The importance of public service, historical preservation along with fostering a respectful environment are key elements in the established mission and goals associated with daily operations undertaken by the Monsignor William Noé Field Archives & Special Collections Center staff on an everyday basis. These are objectives which have been met in different ways as the wide-range of endeavors performed within this office have contributed to a positive, conscientious and ever-increasing quality level of performance in the process. The staff currently consists of four full-time professionals including: Monsignor Francis Seymour, Archdiocesan Archivist; Dr. Kate Dodds, Archival Assistant/Genealogist; Mr. Justin Myzie, Records Management Clerk and Alan Delozier, Director/University Archivist. This report outlines and explains some of the most prominent ways we have facilitated reference assistance, developed collection holdings, promoted public awareness and also highlighted are other key accomplishments made over the past year.

New Personnel

Our department is pleased to welcome Ms. Maura Kenny, former Processing Archivist of the Rio Grande Collection at New Mexico State University who was recently named Processing Archivist/Assistant Professor and will begin her association with Seton Hall on July 1, 2006.

Another fine addition to our area is Ms. Jeanne Brasile, who was named our new Library Gallery Director in March, 2006. This position was placed under the immediate supervision of the Director of Archives & Special Collections (and Dean of University Libraries overall) will work closely on projects and other initiatives with members of the department and campus community at large.

Major Special Projects

A number of different initiatives which involve the Archives & Special Collections on a regular basis which often reach beyond the confines of the University Libraries alone have been started, or built upon over the past year. Among the most prolific of these ventures include…

- Catholic Institutional Treasures Portal Website Project. A long-term collaborative effort between various Catholic-administrated institutions of higher education across the nation including the University of Notre Dame du Lac, Catholic University of America, University of San Diego and others including Seton Hall University will involve the digitization and Internet publishing of unique objects representing the material history of the Catholic Church in particular. Preliminary and major decision-making efforts are made by Dr. Howard McGinn, Dean of University Libraries who helped foster the adoption of this overall program. The first stage of evaluation involves the adoption of a standardized system of metadata protocols and types of materials to be included whereby the information and images produced can be placed on a centralized web site with various links for greater exposure and opportunity for study. The Seton Hall University Catholic Portals homepage being developed in partnership between the
University Libraries, TLTC Center and the Archives & Special Collections is under development at the present time. The Archives & Special Collections Center has been responsible for the content which includes introductory text, captions and pertinent object types. The first material formats filmed include chalices, ciboria, sick call boxes and related items. Publication of this page is scheduled for the Fall of 2006.

- **Archdiocesan Patrimony.** The creation of an advisory body devoted to identifying and preserving materials, papers and objects related to the history of the Archdiocese of Newark has been endorsed by the Chancery Office. Each member of the Archives & Special Collections Center who deals with Archdiocesan record-keeping serves on this particular board. A document on what materials are to be saved along with an initial plan on how to proceed with advisement and/or transfer of materials from the over 300+ parishes and institutions located throughout the entire See has been worked upon. Preliminary meetings have been held of the board, and further development of this project will be forthcoming over the next year and beyond as the finer points of the overall operation are carried out by this committee and participants alike.

- **Disaster Preparation & Recovery.** Building upon existing safeguards, the Archives & Special Collections Center in close consultation and partnership with the University Libraries has led to a closer look and improvement upon safety measures in our area. Under the guidance of Dr. Howard McGinn, Dean of University Libraries, the charge has been made to edit the existing Archives & Special Collections Disaster Plan Guide and to create a newly improved one for Walsh Library as well. This includes input from a special committee, research and working with the University-wide Disaster Plan already in place. Additionally, plans for increased security and environmental preservation measures are being made to further protect collections currently found (along with future acquisitions) in the Archives & Special Collections Center storage vault.

- **Shifting Projects.** Movement of books from the Msgr. John Oesterreicher Collection, various Latin and Greek reference volumes from the Archives & Special Collections Center to the fourth floor of Walsh Library where they have been placed in locked cabinets for security and usage upon request. Various sets of books with attractive spines/covers were placed upstairs in the Msgr. Peterson Room located on the fourth floor of Walsh Library to occupy blank spaces on the bookshelves and beautify this area in the process. Additionally, removal of phonographic record albums from the vault to an off-site storage center in Orange, NJ where they will be made available for transport to the Archives & Special Collections for listening as needed.

**Reference Requests & Public Service**

The main focus of the Archives & Special Collections Center is public service, and this fact is evident in the number of requests completed over the past year which were handled primarily by Dr. Kate Dodds and the Director with periodic assistance from other staff members. The following tables offer a breakdown and ratio explanation of research type, time frame, fiscal
year and related data comparison overall according to the three major divisions of activity namely: Archdiocese of Newark, Seton Hall University and the Irish/Irish-Life Collection.

**Archdiocese of Newark**

<table>
<thead>
<tr>
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<th>FY 2004</th>
<th>FY 2005</th>
<th>FY 06</th>
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**MacManus Collection**

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[* These figures are approximate since they are based on actual statistics representing formal research summaries completed by select members of the Archives & Special Collections Center including Dr. Dodds, Mr. Myzie and the Director.]

Our success rate is 85-90% in regard to finding an answer to each request received. Since each query differs and has its own uniqueness we take as much time as needed to attain completion, but in every case we try to point an individual toward the right location or other potential source matter/library/archives which may be of help. Since we are a repository that not only deals with an academic-based clientele of faculty, staff and students, but also the general public most of our research requests deal with very specific information such as genealogy/family history, Catholicism in New Jersey and allied topics. Most of these queries cover anywhere between 15 minutes to multiple days for completion which varies depending upon the complexity and detail involved with each question received. A representative list of subjects covered can be found elsewhere in this report, but a full list of each research interaction is available upon request.

