

UNIVERSITY OF ILLINOIS ARCHIVES

ANNUAL REPORT

July 1, 2021– June 30, 2022

How do you define a university archives? Should it be defined as merely the repository of official university records, publications, scrapbooks, and memorabilia related to the institution, or should its purpose be to act as the cultural memory for the institution it serves? Since its inception 59 years ago, the University of Illinois Archives has always sought to follow both paths—to be not only the University’s official records repository but also to provide to our internationally renowned land-grant university the kind of cultural memory repository its students, faculty, alumni, and partners deserve.



Grad students Melissa Gauger and Paul Gilbert learn about the restoration of the Iolani Palace from Archives Reference expert Sammi Merritt.

Some might say the University Archives is “all over the place,” with its holdings on many varied topics not seemingly related to the leading public university in the Land of Lincoln. That misses the point. Just as the “universe” part of “university” establishes that the scope of an institution with that name is to be comprehensive, so too the University of Illinois Archives must follow the University itself and go beyond the campus confines to support documentation of the broader cultural memory examined by its students and faculty. Indeed, the

hallmark of a vibrant archives is to work outside the box, especially when there is the necessity to be the cultural memory repository for a land-grant, research-focused university in a state as diverse and as cosmopolitan as Illinois.

What the Archives preserves and makes available has always anticipated values in the University of Illinois System Strategic Framework, especially Pillar I’s call for teaching and learning to be student focused and to enhance inclusiveness. The Archives’ wide range also supports Pillar II’s emphasis on scholarship with global impact. That the Archives contributes to these broad strategic goals, is not the product of technical codebooks, rulebooks, or multitudinous “trainings.” From its inception, the University Archives has sought to respond to the documentary needs across the breadth of student and faculty interests. No university, library, or archives can be truly universal or comprehensive, but we have always focused on much more than institutional history. We have emphasized those broader aspects of cultural heritage that have emerged from collaboration with a broad array of faculty, alumni, and students to enhance diversity and inclusiveness so that we can be a resource for social memory. The results of these collaborations are seen in the 2021-22 activities highlighted in this report.

1.0 MAJOR ACTIVITIES AND ACCOMPLISHMENTS

1.1 Use. During the past year, the beneficiaries of the University Archives were 2,974 research and reference users whose projects entailed the use of 8,718 record series. Compared to the last pre-pandemic reporting year of 2018/19, these amounts represent a decrease of 5.5 percent in the number of users and a decrease of 7.0 percent in the number of record series (collections) used. Based on what we have seen of use in the second semester and summer of 2022, we anticipate that use will rise over the 2022/23 year, although it will be some time before we reach the all time peak of 12,925 uses in 2013/14. Data in Table 1 (see Appendix) illustrate the breadth of uses by category of user and purpose of use and showing comparisons to the last pre-COVID year as well as ten years ago. Table 2 provides detail on the number and type of records used according to record group (office of origin). In Section 5.0 below, there is a summary of the topics and background characteristics of this year's use.

Through 180 class presentations, public tours, and talks this year, the Archives reached nearly 2,074 persons, to whom we presented archival materials or offered interpretations of the histories contained in our holdings. Given the dampening effect of the pandemic on in-person attendance, it should be noted that the University Archives also reached an audience of 6,761 people via streaming and on-line presentations.

Of the 8,718 uses of records, 39.7 percent (3,461) were made by University of Illinois students, faculty and staff. The global scholarly and public importance of the University Archives holdings is reflected by the fact that 60.3 percent (5,257) of use of the Archives was by individuals outside the University. External scholarly use of the Archives is reflected in the fact that 16.2 percent (1,413) of all use came from other university faculty and students at 149 separate universities or research institutions from 36 separate states and 19 foreign countries. Our role as a land-grant institution serving citizens at large is seen in the 3,844 uses (44.1 percent) by the general public population.

For website usage, the Library's technology infrastructure and Google's tools for tracking have remained problematic, resulting in structural anomalies that preclude reliable year-to-year comparisons or confidence in the completeness of website-use data. This year's numbers indicate that we reached 58,440 persons, with 179,062 page views, a significant decline from recent years. At least in part, this may reflect that tracking utilities inexplicably stopped recording use of the Archon database and some other pages in the middle of the year.

An especially significant accomplishment of the last 18 months has been completion of a project first imagined four decades ago—converting to a computer-based system of gathering and reporting of our user statistics. This new system consists of a web interface system using WordPress that enables staff to quickly and efficiently enter user data and run regular reports, such as those reflected in the data reported above and in Section 5 and Tables 1 and 2 below. Developed by Archives staff member Sammi Merritt, the system has decreased by 55 to 75 hours the amount of time required of the University Archivist to produce monthly and annual use statistics. For the first time, we will be able to run special reports that will enable us to answer questions such as “how often is _____ record series/collection used.”

1.2 Collections and Holdings. The total volume of processed holdings rose to 34,494 cubic feet in 8,276 record series (University and ALA Archives combined, see Table 3.) For the University Archives, this is the equivalent of 13,899 file drawers of official records, 28.3 million manuscripts in personal papers, and 22,136 volumes of publications. University Archives holdings include information in all formats: correspondence, reports, publications, photographic prints, negatives and slides, videotapes, motion picture films, and audio tapes and disks. Holdings by type of record and Record Group (office of origin) are listed in Table 4. In addition to physical materials, the University Archives and ALA Archives combined include 59.5 terabytes of electronic files in the Library's digital repository, making the University Archives the largest single user in the Medusa preservation repository.

Thanks to the work of students and professional staff, several notable accessions were processed this year: Records of *Chicago Sun-Times* Movie Press Kits; University Library Mortenson Center; Water Survey Local Climatological Data; and Writers Workshop. Personal Papers of Huguette S. Cohen, Stephen P. Cohen, Jan Erkert, Thomas S. Huang, Blair Kling, Deborah Langerman, Bruno Nettel, and Zhong-Jin Ruan. Music and related papers from Henry Hicks Wind Band, Hymn Tune Index, Nicholas Temperley, University of Illinois Russian Folk Orchestra, and Paul Martin Zonn. From external and contract partners we have added official records from the American Choral Directors Association, American Library Association, Kappa Delta Pi, and National Council of Teachers of English (multiple series).

Digital materials are a growing part of all that we do. The University Archives and the American Library Association archives include digital copies of analog archival materials and increasingly born-digital materials. Their content comprises student, alumni, and faculty papers, departmental records, publications, and association archives. We have 925 record series totaling 59.5 terabytes of data in the Library's digital repository, making the University Archives the largest single user in the Medusa preservation repository. Starting with the initial COVID work-from-home mandate the ALA archivist and the Digital Projects, Preservation and Digitization program officer, along with a few graduate students reduced the current backlog of unprocessed digital materials to 6.2 terabytes.

A notable accession of born-digital materials is the **COVID-19 Documentation project**. Funded by the President's office and led by Bethany Anderson and Joanne Kaczmarek, the project seeks to document and preserve the University's response to the COVID-19 pandemic. Notable newly digitized analog materials include the technical reports from the Center for Advanced Computation and **Energy Research Group, 1973-82**. Although the outsourced scanning was started before the pandemic, the digitization was recently completed and the content has been deposited into Medusa, and is also available to the public through the Digital Library.

1.3 External Collaborations. The University Archives continued its four-decade-long practice of contracting with external organizations to accession, preserve, and make accessible the records of educational and professional associations for use as academic resources. Our major contract partners are: Advertising Council, Alpha Tau Omega Fraternity, American Library Association, Art Libraries Society of North America, Association of American Law Schools, and National Council of Teachers of English. In 2021/22 these agreements provided over \$176,000 in continued support for Illinois' ongoing diversification of its research resources for faculty,

students, and visiting scholars. In addition, we continue to hold the archives of a number of external organizations based on one-time donations that cover the arrangement, description, and preservation of the initial acquisitions. These include the Alpha Lambda Delta fraternity, American Agricultural Editors Association, Farm Foundation, National Panhellenic Conference, Paleontological Society, and Third Armored Division Association.

2.0 OVERVIEW OF HOLDINGS, OCCUPANCY, AND USE

2.1 Facilities and Space

The nature of an archives is to be additive. Thus, space is always at a premium. Although the quality of some of our space has improved over the past 3 decades, there is not sufficient quality space for processed records nor staging space to be able to accept unprocessed records from University offices or alumni and faculty donors. See Table 5 for the volume and percent occupied by archives material.

