Annual Report of the Archives Committee, 1964-65

The archives of the University of Wisconsin-Milwaukee has been transferred from the mezzanine of the Civic Center Campus Library to rooms and stack areas in Chapman Hall. Adequate space is available in the new quarters for storage and for use of the archives. Mr. Donald Woods has been designated as the library staff member in charge of the archives, in conjunction with his duties in the Area Research Center in the same quarters. Mr. Woods has undertaken to review the original arrangement of the archival material, to complete the arrangement of newly received items, and to assist persons in searching for material within the archives.

The Director of Business Affairs and the Secretary of the Faculty have prepared schedules for the regular transfer of their holdings of those business and academic records which no longer have administrative, legal, or financial significance for their everyday administrative activities. In addition, Mr. Woods is arranging for regular contact with department chairmen, other UWM administrators, and committee chairmen in order to guarantee that all relevant materials will either be transferred to the archives as soon as possible or will be maintained in their present location until such time as transfer to the archives becomes feasible. At the request of the committee, its chairman held a special session with representatives of UWM departments and administrative units in the fall of 1964 in order to underscore the importance of their cooperation with the archival operation of UWM. Particular emphasis in the search for materials is being placed on the holdings of individual faculty members, particularly those who are retiring or who will soon retire and whose holdings will most likely fill in gaps in the records, not only of UWM but also of its predecessor institutions.

ARCHIVES COMMITTEE

H. Ahlgren, ex-officio
M. Gormley, ex-officio
A. C. Hagensick
J. Kenny
W. Komsí, ex-officio
F. Olson, Chairman
F. Springer, Jr., ex-officio