Inquires received by the Archives & Special Collections Center come from across the nation and world with a majority having originated in New Jersey. Among other states represented include: Arizona, California, Connecticut, District of Columbia, Florida, Georgia, Illinois, Indiana, Kansas, Kentucky, Louisiana, Massachusetts, Michigan, Minnesota, New Hampshire, New Mexico, New York, North Carolina, Ohio, Pennsylvania, South Carolina, Tennessee, Texas, Virginia, Washington and Wisconsin. Foreign countries include: Canada, Great Britain, Ireland and Japan.
Research issues devoted to Seton Hall University-related topics was varied and diverse over this past year. Individuals who engaged in this type of research were mainly students, alumni and various administrators from different offices across campus. Among the wide-range of research requests worked upon included the utilization of such traditional sources as: School Catalogues, Galleon (Student Yearbooks) and the Setonian (Student Newspaper). In addition, Doctoral Dissertations and Masters Theses written by Seton Hall alumni accounted for a major portion of research done in the field of institutional and general academic study. Otherwise, a wide array of additional resources situated within our collection are often considered and subsequently used in relation to appropriate queries received by our office. Counted among the most substantial research projects supervised by the Director that fall within this category include…

- Institutional History. Dr. Dermot Quinn, Professor of History is currently undertaking research and writing of the 150th anniversary of Seton Hall University due for publication within the next few years. He also wrote a special piece entitled: “The Seton Hall Family” which appeared in the Seton Hall University Magazine (Winter 2006). Other articles including one by Mr. Jerry Trombella from the Institutional Research Office entitled: “In The Beginning – Students at Seton Hall” (Fall 2005) and two by Ms. Naoma Welk entitled: “An Armchair Visit to the Village of South Orange” (Fall 2005) and “The Buzz About South Orange” (Winter 2006) also appeared in the same publication. Special information boxes featured in the Fall 2005 issue of the Seton Hall University Magazine (covering school history from 1856-1897) includes: “Student Beginnings” (First Five Students), “Past Presidents”, “First Appointed Board”, “Faculty Beginnings”, “Seton Hall at a Glance” (Course Descriptions, Statistics, etc. - 1861 and 1897), “First College Graduate” (Louis Firth) and the “First Core Curriculum”. Special information boxes were also provided for the Winter 2006 edition of the Seton Hall University Magazine (covering school history from 1897-1932) includes: “Seton Hall at a Glance” (Course Descriptions, Statistics, etc. – 1898, 1915 and 1932), “Pirate Pride Begins” (Origin of School Nickname), “Past Presidents”, “A Newspaper Legacy – Setonian” and “Academic Excellence – Middle States Accreditation Statement” (11/1932). Each of these articles/segments has covered various aspects of the Setonia experience between 1856-1932. The next three editions will cover the remainder of school history between 1932-1950, 1950-1968 and 1968-2006 respectively. A special Sesquicentennial 20-page edition of the Setonian (2/2006) included the following articles: “First Woman Dean”, “First Female Students”, “Publications at the Hall”, “Board of Regents”, “The Pub”, “Cool Bands”, “Mother Seton/Bayley Family”, “Olympic Athletes”, “The [School] Seal”, “Basketball”, “History of Greek Life”, “Buildings on Campus”, “WSOU Pirate Radio”, “South Orange & Seton Hall”, “Mother Seton Story”, “History of the Seminary”, “Our Mission”, “University Presidents” and “Trivia Contest” were each aided in large measure by resources obtained via the Archives & Special Collections Center via the Director. [* See Sesquicentennial and Director’s Report section for more details on articles written by the Director which covers sports history in relation to Seton Hall College between 1856-1932]
• Seminary History. Another commemorative book related to Seton Hall will be written by Msgr. Robert Wister, Chair of the School of Theology who is writing a history of the Immaculate Conception Seminary over the next few years. He has started with a survey of resources related to the subject and reviewing copies of source notes and annotations from the previously published history of the institution by the late Rev. Henry Beck. Also aided immeasurably in the organization of the Immaculate Conception Seminary Collection of materials transferred from this school to the Archives & Special Collections Center.

• Student Yearbook. Assisted Ms. Rosario Reyes, Student Affairs Office and production company – Jostens on production work for the latest edition of the Galleon (Student Yearbook) which will encompass the years 2002-2006 in one volume. Historic images, Class of 2002 photographs and help with text and captions was also provided for review by the editor.

• Campus Beautification. Various requests for photographic and design ideas were received and acted upon over the past year. Included was a project where dozens of pictorial images from 1856-2005 (mainly architectural scenes) were provided to the Office of Advancement and a number chosen for reproduction and blown-up on poster boards with accompanying captions. These photographs with a credit to the Archives & Special Collections Center are now on display in the receiving room of Bayley Hall, for view by potential students and other incoming visitors to campus as of March, 2006. Between September, 2005 and April, 2006, four different images (ranging from the 1916 graduating class to a 1980s cartoon depiction of campus) were copied and placed in the hallway leading into the Campus Bookstore. Dr. Karen Boroff, Dean of the Stillman School of Business requested over two dozen photographs related to the development of this academic department between 1951-2005 including the building, personnel and each of the past Deans as well for placement in the Conference Room utilized by this group. Helped with images later reproduced and mounted on foam board for display during University Day of 2006. Worked with Mr. Kevin Lockwood, Building Manager for the Bishop Dougherty Student Center between November, 2005 and March, 2006 on historical themes to be included on a large banner to be created and unveiled in the main glass enclosed stairwell facing the campus green.

• External Publications - Completed. Professional and academic researchers avail themselves of our resources on a regular basis. Among those who have utilized our collections for their respective book projects include a biographical work on the life of Motown singer Tammie Turrell entitled: My Sister Tommie by Ludie Montgomery and Vickie Wright (New Romney, England: Bank House Books, 2005) which includes acknowledgments and quotes by the Director in the text. Acknowledgments for Dr. Dodds and the Director included in Dr. Christopher Sharrett’s book: The Rifleman. (Wayne, MI: Wayne State University Press, 2005) about former actor and Seton Hall student Chuck Connors.

• External Publications - Pending. Additional assistance was provided in forthcoming volumes including information on the work and research on the Lenape Indians by Dr.
Herbert Kraft, deceased archaeologist and former Seton Hall faculty member. Special research was also conducted to determine if musical groups Buffalo Springfield and/or the Beach Boys played at Seton Hall in 1967 for inclusion in a book about Neil Young being published through Indiana University. Athletic projects were also handled, and included background notes on a book about Catholic Diocesan boxing programs, student information on Joe Peplofski, student of the 1910s for a book on local New Hampshire sports figures and former 1940s basketball stars Bob Davies and Bobby Wanzer for a history of the Rochester Royals of the National Basketball League/NBA. Another request came in regard to a fact-check on basketball player - Anthony Davis, who allegedly played for Seton Hall during the 1953-54 season for the San Francisco Chronicle.

