

# Wright State University Libraries Collection (UA-14) Guide

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Describing Archives: A Content Standard

Wright State University Libraries, Special Collections and Archives

Special Collections and Archives

3640 Colonel Glenn Hwy

Dayton, OH 45435-0001

[library-archives@wright.edu](mailto:library-archives@wright.edu)

URL: <http://www.libraries.wright.edu/special>

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## Summary Information

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<b>Repository:</b>	Wright State University Libraries, Special Collections and Archives
<b>Title:</b>	Wright State University Libraries Collection
<b>ID:</b>	UA-14
<b>Date [inclusive]:</b>	1964-2021
<b>Physical Description:</b>	19 linear feet
<b>Physical Description:</b>	1104 Megabytes ua14_e0001 to ua14_e0005
<b>Language of the Material:</b>	English .
<b>Abstract:</b>	The collection contains a variety of archival documents from the administrative office and departments of University Libraries. The materials document the history of the library back to the beginning of the university, and the libraries' growth from a small resource room to a major academic research library. The materials including blueprints, facilities files, collection records, program and instruction files, committee records, photographs, publications, event files, subject/correspondence files of the University Librarian, and files of the Friends of the Library.

### Preferred Citation

[Description of Item, Date, Box #, Folder #], UA-14, Wright State University Libraries Collection, Special Collections and Archives, University Libraries, Wright State University, Dayton, Ohio.

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## Biographical / Historical

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The Wright State University Libraries began as a small library resource room in Allyn Hall at the Dayton Campus of Miami University and the Ohio State University, which became Wright State University in the fall of 1967. With the rapid growth in enrollment and programs in the mid-1960's, the creation of a full-service academic library became a priority for the

new university. In 1967, the new "Library Classroom Building" was constructed, (Millett Hall), and with a major gift from the Kettering Family, the university was able to purchase a comprehensive catalog of essential books and serials to support the research and teaching needs of the university. After several years in Millett Hall, as part of a major campus expansion the University Libraries moved into a building of its own with the opening of the new state-of-the-art University Library in 1974, where the library remains to this day after several major expansions. The library continues to be a core institution of the university campus, with over 500,000 visitors and 370,000 website visits in 2018.

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## Scope and Contents

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This collection represents the primary archival materials of the University Libraries, and provides a comprehensive history of the library and its programs, facilities, initiatives, staff, and services in each stage of the library's development. The files span the years of 1964 – 2019, and cover a wide range of subjects regarding the administration of a major academic research library, including the merger with the Fordham Health Sciences Library of the Boonshoft School of Medicine in 2008. The collection contains 11 series and 13 subseries, including:

Series I, Agreements/ Contracts, includes agreements and contractual materials with architectural firms; cataloguing and processing services; gifts and foundations; network and consortium agreements with other libraries, organizations, and associations. Materials in this series date between 1964 and 2004.

Series II, Building Programs, includes historical files such as early committee records, blueprints, architectural drawings, building plans, photographs and other materials regarding the development, construction, renovation, and expansion of library facilities. Materials in this series date between about 1964 and 2001.

Series III, Committee Files, includes the minutes of the primary committees of library administration and its divisions, including ad hoc subcommittees on special initiatives of the University Libraries. Materials in this series date between 1966 and 2005. This series is divided into 4 subseries:

Subseries IIIA: Library Committee Files- Admin/General

Subseries IIIB: Library Committee Files- Cooperative On-Line Systems (COLS)

Subseries IIIC: Library Committee Files- Ohiolink

Subseries IIID: Library Committee Files- Y2K Task Force

Series IV, Library Reports/ Proposals, includes reports of the University Libraries and its divisions, including Annual Reports for Dunbar Library, Fordham Health Sciences Library, and Lake Campus Library, 5-Year Progress Reports, Annual Plans, divisional reports/goals, and other reporting documentation regarding library services and resources. Materials in this series date between 1965 and 2018. The series is divided into 3 subseries:

Subseries IVA: Library Reports/ Proposals- Divisional

Subseries IVB: Library Reports/ Proposals- Departmental

Subseries IVC: Library Reports/ Proposals- Fordham/ Lake Libraries

Series V, Library Assessment/ Self-Study, includes documentation and results of evaluation processes carried out by and for the University Libraries, including unit/ program reviews, service assessments, user statistics, re-accreditation reports, and strategic planning documents. Materials in this series date between 1967 and 2014.