As has too often been the case, 2021-22 saw continued problems with sub-optimal climate control in a number of our spaces, and further issues with controls and systems for the 2015-16 renovated HVAC system at the Horticulture Field Lab/Archives Research Center. The Archives and Special Collections Building proposed to be placed in the remodeled underground Undergraduate Library should provide some breathing room. However, until that is completed it will not be possible to determine how much of a relief it can offer. Meanwhile, we have had to depend on being able to store material in the Oak Street Library, a facility which we understand is near capacity. Regardless, security, efficiency, and user friendly operations are hindered by having material stored in so many separate locations.

2.2 Overview of Use and Reference Service

The University Archives Reference Team of Linda Stepp, Jameatrix Rimkus, Katie Nichols, and Sammi Merritt handled a high volume of research topics. After Taylor Henning left us in early July to accept a University Archivist position at Wayne State University, Sammi Merritt was added to the Reference Team and quickly demonstrated skill in answering even obscure questions. See Section 5.0 for details on topics of research by types of researchers.

In addition to seeking answers to historical questions, the Reference Team must routinely conduct time-consuming work of copyright research for image and text permissions. These requests often require between 6-8 hours of work. This year the Team researched about 16 permission requests for use in publication, exhibition, and broadcast. Topics included Latin American psychoanalysis, the Illini Railroad Club, and original manuscripts of geneticist Gregor Mendel.

The Reference Team has contributed to discussions on the functional needs and design of the proposed merged Reading Room in the Archives and Special Collections building. The building will clearly provide improved space for instructional sessions with classes and visitors. However, it is hard to imagine how it can replicated the kind of dynamic engagement which works well for both researchers and Archives staff find works so well in the Main Library Room 146 space we moved into as recently as June 2015.

As part of planning for operations in the Archives Special Collections Building and to adjust to

changes in the inventory management software at the Oak Street storage facility, we have been testing the Aeon software system for paging and tracking boxes. It also may provide a means to handle payments for our copying and scanning orders and activity management for classes and exhibits.

3.0 PROGRAM ACTIVITIES

3.1 Records and Information Management Services (RIMS)

Led by the Archivist for Electronic Records and Records Management, Joanne Kaczmarek, RIMS is a University of Illinois System-level unit charged with providing a cohesive approach and support for the effective management of digital records and information resources. This Archivist position was created at the initiative of the Secretary of the Board of Trustees who, in 2001, saw the need for an archivist to resolve records management issues at all three campuses. To fulfill the statutory mandate for the Archives in the University *General Rules*, it was also obvious that the position was needed to aid in charting a course for records-keeping functions otherwise not addressed in the emerging Banner enterprise resource planning system. These expectations were clearly ambitious. From Joanne's start in 2002, she developed strong relationships with the Office of Business and Financial Affairs and the System-wide Chief Information Officer. These contributed to recommendations of multi-campus task forces looking at the need for a program able to deal with both conventional records and Banner system data. Thus, a Records and Information Management Services unit was created with funding shared by System-level and Provost-level offices at Chicago and Urbana and reporting to the University System Chief Information Officer. RIMS works primarily with information security and data management personnel, and collaborates with IT operations at all levels to help clarify requirements for managing administrative digital content. Specifically, RIMS supports department-level records inventories, preparation of records retention/disposal schedules, transfer of records to secure storage for both archival and non-archival materials, oversees all disposal requests for records in coordination with the State Records Commission, and develops general records retention schedules in tandem with the University Archivists.

During FY22, RIMS responded to 429 unique inquiries from individuals representing 227 distinct departments across all universities and System-level offices, and oversaw the disposal of 13,432 cubic feet and 98.9 GB of records. The program also focused on securing approval for an updated System-wide human-resources records retention schedule and created a new online email management training guide. RIMS drafted and put forward for review an extensive set of recommendations for retention of Information Technology documentation and data logs, and it launched an effort to support the UIC Hospital's implementation of Laserfiche as a document management tool for the hospital's human resources records. RIMS continues work towards central management of records in paper format that are inactive but have not yet met their disposal or transfer requirements. Thus, RIMS oversees more than 11,200 cubic feet of records storage space across Chicago, Springfield, and Urbana in a variety of spaces and storage environments. Materials being stored include inactive administrative records, most of which have a short term need for retention (one to 10 years) with some having a longer term need for retention (between 30 to 75), and others of enduring value but for which the University Archives lacks the space or processing resources to accept the transfers. This records storage service is evolving to take advantage of a contract with Iron Mountain.

3.2 Student Life and Culture Archives (SLCA)

The Student Life and Culture Archives (SLCA) was founded in 1989 based on an endowment from the Stewart S. Howe Foundation. Under the direction of Ellen Swain since 1999, SLCA has been a ground-breaking program that preserves and makes accessible official records and private archives of 1) national fraternity, sorority, and other student organizations and 2) all aspects of University of Illinois student life and culture. Both the endowment support and the program scope are models being followed by several other institutions to prioritize their own student life archives. SLCA's renowned holdings on student and Greek organizations are widely used by campus researchers and researchers across the country.

3.2.1 Work with National Organizations:

Since 2010 and in collaboration with Kappa Alpha Theta, SLCA has hosted the **National Archives Conference for Fraternities and Sororities (NACFS)** to provide professional archival guidance and networking opportunities for national groups without professional archivists. In the summer of 2021, the NACFS was held as a virtual conference for over 100 attendees. There was also an August follow-up session on outreach, and a listserv was created for participants and others to continue conversations throughout the year.

Since 2019, the SLC archives has hosted the online [*Almanac for Fraternities and Sororities*](#) as a historical directory to replace the long-standing *Baird's Manual of American College Fraternities*, which ceased production following its 1990 update. Now on the SLCA website, the *Almanac* provides an authoritative compendium of fraternities and sororities with semi-annual updates and additions by Fran Becque of Pi Beta Phi.

Through the NACFS, the SLC archivist continued work with the Asian American Pacific Islander community. She, together with Archives Program Officer Sarah Harris, provided a Zoom presentation to the **National APIDA Panhellenic Association (NAPA)** annual meeting to advise on care for their members' digital and analog materials. After the presentation, the SLC Archivist worked with Delta Phi Lambda and Phi Alpha Phi to update their SLCA holdings.

In support of one of the earliest and largest partnerships of SLCA, Ellen negotiated the tenth three-year renewal for the **Alpha Tau Omega** national organization, albeit not without significant University hurdles. SLCA coordinated with Kappa Delta Pi, a national education fraternity to receive a 100-cubic-foot transfer of records, which will be managed under our 2011 funding agreement with them. Meanwhile, we are collaborating with Alpha Rho Chi, an architecture fraternity, Delta Kappa Epsilon, a social fraternity, and Delta Omicron, a music fraternity to manage their archives.

3.2.2 University of Illinois SLCA Activities:

The SLC Archivist is collaborating with the **Illini Union** director to better document the Union's work and systematically receive its records. Initial work focuses on the Illini Union Board records relating to campus event-planning for student activities, and its digital materials and analog records in file cabinets.

During the 2021 50th anniversary celebration of **Unit One**, its director created an archives initiative resulting in donations to SLCA of founding materials and personal papers, including records of two directors. This will be followed by conducting oral histories of Unit One leaders.

Through the Unit One project, alumnus and Chicago journalist **Charlie Meyerson** donated materials from his time in Unit One and his student days involvement in the *Daily Illini* and WPGU. He also connected the SLCA with his fellow WPGU radio broadcaster Ed Sackley, who donated digitized shows and segments from the early 1970s, which Sackley had rescued from a residence hall basement. Meyerson also deposited his career materials, including shows and scripts from his work as an [award-winning journalist](#). SLCA and the Communications Library are partnering with Preservation to raise funds to digitize over 150 reels and tapes to create an online resource for students and the public.

The SLC Archivist is working with Natural and Applied Sciences Archivist Bethany Anderson on the **Student Protest and Cybernetics project** to digitize the papers of alumnus Paul Schroeder and the Archives' relevant supporting materials and to create an online teaching resource. The recently acquired **United Mime Workers** records (32 cubic feet) contain valuable materials related to 1970s student activism project and cybernetics research. Donated in 2021 by alumnus and performer Jeff Glassman, these records are currently being processed by Archives Research Center graduate assistant Spenser Bailey.

In cooperation with Illini Hillel, SLC oversaw the digitization of the Archives' holdings of the *Hillel Post* (1924-1947, 1955) to support the 2023 celebration of Illini Hillel's centenary. It is now available in the [Illinois Digital Newspaper Collection](#) and Hathi Trust.

Presentations by the SLC Archivist have included: an EPOL class on oral history methods; a Gender and Women's Studies course; online support for a rhetoric course; course guides for courses in Communications and History; a workshop for the Campus Communicators Officers (with Bethany Anderson) concerning the University Archives' collection needs; an Olli event concerning 1924 Olympic medalist Harold Osborn; and an interview for the Big Ten Network on the life of Dean of Women Violet Jayne.