- Anniversary & Commemorative Events. Many different departments and offices on campus utilize the Archives & Special Collections Center for various specialized projects. Included among those facilitated over the past year include: 1880s woodcut image for the annual Seton Hall University Christmas Card; scanned images and documents (25 different) related to China and the exchange program with the institution from the early 1980s for presentation to Chinese Educational Officials; calculation of total graduates from Seton Hall between 1856-2004 for University Day speech; photographs of Msgr. Robert Sheeran, University President for his anniversary celebration with the school; over one hundred photographic images for Nursing School Anniversary Gala; scans of photographs and related information for Athletic Hall of Fame induction ceremonies and various information forwarded to Mr. Greg Tobin, Assistant to the University President for speech and press release insertion on such topics as former basketball coaches; former University Presidents – Msgr. James Kelley and Msgr. John McNulty and when the actual first day of classes for Seton Hall College occurred in 1856. Ideas offered in relation to the Annual Alumni Reunion (6/2006) and helped Director of Institutional Research, Ms. Connie Beale with historical information to ultimately be inserted in the 2006-2007 Seton Hall University Fact Book.

- Other Projects. Counted among the wide-ranging research initiatives handled through our office over the past year include: background information on the 1988-89 Men’s Basketball team for a halftime segment on the ESPN Classic Network telecast of the Seton Hall v. North Carolina State contest (1/2006) in conjunction with the Office of Sports Information; materials and photographic images of Sister Rose Thering for University Advancement, Thering Endowment Office and Jewish Metro-West of Whippany, New Jersey memorial projects; general background history on the ROTC program and details on women involved with the military at Seton Hall. Assistance was also offered to Sister Regina Bechtle, SC, editor of Volume III in the Mother Seton Papers series who viewed family letters and verified that our collection holds an actual letter written by University Patroness, the first American-born Saint in history. Offer of political button information and examples for a project sponsored by Dr. Marc Mappen, Director of the New Jersey Historical Commission.
The Archdiocese of Newark Collection has attracted a massive amount of attention, and remains our most popular area of research focus among interested members of the general public. The PJ Kennedy Directories (OCD) are used often as are the sacramental records extracted from church registers microfilmed by the Church of Latter Day Saints. Parish histories are also very popular research tools which are often used as background data for commemorative books and various projects dealing with clergy and institutional origins. Counted among the most substantial research projects that fall within this category handled by the Director. [* A list of research projects worked upon in this area by Dr. Kate Dodds, Archives Assistant especially in the area of genealogical projects can be consulted upon special request] include…

- **Publications – Books.** Helped with information on background related to Mme. Chegary, who owned land in Madison, NJ later sold to Seton Hall College in the 1850s where the first campus resided and information on Catholicism in Morris County was provided for the book - *St. Vincent Martyr: 200 Years of Faith.* (Marceline, MO: Walsworth Publishing Company, 2005) by Michael Riccards. Assistance with early stages of research on a book focusing upon Michael Corrigan former Bishop of Newark and 19th century Church politics by Rev. Kevin McKenna of Rochester, New York along with another project on Catholicism in the Ironbound District of Newark, New Jersey by Mr. Edward Jardim, an independent scholar are being worked upon and relied heavily on materials from our collection for background.

- **Publications – Other.** Images of pages from the Book of Genesis found in pre-20th century Bibles for a *Catholic Advocate* article (1/25/2006) entitled: “Intelligent Design opens dialogue on the intersection of science, faith” written by Rev. Lawrence Frizzell, faculty member at Seton Hall. Files on Catholic Women’s Higher Education for Dr. Fernanda Perrone, Archivist at Rutgers, The State University of New Jersey were provided and research utilized in the completion of an article on this subject to be published in a forthcoming edition of the journal *American Catholic Studies* along with other potential articles and a soon to be completed full-length work. Copy made of the Bishop James Bayley Collection Finding Aid was also provided for a researcher at Ava Maria College in Florida for a potential publication on the life and writings of the first Bishop of Newark.

- **Other Projects.** Helped with a survey and observations on the work of religious archivists and their respective operations for the thesis of graduate student Ms. Kathy Mannino of CW Post/Long Island University. Assisted Mr. T.J. Simmons of the Archdiocese of Newark Chancery Office with various parishes to be included in the annual historic parishes tour and with an exhibit of 1930s-1940s Catholic architectural and objects art which will be on display during the Fall, 2006 semester in the Walsh Library Gallery.

The MacManus Irish Collection and activities related to the history, culture, religion, literature and other aspects of Ireland are an important part of our research base. This area of exploration is particularly popular among students, faculty and the general public alike. Counted among the most substantial research projects that fall within this category include…
• Irish-Related Projects. Copies of early 20th century Irish Republican Army military broadsides and manuals for Dr. Christine Kinealy of Drew University and Ms. Carol Russell, professional writers and teachers of Irish history. Student projects assigned by Dr. Dermot Quinn, Professor of History for his Irish History courses resulted in a number of different topics which included: Irish & American Revolution, St. Patrick, Fenian Movement and other which included a large measure of assistance from Dr. Dodds. A thesis project by Ms. Sarah Kiefer, a student at William Patterson University on the history and symbolism of the St. Patrick’s Day Parade in New Jersey was also undertaken in detail. Photographic images were copied for an article on the Irish of New Jersey and later published in the pages of the Jersey Journal (3/2006) based in Jersey City.

Otherwise, In terms of tangible assistance from the Archives & Special Collections Center found or implied in the acknowledgment sections of printed works/film credits show just a small part of our dedication to various educational initiatives. Various publication and public service projects both pending and completed either had their start or finish here. Patrons availed themselves of our material holdings in different ways. Other examples include usage of the Bernard Shanley Collection and his diary of the 1952 Presidential Election for Dr. Michael Birkner of Gettysburg College who is working on a forthcoming book about Samuel Adams, an Ohio politician and his contemporaries Dwight Eisenhower and Robert Taft. Another project involves research on George Shirley, the first African-American male to perform at the Metropolitan Opera House which is being worked upon by Ms. Pat Cioffi, a local writer from Montclair.

Internet Homepage/Website - Director

This initiative was originally created by, and has been maintained by the Director of Archives & Special Collections since its inception. Overall, the introduction of a totally reformatted homepage continues to be one of the most important advancements made to promote and offer more connected options between the research community and the Archives & Special Collections Center at large. Launched during February of 2003, reception to this homepage has been positive and the site utilized extensively while various additions have been made at regular intervals. With constant planning and updates made to this resource area we plan to offer a more extended research environment both on-site and off-site than ever before. The unique part of this website is that a user does not have to scroll down to see each part of the screen interface and a majority of links are only one-to-three levels deep when entering the site in more detail. Gratitude goes to Dr. Xueming Bao, Associate Professor/Librarian for his work in the technical aspects of website facilitation in line with our regularly submitted original content and edited/updated information as well.

