Michigan State University Libraries Records
UA.3.15

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Description is written in: English.
Describing Archives: A Content Standard
<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summary Information</td>
<td>3</td>
</tr>
<tr>
<td>Historical Note</td>
<td>3</td>
</tr>
<tr>
<td>Scope and Contents</td>
<td>4</td>
</tr>
<tr>
<td>Administrative Information</td>
<td>5</td>
</tr>
<tr>
<td>Controlled Access Headings</td>
<td>5</td>
</tr>
<tr>
<td>Preservica Public URL</td>
<td>6</td>
</tr>
<tr>
<td>Collection Inventory</td>
<td>6</td>
</tr>
<tr>
<td>Catalog Coordinating Committee</td>
<td>7</td>
</tr>
<tr>
<td>Handbooks</td>
<td>14</td>
</tr>
<tr>
<td>Library Holdings/Collections</td>
<td>15</td>
</tr>
<tr>
<td>Library Manual</td>
<td>16</td>
</tr>
<tr>
<td>MDS-CIRC Automated Library Circulation System</td>
<td>17</td>
</tr>
<tr>
<td>Memoranda</td>
<td>17</td>
</tr>
<tr>
<td>Policies and Procedures</td>
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</tr>
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<td>20</td>
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<td>Richard Chapin files, speeches, and articles</td>
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<td>Sahel</td>
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Summary Information

Repository: University Archives and Historical Collections
Creator: Michigan State University. Libraries
Creator: Davis, Brian
Source: Michigan State University. Libraries
Title: University Libraries records
ID: UA.3.15
Date [inclusive]: 1872-2021
Physical Description: 8 Cubic Feet
Language of the Material: English.

Preferred Citation

Researchers wishing to cite this collection should include the following information: "Item title, Collection title, Collection Identifier, Michigan State University Archives & Historical Collections, East Lansing, Michigan."

^ Return to Table of Contents

Historical Note

The first library at Michigan State University was established in 1865 under the direct supervision of the president. Later, it was supervised by University Services, and since 1967 has reported to the Provost's office.

The library started with 200 volumes donated by John C. Holmes, one of the founders of the college, and was housed in a room on the third floor of College Hall, the college's first building. In 1862, student fees were used to buy materials for the library. In 1867 each professor was allowed $50 and later $100 request books in their fields. The room was open and supervised by a student for two hours a day. In 1871, the library moved from the third floor to the first floor when the chemistry department left. In 1881, it moved out of College Hall to the new Library/Museum building which is now called Linton Hall.
The first librarian was George T. Fairchild, a professor of English Literature. He took on the duties of librarian in 1872 along with his other work. Mary Jane Cliff Merrill became the first full time librarian in 1883. She left the position in 1888 and was succeeded by Mary Abbot and Jane Sinclair. Linda Landon was appointed in 1891 and held the position for forty one years.

In 1924, the library moved from Linton Hall to a new building specifically designated for it (which is now the MSU Museum). In 1925, there was a staff of nine to handle the work of the library.

The physics building was converted into a library annex to give the growing library more space. In 1953, money was appropriated to build a new larger library. This building, which currently houses the main branch of MSU Libraries, was completed in 1955.

"In the 1970s, libraries began transforming their collections and operations to take advantage of newly developing technology. Card catalogs were automated; films and software joined books on the shelves; telecommunications allowed libraries to share information quickly and easily. In 1989, the MSU Libraries' catalog went online, allowing users to perform searches in a few seconds that took hours with the card catalog." [from https://www.lib.msu.edu/about/history/]

By the year 2000, the MSU Libraries had over four million volumes in its collections, and offered services 24-hours a day.

