**University Archives & Special Collections**

**Annual Report 2021-2022**

*Genna Duplisea, University Archivist and Special Collections Librarian*

The university’s 75th anniversary, coming in September 2022, loomed large over activities this year. University Archives and Special Collections (UASC) continued its efforts, begun at the time of the 70th anniversary, to digitize and make accessible more of the university’s records. Additionally, archivist Genna Duplisea contributed both research assistance and written articles to books being written about the university’s history and heritage.

**Collections Management, Digitization, and Core Operations**

New accessions: 11 archives accessions and 1 Special Collections accessions, spanning around ~13 linear feet, and several volumes/objects.We processed 8.04 linear feet of materials, which was less than last year.

UASC sought to improve discoverability and reference services by providing additional guides to archival collections and digitized collections. New finding aids and inventories are as follows:

* Dennis Riley papers on Senator Claiborne Pell: <https://www.riamco.org/render?eadid=US-RNSRU-SP_19>
* Brother Eugene Lappin papers: <https://www.riamco.org/render?eadid=US-RNSRU-RG21.8>

UASC continued expanding digital collections this year:

* AV Collection: <https://library.artstor.org/#/collection/100330907>
* New scans <http://digitalcomons.salve.edu/student-newspapers>
* Arboretum digital collection: <https://library.artstor.org/#/collection/100194587>

UASC contracted long-time volunteer Michaela Sheerar for two projects:

* Processing the papers of Sister Sheila Megley (<https://www.riamco.org/render?eadid=US-RNSRU-RG6.1.9>)
* Creating ArchivesSpace records for oral histories: (<https://salvearchives.libraryhost.com/resources/salve_regina_memory>).

Poulin Archives Fellow Kayla Conde ’23 worked remotely to describe Mother Mary Matthew Doyle’s papers, now online at <https://www.jstor.org/site/salve-regina-university/doyle-papers/>. She also started describing the Mother Mary Hilda Miley papers, which are being scanned by work-study Geovanna Deoliveira ’24.

Genna assisted in collections management for the main collection as well, participating in weeding efforts for reference, the history section, and reviewing old books for possible transfer to Special Collections.

**Academic Support**

Employing students continued to be a key part of the UASC academic program. Fall semester work-study Grace Parenti ’22 used her experience working with antique textiles to inventory the Goelet family linens, among other projects, and the library hired her as a contractor in summer 2022 to curate an exhibit for the 75th anniversary. For the spring semester, UASC hired Geovanna DeOliveira ’24 as a work-study and Kayla Conde ’23 as Poulin Archives Fellow.

UASC has published the following new bios or historical notes, a collaborative effort between Genna, Michaela, and summer work-study Ainsley Henderson ‘23:

* Sister Marianne Postiglione: <https://salvearchives.libraryhost.com/agents/postiglione_marianne>
* Sister Sheila Megley: <https://salvearchives.libraryhost.com/agents/megley_sheila_dr>
* Chateau-sur-Mer: <https://salvearchives.libraryhost.com/agents/chateau-sur-mer_newport_ri>

Genna took shifts opening the library and at the circulation desk, mostly in the spring semester.

Genna created a Sway on historical newspaper research, which anyone can use: <https://sway.office.com/WKpjMWfaDZ7GeHKB?ref=Link&loc=play>

The Narragansett Bay Interdisciplinary Project is in its second summer and Genna continues to provide some support for its faculty and students in their research.

At the request of a faculty member, Genna presented to the Introduction to Global Studies class about submitting their final policy papers to Digital Commons, and created a collection for submissions: GLO-100 class presentation and collection in DC: <https://digitalcommons.salve.edu/glo100/>

Student workers continued adding to the Press Releases collection: <http://digitalcommons.salve.edu/releases>

**Outreach & Community Engagement**

Archives displays:

* *The Rubáiyát of Omar Khayyáam*
* *Dreaming in Green*
* *Having a Field Day*

Additionally, Genna created a main collection display on the Eco-Gothic and contributed Special Collections books to a display on Catherine McAuley and women’s education.