Like most comparable Internet pages, the front page area is broken down into three general sections which cover major topic areas dedicated to the collection holdings within the titles found as follows: I. Msgr. William Noé Field Archives & Special Collections Center (Introduction), II. University Archives, III. Seton Hall History Links, IV. Office of Records Management, V. Archdiocese of Newark Collection, VI. Sacramental Records & Genealogy Resources, VII. Catholic New Jersey History & Video Archive, VIII. New Jersey Catholic Historical Records Commission, IX. Rare Book & Print Collections, X. Dissertations, XI. Irish
Within the last year the following major sections have been added to this site: XIII. G.K. Chesterton. This site includes links that show one of our newest specialized book collections content list along with a link to the G.K. Chesterton Institute (located at Seton Hall University) Homepage. XIV. Affiliated Special Collections, XV. Manuscript & Photographic Collections, XVI. Artifacts, Ephemera & Related Collections (this site includes general descriptions of the D’ArGenio Coin & Antiquities Collection, Jaremczuk/Fanelli Sheet Music Collection and Kraft Print & Related Materials Collection) and XXI. Books for Sale section. Additions and various edits have also been made to existing sections including a full-color graphic of the Setonian school newspaper from 1930 in honor of the Setonia Sesquicentennial. The special page on South Orange History Resources in Walsh Library (10/2005) and welcome page to Irish & Irish-American Life resources (4-6/2006) has also been updated over the past year.

The format of this homepage is a success if the site counter is any indication. There have been approximately 2360+ hits on this page between 7/2005-6/30/2005 and since its inception in February, 2003 there have been 6685+ hits overall. Broken down, the following figures show approximate usage levels between 2/2003-6/2006…

Archives & Special Collections Center Internet Homepage Counter Statistics
Page Title # Hits
Msgr. William Noé Field Archives & Special Collections Center (Introduction)………………177
University Archives........................................................................................................514
   (Classification Guide – 358, Reading List – 577)
Seton Hall History Links................................................................................................819
Office of Records Management......................................................................................608
Archdiocese of Newark Collection.............................................................................739
Sacramental Records & Genealogy Resources.......................................................1753
   Obtain Certificate – 314,
   Closed Parishes – 360,
   Introduction to Index – 392,
   Non-Microfilmed Church Index – 653,
   Cemeteries – 474)
The Archives & Special Collections homepage can be found at the following web address -
http://library.shu.edu/sc-homepage.htm
Archival Research & Daily Operations – Dr. Kate Dodds

Dr. Kate Dodds has provided immeasurable and invaluable service to the Archives & Special Collections Center over the past year. She has coordinated exhibit projects, handled supply/procurement requests, office communication and several other tasks on a regular basis in a thorough and professional manner.

I. Reference Requests

Sacramental Requests handled by Kate Dodds

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Genealogy Searches handled by Kate Dodds

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Other Searches handled by Kate Dodds for which fees were collected

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[* Consult Excel spreadsheet for 2006 available upon request]

Letters sent in response to Sacramental Requests

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Letters sent in response to Genealogy Inquiries

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**Genealogy Researcher Appointments**

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**Statistics from Weekly Reports**

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<td>72</td>
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**II. Accessions**

Several accession reports have been produced by Dr. Dodds, which are necessary whenever new items are introduced into our collection in anticipation of formal processing at a later date. Over 70 different donations were recorded and filed in this manner. A full list of acquisitions will be recorded in a supplemental document separate from the Annual Report proper.

**III. Finding Aids**

- Constant updates to Priest Files [major expansion], Parish Files, Archbishop Theodore McCarrick (154 pp.) and Archbishop John Myers [incorporation of 13 boxes of topical files, correspondence, chronological files and miscellaneous files] Collections.
- Constant updates to Departmental Brochures, Boland Fire (54 pp.), Msgr. Robert Sheeran Papers.
IV. Organization

- Coordinate billing procedures for JP Morgan Chase and accounts with all vendors [Brodart, Conservations Resources, Corporate Express, Gaylord, Metal Edge, Metro Imaging, Sayle & Wimmer, University Products, etc.]
- Conducted replenishment and storage of archival and general office supplies.
- Maintain Petty Cash reports and make deposits.

V. Supervision of Students & Volunteers

- Worked closely in supervising student workers Ms. Rafaela Ochoa, Ms. Eilish Harrington, Mr. Tim Crandall, Ms. Emily Crawford, Ms. Caroline Vassallo and volunteers Ms. Elizabeth O’Donnell and Ms. Beth Morris. (* See the Student Workers section for a more complete description.)

VI. Sesquicentennial

- Served on the Student Journals Project Sub-Committee.
- Met with Freshman Studies Class conducted by Dr. Tracy Gottlieb, Head of the Freshman Studies program.
- Worked with student questions regarding essays and submissions of Student Journal portfolios.
- Worked with Mr. Justin Myzie, Records Management Clerk and Ms. Mary Bigelow, Institutional Research Associate on developing a Student Journals Blackboard Community.

Office of Records Management – Mr. Justin Myzie

Mr. Justin Myzie has been very active and diligent in his work on the various files that constitute this active part of our operation. Included here is an overview of activities undertaken over the past year.

Shredding

Records Management conducted its first shredding in more than two years. We contacted departments to inform them we intended to shred boxes of expired records. Due largely to the relationships built over the past three years the departments responded positively and promptly. We followed up on the first communication with an approximation of how much the disposition should cost them. For this past shredding we used a new company that offered a much better pricing than the previous shredding company. We shredded 265 boxes from two departments. Ninety-nine of those boxes were from the Controller’s Office; those were the last of the boxes in our storage area from that department. The remaining 427 boxes were from Enrollment Services;
121 were from Admissions, 16 from Financial Aid, and 29 from the Registrar. There are several other departments that have boxes ready to be shredded; these combined amount to at least 50 boxes. In addition to this shredding one department took possession of approximately 50 boxes of records, which they destroyed in house.

Storage Area

The Records Management Storage Area can hold up to 1,400 boxes. It currently holds many more boxes than it has in the past. The exact number is presently unknown. That number changes weekly as more records are transferred to Records Management. The majority of boxes originate from current users who are transferring greater numbers of records. Several departments have taken advantage of our services for the first time this year. Many of these departments take time to develop their Records Retentions Schedules and transfer records. At least five departments have contacted us to either update or create Records Retention Schedules for them.

