

**Gettysburg College
Musselman Library, Special Collections
Record Management Program**

Record Group: RG 4.1 Provost Office
Office: Musselman Library
Accession #:

THE PAPERS OF MUSSELMAN LIBRARY

In April 1834 the Gettysburg College Board of Trustees agreed to spend \$500 to purchase a library. This first library was housed in the home of the College's first librarian who lived on the third floor of Pennsylvania Hall. In 1889 the library moved into the first floor of the newly completed Glatfelter Hall. A move of the library to the third floor of Glatfelter occurred in 1922 when two literary societies disbanded and donated 15,000 volumes to the library.

Under President Hanson, a separate library building - with the capacity to house 100,000 volumes and hold 300 people - was constructed and opened on November 18, 1929. During the 125th anniversary year of Gettysburg College, the library was rededicated on April 14, 1957 and officially renamed The Samuel Simon Schmucker Memorial Library. John H. Knickerbocker served as head librarian from 1929-1959 and was known for his efforts to promote library use not only on campus, but also within the community.

Upon Knickerbocker's retirement, Lillian Smoke was appointed librarian and served in this capacity until 1974. During her tenure Mrs. Smoke worked to improve and expand the collection and oversaw a \$493,499 addition to Schmucker library. The expanded building now had double the capacity of the original building with room for 200,000 volumes and 600 library patrons. A rededication ceremony took place on June 1, 1962.

During her final years as head librarian, Lillian Smoke was instrumental in the beginning the planning process for a new building. A committee formed in 1971 began discussions on the building that was eventually to become known as the Musselman Library Learning / Resource Center. Upon Mrs. Smoke's retirement in 1974, James Richards became her successor and saw the completion of the new building. Musselman Library, at a cost of \$ 4,959,000, again doubled the library's capacity to 420,000 volumes and 800 study spaces. The name of the building was chosen to honor a major gift from the Emma G. Musselman Foundation.

Over the years the new building has seen many changes. After Richards' retirement in 1983, Willis Hubbard was hired as head librarian and served in this capacity until the mid-1990s when computing and the library merged forces under the title of Information Resources. To accommodate Computing's needs, significant remodeling and construction was done to the interior of the building. By the end of 1997 these two organizations,

although still largely housed in the same building were placed under separate administration. Robin Wagner was chosen as director of the library in 1998.

Scope and Content

The *Papers of Musselman Library* record group comprises of approximately 37 cubic feet in 43 boxes. The majority of the papers are from the period of Musselman Library's construction in the early 1980's until present day. There are also a significant number of papers predating Musselman Library as early as 1834.

The record group is divided into six series:

- I. Building Information
- II. Departmental Papers
- III. Gifts & Donations
- IV. Personal Papers
- V. Documentation and Articles
- VI. Photographs

Due to the size and diversity of the record group, Series I, III, and V have each been divided into three subseries:

Series I:

- A. Construction
- B. Maintenance
- C. Renovation & Remodeling

Series II:

- A. Interdepartmental Papers
- B. Library Departments
- C. Information Resources (IR) Division

Series V:

- A. Laws, Policies, Procedures, and Manuals
- B. Articles and Publications

Series III and IV are arranged alphabetically by last name/category while Series I, II, and V are arranged chronologically within their subseries or sub-subseries. Certain papers are filed outside of their expected location due to their large size (such as blueprints or photo albums).

Series Description

Series I (Building Information): Includes information regarding the library buildings (both Schmucker Memorial Hall and Musselman Library). Papers include information and notes on planning, funding, consultations, correspondence, order forms & agreements, as well as blueprints.

- Subseries A (Construction): Information on the planning and construction of both Schmucker and Musselman, as well as equipment orders, contracts, and consultations.
 - Sub-subseries: Schmucker, Musselman
- Subseries B (Maintenance): Correspondence and meeting notes regarding problems and the maintenance of the buildings.
 - Sub-subseries: Schmucker, Musselman
- Subseries C (Renovation & Remodeling): Correspondence, contracts, plans, and meeting notes regarding various construction projects.
 - Sub-subseries: Schmucker, Musselman

Series II (Departmental Papers): Includes records of library meetings, student and regular employees, budgets & financial information, organizations, events, etc. Departments are divided into two categories – Information Resources and the Library.

- Subseries A (Interdepartmental Papers): Includes all records that concern multiple departments or the library as a whole, including organizations, budgets, holdings, library meets, gift records, information about the flood of 1996, etc.
 - Sub-subseries:
 1. Organizations
 2. Committees
 3. Meetings
 4. Projects & Events
 5. Annual Reports
 6. Breviaria
 7. Library Orientation
 8. Budgets
 9. Finance
 10. Grants & Funding
 11. Student Workers
 12. Flood
 13. Evaluations
 14. Holdings
 15. Misc. Documents
- Subseries B (Library Departments): Divided into eleven sub-subseries for each department within the library (excluding IR).
 - Sub-subseries:
 1. Friends
 2. Technical Services
 3. AV/IMS
 4. Shelves/Stacks

- 5. Circulation
- 6. Reference/Instruction
- 7. IDS/ILL
- 8. Reserves
- 9. Academic Departments/Faculty
- 10. Administration
- 11. Special Collections/Archives
- 12. Accession
- Subseries C (IR Division): The papers pertaining to the IR/computing side of the library before the separation of computing and the library in 1997. Includes papers on various IR projects as well as hardware and software for the campus network.
 - Sub-subseries:
 1. IR Office Documents
 2. Campus Computers/Network/Hardware/Software

Series III (Gifts & Donations): Records of the gifts, donations, and other contributions the library has received. The series includes two boxes of gift record cards and two boxes of correspondences and signed forms.

Series IV (Personal Correspondence): Includes the correspondence, memos, notes, and files of former and current employees of both the library and IR. Files are arranged alphabetically by person's name rather than chronologically.

Series V (Documentation and Articles): Published documents and unpublished photographs of the library and IR. Includes published articles by library staff, articles and reports about the library from non-staff and general library and management information.

- Subseries A (Laws, Policies, Procedures, and Manuals): Documented procedures (written by the library, the college, and/or government regulators), in the form of flyers/posters/handouts, emails/letters, or bound documents.
- Subseries B (Articles and Publications): Articles, reports, and evaluations of the college and library. Divided into three sub-subseries based on the author:
 - Sub-subseries:
 1. Library information and articles published by library staff
 2. Articles written by non-library staff (includes college students)
 3. General articles related to libraries and management

Series VI (Photographs): Photographs of various events, people, and buildings involving library staff and activities. Photos are placed in beige photo album boxes while negatives and duplicates are stored in a standard box.

- Subseries A (Photographs): Printed photographs of exhibits, activities, events, as well as construction and renovation of the campus and library.
- Subseries B (Miscellaneous): Includes negatives of most photographs from subseries A as well as photo CDs, duplicate photos, and albums.