Because of increased employee benefit costs, the SLCA endowment no longer allows for a programming budget or graduate assistantships. Thus, Katie Nichols, Archives Program Officer for general University Archives responsibilities at the Archives Research Center, has had to take on substantial support for SLC-related reference, projects, and programming. SLCA also receives assistance from Jessica Ballard, Archivist for Multicultural Collections and Services, especially relating to cultural center outreach and other university records related to the multi-cultural student experience.

3.3 Sousa Archives and Center for American Music (SACAM)

The University Archives' responsibility for what is now the Sousa Archives and Center for American Music came from a 1994 collaboration of the Chancellor's Office, University Library, and University Archives. The joint work was to fulfill a mandate for professional management of the John Philip Sousa collection, which had been languishing in the Bands Department since its 1930s arrival at the University. Under the new arrangement, the first Sousa Archivist, Phyllis Danner, made great strides with the library and archives aspects before her untimely passing in 2002. With the 2003 appointment of its current head, Scott Schwartz, the unit was able to professionalize its museum practices, build its archives operations, and develop dynamic public engagement programs. Currently, those programs connect with more local community members

and public elsewhere in Illinois and worldwide than any other outreach activities of the Library. SACAM's ability to reach the public has paralleled its work at adding collections and building research resources relating to bands, band and electronic instruments, music of world indigenous cultures, and modern music composition. All of this comes from a single full-time archivist, whose dedication and passion for the unit's mission drives him to 60-70 hour work weeks. Even with COVID disruptions, the Center has pursued an expansive mission aimed at making available its significant collections, meeting research needs of campus and international users, and generating a sense by the public of how music can be a lens for understanding American society at large.

In 2021-22, despite persistent inadequate staffing, Scott Schwartz's leadership enabled SACAM to acquire 208.5 cubic feet of new collections and additions to its existing collections, as well as 116.1 GB of digital files. The Center also completed the arrangement and description of 119.0 cubic feet of archival and museum collections.

SACAM answered 838 off- and on-site reference inquiries, and 91 duplication requests from 25 states and nine countries, which involved 2,707 record series. It also provided 150 instructional sessions and guided tours of its collections to 1,527 individuals and 298 hours of instruction. Unfortunately, with area schools reducing many activities because of the pandemic, the 11th year of SACAM's popular American Music and Culture through Music program was suspended.

The Center's extensive public engagement work also included the 2021 One Community Together (formerly part of the Urbana Sweet Corn Festival). Its on-site performances were streamed in real time, resulting in direct contact with 5,720 individuals in North and South America, Europe, Australia, and Japan; children's programming for the 10th Folk and Roots Festival online, and at the Urbana Free Library, and at Spurlock Museum; the annual UNESCO International Jazz Day presentation and performance relating to the tenor saxophone, which was streamed online; and the production of four new museum exhibits, one performance lecture, two different concert programs, and the children's programming for the Folk and Roots Festival.

Particularly noteworthy was the American Bandmasters Association conferring of its highest honor, the Edwin Franko Goldman Award, on Scott Schwartz in March. This placed Scott in the company of major composers for Hollywood, concert halls, and bands. SACAM continues to surpass the Library and many other campus units in its impact on the citizens of Illinois despite its under-staffing of only one full-time professional staff member and two quarter-time GAs.

3.4 Natural and Applied Sciences Archives (NASA) Program

As the heritage repository for a land-grant university that has been science-intensive since its founding, the University Archives has always valued significant records and personal archives relating to science and technology. International research interest in and use of such records has been a constant over the decades. In accessioning such records, founding archivist Maynard Brichford worked to understand the landscape of scientific record-creation and developed guidelines for managing these records. Supported by Library funds, a formal program for science archives was established in 2019 with the hiring of Bethany Anderson as the NASA Archivist. She is strategically developing the program by systematically selecting and accessioning relevant university records and personal archives from relevant offices, alumni, and faculty as well as providing reference, instructional support, and public engagement related to the University's

place in the history of science.

Notable acquisitions include papers of Donna J. Cox, professor and director of NCSA's Advanced Visualization Laboratory (AVL); Thomas S. Huang, N. Narayana Rao, and Ricardo B. Uribe (professors in Electrical and Computer Engineering); Larry Schook (professor in Animal Sciences). Other acquisitions include observational records from the Illinois Natural History Survey (including its Forbes Biological Station in Havana, IL); and audiovisual recordings of 1968 student debates over the ILLIAC IV computer. A forthcoming acquisition is the papers of Nobel Prize-winning nuclear physicist Rosalyn Sussman Yalow, alumna of the university (PhD, 1945).

Thanks to President Killeen's initiative, and \$50,000 of funding, Anderson and Electronic Records Archivist Joanne Kaczmarek launched a large-scale project to accession and process digital materials and conduct oral histories that capture the university's scientific and administrative response to COVID-19 at the System and campus (UIUC, UIC, UIS) levels.

Archives reference use has related to scientific topics, including cybernetics, computing, ecology, natural history, physics, women scientists, and the intersection of computing and electronic music. During 2021-22, Anderson answered 40 inquiries coming from faculty, staff, and students from different campus disciplines, and from outside of the university. That many of these inquiries were from abroad and testifies to the global reach of the NASA archives.

Instruction and public engagement have been priorities for NASA archivist Anderson who has provided instruction for courses in History, Information Sciences, and Communications. She and Kristen Allen Wilson (Illinois Distributed Museum) have organized the Women in Science Lecture Series based on 2020 Library Innovation funds with continued funding provided by several of the lecture series' cosponsors. To help address the historic under-representation of materials of women scientists in archives, the series broadly engages students, faculty, staff, and the public in the accomplishments of women scientists at the University of Illinois. In 2021-22 this virtual series attracted 482 people, 287 of whom logged in for the presentations. Beyond attracting local media attention, the lectures have led to collaborations with campus science and humanities units. In an external engagement, NASA has joined the History Department, Spurlock Museum, and two other library units to convince the University to join the Consortium for History of Science, Technology, and Medicine. By joining CHSTM we and campus partners will reach new users and highlight the university's historic contributions to science and technology.

The major challenges facing the NASA are lack of sustained funding for students to arrange and describe the many incoming collections and records and space for that work as well as space for incoming acquisitions.

3.5 Faculty Papers/Personal and Professional Archives

Since its 1963 founding, the collecting and making available of personal and professional archives of faculty members has been central to the University Archives. These archives enable an understanding of the evolution of the workings of teaching and learning, and the records of faculty research and service provide resources for understanding the history of the arts,

humanities, science, society, and technology locally and internationally. These archives also shed light on the faculty's role in shared governance of the University's educational and administrative programs while also constituting much of what is the University Archives' major draw for international research inquiries and visiting scholars.

The centrality of faculty papers to the University Archives mission was recognized in 1970, when the Board of Trustees incorporated them into our legal mandate. Although the small staff did excellent work on faculty papers in the following decades, it was not until 2014 that we successfully made the case for documenting the excellence of University of Illinois faculty by hiring a full-time archivist for faculty papers. Since then, Susanne Belovari, Archivist for Faculty Papers, has worked systematically to identify key faculty members whose research and university careers require proactive, sustained, and individualized attention so their records can be selected, acquired, and then arranged, described, and preserved to be accessible for research use. Her work has allowed us to expand beyond a limited array of faculty to be more inclusive and more international.

Especially important to the success of this program has been the strategic way that Susanne grounds the selection of materials on a research-based approach to appraisal. This is done by a combination of considerable one-on-one time with the faculty member and broad searches for literature from and relating to the particular faculty member's expertise. At any given time, Susanne may be working with as many as 150 faculty from as many as 60 different departments or academic units. The result is the professional curation of the record of faculty contributions to the University and the world of learning for multiple disciplines, including agricultural communications, architecture, biosciences, English, history, human nutrition, political science, and women's studies. The program's guiding principle is to use systematic appraisal to develop quality faculty archives while also limiting the bulk of material that may lack enduring research value.

Of course, not every faculty member is a star or a trailblazer or a model citizen by today's social and political sensibilities. Thus, as a comprehensive archives, we must also be open to preserving the records of unfinished projects, research dead-ends, conflicts, and matters that may be problematic in relation to a researcher's discipline, the university, or society at large. These kinds of records can be particularly important for documenting institutional integrity, and for the benefit of future scholars and society trying to reckon with the failures and problematic aspects of the past. While not the center of our collection, those materials need to be preserved as a record to enable accountability of society's problematic past as well as to offer insights on how we might move forward.

