ARCHIVES COMMITTEE
1989-1990 ANNUAL REPORT

Members of the Archives Committee for 1989-1990 included Roy L. Kuhn (Division of Continuing Education), Chair; Benjamin Feinberg (Chemistry), Nick Papastamtiou (Physics), Thedore Samore (Library School), Roy Swanson (Classics), Carol Tennesen (20th Century Studies), Susan Riehl (Student Representative), William Moritz, \textit{ex officio} (Golda Meir Library), Timothy L. Ericson \textit{ex officio} (Milwaukee Urban Archives), Paul Rediske \textit{ex officio} (Administrative Affairs).

The Archives committee met twice during the 1989-1990 academic year. The first meeting was October 19, 1989 and the second was May 16, 1990.

The first meeting featured an extended briefing on the part of archives staff about the many changes that had taken place during the summer months. With funds that have been added to the Golda Meir Library's base budget in connection with the acquisition of a large collection of records from the Henry Maier mayoral administration, two new professional staff positions were added and there had been an increase in student assistant hours. The University Archives and Records Management Program, the Area Research Center, and the Fromkin Memorial Collection had been reorganized into the Milwaukee Urban Archives.

Staff members reported on several projects, including drafting a records management manual and improving UWM's records management services, processing the large collection of Maier records, creating better intellectual controls for archives holdings, and loading archival holdings into the library's NLS system to improve access to these records by students, faculty, and administration.

The May meeting began with an update on projects that had been described in October. Ericson also briefed committee members on a project to process a large collection of glass plate negatives from the studio of Milwaukee south side photographer Roman B. J. Kwasniewski. The remainder of the meeting came at Chair Roy Kuhn's suggestion that the Archives Committee could take a more active role as advocates for the archives program if it knew more about the archives operation. To begin this process the committee was introduced to the archives' present space allocation and needs. Ericson explained that archival records were stored in three different campus buildings (Golda Meir Library, Chapman Hall, and the Kenilworth building) and that this resulted in several problems including security, environmental controls, and service. He also explained about the shortage of space needed for processing large collections of archival records such as those from the Maier administration. Ericson gave the committee a tour of archival storage and work areas in the library and then led them to Chapman Hall where Barbara Gilson continued the tour and explained some of the problems with that storage area.

Hopefully the May meeting will be the first in a series of such meetings that concentrate on different aspects of the archives operation.