Series VI, Policies and Procedures, is an archive of current and former policies and procedures developed by the University Libraries regarding library services, the use of library materials, library facilities, and policies/procedures for library staff. Materials in this series date between 1967 and 2009.

Series VII, Subject Files- University Librarian, contain the correspondence files of the University Librarian on selected topics of special and/or historical interest. Materials in this series date between 1966 and 2019. This series is divided into 3 subseries, including:

Subseries VIIA: Historical

Subseries VIIB: Southwest Ohio Regional Depository (SWORD)

Subseries VIIC: Library Student Assistant Awards

Series VIII, Publications, includes publications created by and for the University Libraries, including library handbooks and manuals, brochures of programs and services, and newsletters such as "Access" and "New @ Fordham". Materials in this series date between 1968 and 2017.

Series IX, Events, includes brochures, programs, invitations, and other promotional materials regarding special events held in the University Libraries. Materials in this series date between 1971 and 2013.

Series X, Photographs, includes promotional photographs, photographs of special events and special visitors/guests to the University Libraries, as well as photographs of library staff and staff events. Materials in this series date between 1980 and 2015.

Series XI, Friends of the Library, includes administrative/procedural files of the Friends of the Library, including by-laws and files of the executive committee, as well as event files of special events hosted by the Friends of the Library. Materials in this series date between 1977 and 2019. This series is divided into 3 subseries, including:

Subseries XIA: Administrative

Subseries XIB: Publicity and Publications

Subseries XIC: Events- Internal/External

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## Arrangement

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The collection contains 11 series and several subseries:

- 1 Series I: Agreements/ Contracts
- 2 Series II: Building Programs
- 3 Series III: Committee Files
- 4 Series IV: Library Reports/ Proposals
- 5 Series V: Library Assessment/ Self-Study
- 6 Series VI: Policies/ Procedures
- 7 Series VII: Subject Files- University Librarian
- 8 Series XIII: Publications
- 9 Series IX: Events
- 10 Series X: Photographs
- 11 Series XI: Friends of the Library

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## Administrative Information

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### Publication Statement

Wright State University Libraries, Special Collections and Archives

Special Collections and Archives

3640 Colonel Glenn Hwy

Dayton, OH 45435-0001

[library-archives@wright.edu](mailto:library-archives@wright.edu)

URL: <http://www.libraries.wright.edu/special>

## **Revision Description**

added info about e-items ua14\_e0001 to ua14\_e0005 Acc 08-2021. This is for additions of 2020 organization charts (paper), MAC minutes 2019-2020 (e-records), and UL website archived screenshots 2020-2021 (e-records). The latter two need to be ingested (into UA14\_e0001 and UA14\_e0005, respectively). 2020 March 5 2021 July

## **Conditions Governing Access**

There are no restrictions on accessing most material in this collection. However, some materials have access restrictions due to format:

Audio/visual materials: Due to preservation concerns, original audio and video materials cannot be played in the reading room. Patrons may have access to reference copies. Items without reference copies can be digitized at the request of a patron for the cost of creating a digital copy. Please provide us at least two weeks advance notice if you would like to request an audio or video reference copy. Call 937-775-2092 or e-mail us at library-archives-ref@wright.edu.

Electronic records: Access to electronic files in this collection, indicated by an e-number (e.g., ua14\_e0001), may be limited until they are fully processed. Requests for unprocessed electronic records can be submitted for consideration, with at least two weeks advance notice. Call 937-775-2092 or e-mail us at library-archives-ref@wright.edu. Archives staff reserve the right to restrict access to files with privacy or confidentiality concerns or to deny requests in which the review period is insufficient, given the volume of records requested and the desired access date. Access to original electronic media (original CD, floppy disk, etc.) is restricted.

## **Conditions Governing Use**

Copyright restrictions may apply. Permission to publish, quote, or reproduce materials must be secured from Wright State University.

## **Immediate Source of Acquisition**

Materials transferred to Special Collections & Archives periodically by the Wright State University Libraries administrative office and its departments from 1974 – present.

## **Accruals**

Ongoing

## **Existence and Location of Copies**

Some material from this collection is available online in CORE Scholar, Wright State University's Campus Online Repository, at <https://corescholar.libraries.wright.edu/ul/>.

