

Loyola University Chicago Archives and Special Collections

Annual Report

FY11

Kathy Young, University Archivist
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Introduction

FY11 was another busy one at the Loyola University Chicago Archives and Special Collections. The former Archives Associate was replaced and a new graduate student assistant for the Congressional Archives was hired, increasing the staff by one person. Reference inquiries increased steadily as the department continued to focus on improving access to the collections by putting more finding aids online, adding collection level archival catalog records to Pegasus and OCLC, processing collections in the backlog, and beginning to catalog volumes from the rare book collection. Following are some of the highlights for FY11. See appendices A – F for details.

Access

Access continues to be the primary focus of the University Archives and Special Collections department with FY11 showing continued progress in this area. The addition of archival collection and rare book catalog records to OCLC and the OPAC, the steady increase of finding aids available online, and the implementation of MPLP for processing selected collections are just some of the ways the department working on this goal. Following are some of the accomplishments, with further details available in appendix B.

- **Catalog records**

During FY11 one hundred and two (102) records have been added to Pegasus for archival collections and rare books. Thirty-five original catalog records have been created for archival collections, bringing the total number of archival collection records available in Pegasus to ninety-three (93). Forty-two records have been added to Pegasus for the rare book collection. Of these records, twelve (12) were original records created by archives staff. The books cataloged this year included the sixteen (16) transferred to the Archives and Special Collections department by Jonathan Canning, curator of the D'Arcy collection. Finally, individual cataloging of the broadsides gifted by Thomas and Jo-Ann Michalak has begun with the initial addition of twenty-six (26) records to the catalog.

- **Finding Aids**

One hundred and ten (110) finding aids are now available online through the University Archives and Special Collections website. Updates and corrections continue to be made to existing finding aids so they can be placed online. The new associate archivist, Ashley Howdeshell, has begun encoding existing finding aids in EAD so they can be placed online and submitted to catalogs such as ArchivesGrid and the Black Metropolis Research Consortium (BMRC) portal.

- **Digital Collections and Exhibits**

During FY11 archives staff have focused on creating digital exhibits using Omeka. These exhibits include the conversion and enhancement of previously existing digital exhibits including *Hidden Loyola* (Ashley Howdeshell), *Loyola Traditions* (Melinda Leonard), *Loyola Chronology* (Chris Barbuschak), and *Jesuits and the Sciences* (Kathy Young). Exhibits in progress include *Edifying and Curious Letters: Jesuits and the exploration of the Americas* (Kathy Young), *Dan Rostenkowski* (Eric Jankowski), and *Raymond V. Schoder, S.J., on Gerard Manley Hopkins* (Eric Jankowski). In addition to these exhibits, one hundred and twenty-three (123) items were added to the Loyola University Chicago Archives and Special Collections page on the Internet Archive as *The Loyolan*, *Dentos*, and the *Stritch School of Medicine yearbooks* from 1924 to 2001, and the *St. Ignatius Collegian* from 1901 to 1921 were digitized through the CARLI Book

Digitization project, bringing the number of items available through the Internet Archive to one hundred forty-one (141).

Congressional Archives

During FY11 the finding aid for the Ways and Means series was placed online. Finding aids for the audio-visual series and the general series have been started.

Acquisitions

Approximately 221.02 linear feet of records and papers (164.02 at the University Archives and 57 at the Congressional Archives) were added during FY11, a decrease of 61%. This decrease directly reflects the one time acquisition of 400+ linear feet of Cuneo records that occurred during FY11. Compared to the more average acquisition rate of 150.39 linear feet in FY09 acquisitions in FY11 increased by 46%. Acquisitions in FY11 include:

Dental School records	18.0 l ft
Rosemarie Parse papers	40.5 l ft
Raymond C. Baumhart, S.J., records	18.0 l ft
Smajo Photograph Collection	1.5 l ft
UMC records	8.0 l ft
Thomas Sheehan papers	19 l ft
Keith J. Esenther, S.J., photograph collection	1.0 l ft
Theology department records	1.5 l ft
Philosophy department records	30.0 l ft
Illinois Supreme Court Retired Justices oral histories	0.25 l ft

Congressional Archives

Fifty-seven (57) linear feet of Rostenkowski papers were received during FY11 including scrapbooks, framed items, and campaign papers. Archives staff continues to work with former staff members of Henry Hyde and the Rostenkowski family to acquire more papers.

