4-9-2016

Articulating a Clear Vision for Archives & Special Collections

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Presented at the Annual General Meeting of the Society of California Archivists (the theme/title for this year's conference was "Evolution and Innovation"). The presentation was for session 10, "Visions and Realities in Special Collections."

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Articulating a Clear Vision for Archives & Special Collections

NADIA NASR
HEAD OF ARCHIVES & SPECIAL COLLECTIONS

PART OF “VISIONS & REALITIES IN SPECIAL COLLECTIONS: HOW REORGANIZATIONS, CHANGING LANDSCAPES, AND NEW DEMANDS & TECHNOLOGIES IMPACT SPECIAL COLLECTIONS”
Organization & Reorganization

ARCHIVES & SPECIAL COLLECTIONS
SANTA CLARA UNIVERSITY LIBRARY

Nasr, SCA AGM; April 9, 2016
Fathers’ Library

The Fathers’ Library, contained “[...] one of the choicest collections of books in the State. Many of the works are rare, some nearly four centuries old, and in an excellent state of preservation.”

Pre-1931: From classic texts and current records to special collections
1931: Consolidation of library collections in Varsi Hall

1st Library Building: Varsi Hall (1931-1964)

Construction for this building commenced on March 12, 1931, and the building was dedicated on October 10, 1931.
2nd Library Building: Orradre Library (1964-2008)

Exterior photograph of Orradre Library. Varsi’s holdings were transferred to Orradre in 1964

1964: Collections moved to expansive Orradre Library
3rd Library Building: Harrington Learning Commons

Archives & Special Collections unite!

2008: Archives & Special Collections formally established

Nasr, SCA AGM; April 9, 2016
1st Archivist: Fr. Edward Boland

Fr. Boland is standing at the center of a group of junior class students, 1914.
### Staffing

Staffing of Archives & Special Collections, 2000-2014

<table>
<thead>
<tr>
<th>Position</th>
<th>Date (FTE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>University Archivist</td>
<td>2000 (0.5, 1.0)</td>
</tr>
<tr>
<td>Public Services Coordinator</td>
<td>2005 (1.0)</td>
</tr>
<tr>
<td>Head of A&amp;SC</td>
<td>2009 (1.0)</td>
</tr>
<tr>
<td>Digital Initiatives Librarian</td>
<td>2012 (1.0)</td>
</tr>
<tr>
<td>SpColl Librarian (temp thru FY17)*</td>
<td>2014 (0.5)</td>
</tr>
<tr>
<td>Archives Processing Assistant</td>
<td>2014 (1.0)</td>
</tr>
<tr>
<td>Digital Initiatives Assistant</td>
<td>2014 (1.0)</td>
</tr>
<tr>
<td>Cataloging Specialist</td>
<td>2014 (1.0)</td>
</tr>
</tbody>
</table>

*italics denote staff positions prior to the reorganization.

*temporary position

Nasr, SCA AGM; April 9, 2016
“Taking Our Pulse”

ARCHIVES & SPECIAL COLLECTIONS
SANTA CLARA UNIVERSITY LIBRARY

Nasr, SCA AGM; April 9, 2016
Charting A Path Forward

ARCHIVES & SPECIAL COLLECTIONS
WINTER PLANNING RETREATS
<table>
<thead>
<tr>
<th>Panitch, 2001</th>
<th>Dooley &amp; Luce, 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>“Special collections in ARL Libraries: results of the 1998 survey sponsored by the ARL Research Committee”</td>
<td>“Taking our pulse: the OCLC Research Survey of Special Collections and Archives”</td>
</tr>
<tr>
<td>• Surveyed 124 research libraries in North America</td>
<td>• Built on Panitch Report</td>
</tr>
<tr>
<td>• Reported overall positive status for special collections</td>
<td>• Surveyed 275 research libraries in North America</td>
</tr>
<tr>
<td>• Highlighted hidden collections</td>
<td>• Continued positive status for special collections</td>
</tr>
<tr>
<td></td>
<td>• Highlighted increase in hidden collections</td>
</tr>
<tr>
<td></td>
<td>• Identified new challenges</td>
</tr>
</tbody>
</table>
Charting a Path Forward

