) project for a digitized manuscript collection related to this community.

We are not currently able to accommodate volunteers due to lack of space and supervisory resources. (2 responses)

We generally do not have volunteers in Special Collections.

If yes, please briefly describe community member volunteer projects. N=9

A volunteer could hypothetically make the current finding aid better, but most likely a library staff member will be doing that.

All aspects of collection processing, social media, interpretation, digitization, and outreach

Conduct interviews (after training), attend project meetings, process collection (including transcription).

Data input, collections organization

In general, volunteers are welcome to help process collections.

Non-community members have volunteered to help process the collection.

Opportunities to contribute new information about the contents of the collection, including identifying individuals or events in photographs, is generally possible.

Volunteers have assisted in processing parts of the collection.

We offer academic internships to work with our collections.

COMMUNITY ENGAGEMENT

35. What would you consider to be important milestones in building and expanding community engagement with the library collection? N=28

Acquiring it and getting it cataloged/processed.

Because the acquisition of the Bethlehem Howell Neighborhood Center collection took place so long ago it would be wonderful to re-engage with the current administration to continue the documentation of the organizations history. Typical milestones include anniversaries.

BJE published a book describing the collections.

Book publications, productions for public television, creation of collection finding aid, and major exhibits using collection.

Capstone symposium at the conclusion of grant funded processing

Centennial Celebration, digitization of high school yearbooks, library attendance at annual community reunion

Collections to be featured and commemorated at the International Union of Women in Architecture (UIFA) Congress, 2015. Social media outreach began in 2011. First research prize awarded in 2000. Biographical database established in 1995. International newsletter created in 1989. Hosted first traveling exhibit, 1988 (accessioned into the archives in 1991). First research symposium held in 1986. Board of Advisors established in 1986. First collections arrive in 1985.

Completion of the online finding aid and emailed announcement to NPS retirees groups

Crowdsourcing and digital humanities projects with digitized materials. Scholarly research in collaboration with US institutions; Saratov State University and the State Archives of Saratov Province (Russian Federation). Continuation of outreach to the American Historical Society of Germans from Russia (including exhibits and presentations).

Exhibits, events featuring the community collection, tied in with anniversaries of the community group

Finding a way to get people into the city to review the records or getting the records to the people through digitization efforts. To begin, grant funding would need to be secured by the New England United Methodist Historical Society or through the New England Annual Conference to make more digitization efforts happen. We partnered with Ancestry.com to have many membership ledgers digitized at no cost. They took the membership books off site, scanned them, and are part of the ancestry.com database. This project was a win-win. We didn't have to do any of the work on site, and we got a great number of records digitized. Another effort like that would be welcome for other parts of the collection.

Getting a critical mass of donated materials to create a compelling community story. Mounting exhibits and publishing exhibit catalogues. Reaching a fundraising/sponsorship goal.

Getting the system in place to capture community contributions in Omeka and Archive-It. Attend public events that discuss the collection and other projects in the community.

Having the TDES deposit more recent records in the archives.

Implement our online database to describe our holding and digitize documents to promote this collection.

Involvement in the advisory work and with ad hoc committees of the organization

Large campus-wide event to mark and celebrate the acquisition of the collection, involving the president's office and the dean of the Libraries.

Making them feel welcome.

Of the many milestones achieved by the Pan Am Flight 103 Archives the 2005 expansion of the collections to include materials memorializing all 270 victims, and the hiring of a full-time dedicated Assistant Archivist in 2011 are perhaps the most significant. The first has allowed the Archives to make available a more comprehensive record of the bombing and subsequent incidents, while also augmenting its connections to the community it serves and represents. The second of these two milestones has allowed the Archives to fulfill the university's remembrance commitment on a daily basis, increase public advocacy for the collection beyond the community group, and ensure the processing and accessibility of collections in a timely manner. Furthermore, the addition of an Archives staff member concerned solely to the work of the Pan Am Flight 103 Archives and community conveys to family, friends, and those affiliated with the bombing the level of dedication felt by all members of the Archives, Libraries, and university staff to caring for the record of the events and the lives of their loved ones.

Presentation about LULAC Council 10 history given by the assistant curator on the 50th anniversary celebration of the Council in 2009. Recognizing its historical significance helped foster a surge of community activism to rebuild the organization. Its membership has risen from under 40 to around 180. Today, it is the largest LULAC Council in the Midwest and once again taking a leadership role in its community on issues of social justice, education, and civil rights.

Public programming; encouragement for other groups to donate collections

Special events such as anniversaries can be important milestones to engage and provide outreach to communities. Other milestones may revolve around exhibits or conferences, which highlight a particular theme that is of interest to the community.

The fact that the ASA sent someone to come and look at the collection and renew the partnership. She was here for two days.

The few presentations we have given, including those in the media helped.

The hire of a community member as an "Assistant Curator." The addition of key national community leaders to the Collection's Advisory Board. The establishment of the "Visiting Scholar" position, the first incumbent of which is a globally celebrated and revered legend and founder of the Community.

The library's digitizing of the entire collection has been the most significant milestone. Also, hosting a large public gathering, with the then-Lieutenant Governor of California, indicated how much the university valued the collection and its community connection.

To continue developing our Fedora repository so researchers and community group can access digital materials.

With the creation and publication of the AMS finding aid, it is expected that the collection will be exposed through archivegrid, Worldcat and other search engines thus increasing interest in the collection for both members use and researchers more generally.

36. Please indicate whether community use of the collection has increased, decreased, or stayed about the same since the collection was acquired. Please make one selection per row. N=33

Community use	Increased	Decreased	Stayed about the same	N
In-person usage	14	0	18	32
Virtual usage (i.e., digital visits)	12	1	10	23
Total Respondents	20	1	21	33

Comments N=11

Collection has not been digitized.

Council 10 members and donor relatives regularly visit the collection, sometimes in conjunction with parent student orientation visits to the University of Iowa. The council regularly organizes outings to bring donors and relatives to visit their collections.

Digital access not available yet.

I think since I have been here (since June 2005) more people have accessed the collection than in previous years. I have an attitude that this information should be used for research. I do a great deal of outreach directly to the churches teaching them about how to organize their records at their churches, and prepare them for delivery to the school of theology library. Being more active in the field, and making my presence known to the many people out there in the community has spurred more inquiry and more interest in the collection.

In person usage was high before library acquisition due to the physical museum space, yet virtual presence was non-existent. With library acquisition, the permanent physical space was eliminated but there has been an increase in digitized materials available.

No virtual usage.

Researcher use of the collection has also increased. There is no digitized version of the collection at this time.

Since its beginnings in 1990, the Pan Am Flight 103/Lockerbie Air Disaster Archives has provided vital information to law enforcement, journalists, attorneys, and victims' families. Collection materials have been accessed again and

again—by Syracuse University Remembrance Scholars researching the student victims; by a faculty member writing a play based on the lives of these vibrant young people; by journalists writing follow up stories on the tragedy and its continuing impact. While the Archives is well used, many of the heaviest periods of inquiry are linked to the timeline of Pan Am 103 and current events that bring the continued relevance of the bombing to the forefront of discussion. Fall brings families, visitors, and alumni attending the university’s Remembrance Week events. New applicants for the Remembrance Scholarships that will be rewarded the following academic year frequent the Archives during the winter. The approach of December 21st brings with it inquiries surrounding the anniversary of the bombing, particularly during milestone events such as the 25th anniversary in 2013. Finalists for Remembrance Scholarships return in spring to prepare for interviews with the selection committee, and become more acquainted with the 35 students they’ll be asked to represent. Events such as the release of Abdel Basset Ali al-Megrahi, or the capture and death of Muammar Gaddafi during the Libyan Civil War necessarily result in inquiries from the press. In addition to in-person usage, the curation of the Archives website has increased virtual usage of the collections. The inclusion of online exhibits, such as the Timeline of Events: The Pan Am 103 Saga, and a series of monthly features honoring specific victims ensure that the website serves as an engaging and informative portal to the Archives. Finally, recent university initiatives to improve web accessibility have resulted in the creation of dozens of new EAD finding aids and pages that will allow for an increase in virtual research by a broader range of patrons.

The collection is not available digitally.

Unfortunately, the decrease is due to the shrinking veteran community; however, research by others is increasing.

With digitization of the entire collection, completed almost one year ago, in-person use is beginning to decrease, while virtual use has skyrocketed. The Baca Collection is the most heavily visited/used of all the library’s digital sites.

STAFF/COMMUNITY SATISFACTION

37. Using a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, please indicate the level of perceived satisfaction that library faculty and/or staff have about working with the community represented by the collection. N=35

1 Very Dissatisfied	0	—
2	2	6%
Neutral	9	26%
4	12	34%
5 Very Satisfied	12	34%

Comments N=4

Library dissatisfaction stems from managing realistic community expectations, and reconciling the divergent mission of the original organization (museum) and that of the library.

Most interaction occurred around the acquisition and transfer of the collection.

Overall it is very satisfying, occasionally some of the volunteers take a lead and this can cause issues.

We want to engage more with community members to acquire material and promote use of material.

38. Based on staff interactions and communications with the community represented by the collection, and using a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, please indicate the level of perceived satisfaction that the community has about working with the library. N=35

1 Very Dissatisfied	1	3%
2	0	—
Neutral	9	26%
4	9	26%
5 Very Satisfied	16	46%

Comments N=4

In general it is a good experience. We would like to do more but it is not always possible due to the lack of resources and other projects. Within the last few months we did a lot of progress but their expectations are very high.

The community at large is generally neutral but community appointed representatives tend to focus on the negative, dissatisfactory aspects of the relationship, which tends to overshadow the positive experiences.

This is based on feedback with community ambassador with whom library liaises regularly.

We have not done much of this assessment.

39. Using a scale of 1 to 5, with 1 being very dissatisfied and 5 being very satisfied, please indicate how satisfied you are with the overall strategy for managing this community-based collection. N=36

1 Very Dissatisfied	1	3%
2	2	6%
Neutral	12	33%
4	12	33%
5 Very Satisfied	9	25%

Comments N=5

I suppose this is just about to change now that the ASA sees this collection as their historical record.

I think we are doing a great job. I just wish, as a one-person operation, that I could reach more people, and do more public relations around what I do and how it affects their future interaction with this community-based collection. I also want people to use the records for research, so I am in the classrooms telling students about our holdings. It is hard to get people excited, but believe me I try my hardest to make things work. I know the people of the churches and the New England Annual Conference that I have interacted with, that are invested and interested, are happy with my performance and help with their records needs. I go out into the field during the spring and summer to do pickups of records and talk to people about what they have in their churches or agencies that they might want to get ready to preserve so that the items will be in good enough shape to ship or for me to pick up in the future.

Need more resources to adequately help with curatorial care of the collection.

The strategy is slowly improving.

Would be interested in expanding strategy, and hope to do so in future.

OUTREACH & ENGAGEMENT

40. Please indicate which outreach activities library staff and/or community members have coordinated in the past year to engage interested communities? Check all that apply. N=31

Outreach Activities	Library staff	Community members	N
Contacting faculty/researchers directly	27	6	28
Contacting community members directly	19	15	26
Announcements on library website regarding updates and new collections	20	5	20
Hosting events at the site of the collection	19	7	19
Using social networking tools	14	9	18
Providing instructional workshops	14	3	14
Hosting events at the site of the community	8	11	14
Publishing reports on the value of collection	12	3	13
eNewsletters	8	3	9
Having a speakers council for community members	4	2	5
Other activity	6	3	7
Total Respondents	29	22	31

If you selected "Other activity/Library staff" above, please briefly describe the activity. N=6

Actively participating in events at various outside (not affiliated with the community) locations to promote awareness and usage of the collection to a broader audience.

Exhibitions

Local exhibits and professional presentations

Started a research travel grant for the collection in 2014.

We are in the process of making the finding aid available online so that the general public, including the community, will be able to access the file listing and description of the collection much easier.

We have a curator who does most of our exhibitions, programming and social media.

If you selected "Other activity/Community members" above, please briefly describe the activity.
N=3

Fundraising dinners

If researchers contact the community, the community redirects the researchers to the University Archives. It is not known if the community is engaging in outreach activities, in general.

Traveling exhibits

41. Please indicate which of the following activities the library engages in for this community-based collection and for library collections in general. Check all that apply. N=32

Activities	Community-based collection	General library collections	N
Promote finding aids	23	30	30
Contact faculty/researcher directly	25	28	30
Promote newly digitized content	17	28	28
Feature collection items in exhibitions	23	28	28
Social media presence	19	26	27
Use library website to post announcements on updates	19	25	25
Provide informational workshops	15	21	22
Provide ongoing communication with registered users	10	13	15
Publish research on the collection	11	13	14
Other activity	7	5	8
Total Respondents	30	31	32

If you selected “Other activity/Community-based collection” above, please briefly describe the activity. N=7

Also have dedicated group study room off of our reference area that highlights the collection.

Coordinated opera event related to collection.

Instruction in Special Collections and University Archives’ classroom to faculty and their students for this community-based collection and other collections.

Orientation for classes (2 responses)

Present case studies and share expertise among other information professionals.

Respond to community interest to highlight their history by developing a website to further disseminate information about Iowa Latino history through a digital humanities project sponsored by the University of Iowa Libraries.

If you selected “Other activity/General library collections” above, please briefly describe the activity. N=5

Active social media presence, programmatic outreach to campus and external media, partnership programs for events and other media activities.

Instruction in Special Collections and University Archives’ classroom to faculty and their students for this community-based collection and other collections.

Orientation for classes (2 responses)

Present case studies and share expertise among other information professionals.

Additional Comment N=1

The activities apply equally to all collections. At this time, we are just focusing on promoting finding aids for this specific community collection.

42. If items from the community-based collection are featured in exhibitions, please indicate how often they are on view onsite and offsite (i.e., traveling or loans to other institutions). N=31

Frequency	Onsite	Offsite	N
Never	3	16	16
Less than once a year	9	3	11
Once per year	5	3	7
2-3 times per year	3	2	5
3+ times per year	4	2	5
Permanently	5	1	6
Total Respondents	29	27	31

Comments N=13

Exhibitions of community-based collections are rare. In the case of the AMS an exhibition was organized to celebrate the 75th anniversary of the organization.

Frequency is completely dependent on the themes of exhibits.

It's an online exhibit.

Materials in collections are available for loan to other heritage institutions for exhibition.

Not regularly exhibited but were exhibited in conjunction with capstone symposium.

Our materials are not available for loans.

The artifacts portion of the collection belonging to the New England United Methodist Historical Society is permanently installed at the conference offices of the New England Annual Conference in Lawrence, MA.

The collection has become an increasingly requested target of international museums and archives seeking to borrow materials for exhibition.

There is a permanent, rotating display of fewer than 20 items in the library. The recent Canal anniversary has significantly increased exhibition loan requests.

This collection will go on exhibit in 2016, onsite and in collaboration with the community and a local public library.

We do not lend our materials.

We have a gallery in West Hollywood, in our USC space and we use other offsite spaces.

While the loaning of collection materials is not standard policy for the Archives, items have been exhibited offsite in the past. This type of exhibit use of Pan Am Flight 103 collection items is, however, extremely rare.

43. Please indicate how the library tracks the impact from outreach and engagement activities for this community-based collection and for general library collections. Check all that apply. N=32

Tracking Method	Community-based collection	General library collections	N
Number of reference questions	22	29	29
Head count at events	17	24	25
Qualitative feedback received by the library	14	23	23
Hit count based on special URLs for tracking sources	12	19	19
Social media sharing	12	16	18
Search queries	7	12	12
Hit count in specific date ranges	4	8	8
Other tracking method	4	2	4
Total respondents	28	31	32

If you selected "Other tracking method/Community-based collection" above, please briefly describe the tracking method. N=3

Number of donated items, appraised value, linear metres of materials

Quantitative tracking of inquiries and community surveys; comment cards at events

Statistics on use of collections in our reading room

If you selected "Other tracking method/General library collections" above, please briefly describe the tracking method. N=2

Comment cards at events

Statistics on use of collections in our reading room

COLLECTION ASSESSMENT

44. For each method used to assess this collection, please indicate how frequently it has been done. N=29

Assessment Methods	Annually	Biennially	Occasionally	Once	N
Statistics gathering	14	1	3	2	20
Internal surveys (library staff only)	1	2	5	7	15
In-person interviews/focus groups of community users	1	0	5	4	10
Comment solicitation	0	1	6	2	9
External surveys (collection users)	0	0	4	1	5
Other assessment method	0	0	0	0	0
Total Respondents	15	3	12	10	29

45. For each assessment method used, please indicate the subject matter. Check all that apply. N=25

Subject	Internal survey	External survey	Interview/ focus group	Statistics	Comment solicitation	Other method	N
Collection processing	10	1	2	8	1	1	18
Collection usage	5	2	3	16	3	0	18
Collection outreach	4	1	4	10	5	0	15
Community stewardship	1	1	3	1	2	0	6
Other subject matter	1	0	0	0	0	0	1
Total Respondents	11	3	5	16	5	1	25

Please briefly describe the other subject matter. N=1

Fonds are assessed before acquisition takes place to ensure the finds fit the collections mandate.

Additional Comment N=1

Curator of collection exhibition catalogue interviewed community members to solicit their stories.

46. If the library has conducted assessments of this community-based collection within the last three years, what was the *primary reason* the assessment was conducted? N=14

Improving collection usage	7	50%
Funding requirement	2	14%
Promoting external stakeholder buy-in	1	7%
Promoting internal stakeholder buy-in	0	—
Other reason	4	29%

Please briefly describe the other reason. N=4

For library-wide assessments and in preparation for a grant application.

IJS-wide collections management survey for internal use and setting processing priorities.

To build relationships with local community and get their feedback.

To date UPenn Special Collections has not engaged in such assessments of its community-based collections. In the case of several, for example, the Institute of Contemporary Art (ICA), the ICA is on the Penn Campus, thus access to the records is possible. A part time manuscript cataloger also serves as the "curator" of the collection. In the past year we have worked closely with ICA on special 50th anniversary programming.

REWARDS AND CHALLENGES

47. Please briefly describe up to three rewards of managing this community-based collection. N=36

Acknowledging and honoring the legacy of the 8th Air Force veterans through our outreach. Collaborating with institutions and organizations preserving the history of the Mighty 8th. Facilitating original research and scholarship by building collections in this subject area.

Being able to provide a way for the oral histories to be gathered and preserved. Being able to meet the volunteers and students interested in assistance with this collection. Being able to meet members of the community.

Bringing wider attention to fantastic resource that documents our shared community/culture. Establishing a sustained partnership with the community we want to engage with. Increased access to these collections for learning, research, awareness.

Building new relationships and partnerships within community. Building a collection that will have research potential and will be of interest to future generations of community members. Exceeding fundraising goal for community-based event based on collection.

Care of materials that would otherwise be lost. Bringing together resources that illuminate the complexity/diversity of the subject matter. Exploring library-museum mergers.

Close tie-ins with other collections. Preservation of the history of a longstanding community organization. Enhancing ties between the university and the wider community.

Collections better reflect the local community. Developed community-oriented approaches to archiving. Learning best practices for mass digitization.

Contributing to the development of students who are using this unique collection. Collecting the women's heritage in Canada and feeling it is important.

Documenting a unique community that will likely be more assimilated in the future. Understanding social and cultural history.

Engaging researchers. Enabling student success. Preserving the past. (2 responses)

Engaging the USC community.

Enriching local history through contemporary collections (collections or records that are less than 100 years old). Strengthening ties between the community and archives through stewardship. Acquiring that "thick description" of social institutions and communities.

Fostered community relations in the Quad Cities area and increasingly throughout the state with Latinos in Iowa. Catalyst to further research that led to recovery of previously unknown history not only of Iowa's Mexican history but also of significant aspects of Iowa's African American civil rights history.

Frequent contact with members of the community. Opportunities to develop new skills for preservation and arrangement. Opportunities to interact with a uniquely focused pool of researchers.

Increased community engagement. Broadens research topics supported by libraries. Preserves cultured heritage of a diverse group of people.

It fulfills a department and university mission to document and serve our urban community. I'm proud that my library is actively engaged in collecting the histories of under represented people and making their stories available for future generations of students, scholars, and the intellectually curious.

It has enhanced my understanding of the history of Massachusetts, and most specifically Boston, MA. I enjoy helping people and teaching them how to preserve and organize their collections prior to the records arriving at the library.

It is good for the IJS to maintain a relationship with such important group of Ellington scholars and enthusiasts. There are ongoing programming partnerships, we have co-hosted lectures and conference a few times, and plan to continue to do so.

Preserving history as it happened. Preserving digital content from the community. Collaboration of various library staff.

Provide enhanced accessibility to the materials. Long-term, stable preservation of the collection. Additional research materials made available to CSU students.

Providing scholarly resources to students, patrons and community. International collaboration and interaction with a unique ethnic community. Preserving local and regional history.

Providing valuable research materials for growing scholarship. Enrichment working with staff at organization. Campus wide support for acquiring a valuable collection.

Raw research materials preserved. Goodwill with the community in which the library resides (Manoa).

Relationships that have been established between Archives staff and the family members of the victims of Pan Am 103, as well the relationship that has grown between Syracuse University and Lockerbie, Scotland. The opportunity to play a key role in honoring the university's commitment to remember the 35 student victims, and, now, all 270 victims. The work done at the Pan Am Flight 103 Archives has become a benchmark for other archives facing the collection of materials related to other tragedies.

Renewed interest by parent organization.

Rich engagement and exchange between a powerful and important artistic community and the resources of a major university. Increasing the diversity and inclusiveness of the university of which the collection is a part. Improving representation of communities of color in the scholarly record.

Sharing our expertise. Getting to meet members of this community group. Exposure to other groups.

The collection provides ready reference on a wide array of individual graduates of the USN JLS/OLS, useful for writing the newsletter, and for researchers.

This and other Feminist collections were given to us based on the strength of our various Feminist collections.

Valuable information on community-based social engagement programs complement other library collections.

We provide access to rich cultural content. We serve as a central repository for such groups thus insuring the preservation of the groups. We provide users with the curatorial expertise to provide reference service and research opportunities.

We provide physical access to the collections. Digital access to collections. Finding aid access to collections.

Wonderful material that has supported serious, extended research. Allowed us to form ties with an important community organization.

Working with the group and expanding this collection.

Working with veterans. Working with community groups and making the collection accessible to interested groups.
Working with the materials themselves.

48. Please briefly describe up to three challenges of managing this community-based collection. N=35

Collection continues to grow and therefore makes demands on available space and staff time. Newer formats of organizational record keeping (i.e., digital records and web-based records) challenge our abilities.

Community members are not familiar with archival practices, which can cause conflicting assumptions. Community members have high expectations for staff time and investment. Students need additional training to work with these collections.

Complete development of digital repository.

Dedicated staff time to increase research and holdings. Budget and resource allotment. Building and storage space resources.

Financial sustainability. Balancing investments in this single area of intense growth and interest with other library priorities.

Getting Omeka ready to accept community-donated content. Reaching out to people with diverse perspectives of the event. Curating the content.

High expectations of the community, coupled with low financial support . High expectations of the university coupled with low financial support. Infighting within the community.

Housing large community-based collections is challenging. Cataloging these collections can take longer than expected, if not resourced. Promotion of the collections can be problematic with limited staff.

Increased interactions/staff time responding to questions from donors. Need to manage ongoing additions to collection. Increased demands to promote collection, i.e., exhibits.

Integrating community views into a broader/objective academic setting. Educating community on best practices in Libraries, and material handling. Community communications: adapting former practices and evolving; emotional attachment of community to the collection often clouds reasonable decision making.

It keeps growing and needs to be reprocessed.

Lack of interest from the ASA. Irregular deposit of materials. Archival processing.

Lack of local language expertise to continue with processing of donated materials.

Lack of resources. High and various expectations from the members of the community.

Language. Processing previously unorganized records.

Maintaining an up-to-date collection register/finding aid. Managing copyright on legacy collections.

Need for additional staff time to process the collection. Need for increased shelf space to house additions to the collection.

Need to continue to work with organization to continue to acquire more records.

Never had stable funding, so it's never grown as much as it could. Trying to decide how best (and with whom) to collect the other aspects of the community's history. With three exceptions, the volunteers and students never stay with the project as long as we would want or need.

Not knowing how many community members are using the digitized collection. Maintaining high-level of staff outreach when there are so many other collections needing such.

Online availability (materials not yet digitized).

Poor project management. Too many collaborators with no clear agreed upon decision-making process or clearly defined responsibilities. Too much reliance on graduate assistants to do professional work.

Preservation and conservation are big needs for this collection. Many of the records are fragile, and the space we currently are storing them in does not always guarantee a steady temperature and relative humidity. Space itself is an issue as more and more churches close, and more agencies recognize that they need to send their records to the archives. Currently, this ever-growing collection is housed with other collections held by the school of theology library in a room that is not an adequate size for an archives. Work on this large collection is only part of my job. Coming into this position, I did not know I was the archivist for an institution with small groups in nearly every town in five states, plus agencies, and the New England Conference governing bodies. It has been a challenge to understand who the major players are and how to get the questions I need answered in a system that is highly democratized with a larger than normal turnover of personnel. There is very little institutional memory among the people I interact with on both the church and agency level (pastors and administrators leave or move to other positions in the conference). Funding for this collection will soon become a larger issue as more churches close, and more agencies recognize that they have records in their possession that should be stored at the library.

Protecting personal information. Access (dissemination of) to records with personal information. Copyright.

Protecting the privacy of individuals who may have struggled while still making their stories accessible.

Redundancy of some records. Little regular contact with the organization.

Space. Staff. Financial resources. (2 responses)

Space constraints. Processing costs. Maintaining relationships on an ongoing basis.

Storage: our storage facility is beyond capacity. Lack of funding to support collections long term (including storage, research, preservation, etc.) Since the community organization processes the collections, they hold the expertise on the collections. This can make reference challenging.

Strategically planning collection development with the passing of the WWII generation. Promoting instructional and educational use by our own faculty. Developing new digital initiatives to leverage research and scholarship.

The inability of the university to understand the challenges. The inability of the community to understand the university. The lack of funding.

The relationship is strong, yet casual. It would be great to revive this connection and have active acquisition and outreach activities.

This requires a substantial investment of time that often spills over into weekends and evenings. It requires institutional support, which the Libraries has generously provided.

While rewarding, the connection with victims' families can also be a challenge. The families and donors to the Archives continue to experience varying stages of grief, a fact that can sometimes make the work of achieving archival goals and needs more difficult. Identifying new potential donors of collection materials can sometimes be challenging, owing to

the nature of how individuals and groups are connected to the story of Pan Am Flight 103. Moving further away from December 21, 1988, creates a new challenge of maintaining the immediacy of the Archives, particularly for a generation of students who were yet-to-be born at the time of the bombing.

ADDITIONAL COMMENTS

49. Please enter any additional information that may assist others in understanding your library's experience managing community-based collections, or what you would tell other libraries preparing to acquire a community-based collection. N=13

As noted at the outset, Penn has worked with several community-based organizations in the past to provide homes to organizations' archival record. It is a balancing act. There is a community need for homes for potential collections and records that may be orphaned as organizations, like individuals, try to manage their institutional histories. Providing solutions to community-base organizations are both a potential boon for researchers and members, but a challenge for institutions, like Penn.

Assess your library's ability (staff time, space, etc.) to preserve and make available the collection. Have a clear idea of how the collection will fit your collecting policy.

Be ready for challenges around staffing, space, funding, grants, and the ability to please the needs of the collection, its community, and the library in which you are currently employed. Juggling it all is very difficult. I see and feel all these issues very acutely because I am a one-person operation and this is only part of my job. I came into the position not knowing that I was the archivist for records for churches in each city in the five states that comprise the New England Annual Conference. The challenge is to do my job as archivist for the New England Annual Conference, my job as archivist for the Boston University School of Theology, and as a special collections librarian to the students and researchers in need of research help from me. Setting up a personnel structure that works has been helpful. I don't process collections, but teach students how to properly handle and organize collections. Determining what you can let go of, and have someone else do, is what needs to happen first. Then comes additional planning around other tasks. And finally, or perhaps, this should be done prior to all other planning, securing funds and resources for the collections. I thankfully have in place something that works thanks to those who donate to the New England United Methodist Historical Society. If not for them, I would not have an operations budget for staffing, travel, and supplies.

Before accepting the responsibility of archiving the history and contributions of an active, living community, be prepared to a) make concurrent investments in staff expertise; b) think careful about costs and sustainability of these efforts long term, and whether the resources of your institution will meet the community's expectations; c) include and consult community members a various levels, remaining open and flexible to expanding or countering traditional library procedures and practices.

In our project, the rewards have far outweighed the issues.

It is very satisfying working with community-based collections. They benefit users and researchers, as well as the larger community. They document a very important element of our shared past and history.

It's rewarding, but time-consuming. Community groups can have a different expectation for what should be collected. Funding issues need to be sorted out (which organization gets funding, how much, for what purposes, etc.)

Just do it! It's an extremely rewarding experience and gets the library/university into the community.

Just that it is a sacred responsibility that consumes many.

Lack of informal policies and procedures at outset can lead to confusion and dissatisfaction from both parties. Community education on library functions and setting is integral from the beginning in order to more realistically manage expectations. Definition of who is included in the community can be interpreted more narrowly by those who self-appoint themselves as representatives. This can diminish or ignore other aspects of the community.

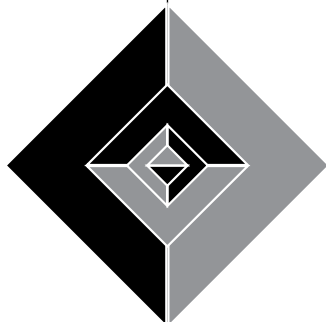
Really understand the fabric or make up of the community prior to acquiring the collection to understand the social context in which the records were created. Ask about how personal information was collected and why (are there any disclosure forms?) Ask about copyright for the textual records and images.

To successfully build community-based collections, you need to have a trusted relationship with a strong partner in the community who will be a long-term ambassador. You also need to have strong library and campus support to ensure space, communications, and advancement needs are in place.

We believe that collections that we take in should be open to researchers whenever possible, a goal that is not always possible with community-based collections. The cost over time to the university of stewardship is an issue that community organizations are sometimes not in a position to help with. Establishing effective and appropriate means of communication can sometimes be difficult, especially with organizations that have both paid staff and active volunteers.

RESPONDING INSTITUTIONS


University at Albany, SUNY	Michigan State University
University of Alberta	National Archives and Records Administration
Boston University	North Carolina State University
Brigham Young University	Northwestern University
University at Buffalo, SUNY	Ohio University
University of Calgary	University of Oklahoma
University of California, Los Angeles	Oklahoma State University
University of California, San Diego	University of Oregon
Case Western Reserve University	University of Ottawa
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University of Louisville	University of Virginia
McGill University	Virginia Tech
McMaster University	Washington University in St. Louis
University of Massachusetts, Amherst	University of Waterloo
University of Michigan	University of Wisconsin–Madison



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About


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 - N.E. Conference Commission on Archives and History**
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 - William E. Barton Collection of Samaritan Materials
 - Early Printed Bible Pages
 - James D. Purvis Collection of



COMMISSION ON ARCHIVES AND HISTORY

The Commission collection focuses on the history of the United Methodist Church in New England, with Conference Journals, church records, and archived records of conference boards and agencies, along with Methodist-related social and service organization records. Commission materials, especially journals and church records, are listed online. The listing in these pages is complete except for information notes on parish history.

