

University Archives Annual Report

2009-2010

The Move

The major accomplishment of the year was the move of the stored archival collections from the old archives room off of KL 100 to the stack areas in KL 129. When Archives first relocated in 2008 a number of inactive collections were left in the KL100 archives room. That room was designated this year to be renovated and refurbished into a study area and classroom for the School of Medicine students with new doors installed leading directly to the hallway. The stored collections had to be moved in a short period of time.

However, before the stored items were moved they were examined for relevance and not all were included in the move. Even after several years of organizing and sorting, there were still boxes in there that hadn't been opened and, as it turned out, some that were mislabeled. Most of the boxed items moving to 129 had to be reboxed, either because the boxes they were in were falling apart or because they were too heavy, too unwieldy bankers boxes. Collections moved include the Academy of Dramatic Art, Meadow Brook Theatre, Meadow Brook Summer School of Music, Meadow Brook Festival, Meadow Brook Art Gallery, Friends of the Library/Glyndebourne Picnic, the building plans, the sound recording and video collections. A large collection of mystery boxes turned out to be the files of Manny Pierson, from Student Affairs and Upward Bound. The Registrar's Office arranged to have the file cabinets containing student transcripts moved to O'Dowd; also the Continuing Education certificate records.

The move was handled in-house with a great deal of assistance from John Riekels and other individuals from the circulation department. A plan for integrating the inactive and active collections in 129 was devised and happily it worked. Everything fit. Pretty well. Most of the furniture was discarded but we did keep the vertical files and the wall bookcase. The metal shelving was dismantled and reused on the third floor of Kresge for the circulating collection. The shelf list moved from the KL100 workroom to the archives stacks.

Items that we had to relinquish to trash included a large grouping of boxes from emeritus professor Richard Pettengill who did not grant permission to go through them and grant applications and approvals from the 1960s.

Photos from the old archives room and the stored collections and the move:





AFTER THE MOVE:

We were fortunate this year that, in addition to the full time Archives Assistant, Shirley Paquette, who kept things organized, we had two excellent English Department interns working during the fall term, Audrey Burke and Elizabeth Raczkowski. The interns accomplished a variety of tasks, sorting, research, scanning, organizing MBT files, and most notably, updating the [OU Building History file](#). Also Elizabeth, who would enroll in Library School after her graduation, researched and wrote [part 1 of the Oakland Library History](#).

Shirley Paquette's invaluable contributions throughout the year included organizing, setting priorities, processing collections, updating inventories (both on and off line), training and supervising the interns, scanning and preservation activities, along with researching and answering reference questions.

Other accomplishments in no particular order include:

[OU Annual Reports](#): scanned & posted on the web.

Campus flyers/brochures back-run filed & organized chronologically.

Continued progress on the faculty/staff photographs inventory

Organization and filing of materials from Communications & Marketing.

Organization and filing of a back-run of news-clippings and University publications

Updating and maintenance of the [Archives Subject file](#)

Sorting and organizing of flyers, brochures and programs from Meadow Brook Theatre.

Sorting and organizing a variety of Oakland University Handbooks.

Compilation of [Student Congress Presidential election information](#)

Compilation of the [Inventory of departmental and unit annual reports](#).

PROJECTS IN PROGRESS INCLUDE:

Scanning of the Meadow Brook Music Festival Programs - in progress

An inventory of a collection of reports & proposals

Conservation project for negatives & slides --transfer to archival quality sheet protectors and inventory.

Initial sorting of a large collection of boxes from Meadow Brook Music Festival.

Inventory of "early OU history" boxes.

Ongoing project to create a searchable *Oakland Post* table of contents annotated - currently up to date; years prior to 2009 in progress.

Scanning of Library annual reports (overall ones only) to be posted on the website

Ongoing updates to websites: Board of Trustees minutes, OU Magazine TOC; OU Journal: Newsletters, etc.

Some of Shirley's 'INTERESTING PATRON REQUESTS'

Professor Stamps and a research assistant requested info and pics of Chinese ping pong team visit back in 1972. Prof. Stamps set-up a display of select photos at the Woodcock Legacy Seminar held at MBH Sept 2009. His assistant, Janice Unger wrote a paper titled: Oakland University's Role in Ping Pong Diplomacy.

A guest patron is writing a pictorial book about landmark locations in Oakland County. The book is a "Then and Now" and he asked to have campus photos pulled specifically of MBH, MSUO campus entrance sign. We found several photos he plans on including in his book.

This summer a student expressed an interest in our Lincoln Collection for a class presentation. I was able to take him into the vault so that he could take some photos of some of the artifacts and also pulled the vertical file on the Springer Collection.

Several requests within a one week period for photos and info on the Old [Varner House](#); which was scheduled for demolition the following week. A reporter for the Oakland Post compiled an article with some of the info found. A campus organization that farms on the property also asked for info because they were trying to save the home from being razed.

Submitted by

Linda L. Hildebrand with the invaluable assistance of Shirley Paquette.