WE HAVE A DR/EMERGENCY PLAN & TRAINING
WE SET EXPECTATIONS WITH PATRONS THAT (U)
LET US GIVE BETTER SERVICE
WE FEEL (MORE) PREPARED FOR
UNEXPECTED research Q's
— ARCHIVIST hold
DIGITAL COLLECTIONS AVAILABLE
TO PATRONS Via RICH, MORE ENGAGING, Rs, TF
OR MAKE ASSESSMENT, INTERACTIVE?
ALL THESE/DISST COME TO US
AS ELECTRONIC VERSIONS
SOME FACULTY ARE ACTIVELY ENGAGING
WITH SCHALK COMMONS
WE ACTIVELY CULTIVATE (USE) DONOR APPROPRIATE TO OUR CD POLICY
WE MAINTAIN A PRIORITIZED LIST
OF PROJECTS/TC NEEDING D/W
WE SEEK RESEARCH THAT REFLECTS
STUDY'S GS PERIODS
STUDENTS VIEW THEMSELVES AS STAKEHOLDERS
OUR LIBRARY APPRENTICE PROGRAM SHOWS
CONTINUED SUCCESS
WE HAVE A COLLECTIONS ASSESSMENT PLAN
WE HAVE A REVISED CD POLICY
WE ARE WORKING W/ I.A. TO CAPTURE
AT LEAST THE 95% TARGET (HOURS/GHS) SR?
WE ARE OMINING READY FOR
DIGITAL DONATIONS, C/G, EMAIL
WE MONITOR THE UNIVERSITY'S PLANS
RECONSIDERING, D/H, SR
WE REFLECT ON OUR COMPETENCIES WHEN
DESIGNING INSTRUCTION
AS APPROPRIATE, INFORM DEMONSTRATE
THOSE COMPETENCIES
STUDENT SUCCESS AT SCU
MARKETING & DONOR DEVELOPMENT
MANAGE OUR COLLECTIONS
ENGAGE WITH ALL RESEARCHERS

Nasr, SCA AGM; April 9, 2016
Indicators of success:

- Articulate and communicate a cohesive vision for collection development
- Fine-tune our holdings and assess the magnitude of our backlog
- Create or enhance descriptive records to improve access to archival, special, and digital collections
- Identify and address preservation issues, and develop and implement a collections disaster recovery plan and training program
- Engage in the acquisition and management of born digital material
- Strategically and judiciously increase our holdings on an annual basis
Support
Student
Success
Priority 2

Indicators of success:

- Facilitate student use of archival, special, and digital collections through classroom instruction and reference services
- Collaborate with faculty and subject librarians to increase use of archival, special, and digital collections in classroom instruction
- Assess classroom instruction, keeping in mind important core competencies for using archival, special, and digital collections
- Extend the pilot apprentice program into an ongoing, competitive internship program

Nasr, SCA AGM; April 9, 2016
Indicators of success:

- Develop richer, more connected, and more appealing interfaces through which we make archival, special, and digital collections accessible
- Enhance our services, particularly in ways that expand virtual access to archival, special, and digital collections
- Collaborate with faculty to encourage development of new courses using archival, special, and digital collections
- Facilitate use of archival, special, and digital collections by patrons external to the SCU community
Indicators of success:

- Develop outreach programs to encourage donations of University records and increase faculty engagement with ScholarCommons.
- Seek records that reflect the voices and experiences of SCU students.
- Cultivate donors whose interests align with our collecting focus.
- Create exhibits showcasing archival, special, and digital collections.
- Develop and maintain a prioritized list of projects for special funding.