## Processing Information

Processed by: Bessie Schina (2003) and Chris Wydman (2015-2021)

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## Controlled Access Headings

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- Dayton (Ohio) -- History
- State universities and colleges -- Ohio -- Dayton
- Academic libraries -- Archives
- Medical Libraries -- Archives
- Fordham Health Sciences Library (Wright State University) -- History
- Dodson, James
- Palmer, Ray
- Hirshon, Arnold, 1950-
- Montovan, Vickie
- Foster, Stephen Paul
- Shellabarger, Sheila

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## Other Finding Aids

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The finding aid is available on the Special Collections & Archives, Wright State University Libraries web site at <http://libraries.wright.edu/special/collectionguides/files/ua14.pdf>. It is also available in the OhioLINK Finding Aid Repository at <http://ead.ohiolink.edu/xtf-ead/>.

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## Physical Characteristics and Technical Requirements

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Electronic files require the use of appropriate computer hardware and software. File formats include DOC(X), PDF, PNG, PSD, and XLS.

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## Collection Inventory

### Series I: Agreements/Contracts, 1964-2004

Title/Description	Instances	
American Association of University Women, 1966 Jan-1966 Feb	Box 1	Folder 1
American Library Assn., Assn. Of College & Research Libraries, Comm. On Accreditation, 1964 Oct- 1965 Aug	Box 1	Folder 2
Andrews University- Physical Therapy Program, 1997-2004	Box 1	Folder 3
Architect's Contract, 1970 Feb	Box 1	Folder 4
Agreement for Cataloging and processing of Library Materials: WSU, Central State, & Wilberforce College, 1968 June	Box 1	Folder 5
Donors, 1996	Box 1	Folder 6
Gifts, 1990 Dec- 1991 Aug	Box 1	Folder 7
Gifts, 1991 Oct- 1994 Nov	Box 1	Folder 8
Greater Midwest Regional Medical Library Network, 1991-2000	Box 1	Folder 9
Library Hours, 1990 May-1995 June	Box 1	Folder 10
OHIONET Library Membership Agreement, 1979 Sept	Box 1	Folder 11
OHIONET, OCLC, Inc. Agreement, 1979 May	Box 1	Folder 12
SOCHE and Ohio Link Memorandum of Agreement, 1992	Box 1	Folder 13
Wright State University Foundation, 1993-1995	Box 1	Folder 14

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### Series II: Building Programs, Circa 1964-2001

Title/Description	Instances	
Academic Council Committee Meetings, 1973-1974	Box 1	Folder 15
Academic Council Committee Meetings, 1974-1975	Box 1	Folder 16
Addition to Library, 1987-1988	Box 1	Folder 17
Bolinga Center, 1972	Box 1	Folder 18
Committee Files, 1972	Box 1	Folder 19
Computer Service Layout, 1969	Box 1	Folder 20

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Construction Cost and statistics, 1971-1976	Box 1	Folder 21
Construction Drawings, 1991-2001	Box 1	Folder 22
Construction Drawings, 1991-2001	Box OS BP	
Correspondence, 1966-1974	Box 1	Folder 23
Design Committee (concerns/problems), 1969-1994	Box 1	Folder 24
Faculty Meetings, 1971-1976	Box 1	Folder 25
Faculty Research Committee, 1974-1976	Box 1	Folder 26
Furnishing/Furbishing (Internal Arrangements), 1967-1974	Box 1	Folder 27
General Concepts & Criteria for Planning, 1968-1975	Box 1	Folder 28
Health Sciences Library- Architects/Correspondence, 1974-1977	Box 1	Folder 29
Health Sciences Library Architectural Records, 1975-1977	Box 1	Folder 30
Health Sciences Library Building Program, 1982	Box 1	Folder 31
Health Sciences Library Floor Plans, 1983-1997	Box 1	Folder 32
Key Lock Systems, 1972-1973	Box 1	Folder 33
Landscaping, 1973	Box 1	Folder 34
Leaks in new building, 1976-1977	Box 1	Folder 35
Library Roof Replacement, 1994	Box 1	Folder 36
Master Plans and Proposals, 1969-1989	Box 1	Folder 37
Main Building Layout, 1971-1973	Box 1	Folder 38
Media Center Layout and Equipment, 1970-1974	Box 1	Folder 39
Move to New Library, 1971-1973	Box 1	Folder 40
Circulation Desk Remodel Project, 1997	Box 1	Folder 41
News clippings, 1971-1973	Box 2	Folder 1
Outline specification for Library Building, 1970	Box 2	Folder 2
Phase II & III Floor Plans, undated	Box 2	Folder 3
Photographs, 1973	Box 2	Folder 4
Photographs, undated	Box 2	Folder 5
Program for a building to house the University Learning Center, 1968	Box 2	Folder 6
Renovation First Floor (photographs), undated	Box 2	Folder 7
Space Planning, 1993	Box 2	Folder 8
Specification for Furnishings, 1965	Box 2	Folder 9