About the Collection

The Commission is charged by the United Methodist Book of Discipline to preserve the records of the United Methodist Church and its predecessors within the Conference boundaries. For reference purposes, this collection retains records of the General Conferences, the Disciplines, and the General Minutes of [all] the Annual Conferences. Local records include annual conference journals within the six-state New England area, records from closed churches or older records from continuing churches, records of conference boards or agencies, and records of Methodist organizations or activities within the area. Coverage within these areas is not comprehensive, but all church and conference records that we have are listed in these pages. The content of church records do vary, but they typically contain: lists of probationers, members, baptism, marriages, and sometimes deaths; quarterly conference records report the pastor-parish relations and projects of the churches; financial records may indicate collections and local disbursements; there are sometimes records of Sunday Schools, Men's and Women's Groups, Missionary Societies, youth groups, and other activities or organizations within the church; scrapbooks or local histories.

What We Can Provide

We can usually provide information on ordained Methodist Episcopal, Methodist or United Methodist pastors who served in the region as full members of the conferences, but it is very unlikely that we have much information, if any, on local pastors or evangelists who worked in the conference area. Church records must be accessed by state-town-and date: there is no master list of members who appear in the various church record books. Without the town and approximate date, we cannot search broadly for information. The collection of church records is far from complete, but we have listed those records in our collection. If we don't have records from a particular church, we try to locate an existing church that might have records of earlier or nearby churches. Conference records will list each active church each year, with the pastor appointed and membership statistics, but not individual member names. Note that church records for baptism only list parents for an infant baptism, not for adult baptisms, and never list godparents. Additionally, marriage records do not contain information on the parents of the bride and groom, or names of witnesses.

Access to the Collection

The collection is housed within the Boston University School of Theology Library at 745 Commonwealth Avenue, Boston MA 02215 as part of the Research Collections. Though the Theology Library is open for longer hours during the school year, the Research Collection Reading Room is available only when full-time staff are on duty: Monday through Friday from 9am to 4pm. Email or letter requests are accepted if enough information is provided and a brief search can be performed for the information. When questions are not within our area of coverage, we try to refer researchers to the appropriate conference resource. For questions or appointments, email us at neccah@bu.edu or phone (617) 353-1323.

Restrictions

A limited number of items will be given to a researcher at one time. Pencils only may be used for taking notes. No marks are to be placed on the original documents. Researchers may not make photocopies of any item but may request that photocopies be made by the archives staff, who will exercise their discretion based on the condition of the original records to determine whether photocopies can be made.

Holdings

- [Local Conference Records](#)
- [Church Records and Historical Files, by State](#)

Calendar

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7 SEP	STH Library Closed
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Faculty Authors Roundtable Discussions
In celebration of our School of Theology Faculty authors, the STH Library...

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We have added the Oxford Bibliographies Online database to the library's collection...

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 - [P-Z](#)
- [General Conference Publications](#)
- Heritage Trails of the United Methodist Church
- Local Methodist Organizations

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Mormonism, Utah, & the West

Trevor Alvord, Curator
Connie Lamb, Area Specialist
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Russ Taylor, Curator
Kristi Young, Curator

If you have reference questions relating to this collection or questions for the curator, please [contact us](#).

Projects

Saints at War

The Saints at War Project includes written and oral histories (with some select artifacts) of members of the Church of Jesus Christ of Latter-day Saints (Mormons) who served in the military during the 20th century. This includes those who served in World War I, World War II, the Korean Conflict, the Vietnam War and all other military campaigns of the last century. Collected materials include: personal histories, journals, correspondence, period photographs, small artifacts and first-hand accounts of war experiences.

To date, the project has focused mainly on World War II veterans. The Saints at War Project has recently (Summer 2002) initiated a campaign to acquire like materials for LDS Church service men and women in the Korean Conflict (1950 -1953) and the Vietnam War (1965 – 1973).

Begun in 1999 by Dr. Robert Freeman and Dr. Dennis Wright, of the Department of Church History and Doctrine, Brigham Young University, the Saints At War Project is in partnership with The Veterans History Project, a larger effort being undertaken by the U.S. Library of Congress. Selections from the veterans' accounts were compiled and published in 2001 under the title, Saints At War: Experiences of Latter-day Saints. Additionally, a Saints At War documentary was aired on KBYU on Veterans Day, November 11, 2001.

Dr. Freeman, reflecting on the importance of the project, said, "More than 1,100 American veterans are dying each day. These brave men and women will pass from our view very quickly and we felt an urgent need to capture their stories for future generations."

A Note About the WWII Archives:
During World War II, it is estimated that approximately 100,000 LDS served in uniform, on all sides of the conflict, and the project has now assembled collections from nearly 1,500 of these veterans. As of Fall 2002, 280 collections have been processed and are available to the public for research. Within the veteran's papers are accounts from prominent leaders of the Church of Jesus Christ of Latter-day Saints, including Thomas S. Monson, James E. Faust, Boyd K. Packer, Neal A. Maxwell, and David B. Haight. Besides these noted servicemen, the project archive includes revealing facts and narratives that bring new insights into war and national conflicts.

L. TOM PERRY
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Jewish Buffalo Archives Project

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Preserving Jewish History in Buffalo

The ultimate aim of the Jewish Buffalo Archives Project is to comprehensively document the Jewish Community of Buffalo and the Western New York region in its near entirety.



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About the Jewish Buffalo Archives Project

The Jewish Buffalo Archives Project was founded in 2007 under the auspices of the Bureau of Jewish Education of Greater Buffalo with a seed grant from the Foundation of Jewish Philanthropies.

The Jewish Buffalo Archives Project collects mainly twentieth century documentation relating to the diverse histories, religious traditions and cultures of Jewish communities within the Greater Buffalo area of Western New York, encompassing the geographic areas of Erie and Niagara Counties.

We pursue our mission by processing and preserving

the archival materials donated to us.

Currently we seek collections from both active and closed organizations and institutions including collections from synagogues, community based schools, community welfare and other agencies, Jewish cultural and social groups or initiatives, Jewish businesses as well as individual and family papers.

The Oral History Program augments archival materials by recording the unique recollections and stories of individuals who have played a part in creating and sustaining the wider Buffalo community that we have today. Individuals come from all backgrounds and parts of the community and together form a mosaic of Jewish life lived in a specific city, suburb and surrounds of Western New York.

This Jewish Buffalo Archives Project continues the legacy of collecting the history of the Jewish Communities of Buffalo and Western New York first compiled during the 1950s and 1980s. Those collections focused more exclusively on a core of central community agencies, and eventually culminated in the Jewish Archive of Greater Buffalo (Collection of Dr. Selig Adler), now open for public research at the University Archives, University at Buffalo.

The materials currently being collected and donated to the Jewish Buffalo Archives Project are being made available for public research at the University Archives, who as our partner institution, has agreed to be the repository for all our materials. The ultimate aim of the Jewish Buffalo Archives Project is to comprehensively document a mid-size American Jewish community in its near entirety, building a Jewish community archive for the 21st century, in order to draw scholars, researchers, journalists, educators, genealogists and others to explore this heritage, as well as to sustain and nourish the current Jewish community in Greater Buffalo. It will establish a comprehensive and unique resource of Jewish Americana for this region and

beyond and will serve as a model to other community programs seeking to document their own communities in the United States and beyond.

The Jewish Buffalo Archives Project was awarded the Debra E. Bernhardt Award for Excellence in Documenting New York's History in 2010 by the New York State Archives and received Documentary Heritage Grants from the New York State Archives in 2008 and 2011, with matching monies provided by the Foundation for Jewish Philanthropies. In 2012, in collaborative partnership with the University Archives, and with funding obtained from the Western New York Library Resources Council, a digital collection was launched on New York Heritage at:

<http://nyheritage.org/collections/jewish-buffalo-image-collection>

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The Mazer Lesbian Archives at UCLA



Mazer Lesbian Archives at UCLA

About the Archive

The June L. Mazer Lesbian Archive at UCLA is an outreach and collection-building partnership between the *June L. Mazer Lesbian Archives* and the *UCLA Library*. These collections expand the pool of primary source materials available to researchers and to the community at large.

The partnership grew out of a project initiated by the *UCLA Center for the Study of Women* to inventory, organize, preserve, and digitize several of Mazer's key Los Angeles-themed collections.

Links

Project sponsor:

[June L. Mazer Lesbian Archives](#)

Project sponsor:

[UCLA Center for the Study of Women](#)

Project sponsor:

[UCLA Library](#)

For access to the physical collections contact:

[Charles E. Young Research Library](#)
[Department of Special Collections](#)

For information about the digitized collections contact:

[UCLA Digital Library Program](#)

Collections



Connexus/Centro de Mujeres Collection
 Administrative records of one of the first Los Angeles non-profit organizations that catered and provided services to lesbians.

[Digital collections](#)
[Finding aid](#)



Cruikshank (Margaret) Collection
 Book reviews, publicity materials, proposals, correspondence, press releases and interviews relating to Lesbian Studies, Lesbian Path; New Lesbian Writing, Lesbian-Feminist Study Clearing House.

[Digital collections](#)
[Finding aid](#)



Faderman (Lillian) Collection
 Drafts of published papers, books and book reviews, research, correspondence, publicity materials and lesbian, gay and women's publications.

[Digital collections](#)
[Finding aid](#)



Southern California Women for Understanding (SCWU) Collection
 Records of Southern California Women for Understanding (SCWU), one of the earliest lesbian non-profit educational organizations in Los Angeles, California.

[Digital collections](#)
[Finding aid](#)



Women Against Violence Against Women (WAVAW) Collection
 Papers and organizational records, publications, ephemera and audio-visual materials.

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Collections: The US Navy Japanese/Oriental Language School Archival Project (JSLP)



The Archives maintains **The US Navy Japanese/Oriental Language School Archival Project**, preserving the legacy of the US Navy Japanese/Oriental Language School, located at CU Boulder from 1942-1946.

Background Students/Staff Collections Assistance Research Activities Newsletter

In April, 2000, the Archives launched a third attempt to gather the papers, correspondence, photographs, and records of graduates of the US Navy Japanese / Oriental Language School, University of Colorado at Boulder, 1942-1946. We assembled these papers in recognition of the contributions made by JLS/OLS graduates to the War effort in the Pacific, the successful occupation of Japan, and postwar diplomacy, intelligence, reconciliation, and academia regarding Asia and the Pacific. Of certain historical interest are the activities of graduates in World War II code breaking, translation, interpretation, and intelligence. But the work of combat interpreters and interrogators has also attracted research attention. Those graduates who served in various capacities during the Occupation of Japan and during the attempts to gain surrender of the bypassed territories also had experiences fascinating to historians. Our new areas of interest are the post war roles played by graduates: in the teaching of Japanese and Asian languages, civilization and culture in higher education, in the US Foreign Service, in the intelligence community, and in grass roots efforts to establish sister cities, exchange programs, and reconciliation projects with Japan. In many instances, the graduates' war-time experiences had only tangential effects on their careers, but even those influences are interesting to scholars. These papers have been collected for use by scholars in Japanese history, World War II history, diplomacy and foreign affairs, and East Asian language and culture.

Captain Roger Pineau, USNR, began collecting information, and consulting with the Archives in the late 1970s, regarding the graduates of the school for the purpose of including their contribution to World War II naval history in the official record. In 1992, the Archives began to collect materials relating to the Japanese Language School, acquiring the papers of the Captain Roger Pineau and William Hudson. In addition, portions of the collections from Sidney DeVere Brown, Calvin Dunbar, Howard Boorman, Ross Ingersoll, Warren Johnston, Paul Sherman, Dean Towner, and Glenn Nelson were also acquired. The initial acquisitions were focused mainly on the Navy Japanese Language School and World War II.

In 2000, in response to research interest, we initiated a broad, intensive effort to document the US Navy Japanese Language School, located at the University of Colorado (1942-1946), the Chinese, Russian and Malay language programs that were added in 1944, and the careers and contributions of the sensei, instructors and the 1650 entrants to the language programs.



JLS, Univ. of Colo., summer 1942: Okamoto Sensei, Paul Farley, Robert Mandelstam, Roger Pineau, John Jago, Robert Kinsman, David Parkes

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The Sydney Heitman Germans From Russia Collection


his collection originally emerged to support research conducted as part of the Germans from Russia in Colorado Study Project, which was active at Colorado State University under Dr. Heitman's direction in the late 1970's. It includes a full range of secondary resources and many original documents dealing with the migration of Germans to Russia's open lands of the lower Volga River beginning in the 1760's, plus sources detailing their Russian sojourn and subsequent move to the United States over one hundred years later. Specialized information on local settlements in the United States and specific accounts of Germans from Russia in Colorado make this collection unique.

The collection documents early migration to Colorado settlements, religious and family matters, occupations, and social mobility. There is considerable material on the early sugar beet industry and the role of the Germans from Russia in its early growth, plus a general view of the history of Colorado from the perspective of this ethnic group. The story of the assimilation and influence of Germans from Russia in Colorado makes this collection an important resource for the understanding of the history and development of the state.


Formats include books, journal articles, theses, dissertations, oral history tapes and transcripts, photographs, manuscripts and government publications. Most of the collection is in English, but some German language materials are included.

In addition to academic study, the collection is frequently used for genealogical research.


A full-text Finding Aid for the collection is available online.



The Sydney Heitman Germans from Russia Collection is named in honor of the late Dr. Heitman to recognize his years of research and teaching about this ethnic group, the second largest in Colorado.




Dr. Heitman and his assistant documenting a Poudre grave site.





Historical sugarbeet harvesting

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Cornell University
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Cornell University Library > Rare and Manuscript Collections > Hip Hop Collection

We are pleased to announce the arrival of the Bill Adler Archive with the opening of "Def Jam at 30: Declarations of an Independent - 1984-1985," a website which explores Def Jam's ground-breaking first year! ([read more](#)).



Cornell University Library's Hip Hop Collection is honored to announce the appointment of DJ Afrika Bambaataa as a visiting scholar for a three year term ([read more](#)).

The mission of the Cornell Hip Hop Collection (CHHC) is to collect and make accessible the historical artifacts of Hip Hop culture and to ensure their preservation for future generations. It is open to the public (please [contact us](#) for an appointment).

The Collection features: hundreds of party and event flyers ca. 1977-1985; thousands of early vinyl recordings, cassettes and CDs; film and video; record label press packets and publicity; black books, photographs, magazines, books, clothing, and more.

The original core of the Collection was established in 1999 by author and curator Johan Kugelberg. A former recording industry executive, Kugelberg sought to locate and preserve the earliest artifacts he could find concerning Hip Hop's emergence in the South Bronx and its spread throughout the New York City area in the 1970s and early 1980s. He donated his collection to Cornell University Library in 2007 after the publication of *Born in the Bronx: A Visual History of the Early Days of Hip Hop*, the book he edited in association with Joe Conzo, Jr. Although the earliest era of Hip Hop culture was the starting place for Cornell's Collection, our goal moving forward is to preserve the culture broadly, chronologically, geographically, in all its variations and sub-genres.

Since 2007 the CHHC has grown to include the archive of early Hip Hop photographer **Joe Conzo, Jr.**; the archive of **Charlie Ahearn**, director of *Wild Style* (1983), the first Hip Hop feature film; the archive of **Ernie Paniccioli** (*Word Up* magazine's photographer and author of *Who Shot Ya: 3 Decades of Hip Hop Photography*); the archive of **Buddy "The Flyer King" Esquire**; the archive of **"Breakbeat Lenny" Roberts** (co-founder of the Ultimate Breaks and Beats vinyl series); the archive of pioneering graffiti artist **Richie "SEEN" Miranda**; the archive of **Jorge "Popmaster Fabel" Pabon** (Vice President of the Rock Steady Crew and co-founder of Tools of War), and the archive of the *1GTimes* (a.k.a. *The International Graffiti Times*, one of the earliest and most influential graffiti 'zines). Additional details can be found on our [collections page](#).

Please [contact us](#) (hiphopcollection@cornell.edu) for inquiries about the Collection, to schedule a visit, request a class presentation, or to offer materials for sale or donation.



photo by Joe Conzo


Cornell University Library

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For reference questions, please complete our [reference form](#). For feedback about this Web site, contact rmcweb@cornell.edu.

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George A Smathers Libraries

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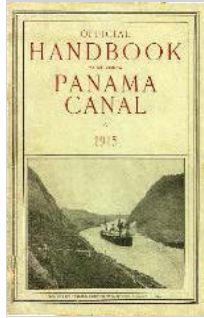
Panama and the Canal

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Panama and the Canal is a joint project from the University of Florida George A. Smathers Libraries and the Panama Canal Museum. *Panama and the Canal* builds from the [Panama Canal Museum's](#) rich collection of Panama and Canal Zone materials and the extensive holdings on Panama and the whole of Latin America from the University of Florida George A. Smathers Libraries' [Latin American & Caribbean Collection](#), [Government Documents Collection](#), and the [Map & Imagery Library](#). The Government Documents Department of University of Florida Libraries is the Center of Excellence for the U.S. Panama Canal Commission and its predecessor agencies.



Additional Resources

- [Panama Canal Centennial Online Exhibit](#)
- [The Panama Canal Museum Collection Blog](#)
- [Frequently Asked Questions \(FAQ\)](#)
- [How to use Panama Canal Personnel Records at the National Archives \(finding Ancestors\)](#)
- [Contacts](#)
- [Centennial Celebration Website](#)
- [More, from the Panama Canal Museum](#)

Specialized collections within *Panama and the Canal* include:

- Panama Canal Museum Collection**
The Panama Canal Museum, formerly located in Seminole, FL, closed in 2012 and transferred its collection to the Smathers Libraries, greatly enhancing UF's holdings on Panama and the Canal. The museum's mission was to document, interpret, preserve, and articulate the leadership role played by the United States in the history of Panama, with emphasis on the construction, operation, maintenance, and defense of the Panama Canal and the contributions to its success by people of all nationalities. This mission will continue to guide the preservation of the Panama Canal Museum Collection.
 - [See the Canal Record by the Isthmian Canal Commission online.](#)
 - [See the Canal Record by the Panama Canal Society online.](#)
 - [See all yearbooks online.](#)
 - [See all oral histories online.](#)
 - [See all materials, which include objects, photographs, artwork from indigenous peoples, newspapers, and ephemera.](#)
- The Leonard Carpenter Panama Canal Collection**
Photographs, publications, artifacts, notes, correspondence. The collection primarily consists of photographs of Panama and the Panama Canal Zone during construction, beginning in 1914. The photographs show dredging and construction operations, workers, military personnel and camps, ships such as the U.S.S. Ohio, the dam at Pedro Miguel, an hydroelectric plant, locks, the Steamship Cristobal, Paraiso Yard, and a U.S. Navy dirigible. Most of the collection, particularly the photographs and items dated 1914 to 1929, originally were created or collected by Walter E. Boyd. He appears in a small number of the photographs, and two of the publications in the collection were mailed to him. The publications include guides, magazines, and brochures that provide historical and travel information about the Canal. Included among a small number of artifacts is a metal spike from the Pacific Coast railroad, which Boyd evidently brought to the U.S. in 1919. The collection also includes an 1887 letter, in French, regarding a proposal for a scheme to transport dredged rubble from the Canal.
- Documents of the Panama Canal Commission and Its Predecessor Agencies**
As a Federal Depository Library, the Government Documents Department holds approximately 1,500 items published by the Federal Government relating to the planning for, building of and ongoing operation of the Panama Canal.

These holdings include 33 linear feet of publications produced by the U.S. [Panama Canal Commission](#) and its predecessor agencies, the [Panama Canal Company/Canal Zone Government](#), the Panama Canal, and the [Isthmian Canal Commission](#). Congressional hearings, committee reports, maps, and general documents concerning the Canal are included in this collection.

[See the LibGuide for additional information on the Panama Canal Center of Excellence.>>](#)

- **Newspapers from Panama**

- [Star & Herald](#), 1919-1922
- [Panama Workman](#), 1919-1930
- [Panama American](#), 1950-1959
- [Spillway](#), 1957-1963 and 1963-1999
- [Tropic Times](#), 1988-1999 (incomplete)

- **[Panama Canal Authority / Autoridad del Canal de Panamá \(ACP\)](#)**

- **[Panama Canal Expansion Project](#)**

The program for expansion consists of the construction of two new sets of locks, one on the Pacific and one on the Atlantic side of the Canal. Each lock will have three chambers and each chamber will have three water reutilization basins. The project entails the widening and deepening of existing navigational channels in Gatun Lake and the deepening of Culebra Cut. Proposed completion dates are 2014-2015. See a [live webcam of the project progress](#).

The collection is founded largely from the source document collections of the Panama Canal Museum, the University of Florida George A. Smathers Libraries' [Latin American & Caribbean Collection](#), [Government Documents Collection](#), and the [Map & Imagery Library](#).

SUBCOLLECTIONS



Oral Histories of Panama and the Canal



Panama Canal Stereographs



Documents of the Panama Canal

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Action-Gardien

ACTION-GARDIEN

Table de concertation communautaire de Pointe-Saint-Charles

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Les Archives populaires de Pointe-Saint-Charles

En février 2007, les membres des *Archives populaires de Pointe-Saint-Charles* ont voté la dissolution de l'organisme.

Après près de 10 ans d'existence, de préservation et de classification d'archives communautaires, de recherche historique, de production d'outils d'éducation populaire, les *Archives* ont dû fermer leurs portes, faute de financement adéquat.

Afin de poursuivre le mandat d'archivage et d'éducation populaire en histoire, les membres des *Archives* ont décidé de transférer les fonds d'archives qui étaient conservés dans le quartier aux Archives de l'Université McGill. Et les outils qui ont été bâtis au fil des ans ont été remis à Action-Gardien.

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1. Pour fouiller dans les archives
2. Pour utiliser des outils d'éducation populaire sur l'histoire du quartier

Pour fouiller dans les archives

Les documents conservés anciennement dans les locaux des *Archives populaires* peuvent être maintenant consultés aux *Archives de l'Université McGill* sous le nom du *Fonds Archives populaires de Pointe-Saint-Charles*. Ces documents proviennent entre autres de trois groupes importants dans le quartier : Clinique communautaire de Pointe-Saint-Charles, le Regroupement information logement et le Carrefour d'éducation populaire de Pointe-Saint-Charles.

On y retrouve des documents textuels, des photographies et des vidéos. Les heures d'ouverture des *Archives de l'Université McGill* sont du lundi au vendredi, de 9h00 à 12h30, et de 13h45 à 16h45. Les Archives sont fermés le vendredi durant la saison estivale.

Adresse : 3459 rue McTavish, édifice de la bibliothèque McLennan, local MS-60, au niveau de la rue (métro Peel). Site web : <http://www.archives.mcgill.ca/>

Pour utiliser des outils d'éducation populaire sur l'histoire du quartier

Voici les outils que vous pouvez consulter ou emprunter en contactant Action-Gardien :

- Un CD-ROM de toutes les images numérisées pour le livre du Collectif CourtePointe;
- Un guide et une exposition sur les manufactures le long du canal Lachine et l'émergence de l'action communautaire à la Pointe (Des manufactures au quartier ouvrier);
- Un guide pour les ateliers sur l'immigration à la Pointe;
- Une exposition sur l'implication des femmes dans l'action communautaire (Du foyer au quartier);
- Une présentation power point sur l'histoire des Archives populaires de Pointe-Saint-Charles.

Vous pouvez emprunter le livre *Pointe Saint-Charles : un quartier, des femmes, une histoire communautaire* à la Bibliothèque Saint-Charles ou vous en procurez une copie aux endroits suivants :

- Clinique communautaire (500 rue Ash ou 1955 rue Centre);



A L'ACTION !

- Habitation : À qui la Pointe?
- Aménagement
- Opération populaire d'aménagement (OPA)
- Trains
- Défense des droits
- Jeunesse
- Sécurité alimentaire
- Artères solidaires
- Santé mentale
- SOS Carrefour

ACTUALITÉS

- Calendrier
- Bulletin des groupes : Juin 2015
- Toutes les nouvelles
- Offres d'emploi / Job offer (0)

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Email : *

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☐ Me désabonner

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- Services juridiques (2533, rue Centre, bureau 101);
- Saint Columba House (2365, rue Grand Trunk);
- Action-Gardien (2390 rue Ryde, suite 203).

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ACTION-GARDIEN, la Table de concertation communautaire de Pointe-Saint-Charles
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The Eighth Air Force Archive is the result of the efforts of James Hill, the editor of the *8th AF News*. In 1950, Mr. Hill began collecting papers, audiovisual materials, and memorabilia from members of the 8th Air Force. Mr. Hill passed away in 1998, and the 8th Air Force Memorial Museum Foundation (8AFMMF) currently coordinates the acquisition and transfer of historical materials from veterans of the 8th Air Force to the Archive at Penn State.

In 1998, donors Sherry Petska Middlemas and George Middlemas Jr. established the Albert M. Petska Libraries Endowment to honor the memory of their fathers, both Air Force veterans. Albert M. Petska served in the 8th Air Force, and George M. Middlemas Sr. served in the 15th Air Force. This endowment provides for acquisitions and preservation.

Access: The Eighth Air Force Archive is open to all members of the 8th Air Force Veterans Association and to researchers, scholars, students, and the public without restrictions. Materials contained within the Eighth Air Force Archive can be photoduplicated, with the exception of fragile items (identified by the Special Collections Staff), and those materials subject to copyright protection.

Use the navigation tools at left to see some highlights from the collection.



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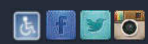
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Scope and Content

The Eighth Air Force Archive consists of approximately 110 cubic feet of records, over 500 audio and videotapes, and hundreds of artifacts. It is organized into seven subgroups: individual's collections, veteran's groups and memorial societies, photograph collection, book collection, audio-visual collection, newsletter collection, and images. Several series exist within each of the subgroups. Many individuals have donated their papers and other veteran's papers to the collection and are listed in the inventory. Members of the veteran's groups, the Eighth Air Force Historical Society and Eighth Air Force Memorial Museum Foundation donated papers related to those organizations. The photograph collection consists of originals and copies of images of personnel, aircraft, base life, and missions during the war, along with reunions, symposiums, and air shows that veterans attended in the years after the war. The book collection is housed in the Eighth Air Force Reading Room and all the books can be found on the libraries' online catalog. The audio-visual collection contains over five hundred titles which include gun camera footage, home movies of base life in England, reunions, symposiums, and documentaries. The newsletter collection is organized by organization and group numbers. The organizations include headquarters, ground crews, fighter groups, bomber groups, state chapters, and related veteran's groups. There are approximately one thousand books housed in the Eighth Air Force Room, adjacent to the Special Collections Reading Room. All of the books in the Eighth Air Force Archive are cataloged and can be found in the libraries' online catalog. Approximately one-third of the collection is devoted solely to the history of the 8th Air Force. Subjects include:

Aircraft Histories
 Anthologies
 Autobiographies
 Combat Group Albums and Histories
 8th Air Force Generals
 Listings of Aircraft, Combat Units, Personnel, Missing Air Crews and Aircraft Losses
 Mission Histories



Edward G. Robinson christens B-17 Flying Fortress "Happy Bottom" of the 381st Bomb Group at 8th Air Force Station 167 in England, 5 July 1944.



Crew member of the 379th Bomb Group models thigh protectors worn by bombardiers of the group. England, 19 June 1944.

Other notable topics covered by the collection include:

- Allied and Axis Aircraft
- Americans in Great Britain
- Big Bands
- Class and Field Albums
- Eagle Squadron
- Equipment
- European Theater of Operations
- Films of World War II
- Germany
- Great Britain
- Humor
- Other World War II Air Forces
- POW's
- Women
- World War II Training Manuals

There are also general aviation books devoted to:

- Military Air Strategy and Tactics
- Air War Histories
- Bibliographies and Reference Sources

Group State Chapter & Related Organization Newsletters and the 8AF News

Many of the bomber and fighter groups, along with their various support groups, are represented in this collection in the 8AF reading room. Newsletters from organizations related to the 8AF and state chapters are included. Some newsletters have complete runs, and many are incomplete.

Command and Associated Ground Groups, 1963-2001 There are sixteen titles from thirteen groups. The Second Air Division, which was organized just after the war in the 1940's started their newsletter in 1963 and continues to this day.

Fighter Groups, 1982-1998 There are thirteen titles from eleven groups.

Bomb Squadrons, 1981-1997 There are three titles from three bomb squadrons.

Bomb Groups, 1977-2001 There are forty-four titles from forty-one bomb groups. Many of the newsletters ran from the mid 1980's to the mid 1990's, when the many of the original 8th Air Force members were too old to continue participating in the nationwide groups. Some newsletters have continued to the twenty first century as the next generation and interested World War II historians have taken over the publications.

State Groups, 1986-2001 There are thirty-eight titles from thirty-six state historical chapters. As the original 8th Air Force members grew older and could not travel great distances for nationwide reunions, state chapters began to grow, enabling those members to still participate in some kind of 8th Air Force veteran's organization.

Related groups, 1981-2001 There are fifty four titles from 8th Air Force and World War II related organizations, such as the Air Force Enlisted Widows Home Foundation, the Air Forces Escape and Evasion Society, the B-17 Combat Crew & Wingmen, the Confederate Air Force, Bombardiers Inc., the Imperial War Museum and Duxford Aviation Society, the Sally B organization, and the Yankee Air Force.

The 8AF News, all issues beginning in 1975 to the present, are located in the 8AF reading room.

Collected Papers

The papers in the Eighth Air Force Archive, about fifty cubic feet, include originals and photocopies of World War II orders and reports, individual's logbooks and diaries, and papers from the 8AFHS and 8AFMMF, and the 8AF News editors. There are also newspaper clippings from the war period, as well as clippings from the 1970's to the 1990's on articles about 8th Air Force members and World War II aircraft. There are training manuals dealing with navigation, oxygen equipment for fighter pilots, a handbook for compass use, and training air base booklets. Also contained within the collection are typed manuscripts of several books written about the 8th Air Force, and short stories sent to the 8AF News for publication.



Men of the 390th Bomb Group check a map in the weather station at their 8th Air Force base in England. 15 September 1943.

There is correspondence from officers of the 8AFHS and letters received by Ed Kueppers (the Information Officer), requesting research and reference information on 8th Air Force personnel, aircraft, and missions. Among the subjects covered are: D-Day and fiftieth anniversary celebrations of the invasion; the Memphis Belle; cartoons; and songs and poems celebrating combat and wartime aviation exploits.

Two groups donated materials relating to time in the 8th Air Force. The 95th Bomb Group gave materials related to the anthology written by Ian Hawkins, along with veterans' group papers. The 355th Fighter Group also donated materials related to their veterans group from the 1970's to the 1990's.

There are papers on reunions to England from the 1970's to the 1990's, and yearly reunions of the 8AFHS from the mid 1980's to the mid 1990's.