Processing

During FY11 442.38 l ft was processed (University Archives: 297.38 lft, Congressional Archives: 145 lft), an increase of 57% over FY10. This increase was made possible by the addition of Ashley Howdeshell to the staff as associate archivist. Since joining the staff in November of 2010 Ashley has processed 86.75 lft. Also during FY11 Kathy Young processed 79.97 lft, Melinda Leonard processed 66.2 lft, and interns and volunteers processed 64.46 lft.

Collections processed include

Correspondence Study Division records	34.25 l ft
College of Arts and Sciences, Classical Studies Department records	4.5 l ft
College of Arts and Sciences, English Department records	16.0 l ft
Autograph Collection	15.5 l ft
B. G. Gross papers (completed)	45.5 l ft
Kane Collection	19.5 l ft
Raymond V. Schoder, S.J., papers	20.73 l ft
William Thompson, S.J., papers	14.2 l ft
Robert Broderick papers	15.26 l ft
J. Donald Roll, S.J., papers	2.0 l ft
Robert C. Hartnett, S.J., papers (completed)	17.5 l ft
Catherine Jarrott, PhD, papers	5.5 l ft

Congressional Archives

During FY11 Laura Berfield finished processing the remaining 70 lft of the Ways and Means series in the Rostenkowski papers in addition to beginning on series 3 – Legislative records. The Congressional Archives graduate student, Eric Jankowski, began processing the General series and completed approximately 75 lft of subseries including the ones for Chicago, Clippings, Congrats & Condolences, Crank Correspondence, Daily Reminders, Democratic Party, Illinois, Military, Newsletters, Matters Handled by Rostenkowski, Poland, Presidential Inaugurations, Press Releases/Conferences, Questionnaires, Rostenkowski Biographies, Travel, and Veterans.

Reference

A total of 669 reference inquiries were received at the Archives and Special Collections during FY11, an increase of 7% over the previous year. Reference inquiries received via email continue to grow with an increase of 18% over the previous year. The majority of such requests were received from external researchers. There was also a slight increase in the number of phone inquiries received as well as a slight decrease in the number of in-person researchers.

Congressional Archives

During FY11 the Congressional Archives began receiving reference inquiries for the Rostenkowski papers. One telephone inquiry was received and answered while June saw the first two in-person researchers make use of the Rostenkowski papers. One of the June researchers also had permission to access the Hyde papers regarding the Hyde amendment.

Outreach

Exhibits and special projects continue to be the mainstay of outreach at Archives and Special Collections. During FY11 several exhibits were created for the Donovan reading room space; this has provided staff with more experience in creating large-scale exhibits resulting in improvements with each succeeding exhibit.

Exhibits

- **Loyola Campus Architecture, May –November 2011**
- **150th Anniversary of the start of the Civil War, January – May 2011**
- **Cudahy Library 2nd floor displays:**
 - o Archives Month, September 2009 to December 2009
 - o Winter Scenes on the Lake Shore Campus, December 2009 to February 2010
 - o Catholic Women Poets, February 2010 to May 2010
 - o 19th Century British Caricature: Napoleon in Caricature, May 2010-

Special and Ongoing Projects

Black Metropolis Research Consortium (BMRC)

BMRC archivists spent five days at the University Archives and Congressional Archives in February surveying the collections for inclusion in the BMRC portal.

Dental School records

In March of 2011 the University Archivist was notified by the General Counsel that the Dental School records had been returned by an outside attorney. Two trips have been made to the storage areas to survey and select record to be transferred to the archives. Eighteen linear feet of records have been transferred, approximately 110 lft are waiting to be transferred.

Hank Center Spring Symposium

In April the Hank Center held its annual Spring Symposium featuring Dr. Gustav Leone of the Department of Fine and Performing arts speaking about his efforts to recover the music of the Jesuit missions in South America. Archives and Special Collections prepared a small display of volumes from the rare book collection highlighting Jesuit missions in Central and South America.