Box 1 of 43: Series I (1 of 3 Boxes)

#	Title	
	<u>Sub-series A</u>	
	<u>Sub-subseries 1</u>	
1	Schmucker Library - Construction 1958-1962 – Plans	1958-1962
2	Schmucker Library - Construction 1958-1962 - Furnishings	1958-1962
3	Re-Dedication - Schmucker 1962	1962
4	Library Expansion	1972
	<u>Sub-subseries 2</u>	
5	Musselman Library Construction – Planning Committee	1971-1974
6	“ “ – Planning Committee (1971-1974)	1971-1974
7	“ “ – Planning Committee (1971-1974)	1971-1974
8	“ “ – Planning Committee (1971-1974)	1971-1974
9	“ “ – Consultant: Ralph Ellsworth	1972-1974
10	“ “ – Marts and Lundy Inc	1972-1975
11	“ “ – Site	1973-1979
12	“ “ - Building Program 1974	1974
13	“ “ - Development Office 1974-1980	1974-1980
14	“ “ - Development Office 1974-1980	1974-1980
15	“ “ - Faculty / Staff Consultation 1975	1975
16	“ “ - Architect	1975
17	“ “ - Correspondence 1974-1980	1974-1980
18	“ “ - Correspondence 1975-1981	1974-1980
19	“ “ - Correspondence 1975-1981	1974-1980
20	“ “ - Publicity	1972-1982
21	“ “ - Newspaper Articles	1976-1981
22	“ “ - Publications on Musselman Library	1989
23	“ “ - Publications on Musselman Library	1982
24	“ “ - Publications on Musselman Library	1981
25	“ “ - Project Manual 1977	1977
26	“ “ - Specifications	-

Box 2 of 43: Series I (2 of 3 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
1	“ “ - Furnishings and Equipment (Folder 1)	1977-1980
2	“ “ - Furnishings and Equipment (Folder 2)	1980
3	“ “ - Stacks - Assembly and Purchase	1979-1982
4	“ “ - Purchase Orders (Folder 1)	1980-1981
5	“ “ - Purchase Orders (Folder 2)	1980-1981
6	“ “ - Planning Documents	1972-0975
7	“ “ - Donors	-
8	“ “ - Moving Day 1981	1981
9	“ “ - Dedication 1981	1981
10	“ “ - Appreciation 1981	1981
	<u>Sub-series B</u>	
	<u>Sub-subseries 1</u>	
11	Schmucker Library - Maintenance Matters 1962-1973	1962-1973
12	Library Maintenance 1978	1978
	<u>Sub-subseries 2</u>	
13	Musselman Library Maintenance Concerns 1980-1985	1980-1985
14	Facilities & Supply Order Memos – 1997/1998	1997-1998
	<u>Sub-series C</u>	
	<u>Sub-subseries 1</u>	
15	Library Building Committee 1958	1958
16	Building Program 1959-1960	1959-1960
	<u>Sub-subseries 2</u>	
17	Remodeling of Musselman Library 1994	1994
18	Campus Space/Growth Plans (Folder 1 of 2)	1995
19	Campus Space/Growth Plans (Folder 2 of 2)	1995
20	Library Renovation Project, 1993-1994	1993-1994
21	Space, Fall 1995	1995
22	Space 95/96 – Helpern Architects	1995-1996
23	Space (IR Days) 1995 Folder	1995

Box 3 of 43: Series I (3 of 3 Boxes)

#	Title	Dates
	<u>Sub-series C</u>	
	<u>Sub-subseries 2</u>	
1	Photocopy of Ground Floor on 11"x17"	-
2	Reconfiguration Proposal	-
3	4th Floor Plans 2000	2000
4	Notes from June 2 Staff Meeting	-

Box 4 of 43: Series II (1 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 1</u>	
1	Pennsylvania Library Association (PLA)	1937-1951
2	PLA 1937-1938 - Executive Board (College Section)	1937-1938
3	PLA 1937-1938 - President Root	1937-1938
4	PLA 1937-1938 - Membership Committee	1937-1938
5	PLA 1937-1938 - College Section Committee on Session with College Pres.	1937-1938
6	PLA 1937-1938 - College and University Library Sections	1937-1938
7	PLA 1937-1938 - Buck Hills Falls Meeting (College Section)	1937-1938
8	PLA 1937-1938 - Committee on Wilson Union List of Serials	1937-1938
9	PLA 1937-1938 Speaker: Dr	1937-1938
10	PLA 1937-1938 Speaker: Mr	1937-1938
11	PLA 1937-1938 Speaker: Miss Blanchard	1937-1938
12	PLA 1937-1938 Speaker: Miss C	1937-1938
13	PLA 1937-1938 - Adult Education Committee	1937-1938
14	PLA 1937-1938 - York Meeting (College Section) (Folder 1)	1937-1938
15	PLA 1937-1938 - York Meeting (College Section) (Folder 2)	1937-1938
16	ALA - 1939	1939
17	ALA/PLA Federal Relations Committee - Correspondence: Jan	1946
18	ALA/PLA Federal Relations Committee - Correspondence: A -M	1946
19	ALA/PLA Federal Relations Committee - Correspondence: J-S	1946
20	ALA/PLA Federal Relations Committee - Correspondence: O-D	1946
21	PLA Public Relations Committee 1946	1946
22	ALA 1946-1948 Membership Committee	1946-1948
23	ALA/PLA Federal Relation Committee - Correspondence: Jan - June 1947	1947
24	ALA/PLA Federal Relation Committee - Correspondence: July - Dec 1947	1947
25	ALA/PLA Federal Relation Committee - Correspondence: 1948	1948
26	PLA College and University Libraries Section	1948-1950
27	ALA/PLA Federal Relation Committee - Correspondence: 1949	1949
28	ALA/PLA Federal Relation Committee - Correspondence: '50-'51	1950-1951
29	ALA Federal Relations Committee (PA) - Allentown Committee	1946-1951
30	PLA Standards and Certification Committee	1958
31	PLA Spring Meeting 1974	1974
32	Oberlin Group Data 1989-1990	1989-1990
33	Oberlin Group Data 1990-1991	1990-1991
34	Oberlin Group Data 1991-1992	1991-1992

Box 5 of 43: Series II (2 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 1</u>	
1	ACLCP Current List of Periodicals 1966	1966
2	ACLCP Current List of Periodicals 1968	1968
3	ACLCP India-Pakistan Materials 1968	1968
4	Associated College Libraries of Central Pennsylvania (ACLCP) 1970s	1970-1979
5	ACLCP 1986	1986
6	ACLCP 1987	1987
7	ACLCP 1988	1988
8	ACLCP 1989	1989
9	ACLCP 1990	1990
10	ACLCP/CD Cat	1990
11	ACLCP/CD Cat User Manual	1990
12	ACLCP 25th Anniversary 1990	1990
13	ACLCP 1991	1991
14	ACLCP 1992	1992
15	ACLCP 30th Anniversary 1995	1995
16	Bill Hubbard's Files 1 of 2	>1990
17	Bill Hubbard's Files 2 of 2	>1990