There are materials from the first two editors of the 8AF News, John Woolnough and James Hill, about the production and publication of the magazine and the correspondence relating to each issue. There is material relating to general events of World War II and their relevance in the 1990's, such as the Glenn Miller Band, the Atomic Bomb Stamp, museums in the United States and England, and the CBC Documentary "The Valor and the Horror." The John Woolnough papers relate topics on reunions, financial matters, the board of directors, bomb and fighter group unit contacts, membership and general activities of the 8AFHS.

The Dennis Scanlan papers relate to the board of directors, general correspondence, and membership, of the 8AFHS and the 8AFMMF. Lastly, there are membership lists of some of the Bomber and Fighter Groups from the veteran's associations from the 1970's to the 1990's.



Ground crews making repairs on engines of a Boeing B-17 at Manston Air Base, England.

allied and axis aircraft, WACs, base life, and nose art. Most of the post World War II photos document bombing group reunions, both in the United States and England. Other photos highlight air shows and museums, state license plates, and some modern Air Force photos.

Photographs

The Archive includes a rich photograph collection organized under three main subject headings: bomber and fighter groups, general World War II, and post-World War II. Along with the bomber and fighter groups, such supporting groups as the photo recon group, strategic air depots, and base air depots are represented. There is also a separate folder devoted to the famed Memphis Belle of the 91st Bombing Group. Many of the general World War II photos were aerial shots taken from different heights. They show the coastline, villages and the countryside, targets before a strike, smoking targets and even a low level photo of a V-1 rocket taken from behind. Other photos include plane crews and individuals, scenes from London and the English countryside,

California Social Welfare Archives

The California Social Welfare Archives (CSWA) was organized in 1979 to collect materials that chronicle the history and diversity of social welfare in California, with an emphasis on Southern California.

The Archives contains correspondence, minutes, memoranda, annual reports, research papers, conference proceedings, oral histories, and newsletters of California social welfare and related organizations which have reflected in their programs the development of social welfare programs, problems, issues, and services in the State. It also contains the personal papers of social workers or social work lay or civic leaders who participated in the emergence of social programs, public or private. Included in the collection are documents illustrating the roles of philanthropic groups and, especially, those depicting the history of marginalized groups as providers and consumers of mainstream social welfare services, as well as their experience in developing and using their own community services through, for example, benevolent societies and religious groups.



Direction and Access

CSWA is located on the campus of the University of Southern California, Doheny Memorial Library, room 209. The Archives may be used by academic and community researchers (by appointment only).

Contact: Claude Zachary

Telephone: 213-740-2587

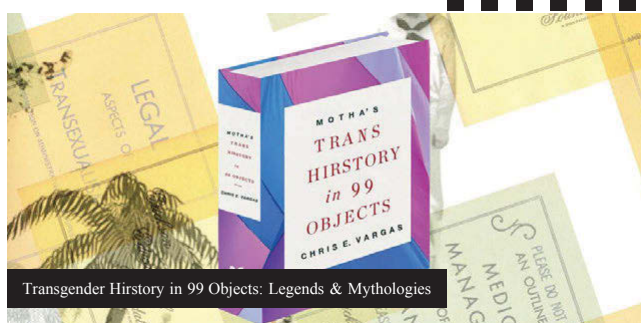
Email: czachary@usc.edu

Make an appointment through the Special Collections office at: 213-740-5900.

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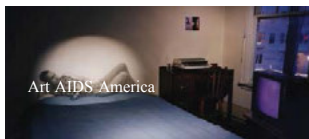
Transgender Hirstory in 99 Objects: Legends & Mythologies

ONE National Gay & Lesbian Archives at the USC Libraries is the largest repository of Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) materials in the world. Founded in 1952, ONE Archives currently houses over two million archival items including periodicals, books, film, video and audio recordings, photographs, artworks, organizational records, and personal papers. ONE Archives has been a part of the University of Southern California Libraries since 2010.

Find information on the ONE Archives Foundation, the independent, community-partner of ONE Archives at the USC Libraries, [here](#).

ON VIEW

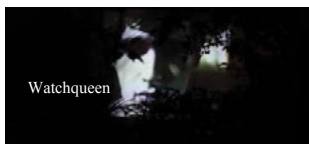
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ONE Completes CLIR-Supported Project with GLBT Historical Society

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Syracuse University Collections
Lockerbie Collections
Groups/Organizations Collections
Other Collections
Audiovisual Collection
Publications Collection
Pan Am 103 Story Archives Collection

In Memoriam

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Sarah Margaret Aicher
John David Akerstrom
Ronald Ely Alexander
Thomas Joseph Ammerman
Martin Lewis Apfelbaum
Rachel Maria Asresky
Judith Ellen Atkinson
William Garretson Atkinson III
Nichole Elizabeth Avoyne
Jerry Don Avritt
Clare Louise Bacciochi
Harry Michael Bainbridge
Stuart Murray Barclay
Jean Mary Bell
Julian MacBain Benello
Lawrence Ray Bennett
Sgt. Philip Vernon Bergstrom
Alistar David Berkley
Michael Stuart Bernstein
Steven Russell Berrell
(Syracuse University)
Noelle Lydie Berti
Surinder Mohan Bhatia
Kenneth John Bissett
(Syracuse University)
Diane Anne Boatman-Fuller
Stephen John Boland
(Syracuse University)
Glenn John Bouckley

Pan Am Flight 103/Lockerbie Air Disaster Archives

This site is dedicated to the 270 men, women and children whose lives were lost in the bombing of Pan Am Flight 103 over Lockerbie, Scotland on December 21, 1988. Thirty-five students studying abroad with Syracuse University were killed in this terrorist attack.



[Read More](#)

Timeline of Events: The Pan Am 103 Saga



This Timeline displays events related to the bombing of Pan Am Flight 103 and was created by the Pan Am Flight 103/Lockerbie Air Disaster Archives at Syracuse University to commemorate the 25th Anniversary of the tragedy.

[View Timeline](#)

Archives Tribute

Clare Louise Bacciochi &
Clayton Lee Flick



Clare Bacciochi and Clayton Flick were engaged November 5, 1988. Clare's father described her as "loving, caring, unselfish ... someone other people could share their problems with." Clayton was an avid athlete, playing soccer, rugby, cricket, and basketball at the school, city, and national levels. Their relationship was described by friends and family as "love at first sight." Clare and Clayton were buried together at the church where their wedding was to have been held. Their collection was donated by Jean Flick and Tracy Golpoor.

[Learn More](#)



Exhibitions

▶ "Timeline of Events: the Pan Am 103 Saga" (2013)

PUBLICATIONS
BOOK REVIEWS

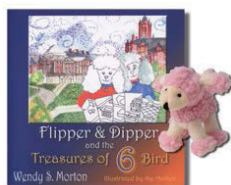


On Eagles' Wings



In Remembrance of all victims of the Lockerbie Air Disaster who died on December 21, 1988

SU Traditions Book Available



Wendy Solomon Morton '89 lost a dear friend, Sandy Phillips, in the bombing of Pan Am Flight 103. Proceeds from Wendy's book *Flipper and Dipper and the Treasures of 6 Bird*, about the traditions of SU, go to the Pan Am Flight 103 Archives.

[Order online through the SU Bookstore](#)

Follow us on Facebook

► ["A Special Moment in Time: 1988 Fall Semester in London" \(2009\)](#)

► ["From Darkness into Light 20 Years of the Pan Am Flight 103 Archives" \(2008\)](#)

Online giving

- [List of Donors](#)
- [Give to the Pan Am 103 Archives](#)
- [Read about the Davis Family Gift](#)

Access Newsletter



The University Archives publishes two issues of Access each year, in the fall and spring.

[Read Current Issue](#)
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Syracuse University
Syracuse, NY 13244-5040

Phone: 315.443.1870

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SYRACUSE UNIVERSITY
ARCHIVES AND RECORDS MANAGEMENT

**Pan Am Flight 103/Lockerbie Air Disaster Archives at Syracuse University
Collection Policy**

Scope:

The Pan Am Flight 103/Lockerbie Air Disaster Archives at Syracuse University (the Archives) is open to collections relating to all 270 victims of the terrorist bombing of Pan Am Flight 103 over Lockerbie, Scotland on December 21, 1988.

The Archives also collects materials relating to the aftermath of the bombing. This may include materials from investigators, legislators, lawyers, authors, reporters, producers, directors, composers, artists, government bodies, institutions or organizations, and families and friends of victims.

Policy:

The Syracuse University Archives established this archives in 1990 to:

- bring together in one place materials generated regarding the disaster and make those materials available for research, and
- provide a place to personalize our students whose lives were lost; where their families can donate materials by or about them to let the world know in some way what has been lost by their deaths.

In 2006 the scope of the Archives was expanded to include all 270 victims.

Materials donated to and kept by the archives must have enduring or historical value. Records of enduring value are those that document the history of Pan Am Flight 103; the operations, activities and procedures of various groups and organizations; the lives of the 270 victims and their families and friends as they relate to Pan Am 103; and the tireless efforts of the individuals who have been involved in the aftermath of the bombing.

Records may be in any physical format including but not limited to paper, microforms, photographs, drawings, maps, and electronic records such as, e-mail, voicemail, CDs and DVDs, videotapes and audio tapes, computer tapes and discs, and other electronic documents.

Categories of materials with enduring value include, but are not limited to:

Records as a memorial to the victims - A Legacy

- tributes, memorial services, scholarships
- news clippings and news footage
- condolence letters / sympathy cards
- death certificate / personal effects
- correspondence / postcards
- photographs
- audio / video tapes
- writings / poetry / artwork
- scrapbooks
- awards and recognitions
- personal items

Records documenting what the families have accomplished

- correspondence
- film footage
- trial information
- committee work
- clippings, news articles
- writings, articles, letters to editor, opinion pieces
- reports

Records documenting victims' groups such as VPAF103


- articles of incorporation, charters
- constitutions and by-laws
- meeting information such as announcements, meeting minutes and agendas
- newsletters and other publications
- clippings
- correspondence
- photographs
- reports (annual, committee, etc.)
- audio and video recordings
- membership lists and directories
- financial statements, budgets and treasurer's reports
- brochures and pamphlets
- press releases
- speeches
- subject files
- memorabilia

Records relating to the aftermath of the bombing

- legislation
- government reports
- court rulings and judicial opinions
- books
- musical compositions
- poetry
- theatrical productions
- dissertations and thesis
- hoaxes and conspiracies (*wantonly inaccurate materials or blatantly false information are not collected*)

Finding aids will be created for all processed collections and will make clear the collection's place in the story of Pan Am Flight 103. This will include the role of the individual who created or donated the materials and their relationship to the bombing.

There is no required cash gift associated with the donation of materials, but conserving and indexing collections, rehousing them in acid-free folders and boxes, storing them in an environmentally controlled facility, and providing worldwide access via the web are costly tasks. Support from individuals and organizations who donate records is always appreciated.


International Archive of Women in Architecture

[Home](#)
[Guide to Collections](#)
[Find Materials](#)
[Donate Materials](#)
[Support the IAWA](#)
[Bliznakov Prize](#)

The International Archive of Women in Architecture (IAWA) was established in 1985 as a joint program of the College of Architecture and Urban Studies and the University Libraries at Virginia Tech. The purpose of the Archive is to document the history of women's contributions to the built environment by collecting, preserving, and providing access to the records of women's architectural organizations and the professional papers of women architects, landscape architects, designers, architectural historians and critics, and urban planners.

The IAWA began with a collecting focus on the papers of pioneering women in architecture, individuals who practiced at a time when there were few women in the field. However, the IAWA welcomes materials documenting all generations of women in architecture in order to fill serious gaps in the availability of primary source materials for architectural, women's, and social history research. Women who are interested in enhancing the historic record of architecture and related design professions should visit our [donations page](#) or contact the [IAWA Archivist](#) about donating materials to the IAWA.

The IAWA also collects books, biographical information, and published materials as part of its mission to act as a clearinghouse of information about the global history of women in architecture.

Explore the IAWA

IAWA Collections
Learn more about the IAWA collections, find materials, and plan a research trip.

IAWA Biographical Database
Browse the IAWA Biographical Database to learn more about women in architecture around the world.

Three Decades of the IAWA
Visit the IAWA timeline to learn more about the history of the IAWA collections.

Blog Posts About the IAWA
Read about selected collections in the IAWA on the Virginia Tech Special Collections blog.

Bliznakov Research Prize
Learn more about Dr. Milka Bliznakov, founder of the IAWA, and the annual research prize awarded in her honor.

Send questions or comments to:
[IAWA Archivist](#), University Libraries
 Virginia Tech, P.O. Box 90001,
 Blacksburg, VA 24062-9001

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Special Collections

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Bliznakov Prize
(2014 Recipient)
Meredith Sattler

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Documenting Ferguson is a digital repository that seeks to preserve and make accessible community- and media-generated, original content that was captured and created following the killing of 18-year-old, Michael Brown by police officer Darren Wilson in Ferguson, Missouri on August 9, 2014. A freely available resource for students, scholars, teachers, and the greater community, Documenting Ferguson has the ultimate goal of providing diverse perspectives of the events surrounding the conflicts in Ferguson.

Community participants and media representatives are invited to **contribute** original digital content, such as images, video, audio, and stories related to memorials, community meetings, rallies, and protests occurring in Ferguson and the surrounding St. Louis County and City.

A partnership between Washington University and St. Louis-area universities and organizations, contributed content is publicly available and is subject to an evaluation process. Materials containing unrelated or incriminating content will not be accepted.

A report containing the project's statement of purpose and detailing processes for technical and content development, collaborating with community organizations, and long term outcomes of the project, including assessment, is available [here](#).

The Documenting Ferguson project team includes

- LaTanya Buck (consultant), Director of Center for Diversity & Inclusion
- Rudolph Clay, Head of Library Diversity Initiatives and Outreach Services and African & African American Studies Librarian
- Shannon Davis, Digital Projects Librarian
- Meredith Evans, Associate University Librarian
- Makiba J. Foster, Subject Librarian for American History, American Culture Studies, and Women, Gender, & Sexuality Studies
- Chris Freeland, Associate University Librarian
- Nadia Ghasedi, Head of the Visual Media Research Lab
- Jennifer Kirmer, Digital Archivist
- Sonya Rooney, University Archivist
- Andrew Rouner, Director of Scholarly Publishing

- Rebecca Wanzo (faculty advisor), Associate Director for The Center of the Humanities
- Micah Zeller, Copyright Librarian

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Project Explanation and Purpose

Documenting Ferguson Statement of Purpose

Documenting Ferguson is a project of Washington University Libraries which seeks collaborative partnerships with local universities, cultural heritage institutions, and community organizations to preserve both local and national history surrounding the police killing of Ferguson, Missouri teenager Michael Brown on August 9, 2014. As an institution with a strong regional presence, the Libraries feel an obligation to the people of the St. Louis, Missouri region and to future research and scholarship of cultural events in our area. The project will document and create a permanent record of experiences related to this tragic event, including citizen protests and rallies; community reactions, meetings, and memorials; and capturing cultural events via social media.

As we solicit content from the community, we are committed to building better relationships with our partners and with surrounding communities. As entrusted stewards of the shared content, our goal is to ensure that the community's voices and perspectives are accessible and not forgotten. Through this partnered effort to create a community sourced repository of primary documents, we strive to facilitate dialog and encourage educational outreach and community reconciliation within greater St. Louis.

Specific Components of Documenting Ferguson Project

Technical Development

Collecting Digital Content

Omeka - The Documenting Ferguson collection is currently delivered via Omeka digital exhibition software. Omeka provides basic functionality for creating items with basic Dublin Core metadata and associated media files. Items can then be organized in a thematic collection or a curated exhibit. Omeka also provides many plug-ins to expand on its fundamental functionality. Using Omeka's Contribution plug-in, we have provided a form for contributors to fill out, which allows them to select an item type for contribution, including story, image, video, audio and upload their media. Users fill out very basic metadata (title, creator, data, description, and geographic location) and provide their name and email address. Contributors must agree to the Terms & Conditions of the collection, written by Micah Zeller, Copyright Librarian and approved by WUSTL's Office of General Counsel. The Terms & Conditions ensure that contributions do not violate any person's copyright and gives WUSTL the right to archive, preserve, and use the material for this collection and for other purposes, barring profitable use.

Should a contributor wish to share a large number of media files, they may send files to Digital Library Services via dropbox (<http://www.dropbox.com>) with a corresponding file containing metadata for each item. Thus far, contributors have expressed satisfaction with the process, and when suggestions arise, modifications have been

made. For example, one of the first contributors shared over forty images and found completing a form for each item to be tedious. Responding to this concern, we put the dropbox work around in place. We will continue to respond to feedback from contributors to make this process as welcoming as possible.

As the site continues to reach more users and more content is contributed, using a standard such as Dublin Core and having minimal metadata facilitates interoperability and sustainability.

Archive-It - Archive-It is a service, built by the Internet Archive, that allows users to capture and archive born-digital content that is hosted on the web. All captured content is served through the Archive-It webpage under the capturing organization. You can see the Washington University page at <https://archive-it.org/organizations/786>. The service crawls websites and digs into the site to capture content that is linked from the main webpage. This method provides an archived website that is as true to the original in feel and functionality as is currently available.

The DFP is utilizing the Archive-It service in two specific ways. The Washington University Archives is capturing websites that are directly related to the campus and Wash U community. We are recording those sites and they are publicly available on the Washington University in St. Louis Archive-It webpage. In addition to this internal capture, DFP has coordinated with Archive-It to help supplement and strengthen their collection of web content. Archive-It developed a Google form that allows the public to submit websites that relate to the events that occurred and continue to occur in Ferguson, MO surrounding the August 9th, 2014 shooting of Michael Brown. The DFP webpage includes the link to the Archive-It form, encouraging continuing submissions to their collection of web content. WUA has also been collaborating with Archive-It, by submitting links directly. Both of these methods have helped to provide a significant amount of material to assist Archive-It in documenting the Ferguson events.

Approving Content

Once items are contributed, media files are stored on WUSTL hosted Omeka servers and an item is created in the Omeka system with metadata entered by the contributor. An email is automatically generated and sent to digital@wumail.wustl.edu so that an administrator in Digital Library Services (currently Shannon Davis) may review the contributed item. Items are by default put into the Documenting Ferguson Omeka collection, but are only viewable to those logged in to Omeka. After reviewing the contributed item file and metadata, the administrator makes the item public, so that anyone may view it. The project team has created a list of approval criteria for contributed items, which are as follows:

1. Content is related to the events surrounding the fatal shooting of Michael Brown in Ferguson, MO on August 9, 2014
2. File size of contributed content does not exceed 30 MB
3. Metadata submitted is deemed to be accurate by the administrator
4. Users have the right to submit content and submission does not infringe any existing copyright
5. Content does not provide personal information of the contributor or any other individual, including addresses, phone numbers, etc.
6. Content does not endorse any commercial product
7. Content does not pose a risk of damage to the network, computers, or servers of Washington University

Preserving Content

To ensure long term sustainability of content in Documenting Ferguson, contributed items will be ingested in WUSTL's Fedora Repository for preservation. An administrator will copy files from the Omeka server to Digital Library Services servers and rename them with the contributor's last name, first initial, and descriptive information (for example, regesterm-manincrown-ggchurch.jpg). The metadata for the contributed item will be exported from Omeka using dcmes-xml (Dublin Core) output format and the new filename will be entered in the item's exported metadata. Ingesting items in Fedora also facilitates eventually moving the Documenting Ferguson collection from Omeka to Hydra.

Content Development

The promise of the Documenting Ferguson project is in successfully securing a diverse collection of content for the project. The initial stages of content development will focus on obtaining and selecting content. As the repository grows and our partnerships develop, we plan to implement content programming focused on user education and community engagement.

Obtaining Content

Our suggested plan for securing content is a two-prong approach using a marketing strategy and collaborative partnerships. The marketing strategy will build awareness about the project through promotional literature and advertising. Building an awareness of DFP will spark interests and encourage participation through contributing content. Efforts to obtain content will require the DFP to create presence at local community events. This will also require assistance from our collaborative partners that might be sponsoring.

Targeted Opportunities to Obtain Content:

- Promotional literature
- Advertising in local media
- Recruit Wash U employees that are Ferguson residents to share promo materials
- Attend local events
- Contact with people directly involved in events (this may need to wait until we have more partnerships and trust established)
- Collaborate with Divided Cities outreach
- Create opportunities for current contributors to talk about their work to create awareness
- Create a component/infrastructure of DFP which will acquire physical content of the Ferguson Movement

Selecting Content

All content will adhere to guidelines set out in the Terms and Approval section. The review process for selecting i.e. accepting submitted materials will be an open policy. Our aim is not to limit perspectives on the aftermath of Ferguson. Some materials might seem tangentially related but because of the lens with which contributors view the issues they might see their content as wholly relevant.

User Education and Community Engagement with Content

To ensure that the content of DFP is easily accessible to the community, we will create educational resources and programs that will allow for various forms and levels of engagement. Listed are ideas to engage in teaching and outreach:

- Research guide and workshops on Information, Media, and Visual Literacies.
- Start to develop a library research collection dealing with policing, activism, and other themes related to Ferguson unrest.
- Traveling book/reading list poster
- Recommended reading section on the issues

Partnership Development

We have started a list of individuals and organizations that we think will be valuable to reach out to regarding this project. Please see the separate list. This area will take more time to flesh out, but we are continuing to work on this.

WUSTL Community Ferguson Community Greater St. Louis Area

Long-term Outcomes

End product

Because we are in the early stages of this project some of these ideas may change, but the DFP team envision these results related to sustainability of the project, user education, and community engagement:

- Funding in support of community engagement events in the form of talks, symposia, screenings, and research
- Creating a collection to support advanced research of policing and community protest
- Training of librarians and the community on capturing oral histories
- A celebration and recognition of the contributors
- Student prizes/awards for use of DFP
- Equip a library team to be ready to mobilize when historic events happen within the community to document and preserve information

Assessment

Website and Omeka collection usage

To assess usage of the DFP website, Shannon Davis has set up Google Analytics for both the project website and the Omeka collection. Reviewing Analytics data will demonstrate increases in usage for the sites, particularly in

4

regards to when press releases were published and more attention was brought to the project. Already within the past month, pages within the Ferguson collection in Omeka are displaying as the top four page hits within Google Analytics. The Ferguson project at digital.wustl.edu/ferguson has also received the highest page hits of all collections on the digital web server within the past month. Additionally, more qualitatively, it is evident that the project is getting wide exposure, with contributed content increasing steadily.

Process/user contribution

Initial contributors were asked their opinions on the process of submitting content. Their suggestions were implemented, with DLS accepting large quantities of contributed content via [dropbox.com](https://www.dropbox.com). While no further feedback on the contribution process has been received, the project team can survey random contributors to review their experience contributing to the project and how the process could be improved. While we hope that contributions to this collection will be ongoing for some time, the project team can perform periodic assessment of the success of work as a group on a shared project and how to improve such group work in the future. It is also expected that this collection will serve as a model for other community generated collections, so the workflow of receiving contributed content, making it available, and archiving digital content will be assessed (by Digital Library Services) for its efficiency and possible need for improvement. Similarly, the methods used to publicize this collection can be used as a model for projects in the future. A field has been added to the contribution form to capture data on how contributors heard about the project to determine the most successful PR methods. Once the content starts to grow we will revisit the open contribution policy to assess feasibility and relevance.

Written by Documenting Ferguson Committee September 2014:

- LaTanya Buck (consultant), Director of Center for Diversity & Inclusion
- Rudolph Clay, Head of Library Diversity Initiatives and Outreach Services and African & African American Studies Librarian
- Shannon Davis, Digital Projects Librarian
- Meredith Evans, Associate University Librarian (joined committee in Nov. 2014)
- Makiba J. Foster, Subject Librarian for American History, American Culture Studies, and Women, Gender, & Sexuality Studies
- Chris Freeland, Associate University Librarian
- Nadia Ghasedi, Head of the Visual Media Research Lab
- Jennifer Kirmer, Digital Archivist
- Sonya Rooney, University Archivist
- Andrew Rouner, Director of Scholarly Publishing
- Rebecca Wanzo (faculty advisor), Associate Director for The Center of the Humanities
- Micah Zeller, Copyright Librarian



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K-W Oktoberfest, Inc. fonds

K-W Oktoberfest, Inc. fonds. - 1969-1988.

ca. 70 m of textual records and other material.

K-W Oktoberfest was started in 1969 by a small group of interested citizens and the four German clubs, under the auspices of the Visitors' and Convention Bureau of the combined Kitchener-Waterloo Chambers of Commerce, with the object of promoting tourism in the area. It was incorporated with a provincial charter as K-W Oktoberfest Incorporated in 1971 on a no-share capital basis. Except for a small professional staff, Oktoberfest is run by volunteers. A Board of Directors, Advisory Council, and committees oversee all aspects of the festival, which is held annually in October. K-W Oktoberfest's function is to plan, co-ordinate and promote the festival. The Corporation's financial support is derived from the sale of souvenirs, accreditation fees, sponsorships and donations.

Originally a beer festival patterned after the famous Munich Oktoberfest, the festival shifted emphasis in the early 1970's to promoting Oktoberfest as a cultural heritage event. Originally five days long, the festival now spans nine days; it is the world's second-largest Bavarian festival and features Canada's only Thanksgiving Day Parade and the Miss Oktoberfest Beauty Pageant, among many other events.

The records of K-W Oktoberfest document all aspects of the growth and day-to-day operation of the festival from its beginnings in 1969. They consist of incoming and outgoing correspondence, committee minutes and reports, publications, ephemera, audio-visual materials, and other material created or received by the Corporation in the course of its business. Records from 1969-1983 are incomplete.

Title based on contents of the fonds.

Includes 40 m of textual records, ca. 14,000 photographs, ca. 18,000 slides, 35 scrapbooks, 150+ videorecordings, 45+ sound cassettes, 30+ sound reels. 3 sound discs, 25 film reels.

Donated by K-W Oktoberfest Inc. in April 1992; additional accessions donated by individuals as listed in the finding aid.

Arranged in 7 subgroups:

1. Oktoberfest Administrative Records;
2. Additional Accessions;
3. Ephemera and Realia;
4. Publications;
5. Publicity;
6. Audio-Visual;
7. Related Finding-Aids.

Some files contain personal information and are restricted.

Terms governing reproduction and publication: copyright and trademark are property of K-W Oktoberfest Inc. Releases and requests for reproductions will be obtained as appropriate.

Detailed finding aid available.

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ARCHIVES 101

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Common questions

Hours

Monday - Friday
8:30 a.m. - 12:00 p.m.
1:00 p.m. - 4:00 p.m.
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**KW RECORD
NEGATIVE
COLLECTION**

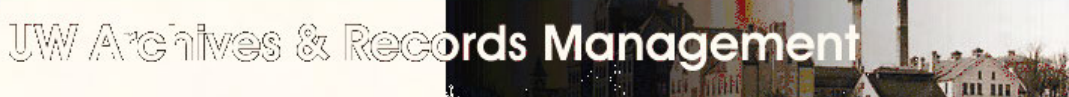
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& GENEALOGY**

**BROWSE OUR
COLLECTIONS**




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Madison's LGBT Community, 1960's to present

The fifth collection in the UW-Madison Campus Voices series tells the story of the LGBT community on campus and in Madison from the 1960's through today. Rather than one issue, one voice, one history, or one movement, the LGBT story encompasses many. We don't pretend to present a complete or comprehensive history— how could we when so many important stories are still waiting to be told? What you will hear instead are the voices of politicians, professors, students, and activists who comprise a small portion of our oral history collection and of the diverse stories not yet captured. Below, one will hear (and see) shared memories of organizations, civic actions, cultural spaces, and fights for justice. All aspects of this project hold one thing in common: the story-tellers believe their anecdotes to be undeniably significant in the history of LGBT life at UW, Madison, the state, and country. And we agree.

This project is funded in part by a grant from the New Harvest Foundation, Incorporated, and we would like to thank them for their outstanding generosity.



[Browse Madison's LGBT Community Interviews \(MINDS@UW\)](#). Enter **Madison's LGBT Community** into the search box to find oral history interviews with individuals featured in this project.

Scroll over and press play to listen to Madison's LGBT Community, 1960's to present Podcast:


Your browser does not support the audio element.

Click to view podcast transcript: [Madison's LGBT Community, 1960's to present Podcast Transcript](#)(PDF)

Watch the Madison's LGBT Community Hotel Washington and Lysistrata mini-movie:

Click on "captions" at the lower right of the player to view citations for images and audio clips. A version of this video is [also available on YouTube](#).

Finding Aids and Guides

 **University at Buffalo** *The State University of New York*

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Finding Aid for the Rabbi Isaac Klein Papers, 1925-1979

MS 149

State University of New York at Buffalo. University Archives

420 Capen Hall
Buffalo, NY 14260
United States
Phone: 716-645-2916
Fax: 716-645-3714
Email: lib-archives@buffalo.edu
URI: <http://library.buffalo.edu/archives>

Finding aid prepared by staff of the State University of New York College at Buffalo (Buffalo State) Archives.
Finding aid encoded in EAD by Mark McGuire, December 2006.
Finding aid written in English.
Finding aid prepared using local best practices.
Please use the following URL when citing this document:
http://purl.org/net/findingaids/view?docId=ead/archives/ubar_ms0149.xml
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Collection Overview

108 · Representative Documents: Finding Aids and Guides

Title: Rabbi Isaac Klein Papers, 1925-1979

Collection Number: MS 149

Creator: Klein, Isaac

Extent: 18 linear feet (13 cartons, 1 manuscript box, 1 custom box)

Language of Material: Collection material in English, Hebrew, and Yiddish.

Repository: State University of New York at Buffalo. University Archives

Abstract: Collection of Rabbi Isaac Klein includes school notebooks, correspondence, photographs, military service records, speeches, articles, manuscripts, and other writings relating to his life and teachings in conservative Judaism.

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Administrative Information

Preferred Citation

[Description and dates], Box/folder number, MS 149, Rabbi Isaac Klein Papers 1925-1979, University Archives, The State University of New York at Buffalo.

[See the Archives' preferred citations instructions for additional information.](#)

Acquisition Information

The collection, as well as the larger Jewish Archives of Greater Buffalo Collection, was transferred from State University of New York College at Buffalo (Buffalo State) Archives in 2006 by the Jewish Federation of Western New York.

Terms of Access

Rabbi Isaac Klein Papers, 1925-1979 are open for research.

Copyright

Copyright of papers in the collection may be held by their authors, or the authors' heirs or assigns. Researchers must obtain the written permission of the holder(s) of copyright and the University Archives before publishing quotations from materials in the collection. Most papers may be copied in accordance with the library's usual procedures unless otherwise specified.

Processing Information

Processed by staff of the State University of New York College at Buffalo (Buffalo State) Archives.

Accruals and Additions

No further accruals are expected to this collection.

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Biographical Note

Rabbi Isaac Klein was born in a village in Czechoslovakia on September 8, 1905. He migrated to the United States in 1920, determined to further his already considerable Judaic education. This brought him eventually to the Isaac Elchanan Yeshiva (now part of Yeshiva University). Meanwhile he completed high school and received his bachelor's degree from the City

College of New York. He earned his way through school by teaching part time.