Also fundamental to the success of the faculty papers program has been Susanne's rigorous training and supervision of graduate students in the work of archives arrangement and description. With her mentorship, they learn to master materials that often arrive disordered and may contain complex, discipline-specific material, sometimes in multiple foreign languages. This kind of training and experience has given these students a competitive edge in securing their first job, thanks to the unique experience and personal direction that they have received in the University of Illinois Archives' faculty papers program.

3.6 Multicultural Collections and Services

To fulfill the implicit archival mandate for comprehensive documentation, the University Archives has sought broad inclusion since its 1963 founding. That decade's social and political environment led us to social justice concerns, including the University Archivist Maynard Brichford's 1967 publication of a comprehensive catalog of projects and resources for service to under-resourced communities. One year later, Eddie Russell, a student working with the University Archivist, uncovered the historical presence of black students who previously had been overlooked for over 70 years. Although a helpful project, the Archives' meager staffing, and high volume of records and reference requests, precluded the proactive work that multicultural documentation requires. Although we were able to be strategically reactive to support searching for demographic data and textual records to write five dissertations on historically under-represented populations, we were hindered for too long in doing much more.

To support a proactive stance, the Archives seized on the 2017 opportunity to add Jessica Ballard to its staff when the Library recruited her for its Visiting Academic Resident program. Jessica immediately began building relations with administrative offices and campus multicultural programs. Her early accomplishments encouraged us to seek Library and campus support to move her to a tenure system faculty appointment. Since that appointment began in March 2020, Jessica has been able to initiate, nurture, and sustain relationships with the Asian American Alliance, Asian American Cultural Center, Bruce Nesbitt African American Cultural Center, Gender and Sexuality Resource Center (previously, LGBTQ Resource Center), La Casa Cultural Latina, National Organization for Minority Architects, Native American House, and Women's Resource Center. Consequently, we are beginning to receive some of the first transfers of records from units that have been in existence for decades, enabling a signal expansion of research possibilities. As the Multicultural Archivist makes clear the value of archival materials for these constituencies, we hope that more of the relevant groups of students, faculty, and community members will help us to be more inclusive and thereby be a resource for preserving and affirming their identities.

Of particular note is Jessica's effort to bring into the 21st century the innovative 1968 census of all Black alumni. While the previously mentioned Russell-Brichford project did create a list of names and dates of attendance for 2,494 students, it has remained a static file of data sheets and index cards. Thanks to significant funding she obtained from the Office of the Vice-Chancellor for Diversity, Equity, and Inclusion (OVCDEI), that census is being converted for the digital age, and an academic hourly researcher is digging deep to locate details about each individual regarding both their university days and subsequent careers. At present she is about two-thirds halfway through the alphabetical file and confident it can be completed in the coming year. OVCDEI has already expressed an interest in supporting a similar project for other cultural groups, although doing so will be more difficult because of the lack of a prior census and because no single administrative source tracked students' ethnicity over time.

We cannot time travel to convince past administrators to keep records on the demographic attributes so highly relevant now, but what the University Archives can do is to follow the example of the Multicultural Archivist and build relations with today's groups and ensure that the always fragile electronic records they are now creating do not disappear. Given how long the University and the Archives were not able to focus on multicultural issues and resources, the

recent work is a major step forward, but we must continue the work and to expand the program's attention beyond students to cover multicultural faculty and staff. For this important work, we appreciate the support that reflects Library and University priorities.

3.7 American Library Association (ALA) Archives

For nearly a half century, since 1974, the University of Illinois Archives has been privileged to be a collaborative partner of the American Library Association in the management of the association's official archives. Through a succession of three-year contracts, ALA has provided financial support for arrangement, description, preservation, and reference service of its historic records. For the first three decades, the agreement covered only graduate assistantships, but in the early 2000s, ALA increased its support to achieve greater continuity via an Academic Professional staff person. Thanks to the leadership of Archives Program Officer Cara Bertram, the incumbent since 2013, ALA increased support to raise her position from half- to full-time in 2020. Although the idea of accepting an archives on the basis of deposit rather than an outright transfer of title and of using a cost-based contract raised some eyebrows in the profession when it was first instituted, the arrangement has provided symbiotic benefits by protecting the ALA's heritage, supporting its current operations, and enhancing the University's reputation as a research institution.

Under Cara's direction, ALA's archives now total 3,904 cubic feet in 1,475 record series plus 162 gigabytes of digital files in 234 record series. She and her team of graduate students continue to work on both physical and digital items from ALA offices and members. Starting in 2019 and running through 2022, the ALA Archives has accessioned over 500 boxes of materials from ALA Headquarters as the ALA Headquarters moved and downsized. In addition to the many records from ALA's offices, other acquisitions have included: Nathalie Hopper Scrapbook, papers of Anita Schiller, Neel Parikh, Arlene E. Luchsinger, and Mary K. Chelton, and additions to the papers of Leonard Kniffel and James Danky. The ALA digital Institutional Repository (ALAIR) has continued to remain strong in its holdings, although focus on uploading digitized materials slowed after ALA staff returned to work onsite. The archives staff have now shifted focus to processing the physical backlog. As of July 2022, the ALAIR repository has over 17,500 items, an increase of over 2,000 from the 2020-21 academic year.

Significant reference work was done for the 100th anniversary of the Newbery Medal, including a presentation given for the University of Illinois School of Information Science's Center for Children's Books symposium in November 2021 on the Newbery centennial. It was attended by over 190 librarians, teachers, students, ALA staff and members, and the public. The archives staff has also provided additional support to the ALA's Social Responsibilities Round Table in locating and digitizing historic meeting minutes and resolutions within their archives. While onsite researcher use was down, overall reference was up with 212 reference transactions and 649 uses of ALA record series for the reporting year. The Archives continues to serve research inquiries and duplication orders from ALA Headquarters, and researchers from all over the United States and internationally, including inquiries from Japan, China, France, Canada, Italy, and the United Kingdom.

3.8 Advertising Council Archives

Under terms of an archival services contract first concluded in 1987, and renewed every three years including in Spring 2022, the Advertising Council Archives now total over 249 cubic feet in 45 record series, and 183 GBs of processed materials and 494 GBs of unprocessed digital material. The 2021-22 Ad Council graduate assistant completed more than 21 reference requests, resulting in 52 uses of 20 separate record series. The inquiries came from Ad Council headquarters, academic scholars, journalists, and media producers. Reference requests were related to several academic and commercial topics, including licensing requests for the usage of Ad Council campaign materials related to topics as diverse as higher education, and recycling and environmental issues. Additionally, the assistant has provided valuable research to the Ad Council New York office staff as part of planning of the organization's 80th Anniversary celebrations. In an era when severe wildfires threaten, it remains a privilege to be responsible for the organization that made Smokey Bear a persuasive symbol.

The incumbent graduate assistant, Paul Gilbert has worked diligently to promote the Ad Council Archives and the role the Council's campaigns played in societal issues during World War II, the post-War period, as well as during the increasingly socially conscious years in the latter decades of the 20th century. He has published four online articles and installed two exhibits in the first floor corridors of the library. The first exhibit, which as of this report is still installed Library's formal entryway gallery, concerns the changing imagery of Uncle Sam in Ad Council campaigns from World War II forward. A second exhibit focused on how the Council's post-war safety campaign evolved, into early seat belt initiatives. This second exhibit caught the attention of a local news station, and it will remain on display in the University Archives Search Room (146 Main Library) through the Fall semester.

3.9 Illinois Distributed Museum (IDM)

Initiated in 2017 and funded by the Provost's Office, the Illinois Distributed Museum is a research and public engagement program of the University Archives. It uses web technology to highlight innovations and inventions by members of the University of Illinois. Under the direction of Kristen Allen Wilson, students, alumni, and faculty volunteers research innovations in a broad range of disciplines. They write articles and select images to form online exhibits. These are then published on a website that connects the article with an interactive map allowing viewers to explore the many places where these innovations had been developed. Presently, the IDM provides the public with 139 exhibits covering 55 departments, and incorporates 13 tours and 318 photographs.

In 2021-22, IDM published 20 new exhibits, with a further 10 in the editing process. These exhibits largely came from the 7 internships that are part of a continued relationship with the History Department's public history program. There were also 3 volunteers, an emeritus faculty member, an alumnus, and a graduate student who authored exhibits. IDM's impact can be seen in the 12,128 unique users who visited the site, resulting in 18,879 pageviews. These visitors were from 139 countries, including Austria, Cameroon, China, Brazil, Germany, Peru, South Africa, and United Kingdom. The top 5 most visited exhibits were PLATO, Samuel Kirk, Beverly Loraine Greene, Thomas K. Cureton, and Shozo Sato.