**Return to Table of Contents**

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**Scope and Contents**

The collection has numerous documents concerning the structure and development of the library. There are many newspaper clippings regarding events at the library and discussing library policies. There are also handbooks and pamphlets that give insight on how one would find publications. Correspondence, policy, and meeting minutes are also included in this collection. The collection also holds records of the First Midwest Academic Library Conference held at MSU in 1956. A detailed history is given for such things as the Dewey decimal system, opinion surveys, and literary articles published by the library, such as "Spartan Poets: A Preliminary Checklist." Two pictures of a radiation display held in the library are also included. Ledgers detail books and serials that were acquired by the library, and contain circulation records from the late-1800s and early-1900s.

Also included is the report "Michigan State College Memorabilia" which outlines how historical records relating to the university were collected and describes the foundations of the University Archives.
The collection also includes digitized recordings of Barnett Rosenberg Lectures from 1969 to 1989. Electronic Resources include e-mail memos from the Deans, Directors, and Chairs email listserv and a video about the G. Robert Vincent Voice Library.

Administrative Information

Publication Statement

University Archives and Historical Collections

Conrad Hall
943 Conrad Road, Room 101
East Lansing, MI 48824
Business Number: 517-355-2330
archives@msu.edu
URL: http://archives.msu.edu/

Conditions Governing Access

Collection is open for research.

Conditions Governing Use

Permission to publish material from this collection must be obtained from University Archives & Historical Collections, Michigan State University.

Conditions Governing Access

Legal Status: Donor(s) have transferred any applicable copyright to Michigan State University but the collection may contain third-party materials for which copyright was not transferred. Copyright restrictions may apply. Property Rights: Michigan State University.

Controlled Access Headings

- Cisplatin
- College students
- Dissertations, Academic
- Industrial safety
- Lead based paint -- Law and legislation
- Lectures and lecturing
- Libraries -- Space utilization
- Libraries -- Staff manuals
- Library administration
- Nuclear industry
- Vietnam War, 1961-1975
- Correspondence
- Photographs
- Michigan State University. Library Council
- Popular Culture Association
- Vincent Voice Library
- Midwest Academic Library Conference
- Michigan State University. Libraries

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### Preservica Public URL

https://msu.access.preservica.com/archive/sdb%3Acollection|51e897cd-7363-4f30-979c-9c1f9354595c/

[^Return to Table of Contents]

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- Page 7 -
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<td>Comparative Costs of Converting Shelf List Records to</td>
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<td>29</td>
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- Page 8-
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<td>Dead End Searches</td>
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**The Douglas C. McCurtrie Manuscript Collection**

- "The Douglas C. McMurtrie Manuscripts Collection at the MSU Library - Some Possibilities for Research and Publication", undated
- Douglas C. McMurtrie Manuscripts Collection, undated
- The Douglas C. McMurtrie Manuscripts Collection

**The First Midwest Library Conference**

- Proceedings of the First Midwest Library Conference, 1956
- Proceedings of the First Midwest Academic Library Conference, May 18-19, 1956
- Newsletter of the First Midwest Academic Library Conference, May 18-19, 1956
- Faculty Book Collection event programs, 1998-2004
- Faculty Book Collection event programs, 2005-2011
- Faculty Book Collection event programs, 2012-2019

**Floor Plans**

- MSU - Oakland Library Floor Plan, 1958
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### Handbooks

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^ Return to Table of Contents

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<td>Horizons of Change: Michigan State University Libraries, 1997-2007</td>
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## Implications of the Copyright Law for Research and Classroom Teaching

- **Information Procedure Manual, 1981**
  - Information Sheets, undated
  - International Projects – Library Proposal, 1957
  - Labor and Industrial Relations Section, February 1958
  - Lansing Area Library Association

## Library Holdings/Collections

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<td>Checklist of Foreign Census Publications, undated</td>
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<td>&quot;Institute for Extension Personnel Development Library List&quot;, undated</td>
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<td>Liquor Laws and Regulations (2 copies), April 29, 1970</td>
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"A List of Scholarly Publications", Summer 1951
box 342  folder 4-5

"Look Beyond the Books at the MSU Libraries": a public relations campaign for the MSU Libraries, 1992
box 5002  folder 10