Specifications for Fixed & Moveable Equipment, undated	Box 2	Folder 10
Student Grievance Committee, 1972-1975	Box 2	Folder 11
Theft Detection (3M system), 1973	Box 2	Folder 12
Blueprints of Library (6 folders), circa 1964-1991	Box OS 116	Folder 1-6
Engineers Drawings/Plans- Skylight Replacement Project, 2001	Box 20	
Engineers Drawings/Plans- Library Circulation Department Renovations Project, 1997	Box 21	
Engineers Drawings/Plans- Equipment and Furniture for Library Annex Addition, 1994	Box 22	
Engineers Drawings/Plans- New Carpet Installation Floor Plan, 1996	Box 22	
Engineers Drawings/Plans- Electrical Plans for Emergency and Exit Lights, 1997	Box 22	
Engineers Drawings/Plans- Relocation of Rare Books Room, 1994	Box 23	
Engineers Drawings/Plans- Collections Room Renovation, 1998	Box 23	
Engineers Drawings/Plans- Wright Flyer Replica/ Atrium Hanging Project, 2001	Box 23	

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### Series III: Committee Files, 1966-2021

#### Subseries IIIA: Library Committee Files- Admin/ General, 1966-2021

Title/Description	Instances	
Academic Council University Library Committee, 1971	Box 2	Folder 13
Ad Hoc Committee on Library Faculty Probationary Period and Resignation Policies, 1968	Box 2	Folder 14
Administrative Computer Selection Committee Report, 1970	Box 2	Folder 15
Administrative Staff Conference Committee, 1971-1972	Box 2	Folder 16
Administrative Staff Conference Committee, 1972-1973	Box 2	Folder 17
Administrative Users Committee, 1971-1972	Box 2	Folder 18
Affirmative Action Committee, 1995-1996	Box 2	Folder 19
Antioch Bookplate Co., Yellow Springs, OH Committee, 1966	Box 2	Folder 20

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ARL-ACRL Joint Committee on University Library Standards, Report, 1975	Box 2	Folder 21
Auxiliary Planning Committee, 1987	Box 2	Folder 22
Black Cultural Resources Center, 1970-1972	Box 2	Folder 23
Campus-Wide Information Systems Task Force, 1994	Box 2	Folder 24
Computer User Advisory Committee Minutes and 5 year plan, 1973-1975	Box 2	Folder 25
Computer Science Program Review Committee, 1995	Box 2	Folder 26
Controlling Cost of Serials Task Force, 1992	Box 2	Folder 27
Curriculum Committee: Motion on grading systems, 1970	Box 2	Folder 28
Diversity Team- Administrative, 1993-1999	Box 2	Folder 29
Diversity Team- Annual Reports, 1993-2001, 1993-2001	Box 2	Folder 30
Diversity Team- Exhibits, undated	Box 2	Folder 31
Diversity Team- Minutes, 1997-2003, 1997-2003	Box 2	Folder 32
Diversity Team- Programs/Activities, 1997-2003, 1997-2003	Box 2	Folder 33
Document Delivery Service Committee, 1996	Box 2	Folder 34
Dunbar Projects, 1995-1997	Box 2	Folder 35
Educational Resources Center Committee, 1991	Box 2	Folder 36
Electronic Publishing and Scholarship Committee, 1991-1993	Box 2	Folder 37
Electronic Publishing and Scholarship Committee- Final Report, 1994	Box 2	Folder 38
Engineering and Computer Science Committee, 1990-1994	Box 2	Folder 39
Fordham Administrative Staff Minutes, 1986-1991	Box 2	Folder 40
Fordham Health Sciences Library Committee, 1975	Box 2	Folder 41
Fordham Health Sciences Library Committee, 1980-1986	Box 2	Folder 42
Fordham Health Sciences Library Committee, 1987-1990	Box 2	Folder 43
Fordham Health Sciences Library Committee, 1990-2002	Box 2	Folder 44
Fordham User Services Minutes, 1990-1991	Box 3	Folder 1
Graduate Council Minutes, 2002	Box 3	Folder 2
Instruction Team Minutes and Reports, 1998-2001	Box 3	Folder 3
Libnet Committee, 1992-1996	Box 3	Folder 4
Libnet Committee, 1992-1996	Box 3	Folder 5