As he was nearing ordination at the Yeshiva he transferred to the Jewish Theological Seminary of America where he was ordained in 1934. Previously, in 1932, he had married Henriette Levin and was blessed by three children: Hannah (Mrs. Paul Katz), Miriam (Mrs. Saul Shapiro), and Rivkah (Mrs. Gerald Berkowitz).

Rabbi Klein's first pulpit was Kodimoh Congregation, Springfield, Massachusetts, where he served until 1953 except for government service. He proved to be an outstanding chaplain and the story of those years is told in one of his many books. In 1950-1951, appointed by President Truman, he directed Jewish religious affairs in the American occupied sector of Germany. During his Springfield years, Rabbi Klein accomplished two outstanding feats. He received a Ph.D. in 1948 from Harvard University under the sponsorship of the late Professor Harry B. Wolfson. Even more difficult, Rabbi Klein was one of only two men in the century-old history of the Seminary to receive full ordination (S'micha).

In 1953 Rabbi Klein accepted the pulpit of Temple Emanuel in Buffalo, New York. In 1968 this synagogue merged with Temple Beth David to become Temple Shaarey Zedek. Rabbi Klein retired in 1972, spending his winters in California where he taught at the University of Judaism, lectured widely and, despite failing health, wrote many books and articles. His magnum opus, *A GUIDE TO JEWISH RELIGIOUS PRACTICE*, was published posthumously. A towering figure among the Conservative rabbis of his generation, Rabbi Klein leaned toward tradition both in personal practice and his influence on the movement.

Rabbi-Klein died in Los Angeles on January 23, 1979 and was buried in Buffalo, New York.

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Scope and Content Note

The collection consists of extensive writings by Klein on traditional Jewish practice and law. This includes manuscript material for his books *Guide to Jewish Religious Practice* (1979), *The Ten Commandments in a Changing World* (1963), *The Anguish and the Ecstasy of a Jewish Chaplain* (1974), and his translation of *The Code of Maimonides (Mishneh Torah): Book 7, The Book of Agriculture* (1979). Also represented are speeches, sermons, articles, and remarks from the conservative Jewish viewpoint on subjects such as medical ethics, dietary laws, adoption, and marriage and divorce. Meeting minutes, annual reports, bulletins, and sermons relating to Klein's rabbinical vocations in Springfield, Massachusetts and Buffalo, New York are also included. The papers contain photographs, wartime letters, and military records of Klein documenting his service in World War II as a director of Jewish religious affairs in Germany.

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Arrangement

While loosely organized into categories (biographical information, education, publications, Rabbinical Assembly, religious matters, and Temple Emanuel) within this finding aid, the physical arrangement of the collections' files has been maintained as processed by the staff of the State University of New York College at Buffalo (Buffalo State) Archives.

I. Biographical Information

II. Education

III. Publications

[IV. Rabbinical Assembly](#)

[V. Religious Matters](#)

[VI. Temple Emanuel](#)

[\[Return to Top\]](#)

Container List

I. Biographical information

Box-folder	Contents
1.1	Biographical information, 1925-1976
1.2	Undated biographical info
1.3-1.4	News clippings, 1950s-1979
1.5	Photographs, including family
1.6	Letters received after Klein's death (January 23, 1979)
1.7	Family material
1.8	Miscellaneous items
1.25	Offers of other positions - Jewish Theological Seminary, 1958
1.26	Rabbinical positions sought, including agreement with Kodimah, Springfield, 1934-1952
15.1	Photographs, Rabbi Klein
15.2	Photographs, Military
15.3-15.5	Photographs, Family
15.6	Photographs, World War II
15.7	Photographs, 1946-1949, War photos and later
15.8	Photographs, 1950-1959
15.9	Photographs, 1956-1959, Springfield, Massachusetts
15.10	Photographs, 1960-1969, Buffalo, New York
15.11	Photographs/Military, Mitchell Field, New York

Guide to the Sidney Heitman Germans from Russia in Colorado Study Project Collection

Prepared by Colleen M. McCorkell
Colorado State University Archives and Special Collections
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Finding aid encoded in EAD Version 2002 by Alicia Conrardy, 2004.

Collection Summary

Creator:	Colorado State University. Germans from Russia in Colorado Study Project
Title:	Sidney Heitman Germans from Russia in Colorado Study Project Collection
Dates:	1907-1997
Bulk Dates:	1976-1978
Quantity:	11.25+ linear feet
Identification:	UHSP
Abstract:	History professor Sidney Heitman established the Colorado State University Germans from Russia in Colorado Study Project in 1975. The study project focused on northern Colorado and conducted extensive interviews with Germans from Russia. The four-year project focused on the influence Germans from Russia had on Colorado, since they constituted the state's second largest ethnic group. The development of a comprehensive collection of material on Volga Germans in Colorado was a high priority of the project. The collection includes project files, oral history tapes and transcripts, conference papers, undergraduate student research, clippings, slides, and sound recordings. Personnel files and some oral histories are restricted.
Contact Information:	Archives and Special Collections Morgan Library Colorado State University Fort Collins, Colorado 80523-1019 USA Phone: 970-491-1844 Fax: 970-491-1195 Email: Archives and Special Collections URL: http://lib.colostate.edu/archives

Restrictions

Restrictions on Access

Personnel records which contain personal information are restricted until the person's death or fifty years, whichever comes first. Individuals may use their own file if requested.

Restrictions on Use

Some oral history tapes and correspondence permanently restrict the use of individual names. Not all of the material in the collection is in the public domain. Researchers are responsible for addressing copyright issues.

Index Terms

This collection is indexed under the following headings in the Colorado State University Libraries online catalog. Researchers seeking materials about related subjects, persons, organizations, or places should search the catalog using these headings.

Subjects:

- Russian Germans -- Colorado.

Persons:

- Heitman, Sidney.

Organizations:

- Colorado State University. Germans from Russia in Colorado Study Project.

Places:

- Colorado.

Special Document Types:

- Oral history.
- Audiocassettes.
- Slides (photographs).
- Photographs.

History

Germans from Russia, or Volga Germans, originally came from Germany. During the eighteenth century, Catherine the Great and her grandson Alexander I invited Germans to settle rich farm lands along Russia's Volga River. They enjoyed about one hundred years of prosperity and considerable autonomy in matters of language, law, religion and social customs. Political turmoil in Russia at the end of the nineteenth century motivated thousands of Volga Germans to immigrate to the United States, where they settled on the plains of Kansas, Colorado, and the Dakotas. In the late 1970s, Volga Germans were Colorado's second largest ethnic group.

Dr. Sidney Heitman established the Germans from Russia in Colorado Study Project in 1975 at Colorado State University. As a memorial to him, the collection was named The Sidney Heitman Germans from Russia Collection, in his honor in 1993. The development of a comprehensive collection of material on Volga Germans in Colorado and on the broader subject of Volga Germans was a high priority of the project. The project consisted of more than ten staff members ranging in responsibilities of researcher to archivist to consultant. Sidney Heitman, James Long, Kenneth Rock, John Newman, and Timothy Kloberdanz were the primary staff members during the project's four year existence. The study project consisted of five objectives: research, teaching and training, publication and dissemination of information, historic preservation, and public service.

The study project was part of the University's International and Intercultural Education programs in the 1970s. The University, the College of Humanities and Social Sciences, as well as public and private organizations jointly supported the project. Reduced funding for the 1979 academic year brought the end of the official work of the project. Many history professors involved in the project continued to contribute research and findings to the collection long after the official end of the study project.

Colorado State University's Archives and Special Collections were fairly new when the Germans from Russia in Colorado Study Project began. Archivist John Newman and project coordinator Sidney Heitman established the Germans from Russia Collection in the department as research was conducted and staff members collected materials. The department gained full ownership of the collection in 1996.

Scope and Contents

The Sidney Heitman Germans from Russia in Colorado Study Project consists of materials dating from 1907 to 1997 with the bulk of materials between 1976 and 1978 at the height of the study project's activities. The materials in the collection are directly related to the study project Sidney Heitman founded in 1975. Documentation of the study project's operations is enlightening and the foundation of the collection. The study project collected conference papers

presented by staff members as well as undergraduate research papers to exemplify research topics. The Larimer County Naturalization Petitions contain genealogical information on several of the people staff members later interviewed for oral histories. The largest portion of the collection is the oral histories of early immigrants to Colorado. There are also some photographs of funeral scenes, family portraits, and Germans from Russia architecture. A few phonographs and 8-track tapes are also in the collection, as examples of their music styles.

Arrangement

The materials in the collection have been completely rearranged. The former Germans from Russia Collection consisted of the study project papers, clippings files, books, and other items. Over the summer of 2003, the collection was split into three parts. All books not specifically donated to the study project were cataloged and entered into the library's online catalog. The remaining materials were split into two collections. The Sidney Heitman Germans from Russia in Colorado Study Project contains files related directly to the study project, while the Germans from Russia Collection contains primary document research supporting the study project.

The collection consists of four series in 13 boxes and 6 oversize items:

- [Series 1: Project files, 1974-1997](#)
 - Subseries 1.1: Correspondence of project members, 1974-1997
 - Subseries 1.2: Finances, 1975-1979
 - Subseries 1.3: Miscellaneous, 1974-1992
- [Series 2: Printed materials, 1907-1983](#)
 - Subseries 2.1: Correspondence, 1918-1996
 - Subseries 2.2: Field reports, 1975-1976
 - Subseries 2.3: Information bulletins, 1976-1979
 - Subseries 2.4: Miscellaneous, 1907-1978
 - Subseries 2.5: Clippings, 1974-1978
 - Subseries 2.6: Research generated, 1971-1983
- [Series 3: Community research conducted, 1926-1982](#)
 - Subseries 3.1: Slides, undated
 - Subseries 3.2: Miscellaneous, 1976
 - Subseries 3.3: Oral histories, 1968-1982
 - Subseries 3.4: Photographs, 1926-1978
- [Series 4: Oversize, 1908-1978](#)

Information for Users

Preferred Citation

Sidney Heitman Germans from Russia in Colorado Study Project Collection, Archives and Special Collections, Colorado State University.

Acquisition

The Germans from Russia in Colorado Study Project directly placed items into the special collections department of Colorado State University Libraries throughout the project's existence. Formal ownership transferred to Colorado State University Archives and Special Collections in 1996.

Appraisal

Not all items originally collected by the study project remain in the collection. Items removed were deemed illegible or unrelated to the collection. Illegible photocopies of A.C. Bauman's personal papers and sermons were discarded. Correspondence between members of the study project and Mr. Bauman are in Series 1, Subseries 1. David G. Rempel donated illegible photocopied documents from the Soviet Archives that were also discarded.

Processing

Many people re-arranged the Germans from Russia Collection since the 1970s. In 2002 the collection underwent re-processing and only materials directly related to the study project remain in the Sidney Heitman Germans from Russia in Colorado Study Project Collection. The rest of the materials are in a separate Germans from Russia Collection. Processing of the collection was completed in December 2003. As the materials were being rearranged, they were inserted in acid-free folders. The majority of metal fasteners were removed and replaced with plastic clips as needed. All rubber bands and many self-stick notes were removed. Ditto sheets were removed when the duplicated pages existed. Newspaper clippings were inserted between sheets of acid-free paper. Loose photographs remain in individual folders of correspondence. All photographs and slides were inserted in archival sleeves, folders, or boxes. Duplicates of items beyond two were discarded.

Separated Collections

Publications and papers not created by the study project were separated into the Germans from Russia Collection. Materials related to Germans from Russia across the United States and the world were placed in the manuscript collection while the study project is part of university archives. The Germans from Russia Collection contains separated materials including books, newspaper clippings, and maps of Germans from Russia in the United States, not just Colorado. Books which support both collections are also cataloged and can be found in the library's online catalog.

Related Collections

Many Germans from Russia settled in Northern Colorado upon arrival in the United States. More information is available at the Greeley Museum, the Windsor Museum, and the Fort Collins Museum and Local History Archive.

Other Formats

Colorado State University Libraries operates a website devoted to the influence of Germans from Russia on Colorado (<http://lib.colostate.edu/gfr/>). It contains selected audio files of oral histories, transcripts, scanned photographs, and the finding aid. All materials concerning Germans from Russia on the website are located in the Sidney Heitman Germans from Russia in Colorado Study Project Collection.

Collection Details

Note: Title information supplied by the archivist is bracketed. The majority of folder titles are followed by their contents indented below. Series 1 does not contain content listings. Two identical copies of the same item are indicated by the phrase "2 copies" at the end of the entry for printed materials and the phrase "2 sets available" for oral history tapes.

Series 1: Project files, 1974-1997

This series consists of the internal files the study project kept. The majority of the items date to the late 1970s with some correspondence in the 1990s concerning transferring ownership to the University Archives. The materials are maintained in order found. Members of the project arranged materials topically and then chronologically.

Box Folder

		Subseries 1.1. Correspondence of project members 1974-1997.
		Project members regularly corresponded concerning the study project and the collection. The majority of the correspondence occurred from 1975-1978. Members discussed a variety of topics and sometimes with donors to the project. Some materials arranged alphabetically and then chronologically.
1	1	American Historical Society of Germans from Russia.
1	2	AHSGR Work Paper.
1	3	General Correspondence.
1	4	To: Newman, J. From: Heitman, S..

Guide to the Cornell University Library Hip Hop Collection, circa 1975-1985.

Collection Number: 8021

Division of Rare and Manuscript Collections
Cornell University Library

Contact Information:

Division of Rare and Manuscript
Collections
2B Carl A. Kroch Library
Cornell University
Ithaca, NY 14853
(607) 255-3530
Fax: (607) 255-9524
rareref@cornell.edu
<http://rmc.library.cornell.edu>

**Compiled
by:**

Gabriel
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**Date
completed:**

August 2008
August 2008
May 2010

EAD encoding:

Evan Fay Earle,
February 2009, June
2010

**Date
modified:**

Jude Corina,
October 2014

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DESCRIPTIVE SUMMARY

Title:

Cornell University Library hip hop collection, circa 1975-1985.

Collection Number:

8021

Creator:

Quantity:

circa 25 cubic feet.

Forms of Material:

Audio Recordings, Memorabilia, Photographs, Printed Materials

Repository:

Division of Rare and Manuscript Collections, Cornell University Library

Abstract:

The collection documents the origins of hip-hop as music, culture and community in the Bronx, NY, and its influence on the history of music, art, performance, and activism in America during the final third of the 20th century and beyond.

Language:

Collection material in English

COLLECTION DESCRIPTION

Contains nearly 1,000 recordings (primarily LP records), the photographic archive of Bronx photographer Joe Conzo, Jr., textile art, books and magazines, and more than 500 original party and club flyers designed by Buddy Esquire and others. The collection documents the origins of hip-hop as music, culture and community in the Bronx, NY, and its

influence on the history of music, art, performance, and activism in America during the final third of the 20th century and beyond.

Also, t-shirts, tote bag, and other memorabilia documenting the 2008 Hip Hop Conference and Celebration at Cornell; and a poster for Spike Lee's motion picture Do the right thing (1989).

SUBJECTS

Names:

Afrika Bambaataa, 1960-
Conzo, Joe,
Kugelberg, Johan, 1965-

Subjects:

Hip-hop.
Hip-hop--United States--History.
Rap (Music)
Hip-hop
Rap (Music)
Rap musicians.
Hip-hop--New York (N.Y.)
Rap (Music)--New York (N.Y.)
Graffiti.
Street art.
Break dancing.
Break dancing--History.
Disc jockeys.

Places:

Bronx (New York, N.Y.)
Bronx (New York, N.Y.)--Social conditions--20th century.

INFORMATION FOR USERS

Restrictions on Access:

By appointment only.

Restrictions on Use:

Sound recordings on vinyl may be requested and viewed, but not played.
Rights to original photographs by Joe Conzo, Jr. held by the photographer.

Cite As:

Cornell University Library hip hop collection, #8021. Division of Rare and Manuscript Collections, Cornell University Library.

NOTES

Spelling of artist names is, in most cases, as it appears on the album, this leads to some discrepancies.

Books and LPs associated with the collection are also cataloged individually in the library catalog.

SERIES LIST

Series I. Sound Recordings

Boxes 1-24, 46-47

[Box 1 - LPs - SR 19-63](#)

[Box 2 - LPs - SR 64-112](#)

[Box 3 - LPs - SR 113-154](#)

[Box 4 - LPs - SR 155-205](#)

[Box 5 - LPs - SR 206-259](#)

[Box 6 - LPs - SR 260-310](#)

[Box 7 - LPs - SR 311-357](#)

[Box 8 - LPs - SR 358-412](#)

[Box 9 - LPs - SR 413-465](#)

[Box 10 - LPs - SR 466-520](#)

[Box 11 - LPs - SR 521-573](#)

[Box 12 - LPs - SR 574-623](#)

[Box 13 - LPs - SR 624-676](#)

[Box 14 - LPs - SR 677-723](#)

[Box 15 - LPs - SR 724-775](#)

[Box 16 - LPs - SR 776-827](#)

[Box 17 - LPs - SR 828-851](#)

[Box 18 - LPs - Duplicates of some items from Box 1-17](#)

[Box 19 - 45s and 7" records - SR 852-922, includes duplicates](#)

[Box 20 - CDs - CD 360-398](#)

[Box 21 - CDs - CD 399-414, includes duplicates](#)

[Boxes 22-24 - Expansion space](#)

[Boxes 46-47 - CDs - CD 1470-1510 - Prints created by Cornell Library's digital reproduction lab in 2014 for Joe Conzo's exhibition at the Rock and Roll Hall of fame](#)

Series II. Videos

Shelved separately

Series III. Joe Conzo Archive

Boxes 25-31

[Subseries III.a. Large Format Prints - Cold Crush Brothers](#)

[Subseries III.b. Large Format Prints - Bronx, N.Y. Scenes](#)

[Subseries III.c. Large Format Prints - Duplicates](#)

[Subseries III.d. 8 x 10 Prints - Modern, Reprints](#)

[Subseries III.e. 8 x 10 Prints - Contemporary to original photo date](#)

[Subseries III.f. 4 x 6 Prints - Cold Crush Brothers](#)

[Subseries III.g. 4 x 6 Prints - Bronx, N.Y. Scenes](#)

Series IV. Party and Club Fliers

Boxes 32-37

[Subseries IV.a. Major Club Venues](#)

[Subseries IV.b. Other Clubs and Venues](#)

[Subseries IV.c. Oversized Fliers](#)

[Subseries IV.d. Original Flyer Art](#)

[Subseries IV.e. Buddy Esquire Flier Working Files](#)

Series V. Textiles and Art

Boxes 42, 45

Series VI. Born in the Bronx

Boxes 39-41

CONTAINER LIST

Date	Description	Container	
Series I. Sound Recordings			
These recordings have individual records in the library catalog. The individual record in the catalog contains additional information not included here.			
	LPs - SR 19-63	Box 1	
2006	Big Apple rappin' Vol. 1, The early days of hip-hop culture in New York City, 1979-1982 <u>Performed by:</u> Various performers <u>Publisher:</u> Soul Jazz Records <u>Track listing:</u> Spoonin' rap (Spoonie Gee) (6:58) -- Sure shot (Xanadu) (5:26) -- How we gonna make the black nation rise (Brother D with Collective Effort) (5:51) -- Rapping dub style (General Echo) (4:13) -- Catch the beat (I' Ski Valley) (8:33) -- Dancing heart (Universal 2) (7:52) -- Funkbox party (Masterdon Committee) (6:58) -- Weekend (Cold Crush Brothers) (5:35).	Box 1	SR-19
2006	Big Apple rappin' Vol. 2, The early days of hip-hop culture in New York City, 1979-1982 <u>Performed by:</u> Various performers <u>Publisher:</u> Soul Jazz Records <u>Track listing:</u> Big Apple rappin' (Spyder D) (10:18) -- Mr. Q (DJ Style) (5:04) -- Fly Guys rap (The Fly Guys) (7:41) -- Get the party jumpin' (Solo Sound) (6:17) -- Rock the beat (The Jamaica Girls) (6:23) -- Standing on the top (Super 3) (6:52) -- Are you ready (I' Swann, Peewee Mel & Barry B (7:31) -- The ultimate rap (Nice and Nasty 3) (9:17).	Box 1	SR-20
1984	Breakdancing / produced by Don Oriolo and Juergen Korduletsch <u>Performed by:</u> Various performers	Box 1	SR-21

Panama and the Canal at UF: Home

 Search

This guide discusses the Smather's Libraries holdings for the Panama Canal Zone, including digital collections.

- [Home](#)
 - [Panama Canal Museum Collection](#)
 - [Center of Excellence](#)
 - [Educational Outreach](#)
 - [Contact Us](#)
- [Materials on West Indians in the Panama Canal Museum Collection](#)

Quick Links

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- [Suggest Items for Purchase](#)

Welcome

Panama and the Canal is a joint project from the University of Florida George A. Smathers Libraries and the Panama Canal Museum. *Panama and the Canal* builds from the [Panama Canal Museum's](#) rich collection of Panama and Canal Zone materials and the extensive holdings on Panama and the whole of Latin America from the University of Florida George A. Smathers Libraries' [Latin American Collection](#), [Government Documents Collection](#), and the [Map & Imagery Library](#).

Upcoming plans include a Centennial Weekend Celebration and exhibits installed across the library system for the 100th anniversary of the Panama Canal in 2014, and the digitization of documents related to the U.S. Panama Canal Commission and Canal Zone newspapers currently only available on microfilm.

From the Panama Canal Museum Collection

S.S. Advance passing Point Cristobal



The transit of the S.S. Advance from Cristobal to Miraflores Locks on August 9, 1914, was among several trial runs made before the S.S. Ancon traversed the Atlantic to the Pacific in the first official transit of the Panama Canal on August 15, 1914.

Keep Up To Date

Follow the progress of the Panama Canal Museum Collection processing on the [Panama Collection Blog](#).

- [View of a Train Approaching](#)
- [Relocation of the P.R.R., 1910](#)
- [Front Street and Panama R.R. Yard. Colon, 1907](#)
- [Panama Railroad](#)
- [Cacti and shrubbery](#)

[Website](#) | [Feed](#)



Richard J. Daley Library Special
Collections and University
Archives

Bethlehem Howell Neighborhood Center collection
MSBHNC70

An inventory of the collection at the University of Illinois at Chicago

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 House File List
 Series II: Howell House
 File List
Oversized Material
Glass Slides

SUMMARY INFORMATION

Repository

Richard J. Daley Library Special Collections and
University Archives

Creator

Neighborhood Service Organization (Chicago, Ill.).

Title

Bethlehem Howell Neighborhood Center collection

ID

MSBHNC70

Date [inclusive]

1894-1969

Extent

25.5 Linear feet

Language

English

Abstract:

Bethlehem Center and Howell House were church-related neighborhood houses serving the Pilsen area on the Near West Side. They provided religious, social services, and personal welfare assistance to an immigrant community composed predominantly of Bohemians, Poles, and Czechs. The two centers cooperated throughout their history, merging in 1961 as the Neighborhood Service Organization. The Neighborhood Service Organization, popularly known as Casa Aztlan, continues to serve the Pilsen area.

Preferred Citation

Bethlehem Howell Neighborhood Center collection,
Special Collections and University Archives,

University of Illinois at Chicago

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ADMINISTRATIVE HISTORY

After nearly 50 years of separate settlement house existence, the Bethlehem Community Center and Howell Neighborhood House merged in 1965 to form the Neighborhood Service Organization. The consolidation occurred after both houses saw their operating budgets shrink, their once predominantly Czech, Croatian, and Serbian constituencies move out of the neighborhood, and the effectiveness of their settlement organizations dwindle. When both neighborhood houses joined, their charter stated the new Service Organization's goal as: "To be a neighbor to the neighbors in such a way that families are strengthened, lives are made more meaningful and purposeful and individuals see and understand the dignity and worth that is theirs as children of God."

In 1884, Congregational Church Union members created the "Bethlehem Mission" in the predominantly Bohemian Pilsen neighborhood. Located at 1853 South Loomis Street, the settlement hosted hundreds of events in its 80 years of existence that included dances, camps, theater programs, home shows, conferences, church services, and adult education classes. Bethlehem Center initiated some of its most far-reaching programs from the 1930s to the 1950s under the direction of H.W. Waltz, Jr. and later, Clifford Manshardt. In 1944, Manshardt wrote that the center "[stood] for all that is best in this community." He continued that out of Bethlehem came "a Man who challenged the idealism of the world, and it is our hope that out of this Bethlehem will come men and women who will challenge all that is mean and degrading in our community and city." During the 1940s, the Bethlehem Community Center participated in several war-related activities and received hundreds of letters from soldiers serving in the armed forces. After the war, the settlement house held membership in the Chicago Federation of Settlements and Neighborhood Centers, the Welfare Council of Metropolitan Chicago, and the Southwest Central Community Council. By the 1950s, the increasing growth of the welfare state combined with the professionalization of social work and transformed the settlement movement. Bethlehem and Howell Houses, like other settlements, became a more structured social service provider and began working with government agencies.

The Women's Presbyterial Society established Howell Neighborhood House for Home Missions, otherwise known as the "Bohemian Settlement House" in 1905. The

mission's first initiative in the "Little Pilsen" neighborhood was a kindergarten in a small building on the corner of Nineteenth Place and May Street. "To stand on the corner of Blue Island Avenue and 18th Street [in those days]," Gertrude Ray later wrote, "was to stand in the heart of a Czech city with a population second only to Prague." The house expanded rapidly and by 1914, the board of management had created, among others, Boys and Girls Clubs, a Sunday school, a library, and an English Night School. C.D.B. Howell, for whom the settlement house was later renamed in 1919, taught Sunday school and brought in other teachers from the neighborhood in these formative years. Additionally, Howell led a fund-raising drive in 1913 that raised money for construction of a larger settlement building at 1831 South Center Street (now Racine). Gertrude Ray, one of the most significant figures of the Howell Neighborhood House, served as both worker and head resident from 1910 to 1945. After retiring briefly to Florida, she returned to Howell House in 1952 to serve on its board of directors. Ray remained one of the most revered and admired members in Howell House history. Just like Bethlehem House, the Howell Neighborhood Center succumbed to the changing demographics and needs of the Pilsen neighborhood. Howell House later became the main building housing the Neighborhood Service Organization.

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SCOPE AND CONTENTS

This collection reflects the activities performed by both the Bethlehem and Howell Neighborhood Houses and their relationships with outside government bodies, community organizations, settlement houses, religious institutions and service agencies. The bulk of the work consists of correspondences, reports, and community activity from 1935 to 1955. The BHNC collection provides hundreds of documents depicting second-generation immigrant social and community life in the Chicago's Pilsen Neighborhood. Though Bethlehem and Howell House documents remain separate, both files contain Board reports, staff correspondences, newsletters, class schedules, church rosters, donation records, settlement publicity, newspaper clippings, individual club records, letters from World War II soldiers, and numerous photographs.

The Bethlehem House is divided into three series reflecting the administrative structure, house activities, and photographs. The first series, administrative records, is divided into newsletters, board minutes, board reports, and finance. The second series, programs, is divided into camp, church, classes, clubs, and community subseries. Both administrative records and programs illustrate how Bethlehem House extended its services and concern well

outside of its immediate community. Photographs depict neighborhood life in Pilsen and within Bethlehem House from the 1900s to the 1960s. The Howell House file remains significantly smaller than Bethlehem House and therefore has not been divided into series or subseries.

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ADMINISTRATIVE INFORMATION

Publication Information

Richard J. Daley Library Special Collections and University Archives 2004-04-19

801 S. Morgan Street
Chicago, Illinois, 60607
312.996.2742

Restrictions on Access

None

Custodial History

Materials in this collection were donated to the University of Illinois at Chicago Daley Library's Special Collections Department by the Neighborhood Service Organization on January 12, 1970. In 2004, the Bethlehem and Howell House accessions were arranged by the cataloger.

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CONTROLLED ACCESS HEADINGS

Corporate Name(s)

- Bethlehem Center (Chicago, Ill.). -- Archives
- Howell House (Chicago, Ill.). -- Archives

Geographic Name(s)

- Pilsen (Chicago, Ill.).

Subject(s)

- Chicago Ethnic Groups.
- Chicago Neighborhoods.
- Community centers -- Illinois -- Chicago.
- Hull-House and Settlement House History.

[Return to Table of Contents »](#)**BIBLIOGRAPHY**

"Notice" for the Bethlehem Community Center. Written by Clifford Manshardt, October 9, 1944. Box 9, Folder 59.
 "Preamble" for the Bethlehem Community Center. 1937. Box 10, Folder 67. "Bohemian Settlement House By-Laws. Effective Jan. 1, 1914." Box 35, Folder 240. "Plan of Consolidation" for the Neighborhood Services Organization, 1965. Box 37, Folder 255. "Howell Neighborhood House: Its Forty Years, 1905-1945" by Gertrude Ray: also, "Miss Ray's Book of Memories and Howell House Today. 1955." Box 39, Folder 270.

[Return to Table of Contents »](#)**COLLECTION INVENTORY****Series I: Bethlehem House File List**

Sub-series I: Administration Records Sub-series contains all administrative records relating to the administrative structure of Bethlehem House from 1884 to 1969. This series includes newsletters, board meeting minutes, board reports and financial records of the settlement. Sub-series comprises 6.75 linear feet of textual material (13.5 boxes).

Sub-sub series A: Newsletters Bethlehem staff and volunteers composed newsletters in order to publicize the center's neighborhood involvement. The newsletters cover the years 1938 through 1950 and include published articles about meeting schedules, club reports, community events, and neighborhood activities. Additionally, the newsletters contain local advertisements and letters from local residents. Sub-sub-series comprises .75 linear feet of textual material (1.5 boxes).

	Box	FOLDER
Newsletters, 1938-1941	1	1
Newsletters, 1943-1948	1	2
Newsletters, 1943-1944	1	3
Newsletters, 1944-1945	1	4
Newsletters, 1945-1948	1	5
Newsletters, 1948-1949	2	6

CONTACT US

SITE MAP, A-Z

MAKE A GIFT

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Collection Overview

Biographical Note

Content Description

Administrative Information

Detailed Description of the Collection

HISTORY

ADMINISTRATION

ACTIVITIES

ORGANIZATIONS AND ACTIVISM

SCHOLARSHIP PROGRAM

SPANISH-SPEAKING ELDERLY PROGRAM (SSEP)

STATE AND NATIONAL LULAC REPORTS

NEWSPAPER CLIPPINGS

PHOTOGRAPHS

NEWSLETTERS

Subjects

Guide to the League of United Latin American Citizens (LULAC) Council 10 (Davenport, Iowa) records

Print this Collection Guide | Email this Collection Guide

Collection Overview

Date Span: 1959-2009

Creator: League of United Latin American Citizens (LULAC) Council 10 (Davenport, Iowa)

Extent: 5.75 linear feet.

Collection Number: IWA0733

Repository: Iowa Women's Archives

Summary: The members of Davenport LULAC Council 10 engaged in a wide range of social and political activities including annual fiestas, civil rights and fair housing.

View Selected Items Online: [Mujeres Latinas Digital Collection](#)

Administrative Information

Alternate Extent Statement: Photographs in boxes 8 & 15

1 videocassette [V429]

1 DVD [d0051]

Access: The records are open for research.

Use: Copyright held by the donor has been transferred to the University of Iowa.