Box 6 of 43: Series II (3 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 1</u>	
1	Central Pennsylvania Consortium 1983-1984	1983-1984
2	Central Pennsylvania Consortium 1985	1985
3	Central Pennsylvania Consortium 1986-1987	1986-1987
4	Central Pennsylvania Consortium 1988	1988
5	Central Pennsylvania Consortium 1989	1989
6	Central Pennsylvania Consortium 1990	1990
7	Central Pennsylvania Consortium 1994	1994
8	Central Pennsylvania Consortium 1995	1995
9	CPC-Central Pennsylvania Consortium Folder	-
	<i>(Sub-subseries 1 Misc.)</i>	
10	Pennsylvania Association for Adult Education 1952-1953	1952-1953
11	Association of College and Research Libraries (ACRL)	1958
12	Palinet/OCLC Agreement 1976-1977	1976-1977
13	Cooperation for Research and Education Networking	1991-1993
14	Alumni Development Project	1993
15	Alumni Club 1993-1995	1993
16	Gettysburg High School	1994
17	Project Mandarin Consortium 1994	1994
	<u>Sub-subseries 2</u>	
18	Library Committee 1952-1953, (1958)	1952-1953
19	Library Committee 1959-1960	1959-1960
20	Library Committee 1960-1961	1960-1961
21	Library Committee 1961-1962	1961-1962
22	Library Committee 1962-1963	1962-1963
23	Library Committee 1963-1964	1963-1964
24	Library Committee 1964-1965	1964-1965
25	Library Committee 1965-1966	1965-1966
26	Library Committee 1966-1968	1966-1968
27	Library Committee 1969-1970	1969-1970
28	Library Committee 1970-1974	1970-1974
29	Library Committee 1975-1976	1975-1976
30	Library Committee 1977-1978	1977-1978
31	Library Committee 1979-1980	1979-1980
32	Delivery Team Search – 1996	1996
33	Planning Team Search – 1996 (Folder 1)	1996
34	Planning Team Search – 1996 (Folder 2)	1996
35	Response Team Search – 1996	1996
36	Selection Team Search – 1996	1996
37	Training Team Search – 1996	1996
38	Trainers/Consultants	1996
	<i>(Sub-subseries 2 Misc.)</i>	
39	ACRL Committee on Non-Western Resources 1968-1970 (Folder 1)	1968-1970
40	ACRL Committee on Non-Western Resources 1968-1970 (Folder 2)	1968-1970
41	Middle States Evaluation Committee 1969	1969
42	Academic Policy Committee 1972	1972
43	Middle States Evaluation Committee 1972	1972

44	Faculty Status Committee (for Librarians) 1974	1974
45	Academic Policy Committee 1974	1974
46	Academic Policy Committee 1977	1977
47	Academic Policy Committee 1978	1978
48	Bookstore Committee 1990	1990
49	Accounts Payable/Purchasing Committee	1992
50	Trustee Committee	1994
51	Master Site Planning Committee (Blue packet)	1995
	<u>Sub-subseries 3</u>	
52	Staff Meetings (minutes) 1972-1975	1972-1975
53	Staff Meetings 1983-1984 (Folder 1)	1983-1984
54	Staff Meetings 1983-1984 (Folder 2)	1983-1984
55	Staff Meetings 1984-1985	1984-1985
56	Staff Meetings 1985-1986 (Folder 1)	1985-1986
57	Staff Meetings 1985-1986 (Folder 2)	1985-1986
58	Staff Meetings 1985-1986 (Folder 3)	1985-1986

Box 7 of 43: Series II (4 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 3</u>	
1	Librarian's Meetings 1983	1983
2	Librarian Meetings Prior to 1985	< 1985
3	Librarian Meetings 1985	1985
4	Librarians' Meetings 1986-1987 (Folder 1)	1986-1987
5	Librarians' Meetings 1986-1987 (Folder 2)	1986-1987
6	Librarian's Agendas and Minutes 1986-1988 (1 of 3)	1986-1988
7	Librarian's Agendas and Minutes 1986-1988 (2 of 3)	1986-1988
8	Librarian's Agendas and Minutes 1986-1988 (3 of 3)	1986-1988
9	Librarian's Meetings 1987-88	1987-1988
10	Librarians' Meetings 1987-1988 (Folder 1)	1987-1988
11	Librarians' Meetings 1987-1988 (Folder 2)	1987-1988
12	Librarian's Agendas and Minutes 1988	1988
13	Librarians' Meetings 1988-1989	1988-1989
14	Librarian Meetings October 1989-May 1990	1989-1990
15	Librarians' Meetings 1989-1990	1989-1990
16	Librarians' Meetings 1990	1990
17	Librarian's Meetings 1990-91	1990-1991
18	Librarians' Meetings 1990-1991	1990-1991
19	Librarian's Meetings June 1991-May 1992	1991-1992
20	Librarians' Meeting 1991-1992 (Folder 1)	1991-1992
21	Librarians' Meeting 1991-1992 (Folder 2)	1991-1992
22	Librarians' Meetings 1992-93	1992-1993
23	Librarians' Meetings 1992-1993	1992-1993
24	Librarians' Meetings June 1992-94	1992-1994
25	Librarians' Meetings 1993-1994 (Folder 1)	1993-1994
26	Librarians' Meetings 1993-1994 (Folder 2)	1993-1994

Box 8 of 43: Series II (5 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 4</u>	
1	1998 College Author Reception	1998
2	2001 College Author Reception	2001
3	2002 Gettysburg College Authors Reception Binder	2001
4	2002 College Author Reception – Display information	2002
5	CAUSE '92	1992
6	CAUSE '93	1993
7	1994 Best Practices in Campus Networking	1994
8	1994 Institution Database Profile	1994
9	CAUSE '95	1995
10	Cause 1997	1997
11	Long Range Plans for Gettysburg College 1972-1982	1972-1982
12	Five-Year Plan for Musselman Library 1990	1990
13	5 Year Plan Academic/Administrative Computing	1984
14	Five Year Plan	1992
15	Five year Plan	1992
16	Strategic Thinking at Gettysburg College	1987
17	A Strategic Enrollment Plan for Gettysburg College	1995
	<i>(Sub-subseries 4 Misc.)</i>	
18	Summer Seminar (Non-Western Library Materials) 1966	1966
19	Bibliography: The Drug Scene 1972	1972
20	Exhibits 1973-1975	1973-1975
21	FIPSE Workshops	1982
22	Party / Picnics 1985-1993	1985-1993
23	Exhibit for the Anniversary of the Civil War 1986-1987	1986-1987
24	Friday Afternoon Social Hour (FASH) 1987-1983	1987-1993
25	Russell Freedman Lecture 1988	1988
26	Fullbright Scholar Program 1991-1992 : Dave Hedrick	1991-1992
27	Stephen H. Warner, 1946-1971 - Vietnam War Exhibit 1993	1993
28	Bookstore Folder	1996-1997
29	Classroom of the Future Project	1997
30	NASIG	1998
31	Musselman Foundation Tribute Memo	1998
32	Project Retreat, 2000	2000
33	May 2001, Student Teacher Exhibit Folder	2001
34	Exhibits 04-05	2004-2005
35	Spinelli	-

