
University Archives Committee Annual Report, 2014-2016

I. Function

The function of the University Archives Committee is to determine policies governing the control and use of the University Archives and Records Management.

The University Archives currently houses approximately:

27,000 linear feet of paper materials

2 million images

18,000 media items (audio tapes, transcription disks, films, vhs tapes, etc.)

1400 oral histories

Various portraits and memorabilia (e.g. degrees, buttons, pendants, etc.)

Archives Staff:

David Null, Director

Troy Reeves, Oral History Program

Peg Eusch, University Records Officer

Cathy Jacob, Operations Program Associate

Vacant position – see below

II. 2014-2015 and 2015-2016 Activities

The University Archives Committee met once during 2014/15 and twice during 2015/16.

III. Current Issues or Concerns

The Images/Media Archivist left the University in January 2016. The Archives will be allowed to fill the vacancy, but the position will have more emphasis on electronic records and social media. The Archives currently receives materials in electronic form, and we assume that will continue to grow. Having a person to deal with those materials on a more structured basis will be very helpful.

Our social media sites (Tumblr, Twitter, Flickr, etc.) have been very useful in getting more publicity and use of the University Archives and we hope to continue to grow those efforts.

In the fall of 2015, the Archives received generous funding from New Harvest Foundation through OutReach, and the George L. Mosse Program in History to begin collecting materials on the LGBTQ communities in Madison, building on our existing oral history efforts in that area.. We have started to receive collections and we have had a lot of interest in this effort. An open house to view some of the collections is scheduled for April 29, 2016.

Also in the fall of 2015, the Oral History Program received a mini-grant from the Ira and Ineva Reilly Baldwin Wisconsin Idea Endowment to begin recording oral histories with African-American alumni of the Athletic Department.

During 2014/15 the Archives shared an Association of Research Libraries/Society of American Archivists MOSIAC fellow with the Wisconsin Historical Society. The student, Harvey Long, a master's student in the School of Library and Information Studies, developed a web site for the Archives on *African-Americans at the University of Wisconsin (1875-1969)*.

During the summer of 2015, the General Library System put compact shelving into another room the basement of Steenbock Library for Archives storage. This will provide another 5000 linear feet of storage and should be sufficient for several years, since we assume we will be getting less material in paper form and more in electronic form. The University Archives currently has around 27,000 linear feet of paper material.

The University Records Officer, among many other projects, has worked with campus partners to put out *Guidance on Managing the Records of Departing Employees* and File Plans for University Departments. She has continued to work on records schedules which have sunset, and she has led the effort to revise the UW System records schedules for Human Resources and Payroll.

IV. Future Issues

With help from the General Library System's development officer and the Daily Cardinal Alumni Board, we will be looking at raising money to digitize the Daily Cardinal. We get many requests for a digital version of the Cardinal, and 2017 is the 125th anniversary of the paper, so this will be a major focus.

Almost none of our finding aids are available online, and this is a growing area of concern and we get more question from researchers. We will continue to pursue ways of getting more of our finding aids into digital form.

The Oral History Program currently has a list of over 350 potential interviewees. Finding people to do those interviews is a daunting task.

V. Summary/Recommendations

The University Archives will complete the survey on retention of syllabi by campus units during the spring of 2016. We hope the newly position of Digital Archivist (formerly Images/Media Archivist) will allow us to increase the amount and simplify the process of ingesting electronic records into the Archives. We will continue to find ways to bring issues around electronic records to the attention of the campus community. The Archives will continue to digitize and publicize materials from our collections.

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VI. University Archives Committee, 2014-2015 Membership

Faculty

Catherine Smith, School of Library & Information Studies
Robin Valenza, English
Peter Vranas (chair), Philosophy

Academic Staff

Ruth Olson, Center for the Study of Upper Midwestern Cultures

Ex officio

Laurie Mayberry, Provost's designee
David Null, University Archivist
Andrea Poehling, Secretary of the Faculty
Donna Silver, Secretary of the Academic Staff

Named Members

Matthew Blessing, Wisconsin Historical Society/State Archivist
Jeanette Casey, General Library System Director's designee
Cynthia Jasper, University Library Committee liaison

VI. University Archives Committee, 2015-2016 Membership

Faculty [term ends]

Joseph Kemnitz (chair), SMPH/Cell and Regenerative Biology [2016]
Matthew Bakkom, ED/Art [2018]
Ethelene Whitmire, L&S/Library & Information Studies [2017]

Academic Staff [term ends]

Daniel Einstein, Facilities Planning & Management [2018]

Ex officio

Heather Daniels, Secretary of the Academic Staff
Laurie Mayberry, Provost's Designee
David Null, University Archivist
Jane Richard, Secretary of the Faculty's designee

Named Members

Matthew Blessing, Wisconsin Historical Society/State Archivist
Daniel Klingenberg, University Library Committee liaison
Doug Way, General Library System Director's designee