Database

The Access database used to manage all transfers to Records Management continues to grow. All of the boxes and many of the records transferred to Records Management are tracked in the database. Most of the lost records from the database loss have been re-entered. Some new information has started to be tracked that should make Records Management operate smoother in the future. Many previously transferred records have been processed and entered into the database. Presently all transferred records (within Records Management) from the following areas have been back-processed: Office of the Provost, General Counsel’s Office, and Human Resources.

Routine Operations

Several Records Retention Schedules have been updated or created or are in the process of being updated or created. This includes the schedule for the PC Support Services, the College of Nursing, Talent Search Project, Chemistry and Bio-Chemistry, and Security. Records Management received over 238 requests for records, the majority of which were completed successfully. Numerous boxes have been transferred and processed.

Archives

The hygrometer remains in the vault and is calibrated annually. There is an accompanying spreadsheet containing the recordings from the hygrometer, recordings from the National Weather Service, as well as a statistical analysis of the two. I aided with 33 Archdiocesan, Archival, or Seton Hall University requests.

Archdiocese of Newark – Monsignor Francis Seymour

Msgr. Francis Seymour has been active especially in the acquisition of materials and building upon his detailed and prolific priest files which have been of great value to our office and the research community over the past several years. In his words, Msgr. Seymour is dedicated to
the preservation of Church records and their accessibility to the research community. “My
primary function is to preserve and protect documents and artifacts connected with the history
of the Archdiocese of Newark and the Catholic Church in the State of New Jersey and to have
them available for authorized researchers.” Here is a summary of his activities between
7/1/2005-6/30/2006…

- Maintaining and updating files on priests, parishes and Catholic institutions in New
  Jersey.

- Fulfilling requests for research from the Office of the Archbishop of Newark, other
departments at the Newark Archdiocesan Center, and from parishes in the
Archdiocese of Newark and elsewhere.

- Responding to telephone, written and e-mail requests for archival research from all
  over the world.

- Identifying photographs and collecting newspaper clippings from current
publications concerning the Newark Archdiocese and the Catholic Church in New
Jersey.

- Supplying information and editing the annual Newark Archdiocesan Directory for
  accuracy and additions.

- I accepted a donation to the Archives of a green velvet chasuble and an altar piece
  from the 18th century from Mr. and Mrs. Arthur Lavis of Montvale, NJ.

- I have also accepted parish histories and other commemorative volumes from
  parishes that I have visited over the year.

- I have assisted Msgr. Robert Wister in his compiling material for a history of
  Immaculate Conception Seminary by identifying numerous photographs.

- I have compiled material for a private exhibit that Archbishop Peter Gerety requested
to observe the 40th anniversary of his Episcopal ordination.

**Student Worker & Internship Accomplishments**

The contributions of our student workers have helped immeasurably to the organizational
efforts of the Archival & Special Collections Center in many different ways. In most cases this
invaluable assistance focused upon individual projects and related assignments as created by
our staff members. Dr. Dodds deserves much credit for supervision of various personnel and
helped in full or part with guiding many of these individual tasks [direct supervisory
responsibility tasks outlined in brackets] accomplished.

Among our student workers who deserve a tremendous amount of credit for their work include:
Mr. Dan Brennan, Mr. Tim Crandall, Ms. Emily Crawford, Ms. Eilish Harrington, Ms. Rafaela
Ochoa and Ms. Caroline Vassallo. Among the general projects accomplished by these individuals (highlighted in alphabetical order) include the following examples…

Mr. Dan Brennan – Creation of a computer database inventory, boxing and labeling of various files which have aided the work of Mr. Justin Myzie and the Records Management Department overall. He was recently hired by Princeton University on a full-time basis as per the fine work accomplished during his time in our repository.

Mr. Tim Crandall – Made inventories of rare books sent to the Cataloging Department for processing and re-checked returned books from the same office after evaluation was completed. Accession lists of public relations materials from the estate of Ms. Ann Smith, former Public Relations Officer at Seton Hall, a collection of Irish books and artifacts from Ms. Barbara O’Neill of Toms River, New Jersey and various volumes and posters on Holocaust Studies from Ms. Lixie Kowler Holocaust books and posters collections to be processed further. [Boland Hall Fire clippings photocopying and other Seton Hall and Archdiocese of Newark related news clippings along with a listing and storage of video tapes found in our collection was also completed.]

Ms. Emily Crawford – [Initial inventory of a collection featuring autographed programs, Mother Seton, USS New Jersey and other materials that will constitute the Gloria Patrizio Collection donated by this former alumnus who gained fame as a singer and community advocate. Refinements were also made to the existing Seton Hall University Publications Collections List and a listing of items picked up by the Director over the past year plus was also undertaken on a regular basis. Insertion of various materials in the expanding Seton Hall University Vertical File.]

Ms. Eilish Harrington – [Finalized an inventory and accession list for the Rita Murphy Irish Collection which encompasses over 1,000+ book volumes, record albums and various papers started by former student worker Ms. Meagan Quinn over a year ago. Book lists of incoming volumes transferred from the Cataloging Department was also created. Began an accession list of items from the Sister Rose Thering Collection encompassing books, subject files and photographic albums among other material types. Also completed a basic inventory of the Buddy Fortunato (Editor of the Italian Tribune based in Montclair, New Jersey) Collection of photographs, books and videos dedicated to various aspects of Italian-American life. Organization and listing of numerous political buttons donated by various campus figures including newly obtained ones from Msgr. Francis Seymour, Archdiocesan Archivist and Rev. Donald Fox of the Delbarton Academy.]

[Ms. Rafaela Ochoa – Finished inventory, enumerating, boxing parameters, rolling and labeling/listing of architectural blueprints representing buildings found on the Seton Hall campus housed in our collection. Library plans placed in boxes and lists along with printed labels were also produced to correspond with these particular documents.]

Ms. Caroline Vassallo – [Completed a detailed accession lists and inventories of books, papers and memorabilia that once belonged to former faculty members Msgr. Edwin Sullivan and Rev.
Donald Smith. These vast collections were also well organized and arranged for further processing evaluation.]