Box 9 of 43: Series II (6 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 5</u>	
1	Annual report 1927	1927
2	Annual reports 1930-1937 (Folder 1)	1930-1937
3	Annual reports 1930-1937 (Folder 2)	1930-1937
4	Annual report 1938-1939	1938-1939
5	Annual report 1940-1945	1940-1945
6	Annual report 1946	1946
7	Annual report 1947	1947
8	Annual reports 1958-1974 (Bound)	1958-1974
9	Annual report 1948	1948
10	Annual report 1949	1949
11	Annual report 1950	1950
12	Annual report - 1951	1951
13	Annual report 1952-1954	1952-1954
14	Annual report 1955-1956	1955-1956
15	Annual report / Statistics 1957	1957
16	Annual report 1958-1959	1958-1959
17	Annual report 1960	1960
18	Annual report 1960-1961	1960-1961
19	Annual report 1961-1962	1961-1962
20	Annual report 1971-1972	1971-1972
21	Annual report 1972-1973	1972-1973
22	Annual report 1973-1974	1973-1974
23	Annual report 1974-1975	1974-1975
24	Annual report 1975-1976	1975-1976
25	Annual report 1976-1977	1976-1977
26	Annual report 1977-1978	1977-1978
27	Annual report 1978-1979	1978-1979
28	Annual report 1979-1980	1979-1980
29	Annual report 1980-1981	1980-1981
30	Annual report 1981-1982	1981-1982
31	Annual report 1982-1983	1982-1983
32	Annual report 1983-1984	1983-1984
33	Annual report 1984-1985	1984-1985
34	Annual report 1985-1986 (folder 1)	1985-1986
35	Annual report 1985-1986 (folder 2)	1985-1986
36	Annual report 1986-1987 (folder 1)	1986-1987
37	Annual report 1986-1987 (folder 2)	1986-1987
38	Annual report 1987-1988	1987-1988
39	Annual report 1988-1989	1988-1989
40	Annual report 1989-1990	1989-1990
41	Annual report 1990-1991	1990-1991

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#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 5</u>	
1	Annual report 1991-1992	1991-1992
2	Annual report 1992-1993	1992-1993
3	Annual report 1993-1994	1993-1994
	<u>Sub-subseries 6</u>	
4	Breviaria 1974-1975	1974-1975
5	Breviaria 1975-1976	1975-1976
6	Breviaria 1976-1977	1976-1977
7	Breviaria 1977-1978	1977-1978
8	Breviaria 1978-1979	1978-1979
9	Breviaria 1979-1980	1979-1980
10	Breviaria 1980-1981	1980-1981
11	Breviaria 1981-1982	1981-1982
12	Breviaria 1982-1983	1982-1983
	<u>Sub-subseries 7</u>	
13	Freshman Instruction 1933	1933
14	Library Orientation 1962	1962
15	Library Orientation 1963	1963
16	Library Orientation 1964	1964
17	Library Orientation 1965	1965
18	Library Orientation 1966	1966
19	Library Orientation 1967	1967
20	Library Orientation 1969	1969
21	Library Orientation 1970	1970
22	Library Orientation 1971	1971
23	Library Orientation 1972	1972
24	Library Orientation 1976	1976
25	Library Orientation 1992-1994	1992-1994
26	Library Promotional Literature/Orientation Guides (folder 1)	-
27	Library Promotional Literature/Orientation Guides (folder 2)	-
28	Library Promotional Literature/Orientation Guides (folder 3)	-
	<u>Sub-subseries 8</u>	
29	Budget 1956-1957	1956-1957
30	Budget 1957-1958	1957-1958
31	Budget 1959-1960	1959-1960
32	Budget 1960-1961	1960-1961
33	Budget 1961-1962	1961-1962
34	Budget 1962-1963	1962-1963
35	Budget 1963-1964	1963-1964
36	Budget 1964-1965	1964-1965
37	Budget 1965-1966	1965-1966
38	Budget 1966-1967	1966-1967
39	Budget 1967-1968	1967-1968
40	Budget 1968-1969	1968-1969
41	Budget 1969-1970	1969-1970
42	Book Budget 1970-1973	1970-1973
43	Budget 1970-1971	1970-1971
44	Budget 1971-1972	1971-1972

45	Budget 1972-1973	1972-1973
46	Budget 1973-1974	1973-1974
47	Budget 1974-1975	1974-1975
48	Budget 1975-1976	1975-1976
49	Budget 1976-1977	1976-1977
50	Budget 1977-1978	1977-1978
51	Budget 1978-1979	1978-1979
52	Budget 1979-1980	1979-1980
53	Budget 1980-1981	1980-1981
54	Budget 1983-1984	1983-1984
55	Budget 1984-1985	1984-1985
56	Budget 1985-1986	1985-1986
57	Budget 1986-1987	1986-1987

Box 11 of 43: Series II (8 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 8</u>	
1	Budget 1987-1988 (Folder 1)	1987-1988
2	Budget 1987-1988 (Folder 2)	1987-1988
3	Budget 1988-1989 (Folder 1)	1988-1989
4	Budget 1988-1989 (Folder 2)	1988-1989
5	Budget 1989-1990 (Folder 1)	1989-1990
6	Budget 1989-1990 (Folder 2)	1989-1990
7	Budget 1990-1991 (folder 1)	1990-1991
8	Budget 1990-1991 (folder 2)	1990-1991
9	Budgets 1990-1991	1990-1991
10	Computing budgets and departments' computers 1990	1990
11	Budgets Software 1990-1991	1990-1991
12	IR Budget 1990-1991	1990-1991
13	Budget 1991-1992 – Budget Requests	1991-1992
14	Budget 1991-1992	1991-1992
15	Budget 1991-1992	1991-1992
16	Budget 1992-1992	1992-1992
17	Budget 1992-1993	1992-1993
18	Budget 1993-1994 (Folder 1)	1993-1994
19	Budget 1993-1994 (Folder 2)	1993-1994
20	Budget 1993-1994	1993-1994
21	Budget 1993-1994 (Folder 3)	1993-1994
22	Budget 1994-1995 (Folder 1)	1994-1995
23	Budget 1994-1995 (Folder 2)	1994-1995
24	Budget 1994-1995	1994-1995
25	1994-1995 Approved Strategic Information Resources Operating Budget	1994-1995
26	Budget 1995-1996	1995-1996
27	Budget 1995-1996	1995-1996
28	Travel Budget for IR 1995-1996	1995-1996
29	IR Budget 1995-1996	1995-1996
30	IR Budget 1995-1996	1995-1996
31	Campus Information Systems Budget 1995/1996	1995/1996