Cuneo Museum and Gardens

In November of 2010 the remaining papers of the Cuneo family were collected from the Sacristy at the Cuneo mansion and transported to the archives. These papers included holy cards, correspondence, and prayer books. Also in November the inventory of the library at the Cuneo mansion was completed.

Newberry Library Joint Acquisitions

In spring of 2011 the Loyola Libraries completed its third joint acquisition with the Newberry Library purchasing *Opuscula praecatio ad Iesum* by Erasmus (Venice, 1524). Loyola now co-owns a total of six titles of Jesuitica and Catholic theology, including one 24 volume set, with the Newberry Library.

Loyola Oral History Project

The Loyola Oral History Project began in 2006 with a pilot project focused on documenting the history and development of the Rome Center through interviews with the founder, administrators, faculty, staff, and alumni. During FY11 twenty-five interviews were conducted with staff and alumni from the Athletic department as well as alumni who were staffers for the Loyola News/Loyola Phoenix during the 1960s and 1970s.

CARLI Book Digitization Initiative

In September 2010 two proposals were accepted by the CARLI Book Digitization Initiative for digitizing the Loyolan, Dentos, and the Medical School yearbooks as well as issues of the St. Ignatius Collegian/Loyola University Magazine from 1901 to 1921. These volumes were digitized in April of 2011 and are available on the Loyola University Chicago Archives and Special Collections Internet Archive webpage as of May 2011. Alumni Relations has also created a webpage linking to the yearbooks.

Catholic Research Resources Alliance (CRRA)

In December of 2010 approximately 550 records were exported to the Catholic Research Resource Alliance (CRRA) to be added to their catalog of Catholic resources. A pilot project of adding 'crra' to field 599 in catalog records has been started. This addition to the catalog records should allow Library Systems to easily pull records to be sent to the CRRA catalog.

Staffing

Kathy Young, CA, MLIS, MS, University Archivist and Curator of Rare Books

Kathy received her certification as a professional archivist and became a member of the Academy of Certified Archivists during FY09. In FY10 she was elected to a second term on the board of directors for the Black Metropolis Research Consortium.

Ashley Howdeshell, MLS, Associate Archivist

Ashley joined the Archives and Special Collections staff in November 2010 replacing Rebecca Hyman who resigned in June 2010. Ashley obtained her MLIS from Indiana University with a specialization in archives and records management. During her first eight months she has processed 86.75 lft of collections, started implementing EAD for finding aids, curated the exhibit on the 150th anniversary of the beginning of the Civil War as well as assisting in the creation of the Loyola campus architecture exhibit, and assisted in surveying records of the dental school.

Laura Berfield, MLS; Political Papers Archivist

Laura joined the Archives and Special Collections staff in September 2008 as the part-time project archivist at the Center for Public Service Archives. In September of 2009 her position was made full-time. She is currently processing the Rostenkowski papers and helped in the survey of the dental school records.

Melinda Leonard, Graduate Assistant, Archives and Special Collections

Melinda started at the University Archives in August of 2009. She processed approximately 178 l ft of collections during her two years as the graduate assistant, assisted with exhibition planning and design, worked on digital projects, accessioned collections, and assisted with surveying and packing the records at Cuneo and surveying the dental school records. Melinda graduated with a Masters in Public History in May 2011 and left the archives for a full time job in June of 2011.

Maria Reynolds, Graduate Assistant, Loyola Oral History Project

Maria returned as the graduate assistant for the Loyola Oral History project on July 1, 2009. She originated the position when it was created in 2006. During the past five years Maria has conducted interviews for the School of Social Work, the Institute of Pastoral Studies, Athletics, Rome Center, and Cuneo. Maria graduated with a Ph.D. in American and Public History in May of 2011. She left the archives at the end of June 2011.

Eric Jankowski, Graduate Assistant, Congressional Archives

Eric started at the Congressional Archives in November of 2010. During the past several months he has processed approximately 75 lft of Rostenkowski papers, and developed online and physical exhibits about Rostenkowski. Eric is currently working on his masters in history.

Katie Reinike, Practicum student

Katie did a practicum for her MLIS at Dominican University during the spring of 2011. While at the archives she processed a collection of approximately 7.0 lft, attended meetings and workshops, and assisted with the planning of the Loyola Campus Architecture exhibit.

