ARCHIVES AND SPECIAL COLLECTIONS

ANNUAL REPORT

2018-2019

archives@strath.ac.uk

http://guides.lib.strath.ac.uk/archives
Welcome to the Archives and Special Collections Annual Report for 2018-2019 - a celebration of our work collecting, protecting, making accessible and promoting the unique research collections of the University.

Our main aims are:

- to act as the guardian of the University’s collective memory
- to support and stimulate creative research and learning within and beyond the University
- to enhance the reputation of the University as a leading international technological university
- to be a leading university archives

Our objectives in pursuit of these aims are:

- to identify and select archives and special collections of enduring value
- to preserve the University’s archives and special collections for current and future use
- to provide access to the University’s archives and special collections and to promote their use as informational, cultural and research resources by the University community and the wider world
- to pursue and promote innovative practice through collaboration with information professionals, researchers and others

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<thead>
<tr>
<th>2600</th>
<th>35</th>
<th>2563 GB</th>
</tr>
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<tbody>
<tr>
<td>Linear metres of archives</td>
<td>Special Collections</td>
<td>Digital data</td>
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Highlights of the year

New full time Assistant Archivist post created

‘Logjam’ audit of uncatalogued archives completed

860 linear metres of new archival shelving installed to facilitate expansion

Elaine MacGillivray, Project Archivist, awarded ARA Record Keeper of the Year

Highly successful engagement of users around the world with Patrick Geddes papers

Loan of 4 Patrick Geddes drawings to V&A Dundee Scottish Design Galleries

Contribution to development of international RiC Conceptual Model for archival description

100% of customers satisfied with our response to their enquiry
Our collaborative Wellcome Trust funded project with the University of Edinburgh to preserve and conserve, catalogue, and engage audiences with the papers of Patrick Geddes at the Universities of Strathclyde and Edinburgh, goes from strength to strength.

WE HAVE:

Cleaned, repaired and/or rehoused **15,000** items

Created **1096** new catalogue descriptions

Enhanced **1391** catalogue descriptions

Created **266** name authority records

Employed an intern for **8** weeks to assist with cataloguing

Welcomed **3** volunteers from Strathclyde’s MSc Information & Library Science course to assist with cataloguing

Created a test website to virtually reunite the two halves of the collection by pulling catalogue data from Strathclyde and Edinburgh Universities’ online catalogues

Published **5** blog posts about the project

Attracted **273** Twitter followers/ **136,787** impressions for @GeddesEvergreen

Delivered **7** talks: 2 in India; 2 in France; 1 in Dunfermline; 1 in Glasgow; 1 in Edinburgh

Followed in Patrick Geddes’ footsteps to Ahmedabad and Mumbai to share news of the project and to make contacts with interested researchers and heritage professionals
Audit of uncatalogued archives

In July 2019, we completed an audit of our uncatalogued archives using the ‘Logjam’ collections audit software. This has allowed us not only to quantify the backlog for the first time – it will take one archivist over 35 years to catalogue everything! - but also to prioritise our collections and to estimate the time needed to catalogue each collection. It is an invaluable resource for guiding our forward planning.

Cataloguing Progress

As reported above, this year we have made considerable progress enhancing our catalogue of the Patrick Geddes papers. We have also catalogued approximately **1450** University building plans as part of an ongoing project and catalogued **19** other archive collections and **2** Special Collections.

Archives Hub

We were delighted to work with the Archives Hub this year to harvest up-to-date catalogue data from our online archives catalogue to the Hub. By having our catalogue data on the Archives Hub, we are able to reach a much larger audience of researchers.

Pest management

In January 2019, we began a new ‘Integrated Pest Management’ programme. We set up insect traps in our repository spaces and are monitoring them on a regular basis to ensure that no pest infestations occur that could damage our collections. We have also initiated a more regular cleaning programme. So far the repository spaces are looking very clear with no alarming finds.

Conservation and preservation

This year, we carried out repairs to all of the Patrick Geddes material which is housed in planchests and placed each item in an archival melinex sleeve. All this material is now stable and can be retrieved and handled safely. We have also repaired the bindings of **28** volumes from our Anderson Collection.

NEW ACCESSIONS :

We received **21** accessions this year including:

- **Accession 1702**
  - ’Get a Chinese: stories of the Chinese community inside and outside the Chinese takeaway’ oral history project.
- **Accession 1740**
  - Diageo Hidden Histories oral history project. Interviews conducted with current and former workers of Abercrombies, Coppersmiths, Cambus Cooperage, Dalwhinnie, Glenkinchie, Glendullan, Mortlach, Talisker and Cardhu distilleries.
- **Accession 1744**
  - Lou Rosenburg collection. A collection of books and a few archives relating to Patrick Geddes, amassed by Dr Lou Rosenburg, a retired lecturer at the University of Edinburgh.
- **Accession 1748**
  - University of Strathclyde Chaplaincy records, 1965-2012.
  - An original examination desk from the Royal Technical College building.