Box 12 of 43: Series II (9 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 8</u>	
1	Account Ledgers 1929-1974 (Binder 1 of 3)	1929-1974
2	Account Ledgers 1929-1974 (Binder 2 of 3)	1929-1974
3	Account Ledgers 1929-1974 (Binder 3 of 3)	1929-1974
4	General Ledger 6/1/94 – 12/31/94	1994
5	General Ledger 6/1/94 – 1/31/95	1994-1995
	<u>Sub-subseries 9</u>	
6	Insurance Appraisals 1960-1965 (1968)	1960-1965
7	Supply Purchases 1974-1983	1974-1983
8	Equipment 1975-1985	1975-1985
9	End-of-Year Funds 1980s	1980s
10	Travel Requests 1985-1986	1985-1986
11	Microcomputers	1986
12	Service Agreement	1986-1990
13	Travel Requests 1987-1988	1987-1988
14	Travel Requests 1988-1989	1988-1989
15	Tri State - Motorola	1990
16	Library Insurance 1990	1990
17	1995 Proposal Purchasing Policy Information	1995
18	1995 Purchasing Review Proposal	1995
19	Purchasing Review 1996	1996
20	Student Wage/Workers	1996
21	1997-98 Fiscal Year Capital Projects Folder	1997-1998
22	Miscellaneous Bills and Invoices 96/97	1996-1997
23	Salaries	-
24	Employment, Salaries, Hiring	-

Box 13 of 43: Series # (10 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 9</u>	
-	Library/Computing/Telecom Personal Expenses (not in folders)	-
	<u>Sub-subseries 10</u>	
1	ACRL Grants 1959-1967	1959-1967
2	Higher Education Grant for New Books 1967	1967
3	Ford Foundation Grant – For Improvement of Non-Western Resources	1963-1968
4	TWX Grant Application and Contract 1971 – 1972 (Folder 1)	1971-1972
5	TWX Grant Application and Contract 1971 – 1972 (Folder 2)	1971-1972
6	Kellogg Foundation 1971-1974 (Folder 1)	1971-1974
7	Kellogg Foundation 1971-1974 (Folder 2)	1971-1974
8	Equipment and Materials Grant	1980's
9	Parents' Association 1985	1985
10	Records Management Grant 1986-1989 (folder 1)	1986-1989
11	Records Management Grant 1986-1989 (folder 2)	1986-1989
12	Grant for Coci Music Gift 1986-1989	1986-1989
13	Grant for Conservation of Frankenstein Paintings 1989	1989
14	1989 IMS Grant	1989
15	Library Grants for Faculty 1990	1990
16	FISPE Grant Orders 1991-1992	1991-1992
17	Development Grants/Moyer	1991
18	Pittsburgh Super Computing Center	1992
19	1995 NSF Final Projects Report – Project CLEIA	1992-1994
20	Funds for the Library/Learning Resources Center 1975/1976 – Final Report	1975-1976
21	“ “ “ “ – Trustee Report	1975-1976
22	“ “ “ “ – Preliminary Planning	1975-1976
23	“ “ “ “ – Forms	1975-1976
24	“ “ “ “ – Screening	1975-1976
25	“ “ “ “ – Leadership Gifts	1975-1976
26	“ “ “ “ – Special Gifts	1975-1976
27	“ “ “ “ – Campus Campaign	1975-1976
28	“ “ “ “ – Adams County	1975-1976
29	“ “ “ “ – Harrisburg	1975-1976
30	“ “ “ “ – Leadership Gifts, 1975-1976	1975-1976
31	“ “ “ “ – Trustee Reports, 1975-1976	1975-1976
32	“ “ “ “ – Adams County, 1975-1976	1975-1976
33	Kramer Fund 1990-1992	1990-1992
34	Cuplpeper Foundation	1992

Box 14 of 43: Series # (11 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 11</u>	
1	Student Assistants 1964-1972	1964-1972
2	Student Workers 1980s	1980's
3	Student Workers 1990-1991	1990-1991
4	Student Workers (Blue folder)	1997-1998
	<u>Sub-subseries 12</u>	
5	Flood UID Priority List	6/18/1996
6	Flood	6/18/1996
7	Flood Damage	6/18/1996
8	Flood Paper	6/18/1996
9	Flood 1 of 3 – Video by checkout/alpha	6/18/1996
10	Flood 2 of 3 – CDs & Journals	6/18/1996
11	Flood 3 of 3 – PMS	6/18/1996
	<u>Sub-subseries 13</u>	
12	Middle States Evaluation 1954	1954
13	Middle States Association Evaluation 1956	1956
14	Middle States Evaluation 1964	1964
15	Middle States Evaluation 1969	1969
16	Middle States Evaluation 1973-1974 (folder 1)	1973-1974
17	Middle States Evaluation 1973-1974 (folder 2)	1973-1974
18	Middle States Evaluation 1983	1983
19	Middle States Computing 1983	1983
20	Department of Education : Library Statistics 1960	1960
21	Library Comparative Statistics (1961) 1964, 1970-1973	1961-1973
22	Department of Public Instruction Evaluation 1963/1965	1963-1965
23	Evaluation of Library Resources 1966	1966
24	Task Force on Continuing Education Feasibility Study 1976-1978 (Folder 1)	1976-1978
25	Task Force on Continuing Education Feasibility Study 1976-1978 (Folder 2)	1976-1978
26	Comparative Studies and Library Statistics 1980-1992 (Folder 1)	1980-1992
27	Comparative Studies and Library Statistics 1980-1992 (Folder 2)	1980-1992
28	Report on Gettysburg College Collections : William Lagle 1984-1985	1984-1985
29	Reports on Computer Environment at Gettysburg College 1985-1988	1985-1988
30	Higher Education Data Sharing (HEDS) Reports 1986-1989	1986-1989
31	Departmental Chairs 1989	1989
32	Self Study of Gettysburg College	1994
33	Student Focus Group 1995	1995
34	Team Evaluations	1995