Chris Barbuschak, Intern and volunteer

Chris is a senior in the History department. During fall 2010 he interned at the archives and processed the Rosemary Donatelli papers and the Barbara Hirschfeld (director of the Cuneo museum and gardens) records. He started volunteering at the archives in the spring of 2011 and has updated and enhanced the Loyola Chronology online exhibit, processed a series in the Catholic Church Extension Society records, and assisted in the creation of the Loyola Campus Architecture exhibit.

Judith Tichacek, Intern

Judith interned at the archives during the fall of 2010. While at the archives she processed the Catherine Jarrott papers.

James Thompson, Volunteer

James had previously volunteered at the archives in 2009 and came back in spring 2011 after finishing his MLIS at the University of Illinois. While at the archives he processed several collections including the Robert Broderick papers and the Cuneo Museum administrative records.

Appendix A: Comparative Yearly Statistics FY04 to FY11

	% Change	FY11	FY10	FY09	FY08	FY07	FY06	FY05	FY04
Phone Calls – LUC	(9)	95	105	72	135	98	124	102	109
Phone Calls – External	24	91	73	78	96	78	87	96	156
E-mails	18	316	266	311	562	226	228	223	120
Letters	(67)	1	3	2	7	10	9	9	14
On-Site Researchers	(5)	166	175	111	201	215	205	199	134
ILL	(100)	0	4	2	0	3	5	6	7
Total Internal Requests	5	360	344	328	705	377	426	306	188
Total External Requests	10	309	282	248	296	253	232	329	335
Total Research Inquiries	7	669	626	576	1001	630	658	635	532
Number of Acquisitions	(29)	38	54	54	49	37	58	59	30
Linear Feet	(60)	221.02	564.3	150.39	232.15	468	219	230	81
L FT Processed	58	442.38	280.5	156.14	63.25	7	121	26	48
Dissertations and Theses	62	324	200	173	233	177	266	122	281
Website page views	(24)	15,677	20,665	7,472	----	----	18,937	18,867	7,592
Website unique page views	(9)	10,185	11,205	4,142	----	----	3,700	3,604	2,813

Appendix B: Catalog Records Created & Finding Aids online

FY11 Catalog records added to OPAC

Kane Collection

Office of the Treasurer records

Office of the Treasurer - ledgers

B. G. Gross papers

Raymond V. Schoder, S.J., papers

Correspondence Studies Division records

Autograph Collection

Nevett Fund of America records

Robert Broderick papers

CCES: American Board of Catholic Missions records

- Chapel Car records

- Historical Letters and Documents

- Publications

- Wills and Estates

Cuneo: Administration records

- Barbara Hirschfeld records

- Hawthorn Farm Construction records

Rosemary V. Donatelli papers

Dorr E. Felt collection

Martin Heidegger collection

Catherine Jarrott, Ph.D., papers

Charles Nelson Johnson papers

George Ireland, Athletic Director, records

CAS Assoc. Dean – WTC records

Office of Community Programs records

Academic and Administrative Council records

SON: Golden Jubilee Celebration records

Office of the Dean records

Rosemarie Rizzo Parse papers

Edward W. Schneider papers

Leona Marie Smolinski papers

Illinois Supreme Court retired Justices oral histories

Chicago College of Dental Surgery yearbooks

Medical School yearbooks

Loyola University of Chicago yearbooks

Finding aids created/updated and placed online during FY09

1) Administration

Kane Collection (new)

Office of the Treasurer – Ledgers, records (updated)

Office of Community Programs records (updated)

George Ireland records (new)

Alice Bourke Hayes records (updated)

James T. Hussey, S.J., records (updated)

Richard Matre records, VP and Dean of Faculties records (updated)

Robert Mulligan, S.J., VP and Dean of Faculties records (updated)

2) Colleges/Schools

Correspondence Study Division records (new)

College of Arts and Sciences Associate Dean, Water Tower Campus (new)

3) Faculty & Staff

Rosemary Donatelli papers (new)

Catherine Jarrott papers (new)

B.G. Gross papers (new)

Wilma Spurier papers (new)

Raymond V. Schoder, S.J., papers (new)

Edward M. Schneider papers (new)

Charles N. Johnson papers (new)