Unpaid volunteers are a selfless and highly respected part of our staff for their willingness to help on their own time and do so with much enthusiasm. The following accomplishments were made (# of hours worked listed where available) in turn by these individuals…

[Ms. Beth Morris – Worked on the identification of Seton Hall University related and unprocessed “shelf-finds” including papers, files, photographs and related objects. Processed photographs from the *Galleon* (Student Yearbook) office, Alpha Kappa Psi fraternity materials and various media guides, programs and publications from the Department of Athletics/Sports Information Office on campus. (82.30 hours, 1/2006-Present)]

[Ms. Elizabeth O’Donnell – Responsible for the identification of Archdiocese of Newark related and unprocessed “shelf-finds” including papers, files, photographs and related objects. Worked on the storage of Seton Hall sports plaques and photographs along with work on the expansion and re-labeling of Archdiocesan Priest Files along with processed various photographs relating to Catholic New Jersey. (260.75 hours, 10/2005–Present)]

Ms. Heidi Stokes - Cleaned and repaired various books found in our collection. Special attention paid to the damaged books acquired from St. Patrick’s Pro-Cathedral a few years ago many of which have some mold and mildew damage. General preservation work and evaluation reports made on individual volumes and helped in the betterment of our Rare Book Collection overall.

Individuals who volunteer for work in the Archives & Special Collections Center as part of an academic program are also providing a needed service for the organization, but also for their own benefit to learn the finer points of the archival profession especially when it comes to the mechanics of processing collections from start to finish (with semester(s) worked) and/or have created a comparable final paper. Included are those who have been involved in this program over the past year…

Mr. Michael Barrone - Seminarian who worked on the organization of the Immaculate Conception Seminary Collection with Msgr. Robert Wister in the listing of folders, boxes and helped with identification of photographs along with other mechanics associated with this group of records. (Fall 2005-Spring 2006)

Mr. Andrew Lattanzi – Seton Hall History major who is working on the organization of the New Jersey Catholic Historical Records Commission files and those of Dr. Joseph Mahoney, former Director of this body. (Summer 2006-Present)

Mr. Travis Lawmaster – Graduate student at Rutgers, The State University of New Jersey (Newark Campus) assisted Msgr. Wister with the Immaculate Conception Seminary Collection and basic processing work corresponding to this group of papers. (Fall 2005)
Ms. Beth Morris - History major at Seton Hall who began as a volunteer and is now taking a course in Archival Management where she is processing non-cataloged materials related to Mother Elizabeth Ann Seton which will ultimately become a specialized collection onto itself. (Summer 2006-Present)

Ms. Erika Namaka – Museum Studies major at Seton Hall who uncovered, photographed, provided descriptive inventories on objects found within each of our Archbishop collections and those related to various Auxiliary Bishops of Newark. (Spring-Summer 2006)

Mr. Dan Schoch - Major in History at Seton Hall is working on materials from the estate of W. Paul Stillman, benefactor to the School of Business including newspaper clippings, books and various property deeds. (Summer 2006-Present)

Mr. Andrew Summey – Graduate Assistant in the Judaeo-Christian Studies Department processed and refined files found in the Rev. Edward Flannery Collection and has neared completion of a finding aid relating to these materials. (Spring 2006-Present)

New Jersey Catholic Historical Records Commission

This administrative body which had its start at Seton Hall University during the mid-1970s has maintained and promoted various activities throughout the past year. The headquarters for this organization remains stationed in the Archives & Special Collections Center where the business files, publications and other materials relating to the organization currently reside. Under the directorship of Dr. James McCartin, Professor of History and guidance from former leader Dr. Joseph Mahoney various activities have taken place through our repository over the past year. Included has been the presence of two part-time workers who helped with Commission business activities in the transition phase between both directors. Various general meetings and those of the Publication sub-committee were held at Seton Hall at different times over the past several months. Other accomplishments include...

- New members to this body include: Dr. Howard McGinn, Director of University Libraries; Dr. Fernanda Perrone, Archivist at Rutgers, The State University of New Jersey and Mr. Greg Tobin, Assistant to the University President at Seton Hall.
- An expanded Archives Committee led by the Director of Archives & Special Collections Center as Chair with Dr. Perrone as Co-Chair has also been approved by Dr. McCartin.
- Work done by the Publications Committee includes efforts by Rev. Augustine Curley, O.S.B. on the Diary of Bishop James Bayley and a proposal to write a revised edition of the Bishops of Newark book published in 1978. A commemorative edition of New Jersey Catholicism to be featured in a future edition of the journal American Catholic Studies is being worked upon by various volunteer writers who will produce different specific articles on this particular overall subject.
- A public program entitled: “How to Write Parish History” held on 3/25/2006 featured a panel comprised of Msgr. Robert Wister, Church History expert, Ms. Ruth Paci, Professional Genealogist and the Director of Archives & Special Collections Center
each presented during this event. Further information about the activities about the NJCHRC can be obtained directly through this Commission.

Sesquicentennial Celebration - Seton Hall University

The final activities associated with this celebration of the 150th anniversary of Seton Hall University were undertaken during the Fall 2005 and Spring 2006 semesters. As Chair of this Committee, the Director of Archives & Special Collections Center led or assisted in each aspect of this commemoration. Counted among the major accomplishments related to this event over the past year include the following contributions…

- A 12-page general history booklet outlining the development of Seton Hall University between 1856-2006 was produced for distribution at the annual Charter Day celebration (2/2006).

- Special Sesquicentennial 20-page edition of the *Setonian* focusing on specific aspects of school history was also distributed during Charter Day. [*See the Institutional History portion of the Reference Requests & Public Service section of this report.*]

- The proposed Student Journals project which focused on the lifestyles and observations of first year students at Seton Hall was facilitated by Dr. Tracy Gottlieb, Director of Freshmen Studies in one of her classes as a public service credit program. Student journals, photographs and other materials were made into individual portfolios which were forwarded to the Archives & Special Collections Center and will be evaluated for additional research and promotional use at a future date. (Fall 2006)

- A “History & Heritage Lecture Series” was organized to highlight various aspects of Seton Hall History. Included were the following presenters/topic titles: Mr. Fred McCarthy, Noted Cartoonist - “The Philosophy of Laughter” (9/22/2005); Dr. Brigitte Koenig, Professor of History – “A Time For Miracles” [Movie and Discussion on the Life of St. Elizabeth Ann Seton] (11/16/2005) and Ms. Naoma Welk – “Seton Hall & South Orange: A Historic Partnership” (12/7/2005).