Box 15 of 43: Series # (12 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 13</u>	
1	Collection Department – Recommendations/Reports	1986
2	Computing Reviews (6-87), (3-88)	1987-1988
3	Computing Reviews 1991	1991
4	Great Library Ideas 1991-1992	1991-1992
5	IR Documents (Evaluations)	1994
6	IRR Project	1994
7	IR Division Business Renewal Project 12/6/94 Part I Copy 1	1994
8	IR Division Business Renewal Project 12/6/94 Part I Copy 2	1994
9	IR Division Business Renewal Project 12/6/94 Part I Copy 3	1994
10	IR Division Business Renewal Project 12/6/94 Part II Copy 1	1994
11	IR Division Business Renewal Project 12/6/94 Part II Copy 2	1994
12	IR Division Business Renewal Project 12/6/94 Part II Copy 3	1994
13	Usage Study	1995
14	Faculty Needs Assessment – Preliminary Findings 1995	1995
15	Smillie Report on Acquisitions Dept	1997
16	Stuls – Online Journal Usage	1998
17	Assessing Academic Networking Environment	1996
18	Transportation Final Report 11/25/96	1996
19	Evaluation Samples – Performance Reviews 1996	1996
20	Evaluation Criteria for Professional Librarians	-
21	Behavior Interviewing	-
22	Performance Appraisal	-
	<u>Sub-subseries 14</u>	
23	Microfilm List (1950-1970) - (Folder 1)	1950-1970
24	Microfilm List (1970-1975) - (Folder 2)	1970-1975
25	Microcard List (1959-1970) - (Folder 3)	1959-1970
26	Microfiche List (1967-1975) - (Folder 4)	1967-1975
27	LP, Cassette, and Compact Disc List — 1959-1960 (Folder 5)	1959-1960
28	" " " — 1960-1970 (Folder 6)	1960-1970
29	" " " — 1970-1983 (Folder 7)	1970-1983
30	" " " (Cassettes and CDs) — 1972-1989 (Folder 8)	1972-1989
31	Fictional Book List – Vol 1	-
32	" " "-Vol 2	-
33	Purchase Orders 1953-1954	1953-1954
34	Periodical List 1959-1960	1959-1960
35	Periodical Listings 1960-1961	1960-1961
36	Reports 1962-1964 – Holdings	1962-1964

Box 16 of 43: Series II (13 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 14</u>	
1	Special Holdings List (1962-1972) - Black Americans (Folder 1)	1962-1972
2	Special Holdings List (1962-1972) - Black Americans (Folder 2)	1962-1972
3	Special Holdings List (1962-1972) - China (Folder 1)	1962-1972
4	Special Holdings List (1962-1972) - China (Folder 2)	1962-1972
5	Special Holdings List (1962-1972) - India (Folder 1)	1962-1972
6	Special Holdings List (1962-1972) - India (Folder 2)	1962-1972
7	Special Holdings List (1962-1972) - Japan	1962-1972
8	Special Holdings List (1962-1972) - Latin America	1962-1972
9	Periodical Listing 1965	1965
10	Periodical Purchase List 1970-1971	1970-1971
11	1989 Periodicals List	1989
12	New Books & Related Materials (Unbound, 2 boxes)	1971-1982

Box 17 of 43: Series # (14 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 14</u>	
1	Periodical Purchase List 1972-1973	1972-1973
2	Pennsylvania Newspaper Project 1989 - Newspaper Holdings	1989
3	Book Catalog 1900-1915	1900-1915
4	Newspaper and Periodical holdings (Oct 31 – Dec 31, 1989)	1989
5	Book Catalogs	-
6	Indexes	-

Box 18 of 43: Series # (15 of 27 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
	<u>Sub-subseries 14</u>	
-	Government Documents Check in Box	-
	<u>Sub-subseries 15</u>	
1	Position Descriptions	1953
2	Staff Organization Chart 1980s	1980's
3	Librarian Rank and Title	1983
4	1990 Budget Meeting – Background Info	1990
5	Staff Meeting Notes – 1994 (red folder)	1994
6	Phone Message Book – 1994	1994
7	Gift Book Forms 1995	1995
8	Library Operations 1995-1997	1995-1997
9	Spiral Bound Notepads	1996
10	Council Meetings – June '96 and earlier	1996
11	Council Meetings – July '96 and later	1996
12	Selection, Training, Del Doc Search Job Listings	1997
13	CLIR	1997
14	JRH	1997
15	Departmental Reports for Provost 1997	1997
16	1997 IR Council Meeting Notes	1997
17	1998 IUG Meeting	1998
18	Librarians' Meetings – minutes, email, misc.	-
19	Organization Charts Musselman Library (Hubbard Era)	-
20	Job Searches	-
	<i>Notes from June 2 (Unknown year) Staff Meeting – BOX 3</i>	

Box 19 of 43: Series II (16 of 27 Boxes)

#	Title	Dates
<u>Sub-series B</u>		
<u>Sub-subseries 1</u>		
-	Friends of Library Bulletin and Mailing List 1966-1968	1966-1968
<u>Sub-subseries 2</u>		
1	Acquisitions (Procedures)	-
2	Pennsylvania Newspaper Project	-
3	Online Catalog	-
4	Gettysburg Online Catalog	-
5	Acquisitions Search – October 1997	1997
6	Cataloging of Departmental Books, Pamphlets, and Audio-Visual Aids	-
7	Misc. Papers	-
<u>Sub-subseries 3</u>		
8	A-V Department Memos	-
9	Cataloging of Departmental Books, Pamphlets, and Audio-Visual Aids	-
10	Instructional Media Assistant – Musselman Library	-
11	Audio/Visual & Films	-
12	Library – IMS	-
<u>Sub-subseries 4</u>		
13	Schmucker Library Shelving 1937, 1946-1947, 1949-1951	1937-1951
14	Inventory Missing 1978	1978
15	Shelf Reading Day	-
16	Periodicals Stack shifting Plan 1991 Folder	1991
<u>Sub-subseries 5</u>		
17	Circulation Record 1834 - ? (Book 1)	1830's
18	Circulation Record 1834 - ? (Book 2)	1830's
19	Circulation Statistics	-
20	Circulation Statistics (Unbound)	-
21	Circulation Statistics 1959-1975	1959-1975
22	Circulation Files / Memos	-
23	Main Desk Manual 1971	1971
24	January Term Records 1972-1973	1972-1973
25	Fine Record Books	-
26	Fine Records 1930-1959	1930-1959
27	Lost Books and Fines 1963-1972	1963-1972
28	Circulation Report	-
29	Gate Counts	-

Box 20 of 43: Series II (17 of 27 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 5</u>	
1	Check-out Records Book 1	-
2	Check-out Records Book 2	-
3	Check-out Records Book 3	-
4	Check-out Records Book 4	-
5	Check-out Records Book 5	-
	<u>Sub-subseries 6</u>	
6	Online Information Services/Online Bibliographic Services	1982
7	Reference Services	1993
8	Reference Collection (Services) 1994	1994
9	Help Desk Manual 1996	1996
10	Reference Librarian Search 1997	1997
11	Reference Librarian Search '99	1999
12	Reference Requests Complete 1999	1999
13	Reference Requests Complete 2000	2000
14	Articles-Research/Reference	-
	<u>Sub-subseries 7</u>	
15	Interlibrary Loan Memos	1960's
16	ILL Statistics Folder	1968
17	East Central Pennsylvania Interlibrary Council (EPIC) 1971-1972	1971-1972
18	Interlibrary Delivery Service (IDS) 1980s	1980's
	<u>Sub-subseries 8</u>	
19	Reserve Statistics / Memos	1930-1962
20	"Guidelines to Reserve Materials" – 1992	1992
21	Reserves Coordinator Applications 1997	1997
	<u>Sub-subseries 9</u>	
22	Faculty Survey 1959	1959
23	Faculty Book Reviews and Discussions 1963-1964	1963-1964
24	Departmental Libraries	1977
25	Faculty Memos 1979-1981	1979-1981
26	Peace Studies 1986-1987	1986-1987
27	Departmental Liaisons 1986-1987	1986-1987