Acquisition: The records (donor no. 995) were donated by LULAC Council 10 in 2006 and subsequent years.

Preferred Citation: LULAC Council 10 records, Iowa Women's Archives, The University of Iowa Libraries, Iowa City.

Repository: Iowa Women's Archives

Address: 100 Main Library
University of Iowa Libraries
Iowa City, IA 52242

Phone: 319-335-5068

Curator: Kären Mason

Email: lib-women@uiowa.edu

Website: <http://www.lib.uiowa.edu/iwa>

Biographical Note

LULAC Council 10 received its charter in Davenport on February 16, 1959. It was the fifth LULAC council to be formed in Iowa and its officers were sworn in at the second annual Iowa state LULAC convention, held in Fort Madison on May 30, 1959. The national LULAC organization was founded in Texas in 1929 to promote the rights of Mexican American citizens of the United States and to preserve the rich traditions and cultural heritage of its members. LULAC expanded into the Midwest during the late 1950s under the leadership of Felix Tijerina who served as president of the national organization from 1956 to 1960. Prior to the formation of LULAC Council 10, four other councils were formed in Iowa: LULAC Council 304 (Fort Madison, 1957); LULAC Council 306 (Des Moines, 1957); Des Moines Ladies Council 308 (1957); LULAC Council 319 (Mason City, 1958).

The members of Davenport LULAC Council 10 engaged in a wide range of social and political activities. They held annual fiestas and queen competitions and participated in the national LULAC scholarship program to fund educational opportunities for Mexican American students to pursue college education. The council maintained a rigorous civil rights agenda and, during the 1960s, collaborated with other activists to secure fair housing legislation and the appointment of a full-time director to the Davenport Human Relations Commission in 1970. Council 10 actively supported the boycott of California table grapes during the late 1960s when they formed the Quad City Grape Boycott Committee. They promoted bilingual education in Iowa schools and successfully lobbied the state legislature to form the Iowa Spanish Speaking Peoples Commission, which was signed into law by Governor Ray in 1976.

Content Description

The records of LULAC Council 10 date from 1959 to 2009 and measure 5.75 linear feet. The records are organized in the following series: History, Administration, Activities, Organizations and activism, Scholarship Program, Spanish-Speaking Elderly Program, State and national LULAC, Newspaper clippings, Photographs, and Newsletters.

The **History** series (1959-1979) includes a copy of LULAC Council 10's charter, newspaper articles, histories of the council, and a video-taped interview with Henry Vargas, a founding member of the council. Also included is raw footage of interviews with five World War II veterans who were members of Council 10: Anthony Navarro, Samuel Vasquez, Maurice Vasquez, Michael Cervantes, and Vincent Martinez. The interviews were recorded in 2007 at the LULAC club in Davenport by Iowa Public Television for "The War: A Ken Burns Film."

The **Administration** series (1969-2004) includes membership packets and brochures, member lists and minutes of meetings, as well as financial records and correspondence. The **Activities** series (1969-2009) reflects the range of activities that Council 10 members participated in. It contains the council's annual fiesta programs, the 1971 Women's International Bowling Congress championship certificate won by Council 10's women's team, and accounts of Cesar Chavez's 1992 visit to Davenport to receive the prestigious Pacem in Terris Peace and Freedom award of the Roman

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Catholic Diocese of Davenport.

The **Organizations and activism** series (1967-1982) provides insight into organizations that Council 10 members led or participated in. In 1968, Council 10 formed the Quad City Grape Boycott Committee under the leadership of Davenport's John Terronez, who served concurrently as Iowa state LULAC director. The grape boycott committee folders contain newsletters, newspaper articles, flyers and brochures about the committee's activities. Also included are materials from the United Farm Workers Organizing Committee (UFWOC). A substantial run of the UFWOC newsletter *El Malcriado*, published in Delano, California, can be found in the Newsletters series. The Area Board for Migrants (ABFM) folders explain the formation, funding, and programs of the ABFM under the leadership of Ernest Rodriguez, a founding member of LULAC Council 10. These folders contain information about a job placement program initiated by the ABFM known as Trabajo that was coordinated by Council 10 member Mary Terronez. The Immigration and employment folder includes the 1976 response from the U.S. Department of Defense to a complaint against International Harvester Corporation filed by LULAC Council 10 president Henry Vargas. Also included in the immigration and employment folder are the minutes of a 1982 meeting called by Council 10 in response to "Operation Jobs Sweep."

The **Scholarship program** series (1970-1989) illustrates the organization and planning behind the highly successful LULAC scholarship program undertaken by Council 10 members to provide scholarships for Mexican American students to pursue college education. The **Spanish-Speaking Elderly Program** (SSEP) series (1973-1975) details the program initiated by Council 10 to meet the needs of elderly Spanish-speaking residents of the Davenport area. The records of the SSEP include board minutes, meetings and newsletters that reflect the activities of the many members of Council 10 who supported the program.

The **State and national LULAC** series (1962-2001) comprises convention programs and related materials, including the 1968-1970 correspondence of state LULAC director John Terronez. The bulk of the **Reports** (1968-1976) are government publications relating to the history and social and economic circumstances of Mexican Americans living in Iowa. The **Photographs** series (1959-1969) includes the exhibit boards from the LULAC club in Davenport, which contain several photos from the 1967 and 1968 state LULAC conventions. These boards have been digitized and can be viewed on the Iowa Digital Libraries site. Many of the individuals in the photographs have been identified by members of LULAC Council 10.

The final and largest series in the collection is the **Newsletters** (1961-2005). It is divided into subseries for LULAC, Iowa, and individual states. There is a fairly complete run of the newsletters of LULAC Council 10 from 1994, but only one partial newsletter (1961) exists for the earlier period. There is a brief run of the Iowa state LULAC newsletter, *LULAC Glances*, and a few newsletters of the national organization, *LULAC News*, including the 1963 memorial edition published following the assassination of President John F. Kennedy. Many of the newsletters are local Chicano publications from the Southwest and Midwest, dating from the 1960s to the early 1970s. *El Malcriado*, the bi-monthly publication of the United Farm Workers, during and after the Delano, California, grape strike is contained in this series as well as newsletters of the American G.I. Forum, *The Forumer*.

Related Materials

[+/-]

Ernest Rodriguez papers (IWA).
 Mujeres Latinas Project oral history interviews (IWA).
 Muscatine Migrant Committee Records (unprocessed).

Detailed Description of the Collection

[+/-]

Browse by Series:

Series 1: HISTORY
 Series 2: ADMINISTRATION
 Series 3: ACTIVITIES
 Series 4: ORGANIZATIONS AND ACTIVISM
 Series 5: SCHOLARSHIP PROGRAM
 Series 6: SPANISH-SPEAKING ELDERLY PROGRAM (SSEP)
 Series 7: STATE AND NATIONAL LULAC
 Series 8: REPORTS
 Series 9: NEWSPAPER CLIPPINGS
 Series 10: PHOTOGRAPHS
 Series 11: NEWSLETTERS

Series 1: HISTORY

Box 1:

General - 1959-1979
All for One & One For All, 75 year history of LULAC - 2004
 Henry Vargas interview, Davenport, undated: [V429]
 "The War: Interviews with WWII Veterans," IPTV: [d0051] - 2007

Series 2: ADMINISTRATION

Box 1:

Constitution and by-laws - 1981, 1966
 Committees - 1973-1974
 Correspondence - 1969-1982
 Correspondence - 1995-2001
 Correspondence - 2002-2004
 Membership - 1969-1990
 Membership - 1973
 Membership meetings and minutes - 1960-1969
 Membership meetings and minutes - 1973-1976
 Membership meetings and minutes - 1980-1999
 Membership meetings and minutes - 2000

Box 2:

Membership meetings and minutes - 2001-2003
 Financial records (7 folders) - 1961-2003

Series 3: ACTIVITIES

Box 3:

50th anniversary celebration - 2009
 Bettendorf International Folk Festival - 1975
 Bowling and bingo - 1971-2004
 Dances - 1965-1990

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<http://collguides.lib.uiowa.edu/?IWA0733>

Ephemera - 1963-1969
Fiestas - 1960-1988
Fiestas - 1990-2006
LULAC Man and Woman of the Year - 1972
"LULAC Week," - 1969-1999
Pacem in Terris Award [Cesar Chavez] - 1992
Scott County Veterans Memorial - 1993

Series 4: ORGANIZATIONS AND ACTIVISM

Box 3:

General - 1967-2002
Area Board for Migrants (ABFM) - 1970-1974
ABFM, printed materials - 1971-1974
ABFM, Trabajo (folder 1) - 1973-1974

Box 4:

ABFM, Trabajo (folder 2) - 1973-1974
Illinois LULAC Education Service Center - 1974
Immigration and employment - 1975-1982
La Raza - 1972-1974
Minority Coalition (MIN-CO) - 1970
Quad City Grape Boycott Committee - 1969
Quad City Grape Boycott Committee - 1970-1972
Quad City Grape Boycott Committee, newspaper clippings [shelved in map case] - 1969

Series 5: SCHOLARSHIP PROGRAM

Box 4:

Reports - 1970-1989
Scholarship program binder - 1979

Series 6: SPANISH-SPEAKING ELDERLY PROGRAM (SSEP)

Box 5:

Project narratives - 1973-1974
Area IX Agency on Aging - 1974-1975
Board meetings/reports - 1973-1974
Board meetings/reports - 1974-1975
Conferences on aging - 1974-1975
Conferences on aging, Topeka, Kansas - 1973
Correspondence - 1973-1975
Correspondence, insurance - 1974
Employment, policies - 1971-1973
Employment, job descriptions, undated
Employment, volunteers - 1973-1974
Financial records - 1973-1974
Financial records, reports - 1974-1975

Box 6:

Financial records, food receipts - 1973
Financial records, time sheets - 1974-1975
Newsletters, LULAC Spanish Speaking Elderly Program - 1974
Participants and activities - 1974

Series 7: STATE AND NATIONAL LULAC

Box 6:

State convention programs - 1962 -1976
State convention programs - 1980-2001
State conventions - 1969
State conventions - 1974
State conventions - 1985
State conventions - 1992-1999
State director, reports and correspondence - 1969-1974
National conventions - 1979, 1983, 1999

Series 8: REPORTS

Box 7:

"Spanish-Surnamed American College Graduates," Inter-Agency Committee on Mexican American Affairs, Washington D.C. - 1968
"Cabinet Committee on Opportunity for the Spanish Speaking," Washington D.C. - 1970-1971
¿A donde vamos ahora? (Where are we going now?) A Report on the Problems of the Spanish Surnamed and Migrant Population in Iowa prepared by the Iowa State Advisory Committee to the United States Commission on Civil Rights [photocopy] - 1970
[original shelved in printed works collection]
Conoceme en Iowa [photocopy] - 1976
[original shelved in printed works collection]

Series 9: NEWSPAPER CLIPPINGS

Box 7:

General - 1969-2004
General - 1963-1979
[shelved in map case]
Press releases - 2003-2005

UNIVERSITY OF IOWA

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Series 10: PHOTOGRAPHS

Box 8:

General - 1920-1960
[shelved in map case]
General - 1960-1980

Box 15:

LULAC exhibit boards - 1967-1969

Series 11: NEWSLETTERS

Sub-Series: LULAC, Davenport

Box 8:

LULAC Council 10 - 1961
[one issue, partial]
LULAC Council 10 - 1994-1996
LULAC Council 10 - 1996-1997
LULAC Council 10 - 1997-1998
LULAC Council 10 - 1999
LULAC Council 10 - 2000
LULAC Council 10 - 2001
LULAC Council 10 - 2002-2005
LULAC Council 10 - 2006-2010

Sub-Series:

Box 8: Iowa State LULAC

LULAC Glances - 1969-1970

Sub-Series: National LULAC

Box 9:

LULAC News, JFK memorial edition [shelved in map case] - 1963
LULAC News - 1967-1968
LULAC News - 1969-1992

Sub-Series: Iowa

Box 9:

The Activator, Des Moines - 1970-1971
Antorcha Chicana, Muscatine - 1971
Challenge, Quad Cities - 1971-1972
The Eastside Story, Neighborhood Assembly, Davenport - 1971
Friendly News, United Community Services, Friendly House, Davenport - 1970
Iowa AFL-CIO News, Des Moines - 1971-1972
El Laberinto, Chicano-Indian Cultural Center, University of Iowa - 1972
[one issue]
Nahuatzen, Centro Cultural Chicano, University of Iowa - 1972
Penal Digest International, Iowa City - 1971

Sub-Series: California

Box 9:

General - 1971-1972

Box 10:

El Chicano, San Bernardino (4 folders) - 1971-1972

Box 11:

The Forumeer, San Jose - 1968-1970, 1974
El Grito de Aztlan, undated
Ideal, Coachella - 1970-1974
El Malcriado, Delano - 1968-1969
El Malcriado, Delano - 1971
El Malcriado, Delano - 1972-1973
El Malcriado, Delano - 1973-1974
National Chicano Health Organization Newsletter, Los Angeles - 1973-1974

Sub-Series:

Box 11: Colorado

Ahora, Central - 1971-1972
El Gallo, Denver - 1971-1974

Sub-Series: Illinois

Box 12:

Cha Noticias, Aurora - 1970
El Informador, Chicago - 1968-1971
El Informador, Chicago - 1971
El Manana, Chicago - 1972
Mi Sangre, Chicago - 1972
The People of the Sun, Chicago, undated
El Puertorriqueño, Chicago - 1971
Rising Up Angry, Chicago - 1971
El Tiempo, Chicago - 1972, 1974
Miscellaneous, Chicago - 1971-1972

Sub-Series: Indiana

Box 12:

Joaquin, Fort Wayne - 1972
Los Desarraigados, Notre Dame - 1973, 1977

Box 13:

Latin Times, East Chicago (4 folders) - 1971-1974

Sub-Series: Michigan

Box 13:

La Causa, Iona - 1972
[single issue]

Sub-Series:

Box 13: Other states

entrelíneas, Kansas City, MO - 1974
Grito del Barrio!, Kansas City, KS - 1970
The People's Voice, Kansas City, KS - 1971
El Grito del Norte, Espanola, NM (2 folders) - 1971-1973

Box 14:

La Voz de La Alianza, Albuquerque, NM - 1971
Miscellaneous, New York (2 folders) - 1971-1974
Echo, TX - 1971-1972
El Encuentro, TX - 1972-1974
Images, TX - 1971
Miscellaneous, TX - 1970-1972
Ada World, Washington D.C., 1972
Hoy, Washington D.C. - 1972-1974
National Spanish Speaking Management Association Informe, Washington D.C. - 1972
Rassa Lobbyist, Washington D.C. - 1973
Miscellaneous, Washington D.C. - 1972
Adelanta Plaza, WI - 1972-1974

Subjects

[+/-]

This collection is indexed under the following subject terms.

Personal Names:

Vargas, Henry, 1929-

Corporate Names:

League of United Latin American Citizens, Council 10 (Davenport, Iowa)
League of United Latin American Citizens

Dates:

20th century
2000-2009

Topics:

Social participation
Mexican American women
Mexican Americans
Emigration and immigration
Equality before the law

Occupations:

Mexican American college students

Geographic Names:

United States -- Iowa -- Davenport
United States -- Iowa

Genre/Form of Materials:

Administrative records
Archives
Photographs
Video recordings
Oral histories (Document genres)

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Guide to the Northwestern University Settlement Association Clubs and Classes Attendance and Registration Cards

Collection Title: Northwestern University Settlement Association Clubs and Classes Attendance and Registration Cards

Dates: 1886-1953

Identification: 41/5

Creator: Northwestern University Settlement (Chicago, Ill.)

Extent: 25 Boxes

Language of Materials: English

Abstract: This series comprises boxes of Attendance Cards for Northwestern University Settlement clubs and classes, and boxes of three-by-five individual Registration Cards.

Note: Other Information: Over the course of its existence, the Settlement has sponsored a wide variety of clubs, classes, and programs for both children and adults. Activities for boys included Boy Scouts, gym, woodworking, chorus, dramatics, photography, gardening, and art. Activities for girls included Girl Scouts, Campfire Girls, cooking, chorus, dancing, gardening, interior decorating, gym, dramatics, typing and sewing. There were many programs to help adults enhance their job skills, such as the Electricity Club, Bookkeeping Class, Dressmaking Class, and Typing. English and Citizenship classes were geared towards aiding new immigrants. Other adult programs included Fathers' Club, Mothers' Club, Pre-natal Care, and other special interest clubs such as the Oldtimers, Cooking, Good Neighbors, Work and Play, and Recreation.

Acquisition Information: The main body of these records as well as the addition were separated from Accession #90-160, donated to the University Archives by Northwestern University Settlement's Executive Director Ron Manderschied and Doris Overboe on October 15, 1990.

Processing Information: Processed by Rachel Erlich, July 1996. Addition processed by Kaia L. Densch, June 11, 1997.

Separated Materials: None.

Conditions Governing Access: These records can only be consulted with the permission of the University Archivist.

Related Materials: The records' original arrangement, in alphabetical order by subject, was retained, but several large, coherent categories were separated from the General Administrative Files, organized separately, and assigned their own series numbers. 41/1: General Administrative Files, 1891-1995 (73 boxes) 41/2: Case files, 1908-1976 (79 boxes) 41/4: Financial Records, 1918-1971 41/5: Clubs and Classes Attendance and Registration Cards, 1936-1953 (25 boxes) 41/6: Photographs, 1890-1991 (8 boxes) 41/7: Scrapbooks, 1892-1984 (20 boxes) 41/8: Evanston Woman's Board, 1911-1990 (7 boxes) 41/9: North Shore Junior League, 1937-1992 (14 boxes) 41/10: Lenora E. Clare Diary, 1906-1910 (1 box) 41/11: Food Client Records, 1985-1986 (3 boxes)

Repository: Northwestern University Archives
 Deering Library, Room 110
 1970 Campus Dr.
 Evanston, IL, 60208-2300
 URL: <http://www.library.northwestern.edu/archives>
 Email: archives@northwestern.edu
 Phone: 847-491-3354

Biographical/Historical Information

The Northwestern University Settlement Association was founded in 1891 by a group of administrators and faculty from Northwestern University in order to provide social services, educational programs, referrals, and emergency relief to a poor immigrant neighborhood on Chicago's near northwest side. In 1901, after three moves, the Settlement was established in the building at 1400 West Augusta where it continues to operate as a community center.

Early Settlement activities centered around acculturating the largely immigrant population of the 16th Ward and included a picture loan service, a small library, and dance and music classes. Shortly after its founding, though, the Settlement began to offer additional eleemosynary services relating to public health and hygiene. During the Great Depression, the Settlement suspended many of its regular programs in order to dispense food, fuel, clothing and medicine to needy families. During World War II, the Settlement became a draft registration center and played an active role in various home front activities. In the 1950s and 1960s the Settlement greatly expanded its network to civic, service, social, fraternal, veteran and church organizations and offered many more citizenship and English classes. In the early 1980's, a project to establish an online database for the Settlement program records was initiated. Prior to that time, all program records had been handwritten on index cards and filed in thousands of family files.

For additional historical background on the Settlement, see the historical summary which forms a part of the descriptive inventory for Series 41/1, the General Administrative Records. See also the informal history prepared for the Settlement's centennial, *The Worn Doorstep*, by Mark Wukas (Chicago: Northwestern University Settlement Association, 1991).

Scope and Content

The Clubs and Classes Attendance Cards date from 1928 to 1935. The following information is included on each card:

department (girls, boys, little children, adult education, men, and women), club or class name, day and time of meeting, meeting place, the name, address, and phone number of the leader, year of card, and a list of the names, addresses, phone numbers, and ages of the participants with a record of their attendance.

The Registration Cards, 1886-1941, also include cards from 1949. The Registration Cards include the following information: department, family and relief file number, last name, first name, father's name, mother's name, address, telephone number, date of health examination, year of participation, age or birth date, and club or class, as well as school, grade, room, or type and place of work. Box 17 includes Employment Income Status cards. These cards contain information about the type of work, wages, hours, and living conditions of individual Settlement families.

The addition to the Northwestern University Settlement Records, Clubs and Classes Attendance and Registration Cards fills one archival box and spans the years 1895 to 1905 and 1951 to 1953. The records from 1895 to 1905 are in a record book titled "Attendance," and include name and date of class as well as number of attendees. The records from 1951 to 1953 are arranged alphabetically by club or class card and chronologically by date within each folder. Information on cards typically includes the department, class name, leader name, day and time of meeting, name, address and telephone number of attendees, and the dates of attendance.

Arrangement of Materials

The Clubs and Classes Attendance Cards are arranged by year; within each year the cards are divided by department; within each department the clubs are arranged alphabetically by name. Undated cards are filed separately but are labeled with an approximate date based on their original placement. The Registration Cards are arranged chronologically by year. Within each year the cards are grouped either by department, by club or class, or in a few instances, by streets. Some of the cards are arranged alphabetically by family name. The Registration Cards in Box 18 are not arranged in any systematic order.

Subjects

Corporate Name

National Federation of Settlements and Neighborhood Centers
Northwestern University Settlement (Chicago, Ill.)

Subjects

Adult education--Illinois--Chicago
Boys--Societies and clubs
Girls--Societies and clubs

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Guide to the PCUN Records 1962-2012

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Overview of the Collection +/-

Creator: PCUN.

Title: PCUN records

Dates: 1962-2012 (inclusive)

Quantity: 18.5 linear feet (10 record storage boxes, 3 archives boxes)

Collection Number: Coll 335

Summary: Pineros y Campesinos Unidos del Noroeste (Northwest Treeplanters and Farmworkers United), also known as PCUN, was established in 1985 in Woodburn, Oregon, as a way of uniting and organizing treeplanters and farmworkers to improve their working conditions. The PCUN records consists of correspondence, newsletters, publications, photographs, newspaper clippings, audio recordings, and other documents that provide a view of the history of the largest labor union and Latino organization in the State of Oregon.

Repository: [University of Oregon Libraries, Special Collections and University Archives.](#)

Contact Information: UO Libraries--SPC, 1299
University of Oregon
Eugene OR
97403-1299
Telephone: 541-346-3068
Fax: 541-346-3485
spcarref@uoregon.edu

Languages: Collection materials are in English.

Sponsor: Funding to acquire, process and produce this finding aid has been provided through Special Collection and University Archives, and the College of Arts and Sciences at the University of Oregon.

Historical Note +/-

Formed in 1985, the Pineros y Campesinos Unidos del Noroeste, commonly known and abbreviated as PCUN, is the first farmworkers union in the state of Oregon and is located in the city of Woodburn, OR. PCUN grew out of the Willamette Valley Immigration Project (WVIP), an organization that provided legal advice and representation to undocumented workers, particularly as a response to Immigration and Naturalization Services (INS) raids in the state.

The Willamette Valley Immigration Project was key to building trust in the farmworker and treeplanter communities in Oregon. The community-building they fostered over the 8-years of their existence allowed farmworkers and treeplanters the opportunity for openly discussing the formation of a union. Consequently, between 1984 and 1985, a series of strategic meetings were held among the WVIP's staff, reforestation workers, and farmworkers to discuss the development of a labor union.

As a result of these meetings, in April of 1985 the Pineros y Campesinos Unidos del Noroeste (PCUN) was formed with 80 initial farmworkers. That same year the WVIP was dissolved, however, its staff continued to provide its immigration services through a PCUN created center called Centro de Servicios para Campesinos (Service Center for Farmworkers).

PCUN is headquartered in the city of Woodburn, Oregon. This area stretches throughout the mid-Willamette Valley, an area considered to be the center of Oregon's agricultural industry. Currently, Woodburn has over 20,000 inhabitants, and a majority of this population are of Latino descent. In fact, Latinos account for just over 50% of the Woodburn populous, making it the largest municipality in Oregon with a Latino majority or a majority of people of color.

PCUN's initial goal was to unite and organize treeplanters and farmworkers in order to improve their working conditions. The organization strives to empower farmworkers to understand and take action against systematic exploitation and all of its effects. To achieve this end, PCUN has been involved in a number of community and workplace organizing efforts. Some examples include the 1987-1988 assistance to 1,300 immigrants as they filed applications for amnesty under the Immigration and Reform and Control Act; the 1988 creation of the Project to Stop Pesticide Poisoning with the goal of educating farmworkers about and identifying pesticides use and exposures; the promotion of legislation to help give farmworkers collective bargaining rights; the 1991 the first ever farmworker strike in Oregon and co-founding of the Farmworker Housing Development Corporation to build and manage affordable housing in towns with farmworker presence, among many other initiatives.

PCUN actively continues its outreach and organizing efforts through the work of its Collective Bargaining Committee and its Service Center for Farmworkers. It is also part of a number of collaborative efforts with a variety of local organizations, such as the Farmworkers Housing Corporation, the Voz Hispana Causa Chavista, Mujeres Luchadoras Progresistas, Oregon's Statewide immigrant rights coalition CAUSA, Latinos Unidos Siempre (LUS), Mano a Mano Family Center, and the Salem-Keizer Coalition for Equality, among others, brought together under the umbrella of the CAPACES Leadership Institute. CAPACES is a movement-building collaborative fostering relationships, cross-training, plus a deeper shared sense of vision and scale for Oregon's Latino population. Since its genesis, PCUN has registered more than 5,000 members. Today, it is Oregon's largest union for farmworkers, nursery, and reforestation workers, and Oregon's largest Latino organization.

El sindicato laboral Pineros y Campesinos Unidos del Noroeste, comúnmente conocido y abreviado como PCUN, fué formado en 1985

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en Woodburn, Oregon, y es el primer sindicato de trabajadores agrícolas en el estado.

PCUN inició a través de el Willamette Valley Immigration Project (WVIP), una organización que proporciona asesoramiento legal y representación a los trabajadores indocumentados, particularmente como una respuesta a las redadas hechas por la oficina de Servicios de Inmigración y Naturalización (INS) en el estado de Oregon. El trabajo realizado por el WVIP fue clave para generar confianza en las comunidades campesinas y los trabajadores de reforestación de Oregon.

Durante 8 años, el trabajo comunitario del WVIP permitió que trabajadores pudieran discutir abiertamente la formación de un sindicato. Y así, entre 1984 y 1985, después de una serie de reuniones estratégicas entre el personal del WVIP, los trabajadores de reforestación y campesinos, se formó el sindicato de los Píneros y Campesinos Unidos del Noroeste (PCUN).

PCUN fué establecido en el mes de abril de 1985 con la participación de 80 campesinos. Ese mismo año fue disuelto el WVIP, sin embargo, los servicios de inmigración que proporcionaban a la comunidad fueron trasladados a el Centro de Servicios para Campesinos que ahora es parte de PCUN.

La ciudad de Woodburn, Oregon, donde se encuentran las oficinas del sindicato, esta situado en medio del Valle de Willamette, una zona que es considerada el centro de la industria agrícola de Oregon. En la actualidad, Woodburn tiene más de 20,000 habitantes, y la mayoría de esta población es de descendencia Latina. De hecho, los Latinos representan poco más del 50% del poblado de Woodburn, y por esa razón es el municipio con una mayoría de Latinos ó personas de color.

La meta inicial de PCUN fue unir y organizar a los pineros y campesinos con el fin de mejorar sus condiciones de trabajo. La organización se esfuerza en capacitar a los trabajadores agrícolas y tomar medidas contra la explotación sistemática de trabajadores. Con ese fin, PCUN ha estado involucrado en un número de esfuerzos para ayudar a la comunidad Latina y organizar a los trabajadores.

Algunos ejemplos del trabajo que PCUN ha logrado a través de los años incluye la asistencia de 1,300 inmigrantes que presentaron solicitudes de amnistía bajo la reforma de inmigración y la ley de Control entre 1987 y 1988; la creación de un proyecto para educar a los trabajadores agrícolas sobre pesticidas; la promoción de legislación para ayudar que los trabajadores agrícolas tengan derechos para negociar un contrato laboral en forma colectiva; y la co-fundación de la corporación de desarrollo y vivienda para los trabajadores agrícolas, entre muchas otras cosas. PCUN continúa sus esfuerzos organizativos a través del comité de negociación colectiva y su centro de servicios para los trabajadores agrícolas. También a colaborado con una variedad de organizaciones locales, tales como campesinos Housing Corporation, la Voz Hispana Causa Chavista, Mujeres Luchadoras Progresistas de Oregon, coalición de derechos de inmigrantes del estado CAUSA, Latinos Unidos Siempre (LUS), Mano a Mano Family Center y la coalición de Salem-Keizer por la igualdad, entre otros. Estas organizaciones también forman parte del instituto de liderazo de PCUN que se llama CAPACES.

CAPACES es un movimiento colectivo que trata de fomentar colaboración y entrenamiento dentro de la comunidad Latina de Oregon.

Hoy en día, PCUN ha registrado a más de 5,000 miembros dentro del sindicato. PCUN es la organización más grande de trabajadores agrícolas y reforestación en el estado de Oregon, y es la organización Hispana más grande del estado.

Content Description

The Píneros y Campesinos Unidos del Noroeste (PCUN) records contains information about the history of Oregon's union for farmworkers and treepplanters. The materials include a number of Spanish and English correspondence, newsletters, publications, documents, and an extensive assortment of newspaper articles from different print publications that chronicle some of the struggles and fights for justice of the union. This includes addressing issues related to the living and working conditions of farmworkers, such as, housing, immigration, minimum wage, pesticides, etc.

The collection also contains a number of posters and photographs that depict various union activities, and many bilingual audio recordings that document the union's annual conventions, press conferences, educational and forums. All audio recordings are in cassette format. No digital files are available at this time.

La colección de los Píneros y Campesinos Unidos del Noroeste (PCUN), contiene información sobre la historia del sindicato laboral de pineros y trabajadores agrícolas que tiene su sede en Woodburn, Oregon. Los materiales en Español e Inglés que se encuentran en esta colección incluyen una serie de correspondencia, boletines, publicaciones, documentos variados, y un amplio surtido de artículos de periódico de diferentes publicaciones que relatan algunas de las principales luchas por justicia con los que el sindicato ha estado involucrado. Esto incluye asuntos ligados con la vida y condiciones laborales de los trabajadores del campo. Por ejemplo, vivienda, inmigración, salario mínimo, pesticidas, etc.

La colección también incluye una serie de posters y fotografías que muestran diversas actividades de la unión, y grabaciones de audio bilingües que documentan las convenciones anuales del sindicato, conferencias de prensa y foros educativos. En este momento, no hoy copias mp3 ó archivos digitales de las grabaciones, todas están en formato de cassette.

Use of the Collection

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Preferred Citation :

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Administrative Information


Detailed Description of the Collection

Series I: Farmworker Issues, 1976-2000

This series consists of a number of a variety of documents that relate to immigration issues, particularly, in relationship to farmworker rights and legislation.

Esta serie consiste de una variedad de documentos relacionados a temas the inmigracion, particularmente, en cuanto a los derechos de campesinos y legislaciones de trabajadores.