RECENTLY CATALOGUED COLLECTIONS INCLUDE :

- The **Papers of Alan Dalton**, safety and environmental campaigner, and his library of reference material (12.8m, ref: DAL)
- Accrual to **Occupational and Environmental Diseases Association records** (3m, ACC 1628 ref: OEDA)
- The **Journals of the Scottish Mountaineering Club library** (93 journal titles)
- Oral history project on the changing work identity of **Govan’s shipbuilders** c. 1960-2016 (6 digital audio files, 5 transcripts, ref: SOHC 33)
- Interviews with **George Wyllie** for the National Life Stories project, Artists’ Lives (1 volume & 1 CD, ref: GW)
- **Papers of Joe Beltrami**, lawyer, relating to Patrick Meehan, victim of miscarriage of justice (1 volume & 1 folder, ref: BEL)
Customer Service Excellence

Throughout the year, we have actively participated in and contributed to the preparation of a submission by the University Library for Customer Service Excellence (CSE). As part of this work we have mapped customer journeys, conducted a user satisfaction survey, and documented our customer service standards. As a result of this work we have:

- created a more inviting and informative entrance area to Archives and Special Collections
- enabled library members to request Special Collections books directly from the University Library catalogue, SUPrimo

COMMENTS FROM OUR VISITORS AND ENQUIRERS

“Your archivist not only found out detailed information about my grandfather’s years of study at RCST, but also traced his sister Marion’s studies in a summer course on Botany. This has been most helpful and informative”
(respondent 8, 2019 satisfaction survey)

“Very helpful and explained the process well as this is the first time I’ve used the archives”
(respondent 15, 2019 satisfaction survey)

“Extremely helpful & friendly staff & sourced exactly what I was looking for.”
(respondent 12, 2019 satisfaction survey)

“I’m really grateful for such a fast, friendly and effective response.”
(respondent 2, 2019 satisfaction survey)

Reading room statistics:

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<th>Value</th>
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<tbody>
<tr>
<td>Reading room visitors</td>
<td>226</td>
</tr>
<tr>
<td>Items consulted in the reading room</td>
<td>5916</td>
</tr>
<tr>
<td>Visitors in the busiest month (November)</td>
<td>36</td>
</tr>
<tr>
<td>Average number of visitors in a month</td>
<td>19</td>
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Top 5 most commonly consulted collections:

- Institutional archives
- Robertson collection
- Patrick Geddes papers
- Strathclyde Staff collection
- OEDA archives

Enquiry statistics:

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<th>Value</th>
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<tr>
<td>Enquiries resolved</td>
<td>656</td>
</tr>
<tr>
<td>Enquiries in the busiest month (September)</td>
<td>76</td>
</tr>
<tr>
<td>Enquiries resolved within 20 working days</td>
<td>100%</td>
</tr>
<tr>
<td>Customers satisfied with the response to their enquiry</td>
<td>100%</td>
</tr>
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Engagement activities

We delivered 21 engagement activities for all manner of audiences, from students, to academics, library staff, and school pupils. The following are a few examples:

**CLASS SUPPORT**

November 2018
Introduction to Archives and Special Collections for postgraduate genealogy students

November 2018
Introduction to Archives and Special Collections for undergraduate history students

February 2019
Support for seminar relating to ‘Alice: A Fight for Life’ film, for postgraduate history of medicine students

**OTHER ACTIVITIES**

October 2018
Introduction to Special Collections, Harry Potter & Alchemy for pupils from Stonehouse Primary School

March 2019
Elaine MacGillivray travelled to Ahmedabad and Mumbai in India to promote the Patrick Geddes collection and deliver two presentations

June 2019
Elaine MacGillivray spoke about her work at a Patrick Geddes ‘Colloque’ in Montpellier, France

**IMAGES SUPPLIED TO RESEARCHERS FOR:**

- 8 Monographs or publications
- 7 Academic articles
- 6 Social media outputs
- 5 Exhibitions
- 2 Course materials
- 1 Newspaper article

**EXHIBITION LOANS**

September-October 2018: Loan of 11 items from Patrick Geddes collection to Cooper Gallery, University of Dundee, for exhibition bringing together the ideas of Patrick Geddes and the contemporary artist, Paul Noble

Loan of 4 Patrick Geddes drawings for V&A Dundee Scottish Design Galleries (part of rolling programme of loans between 2018 and 2020)

**INTERNAL EXHIBITIONS**

September 2018: ‘Nighthawk: James Waugh Collection’

November 2018: ‘Love in the time of the College’

March 2019: ‘Inspiring Women at Strathclyde: International Women’s Day’

April 2019: ‘130 Years of the Scottish Mountaineering Club’
Engagement Infrastructure

In July, we installed a digital screen in the reading room to provide support for classes and other engagement activities. We are using it to display virtual exhibitions, to deliver presentations and to demonstrate how to use our catalogues and other resources.