J. Donald Roll, S.J., papers (new)

4) Catholic

Nevett Fund of America records (new)

Robert Broderick papers (new)

CCES: American Board of Catholic Mission records (new)

CCES: Historical Letters (new)

CCES: George Hennessey, Superintendent of Chapel Cars, correspondence (new)

Holy Family Parish records (updated)

5) Cuneo

Hawthorn Farm construction records (new)

Office of the Director, Barbara Hirschfeld records (new)

Administrative records (new)

Appendix C: Digital Collections

Total Digital Collection Stats (All Collections)

	<i>% Change</i>	<i>FY11</i>	<i>FY10</i>	<i>FY09</i>
Hits	(3)	1,981,857	2,023,670	86,243
Files	3	1,957,118	1,888,375	79,423
Visits	83	19,858	8087	720

University Archives and Special Collections only

	% Change	FY11	FY10	FY09
Item Views	(84)	17,609	108,151	929
# of Items	12	961	859	----
# of Compound Objects	(3)	55	57	----
# of JP2	12	872	776	----
# of JPG	8	26	24	----

Internet Archive Webpage Downloads

Collection	FY11
Loyolan	24
Dentos	0
Stritch School of Medicine yrbks	2
St. Ignatius Collegian/Loyola University Magazine	2
Illinois Catholic Historical Review	794
Chicago	125
Chicago Magazine	29
McVickers	24
Doomed City	52
History of Chicago	33
Tourists Guide	31
Chicago and its resources	99
Total	1006

Appendix D: Acquisitions FY11

Source	Materials	Linear Feet
Jeanne Goessling	yearbooks	0.5
Yolande Wersching	Lewis Library slides	3.00
CAS Dean's Office	bulletins & commencement programs	2.00
Wendy/Special Events	Commencement videos and photographs (DVDs)	0.5
Alumni relations	records	0.5
Rosemarie Parse	papers (27 boxes)	40.5
Raymond C. Baumhart, S.J.	records, from office in Sullivan (12 rc's)	18
	Joe Smajo photograph collection (901 photographs/negatives/transparencies from the 1950s taken while he was photographer for the Loyola News and Cadence	1.5
Mary Ellen Smajo, Ph.D.	papers	0.5
MaryAnn McDermot	UMC - Loyola world photos/slides/negs	8
Mark Beane	Ethics Center records (Philosophy dept.)	30
Bryn Dugre	2 DVD's, 2 CDs - Ill Supreme Court Justice oral histories	0.02
Justin Law/Il Sup Ct. Hist. Preservation Commission	4 reel-to-reel tapes of Fr. Grant	0.5
David Bryant	1 xhd with photos	0.25
Keith J. Esenther, S.J.	photos, correspondence, books, lps	4.5
Cuneo	Papers from Loyola tenure	19
Thomas Sheehan	1933 World Fair Guidebook (1 vol.)	0.25
Kathleen DeLaney, Canisius	papers	3
Spencer Wallace	33 CD's with photographs	0.25
Keith J. Esenther, S.J.	Joseph Walsh, Dean, records	4
School of Social Work	papers	3
Raymond C. Baumhart, S.J.	Fr. Grollig papers	1
Karen - U of Michigan		
Ellen Kane Munro, General Counsel	Dental School records	18
Kate Felice	Rome Center records	0.5
Katie Hession	Rome Center photos	0.25
Ruth Davis	Ellis C. Johanson, DDS, papers	0.25
Theology department	records	1.5
Mary Erlenborn	Loyola phoenix issues	1.5
Tom Haney	papers	4.25
Peggy Cusik	Loyola papers	0.25
Will Osborne	NIT pageboy hat	0.25
Paul Stewart	NCAA Champ sweater, programs	0.5

Rare Books

Opuscula praecatio ad Iesum by Erasmus (Venice, 1524)

(Joint acquisition with the Newberry Library)