Map of Library, undated
box 342  folder 48

**MDS-CIRC Automated Library Circulation System, 1971**

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^ Return to Table of Contents

**Memoranda**

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<td>Memos</td>
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<td>Memorandum re: Status of Professional Librarians, April 1970</td>
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^ Return to Table of Contents

Michigan State College Freshman Week; 1936 Library Week, 1936
box 2636  folder 39

MSC Library Data Regarding Library Program & Institute, 1952
box 341  folder 23

MSC War Information Center, undated
box 341  folder 76

MSU 2000: Library Faculty/Staff Campaign
box 2636  folder 54

MSU Digital Preservation Zine, 2018
box 5347  folder 11

MSU Freshman Week Tour, undated
box 341  folder 74

The MSU Libraries Are Changing Your World – Newsletter
box 2636  folder 56

MSU Libraries Automation Explanation Series (2 copies each)
box 342  folder 30

Number 1, April 3, 1968

- Page 17-
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<td>Correspondence from T. Brunnschweiler, Acquisitions librarian, and R. Williams, Serials librarian to Mr. Koch, November 19, 1963</td>
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<td>Memorandum (absence slips, lost and found, and hours for August), July 25, 1961</td>
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### Policies and Procedures

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<td>January-April 1971, January 1973</td>
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<td>December 1978 - November 1980</td>
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<td>Memorandum re: Revisions of Policy and Procedure Statements</td>
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<td>Non-Smoking Guidelines</td>
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<td>Record of Operational Procedures in Acquisitions Department, 1963</td>
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<td>Routine for the Periodical Department, undated</td>
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^ Return to Table of Contents

### Popular Culture Association

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<td>First National Meeting of the Popular Culture Association, 1971</td>
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<td>Popular Culture Association – A Special Collection of Books, 1971</td>
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- Page 19-
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<td>Presentation to the Board of Trustees, May 1983</td>
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<td>&quot;Proceedings from the 1952 Library Building Plans Institute&quot;, Fall 1952</td>
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<td>Proceedings of the First Midwest Academic Library Conference, 1956</td>
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<td>A Proposed Plan for Performance Evaluation at the Michigan State University Libraries</td>
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<td>Protest flyer calling for library student employees to go on strike, 1970</td>
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<td>A Public Relations Program for the MSU Library System, 1992</td>
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<td>Public Services Study, 1983</td>
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**Publications**

**Library Link Staff Newsletter, 1992-2001**

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**Staff Circular, 1967-1969**

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<td>Staff Information Bulletin, 1971-1980</td>
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<td>&quot;The University Library&quot; newsletter, 1972-1983</td>
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**Reports**

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<td>Recent Acquisitions of the Planning and Design Library, 1985</td>
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<td>The Red Cedar Backwater Bubble, 1982</td>
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<td>Acquisitions Librarian's Reports, 1958-1959, 1960-1961</td>
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<td>Committee Reports</td>
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<td>Report from the President's Ad Hoc Committee on the Library, 1964</td>
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<td>Progress Report on the Recommendations of the Ad Hoc Committee on the Library, by Richard Chapin, April 6, 1965</td>
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<td>Creator: Chapin, Richard E. (Richard Earl), 1925-2009</td>
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<td>Budget Proposal Library Professional Staff Salaries, 1928-1929</td>
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<td>Library Committee - Minutes (incomplete), 1943-1958</td>
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<td>Report of the New Committee on Student Participation in Academic Government, February 1970</td>
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<td>Ad-Hoc Committee on Searching, January 1971</td>
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<td>McKee Committee Proposals for Bylaw Revisions, undated</td>
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<td>Library Council Meeting Minutes</td>
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<td>December 1966 - May 1972</td>
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<td>September 17,1969 - October 29, 1970</td>
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<td>November 6, 1970 - May 16, 1971, undated</td>
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<td>University Library Committee - Annual Report, 1968</td>
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<td>University Library Committee meeting minutes, 1967-1972</td>
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<td>Staff Evaluation Committee Report, December 20, 1967</td>
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<td>Library Reports</td>
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<td>1955-1956</td>
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<td>MSU Library Annual Reports</td>
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<td>1958</td>
<td>box 2636 folder 4</td>
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<tr>
<td>Catalog Coordination Committee Memos, 1978</td>
<td>box 2636 folder 5</td>
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<tr>
<td>Report on the Michigan State College Library, 1938</td>
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### Richard Chapin files, speeches, and articles, 1957-1988