Social media and website statistics

<table>
<thead>
<tr>
<th>TWITTER ENGAGEMENT</th>
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<tbody>
<tr>
<td>Tweets</td>
<td>134</td>
<td></td>
</tr>
<tr>
<td>Total followers</td>
<td>3864</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(as of 31 July 2019)</td>
<td></td>
</tr>
<tr>
<td>Tweets with good engagement rate (2% or above)</td>
<td>513</td>
<td></td>
</tr>
<tr>
<td>Engagements of our top tweet (8% engagement rate)</td>
<td></td>
<td></td>
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Joined in with wider heritage twitter campaigns:
- #LibraryLife #ColorOurCollections
- #ExploreArchives #ArchiveBox #Archive30

Joined in with University of Strathclyde twitter campaigns: #StrathLife #Graduations

Blog

https://stratharchives.tumblr.com/

We published 6 blog-posts including posts celebrating:

Inspiring women at Strathclyde

James Waugh Jazz record collection

LibGuides

http://guides.lib.strath.ac.uk/archives

Page views on Archives and Special Collections LibGuide

Page views in the busiest month (October)

@StrathArchives

Strathclyde Archives @StrathArchives · Apr 18

#Love is today's @ARAScot #Archive30 theme. Here we have 'The Lovers' Thermometer' from a trainee teachers student magazine, 1908, that measures the temperature of any budding romance! (ICE/21/5/1/1)

James Waugh Jazz record collection

The Lovers' Thermometer.

Matrimony.

This desire becomes irresistible.

A slight desire for conjugal felicity.

He is quite at home with

Engagement Infrastructure

In July, we installed a digital screen in the reading room to provide support for classes and other engagement activities. We are using it to display virtual exhibitions, to deliver presentations and to demonstrate how to use our catalogues and other resources.
**Staffing news**

**NEW MEMBER OF STAFF**

In January, we were delighted to welcome Rachael Jones, formerly of Glasgow School of Art and the University of Glasgow, as our new Assistant Archivist. This is a new, permanent post and is critical to our future development. Rachael has already proved a fantastic addition to our small team.

**RECORD KEEPER OF THE YEAR**

We are delighted to report that Elaine MacGillivray, our Patrick Geddes project archivist, was named ‘Record-keeper of the Year’ at the Archives and Records Association Excellence Awards 2019. She was recognised for her support for, and training of, archives and library students and for her global engagement activities, promoting the Geddes papers to interested researchers around the world.

**STAFF ACTIVITIES**

As an active member of the International Council on Archives’ Experts Group on Archival Description, Victoria Peters has contributed throughout the year to the development of RiC-CM – the ground-breaking new international conceptual model for archival description.

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**OTHER TRAINING EVENTS, CONFERENCES AND MEETINGS STAFF ATTENDED THIS YEAR:**

- Archives and Records Association annual conference in Glasgow (August 2018) (Victoria Peters and Anne Cameron)
- AtoM Users’ Group meetings at Hon. Artillery Company, London (October 2018) and at Glasgow School of Art (May 2019) (Victoria Peters and Rachael Jones)
- Scottish Records Association conference and AGM (November 2018) (Anne Cameron, Secretary)
- Archivematica Users’ Group meetings at Warwick University (November 2018) and at University of Strathclyde (May 2019) (Victoria Peters and Rachael Jones)
- Scottish Universities Special Collections and Archives Group (SUSCAG) meetings at University of Edinburgh (December 2018) and University of Dundee (May 2019) (Victoria Peters, Chair from May 2019)
- ‘Archive Inspirations: Using new technologies to exploit archive collections’ joint SUSCAG/JISC conference at Kelvin Hall (April 2019) (Victoria Peters and Elaine MacGillivray)
- ‘Bidwriting for Archives’, run by The National Archives at Newcastle Tyne & Wear Archives (May 2019) (Rachael Jones)
- International Council on Archives-SUV conference on appraisal at Dundee University (July 2019) (Victoria Peters and Rachael Jones)
- Customer Service Excellence training events (Carol Stewart, Customer Service Excellence Champion for Archives and Special Collections)
Student placements and volunteers

CATALOGUING INTERN

We enjoyed working with our Geddes cataloguing intern, Sorina Mihai, over the summer this year. She was a great addition to the team and accomplished an impressive amount of work.

We were delighted to host 6 volunteering placements this year including:

1

Volunteer cataloguing oral history collections and designing oral history ‘front end’ for our website (ongoing)

2

University of Glasgow MSc Information Management & Preservation student placements - cataloguing oral history collections (November 2018)

3

University of Strathclyde MSc Information & Library Studies student placements - enhancing the catalogue of the Patrick Geddes collection (January-March 2019)

Archives and Special Collections staff

Victoria Peters
University Archivist

Rachael Jones
Assistant Archivist

Elaine MacGillivray
Project Archivist

Anne Cameron
Senior Archives Assistant

Carol Stewart
Senior Library Assistant

Duncan Birrell
Information Services Assistant (Tuesday)

Mairi-Claire Kilbride
Information Services Assistant (Friday)

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