IDM's methodology to research and prepare the online exhibits is inherently a collaboration with multiple university partnerships, the program also has external partners. In 2021-22, many collaborations came through the Champaign County Museums Network, of which the IDM is an affiliate member. These included participation in the Tolono Library Summer Reading Program, where a virtual one-hour session highlighted IDM exhibits related to agriculture such as the Morrow Plots, Cyril Hopkins, and Thomas Burrill. We have had a standing collaboration with the *News-Gazette* via periodic contributions to their weekly "Inside Out" column. Kristen published 5 newspaper articles to highlight IDM exhibits that encouraged people to visit the website. The positive response to IDM columns is reflected in requests we receive for permission to have some of the *News-Gazette* articles shared with the related campus unit's social media channels. In one instance, the daughter of one of the featured faculty innovators forwarded the article to the home department of the late faculty member, and that became the impetus for the University to revamp the relevant Memorial Fund. IDM also participated in Champaign County Museum Network's Women's History Month events, featuring a panel to discuss the film "Picture a Scientist."

In 2020 and 2021, IDM worked with the Siebel Center for Design and Professor Juan Salamanaca (School of Art and Design) to create a mural for the Center's new building, featuring historic innovations from across the University. The IDM Coordinator researched and selected the 50 innovations to be highlighted. With graduate student assistance, she wrote short captions to be installed on the wall as well as longer descriptions for inclusion in the Augmented Reality portion of the mural. The building held its opening dedication in October 2021, where people were able to see the completed mural.

4 Outreach, Engagement, and Instruction

The breadth of the University Archives holdings, staff expertise, and partnerships translates into a great variety of outreach and engagement activities. In 2021-22, there were over 22 lectures, tours, demonstrations, exhibits, and other programs, with over 694 individuals reached in person and 6,761 reached virtually. Activities included musical performance, programming for families with musical performances and hand-on activities and lectures both by staff and faculty from the Archives and by faculty from across the University. Overall, these were aimed at building relationships with communities with which we want to increase collaboration, and to build virtual projects that allow visitors to interact with our materials. These included annual programming such as the Folks and Root Festival, One Community Together programming, and the Women in Science Lectures Series. There were also some new programs, including a presentation to celebrate the 100th anniversary of the Newbery Medal; outreach to Native American tribes, campus cultural centers, the Office of the Vice Chancellor for Diversity Equity and Inclusion; and participation in the Library's new video. A feature story, with an interview of Archives Program Officer Jameatris Rimkus, on the "discovery" of the Langston Hughes' opera "Esther" was aired on WILL radio and was later rebroadcast nationally on NPR's 1A. Given the pandemic, exhibits and performances were largely by digital means. Exhibits related to the Ad Council's post World War II campaigns, the Art Libraries Society of North America (ARLIS/NA), Hawaiian Guitars, the emergence of the saxophone as a popular instrument, and America's prohibition movement. In addition to in-person viewings on campus or at conference venues, our engagement efforts reached people digitally in Switzerland, Australia, Nigeria, Peru, Singapore, and many other countries

Collectively, the University Archives' multiple programs conducted over 32 classroom instructional sessions, reaching over 423 students. These sessions ranged from teaching third graders about the University Archives to teaching faculty and staff about archival practices and records retention. These sessions connected with courses from multiple academic units, including the History, Journalism, and Theater Departments, and School of Information Science. There were also several instructional presentations to campus units, such as IT departments, Hub Training, Upward Bound, and University of Illinois System training. Looking at our outreach together with our instructional sessions, the University Archives engaged with 7,800 people globally.

5 Topical Overview of Research Use of the Archives

The use data reported in Section 1.1 above reflect the quantitative impact of University Archives use on student work, scholarly study, and citizen's lives. The following illustrates the qualitative contributions to research areas to which we have contributed in 2021-22 .

116 doctoral candidates used the resources of the University Archives. 37 of these researchers were from Illinois, 8 from Texas, 5 each from Indiana and Massachusetts, and 4 from California; in total, individuals from 22 US states used the Archives and 18 international researchers used the Archives for **dissertation or thesis** research, coming from countries such as China, Germany, Greece, Netherlands, Norway, Philippines, Spain, Switzerland, and the United Kingdom. 16 were in History, 5 in Music, 4 in Fine and Applied Arts; disciplines included anthropology, archaeology, business, communications, English and other languages, health, law, library sciences, media, and other sciences. 26 candidates spent extensive time periods in the Archives. Some of their topics included Ad Council history and campaigns; the Cahokia Mounds excavation; cybernetics; electronic music and the Sal-Mar Construction; International students; language of Iskonawa; library diplomacy; mid-20th century American Land Grant's influence on Indonesian land use policy; the Olympics; Harry Partch; race and higher education; and the Women's Freedom Network.

125 graduate students and 190 undergraduate students used archival material for **course or seminar papers and reports**. Popular research topics included the Ad Council and American capitalism; admissions and registration; Avery Brundage; Balasaraswati; Billy Morrow Jackson; Black literature in the 1960s; Black students' historic presence at the university, Champaign hospitals; the *Chicago Sun Times* and Roger Ebert's film reviews; crime statistics; early clarinets; eugenics; evolution of library technology; Experimental Music Studio; food and the civil rights movement; food history; Greek life; Harry Partch; Hideo Sasaki and other Japanese students; historical images of campus buildings; historical theater productions; history of ISBN; history of women's basketball; Hillel; ILLIAC; Illinois farm landscapes; international students at the University of Illinois and their organization; Jazz bands; Latinx life on campus; LGBTQ history at Illinois; Mom's Weekend; the National Clearinghouse for Criminal Justice Planning; Olympic History; PLATO; race and higher education; recycling public service ads; special collections acquisition history; student activism; training in archival management; UIF donors; UIUC sports; UIUC tuition rates; WILL's 100th anniversary; women students in the 20th century; yearbook research.

Information Science and History courses provided the major **classroom uses**, including HIST

498: United States in the Americas during the bad neighbor era, HIST 200: Introduction to historical interpretation, CMN 450: How We Became Digital, IS562A: Advanced topics in archival arrangement and description, IS573: Cultural Heritage Collections, IS593: Preservation and Conservation, and University Bands. Other courses or classroom subjects were early musical instruments, LGBTQ history on campus, and electronic instruments.

30 **students** consulted *Illios*, 42 used the *Daily Illini*, 21 used the Board of Trustees Reports, and 7 used the student and alumni directories. Students comprised 22% of our users and used electronic resources 90 times. Undergraduates were 44% of our student users, and they were enrolled in African American Studies, Astronomy, Art, Architecture, Biology, Communications, Economics, Electrical Engineering, English, Fine Arts, French, History, Journalism, Kinesiology, Psychology, the School of Music, Theatre, and more. Undergraduate students also used the University Archives on behalf of the BNACC, the Champaign County History Museum, the *Daily Illini*, the NAGPRA office, ROTC, University Bands, the University Library, and University Residence Halls.

179 Illinois **faculty** from 36 departments used the Archives to study Allen S. Weller, ALISE reports, campus protests, Chinese students during the Cold War, city planning and landscape design, critical theory, Driscoll collection, dissertations and theses, the Doris Duke Project, early black students, early childhood games, ecology, exhibits, Farm Aid concerts, the Fool's Crow regalia, government documents repositories, the Historic American Building Survey, historical student life and student codes, history of the Metallurgy Department, Illini Hillel, Japanese-American students on campus during WWII, John Bardeen, Latinx Greek groups, LGBTQ campus history, libraries and incarceration, Memorial Stadium, Music and Performing Arts Library, the St. Mary's Road feed mill, oral histories, Philosophy department history, photos of significant University faculty and other figures, PLATO, ALA's SRRT Minutes, the State Farm Center, Stuart Sherman, University High School, University Police History, and women's wheelchair basketball. They performed biographical research on Jay Allen, Jan Bach, Mavis E. (Bly) Bargon, John S. Bird, Merce Cunningham, Nelly Gonzalez, George Huff, King McCristal, Gregor Mendel, Janich K. (Radich) Murphy, Roslyn Rensch, John Strohm, Ray T. Stull, Shu Doh Tung, and others.