Container(s)	Description	Dates
Box	Folder	
Subseries A: Immigration: bills, programs and hearings		1976-2005
Box	Folder	
1	1	HR 14535
1	2	S 3074
1	3	H-2A
1	4	Bracero
1	5	S.B. 335
1	6	H.B. 2376
1	7	S.B. 553
1	8	H.B. 2867
1	9	Oregon leg (bills)
1	10	S.B. 16
1	11	H.B. 2933
1	12	Wyden: Contributor data
1	13	S.B. 1205
1	63	S.B. 1250
1	14	H-2A Study
1	15	H-2A strategy
1	16	H-2A campaign letter and correspondence
1	17	H-2 packets
1	18	Economic articles for H-2A fight
1	19	H-2A
1	20	H.B. 2405
1	21	Rep. Smith - H.R. 2377
1	22	S.B. 531
1	62	Senate Hearing
1	23	H-2A documents
1	24	Guestworker article updates
1	65	Guestworker article updates
1	25	H-2B
1	26	Immigration report
1	27	Guestworker packet originals
1	28	Idaho H-2B application
1	29	Smith/Wyden Guestworker bill
1	30	H-2A articles news print
1	31	L and B re-orientation /H-2B application
1	32	S.B. 38
1	33	S 1563
1	34	H.B. 2430
1	35	Wyden/Smith bill
1	36	1998 JF Schmidt, H-2A order
1	37	S 2260
1	38	H-2A Blumenauer
1	39	Guestworker articles and other documentation
1	62	Wyden/Smith campaign
1	40	S.B. 1115
1	64	S.B. 1115
1	41	Guestworker program, Smith-Wyden bill/H-2B
1	42	Bracero Summit
1	43	Ways and Means Hearing on Farmworkers
1	44	H.B. 2907 housing exception
1	45	Smith/Graham Biel, SB 1814, 1815
1	46	Guestworker bill debate
1	47	Senate bill 178, Oregon comm/Hispanic Affairs
1	48	House/Senate bills 99, 675-s, 588, 983, 529, 617, 890-s, 3015, 2633, 2793, 3220-h


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Women's archives

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This Guide

Overview

The "Women's Archives" area consists of various archival fonds and collections related to the women's history in Canada and more closely to the feminist movement since the 1960s.

They comprise many non-governmental organizations and individuals archival fonds who worked for the improvement of the political, social and economical condition of Canadian women. The *Canadian Women's Movement Archives (CWMA)* Collection and the *Canadian Women's Movement Archives (CWMA)* fonds are two major resources for research on contemporary women's movement in Canada.

Related Research Guides

- Canadian Studies
- History
- Human Rights
- Feminist and Gender Studies

Useful Links

- Catalogue
- Classic Catalogue
- Joint Chair in Women's Studies, University of Ottawa and Carleton University
- Pauline Jewett Institute of Women's and Gender Studies
- Institute of Feminist and Gender Studies

Women's Archives-Finding Aids

When an archival fonds has been processed and described, a detailed finding aid is available and provides specific information on the documents and the context.

Some archival fonds and collection are not fully described yet. In some cases a preliminary inventory is available and provides a general overview of the content.

- Andrews, Pamela (X10-67) - objects
- Andrews, Pamela (X10-67) - textual documents
- Backhouse, Constance (X10-107) - textual records
- Bold Print (X10-19) - Textual documents
- Business and Professional Women's Club of Ottawa (X10-28) - textual documents
- Canadian Journal of Women and the Law (X10-74) - textual documents
- Canadian Women's Movement Archives (X10-1) - photographs
- Canadian Women's Movement Archives (X10-1) - textual documents
- Collection of Documents on the Canadian Women's Movement (10-2) - objects
- Collection of Documents on the Canadian Women's Movement (X10-2) - fabric
- Dewolf, Theresa (X10-83) - graphic material
- Dewolf, Theresa (X10-83) - textual documents
- Durham International Women's Day Committee (X10-79) - textual documents and Graphic material
- Healthsharing Magazine and Collective (X10-3) - textual documents
- Midwifery Task Force of Ontario (MTF) : Mothers Are Women (MAW) (X10-13) - textual documents
- Montréal Women's Network (X10-5) - textual documents
- National Action Committee on the Status of Women (X10-24) - textual documents
- National Association of Women and the Law (X10-36) - textual documents
- Nelson, Lou (X10-34) - graphic material
- Nelson, Lou (X10-34) - objects
- Nelson, Lou (X10-34) - textual documents
- Ottawa Women's Place (X10-20) - textual documents
- Recovered Memory Task Group (X10-101) - graphic material
- Recovered Memory Task Group (X10-101) - object
- Recovered Memory Task Group (X10-101) - textual documents
- Royal Commission on the Status of Women (X10-108) - textual records
- Table féministe francophone de concertation provinciale de l'Ontario - graphic material
- Table féministe francophone de concertation provinciale de l'Ontario - textual documents
- Wages for Housework, Wages Due Lesbians, Lesbian Mother Defense Fund (X10-8) - graphic material
- Wages for Housework, Wages Due Lesbians, Lesbian Mother Defense Fund (X10-8) - textual documents
- Women's Resource Centre of the University of Ottawa (X10-7) - textual documents
- Wood, Myrna (X10-17) - textual documents

Thematic Guides


These guides were primarily conceived to index approximately 2,000 women's groups and events that are part of the *Canadian Women's Movement Archives Collection (X10-01)*. However, they also cross reference other fonds relating to the theme.

- Abortion
- Arts
- Business
- Child Care
- Color
- Conferences
- Demonstrations
- Education
- Ethnic Groups
- Feminist Press
- Health
- Housing
- Immigrant Women
- IWD
- Labour
- Law
- Lesbians
- Medias
- Music
- Native Women
- Politic
- Pornography
- Poverty
- Prostitution
- Rural Women
- Self Defence
- Sexual Assault
- Spirituality
- Sport
- Violence

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American Musicological Society records

Ms. Coll. 221

This is a finding aid. It is a description of archival material held at the University of Pennsylvania. Unless otherwise noted, the materials described below are physically available in our reading room, and not digitally available through the web.

▼ **SUMMARY INFORMATION**

Repository: University of Pennsylvania: Kislak Center for Special Collections, Rare Books and Manuscripts

Creator: American Musicological Society.

Title: American Musicological Society records

Date [inclusive]: 1934-1992

Call Number: Ms. Coll. 221


Extent: 122 boxes

Language: English

Abstract: This collection comprises the administrative records of the Society, reflecting trends in musicological scholarship and academic training through the course of the twentieth century. Included is correspondence with individuals and institutions related to music research, as well as correspondence among officers of the Society and among committees. Also included are minutes, membership records and directories, records of annual meetings, events and chapters, financial and tax records, and miscellaneous administrative records. Publication series contains substantial correspondence with authors and editorial staff regarding scholarly works, including Tischler's Earliest Motets, the Works of William Billings, Ockeghem's Works, and the New Josquin Edition. Administrative correspondents include Presidents Charles Seeger, Curt Sachs, Gustave Reese, Donald Grout, William Mitchell, William S. Newman, Oliver Strunk, Jan LaRue, James Haar, Claude Palisca, Margaret Bent, H. Wiley Hitchcock, Janet Knapp, and Lewis Lockwood; Treasurers Otto Albrecht and Paul Henry Lang; Executive Director Alvin Johnson; Secretary Rita Benton; and Members of the Board Nino Pirrotta, Manfred Bukofzer, Alfred Einstein, Arthur Mendel, and Edward Lowinsky.

Cite as: American Musicological records, Kislak Center for Special Collections, Rare Books and Manuscripts, University of Pennsylvania

Finding Aid's Permanent URL: http://hdl.library.upenn.edu/1017/d/ead/upenn_rbml_MsColl221

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▼ **BIOGRAPHY/HISTORY**



Musicology was a young and relatively unacknowledged field of scholarship in the United States in the 1920s and early 30s, on the eve of the founding of the American Musicological Society. Though music was highly valued in this country as both high culture and popular entertainment, the systematic study of music was only beginning to gain recognition as a serious scholarly pursuit. Music programs in American universities offered primarily vocational training for such careers as performer and music instructor. It was not until 1930, with the appointment of Otto Kinkeldey at Cornell, that an American university offered a faculty position for musicology. Cornell also awarded the first American doctoral degree in Musicology in 1932 to J. Murray Barbour, later a President of the AMS. Over the next sixty years the field of musicological research burgeoned in American University programs, as music scholars gained influence and professional stature. A small group of American musicologists, passionate about their own research and devoted to the expansion of the field, formed the nexus of the movement which would transform the role of music study in American higher education for later generations of scholars. Among these ground breaking scholars were the founders of the American Musicological Society: Helen Roberts, George S. Dickinson, Carl Engel, Joseph Schillinger, Charles Seeger, Harold Spivacke, Oliver Strunk, Joseph Yasser, and Gustave Reese.

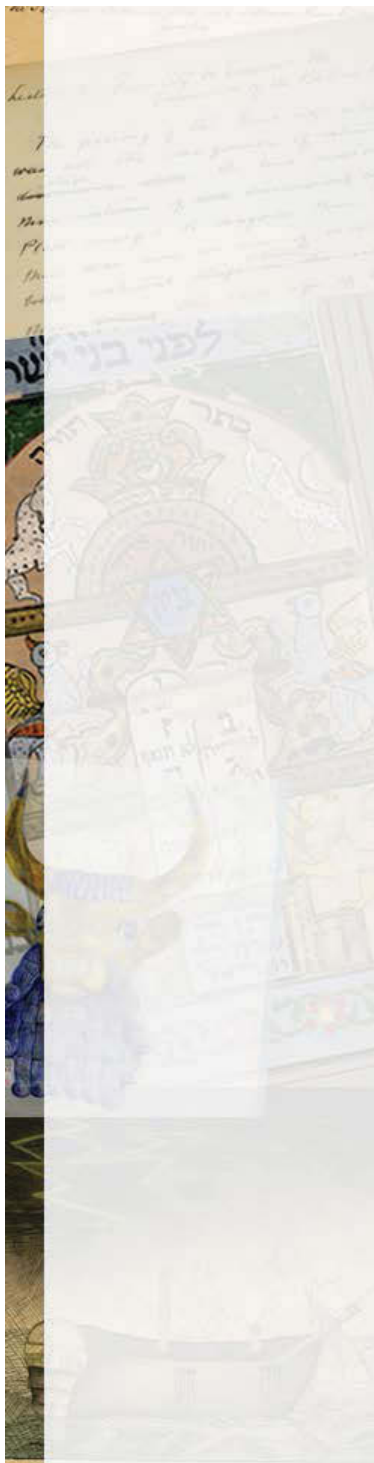
In the early decades of the twentieth century, American musicologists depended on European resources, both financial and institutional, for the support of their scholarship. The *Internationale Musik-Gesellschaft* served as the international society of the field and produced its primary scholarly journals. The U.S. branch of the IMG functioned as the center for American scholarly debate on music between 1907 and 1914. When World War One brought the dissolution of the European IMG, however, its American offspring could not survive independently, and all formal organization of musicologists temporarily died out. The International Musicological Society, founded in Basel in 1927, filled the gap left by the IMG in Europe, but an attempt to establish an American branch of the IMS in 1928 was largely unsuccessful. Though the Music Teachers' International Association, founded in 1876, served as a forum for the exchange of debate on music, the MTNA increasingly attracted those interested in practical musical instruction. The music community felt a growing need for an organization devoted specifically to musical research.

New York Musicological Society, 1930-1934

By the early 1930s musicology had gained a place in American academics; universities began to offer faculty positions in musicology and to institute programs of musicological training for their students. The scholarly world was ready for the revival of an American society of musicologists. "[I]n New York City, a small group of men interested in the rapprochement of science and music met on the evening of January 20, 1930 with the purpose of organizing a purely local society." [1] This group of men and women, calling themselves the "New York Musicological Society" envisioned a select membership of active scholars, meeting once or twice a month to read papers and engaging in organized debate on scholarly topics. "The interest of the group is, it is true, avowedly systematic rather than historical, stressing speculative and experimental methods in close liaison with the vanguard of the liaison with the vanguard of the living art of music." [2] Over the course of its brief existence the NYMS held thirty-five meetings and had published three volumes of its Bulletin.

Even at the time of their founding the New York Musicological Society foresaw the dissolution of their local group when the interest and resources were found to organize a society of broader scope: "It is hoped that this will form the nucleus for a National Society." [3] On June 3, 1934, a handful of members of the New York Musicological Society met to discuss the organization of such a society, dedicated to advancing "research in the various fields of music as a branch of learning." They passed the following resolution:

The New York Musicological Society has flourished during the past five years as a small group interested chiefly in the systematic approach to Musicology. At a meeting of the executive committee it was



unanimously decided: 1) that a broadening of scope to include all subjects of musicological interest is imperative; 2) that to accomplish this it will be necessary to reorganize on a national scale.

The group approached Otto Kinkeldey to serve as their first president, and named the organization the American Musicological Society (it was briefly an Association rather than a Society). By the spring of 1935 the AMS comprised three chapters: Greater New York, Western New York, and Washington Baltimore. The AMS held their first annual meeting that year in Philadelphia, in cooperation with the Music Teacher's National Association.

International Congress, 1939

As the second World War sapped the European intellectual sphere of its financial resources and intellectual energies, and as some of the finest European scholars fled to the United States; the time was ripe for American musicologists to step into a leadership role worldwide. As German-born Alfred Einstein wrote of German scholarship in 1939, "since [1933] there has not been any more unhampered research in the field of musical science." [4] Unlike European nations, "America ha[d] the liberty to be creative in the field of musicology and to select her methods from Europe." As Einstein pointed out, no European country was at liberty to organize a gathering in that year, and European scholars looked to America for the sustenance of free scholarship. Indeed, the American group took up the banner with grace. Mere weeks after Hitler's invasion of Poland, the AMS played host to some of the world's finest music scholars at the International Congress held in New York City. The first such gathering of international scholars of music in America, this congress defined the central role the AMS would play in the decades ahead for musicology worldwide.

By all accounts, the congress was a tremendous success, and in fact drew more attention in the national press than musicology conferences today. Among the speakers were such eminent scholars as Dragan Plamenac (Yugoslavia), Manfred Bukofzer, Knud Jeppesen (Denmark), Otto Gombosi, (Hungary), Fernando Liuzzi (Italy), Alfred Einstein and Curt Sachs. George Herzog's presentation on the Anglo-American folk origins of Negro spirituals created a stir among the press. Not only did the congress provide the AMS with international recognition as a leading organization in the field of music scholarship, it also established the validity of the study of New World musical traditions. As Arthur Mendel wrote in the *Musical Times* (November 1939), "The keynote of the Congress was undoubtedly the aim to demonstrate that America has . . . a musical past, as well as a present and a future." American musicology had come into its own.

Growth and Recognition

Over the next decade the Society grew steadily. During the war years, this growth was in part due to the stream of European musicologists who made the United States their home and established themselves in American universities. This wave of immigrations invigorated the scholarly community in the United States and broadened the scope of American resources and scholarship. Some of these immigrants were among the most prominent members of the AMS, both in their personal scholarship and in the scope of their vision for the future of musicology as a profession. Edward Lowinsky involved himself with almost every aspect of the society, most significantly the Josquin Festival, but also including the establishment of various awards and the planning of the Kennedy Center Conferences. Manfred Bukofzer was a longtime board member, and his legacy lives on in AMS publications which continue to be funded by his bequest. Dragan Plamenac was also a board member and spent many years working on an AMS publication project, the Ockeghem Volumes.

Despite the rapid influx of immigrants, the growth of the Society was limited by the careful restriction of the membership and hence the lack of substantial income from dues. The founders of the AMS had initially imagined themselves as a very select group of scholars who had proven themselves through their publications and their reputation in the field. The rather rigorous membership process required perspective



members to be nominated by a current member (whose nomination was then seconded) and then subjected to a vote by the Board. One negative vote was enough to keep a nominee out of membership. By 1944, having realized the limitations this membership policy imposed, the Board established the category of Associate member for those who shared the interests of the society, but did not qualify professionally for membership. Along with this new category of members, the AMS also began a campaign to recruit new members. By 1947 the membership had grown to 549, and in 1948 the distinction between active and associate members was abolished. By 1997 the membership had reached more than 3,000.

By 1942 the total number of chapters had grown to eight, including New England, Philadelphia, Southern California, and Northwestern Chapters. In 1951 the American Council of Learned Societies (ACLS) admitted the AMS as a constituent member, giving them their final validation as a scholarly organization.

Journal of the American Musicological Society

One of the most decisive steps for the AMS in the effort to gain legitimacy was the founding of the *Journal* in 1948. From the time of the founding of the Society, papers read at annual meetings were published in the Society's Papers. Abstracts of papers read at Chapters were published in the Bulletin. Other news and information was published in the Newsletter, begun in 1944. In 1946, George Dickinson proposed that the Society establish a *Journal* to supersede these various publications, and by 1948 the *Journal of the American Musicological Society* had been founded. Oliver Strunk served as its first editor.

Though the *Journal* editors were not always effective administrators, they were almost always among the most prominent scholars in the field. Following Strunk's high standard were such respected names as Donald Grout, Gustave Reese, Lewis Lockwood, and James Haar. The job of editor was both a great honor and an administrative nightmare. Though the *Journal* brought the Society an influx of institutional memberships, and increased its legitimacy as a scholarly organization, the publication was very expensive and continually plagued with deadline problems. In order to finance the publication the Society was forced to more than double the membership dues. The Executive Board constantly struggled with editors, authors, and the William Byrd Press, who published the *Journal*, to make sure the *Journal* came out on time. In fact, the *Journal* quickly gained a reputation for being late (sometimes up to a year behind schedule) and was a source of embarrassment to some officers. Complaints from the membership flooded in during the 1950s. In several instances an editor left office under unpleasant circumstances. Despite these early problems, *JAMS* is currently received around the world and is recognized as one of the most prestigious journals of music scholarship.

Trends in Higher Education

Over the years changes in the climate of American higher education have been reflected in the operations of the AMS. During the 1940s the influx of European scholars and the resulting increase in the number and variety of doctorates awarded in the U.S. are reflected in the expanding membership roles of the society, dominated by those who had their training abroad, but had now entered the ranks of American educators. At the same time, this rapid growth meant that the parameters of the field and the professional status of its members were in transition. By establishing committees to provide guidelines for doctoral programs and to set standards for the profession, the AMS continued to have input in the development of the field.

From an early date the AMS realized its responsibility to set high educational standards for students, and to ensure that young graduates found the job opportunities they deserved. Caught between roles as scholars and musicians, musicologists often continued to struggle to find their place in academic communities. Claude Palisca pointed out the prejudice against musicologists "from the side of the academic community, which failed to recognize the musician as a full-fledged colleague, and from the members of music departments, who insisted on judging the scholar strictly by standards of practical musicianship." [5] While



musicologists faced such difficulties in the larger academic community, an organization specifically devoted to music research became an important vehicle for providing support (both moral and financial) to music scholars. The AMS constantly discussed and redefined the parameters of the field, and looked towards the future of the profession. Also in the 1970s the ever-tightening job market for academics forced the AMS to rethink their role in providing guidance for young Ph.D.s. This situation led to the establishment of the Placement Service, a joint service with the College Music Society which served as a clearing house for jobs and candidates. The AMS also established committees on job placement and careers, and published several guides to careers in musicology, in and out of academics. Outside the field of musicology, the AMS played a larger role in monitoring trends in intellectual life in general, and in implementing change in the American University system.

In the 1960s as government played a more and more substantial role in funding for the arts and humanities, the AMS was concerned with the establishment and management of such organizations as the National Endowment for the Humanities, and the National Council for the Arts in Education. It fell to scholarly organizations such as the AMS to monitor the methods and means of the NEH and NCAE for supporting music scholarship, both by advising and protesting the actions of these groups. In the 1970s and 80s the AMS took a serious step for the advancement of research on American composers with the establishment of their Committee on the Publication of American Music, and the resulting monographic series on American studies in music.

In the 1980s and 90s trends in American intellectual life led to changing concerns for the AMS as well. Rising awareness of minorities and women's issues, multi-culturalism, gay and lesbian issues, and interdisciplinary studies influenced the formation of committees to address the concerns of the membership, and sparked ongoing discussion. Throughout its history, the choices the AMS made in focusing their creative energies and their financial resources helped to shape the development of American musicological publication and research through the twentieth century.

Endnotes

[1] *Bulletin of the New York Musicological Society*, No. 1, November, 1931.

[2] Ibid.

[3] Ibid.

[4] Einstein, Alfred, "The New Outlook of Musical Scholarship in Europe and America," in *Musical America*, September 1939.

[5] Palisca, Claude, "A Brief History," in *Musicology*, ed. Harrison et al.

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▼ SCOPE AND CONTENTS

The records of the American Musicological Society were donated to the University of Pennsylvania in 1989, with the understanding that the processing and maintenance of the collection would be the shared responsibility of the Curator of the Music Library and the Curator of Manuscripts. While much of the material has a purely administrative interest, the collection as a whole reflects the history of musicology in America through the course of the twentieth century. The names which run through the collection are the eminent music scholars of our age; it was these individuals who shaped the course of musicology in America, both through their scholarship and also through their administrative vision within the AMS. Some of the most significant figures in this collection are Presidents Charles Seeger, Curt Sachs, Gustave Reese, Donald Grout, William Mitchell, William S. Newman, Oliver Strunk, Jan LaRue, James Haar, Claude Palisca, Margaret Bent, H. Wiley Hitchcock, Janet Knapp, and Lewis Lockwood. Otto Albrecht was Treasurer and Business Manager. Rita Benton served as secretary, and Alvin Johnson was long-time Executive Director. Paul Henry Lang served as Treasurer. Nino Pirrotta, Manfred Bukofzer, Alfred Einstein, Arthur Mendel,



and Edward Lowinsky were Members of the Board.

Because officers of the AMS usually only saw each other twice a year, at the spring board meeting and at the annual meeting, the administration of the AMS took place primarily through correspondence. As a result, AMS correspondence records often provide an incredibly rich and detailed account of the decision-making that went on behind any given course of action in the AMS. On the other hand, because it was left up to the individual officers to send their files to the archives, there are often tremendous gaps in the records. Some officers weeded their files significantly before passing them on to a successor. Others discarded the outdated files of a predecessor.

It was not until the early 70s that the AMS gave some thought to an ordered preservation of their records. In 1972 Louise Cuyler made a microfilm copy of the Society's minute books from 1934-1971, and deposited the originals at the New York Public Library. As of 1987 the minute books themselves were considered a permanent part of the NYPL collection. The microfilm remains a part of the Penn collection. In about 1970, Clayton Henderson of Beloit College and later of St. Mary's was appointed archivist, and he began to collect material there with the intention of writing a history of the society. By 1981, Henderson writes that he suspected missing records might be in the Library of Congress, in the Virginia Bonded Warehouse, among the effects of Gustave Reese, and in the New York Public Library of Performing Arts. Certainly some of the material remained in university files of the individual officers.

In 1987 the Society resolved to move all of the records to a central location. Because the Business Office of the Society had been located at the University of Pennsylvania for many years, Philadelphia seemed a logical site for the archive. As John Roberts of Penn's Van Pelt Library wrote at the time, "Because of the long association between the AMS and the University of Pennsylvania, we believe it is highly appropriate that the society's archives be located here." [1] The archives were transferred as a gift to the University of Pennsylvania in January of 1989. Since then various officers and committee chairs have added their files to the collection. Currently the bulk of the material begins with the first meeting of the AMA in June of 1934, and ends with the end of H. Wiley Hitchcock's presidential term in 1992. The most significant gap occurs from 1950-1958; the presidential files of Gustave Reese, Donald Grout (1953-54), Karl Geiringer, and J. Murray Barbour do not appear to have been included.

Some material has been removed from the collection, including personal papers of Otto Albrecht and Alvin Johnson, as well as form letters, publications of societies other than the AMS, tourism brochures, triplicate copies, and ephemera unrelated to the AMS.

General Correspondence

Over the course of its history the AMS had occasion to correspond with many of the principal figures in the field of music research, including professional and scholarly organizations, academic institutions, publishing houses and individuals. This correspondence series consists of letters addressed to officers of the society by outside individuals or organizations. This includes letters from members of the society, and even officers of the society at times before or after their term of office. Letters from these individuals and institutions are filed alphabetically to provide name access to some of the most prominent members of the field of musical research. In contrast, the outgoing correspondence is arranged chronologically in order to allow research on a given time period. This dual arrangement allows a researcher both easy access to individual correspondence and also an overview of the activities and concerns of the society over time. The bulk of the correspondence dates from the late 1930s through the mid-1980s.

The earliest correspondents include some of the Society's founding members, including Charles Seeger and Curt Sachs. Paul Henry Lang, one of the founding members of the Society, periodically wrote to clarify his views on the future of the Society. William Newman, onetime president of the AMS often offered his opinions as



well. Isabel Pope was one of the only prominent female members of the AMS in the 1940s, along with Helen Hewitt and Helen Heffron Roberts. Helen Roberts wrote to Secretary Gustave Reese in 1934 to propose that the American Society for Comparative Musicology, of which she was Secretary, merge with the AMS as a recognized branch. Alfred Einstein was one of the most prominent immigrant members of the young society. His daughter Eva established an award in his honor after his death.

Some of the earliest correspondence relates to the 1939 International Congress in New York. Noah Greenberg of New York's Pro Musica also wrote about performances for the Congress. Knud Jeppesen first had contact with the AMS in 1939 when he came to New York as a delegate. He was later elected to Corresponding membership in the society. Romain Rolland, French novelist and musicologist, was forced to decline an invitation. His letter of regret was presented at the opening of the Congress and was quoted widely in daily newspapers. Albert Schweitzer also sent a letter of regret. Other eminent musicologists who wrote regarding their attendance at the Congress were Johannes Wolf, Albert Smijers, Francisco Curt Lange and Otto Gombosi. The 1961 Congress was also a stimulus for correspondence, including Boris Goldovsky, who wrote to discuss a performance of Paisiello's King Theodore, as did Arthur Schoep. Mantle Hood, also active on AMS committees, was a key figure in the organization of the Congress, as well as a prominent ethnomusicologist. Emanuel Winternitz, of the Metropolitan Museum, worked on performance arrangements for the Congress and was also a Council member.

Often individuals who served on the Council or had completed terms as officers or Board members wrote to advise or to offer constructive criticism. Margaret Bent and Larry Bernstein, both active members and administrators of the AMS, wrote with various proposals for the goals and organization of AMS. Additional correspondence from them, as well as from David Boyden, may be found throughout the collection. H. Wiley Hitchcock, later AMS president, writes in 1970 with a brief bibliography on early American music. Harold Spivacke was a member of the board and council, and occasionally communicated on library issues. Denis Stevens, musicologist and conductor, as well as AMS council member, wrote to comment on the 1968 Annual Meeting. Though he never served as its president, Edward Lowinsky served on many of the Society's committees and was especially involved in the establishment of prizes and awards, and had a clear concept of the importance of the AMS in national educational issues. Dragan Plamenac, a member of the board and honorary member, was until his death the editor of the Ockeghem Volumes, a long term AMS publications project (see also Publications, Ockeghem).

Other members, even if they never served as officers, made a career-long commitment to the AMS through their service on committees and their work on special projects. Martin Picker was primarily involved in publications and also served as editor of the Journal. He writes to comment on the feasibility of a library research center in Italy. Manfred Bukofzer was active on many committees in the Society and eventually gave a substantial bequest to the Society's publications endowment (see Treasurer, Funds and Bequests). Helen Hewitt, a board member of the AMS and compiler of the early versions of the Doctoral Dissertations in Musicology, wrote primarily concerning her professional projects (see also Board Correspondence and Publications, Special Projects, DDM). Cynthia Hoover, a librarian at the Smithsonian Institute, was active member of the U.S. Bicentennial Committee and the Committee on the Publication of American Music, in particular the Billings project (see also Publications). Irving Lowens, a notable music critic, was involved in such AMS projects as the Kennedy Center Festivals and in 1975 wrote to explain his position on AMS involvement in the events.

Other members wrote to promote issues in which they had an vested interest, to ask the AMS to endorse their projects, or to incite political action by the AMS. Barry Brook was a frequent correspondent regarding his inventory projects (see also Affiliations, RILM). Malcolm Brown had close ties with Soviet Musicologists as well as IREX and wrote to sponsor various exchange trips (see also Affiliations, IREX). Vincent Duckles of the Music Library Association was concerned with the research



library element of the field; he devoted considerable energy to the proposed establishment of an American Library Center for Musicological Research in Rome (see also Music Library Association and Special Topics, American Library Center in Italy). Richard S. Hill, the editor of MLA's NOTES, was also active in the AMS, especially in the committee on RISM. In 1975 Don Krummel applied to the AMS to endorse his NEH Grant application for a Directory of Source Materials in Early American Music. Arthur Mendel served on AMS committees and frequently applied to the board for political action or reform, including appointments to NEH and the cutback on hours at the Library of Congress. James Pruett of the Library of Congress wrote in 1990 to draw the attention of the AMS to the copyright legislation which he believed threatened musical scholarship. In 1954 Alex Ringer wrote to express his feelings about the Howell Bill, then under consideration.

There were of course those members who brought problems and complaints to the attention of the Board. Tim McGee offered the Canadian viewpoint to the Society, and incited debates on the treatment of Canadian members by the AMS and on the possibility of establishing a Canadian chapter. Alex Main, for some time a member of the Chapter Fund Committee, wrote several letters in 1990 to enquire about the AMS policies for selecting papers to be read at annual meetings; many prominent scholars, he argued, were rejected time and again in favor of less qualified presenters.

In the years after its founding the AMS was forced to define the parameters of its intellectual projects. This effort at self-definition necessarily excluded some members and, as a result, splinter groups often formed. Some groups were formed to provide an alternative to the AMS. As the head of the American Institute of Musicology in Rome, Armen Carpetyan was a difficult correspondent for many decades. On several occasions the AMS tried to form a lasting affiliation with the AIM, but with limited success. While the AIM and the AMS did collaborate on the publication of the *Arcadelt* volume, Carapetyan remained distrustful of the Society and often accused them of exclusionary practices (see also in Correspondence, AIM, in Publications, *Arcadelt*; Committees, AIM; and Affiliations, AIM). Gilbert Chase was an early member who was heavily involved in Latin American Musicology. He too was sometimes disappointed by the AMS's willingness to support ties with other Musicological organizations. The American Musical Instrument Society was another interest group organized out of the AMS. Its members, notably former AMS registrar Cecil Adkins, were often sensitive about what they saw as the AMS's exclusion of their interests. The Society of Ethnomusicology and the Society of Music Theory were both created out of AMS membership pool, and often the societies met jointly. Charles Seeger was a prominent figure in the early years of the AMS, but as time wore on he began to associate himself more firmly with the SEM, which he had founded; in the 1960s Seeger and Strunk corresponded on the possibility of a merger between the AMS and SEM. Of course the AMS looked warily at first on what might seem to be a fragmenting of their unified organization. As time went on, however, they welcomed the new perspectives afforded by these younger societies.