Director of Archives & Special Collections Report – Specific Activities & Accomplishments

Public Service & Educational Programming

I. Special Lectures/Presentations

Along with informal discussions on the finer points of archival science and specifics focusing upon a wide-range of subject areas are discussed in the Archives & Special Collections Center on a daily basis, but special outreach efforts arise in the form of specially scheduled talks before campus groups and the general community alike. Included in this category were the following programs…
• Women’s Conference. A member of this planning committee and presenter during the 2005 and 2006 conferences held annually at Seton Hall University. Along with help on the general preparations regarding this conference, and in particular sessions related to school history. Served as Moderator for the panel discussion – “The Women of Setonia: From the Social Gospel of Mother Seton to Co-Education at Seton Hall, 1968-Present.” (3/29/2006)


• “Time For Miracles.” Showing of the Mother Seton Film for the Bayley-Seton League. Assisted History Professor Dr. Brigitte Koenig, the principal speaker with the arrangements on this presentation. South Orange, NJ: Seton Hall University. (3/2006)

• “History of Seton Hall University, 1856-2006.” Presentation delivered on the traditions and development of the school before the Women’s Guild of Seton Hall University. South Orange, NJ: Seton Hall University. (4/6/2006)


• “Pope John Paul II.” Assisted with technical aspects of a presentation delivered by Dr. Jo Renee Formicola, faculty member at Seton Hall University before the Metropolitan Catholic Library Committee. South Orange, NJ: Seton Hall University. (4/28/2006)

II. Mass Media

Broadcast and print publicity alike helps to both solidify existing interest and widen exposure to our collections and services. Included were the following examples from the past year…

External Broadcast & Print Highlights

• “How To Research Your Catholic Ancestors.” Local half-hour cable program entitled: “Family Historian” which is dedicated to genealogical issues. Interviewed by host Mr. Stephen Conte and later aired on Summit Cable Channel 34 and Comcast among other outlets. Re-runs broadcast during the Summer of 2005 and into the Fall of 2006. Summit, NJ: Channel 34. (Original taping date – 3/2005)

• “Seton Hall University History.” Interviewed with Dr. Dermot Quinn, Professor of History for a half-hour show on South Orange Public Access Television in reference to the Sesquicentennial of Seton Hall University. South Orange-Maplewood, NJ: Columbia High School. (1/31/2006)

• “Louis Orr Show.” Taped a segment of the weekly Men’s Basketball Coaches Show in the Archives & Special Collections Center vault with Program Host Mr. David Popkin and Head Coach Louis Orr. Provided the space and assistance with the sets utilized on this taped broadcast. Aired on the YES Cable Network in February, 2006. South Orange, NJ: Seton Hall University. (2/2/2006)

• “South Orange.” The taping and preview of a movie on the history, architecture and people of the Village which included production assistance and images from the Archives & Special Collections Center detailing Seton Hall University and its place in the life of South Orange. Acknowledgment for the Director and the repository were featured in the credits section of this film. (9/2005)

• “Irish in New Jersey.” Press release material offered on the MacManus Irish Collection to the Advancement Office in anticipation of St. Patrick’s Day media opportunities across the state and region. News segment of five-minutes showing various materials from this collection and an interview with Dr. Dermot Quinn, Professor of History on the Irish contributions to New Jersey was broadcast on News 12 New Jersey Evening Edition and re-aired various times that evening into the next morning. (3/17-18/2006)

• “Seton Hall Archives & Special Collections Center.” News summaries written about activities concerning the repository sent to various archival-based publications. Society of American Archivist College & University Section Newsletter – The Academic Archivist (3/2006); Mid-Atlantic Archivist (Winter 2006) and New Jersey MARAC Listserv (9/2005-6/2006) among other outlets re-printed these articles in full or part.

Internal Print Highlights

• Donate to the Archives & Special Collections Center. Written press releases asking for material donations to the repository. A campus broadcast is made each semester via e-mail. Special illustrated article featured in the Seton Hall University Magazine (Fall 2005) and mentions made in the SHU Alumni newsletter over the past year. (2005-2006)

• Seton Hall University Homepage. Various announcement especially in regard to lectures sponsored by the Archives & Special Collections Center and a special “Did You Know?” box (the first one ever shown on the newly re-designed homepage) featuring thoughts on University History placed on the homepage for a few days in conjunction with University Day. (10/2005)
Setonian. Often-times, the school newspaper relies upon background material and quotes provided about various history issues which were later reprinted within its pages. Various articles dealing with such topics as classes held on Martin Luther King, Jr. Day; Student Publications and general University History featuring insights from the Director were found in different columns through the academic year in this weekly periodical. (9/29/2005, 11/10/2005, 11/17/2005, 11/3/2005, 12/1/2005, 1/19/2006, 1/26/2006). [* See the Reference Requests & Public Service and Institutional History section for more information.]

Seton Hall University Magazine. Help with research questions on various articles especially in regard to the commemorative Sesquicentennial articles found in the Fall 2005 and Winter 2006 editions of this publication, but others feature fact-checking and information courtesy of the Archives & Special Collections Center as well. [* See the Reference Requests & Public Service and Institutional History section for more information.]


III. Academic Presentations

Teaching lessons on information literacy and research techniques is an ongoing service provided mainly through the collaborative efforts of the University Libraries and various academic departments. I mainly taught class sessions connected with the History Department, but Freshman Studies and English were also undertaken at regular intervals. Students were often helped afterward with their assignments and reinforcement of research techniques. Over 150+ students were taught during this time period. The following classes which dealt in some manner with archival/history research connections were completed (listed by professor, subject title and date) over the past year…

- Dr. Christine Kinealy – Irish History. (7/22/2005) [* Drew University Professor. Visiting scholar brought class from this institution for a research information session at Seton Hall.]
- Dr. Jim McCartin – American Catholic History. (9/14/2005)
- Dr. Maxine Lurie – American Colonial History. (9/15/2005)
- Dr. Dan Leab – Senior Seminar. (9/28/2005)
- Various Professors - Freshman Studies. (10/5/2005) [* 3 Different Sessions Taught That Day]
IV. Publications

Included are various articles written by the Director of Archives & Special Collections to promote various aspects of University History. Included are the following examples…


- Article on the need for a course on Seton Hall University History submitted for the Catholic Seminar Conference 2005. South Orange, NJ: Seton Hall University. [* Awaiting word on final publication release date.]

Campus/Community Activities & Exhibitions

I. Special Exhibitions/Displays

The benefit of our manuscript collections is accentuated by photographic and objects which form a visual compliment to written research materials alone. These materials lend themselves to a thematic interpretation of some part of institutional or Church History in some manner. Among the exhibits undertaken over the past year include…

- By order of the Dean of University Libraries, the Walsh Library Art Gallery was placed under immediate direction of the Archives & Special Collections Center.