Box 21 of 43: Series # (18 of 27 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 10</u>	
1	Gerhart, Judy-Commission on the Future (Folder 1)	1997
2	Gerhart, Judy-Commission on the Future (Folder 2)	1997
3	Gerhart, Judy-Commission on the Future (Folder 3)	1997
4	Gerhart, Judy-Commission on the Future (Folder 4)	1997
5	Gerhart, Judy-Commission on the Future (Folder 5)	1997
6	Gerhart, Judy-Commission on the Future (Folder 6)	1997
7	Commission on the Future	1997
8	Dennis Aebersold, Commission on the Future binder	1997
9	New Library Director Search '98	1998
	<u>Sub-subseries 11</u>	
10	Archives	1967
11	Pennsylvania State Document Depository 1972-1973	1972-1973
12	Census Depository Library Correspondence with Hon. George Goodling 1973	1973
13	Special Collections Consultant : Leon Stout 1984	1984
14	PA State Plan for Federal and State Document Service in Libraries	1986
15	College Art/Painting Inventory 1987-1988	1987-1988
16	Special Collections Policy / Manual 1988	1988
17	Special Collections Consultant : Leon Stout 1989	1989
18	Special Collections 1989-1993	1989-1993
19	Gilder, Richard - German printing of Declaration of Independence 1990	1990
20	Special Collections Meetings 96/97	1996-1997
21	Miscellaneous Special Collections Pictures and Evolutions	-
22	Special Collections Opening Handouts final	-
23	Special Collections Patron Use Stats 1982 - 1999	1982-1999
24	Special Collections Patron Use Stats 1999 - 2000	1999-2000
25	Special Collections Patron Use Stats Fall 2000	2000
26	Special Collections Patron Use Stats Spring 2001	2001
27	Special Collections Patron Use Stats Summer 2001	2001
28	Special Collections Patron Use Stats Fall 2001	2001
29	Special Collections Patron Use Stats Spring 2002	2002

Box 22 of 43: Series II (19 of 27 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 11</u>	
1	N. Scott's Accession List	-
2	Annual report, 1989-1990	1989-1990
3	Annual report, 1988-1989	1988-1989
4	Annual report, 1987-1988	1987-1988
5	Annual report, 1986-1987	1986-1987
6	Annual report, 1985-1986	1985-1986
7	Archival Film Index	-
8	Budget 1998-1999	1998-1999
9	Budget 1997-1998	1997-1998
10	Budget 1996-1997	1996-1997
11	Budget 1995-1996	1995-1996
12	Budget 1994-1995	1994-1995
13	Budget 1993-1994	1993-1994
14	Budget 1992-1993	1992-1993
15	Budget 1991-1992	1991-1992
16	Budget 1990-1991	1990-1991
17	Budget 1989-1990	1989-1990
18	Budget 1988-1989	1988-1989
19	Budget 1987-1988	1987-1988
20	Budget 1986-1987	1986-1987
21	Budget 1985-1986	1985-1986
22	Collections, Arm's Record	-
23	Collections, Coci	-
24	Collections, 16mm	-
25	Files 99	1999
26	Correspondence 1997	1997
27	Correspondence 1996	1996
28	Correspondence 1995	1995
29	Correspondence 1994	1994
30	Correspondence 1993	1993
31	Correspondence 1992	1992
32	Correspondence 1991	1991
33	Correspondence with Special Collections 1991	1991
34	Special Collections Correspondence 1990	1990
35	Special Collections Correspondence 1989	1989
36	Special Collections Correspondence 1988	1988
37	Special Collections Correspondence 1987	1987

Box 23 of 43: Series II (20 of 27 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 11</u>	
1	PHC Grant – Russell Freedman Lecture – 1988	1988
2	MARC/AMC Grant Application – Fall 1986	1986
3	NEH Grant – Civil War Photo Exhibit – 1986	1986
4	Landscape Committee – Long Range Plan – 1995-2005	1995-2005
5	Landscape Plans –1996	1996
6	Landscape Plans (folder 1)	-
7	Landscape Plans (folder 2)	-
8	Landscape Committee	-
9	Movie Posters	-
10	Payne Memorial	-
11	Photocopy to S. Bryant	-
12	Photocopy to Professor Hubble	-
13	P.O. (Purchase orders) 1986-1987	1986-1987
14	Staff Minutes: February 1990-May 1993	1990-1993
15	Staff Meetings: 1988-1989	1988-1989
16	Staff Meeting Minutes: 1987-1988	1987-1988
17	Staff Meeting Minutes: 1986-1987	1986-1987
18	Staff Meeting Minutes: 1985-1986	1985-1986
19	Staff Meeting Minutes: 1984-1985	1984-1985
20	Staff Meeting Minutes: 1983-1984	1983-1984

Box 24 of 43: Series II (21 of 27 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 11</u>	
1	Special Collections Correspondence, 1986	1986
2	Special Collections Correspondence, 1985	1985
3	Special Collections Correspondence, 1984	1984
4	Special Collections Correspondence, 1983	1983
5	Special Collections Correspondence, 1982	1982
6	Special Collections Correspondence, 1981	1981
7	Special Collections Correspondence, 1979, 1980	1979-1980
8	Special Collections Correspondence, 1977, 1978	1977-1978
9	Special Collections Correspondence, Prior to 1977	<1977
10	Denver Seminary, August 1989	1989
11	Vietnam Exhibit, Fall 2000	2000
12	Football Exhibit, 1990	1990
13	Alumni Weekend Exhibit Cases – May 1998	1998
14	“Free At Last” Exhibit – November 1998	1998
15	Collections Exhibit – 1996	1996
16	College Photos Exhibit – 1996	1996
17	Dive Renovation –1996	1996
18	Mike McCundy Exhibit/Book Signing	-
19	Smithsonian – Warner – 1995	1995
20	Fredrick Douglas Exhibit – 1994	1994
21	Exhibit Gettysburg, 1938: The Last Great Reunion	-
22	Exhibits	-
23	Rediger Show – November 1993	1993
24	Women Athletics – Fall 1993	1993
25	Gilder-Lehman Documents	-
26	Eisenhower Exhibit – 1990	1990
27	Map Exhibit – Fall 1985	1985
28	Exhibit – 18th Century	-
29	Map Exhibit Grant	-
30	Administration	-
31	Maps 1985	1985
32	ALA Exhibit Grant	-
33	IMS Grant 1989	1989
34	LSCA Grant 1989 (Coci)	1989
35	NEA Grant 1989	1989