Throughout its history the AMS constantly renegotiated its ties to various professional and scholarly organizations; they both depended on the support and resources of these organizations, and also wished to maintain their own separate group identity. The American Council of Learned Societies elected the AMS a constituent member in 1951. It is through the ACLS that the AMS expresses its views on arts and education in America. The ACLS also offers funding to the Society (see also, Affiliations, ACLS). The International Musicological Society was another important affiliation for the AMS. They occasionally held their annual meetings in conjunction with the IMS Congress, and AMS officers often served on the board of the IMS. In addition to correspondence relating to their joint meetings, the IMS also wrote regarding projects they helped to fund, including the Doctoral Dissertations in Musicology Series. For many years the AMS was a member of the National Music Council, until they resigned their membership in 1969. Through its contact with the American Association of University Professors, the AMS maintained its interest in the professional lives of its members.



In addition to the memberships it held in umbrella organizations, the AMS also had affiliations to societies with which they formed joint committees or planned joint meetings. The College Music Society often held joint meetings with the AMS and collaborated on such projects as the Placement Service (see also Annual Meetings and Publications, Special Projects, Placement Service). The Music Teacher's National Association was a forerunner of the AMS, and for the first several years the AMS participated jointly in the MTNA annual meeting. Karl Gehrken of the MTNA wrote in 1937 to negotiate an affiliation between the two organizations. For a period in the 1940s the AMS offered free memberships to the winners of the Mu Phi Epsilon award. The Music Library Association shared many members with the AMS and was involved in many joint projects, including joint annual meetings, the translations center, and the reprints committee. For a brief period in the 1970s the AMS worked with the Kennedy Center to plan a series of Festival-Conferences featuring individual composers. While the Haydn and Mozart Festivals were a success, other events were canceled, and the project was eventually abandoned (see also Committees, Kennedy Center, and Events). The International Research and Exchanges Board organized Soviet-American exchanges in the 1980s. The Modern Language Association provided the AMS with use of their computer system to process their mailing list. Other related societies include the International Association of Music Libraries and the Music Educator's National Conference.

Among other correspondents are the following prominent musicologists: Karl Geiringer, Donald Jay Grout, Charles Hamm, Glen Haydon, Daniel Heartz, George Herzog, Lloyd Hibberd, Joseph Kerman, Otto Kinkeldey, Jan La Rue, Alfred Mann, Dayton Miller, Hans Nathan, Otto Ortmann, Carl Parrish, Nino Pirrotta, Curt Sachs, Egon Wellesz, Anselm Hughes, and Eric Werner. Erich Hertzmann wrote personal letters to Oliver Strunk and his wife over several decades. In 1974 Paul Pisk wrote to communicate his intention of leaving \$20,000 to the AMS in his will. As a result of its early connection with New York City, the AMS has reason to correspond with the New York Public Library, where they frequently held board meetings and later stored their records. The law firm of Rodwin & Rodwin provided legal advice for the AMS, especially in their publications contracts and constitution.

Board and Council Correspondence

Sometimes called Members at Large, Executive Committee, Executive Board, or Board of Directors, this group included the officers of the society and four elected representatives (six in the earlier years). Each board member served two years, with staggered terms. The correspondence of the Board generally reflects the debates and discussions of the administration over the years. Often this includes circular letters soliciting opinions of board members, or even ballots requiring a vote. Council Correspondence includes only circular letters to the council members; letters from the Council are filed under the member's name in general correspondence. Names of Officers, Board, and Council Members can be found in Administrative Records, List of Officers.

Other Correspondence includes Inquiries and Solicitations, which consists of form letters, requests for address lists, and requests for information. Invitations are primarily for inaugural events, to which the AMS was expected to send a representative.

Correspondence filed elsewhere in the collection includes: letters from members relating simply to issues of membership (Membership); correspondence among committee members, or between committees and outside organizations (Committees); correspondence among the publications committee, between editors and the officers, and between the publications committee and authors and publishers (Publications); correspondence among arrangements committees, or between arrangements committees and hotels, insurance brokers, exhibitors, etc. (Annual Meetings); correspondence between chapter officers and the Society (Chapters).

Minutes

The decision-making of the Society is made primarily by the Board, at their Biannual



Meetings. The Board met once in the spring, often at the site of that year's coming annual meeting; in early years meetings of the Board were held at the New York Public Library. A second meeting of the Board was held in the fall or winter at the Annual Meeting itself. At the annual meeting, two board meetings were held: one for the outgoing board and one for the incoming board. In all cases the president collected items for the agenda throughout the year, sometimes at the request of members, and sometimes on his own initiative. This included periodical reports from the chairs of various committees. An agenda for the meetings was filed with the secretary and sent out ahead of time to board members. The secretary took notes at the meetings and sent a draft to the president and executive director for corrections. A final version of the minutes was supplied to the Board for approval at the beginning of the next meeting. Other regular meetings include meetings of the Council and Business Meetings. Meetings of the General Membership were eventually abandoned.

This series includes minutes of the Society from the time it was established to the present day. This includes agendas, drafts of minutes and final versions of minutes. When attachments were included they are filed with the minutes. Microfilm of early records are available. Minutes from the years 1983-1988 are bound in notebooks along with relevant documents. An index of the minutes records topics discussed in meeting from 1954 to 1962. Also included is a list of missing minutes.

Membership

In the first years of the Society, acquiring membership was an arduous task. A member must first have been nominated by a current member, which nomination was then seconded. A lengthy application was then filed, including recommendations, and then was subject to approval of the board. When a hierarchized membership was created in 1948 (by the Committee on Instituting a New Class of Members), the Board had to first decide whether the candidate merited Active or only Associate Membership and then had to review these memberships annually. In the late 1930s and early 40s Gustave Reese kept member files alphabetically by the name of the member. These files include nominations, applications, recommendations, ballots from the Board and incidental correspondence with the applicant. William Mitchell continued much the same practice in the late 1940s and early 50s. By the mid-fifties, however, when Louise Cuyler took over as secretary, the membership process had been much simplified. By this point anyone could be accepted as a member, as long as dues were paid. For this reason it was simpler for Cuyler to file applications chronologically by year and then alphabetically by member name.

In early years the Society had a Membership Committee, first charged with organizing applications and later with recruiting members. The correspondence of this committee spans the years 1935-1962 and includes promotional membership material. The committee on Honorary and Corresponding Members proposed individuals to receive Honorary Memberships, and foreign individuals to be honored with Corresponding memberships. The list of proposed names was then revised and approved by the Board and voted on by the Council.

After the dissolution of the Membership Committee, the position of Membership secretary (later Registrar) was established. Cecil Adkins served as Registrar from about 1969 to 1978 and ran the membership office out of the North Texas State University. Adkins was responsible for processing new members, collecting dues, and maintaining the membership list, which he eventually computerized. Mailing labels came from this office as well. This correspondence is primarily between Cecil Adkins and the Treasurer and Business Manager, first Otto Albrecht and later Alvin Johnson, regarding membership accounts. Member letters are mainly letters between the members and the secretary, regarding the status of their membership or posing a question. Also included are forms and form letters, membership cards, and other materials relating the membership. Directories were published periodically in the Journal, and eventually brought out annually as a separate publication.

Committees



AMS-50: In honor of the Society's fiftieth anniversary the AMS resolved to establish a dissertation fellowship for doctoral students in musicology. This began a long-term fund raising efforts, in which the campaign committee, with the help of an NEH matching grant raised over \$500,000. For most of this period D. Kern Holoman was the energetic chair of the committee, generating a great volume of correspondence with prospective donors as well as organizing fund raising events and publicity mailings. By 1986 the AMS-50 Fellowship Committee was able to consider their first batch of applicants. This correspondence primarily includes correspondence between committee members and between officers and committee members, as well as correspondence with recipients. In addition, submissions from candidates for the 1990 year are also included, giving an idea of the committee's work of evaluating and eliminating prospective dissertations. Controversy over gender bias in the appointment of committee members and in the awarding of fellowships troubled this committee for several years. A Scrapbook of clippings and photos related to the AMS-50 benefit at the Annual Meeting in Cleveland in 1986 has been removed to the Memorabilia Series.

Awards: Over the years several generous gifts and bequests allowed the AMS to establish annual awards. The Einstein Award, established in 1967, was made possible by Eva Einstein in honor of her father Alfred Einstein, to be awarded annually to the best article published by a young scholar. This award suffered much criticism over the vague terms of its requirements (this criticism included allegations of sexism), and underwent several revisions. The Noah Greenberg Award was established anonymously in 1976 in honor of Noah Greenberg, to be awarded annually to a performance group. The Kinkeldey Award was endowed with a bequest from Otto Kinkeldey to be awarded annually to a book published on a musicological topic. The Paul A. Pisk Prize was first awarded in 1991, for the best scholarly paper by a graduate student. Though the committees in charge of awarding these awards were sometimes appointed a year or two in advance, this material is all filed chronologically by the year in which the award was granted. Correspondence includes the establishment and revision of guidelines for the awards, discussion of the candidates by the committees, complaints directed to the committees, correspondence with donors and recipients. Also included are copies of award citations, blank samples of awards certificates, and historical lists of awards recipients. Recordings by two winners of the Greenberg award can be found in Box 119 with Memorabilia.

Nominating: The nominating committee was appointed to nominate candidates for officers of the society and for council members. The list of nominees was submitted to the Board for approval, and then voted on by the membership as a whole. This committee influenced the direction the society headed from year to year in its choice of candidates. In compiling a list of nominees, the committee hoped to find the most distinguished scholars in their field, while also presenting slates balanced between men and women, with a representation of diverse specializations, institutional affiliations, and regional distribution. The relative success or failure of the committee to achieve this goal was constantly under debate. The records of the nominating committee include discussion of candidates, sample ballots, candidate biographies, election counts, and miscellaneous election material.

Special Committees: In addition to permanent committees with long-standing functions, presidents occasionally appointed ad hoc or supervisory committees. While some of these committees served only a brief period, others significantly influenced the policies of the Society. As a scholarly organization the AMS was of course concerned to monitor the development of the field of music education, especially to ensure that graduate programs instituted and maintained high standards for their training. Committees related to music education include: Curriculum and Accreditation, GRE Committee, Graduate Studies, Graduate Standards, Interdisciplinary Studies, Music Education in Secondary Schools, and Musicology.

The various committees relating to careers reflect the job shortage beginning in the late 1970s and demonstrate the growing awareness on the part of the AMS of their



responsibility to guide young Ph.D.'s into the professional world. These committees include Academic and Non-Academic Employment, Career Options, Career Related Issues, and Hiring Procedures. The Committee on Academic and Non-Academic Employment undertook a project of publishing a handbook of career guidelines, under the supervision of Cynthia Verba.

Some committees arose from concern over discrimination on the job market, and a heightened sensitivity to under-represented groups. The Committees on Cultural Diversity, on Outreach, on the Status of Women, and on Minorities, were all extremely vocal. While at times they may have encouraged a kind of hysterical paranoia among some committee members, in general these committees promoted a more balanced representation of interests among officers and awardees. The Committee on Committees was responsible for drawing up an explanation of the functions of each committee, and describing rules of appointment and rotation. The U.S. Bicentennial Committee designed a project in honor of the American Bicentennial in 1976. The Committee's project, the publication of the *Complete Works of William Billings*, later blossomed into the Committee on the Publication of American Music (see Publications). Other miscellaneous committees include the Committees on the American Institute in Rome, on Automated Bibliography, on a Central Business Office, the Collegium Committee, the Committee on Editorial Policy, on the Encyclopedia Project, on the Kennedy Center Festival Conferences, the Ad Hoc Committee on Local Arrangements, the Committees on Reorganization, on Reorganization of the Council, on Reprints, on Technology, and on the Translations Center.

In addition to correspondence among individual committees and reports of those committees are lists of committee appointments, form letters to committee chairs, and other miscellaneous material.

Publications

The Publications projects of the AMS are perhaps the most concrete way the Society exerted its influence in musicological scholarship. The Publications Committee met to formulate projects, give editorial input, or select projects for their financial support. This committee initially took on Publications projects of their own, in which committee members served as a virtual editorial staff. These projects often took decades and outlived individual editors. Several of the works published by the AMS are invaluable additions to the field of scholarship, including the *Collected works of Ockeghem*, edited by Dragan Plamenac, *The Complete Works of John Dunstable*, edited by Manfred Bukofzer, and Joseph Kerman's Elizabethan Madrigal. *The New Josquin Edition* was jointly undertaken with a Dutch Press (the VNM). Hans Tischler's *Earliest Motets* was another project that spanned the terms of several different committee chairs. The records of the Publications Committee include correspondence among committee members, editorial comments from the members to authors, submissions, contracts, and drafts. Page proofs of the Ockeghem work have been removed to Oversize in Box 120.

The *Works of William Billings* was undertaken by the U.S. Bicentennial Committee. It was out of this project that the Committee on the Publication of American Music was born in 1981. This committee included such prominent Americanists as Richard Crawford and H. Wiley Hitchcock. Cynthia Hoover of the Smithsonian was another dedicated member. This committee made grant application to the NEH for a long-term project to publish monographic studies on American music. The records of COPAM contain correspondence, proposals, NEH grant applications, and contracts. Though the *Journal of the American Musicological Society* often functioned as a separate body, and though its records are contained in a separate collection, the AMS Board did make some basic organizational decisions, including the appointment and dismissal of Editors and the Editorial Board. This sub-series contains correspondence between the president of the Society and the Journal Editor and Editorial Board, Reports on the Journal, and papers relating to producing the Journal's Index. The Society sent out a Newsletter from as early as 1944 to circulate news and information to its members. It was initially thought that the Journal would replace the Newsletter, but it soon became clear that there was material enough for



both publications. While the Journal printed scholarly articles and reviews, the Newsletter printed messages from the President, reports of committees, schedules of annual meetings, budgets, obituaries, and other news. The Newsletter editor collected material from officers and committees and published two issues each year. This subseries contains correspondence between officers and the Newsletter editor, drafts, undated submissions, and a mailing list. Material generated by the Journal editor and editorial board can be found in Ms. Coll. 222.

The Society also undertook publications projects for the interests of its own members, such as the Abstracts of Papers and Bulletins, which preceded the Journal, and also the AMS Anniversary Booklet written by Richard Crawford. In addition, they released non-scholarly reference pamphlets, usually funded by the Publications Committee Budget. Included in these were the long-running *Doctoral Dissertations in Musicology*, first compiled by Helen Hewitt, and later by Cecil Adkins, *The Report of the International Musicological Society Congress in 1977*, and the listing of placement opportunities. Other general publications material includes lists of publications, budgets, copyright certificates, publications orders, permissions, and order books.

Annual Meetings and Events

The central event on the AMS calendar was the Annual Meeting. These meetings included the presentation of scholarly papers, concerts, banquets, meetings of the board and council, and the presentation of awards. The AMS held its first Annual Meeting in Philadelphia in 1935. This meeting was held jointly with the MTNA. Throughout its history the AMS met with other societies, both to defray costs and to encourage an interchange of ideas. The AMS frequently met with the College Music Society, the Society for Ethnomusicology and the Society for Music Theory. On several occasions the AMS combined their annual meeting with a meeting of the IMS, for which they played host. This collection contains substantial records for three IMS congresses: the New York Congress in 1939; the New York Congress in 1961; and the Berkeley Congress in 1977. A videotape of the performance of "Apollo and the Nine Muses" can be found with the box of memorabilia. While for the first decade of its existence the Society held most of their conferences on the East Coast, they soon instituted a policy of rotating the meetings among different regions of the country.

As the size of the membership grew, these annual events became more and more difficult to organize. Though the first annual meetings were planned only months before they happened, in later years the planning began as early as six or seven years ahead of schedule. The planning for an annual meeting was undertaken by a group of committees, in conjunction with the officers and Board: the Program Committee, and the Local Committee, and the Performance Committee, each appointed by the President. The Program Committee was made up of members from across the country, including the chair of the Committee for the previous years, and the chair of the Committee for the following year. This committee was responsible for reading and selecting abstracts of the papers to be presented. The Performance Committee was responsible for scheduling concerts during the conference. The Local Committee bore the brunt of the work; this committee comprised regionally based members, whose responsibility it was to coordinate hotel accommodations, collect registrations, and take care of practical matters.

Material available for a given annual meeting varies in quantity from a single program to three boxes of papers regarding every aspect of the meeting. This material includes correspondence between officers and program committee members, arrangements with hotels and exhibitors, programs and drafts, insurance forms, registration forms, and proposed abstracts.

Chapters

As the Society grew from a relatively local organization to a body of more than 3,000 individuals across the U.S. and Canada, it formed into smaller regional organizations or chapters. These individual chapters held events and conferences of their own on a more frequent basis, perhaps once or twice a month. Chapters were



better equipped to recruit members locally, and to address the concerns of individual members. While members continued to pay dues directly to the AMS, some chapters collected supplementary dues. Additionally, the AMS paid chapters a per capita allotment to finance events and administration. To monitor the size and activities of chapters, the secretary collected reports from each chapter once a year, detailing financial records, membership, officers, and organized events. For additional monetary support, chapters might apply to the Chapter Fund Committee, whose job it was to evaluate proposals and award money.

Many of these chapters grew up spontaneously around a city or university, as a result of an individual member's initiative. In consequence, the system of regional division lacked order; the Midwest Chapter spanned a thousand miles and drew hundreds of members, while other Chapters had difficulty gathering any members at all. In 1969, President William S. Newman formed The Chapters and Regions Committee to address this problem. This committee surveyed all existing chapters and proposed a plan to redraw the geographical Chapter divisions. Unfortunately, many chapters were resistant to change, and while some reforms were adapted, many members were offended; other chapters virtually ignored the changes.

Material in this series includes correspondence between the AMS and chapter officers, chapter reports, programs of chapter events, and lists of chapter officers. Additionally, records of the Chapters and Regions Committee include correspondence, questionnaires distributed to chapters, and the final report of the committee. The records of the Chapter Fund committee include correspondence between the committee and chapter officers, as well as between the committee chair and the treasurer.

Financial

The Society depended on member dues for its basic operating expenses. Additional sources of income include gifts and bequests by members, some of which funded particular projects; others supported annual prizes. Additionally the Society received grant support from the ACLS and the NEH. The financial aspects of the Society were managed in early years by the Treasurer; Alvin Johnson later took on this role in combination with that of Executive Director. It was his job to prepare budgets, file tax reports, pay bills, distribute reimbursements, fill publications orders and manage the endowment fund. This series includes financial statements, audits, tax reports, treasurer's reports, and receipts.

Administrative

This series includes the Society's certificate of incorporation, along with its revision in 1942. Also included are copies of the constitution and drafts of amendments, together with correspondence regarding these amendments. Miscellaneous papers belonging to the secretary are also included, along with descriptions of the duties of various officers, and historical lists of the terms of officers, board members and council members.

The archive was established around 1970, when Clayton Henderson was appointed Archivist. This subseries contains correspondence with Henderson regarding the archive and the history of the Society that Henderson intended to write. Also included are notes regarding the papers, notes on interviews with senior members, copies of printed histories of the Society, and photocopies of early papers. From the late 1980s, when the collection was moved to the University of Pennsylvania, there are letters of negotiation and legal documents, as well as reports on the status of the collection.

Endnotes

[1] Letter from John Roberts to Jane Stevens, June 1, 1987.

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▼ ADMINISTRATIVE INFORMATION

Publication Information



University of Pennsylvania: Kislak Center for Special Collections, Rare Books and Manuscripts, 2009

Finding Aid Author

Finding aid prepared by Rebecca C. Smith, Leah Germer

Access Restrictions

To consult this collection, readers must obtain written permission of either the current President or Executive Director of the American Musicological Society.

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Source of Acquisition

Gift of American Musicological Society, 1989-2009.

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▼ OTHER FINDING AIDS

For a complete listing of correspondents, do the following title search in [Franklin: American Musicological Society Records](#).

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▼ COLLECTION INVENTORY

I. Correspondence.

A. General correspondence.

Description & Arrangement

Correspondence between representatives of the Society and outside individuals or organizations. These representatives are primarily officers of the Society, in most cases the President, Secretary or Executive Director. Incoming correspondence is arranged alphabetically by correspondent, and then chronologically. Outgoing correspondence follows and is arranged chronologically.

1. Incoming.

	Box	FOLDER
A-R-Boyden.	1	1-65
Brigham-Cyr.	2	66-126
Daniel-Haydon.	3	127-211
Heartz-Julliard.	4	212-274
Kaczynski-Masson.	5	275-346
Mead-Nugent.	6	347-411
Oberlander-Rutgers.	7	412-483
Saari-Swartz.	8	484-559
Taylor-Zimmerman.	9	560-645

2. Outgoing.

	Box	FOLDER
1934-1958.	10	646-680
1959-1960.	11	681-715



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Eighth Air Force archive, 1939-2009

HCLA 1538

COLLECTION OVERVIEW

Title: Eighth Air Force archive
Dates (Inclusive): 1939-2009
Creator: Eighth Air Force Memorial Museum Foundation
Abstract: The Eighth Air Force archive documents both the fighter and bomber groups that served in Europe and Africa during World War II and the Eighth Air Force veterans organizations nationwide. It contains books, photographs, audio-visual materials, oversize graphic materials, artifacts, memorabilia, microfilm, and organizational records donated by veterans and their families.
Collection Number: HCLA 1538
Size: 127.86 Cubic Feet
Size: 670 items
Location: For current information on the location of these materials, please consult the [library catalog](#).
Repository: [Special Collections Library, Pennsylvania State University](#).
Languages: English

ADMINISTRATIVE HISTORY

The Eighth Air Force was organized January 28, 1942. Dedicated to the strategic bombing of Germany, the Eighth Air Force's daylight strikes and the Royal Air Force's night bombardment led to the dislocation and destruction of Germany's infrastructure and economy. The Eighth Air Force archive is the result of the efforts of James Hill, the editor of the 8th AF News. In 1990, Mr. Hill began collecting papers, audiovisual materials, and memorabilia from members of the 8th Air Force. Mr. Hill passed away in 1998, and the 8th Air Force Memorial Museum Foundation (8AFMMF) currently coordinates the acquisition and transfer of historical materials from veterans of the 8th Air Force to the archive at Penn State. In 1998, donors Sherry Petska Middlemas and George Middlemas Jr. established the Albert M. Petska Libraries Endowment to honor the memory of their fathers, both Air Force veterans. Albert M. Petska served in the 8th Air Force, and George M. Middlemas Sr. served in the 15th Air Force. This endowment provides for acquisitions and preservation.

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COLLECTION ARRANGEMENT

This collection is arranged in eight series: Veterans' papers; veterans groups and memorial societies; photographs; books; audio-visual; newsletters; images and exhibit.

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ADMINISTRATIVE INFORMATION

Physical Restrictions

Some materials in this collection are stored offsite, please allow three days for retrieval before use.

Access Restrictions

Collection is open for research.

Copyright Notice

Copyright is retained by the creators of items in these papers, or their descendants, as stipulated by United States copyright law.

Preferred Citation

[Identification of item], Eighth Air Force archives, HCLA 1538, Special Collections Library, Pennsylvania State University.

Processing Information

Processed by Special Collections staff.

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GENERAL NOTE

The Eighth Air Force archive acquires and preserves original primary source documentation and reference materials devoted to the history of this strategic bombing group and the role its veterans played in defeating the Axis powers. The archive also collects records of the Eighth Air Force Historical Society and other World War II era combat, aviation and support organizations active in preserving the historical legacy of "The Mighty Eighth." Through donations and gifts provided by veterans and their families, state and local Eighth Air Force veteran's associations, private collectors and independent researchers, the Eighth Air Force archive collects a wide variety of materials, including: original documents and manuscripts; veteran's correspondence, diaries, scrapbooks and oral histories; filmed combat sorties; maps, photographs and original graphic art and ephemera; newspaper clippings, books and periodicals; as well as veteran's organization newsletters and publications. The Eighth Air Force consists of approximately 130 cubic feet of records, more than 500 audio and videotapes, and hundreds of artifacts. It is organized into eight series: Individual collections; veterans groups and memorial societies; photographs; books; audio-visual; newsletters; images and exhibit. Photographs document personnel, aircraft, base life and combat missions, as well as reunions, symposiums, and air shows attended by veterans in the years after the war. All books are individually cataloged and bibliographies may be found online with the University Libraries' catalog search. The audio-visual series contains over five hundred titles, including gun camera footage, home movies of base life in England, reunions, symposiums, and documentaries. The newsletter series is organized by organization and group numbers. The organizations include headquarters, ground crews, fighter groups, bomber groups, state chapters, and related veteran's groups. Many of the bomber and fighter groups, along with their various support groups, are represented in this series.

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COLLECTION INVENTORY

Click associated checkboxes to select items to request. When you have finished, click the Submit Request button.

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<input type="checkbox"/> Series 1: Veterans' papers,		
<input type="checkbox"/> Subseries 1: James Hill papers,		
<input type="checkbox"/> Series 1: 8AF News,		
	BOX	FOLDER
<input type="checkbox"/> Castles in the Air-Book Manuscript for Review, undated	16	1-3
<input type="checkbox"/> Contrails-Book Manuscript for Review, undated	16	4-6
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Title: California Social Welfare Archives records

Collection number: 0412

Contributing Institution: USC Libraries Special Collections

Language of Material: English

Physical Description: 5.0 Linear feet 5 boxes

Date: 1979 -

Abstract: The records of the California Social Welfare Archives include letters, fundraising documents, event planning materials and programs, and other materials relevant to the organization and functioning of the Archives as an organization. The initial collection covers the period from the CSWA's foundation in 1979 as the California Social Welfare Heritage through the beginning of the 21st century.

creator: California Social Welfare Archives

Publication Rights

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Lockerbie Air Disaster Archives

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Scott Marsh Cory Collection

An inventory of his collection at the Pan Am Flight 103/Lockerbie Air Disaster Archives at Syracuse University



Summary

Creator:

Cory, Scott Marsh.

Title:

Scott Marsh Cory Collection

Dates:

1968-2011; Undated

Size:

1 box; 0.5 linear foot

Abstract:

The Scott Marsh Cory Collection contains photographs, albums, clippings, correspondence, and other materials related to Scott Marsh Cory, one of 35 Syracuse University students killed in the bombing of Pan Am Flight 103.

Language:

English

Repository:

Pan Am Flight 103/Lockerbie Air Disaster Archives
Syracuse University Libraries
222 Waverly Ave., Suite 600
Syracuse, NY 13244-2010
<http://archives.syr.edu/panam/>


Biography

Born September 27, 1968, Scott Cory was from Old Lyme, Connecticut. He was a junior in Syracuse University's School of Management, and was studying abroad in London through the Division of International Programs Abroad (DIPA). Scott was survived by his parents, John and Dorris Cory; and two brothers, John Jr. and James.

Scott was described by his parents as having "an infectious exuberance for life...and irrepressible sense of humor, and brought joy to those around him."

A memorial scholarship was established in Scott's name at Old Lyme High School.

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Scope and Content Note

The Scott Marsh Cory Collection contains photographs, albums, clippings, correspondence, and other materials related to Scott Marsh Cory, one of 35 Syracuse University students killed in the bombing of Pan Am Flight 103. It is divided into two series: the **Cory Donation**, and the **Habbe Donation**. The former contains subseries for **Clippings**, **Correspondence**, **Photographs**, **Subject Files**, and **Vital Records**. The latter contains subseries of **Clippings**, **Correspondence**, and **Subject Files**.

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The Cornell Hip Hop Collection Advisory Board


<http://rmc.library.cornell.edu/hiphop/adboard.php>

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photo by Joe Conzo



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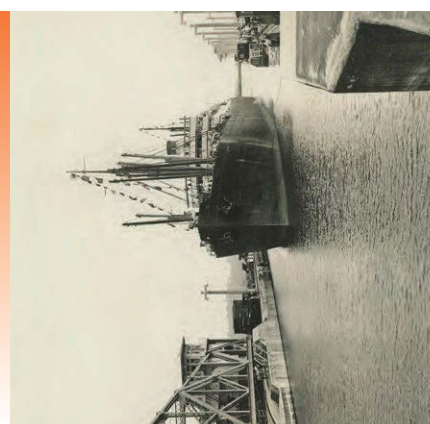
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I want to be a 2015 Friend of the Panama Canal Museum Collection at the University of Florida!

- ☐ Student Friend, \$15 (Include copy of student ID)
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* Goethals (Executive)	\$500+
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"It has been said that, at its best, preservation engages the past in a conversation with the present over a mutual concern for the future."

William J. Murtagh

"I am a part of everything that I have read."

Theodore Roosevelt

The Friends of the Panama Canal Museum Collection at the University of Florida is composed of individuals who want to help preserve, highlight and provide online access to Panama and Panama Canal related resources.

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With the transfer of the Panama Canal Museum Collection completed in 2012, over 20,000 objects, photos, books and maps have augmented the UF collection. For more information about supporting the collection, please contact the Office of Development at (352) 273-2505.

How will the Friends use your investment?

- **Preservation** – Protect, preserve and digitize the collection
- **Access** – Promote and expand access to the collection's digital library space
- **Collection** – Collaborate with other universities, libraries and museums to acquire additional research materials to expand and exhibit the Panama Canal Museum Collection

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Job Descriptions

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The Panama Canal Museum Collection Communications Assistant (.75 FTE) works with the Libraries' Director of Communications to formulate and monitor a comprehensive marketing and communications plan promoting the Panama Canal Museum (PCM) Collection at the University of Florida and all events and activities commemorating the 100th anniversary of the opening of the Canal in 2014-15. The Communications Assistant will work closely with the Director of Communications, Exhibits Coordinator, Dean and Associate Deans, the Panama Canal Advisory Group, the PCM Friends, and the Library Leadership Board.

The position assists with a federally funded 3-year grant to support the PCM Collection. The grant includes partial funding for the processing of the collection (approximately 20,000 items), digitization, and exhibition/display/promotion of items.

WORKING TITLE: Communications Assistant (.75 FTE)
Grant funded, time-limited position
End Date: September 30, 2015

**** DO NOT ERASE THIS LINE ****

POSITION NUMBER: 00027352

ALL POSITIONS:

ESSENTIAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION [NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IDENTIFY ESSENTIAL FUNCTIONS OF A JOB REQUIRED TO BE PERFORMED WITH OR WITHOUT REASONABLE ACCOMMODATIONS. REQUESTS FOR REASONABLE ACCOMMODATIONS TO FACILITATE THE PERFORMANCE OF ESSENTIAL FUNCTIONS WILL BE GIVEN CAREFUL CONSIDERATION.]

25% Compiles, creates, disseminates and evaluates communication schedule and plan. Uses interviewing, photography, writing, editing and proofreading skills to generate and disseminate press releases.

25% Conceptualizes, designs and produces newsletters, brochures, promotional pieces, information sheets, blogs and social media, flyers, bookmarks and other materials for public relations. Uses ongoing research, information and data to identify and target appropriate audiences for communications regarding the Panama Canal Museum Collection, events and activities.

20% Works closely with the director of communications, administration, collaborative partners, development, library faculty and staff to present information that promotes the libraries at local, state and national levels. Participates in all Panama Canal related meetings, activities and provides written/verbal support. Describes the collection, related projects and events in clear, concise manner for exhibit and promotional purposes

10% Documents events and activities and produces reports for assessment purposes.

10% Understands and utilizes public relations and development policies and procedures of the libraries and the University of Florida. Acquires working knowledge of the AP Style of media communications and publications standards.