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Library Allocations Committee, 1976	Box 3	Folder 6
Library Computing Services-Innovation Committee, 1991	Box 3	Folder 7
Library Proposal Committee, 1971-1972	Box 3	Folder 8
Library Development Comm.- Ohio Library Assoc., 1970-1971	Box 3	Folder 9
Library Faculty Status Committee, 1985-1986	Box 3	Folder 10
Library Needs in Ohio Committee- (OLA sub-committee, Case, Robert N.), 1967-1968	Box 3	Folder 11
Management Advisory Council (MAC) Minutes, 1990	Box 3	Folder 12
Management Advisory Council (MAC) Minutes, 1991	Box 3	Folder 13
Management Advisory Council (MAC) Minutes, 1992	Box 3	Folder 14
Management Advisory Council (MAC) Minutes, 1993	Box 3	Folder 15
Management Advisory Council (MAC) Minutes, 1994	Box 3	Folder 16
Management Advisory Council (MAC) Minutes, 1995	Box 3	Folder 17
Management Advisory Council (MAC) Minutes, 1996	Box 3	Folder 18
Management Advisory Council (MAC) Minutes, 1997	Box 3	Folder 19
Management Advisory Council (MAC) Minutes, 1998	Box 3	Folder 20
Management Advisory Council (MAC) Minutes, 1999	Box 3	Folder 21
Management Advisory Council (MAC) Minutes, 2000	Box 3	Folder 22
Management Advisory Council (MAC) Minutes, 2001	Box 3	Folder 23
Management Advisory Council (MAC) Minutes, 2002	Box 3	Folder 24
Management Advisory Council (MAC) Minutes, 2003	Box 3	Folder 25
Management Advisory Council (MAC) Minutes, 2004	Box 3	Folder 26
Management Advisory Council (MAC) Minutes, 2005	Box 3	Folder 27
Management Advisory Council (MAC) Minutes, 2006-2020	E-item Ua14_e0001	Folder Unknown
Professional Staff Evaluation Taskforce, 1995	Box 3	Folder 28
University Library Planning Committee, 1981-1985	Box 3	Folder 29
Planning and Research Committee, 1992-1994	Box 3	Folder 30
Periodical Taskforce Report, 1991	Box 3	Folder 31
Promotion and Tenure Committee, 1968	Box 3	Folder 32
SOCHE Library Division Meeting Minutes, 1991-2001	Box 3	Folder 33
Steering Committee, 1975-1992	Box 3	Folder 34

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Suggestions Committee, 1993-1995	Box 3	Folder 35
Transfer Credit Committee, 1971	Box 3	Folder 36
Turnpike, 1995	Box 3	Folder 37
College of Liberal Arts Committee, 1990	Box 3	Folder 38
University Student Retention Team Minutes, 1994 Jul 6	Box 3	Folder 39
University Library Committee, 1969-1974	Box 3	Folder 40
University Library Committee, 1990-2002	Box 3	Folder 41
University Libraries Committee, 1974	Box 3	Folder 42
University Libraries Web Team- Minutes, 2001-2018	E-item Ua14_e0003	
University Libraries Web Team- Annual Reports, 2001-2018	E-item Ua14_e0004	
University Libraries Web Team- Web Page Screen Shots, 1993-2021	E-item Ua14_e0005	