UASC provided support for 75th anniversary research, particularly the written history to be written by Dr. John Quinn. Genna and the archives work-studies provided research assistance to two faculty members and several of the writers working on the *Muse & Mercy* book for the university’s 75th anniversary. Genna also wrote two entries for the book: one on the Salve Regina College Guild silver and another on the René Bouché portrait of Noreen Stonor Drexel. UASC was also part of meetings and conversations held by the 75th anniversary committee.

As the interim administrator of Digital Commons, Genna again collaborated with the Mercy Summit for Equity and Inclusion to build a digital conference schedule: <https://digitalcommons.salve.edu/inclusion-summit/>2022.

**Facilities & Technology**

UASC continued maintaining PEM2 monitors, collecting data, and generating and disseminating climate data reports for the library.

In the spring, the UASC book scanner failed, necessitating its shipment across the company for repair. It is now back in working condition.

The back room of the archives vault, room M-023, has had a persistent ceiling leak that has become increasingly problematic over the past year. Genna continues to monitor the leak. Facilities has replaced the affected ceiling tiles several times and is looking for its source.

**Reference & Usage Statistics**

Use of the Archives’ materials and services has increased dramatically, surpassing pre-pandemic reference/research inquiries.

* **110** reference requests or questions regarding University Archives and Special Collections materials or services: 40 faculty, 28 staff, 16 students, 11 alum, 15 public
* Compare to **36** requests in 2020-2021 and **71** requests in 2019-2020

*Digital Commons – Archives materials only*

Usage of the Archives & Special Collections materials in Digital Commons decreased between July 1, 2021 and June 30, 2022:

* Downloads: 20,479 (33,338 last year)
* Media streams: 191 (350 last year)
* Metadata page hits: 11,416 (9,730 last year)

*JSTOR Forum/Artstor Library (as of June 17, 2021)*

Usage of UASC materials published to Artstor:

* Salve Regina University Archives Photographs: 1078 views (349 last year)
* Salve Regina University Property and Architecture Images: 2427 views (455 last year)
* Johannes von Gumppenberg Digital Collection: 1279 views (2083 last year)
* South Kingstown Colonial Records: 89 views (222 last year; this collection is published on 2 platforms)
* Salve Regina University Archives Audiovisual Collection: 43 views (new this year)
* Salve Regina University Arboretum: 62 (new this year)

While not part of UASC, the Nature Cabinet collection received 59 views through Artstor. These materials are also published through Omeka.

Usage of UASC materials published to JSTOR:

Documents and multi-page text-based files are available in JSTOR Open Community Collections. We do not have comparative data for last year.

* Mother Mary Matthew Doyle Papers: 11 views
* Sisters of Mercy at Salve Regina: 14 views
* South Kingstown Colonial Records (also published in Artstor): 299 views
* Student Unrest at Salve Regina: 98 views
* Winslow Family Papers: 101 views

JSTOR Forum launched a new dashboard for viewing usage statistics for collections in its Open Community Collections.

* 953 total item requests, representing 49% of our items being accessed (last year 1,371, 43% accessed)
* 56 views of our institutional landing page

Last year, a little more than half of the item requests were from within the Salve Regina community. In stark contrast, this year, only 4% of users were from Salve Regina. This could be attributed to Salve Regina users accessing materials from outside the university network, but 33% of usage came from other JSTOR institutions. The most popular materials were in the Student Unrest collection and the South Kingstown Colonial Records.

After the death of Lori Barile, Genna administered the Digital Commons platform until the hiring of Edward Iglesias in May 2022.

**Personnel**

* UASC worked with 3 student workers and 1 contractor.
* Genna completed her term as President of New England Archivists and assumed the role of Immediate Past President in May 2021. She also served in the Rhode Island Historic Records and Advisory Board (RIHRAB) and the National Finding Aid Network (NAFAN) as a representative to Rhode Island Archives and Manuscripts Online (RIAMCO).
* Genna served on the Staff Advisory Council and its subcommittee on Onboarding, Professional Development, and Training; the campus Sustainability Committee; the hiring committee for Systems and Technology Librarian.

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