5% Develops knowledge of in-house printing operations and works with staff to produce materials that can economically and effectively be printed in-house

5% Responds to informational requests through e-mail, telephone and social media

MARGINAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION [NOTE: FOR PURPOSES OF ADA, THESE FUNCTIONS ARE MARGINAL ONLY TO INDIVIDUALS COVERED UNDER THE ADA WHO ARE UNABLE TO PERFORM THESE FUNCTIONS WITH OR WITHOUT REASONABLE ACCOMMODATION BECAUSE OF A COVERED DISABILITY.]

SUPERVISION RECEIVED. EXPLAIN THE TYPE AND EXTENT OF INSTRUCTIONS OR DIRECTIONS NORMALLY GIVEN TO THIS POSITION BY THE IMMEDIATE SUPERVISOR.

Written assignment of responsibilities. Scheduled weekly formal and informal meetings.

SUPERVISION RECEIVED. EXPLAIN THE TYPE AND EXTENT OF INSTRUCTIONS OR DIRECTIONS NORMALLY GIVEN TO THIS POSITION BY THE IMMEDIATE SUPERVISOR.

Written assignment of responsibilities. Scheduled weekly meeting.

SUPERVISION EXERCISED. LIST THE CLASS TITLES AND POSITION NUMBERS OF POSITIONS UNDER THE DIRECT SUPERVISION OF THIS POSITION.

N/A

NORMAL WORK SCHEDULE. (ENTER DAYS/HOURS HERE):

EXPLAIN ANY VARIATIONS FROM THIS SCHEDULE (EX: ON CALL, SHIFT ROTATIONS, SEASONAL EXTENDED HOURS, TRAVEL, ETC.):

30 hours per week – flexible schedule – Monday – Friday, between 8:00 am to 5:00 pm; some weekend and evening hours required for program implementation.

EDUCATION, TRAINING, AND EXPERIENCE. IN ORDER OF IMPORTANCE, STATE ANY SPECIFIC EDUCATION, TRAINING, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED FOR THIS POSITION. IN ADDITION, IDENTIFY THE MINIMUM QUALIFICATIONS AS LISTED IN THE CLASS SPECIFICATION FOR THIS CLASSIFICATION (AVAILABLE AT www.hr.ufl.edu/departamental/ccestablishing.htm). LIST ANY ADDITIONAL OR PREFERRED QUALIFICATIONS SPECIFIC TO THIS POSITION.

Minimum Qualifications

Preferred Qualifications:

- Bachelor's degree, in journalism, media, or communications
- 2 years of relevant work experience in public relations
- Excellent verbal and written communication skills
- Strong computing skills including Adobe Creative Suite (InDesign, Photoshop, Illustrator and Dreamweaver) as well as Microsoft Word, Publisher, PowerPoint and Excel
- Proficiency with graphic design, photo and web editing software, i.e., InDesign or Publisher, Illustrator and Photoshop
- Administrative and organizational skills, short and long-range planning skills
- Ability to work both independently and collaboratively with faculty, students, administrators and the general public
- Detail oriented, exercise good judgment, and have good people skills

Able to coordinate and execute numerous projects and activities concurrently

REQUIRED LICENSES, CERTIFICATIONS, AND OTHER SPECIFIC REQUIREMENTS OF LAW. PLEASE REVIEW THE STATEMENTS BELOW AND PLACE A "Y" IN FRONT OF ALL THAT APPLY.

THIS POSITION REQUIRES A POST OFFER HEALTH ASSESSMENT.

THIS POSITION IS RESPONSIBLE FOR MEETING THE REQUIREMENTS OF THE RULES OF UNIVERSITY OF FLORIDA, 6C1-3.022 FINANCE AND ADMINISTRATION; PAYMENT TO VENDORS;

PAYMENT PROCESSING GUIDELINES, AS AMENDED, REGARDING THE APPROVAL AND/OR PROCESSING OF VENDORS' INVOICES AND/OR DISTRIBUTION OF WARRANTS TO VENDORS.

THIS POSITION REQUIRES LICENSURE, CERTIFICATION, OR OTHER SPECIAL REQUIREMENTS (PLEASE SPECIFY).

Y - THIS POSITION REQUIRES A CRIMINAL BACKGROUND CHECK.

THIS POSITION PROVIDES CARE TO CHILDREN, THE DEVELOPMENTALLY DISABLED, DISABLED ADULTS, OR IS OTHERWISE DEFINED IN SECTION 110.1127 (3)(A) FLORIDA STATUTES AND THEREFORE REQUIRES A SPECIAL BACKGROUND CHECK AS DESCRIBED IN SECTION 435 FLORIDA STATUTES.

THIS POSITION IS SUBJECT TO FEDERAL AND STATE PRIVACY REGULATIONS.

OTHER, PLEASE SPECIFY:

OTHER CHARACTERISTICS OF THE POSITION. DESCRIBE OTHER CHARACTERISTICS OF THE POSITION SUCH AS PHYSICAL, MENTAL, AND ENVIRONMENTAL FACTORS ESSENTIAL TO THE SATISFACTORY PERFORMANCE OF THE FUNCTIONS OF THE POSITION, OR OTHER CHARACTERISTICS, WHICH HAVE NOT OTHERWISE BEEN DESCRIBED IN THE POSITION DESCRIPTION.

NON EXEMPT (HOURLY) POSITIONS ONLY:

MACHINES AND EQUIPMENT USED REGULARLY. INDICATE PERCENTAGE (%) OF TIME IN THE OPERATION OF EACH.

Computer with graphic design, photography, web editing software	75%
Fax machine	.5%
Digital Single Lens Reflex (DSLR) Camera	10%
Digital video camera	1%

EMPLOYEE AND SUPERVISOR INFORMATION:

EMPLOYEE NAME:

IMMEDIATE SUPERVISOR'S NAME, TITLE, AND POSITION NUMBER:

REVIEWING AUTHORITY NAME AND TITLE:

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The Panama Canal Museum Collection Project Assistant is responsible for assisting with the daily coordination of the project. The Project Assistant will interact with all members of the grant team. Departments involved in the grant include Special and Area Studies (Latin American & Caribbean Collection), Digital Services & Shared Collections, Exhibits, Cataloging, Acquisitions, Government Documents, Libraries Administration, and campus collaborators, including but not limited to, the Harn Museum of Art, the Phillips Center for the Performing Arts, and the Florida Museum of Natural History.

The Project Assistant monitors progress in accessioning the collection; works with program staff to maintain inventory records; schedules meetings and records minutes; compiles reports and statistical information; and prepares project documentation. This position coordinates with all departments to assess needs, identify challenges and manage deadlines while providing administrative support.

WORKING TITLE: Project Assistant
Grant funded, time-limited position
End Date: September 30, 2015

**** DO NOT ERASE THIS LINE ****

POSITION NUMBER: 00027353

ALL POSITIONS:

ESSENTIAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION
[NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IDENTIFY ESSENTIAL FUNCTIONS OF A JOB REQUIRED TO BE PERFORMED WITH OR WITHOUT REASONABLE ACCOMMODATIONS. REQUESTS FOR REASONABLE ACCOMMODATIONS TO FACILITATE THE PERFORMANCE OF ESSENTIAL FUNCTIONS WILL BE GIVEN CAREFUL CONSIDERATION.]

- 30%** Monitors and maintains inventory
- Identifies, accessions and routes items for conservation, preservation, digitization, and/or cataloging utilizing the Tinnell Manual
 - Inputs accessions, corrects inventory data, and identifies information gaps
 - Coordinates with departments to offer research and exhibit assistance
- 25%** Compiles reports, prepares documentation and statistical information
- Supports quarterly and annual reports requiring quantitative and qualitative data
 - Researches and identifies relevant data to support promotional opportunities, exhibits and survey/funding proposals
 - Prepares relevant documentation for presentations and publications
- 25%** Interacts with community and donors
- Responsible for engaging community in the active expansion of the collection
 - Correspondence preparation
 - Responds to informational requests through e-mail, telephone and social media
 - Prepares mailings/alerts
 - Assists with educational outreach and promotional efforts
 - Assists with training of volunteers for inventory/metadata
 - Routes items/correspondence to appropriate person/unit for resolution
- 10%** Schedules and records minutes for meetings
- Identifies venue/secures space
 - Facilitates conference calls, F2F and online meetings
 - Coordinates preparations for events
- 10%** Documents events and activities and produces reports for assessment purposes.

- Supports consultants in preparing assessments
- Attends events and assists with hosting meetings, presentations and speakers

MARGINAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION
[NOTE: FOR PURPOSES OF ADA, THESE FUNCTIONS ARE MARGINAL ONLY TO INDIVIDUALS COVERED UNDER THE ADA WHO ARE UNABLE TO PERFORM THESE FUNCTIONS WITH OR WITHOUT REASONABLE ACCOMMODATION BECAUSE OF A COVERED DISABILITY.]

SUPERVISION RECEIVED. EXPLAIN THE TYPE AND EXTENT OF INSTRUCTIONS OR DIRECTIONS NORMALLY GIVEN TO THIS POSITION BY THE IMMEDIATE SUPERVISOR.

Written assignment of responsibilities. Scheduled weekly and informal meetings.

SUPERVISION EXERCISED. LIST THE CLASS TITLES AND POSITION NUMBERS OF POSITIONS UNDER THE DIRECT SUPERVISION OF THIS POSITION.

N/A

NORMAL WORK SCHEDULE. (ENTER DAYS/HOURS HERE):

EXPLAIN ANY VARIATIONS FROM THIS SCHEDULE (EX: ON CALL, SHIFT ROTATIONS, SEASONAL EXTENDED HOURS, TRAVEL, ETC.):

40 hours per week – flexible schedule – Monday – Friday, between 8:00 am to 5:00 pm; some weekend and evening hours required for program implementation.

EDUCATION, TRAINING, AND EXPERIENCE. IN ORDER OF IMPORTANCE, STATE ANY SPECIFIC EDUCATION, TRAINING, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED FOR THIS POSITION. IN ADDITION, IDENTIFY THE MINIMUM QUALIFICATIONS AS LISTED IN THE CLASS SPECIFICATION FOR THIS CLASSIFICATION (AVAILABLE AT www.hr.ufl.edu/departmental/ccestablishing.htm). LIST ANY ADDITIONAL OR PREFERRED QUALIFICATIONS SPECIFIC TO THIS POSITION.

Minimum Qualifications

A high school diploma and four years of appropriate experience. Appropriate college coursework or vocational/technical training may substitute at an equivalent rate for the required experience.

Preferred Qualifications

- Bachelors degree preferred, or its equivalent in work experience in library science, museum studies or history
- Requires excellent verbal and written communication skills
- Strong computing skills including MS Office and internet searching/research skills
- Accuracy, detail orientated, and excellent planning and organizational skills needed
- Ability to work both independently and collaboratively with faculty, students, administrators and the general public
- Experience working on a project oriented team
- Must be able to coordinate and execute numerous projects and activities concurrently

REQUIRED LICENSES, CERTIFICATIONS, AND OTHER SPECIFIC REQUIREMENTS OF LAW. PLEASE REVIEW THE STATEMENTS BELOW AND PLACE A “Y” IN FRONT OF ALL THAT APPLY.

THIS POSITION REQUIRES A POST OFFER HEALTH ASSESSMENT.

THIS POSITION IS RESPONSIBLE FOR MEETING THE REQUIREMENTS OF THE RULES OF UNIVERSITY OF FLORIDA, 6C1-3.022 FINANCE AND ADMINISTRATION; PAYMENT TO VENDORS; PAYMENT PROCESSING GUIDELINES, AS AMENDED, REGARDING THE APPROVAL AND/OR PROCESSING OF VENDORS’ INVOICES AND/OR DISTRIBUTION OF WARRANTS TO VENDORS.

THIS POSITION REQUIRES LICENSURE, CERTIFICATION, OR OTHER SPECIAL REQUIREMENTS (PLEASE SPECIFY).

Y - THIS POSITION REQUIRES A CRIMINAL BACKGROUND CHECK.

THIS POSITION PROVIDES CARE TO CHILDREN, THE DEVELOPMENTALLY DISABLED, DISABLED ADULTS, OR IS OTHERWISE DEFINED IN SECTION 110.1127 (3)(A) FLORIDA STATUTES AND THEREFORE REQUIRES A SPECIAL BACKGROUND CHECK AS DESCRIBED IN SECTION 435 FLORIDA STATUTES.

THIS POSITION IS SUBJECT TO FEDERAL AND STATE PRIVACY REGULATIONS.

OTHER, PLEASE SPECIFY:

OTHER CHARACTERISTICS OF THE POSITION. DESCRIBE OTHER CHARACTERISTICS OF THE POSITION SUCH AS PHYSICAL, MENTAL, AND ENVIRONMENTAL FACTORS ESSENTIAL TO THE SATISFACTORY PERFORMANCE OF THE FUNCTIONS OF THE POSITION, OR OTHER CHARACTERISTICS, WHICH HAVE NOT OTHERWISE BEEN DESCRIBED IN THE POSITION DESCRIPTION.

NON EXEMPT (HOURLY) POSITIONS ONLY:

MACHINES AND EQUIPMENT USED REGULARLY. INDICATE PERCENTAGE (%) OF TIME IN THE OPERATION OF EACH.

Computer with office applications; social media; web site preparation	75%
Fax machine	.5%

EMPLOYEE AND SUPERVISOR INFORMATION:

EMPLOYEE NAME:

IMMEDIATE SUPERVISOR'S NAME, TITLE, AND POSITION NUMBER:

REVIEWING AUTHORITY NAME AND TITLE:

SUMMARY OF POSITION ROLE/RESPONSIBILITIES:

The Panama Canal Museum (PCM) Collection Volunteer Coordinator is responsible for the daily management of the volunteer program including the recruitment, training, placement, and recognition of volunteers, development and monitoring of program budgets, and tracking of all program data. This position coordinates with all departments to assess needs, develop meaningful responsibilities for volunteers, and provide supplemental training and adequate supervision and support. Develops new initiatives, partnerships and program opportunities.

The position assists with a federally funded 3-year grant to support the PCM Collection. The grant includes partial funding for the processing of the collection (approximately 20,000 items), digitization, and exhibition/display of items.

WORKING TITLE: Volunteer Coordinator
Grant funded, time-limited position
End Date: September 30, 2015

**** DO NOT ERASE THIS LINE ****

POSITION NUMBER: 00027351

ALL POSITIONS:

ESSENTIAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION
[NOTE: IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), IDENTIFY ESSENTIAL FUNCTIONS OF A JOB REQUIRED TO BE PERFORMED WITH OR WITHOUT REASONABLE ACCOMMODATIONS. REQUESTS FOR REASONABLE ACCOMMODATIONS TO FACILITATE THE PERFORMANCE OF ESSENTIAL FUNCTIONS WILL BE GIVEN CAREFUL CONSIDERATION.]

- 35%** Responsible for the recruitment and placement of PCM Collection volunteers. As primary contact, schedules volunteers for training/work, corresponds with, and recruits appropriate volunteers for processing of the collection, exhibition preparation, and event coordination and support. Monitors the flow of new and existing collections and schedules volunteers to inventory and process items appropriately. Recognizes volunteer contributions through service awards and events (sets tone of support, advocacy, and appreciation of volunteers).
- 25%** Develops, coordinates and hosts training programs for volunteers, documenting instruction, and prepares training manuals, mentorships with library employees and assesses the success of the training/orientation programs for volunteers.
- 20%** Maintains a tracking system on volunteer numbers, hours and placement. Provides project data and develops goals for the Volunteer Program. Reports on the outcomes of the volunteer experience for the grant, Friends, and advisory groups. Conducts program evaluation studies to inform the decision-making process for the Volunteer Program and makes changes as appropriate.
- 10%** Interacts with community and donors providing data on the volunteer program and its impact. Coordinates and tracks remote volunteer opportunities via social media and digital collections.
- 5%** Prepares and monitors program budgets.

MARGINAL FUNCTIONS OF THE JOB AND THE PERCENTAGE OF TIME SPENT ON EACH FUNCTION
[NOTE: FOR PURPOSES OF ADA, THESE FUNCTIONS ARE MARGINAL ONLY TO INDIVIDUALS COVERED UNDER THE ADA WHO ARE UNABLE TO PERFORM THESE FUNCTION WITH OR WITHOUT REASONABLE ACCOMMODATION BECAUSE OF A COVERED DISABILITY.]

- 5% Other Duties**
- Develops/maintains efficient systems for stocking and maintaining program equipment and materials
 - Responds to informational requests through fax, e-mail, telephone, social media, and visits
 - Develops and maintains professional peer contacts with partner organizations and internal staff in order stay current in subject area
 - Participates in the development and implementation of educational programs and trainings –

SUPERVISION RECEIVED. EXPLAIN THE TYPE AND EXTENT OF INSTRUCTIONS OR DIRECTIONS NORMALLY GIVEN TO THIS POSITION BY THE IMMEDIATE SUPERVISOR.

Written annual assignment of responsibilities. Scheduled weekly and informal meetings.

SUPERVISION EXERCISED. LIST THE CLASS TITLES AND POSITION NUMBERS OF POSITIONS UNDER THE DIRECT SUPERVISION OF THIS POSITION.

Responsible for the supervision of volunteers for all aspects of the PCM Collection. Supervises staff (OPS/student positions) on a "project driven" basis [Less than 3 FTE]

NORMAL WORK SCHEDULE. (ENTER DAYS/HOURS HERE):

EXPLAIN ANY VARIATIONS FROM THIS SCHEDULE (EX: ON CALL, SHIFT ROTATIONS, SEASONAL EXTENDED HOURS, TRAVEL, ETC.):

Monday – Friday, 8:00 am to 5:00 pm; some weekend and evening hours required for program and training implementation.

EDUCATION, TRAINING, AND EXPERIENCE. IN ORDER OF IMPORTANCE, STATE ANY SPECIFIC EDUCATION, TRAINING, EXPERIENCE, KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED FOR THIS POSITION. IN ADDITION, IDENTIFY THE MINIMUM QUALIFICATIONS AS LISTED IN THE CLASS SPECIFICATION FOR THIS CLASSIFICATION (AVAILABLE AT www.hr.ufl.edu/class_comp/resources.asp). LIST ANY ADDITIONAL OR PREFERRED QUALIFICATIONS SPECIFIC TO THIS POSITION.

Minimum Qualifications

Master's degree in an appropriate area of specialization; or a bachelor's degree in an appropriate area of specialization and two years of appropriate experience.

Preferred Qualifications

- Master's degree, or its equivalent in work experience in library science, museum studies or history
- Two years of relevant work experience in a museum, library or academic environment
- Previous experience managing a volunteer program
- Excellent verbal and written, communication skills
- Strong computing skills including Microsoft Word, Excel, and Access
- Supervisory experience
- Ability to work both independently and collaboratively with faculty, students, administrators and the general public
- Administrative, and short and long-range planning skills
- Ability to coordinate numerous and diverse, concurrent programs

REQUIRED LICENSES, CERTIFICATIONS, AND OTHER SPECIFIC REQUIREMENTS OF LAW. PLEASE REVIEW THE STATEMENTS BELOW AND PLACE A "Y" IN FRONT OF ALL THAT APPLY.

THIS POSITION REQUIRES A POST OFFER HEALTH ASSESSMENT.

THIS POSITION IS RESPONSIBLE FOR MEETING THE REQUIREMENTS OF THE RULES OF UNIVERSITY OF FLORIDA, 6C1-3.022 FINANCE AND ADMINISTRATION; PAYMENT TO VENDORS; PAYMENT PROCESSING GUIDELINES, AS AMENDED, REGARDING THE APPROVAL AND/OR PROCESSING OF VENDORS' INVOICES AND/OR DISTRIBUTION OF WARRANTS TO VENDORS.

THIS POSITION REQUIRES LICENSURE, CERTIFICATION, OR OTHER SPECIAL REQUIREMENTS (PLEASE SPECIFY).

Y - THIS POSITION REQUIRES A CRIMINAL BACKGROUND CHECK.

THIS POSITION PROVIDES CARE TO CHILDREN, THE DEVELOPMENTALLY DISABLED, DISABLED ADULTS, OR IS OTHERWISE DEFINED IN SECTION 110.1127 (3)(A) FLORIDA STATUTES AND THEREFORE REQUIRES A SPECIAL BACKGROUND CHECK AS DESCRIBED IN SECTION 435 FLORIDA STATUTES.

THIS POSITION IS SUBJECT TO FEDERAL AND STATE PRIVACY REGULATIONS.

OTHER, PLEASE SPECIFY:

OTHER CHARACTERISTICS OF THE POSITION. DESCRIBE OTHER CHARACTERISTICS OF THE POSITION SUCH AS PHYSICAL, MENTAL, AND ENVIRONMENTAL FACTORS ESSENTIAL TO THE SATISFACTORY PERFORMANCE OF THE FUNCTIONS OF THE POSITION, OR OTHER CHARACTERISTICS, WHICH HAVE NOT OTHERWISE BEEN DESCRIBED IN THE POSITION DESCRIPTION.

EXEMPT (BIWEEKLY/ANNUAL) POSITIONS ONLY:

POLICY MAKING AND/OR INTERPRETATION.

Develops policies for the PCM Collection Volunteer program based on professional standards, best practices for library and museum education, and national and state education standards. Interprets and communicates policies and goals of the libraries to constituencies that include (but are not limited to) volunteers, visitors, program participants, collaborating organizations and individuals.

PROGRAM DIRECTION AND DEVELOPMENT.

Develops a volunteer program that utilizes library and museum resources and those of other institutions and agencies to foster awareness, interest, engagement, and understanding in the Panama Canal. Develops collaborative programs with agencies and institutions that have complementary missions.

LEVEL OF PUBLIC CONTACT. STATEMENT OF INTERNAL AND EXTERNAL BUSINESS CONTACT, INCLUDING FREQUENCY AND SCOPE.

High – daily contact with volunteers, visitors, teachers, students, parents, collaborating institutions, agencies and individuals. Frequent public and professional presentations.

MONETARY RESPONSIBILITY. AMOUNT AND CONSEQUENCE OF ERROR.

Prepares and monitors program budgets within the grant of approximately \$500,000 over the 3-year period

CREATIVITY, STRATEGY AND LEADERSHIP.

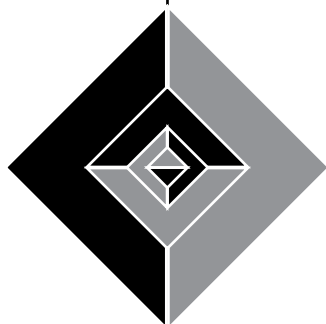
STATEMENT OF RESPONSIBILITY FOR CONFIDENTIAL DATA. (THE DISCLOSURE OF WHICH WOULD BE PREJUDICIAL TO THE SUCCESSFUL OPERATION OF THE UNIVERSITY OF FLORIDA.)

EMPLOYEE AND SUPERVISOR INFORMATION:

EMPLOYEE NAME:

IMMEDIATE SUPERVISOR'S NAME, TITLE, AND POSITION NUMBER:

REVIEWING AUTHORITY NAME AND TITLE:



SELECTED RESOURCES

Books and Journal Articles

Arant Kaspar, Wend, and Wyoma vanDuinkerken. "Other Duties as Assigned: Internal Consultants in Academic Libraries." *The Journal of Academic Librarianship* 40, no. 1 (January 2014): 1–2. doi: [10.1016/j.acalib.2013.10.015](https://doi.org/10.1016/j.acalib.2013.10.015)

Bastian, Jeannette Allis. "Taking Custody, Giving Access: A Postcustodial Role for a New Century." *Archivaria* 53 (2002): 76–93. <http://journals.sfu.ca/archivar/index.php/archivaria/article/view/12838/14058>

———. *Owning Memory: How a Caribbean Community Lost Its Archives and Found Its History*. Westport, Connecticut: Libraries Unlimited, 2003.

Bastian, Jeannette Allis, and Ben Alexander, eds. *Community Archives: The Shaping of Memory*. London: Facet Publishing, 2009.

Brown, Aimee. "How Queer 'Pack Rats' and Activist Archivists Saved Our History: An Overview of Lesbian, Gay, Bisexual, Transgender, and Queer (LGBTQ) Archives, 1970–2008." In: *Serving LGBTIQ Library and Archives Users: Essays on Outreach, Service, Collections and Access*, edited by Ellen Greenblatt, 121–35. Jefferson, North Carolina: McFarland and Company, Inc., 2011.

Caswell, Michelle. "Community-Centered Collecting: Finding Out What Communities Want from Community Archives." In *Proceedings of the Annual Meeting of the Association for Information Science and Technology*, edited by Andrew Grove. Silver Spring, Maryland: Association for Information Science and Technology, 2014.

———. "SAADA and the Community-Based Archives Model: What Is a Community-Based Archives Anyway?" South Asian American Digital Archive. <https://www.saadigitalarchive.org/tides/article/20120418-704>

———. "Seeing Yourself in History: Community Archives and the Fight Against Symbolic Annihilation." *The Public Historian* 36, no. 4 (November 2014): 26–37. <http://www.jstor.org/stable/10.1525/tph.2014.36.4.26>

———. "Toward a Survivor-Centered Approach to Records Documenting Human Rights Abuse: Lessons from Community Archives." *Archival Science* 14, no. 3–4 (October 2014): 307–22. doi: [10.1007/s10502-014-9220-6](https://doi.org/10.1007/s10502-014-9220-6)

Cohen-Stratyner, Barbara. "Our Collections in Your Space: Creating Exhibitions for Non-Museum Environments." *Exhibitionist* (2011): 76–81.

- Cook, Terry. "Evidence, Memory, Identity, and Community: Four Shifting Archival Paradigms." *Archival Science* 13, no. 2–3 (June 2013): 95–120. doi: [10.1007/s10502-012-9180-7](https://doi.org/10.1007/s10502-012-9180-7)
- "Creating Community Archives in County Durham." <http://www.nationalarchives.gov.uk/documents/archives/creating-community-archives-2010.pdf>
- Crooke, Elizabeth. "The Politics of Community Heritage: Motivations, Authority and Control." *International Journal of Heritage Studies* 16, no. 1–2 (February 2010): 16–29. doi: [10.1080/13527250903441705](https://doi.org/10.1080/13527250903441705)
- Dilevko, Juris, and Lisa Gottlieb. "Resurrecting a Neglected Idea: The Reintroduction of Library-Museum Hybrids." *Library Quarterly* 73, no. 2 (April 2003): 160–98. <http://www.jstor.org/stable/i397461>
- Flinn, Andrew. "Community Histories, Community Archives: Some Opportunities and Challenges." *Journal of the Society of Archivists* 28, no. 2 (October 2007): 151–76. doi: [10.1080/00379810701611936](https://doi.org/10.1080/00379810701611936)
- . "Independent Community Archives and Community-Generated Content: Writing, Saving and Sharing Our Histories." *Convergence* 16, no. 1 (February 2010): 39–51. doi: [10.1177/1354856509347707](https://doi.org/10.1177/1354856509347707)
- Flinn, Andrew, Mary Stevens, and Elizabeth Shepherd. "Whose Memories, Whose Archives? Independent Community Archives, Autonomy and the Mainstream." *Archival Science* 9, no 1–2 (October 2009): 71–86. doi: [10.1007/s10502-009-9105-2](https://doi.org/10.1007/s10502-009-9105-2)
- Golding, Vivien, and Wayne Modest, eds. *Museums and Communities: Curators, Collections and Collaboration*. London: Bloomsbury Academic, 2013.
- Gray, Victor. "'Who's that Knocking on our Door?': Archives, Outreach and Community." *Journal of the Society of Archivists* 29, no. 1 (December 2008): 1–8. doi: [10.1080/00379810802499652](https://doi.org/10.1080/00379810802499652)
- Green, Mark A. "Into the Deep End: One Archivist's Struggles with Diversity, Community, Collaboration, and Their Implications for Our Profession." In *Through the Archival Looking Glass: A Reader on Diversity and Inclusion*, edited by Mary A. Caldera and Kathryn M. Neal, 23–60. Chicago: Society of American Archivists, 2014.
- Huvila, Isto. "Participatory Archive: Towards Decentralised Curation, Radical User Orientation, and Broader Contextualisation of Records Management." *Archival Science* 8, no. 1 (March 2008): 15–36. doi: [10.1007/s10502-008-9071-0](https://doi.org/10.1007/s10502-008-9071-0)
- Jones, Siân, and Thomas Yarrow. "Crafting Authenticity: An Ethnography of Conservation Practice." *Journal of Material Culture* 18, no. 1 (March 2013): 3–26. doi: [10.1177/1359183512474383](https://doi.org/10.1177/1359183512474383)
- Kaplan, Elisabeth. "We Are What We Collect, We Collect What We Are: Archives and the Construction of Identity." *American Archivist* 63, no. 1 (January 2000): 126–51. <http://americanarchivist.org/toc/aarc/63/1>
- Ketelaar, Eric. "Sharing: Collected Memories in Communities of Records." *Archives and Manuscripts* 33, no. 1 (May 2005): 44–61.
- Kiley, Kevin. "A Home for Artifacts." *Inside Higher Ed*, July 10, 2013. <https://www.insidehighered.com/news/2013/07/10/museums-look-university-partners-put-them-viable-financial-path#sthash.ZH8WHZ1i.dpbs>
- Kreneck, Thomas H. "Documenting a Mexican American Community: The Houston Example." *American Archivist* 48, no. 3 (Summer 1985): 272–85. <http://www.jstor.org/stable/40292917>

- Kretzmann, John P., and John L. McKnight. *Building Communities from the inside Out: A Path toward Finding and Mobilizing a Community's Assets*. Evanston, Illinois: Asset-Based Community Development Institute, Institute for Policy Research, Northwestern University, 1993.
- Kunda, Sue, and Mark AndersonWilk. "Community Stories and Institutional Stewardship: Digital Curation's Dual Roles of Story Creation and Resource Preservation." *portal: Libraries and the Academy* 11, no. 4 (October 2011): 895–914. doi: [10.1353/pla.2011.0047](https://doi.org/10.1353/pla.2011.0047)
- La Follette, Laetitia, ed. *Negotiating Culture: Heritage, Ownership, and Intellectual Property*. Amherst and Boston: University of Massachusetts Press, 2013.
- Little, Geoffrey. "Thinking Like Curators." *The Journal of Academic Librarianship* 39, no. 2 (March 2013): 123–25. doi: [10.1016/j.acalib.20113.01.003](https://doi.org/10.1016/j.acalib.20113.01.003)
- Love, Valerie, and Marisol Ramos. "Identity and Inclusion in the Archives Challenges of Documenting One's Own Community." In *Through the Archival Looking Glass: A Reader on Diversity and Inclusion*, edited by Mary A. Caldera and Kathryn M. Neal, 1–22. Chicago: Society of American Archivists, 2014.
- Macknight, Elizabeth C. "Archives, Heritage, and Communities." *Historical Reflections* 37, no. 2 (Summer 2011): 105–22. doi: [10.3167/hrrh.2011.370208](https://doi.org/10.3167/hrrh.2011.370208)
- Maron, Nancy L., and Sarah Pickle. *Appraising Our Digital Investment: Sustainability of Digitized Special Collections in ARL Libraries*. Ithaka S+R, February 21, 2013. <http://www.sr.ithaka.org/research-publications/appraising-our-digital-investment>
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