**Subseries IIIB: Library Committee Files- Cooperative On-Line Systems (COLS), 1984-1992**

Title/Description	Instances	
Acquisitions/serials Committee, 1987-1990	Box 3	Folder 43
Advisory Board, general, 1985-1987	Box 3	Folder 44
Advisory Board, Correspondence, 1985-1989	Box 3	Folder 45
Agreement, 1984	Box 3	Folder 46
Borrower Services Committee, 1988-1990	Box 3	Folder 47
Board Meeting Minutes –Advisory Board, 1984-1986	Box 4	Folder 1
Board Meeting Minutes –Advisory Board, 1987	Box 4	Folder 2
Board Meeting Minutes –Advisory Board, 1988	Box 4	Folder 3
Board Meeting Minutes –Advisory Board, 1989	Box 4	Folder 4
Board Meeting Minutes –Advisory Board, 1990	Box 4	Folder 5
Board Meeting Minutes –Advisory Board, 1991	Box 4	Folder 6
Board Meeting Minutes –Advisory Board, 1992	Box 4	Folder 7
Board Policy Manual, 1986-1990	Box 4	Folder 8
Budget, 1987-1990	Box 4	Folder 9
By Laws, 1989-1990	Box 4	Folder 10
Cataloging Subcommittee, 1984	Box 4	Folder 11

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Classification Codes, 1986-1988	Box 4	Folder 12
Circulation Committee, 1987-1988	Box 4	Folder 13
Correspondence-Committee Chairs, 1985-1991	Box 4	Folder 14
Dial-in Access, 1985-1990	Box 4	Folder 15
Fordham Health Science Library Committee, 1985-1988	Box 4	Folder 16
Marion Committee, 1987-1990	Box 4	Folder 17
Material Booking Committee, 1987	Box 4	Folder 18
Membership Info-Board Members, Committee Administrative Info, Charges, 1988-1990	Box 4	Folder 19
Networking Committee, 1988	Box 4	Folder 20
Newspaper clippings/brochures, 1988, 1990	Box 4	Folder 21
Reports, 1990-1992	Box 4	Folder 22
Patron Committee, 1987-1990	Box 4	Folder 23
Policies and Procedures-Charges, 1985-1990	Box 4	Folder 24
Promo Presentation Slide Show with (1) Audio Tape and Handout Brochure, undated	Box 4	Folder 25
Public Access Committee, 1988-1990	Box 4	Folder 26

### Subseries IIC: Library Committee Files- Ohiolink, 1990-2000

Title/Description	Instances	
Access and Information Task Force, 1993, 1995	Box 4	Folder 27
Acquisitions/Serials Control Committee, 1991-1992	Box 4	Folder 28
ADA Task Force, 1994	Box 4	Folder 29
Audio-Visual Task Force, 1993-1994	Box 4	Folder 30
Collection Management and Development Committee, 1991-1992	Box 4	Folder 31
Cooperative Information Resources Management Committee, 1993-1994	Box 4	Folder 32
Database Management and Standards Committee, 1991-1994	Box 4	Folder 33
Document Delivery Strategy Task Force, 1991-1995	Box 4	Folder 34
External Database Committee,, 1991-1992	Box 4	Folder 35
Image Strategy Steering Task Force, 1996	Box 4	Folder 36
Inter-Campus Services Committee, 1995	Box 4	Folder 37
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Local Implementation Committee, 1991-1992	Box 4	Folder 39
Medical Database Task Force, 1992-1994	Box 4	Folder 40
Networking Task Force, 1991	Box 5	Folder 1
OPAC Committee, 1991-1992	Box 5	Folder 2
Planning Advisory Task Force, 1990	Box 5	Folder 3
Policy Advisory Committee, 1991-1992	Box 5	Folder 4
Software Enhancement Committee, 1992	Box 5	Folder 5
User Services Committee, 1993-1995	Box 5	Folder 6
Workstation Task Force, 1990	Box 5	Folder 7
Library Advisory Council, 1990-1991	Box 5	Folder 8
Library Advisory Council, 1992	Box 5	Folder 9
Library Advisory Council, 1993	Box 5	Folder 10
Library Advisory Council, 1994	Box 5	Folder 11
Library Advisory Council, 1994 Oct - 1995 Jan	Box 5	Folder 12
Library Advisory Council, 1995 Feb-Jul	Box 5	Folder 13
Library Advisory Council, 1995 Sept- Dec	Box 5	Folder 14
Library Advisory Council, 1996 Jan- Feb	Box 5	Folder 15
Library Advisory Council, 1996 March- May	Box 5	Folder 16
Library Advisory Council, 1996 Jul- Sept	Box 5	Folder 17
Governing Board- Library Advisory Council, 1990-1991	Box 5	Folder 18
Governing Board- Library Advisory Council, 1994 Jan- Jul	Box 5	Folder 19
Governing Board- Library Advisory Council, 1994 Aug- Dec	Box 5	Folder 20
Governing Board- Library Advisory Council, 1995	Box 5	Folder 21
Budget, 1991-1992	Box 5	Folder 22
Budget, 1993	Box 5	Folder 23
Budget, 1994-1995	Box 5	Folder 24
Budget- Cost Distribution, 1992	Box 5	Folder 25
Central Site, 1990-1994	Box 5	Folder 26
Comdata, 1992	Box 5	Folder 27
Contracts, 1991	Box 5	Folder 28
Digital Equipment Corporation Agreement,, 1994	Box 5	Folder 29
Digital Media Center, 2000		