Appendix E: Collections Processed

University Archives

Kane Collection	19.5 lft
Office of the Treasurer – Ledgers	124 volumes (ledgers)
Office of the Treasurer – records	1.75 lft
B. G. Gross	45.5 lft
Raymond V. Schoder, S.J., papers	20.72 lft
Wilma Spurier papers	6.5 lft
Correspondence Study Division records	34.25 lft
George Ireland records	1.75 lft
Edward Schneider papers	3.5 lft
Robert Broderick papers	15.26 lft
CCES: historical letters	1.25 lft
CCES: American Board of catholic missions	3.0 lft
CCES: George Hennessey correspondence	1.25 lft
Nevett Fund of America records	10.45 lft
Holy Family Parish ledgers	7.0 lft
Hawthorn Farm construction records	4.0 lft
Cuneo – office of the director, Barbara Hirschfeld records	8.0 lft
Charles N. Johnson papers	1.0 lft
J. Donald Roll papers	2.0 lft
Catherine Jarrott papers	5.5 lft
CAS: Associate Dean – Water Tower Campus records	14.5 lft

Congressional Archives

Ways and Means	102 lft
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Total	420.38
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Appendix F: Loyola Oral History Project

List of Interviews 2010-2011

	Name	Date	Location	Loyola Department
Athletics				
1	John McCabe	8/20/2010	Information Commons, LSC	Athletics - Alumni
2	John Reilly	9/30/2010	Information Commons, LSC	Athletics -
3	Doug Bruno	10/26/2010	DePaul University	Alumni/Volunteer
4	Rick Wemple	11/10/2010	Information Commons, LSC	Athletics - Coach
5	John Planek	11/23/2010	Information Commons, LSC	Athletics - Coach
6	Richard Norman	12/1/2010	Information Commons, LSC	Athletics - Athletic
7	Paul Akers	12/7/2010	Information Commons, LSC	Director
8	Tom Cooney	12/8/2010	Information Commons, LSC	Athletics -
9	Bill Behrns	1/18/2011	Information Commons, LSC	Alumni/Coach
10	Adam Kwiatkoski	1/26/2011	Information Commons, LSC	Athletics - Coach
11	Brendan Eitz	1/27/2011	Information Commons, LSC	Athletics - Staff
12	John Lynch	1/31/2011	Information Commons, LSC	Athletics -
13	Elizabeth Tortorello-	3/1/2011	Information Commons, LSC	Alumni/Coach
14	Nelson	3/7/2011	Information Commons, LSC	Athletics -
15	Sr. Jean Schmidt	3/23/2011	Information Commons, LSC	Alumni/Coach
16	Mary Ann Noonan	4/8/2011	Information Commons, LSC	Athletics - Coach
17	Charles Greenstein	4/19/2011	Information Commons, LSC	Athletics - Coach
18	Lisa Ryckbosch	5/10/2011	Information Commons, LSC	Athletics - Staff
19	Shane Davis	5/10/2011	Information Commons, LSC	Athletics -
Institute of Pastoral Studies				
1	Gerard Egan	10/27/2010	Information Commons, LSC	Athletics -
2	Eileen Daily	3/1/2011	Information Commons, LSC	Alumni/Coach
Long Term Employees				
1	John O'Malley	10/5/2010	Maguire Hall, WTC	Athletics - Coach
The Phoenix / Loyola News				
1	Adeshina Emmanuel	5/16/2011	Information Commons, LSC	Athletics - Chaplain
2	John Deutsch	5/19/2011	Information Commons, LSC	Athletics - Coach
3	Toni Nessi	5/26/2011	Information Commons, LSC	Athletics - Coach
4	Adeshina Emmanuel	6/30/2011	Information Commons, LSC	Athletics -

Other

Alumni

1 David James 6/23/2011 5801 N. Sheridan Rd

TOTAL (26 Interviews and 25
26 People)

2010-2011 Transcripts Completed (17)

Robert O'Gorman	IPS
JoAnn Gazarek	
Bloom	Law
William "Toby"	
Eveland	Law
Pamela Bloomquist	Law
James Blachowicz	Rome Center
Wendy Cotter	Rome Center
Frank Fennell	Rome Center
Elizabeth Jackson	
Hall	Rome Center
Thomas Haney	Rome Center
George Hostert	Rome Center
Patricia Jung	Rome Center
Fr. John Kilgallen, SJ	Rome Center
Steven Masello	Rome Center
Cissy Pettenon	Rome Center
Jeanne Rooney and	
Tony Murray	Rome Center
Peter Schraeder	Rome Center
Carol Stitzer	Rome Center