

Archives Annual Report

2010-11

The University Archives continued its mission of collecting, inventorying, organizing and preserving materials related to the history of Oakland University.

Most of the accomplishments of the year are due to the hard work of the Archives Assistant, Shirley Paquette. In addition to providing reference assistance to users, her organizational skills, attention to detail, initiative and common sense have contributed greatly to the progress that has been made. She also provided training, oversight and supervision of the Archives Interns during the summer, fall and winter terms. And she has created and also maintains a number of webpages with ongoing content and deals on a daily basis with materials being transferred to the University Archives.

Accomplishments for the year include:

- Electronic versions of the text of the [Oakland University Chronicle transcripts](#) were posted on the web with the transcripts pagination edited to match their indexes; a master index to the Chronicles 30 volumes set was created.
- [Meadow Brook Music Festival Programs](#) were scanned; a web page was created with links to the programs along with a chronological list of performers and performances.
- Library Annual Reports - [1959-1985](#) were scanned and posted online.
- [Sculpture on the Oakland University Campus](#): research and photographs, by summer 2010 Library Intern Audra Pieknik Shewell. Posted online.
- [Groundbreaking shovels inventory](#) with pictures & brief information was created by fall Library Intern Megan Rochon
- [Charter class ring photos and background information](#) by fall Library Intern Megan Rochon.
- [Historic Oakland University Documents 1956-1963](#): inventory was created and the selective scanning of individual documents is ongoing.
- MSUO Administrative Group [Minutes 1959-1966](#) were scanned and posted online.
- [Glyndebourne Picnics history research project](#) was begun by winter 2011 Library Intern Nicole Sheard. Information for the first three picnics was completed.
- Creation of an Inventory/Finding list for boxed collections.
- Maintenance and ongoing updating of the [subject vertical file collection](#).
- Maintenance and ongoing updating of the [Newspapers and Newsletters inventory](#).

- [Oakland University Library History 1970-1979](#) researched and written by winter Library Intern Nicole Sheard.
- [Varner House](#) (razed Sept. 2010) photographed and web page created with background information.
- Inventory of faculty and staff photographs continues. This year we were able to get some long time OU faculty and staff members to look at all our unidentified head shots and with their help, managed to put names to a number of the individuals. Thanks to Dave Doane, Bill Connellan, Ann Pogany, Millie Merz.
- Senate Committees' minutes, committee annual reports and misc. documents transferred to vertical file cabinets.
- Senate Committee [annual reports pre 2000](#) were scanned and posted to the Senate website.
- Creation of an inventory list of a grouping of "Campus Events" – Detailed list includes invitations, pictures, programs, scripts for each event. This list will continue to expand and be augmented.
- Map cabinet – Inventory list of drawer contents.
- [Oakland Post – Annotated table of contents](#) project in process. 2005- to date completed; 2004 partially completed
- Meadow Brook Art Gallery – Several boxes sorted; Inventory lists of Pamphlets and photos/negatives created.
- Frederick L. Black manuscript transcription - In progress. (really Special Collections but Archives was helping out because we had interns available.)
- Commencement Programs- scanning in process
- Concours d'Elegance programs-scanning in process.
- Sifting and winnowing of multitudinous binders of newspaper clippings that were sent over from Communications & Marketing; those clippings related to OU were then organized and filed.
- Ongoing updates to web sites: [Board of Trustees meeting Minutes](#), [University Senate meeting Minutes](#); [OU Magazine](#)
- General filing and organizing of materials from various campus units as they arrive, and in particular the materials from Communications and Marketing.

Facilities and equipment

The construction on new Library Café had an impact on the Archives Work Room. The additional water and drainage pipes required for the Café had to be placed in a new projection (bulkhead) running along the west and north walls of the work room. The possibility of future leaks is of concern.

We did have the possibility of another water problem this spring when the microforms room flooded. In the past when this has happened the water has seeped into the archives work room; this year fortunately they were able to contain the flood before it came under the wall.

Archives scanning productivity was somewhat compromised by older computers (2002 and 2006) and old problematic scanners. In the fiscal year 2010-2011 requests were made for new computers and scanners in addition to a light bed for slides and a printer. None of the technology requests were funded.

In the June 2010 Archives was told that the Art and Art History Department had purchased a high-tech scanner ([Atiz Book Drive Pro](#)) using end-of-year funds and needed a location for it. The library offered a corner of the Archives workroom for the equipment. The plan was that the Art Dept. would be able to use it for scanning large format art books and Archives could then also use it for scanning oversized items. Installation of the “monster” machine was delayed a number of months because of the need to find large enough tables (2 tables, each 3’ x 6’) for it to sit on. Rob Burns was finally able to set it up during the 2011 Winter term. We have experimented a little with it but since the “how to” documentation is on-line, we haven’t yet figured out how it works. Our plans are to use it to scan the OU News from 1975-1995 since they are oversized items. (Previous OU newsletters from 1958-1975 were in a more traditional and scannable format and have been completed.)



Archives’ request for a [hanging system](#) for all the pictures and posters and miscellaneous items that are sitting on the floor along the walls in the Archives stack areas was approved and the piece parts purchased. The system has not yet been completely installed and we cannot even use the rail that was installed because we are missing the cables and hangars.

Other information

We did not do a very good job this year of capturing data concerning our users. In addition to the 38 properly documented requests, there were quite a few more that were either handled as drop-ins or phone requests or emails. Beginning in July 2011 we will be using a Google Documents spreadsheet to better capture information on who, what, when, why and how archival materials are being used.

Interesting requests:

I worked with Meadow Brook Hall staffer Madelyn Rzadkowolski who requested photos of the University to use in a book she co-authored with fellow staff member Meredith Long. The book has been published and is called “Images of America, Rochester and Rochester Hills”.

The Oakland Post requested info and pictures of the Old Varner House for an article because the house was scheduled to be razed and there was some controversy against the demolition.

The Oakland Post did an article about campus buildings and who they were named after. Several of the photos we provided were used in the article.

A request for information on Elizabeth Hughes Gossett, an important figure in OU’s early history.

A request for a copy of the sound recording of the premiere performance of Lester Trimble’s *Duo Concertante for Orchestra and Two Violins: To a Great American (Lester Trimble)* (9 August 1968) commissioned by Meadow Brook Festival, performed by the Detroit Symphony Orchestra, and directed by Sixten Ehrling; Violinists Mischa Mischakoff, Gordon Staples. We were assisted in converting the reel to reel recording to a CD by Terry Herald in Music, Theatre & Dance.

Submitted by Linda L. Hildebrand