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Grants (CONH Grant Proposal- Revised Guide to Wright Brothers Collections), 1998	Box 5	Folder 33
Hospitals- Cataloging Services, 1997	Box 5	Folder 34
Implementation, 1990-1993	Box 5	Folder 35
Information Retrieval Tools, 1994	Box 5	Folder 36
Institutional Agreements, 1992, 1992	Box 5	Folder 37
Inter-Institution Requests, 1991-1995	Box 5	Folder 38
Lead Implementors Group, 1995	Box 5	Folder 39
Lending Activity, 1994	Box 5	Folder 40
License, 1994	Box 5	Folder 41
Monthly Reports- Executive Director's, 1993-1995	Box 5	Folder 42
Ohiolink 5 Year Progress Report, 1995	Box 5	Folder 43
Ohiolink UL Handbook, 1993, 1993	Box 5	Folder 44
Ohiolink/OCLC Relationship, 1994	Box 5	Folder 45
Operating Funds, 1993	Box 5	Folder 46
Operating Plan Summary, 1994-1995	Box 5	Folder 47
Optional Cost Survey, 1992	Box 5	Folder 48
PAC Reorganization Proposal, 1993	Box 6	Folder 1
Patron Online Borrowing Subsidy, 1994-1995	Box 6	Folder 2
PCIRC Impact, 1994	Box 6	Folder 3
Policies, 1994	Box 6	Folder 4
Pony Express System, 1993-1995	Box 6	Folder 5
Power Pages Pricing, 1994	Box 6	Folder 6
RFP: Federal Government Documents Bibliographic Records, 1993	Box 6	Folder 7
RFP: Ground Delivery Services, 1993	Box 6	Folder 8
RFP: Network Consultant, 1991, 1991	Box 6	Folder 9
RFP: Provision of Authority Processing and Authority Records, 1994	Box 6	Folder 10
RFP: Retro-conversion, 1990-1994	Box 6	Folder 11
RFP: Workstations, 1993-1994		

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Self-Check Statistics, 1995	Box 6	Folder 13
Service Agreements, 1993	Box 6	Folder 14
Services Fees, 1992	Box 6	Folder 15
Weekly Local System Usage, 1993	Box 6	Folder 16
WLN/RLG Conspectus Software, 1994	Box 6	Folder 17

### Subseries IIID: Library Committee Files- Y2K Task Force, 1997-2000

Title/Description	Instances	
Board of Trustees, 1999	Box 6	Folder 18
Business Partner Readiness Survey, 1999	Box 6	Folder 19
2000 Activities @ WSU-Update, 1998-1999	Box 6	Folder 20
2000 Compliance Statement, 1998	Box 6	Folder 21
Year 2000 challenge Correspondence, 1998	Box 6	Folder 22
Inventory Information, 1998	Box 6	Folder 23
Year 2000 Departmental Assessment Information, 1997-1998	Box 6	Folder 24
Thank You Letters, 2000	Box 6	Folder 25
WSU Y2K Homepage, 2000	Box 6	Folder 26
WSU Publication on Y2K-Dialogue, Y2K facts Bookmark, undated	Box 6	Folder 27
Task Force Reports, 1999	Box 6	Folder 28
Agenda/Meeting Minutes, 1997-1999	Box 6	Folder 29

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### Series IV: Library Reports/Proposals, 1965-2020

#### Subseries IVA: Library Reports/ Proposals- Divisional, 1965-1995, 2014-2020

Title/Description	Instances	
Academic Libraries Reports, 1965-1998	Box 6	Folder 30
Activity Report 1990-1994, 1994	Box 6	Folder 31
Admin Services Annual Report, 1992-1993	Box 6	Folder 32
Collection Holdings and Use, 1970-1975	Box 6	Folder 33

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