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<tr>
<td>Richard Chapin speeches and articles, undated</td>
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<td>4th International Conference on Approval Plans</td>
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<tr>
<td>President's Ad Hoc Committee Preliminary Report, 1964</td>
<td>box 5002</td>
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<tr>
<td>&quot;The Emerging Institutions,&quot; by R.E. Chapin et al., October 1966</td>
<td>box 341</td>
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<tr>
<td>&quot;A Public Information Corporation: an Alternative for the Communication Technology of the 1970s&quot;, undated</td>
<td>box 5347</td>
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### Sahel

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<tbody>
<tr>
<td>Aid to the Sahel: Report on a Conference and Acquisitions Trip, by Eugene de Benko, 1978</td>
<td>box 2636</td>
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<tr>
<td>Drought Control in the Sahel: Report on a Conference and Acquisition Trip</td>
<td>box 342</td>
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### Searching for Items

- undated

- Serials Automation - Memo #4, undated
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<td>Sex Bias and the MSU Library, undated</td>
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<td>&quot;Shawlists&quot; Introduction, undated</td>
<td>box 341</td>
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<td>&quot;Sounds of History,&quot; National Voice Library, March 22, 1964</td>
<td>box 342</td>
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<td>Special Resources in MICROFORMAT in the Michigan State University, 1978, 1983</td>
<td>box 2636</td>
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<td>Spin Back the Years - National Voice Library, circa 1964</td>
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<td><strong>Staff Manuals</strong></td>
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<tr>
<td>Manual, 1940-1945</td>
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<td>MSC Library Staff Manual Part I, 1941</td>
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<td>MSC Library Staff Manual Part II, 1941</td>
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<tr>
<td>MSC Library Staff Manual Part III, 1941</td>
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<td>Michigan State College Library Staff Manual, 1938</td>
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<tr>
<td>Staff Notes, 1953-1954</td>
<td>box 341</td>
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<tr>
<td><strong>Strategic Plan, 2019</strong></td>
<td>box 5347</td>
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<tr>
<td><strong>Time Capsule, 1986-1990</strong></td>
<td>box 5067</td>
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### Time Capsule, 1986-1990

**Creator:** Davis, Brian

**Container Summary:** There is a folder in the box with the scrapbook that contains scans of the time capsule's contents. This should be used whenever possible, to preserve the integrity of the items.

**Biographical/Historical**

This time capsule was created by Brian Davis and his friends during his student years at MSU. His collected material was placed in a hollowed out book, and the book was shelved in the library. (The book had been withdrawn and he put a fake call number on it.) He had hoped it would not be found for many years, however an accession note indicates that it was found after about 18 months. A statement by the creator accompanies the items.

[^ Return to Table of Contents]
Undergraduate Library Pro/Con Study  box 2636  folder 28
United States Joint Publications Research Service (JPRS), 1962-1965, undated  box 5347  folder 19
Use of Printed & Audio Visual Materials for Educational Purposes  box 2636  folder 29

Video
Videotape: "The Big Time Library Show & Using MSU Degree Navigator"  item
Vincent Voice Library A Descriptive Guide, 1987  box 5347  folder 22

Visions of the Future
Strategic Planning Document, September 1990  box 2636  folder 61
Strategic Planning Retreat Document, November 1990  box 2636  folder 62
Technical Services Strategic Planning Report, April 1991  box 2636  folder 63