214 **Faculty members** from 20 other universities and colleges in 37 states and 17 countries used the University Archives. The most faculty came from states including Illinois, Massachusetts, Michigan, New York, and Indiana, and countries including Canada, Germany, China, Israel, Italy, Japan, Norway, Poland, Austria, Netherlands, Chile, India, Portugal, Russia, Scotland, and Switzerland. Among **their topics** were *Agronomy News*, the American Center of the International Photographic Archive of Papyri, ARLIS/NA's 50th anniversary, Armies of Peace, Avery Brundage, Cold War foreign policy, college business curricula, course catalogs, eating disorders in postwar America, educational testing, Harry Houdini's visit, the history of psychology, Illinois All-State Choir concerts, Illinois buildings, Iltis Mendeliana, Isabel Bevier, Joseph Tykociner, Larry Schook's research on swine genomes, library history, Milton's prose, Morrow Plots, museum at Pantnagar University, Oscar Lewis Papers, PLATO, relationship between the ALA and China, Revilo Oliver papers, the SAT, School of Music, UIUC Statistical Services Unit, Harold Wanless in South Dakota, wheelchair infrastructure, WILL sound recordings, and others. **Biographical** studies concerned William L. Abbott, Roger Adams, Robert Allerton, Augusta Baker, John Bardeen, Chika Kuroda, Austin Harding, Hugh Lofting,

Hua Luogeng, Katharine Merrill, Fitz Moore, Anna Petrelli, Ona Mahitta Rounds, Julian Simon, Francis Wilson, Ernst Wolff, and others.

921 **alumni and public** used the Archives for research purposes. 9 researchers used the Avery Brundage Collection for studies of Olympic games and issues, as well as research on Brundage's life. 61 alumni consulted *Illios* for information on classmates and organizations, 76 used the *Daily Illini*, 40 used student-staff directories, and 44 used the Board of Trustees Reports. 287 of these researchers consulted electronic records. Research was conducted on subjects including 3rd Armored Division World War II action, Ad Council campaigns, Altgeld Hall Bell Tower, the "Ballad of the Green Berets," Black architect Beverly L. Greene and other "firsts" at Illinois, campus event history, concert recordings and database images, copyright permission, correspondence, date of attendance verifications, employment records, exhibit research, Greek life and organizations, international students (including Chinese, Japanese, and Taiwanese students), the Land Grant, Landscape exchange problems, Physicist Leo S. Lavatelli, Library building, Memorial Stadium, posters and newspaper searches, student records, Title IX, tours and general information inquiries. 300 users sought **family history** and genealogical information.

Among the unique inquiries from public users were requests for information on specifics of Shyamala Gopalan Harris 1960s appointment as researcher in Physiology, the bulldozer allegedly buried under Memorial Stadium, the circumstances of Avery Brundage's death, the Wullenweber radio direction finder, WILL's 100th Anniversary, Newbery Medal 100th anniversary, and racist graffiti on campus. While 16 percent of the **public users** were from Illinois, the others were from 42 states and 19 foreign countries. 49 users were international, 35 came from New York, 22 from California, 17 from the UK, and 16 from Indiana. 470 public users did not indicate their location, accounting for 51 percent of all 921 public users.

Tours were conducted at the SACAM, UA, and ARC locations for classes/groups such as Introduction to Archives, History and Communications, library donors, and other public visitors, including individual sessions of up to 250 in-person and 190 online participants.

376 users used the University Archives for **administrative purposes**. The majority of administrative users of the Archives were staff from Allerton Park, College of Education, Krannert Center for Performing Arts, Krannert Art Museum, University Library, Office for Access and Equity, Office of the Chancellor, President's Office, Public Affairs, School of Music, Spurlock Museum, Undergraduate Library, University Relations - FOIA, and WILL Public Broadcasting. Major **topics of administrative use** were Allerton artists in residence, campus history fact-checking, concert recordings, Dutch Elm Disease, historical campus faculty and leadership, history of archaeological collections, history of campus units, requests for tours and talks, tenure and staff information, verifying dates for photographs and other documents..

141 users, including 37 faculty members and 15 graduate students from 43 other universities in 17 states and 6 countries used the **ALA archives** for information on ALA 100th anniversary in 1976, ALA history and budgets, international work, the Library Bill of Rights, library diplomacy, library professors, the Newbery Medal, US Army and military libraries, and other topics. The ALA Archives included 6 researchers working on doctoral dissertations, while 71

worked on topics for historical or publication purposes. Other ALA users included 13 Chicago headquarters administrative staff and 45 members in 20 states. **ALA research topics** included awards given by ALA, contact and background information on ALA members, documentation regarding conferences, funding information, meetings, image publication requests, oral histories, and usage statistics and reports. Seven students and faculty in the UIUC Library and the School of Information Science used the ALA Archives for work on research papers. Their topics included ALSC/YALSA presidents, children's and youth literacy awards, library leaders, prison libraries, and intellectual freedom.

The **most-used record series** included 26/4/1 (*Alumni News Morgue*), 39/2/20 and 39/2/20-ER (Photographic Subject File), 41/8/801-ER (digital *Daily Illini*, 12/9/51 (Sousa Music and Personal Papers), 41/8/805-ER (digital *Illio*), 12/9/93 (University Bands Collection), and 1/1/802-ER (digital Board of Trustees Reports). 912 electronic records were used, comprising 11% of the total record use this year; these were used in 609 requests, 21% of all requests. Out of 2,974 total requests, 42.5 percent required less than 15 minutes to complete; 26.8 took 15-30 minutes; 13.1 percent took 30 to 60 minutes; and 17.7 percent required over 60 minutes to complete.

6 Ongoing Challenges. Looking ahead, the University Archives faces the following challenges:

- 1) the continuing trend of campus records creators acting as their own records clerks, resulting in a scattering of electronic record “caches” with little structure and virtually no accessibility;
- 2) resistance to archival practices for the digital environment as faculty and some administrators fear that their digital space is being violated by the need for standardization in support of eventual archival capture of what they deem to be their private works;
- 3) balancing the differences among the programs, priorities, and resource needs of the Archives’ components (outstanding user services, faculty papers, RIMS, SLCA, and SACAM) amidst the constraints of the physical separation of these sub-units in three buildings and of their sometimes competing needs;
- 4) maintaining the quality and efficiency of operations services and the vibrant environment of the University Archives through the processes leading up to the completion of the Archives and Special Collection Building.
- 5) preparing for the eventual move of those collections selected for housing in the Archives and Special Collections Building.

7 University Archives Goals for 2022-23.

Aside from maintaining high quality service that engages users, building strong collections, and making more material available by more extensive application of “more product less process” principles, goals relevant to the coming year are:

- 1) Recruit and hire an established professional archivist to take on the several divergent responsibilities held by the first two University Archivists.

- 2) Support the highly talented but overworked existing professional staff to ensure their continued sense of pride and satisfaction in their work.
- 3) Ensure the survival and growth of the synergy between staff and all types of archives users that has been our hallmark for more than a half century.
- 4) Secure increased funding to hire students for arrangement and description work to address the growing backlog of unprocessed analog and digital materials, especially in areas emerging from archives programs that have distinguished the University of Illinois Archives amongst its national peers.
- 5) Negotiate with the American Library Association to renew our longest standing triennial archives services contract which expires in 2023
- 6) Respond to campus records creators needing a system to avoid scattered electronic records with little structure and virtually no accessibility.
- 7) Balance the differences among the programs, priorities, and resource needs of the Archives' constituent projects (outstanding user services, faculty papers, RIMS, SLCA, NASA, , SACAM, and Multicultural Archives) amidst the constraints of the physical separation of these sub-units in three buildings and of their sometimes competing needs.

8 Statistical Profile: Facilities

For a summary of records and collection storage areas see Table 5 below.

Main Library Room 146 User and Public Space

Seating counts

- 30 at Search Room tables
- 2 at Search Room public workstations
- 14 in conference room (Room 146A)
- Exhibition Space: 6 to 8 standing

Number of hours open to the public per week

- 35.5 Summer II 2021
- 35.5 Fall 2021
- 35.5 Spring 2022
- 35.5 Summer I 2022

Archives Research Center (Horticulture Field Lab)

Seating counts

- 14 at Search Room tables (104 HFL)
- 1 at Search Room public workstation
- Lobby Exhibition Space: 20+ standing

Number of hours open to the public per week

35.5	Summer II 2021
35.5	Fall 2021
35.5	Spring 2022
35.5	Summer I 2022

9 ROSTER OF PERSONNEL

Faculty and Academic Professional (in chronological order by appointment to position):

University Archivist and Director: William J. Maher, December, 1977 –

Assistant University Archivist: Christopher Prom, January, 1999 – 2018 [on leave to
Library administration, 2018-]

Archivist for Student Life and Culture: Ellen Swain, September, 1999 –

Archivist for Electronic Records: Joanne Kaczmarek, September, 2002 –

Archivist for Music and Fine Arts: Scott Schwartz, September, 2003 –

Archival Program Officer: Reference (.50): Linda Stahnke Stepp, March, 2006 –

Archives Program Officer–Reference and Accessioning: Jameatris Rimkus, June, 2012 –

Archivist for Faculty Papers: Susanne Belovari, November, 2014–

Archives Program Officer, ALA Archives: Cara Setsu Bertram, January, 2013–

Illinois Distributed Museum Coordinator: Kristen Allen, November 2017 –

Archives Program Officer– Archives Research Center: Katie Nichols, June 2019 –

Archives Program Officer– Coordinator: Digital Projects, Preservation and Digitization:
Sarah Harris, June 2019–