- Window Displays. In celebration of the Sesquicentennial, the Window Exhibit space facing the Recreation Center and on the Second Floor of the Rotunda were utilized to show various artifacts, prints and materials related to the early development of Seton Hall University. These windows included: Mother Elizabeth Ann Seton (2 Different Windows); Seton Hall College: Madison and South Orange, 1856-60 and one on McLaughlin Library. A press release was written through the Advancement Office to promote these displays as well. (7/2005-5/2006)
• Special exhibit of printed materials reflecting the life of Mother Seton to supplement the special Traveling Exhibit rented from the Sisters of Charity for the Seton Hall University Charter Day celebration was placed in the Microfilms Room of Walsh Library for the sake of perspective on this Saint and her life. (2-4/2006)

• “Study Aids of Setonia.” Exhibit constructed to honor text books and other primers related to the curricular history of Seton Hall from 1856-2006. Placed in the two display cases located in the Archives & Special Collections Center and visible from the hallway outside of the repository. (8/2005-7/2006)

• Walsh Library Gallery. The Archives & Special Collections Center has traditionally helped with various exhibits by providing materials depending upon the theme and focus involved. Books provided and displayed during the Joan of Arc Exhibit (Fall 2005) and helped with preliminary work on Catholic Architecture & Arts of the 1930s-40s upcoming in the near future. (Fall 2006).

• Assistance provided for Window Displays in Walsh Library facing Duffy Hall on the second floor of the building. Help with one on the History of the ROTC and another dealing with the Immaculate Conception Seminary. (8-11/2005)

II. Campus Committees

Part of the connection between our department and the wider Seton Hall community comes with participation in campus life. Most often in the form of service on short, or long-standing advisory and service bodies is undertaken by the Director. Among the most active ones participated in over the past year include…

• Charter Day Committee. (2005-Present)

• Seminary Library Committee. (2005-Present)

• Faculty Guide Committee. (12/2005-Present)

• Faculty Senate Committee, Alternate. (2005-3/2006)

• Faculty Senate Library Committee. (2005-Present)

• Library Web Site Redesign Project Committee. (1/2006-Present)

• Public Services Essay Contest Committee. (2/2006)

• Faculty Research Forum. (2005-Present)
III. External Committees

Just like administrative bodies within the school, those devoted to professional and associated organizations help with learning about new trends in the field and provide opportunity for growth. Among those in which participation has been undertaken include…

- Mid-Atlantic Regional Archives Conference. Co-Chair of the Local Arrangements Committee for the Fall 2006 Morristown, New Jersey Conference. (2005-Present)

- New Jersey Library Association. Past President of the History & Preservation Section and Chair of the H&P Section Preservation Award Committee. (2005-Present)

- South Orange Historical Society Board of Trustees. (5/2006-Present) [* Member of this Board prior to 6/2005]

- Irish American Cultural Institute. Personal Membership. (2005-Present) [* Signed-up the University Libraries and Archives & Special Collections Center for Patron Membership in this organization from 4/2006-Present]

IV. Consultation & Professional Aid

An extra part of the job includes sharing professional advice with colleagues and others who might have an interest in the particulars of archival science and other types of information needs. Included are some projects and problems that have been assisted with over the past year…

- Immaculate Conception Library. Suggestions and help offered to Father Lawrence Porter, Director of the Seminary Library upon request including donation of books and aid with archival photographs and display books when needed.

- College of Arts & Sciences. Aided Ms. Brenda Knight, Secretary of this office with archiving preservation guidance on files found in their storage area.

- Caldwell College. Visit from Ms. Ellen Johnson and Ms. Joan Reamer, designated College Archivists on how to set up an archival program at the school modeled in part on that of Seton Hall University. (1/2006)

- South Orange Public Library. General consultation ideas offered in regard to their Local History Program. (2005-Present)

- Luther College (IA). Shared ideas and project concepts with University Archivist, Rachel Vagts in regard to their own impending Sesquicentennial celebration. (4/2006)

- Other Colleges. Helped with budgetary information and archival supplies for Monmouth University and faculty status and departmental responsibility connections
for Manhattan College. (2005-Present)

- Advancement Office – Seton Hall University. Helped those involved with Major Gifts, financial and material contributions on ideas of how to use and further assist the Archives & Special Collections Center as it relates to their own initiatives and goals.

V. Special Accomplishments & Other Programs

Outside of speaking engagements and sponsored events through the Archives & Special Collections Center, other unique opportunities for recognition or reflection arise. Here are some of the following that took place over the past year…

- “Many Are One” Gala. This annual event honors prominent alumni who have attained success in their chosen field of endeavor. Msgr. Robert Wister who is a regular researcher in our repository was awarded the first University Library prize for excellence in conjunction with this ceremony. (4/2006)

- Constitution Day. Helped as flag bearer for public readings of the United States Constitution in honor of this document held at various places throughout campus. (9/21/2005)

- Undergraduate & Graduate Catalogue, 2005-2007. Major edits and revised placement for the Archives & Special Collections section of each version was made for the current installment. (Summer 2005)

- New Jersey Institute of Technology. Participant in a special conservation workshop held at this school. (3/2006)

Collection Acquisitions

Many different publications, artifacts and other items have been received and housed by the Archives & Special Collections Center over the past year. This is a significant part of our mission in building up material holdings as a means of perpetuating the value of historical scholarship in its various forms. Each item which comes into our collection was acquired either by a staff member, independent means, word of mouth or direct inquiry/notice asking for donations. Materials are collected and accessioned into the Archives & Special Collections Center holdings catalog on a continual basis. Dr. Kate Dodds and the Director make the evaluation and create the accession form for each group of item(s) in turn. [* A complete list of individual acquisitions can be obtained via request from the Archives & Special Collections Center.]

Conclusion

A thank you goes out to all who have supported the Monsignor William Noe’ Field Archives & Special Collections Center over the past year. Included are Dr. Howard McGinn, Dean of University Libraries; Mr. Paul Chao, Associate Director of University Libraries; Ms. Catriona
Hill, Building Manager; Maintenance Staff who keep our area clean and cheerful; Msgr. Robert Wister, Professor of Theology; Dr. Xueming Bao, Associate Professor/Librarian; the faculty and staff of the University Library and every donor, researcher and anyone not listed individually who has provided support and good will in any and all forms.

Respectfully Submitted By,

Alan Delozier
Director/University Archivist