Volumes

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<td>&quot;Bound Donations&quot; (publications received through library exchange programs), 1881-1894</td>
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<td>Subscription List, 1891-1895</td>
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<td>Books circulated to faculty, 1891-1892</td>
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<td>Publications received by the library, December 1894 - May 1912</td>
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<td>Publications received by library, May 1912 - 1930</td>
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Return to Table of Contents

William H. Combs Papers

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**Photographs**

- Construction of the Library, 1954-1955
- Library. Architects Drawings and Models
- Library. Exterior
- Library. Exterior (MSU Museum)
- Library. Interior
- Library. Interior (previous buildings)
- Buildings. Library (3)
- Buildings. Library (3). Construction
- Buildings. Library (3). Plans
- Buildings. Library (3). Television tour photographs
- Buildings. Library Annex

**Oversize Materials**

- Reference posters - Looking for a Book and Computer Terminal Search Keys
- University Architect - Blueprints Library Building, April 23, 1968

**Annual Reports**

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Unpublished
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<td>#417: (MSU) Libraries</td>
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<td>#419: (MSU) Libraries Staff Circular</td>
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<td>#420: (MSU) Libraries Staff Information Bulletin</td>
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<td>#421: (University) Library</td>
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<td>#422: (MSU) Library Newsletter and Monthly Horticulturalist</td>
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<td>#776: Personnel Notes</td>
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<td>#1031: Library Link</td>
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<td>#1119: Insight</td>
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### Electronic Resources

**Preservica Public URL**

https://msu.access.preservica.com/archive/sdb%3Acollection|fb2e2b0b-8bfc-4cf8-aa4e-fcce5f34e6f2/

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<td>Faculty Authors Reception memo, 2015</td>
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Scope and Contents

Curated selection of content from the MSUL Intranet. Intranet moved to a new version of Drupal. Some content was preserved for historical purposes. Areas include: Meeting Minutes from Library Faculty Assembly, Library Environmental Committee, Libraries' Executive Council, Library Ergonomics Committee, Collection Coordinators, Cataloging and Metadata Services, All Bibliographers; Emails sent by Library Director Cliff Haka (retired) to all library staff; and documents from Web Services, Visioning Committee, RDA Group, Photo Archive, ILS, Copy Center, and Catalog.

Conditions Governing Access:

Currently internal use only.

Vincent Voice Library (VVL)

Preservica Public URL

Rosenberg Lectures, 1969-1989

Digital Object: Rosenberg Recorded Lectures: 2021-12-14

Preservica Public URL

https://msu.access.preservica.com/archive/sdb%3Acollection|6be5490b-f202-4316-8c46-eb0650f5c848/


Digital Object: VVL Mosaic of Voices: 2021-11-15

Scope and Contents

This video is about the G. Robert Vincent Voice Library at Michigan State University. It includes segments about the Library, G. Robert Vincent, and Maurice A. Crane (successor to Vincent). Examples from the collection are diffused throughout the film.
Preservica Public URL

https://msu.access.preservica.com/archive/sdb%3Acollection|1eb982e5-73db-433e-bbd0-8f16af890a6f/

Tales from the MSU Stacks, 2000


Scope and Contents

CD ROM for MacOS, Windows95/98, and Windows NT. Subtitle is "Bibliographic Instruction CD with Web Links". For preservation, images was created and individual elements saved.

Preservica Public URL

https://msu.access.preservica.com/archive/sdb%3Acollection|adb292f7-40e5-4692-8c71-949243fd4e35/

MSU Libraries Employee Newsletter

Digital Object: 2022_MSUL_Emp_Newsletters: 2023-05-17
Digital Object: 2023_MSUL_Emp_Newsletters: 2023-05-17

Language of the Material: English.

Preservica Public URL

https://msu.access.preservica.com/archive/sdb%3Acollection|f4e2f8ae-cac3-4f3d-bf46-a64810af703e/

^ Return to Table of Contents