Natural and Applied Sciences Archivist: Bethany G. Anderson, November, 2019-

Archivist for Multicultural Collections and Services, Jessica Ballard, March 2020 – .
(Academic Resident, August 2017-February 2020)

GRADUATE ASSISTANTS / SUMMER GRADUATE HOURLY*			
Name	FTE	Source of Funds	Assignment
Spenser Bailey	.25	University Library	Archives Research Center: Arrangement and description; onsite reference; general collection support, Student Life and Culture support
Vinny Bartholomew	.25	University Library	Faculty Papers arrangement and description
Paul Gilbert	.25	Advertising Council	Arrangement and description, web harvesting, research and reference, and headquarters support
Faith McConnon	.50	American Library Association	Arrangement and description; onsite and remote reference; digitization; outreach projects (blog posts, social media, exhibits)
Katherine Majewski*	.25	Alpha Tau Omega Fraternity (national)	Arrangement and description; onsite and remote reference; digitization and outreach projects
Katherine Majewski*	.25	University Library	Arrangement and description; onsite and remote reference; digitization and outreach projects
Maia Perez	.25	University Library	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement activities
Meredith Sproull	.25	University Library	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement activities
GRADUATE / ACADEMIC HOURLY			
Kinsey Brown	.25	President's Office	COVID Documentation-Electronic Records
Kathleen Corcella	.25	Illinois State Water Survey	Survey of historical groundwater records
Kathleen Corcella	.25	Science Archives/ Donna Cox Funds	Arrangement and description
Jenna Courtade	.25	President's Office	COVID Documentation-Electronic Records
Tacia Diaz	.25	Siebel Endowment for History of Science fund	Science Archives arrangement and description
Claire Drone-Silvers*	.25	Art Libraries Society Association of North America	Arrangement and description of analog and digital records, reference, user support, exhibit research and preparation

GRADUATE / ACADEMIC HOURLY (contd.)			
Claire Drone-Silvers*	.25	Association of America Law Schools	Arrangement and description of analog and digital records, reference, user support
Gabrielle Fisher	.25	Vice-Chancellor for Diversity, Equity & Access	Research and database development to update 1968 historical census of Black Alumni and former students
Paul Gilbert	.25	President's Office	COVID Documentation-Electronic Records
Kelda Habing	.2	Schwartz teaching stipend after taxes	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement activities
Eli Hubbard*	.1	Alpha Tau Omega	Reference and headquarters support
Jessie Knoles	.2	National Council of Teachers of English	Arrangement and description, research and reference, member, and headquarters support
Kelli McQueen	.2	Schwartz teaching stipend after taxes	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement
Sammi Merritt	.5	University Library	Reference and research service, WordPress application development
Joyce Meyer*	~.2	Art Libraries Society of North America	Arrangement and description, research and reference, and member support
Joyce Meyer*	~.2	Association of American Law Schools	Arrangement and description, web harvesting, research and reference, and headquarters support
Anna Petrelli	.25	Schwartz teaching stipend after taxes	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement activities
Courtney Richardson	.5	Doris Duke Foundation	Native American Oral History documentation project
Meredith Sproull	.25	University Library	SACAM: reference, arrangement and description, digitization, tours SACAM Collections and related public engagement

NOTE: * designates persons who served only a partial term of an assistantship or hourly position.

Undergraduates:

Chloe Attrell	Emily Branstad	Whitney Jani	Chelsey Soli	Clay Ward
Connor Barnes	Sophia Ebel	Cali Maro	Zion Trinidad	

Volunteers:

Carol Berthold	Gregory Danner
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APPENDIX: Statistical Tables on Use and Holdings of the University Archives

Table 1: Trends in Type of User and Purpose of Use: (FY22 vs. FY19 and FY12)

	2021/22	2018/19	Gain/ Loss (-)	Percent Change	2011/12	Gain/ Loss (-)	Percent Change
DATA ON NUMBER OF SERIES USED							
User Type							
Illinois Faculty	894	585	309	52.8%	828	66	8.0%
Staff	831	828	3	0.4%	893	-62	-6.9%
Grad. Students	783	706	77	10.9%	1160	-377	-32.5%
Undergrads	953	852	101	11.9%	3883	-2930	-75.5%
Public	3844	5245	-1401	-26.7%	4144	-300	-7.2%
Non-Illinois Faculty	873	667	206	30.9%	847	26	3.1%
Non-Illinois Students	540	488	52	10.7%	566	-26	-4.6%
Total by Type	8718	9371	-653	-7.0%	12321	-3603	-29.2%
Purpose of Use	2021/22	2018/19	1 Year Gain/ Loss	1 Year Percent change	2011/12	10 year Gain/ Loss	10 year Percent change
Dissert/Thesis	425	338	87	25.7%	441	-16	-3.6%
Hist Research	3660	3796	-136	-3.6%	3951	-291	-7.4%
Course Paper	739	670	69	10.3%	3110	-2371	-76.2%
Classroom	1412	1275	137	10.7%	1900	-488	-25.7%
Administrative	1037	1635	-598	-36.6%	1467	-430	-29.3%
Personal/ Public Engagement	1445	1657	-212	-12.8%	1452	-7	-0.5%
Total Purpose	8718	9371	-653	-7.0%	12321	-3603	-29.2%
USER DAYS (Head Count):							
Rm 19 Library	1482	1205	277	23.0%	2251	-769	-34.2%
Sousa	838	873	-35	-4.0%	456	382	83.8%
HFL/ARC	654	740	-86	-11.6%	1102	-448	-40.7%
Total Users	2974	2818	156	5.5%	3809	-835	-21.9%
USER DAYS BY MEDIUM OF INQUIRY (by percent):							
E-Mail	66.2%	56.2%			38.6%		
Phone	5.2%	8.6%			8.6%		
Letter/Fax	0.1%	0.1%			0.6%		
On-site	28.6%	34.9%			52.2%		

Note: 57.5 percent of inquiries required 15 or more minutes to answer.

Table 2: Use by Type and Provenance of Records

Record Group	Administrative Unit	ANALOG: Office Records, Personal Papers & Public.	ELECTRONIC: (digitized and born-digital)	Record Group Total
0	General/About University	6	1	7
1	Board of Trustees	67	106	173
2	President's Office	164	8	172
3	Council of Administration	5	1	6
4	Senate	28	2	30
5	V-P Academic Affairs	26	1	27
6	V-P Financial Affairs	8	0	8
7	Graduate College	38	1	39
8	College of ACES	109	6	115
9	College of Business	15	2	17
10	College of Education	14	0	14
11	College of Engineering	161	22	183
12	College of Fine and Applied Arts	2325	10	2335
13	College of Media	151	6	157
14	College of Law	4	6	10
15	College of Liberal Arts and Sciences	268	23	291
16	College of Applied Health Sciences	31	9	40
17	Veterinary Medicine	0	0	0
18	Information and Library Science	31	1	32
19	Social Work	0	0	0
20	Aviation	4	0	4
21	Government & Public Affairs	0	0	0
22	Labor and Employment Relations	0	0	0
23	Environmental Studies	1	0	1
24	Chancellor's Office	70	6	76
25	Admission and Records	145	10	155
26	Alumni Association	451	50	501
27	Armed Forces	12	0	12
28	Intercollegiate Athletics	43	5	48
29	Civil Service System	0	0	0
30	Mothers and Dads Associations	2	1	3
31	Continuing Educ. & Public Service	13	2	15
32	UI Foundation	10	0	10
33	Health Service	0	0	0
34	Legal Counsel	2	0	2
35	University Library	162	8	170
36	Personnel Services	0	0	0
37	Facilities & Services	47	2	49
38	University Press	41	1	42
39	Public Affairs	267	151	418
40	Retirement System	0	0	0
41	Student Affairs	369	288	657
43	Natural History Survey	12	1	13
44	Geology Survey	3	0	3
45	Water Survey	2	2	4
48	Faculty Organizations	30	0	30
49	Galesburg Campus	6	0	6
50-59	Medical Center	2	3	5
60-69	University of Illinois at Chicago	0	0	0
	Column Total	5145	735	5880
		American Library Association Archives		711
		Reference File		453
		Reference Book		152
		General Inquiry		1522
		Total Use		8,718

Table 3 Summary of Holdings by Type of Record

Material Type	2020-2021		2021-2022		Volume GAIN / LOSS
	Volume (cu. ft.)	# of Series/ Collections	Volume (cu. ft.)	# of Series/ Collections	
UNIVERSITY ARCHIVES					
Official Records	15,550	1,985	15,599	1,993	49
Personal Papers	9,833	1,659	10,144	1,697	311
Publications	2,473	2,587	2,565	2,601	93
Official Records: Non-University	2,239	491	2,280	510	42
UA Subtotal	30,094	6,722	30,589	6,801	495
ALA ARCHIVES					
Material Type	Volume (cu. ft.)	# of Series/ Collections	Volume (cu. ft.)	# of Series/ Collections	
Official Records	2,915	881	2,969	892	54
Personal Papers	363	175	365	178	2
Publications	567	403	571	405	4
ALA Subtotal	3,845	1,459	3,904	1,475	59
Total UA & ALA					
Official Records	20,704	3,357	20,848	3,395	144
Personal Papers	10,196	1,834	10,510	1,875	314
Publications	3,040	2,990	3,136	3,006	96
	33,940	8,181	34,494	8,276	554

Table 4: Holdings by Record Group (office of origin) and by Type of Record									
RG No.	RECORD GROUP	OFFICIAL RECORDS		PERSONAL PAPERS		PUBLICATIONS		TOTALS	
		Series	Volume	Series	Volume	Series	Volume	Series	Volume
0	Information about University by Non-University Sources	2	2.6	1	0.2	17	22.8	20	25.6
1	Trustees	30	257.6	19	30.1	8	38.2	57	325.9
2	President	132	1929.4	28	146.6	47	21.9	207	2097.9
3	University Council	3	19.0	0	0	0	0.0	3	19.0
4	Faculty and Student Senate	45	165.1	0	0	47	13.2	92	178.3
5	Academic Development	27	324.0	5	21.2	18	12.6	50	357.8
6	Business & Financial Affairs	41	496.9	4	4.1	28	26.5	73	527.5
7	Graduate College	61	513.4	8	23.3	65	68.6	134	605.3
8	Agricultural, Consumer & Environmental Sciences	175	1399.1	167	434.85	375	249.9	717	2083.9
9	Business	50	225.4	54	236	103	54.9	207	516.3
10	Education	60	392.5	38	149.8	110	47.4	208	589.7
11	Engineering	118	545.5	116	585.91	203	188.2	437	1319.6
12	Fine Arts and Applied Arts	126	1333.9	197	2485.25	116	123.7	439	3942.8
13	College of Media	78	505.3	23	255	37	13.8	138	774.1
14	College of Law	143	385.4	15	58.2	37	16.0	195	459.6
15	Liberal Arts and Sciences	264	1097.4	315	2439.43	333	193.5	912	3730.3
16	Applied Health Sciences	31	188.7	17	83.7	50	16.4	98	288.8
17	Veterinary Medicine	9	86.8	3	94.5	27	11.8	39	193.1
18	School of Information Science	46	416.3	16	102.4	43	23.8	105	542.5
19	School of Social Work	3	9.5	2	42.3	5	0.7	10	52.5
20	Institute of Aviation	12	38.3	2	2.1	15	2.7	29	43.1
21	Instit. Government & Public Affairs	3	21.6	1	51	16	4.1	20	76.7
22	Labor & Industrial Relations	7	64.1	10	34.7	21	10.3	38	109.1
23	Environmental Studies	1	7.0	0	0	12	5.4	13	12.4
24	Chancellor's Office	63	820.2	4	17.3	51	33.1	118	870.6
25	Admissions & Records	49	836.7	3	3.2	51	47.1	103	887.0
26	Alumni Association	64	549.0	224	1128.85	34	263.9	322	1941.7
27	Armed Forces (ROTC)	11	6.5	3	1.3	13	2.2	27	10.0
28	Div. Intercollegiate Athletics	23	224.7	11	24.2	44	51.4	78	300.3
29	University Civil Service	0	0.0	0	0	6	1.3	6	1.3
30	Dads & Mothers Association	5	30.8	0	0	8	2.5	13	33.3
31	Contin. Educ & Public Service	14	18.1	7	13.2	73	20.8	94	52.1
32	University Foundation	12	41.6	0	0	15	5.0	27	46.6
33	Campus Health Service	3	2.4	1	0.4	10	3.1	14	5.9
34	Legal Counsel	4	103.0	0	0	0	0.0	4	103.0
35	University Library	143	716.2	65	331.85	53	331.1	261	1379.2
36	Personnel Services	2	10.0	0	0	20	3.4	22	13.4
37	Facilities and Services	41	713.8	6	1006.7	47	20.0	94	1740.5
38	University Press	3	4.1	3	15.2	13	245.0	19	264.3

RG No.	RECORD GROUP	OFFICIAL RECORDS		PERSONAL PAPERS		PUBLICATIONS		TOTALS	
		Series	Volume	Series	Volume	Series	Volume	Series	Volume
39	Public Information	32	410.2	5	5.3	16	13.0	53	428.5
40	Retirement System (SURS)	0	0.0	0	0	12	1.8	12	1.8
41	Student Affairs	485	2720.8	307	254.9	179	234.5	971	3210.2
43	Natural History Survey	22	69.4	7	32.1	18	7.7	47	109.2
44	Illinois State Geological Survey	1	3.6	4	15.4	22	15.0	27	34.0
45	Illinois State Water Survey	4	37.6	0	0.0	11	7.0	15	44.6
46	Illinois Sustainable Technology Center	3	2.1	0	0.0	0	0.0	3	2.1
48	Faculty Organizations	38	115.2	1	0.6	6	57.7	45	173.5
49	Galesburg Campus	2	7.0	0	0.0	12	1.6	14	8.6
50	Medical Center-Admin.	5	0.9	0	0.0	40	6.5	45	7.4
51	Medical Center-Dentistry	0	0.0	0	0.0	7	1.4	7	1.4
52	Medical Center-Medicine	5	11.9	5	13.5	30	7.5	40	32.9
53	Medical Center-Nursing	0	0.0	0	0.0	4	0.4	4	0.4
54	Medical Center-Pharmacy	0	0.0	0	0.0	12	1.6	12	1.6
55	Medical Center-Aeromedical Laboratory	0	0.0	0	0.0	0	0.0	0	0.0
56	Med. Ctr.-Disabled Children	0	0.0	0	0.0	2	0.2	2	0.2
57	Medical Center-Research and Educational Hospitals	0	0.0	0	0.0	5	0.5	5	0.5
58	Medical Center-Institute for Tuberculosis Research	0	0.0	0	0.0	1	0.1	1	0.1
59	Medical Center-Graduate College	0	0.0	0	0.0	2	0.9	2	0.9
60	Univ. of Illinois at Chicago	2	0.4	0	0.0	36	10.3	38	10.7
61	Chicago-Architecture & Art	0	0.0	0	0.0	0	0.0	0	0.0
62	Chicago-Business Administration	0	0.0	0	0.0	1	0.1	1	0.1
63	Chicago-Education		0.0	0	0.0	1	0.1	1	0.1
64	Chicago-Engineering	0	0.0	0	0.0	1	0.1	1	0.1
65	Chicago-Lib. Arts - Sciences	0	0.0	0	0.0	4	0.4	4	0.4
66	Chicago-Health, Physical Education & Recreation	0	0.0	0	0.0	2	0.2	2	0.2
67	Chicago-Graduate College	0	0.0	0	0.0	6	0.6	6	0.6
Column totals		2503	17881.0	1697	10144.6	2601	2565.3	6801	30591.0

TABLE 5: Facilities, Locations, and Holdings *				
Location	Square feet	Capacity cu. ft.	Processed cu. ft.	Percent Occupied
Library: Room 146, Staff & public space	3044.9	N/A	N/A	N/A
Library: Room 146 Collection Storage Space	2570.2	1,799.3	1,532.5	85%
Library: Room 19-21 and former Search room	6772.0	6,229.0	5,161.4	83%
Library Bookstacks Basement	360.0	360.0	300.1	83%
Child Development	2048.0	4,026.0	1,032.5	26%
Archives Research Center (ARC) (Horticulture Field Lab)				
ARC Stacks	11314.0	21,167.9	18,482.6	87%
ARC Office, Reference, and Processing	2500.0	671.0	559.5	83%
Harding Band Building	250.0	360.0	489.0	136%
Unprocessed all Locations UA and ALA	N/A	N/A		
Totals Non Oak Street	28,859.1	34,613.2	27,557.6	80%
Oak Street	n/a	n/a	7,403.4	
TOTALS:	28,859.1	34,613.2	34,961.0	N/A

*Note: Total volumes in Table 5 do not match the total of processed archives listed in Table 4 above because of discrepancies in what is recorded in the Archon collection management database versus volume recorded in the Location database. A database query has been written to identify the series where this has occurred. Reconciliation of the differences is pending.