Box 25 of 43: Series II (22 of 27 Boxes)

#	Title
	<u>Sub-series B</u>
	<u>Sub-subseries 12</u>
1	Accession List Miscellaneous/Alphabetically
2	Accession List Miscellaneous/Alphabetically
3	Accession List Philosophy / Science and Art / Theology and Religion
4	Accession List Vol. 1 (1-5462) ND
5	Accession List Vol. 2 (5463-8000) ND
6	Accession List Vol. 3 (8001-19617) ND
7	Accession List Vol. 4 (19618-27449) ND

Box 26 of 43: Series II (23 of 27 Boxes)

#	Title
	<u>Sub-series B</u>
	<u>Sub-subseries 12</u>
1	Accession List Vol. 5 (27450-34100)
2	Accession List Vol. 6 (34101-44000)
3	Accession List Vol. 7 (44001-55800)
4	Accession List Vol. 8 (55801-68600)
5	Accession List Vol. 9 (68601-84100)
6	Accession List Vol. 10 (84101-97900)
7	Accession List Vol. 11 (97901-109000)
8	Accession List Vol. 12 (109001-121400)

Box 27 of 43: Series II (24 of 27 Boxes)

#	Title
	<u>Sub-series B</u>
	<u>Sub-subseries 12</u>
1	Accession List Vol. 13 (121401-134500)
2	Accession List Vol. 14 (134501-146700)
3	Accession List Vol. 15 (146701-158500)
4	Accession List Vol. 16 (158501-170000)
5	Accession List Vol. 17 (170001-179300)
6	Accession List Vol. 18 (179301-186200)
7	Accession List Vol. 19 (186201-193000)
8	Accession List Vol. 20 (193001-200600)
9	Accession List Vol. 21 (200601-206564)

Box 28 of 43: Series II (25 of 27 Boxes)

#	Title	Dates
	<u>Sub-series C</u>	
	<u>Sub-subseries 1</u>	
1	Admin Computing Council	1982
2	Admin Computer Council	1982
3	Telephone Systems	1985
4	Microcomputer Catalog	1987
5	IR Documents (Evaluations)	1988-1991
6	Lutheran Seminary Library 1989	1989
7	Reorganization of Computing 1990	1990
8	IR Beginnings	1990-1991
9	IR Goals and Correspondence '91/'92	1991-1992
10	Telecom Memos 1991-1993	1991-1993
11	Computing Personnel Resignations	1993-1994
12	IR Directory '94	1994
13	Center for Learning and Technology	1994
14	Information Resource Division binder	1994
15	IR Projects	1994-1995
16	Campus Wide Information Systems	1996-2002
17	IR Evaluations	1996
18	Capital Project Requests - 1996	1996
19	Council Meeting Notes	1997
20	Spring 1997 Communications Plan	1997
21	Campus Network/Computing - Students	1997
22	Musselman Library Network Connections	-
23	Computer Systems Information	-
24	Vendor Specs	-
	Misc. Campus Computing	-
25	<u>Sub-subseries 2</u>	
26	Dwight's File ALC Documentation	1983
27	Reports on Automation	1983
28	Automation of Library System 1986	1986
29	Integrated System Circulation Module	1987
30	Integrated System Internal Correspondence	1987
31	Integrated System Organizational Model	1987
32	Integrated System OPAC	1987
33	Integrated System External Correspondence	1987
34	Integrated System 852/949	1987
35	OPAC	1987
36	ALI'I Information (yellow folder)	1987
37	OPAC Problems 1987	1987
38	Integrated Library Automation System 1990	1990
39	College Correspondence - INNOPAC/III & Gaec	1990
40	INNOPAC/III	1991
41	OPAC Problem Report - 1996	1996
42	Next-General Information	-
43	Lotus Improv	-
44	NeXT	-

Box 29 of 43: Series II (26 of 27 Boxes)

#	Title	Dates
	<u>Sub-series C</u>	
	<u>Sub-subseries 2</u>	
1	SURAnet	1989-1990
2	PrepNet	1989-1990
3	Sun Microsystems	1990
4	Network	1990-1991
5	Library Network/Databases	1990-1992
6	Department/Office Consults – Computing Needs	1991
7	Presentation Software	1992
8	ABT Information	1992
9	Software License Agreement	1993
10	Sun Workstations	1993
11	Gartner Group Packet (no folder)	1993
12	CMU	1993
13	1993 Olin Project	1993
14	Campus Network Software/Equipment	1994
15	New Language Lab – 1994	1994
16	Software/Hardware Invoices and Information	1994-1995
17	Depreciation of Equipment	1995
18	McNees, Wallace and Nurick – SLA Legal	1996
19	Workstation Rollout and Campus Networking	1996
20	1996 Prep Net	1996
21	Gettysburg College Servers (Blue Folder)	1996
22	Endeavor’s Voyager Program	1996
23	IMR Service Agreement	1998
24	AIMS Blue Folder	1985
25	AIMS Orange Binder	1985
26	Administration Project – AIMS software	1993
27	AIMS Software Products Series 5 Manual	1993
28	AGI/AIMS & SCT	1993
29	NLII Information Packets	1995-1996
30	Ed Cranch / NLII, etc	1996
31	NLII 1 of 2	-
32	NLII 2 of 2	-
33	Document Strategy Consulting Project Report	1995
34	IKON Office Solutions Benefits	1996
35	Xerox Document Solutions	1996
36	ALCO Management Services, “A Proposal for Gettysburg College”35-10	1996
37	Printing and Copying Polices	1996-1997

Box 30 of 43: Series II (27 of 27 Boxes)

#	Title	Dates
	<u>Sub-series C</u>	
	<u>Sub-subseries 2</u>	
1	SIR	1994
2	SIR/CAC Meetings	1994
3	SIR Presentation (Power Point slides)	1994
4	SIR Proposal	1994
5	Technology Center	1994
6	Y2K Remediation Plan – 12/1/98	1998
7	Equipment Forms Y2K (Building Safety/Security)	1999
8	Equipment Forms Y2K (Computer Software)	1999
9	Equipment Forms Y2K (Communications)	1999
10	Equipment Forms (Media Equipment)	1999
11	Equipment Forms Y2K (Other)	1999
12	Equipment Forms Y2K (Office Equipment)	1999
13	Equipment Forms (PC/Workstation Hardware)	1999
14	Equipment Forms Y2K (Other Computer Hardware)	1999
15	Equipment Forms Y2K (Utilities)	1999
16	Y2K Files	1999
17	Library Y2K Vendor/Supplier Forms	1999

Box 31 of 43: Series III (1 of 4 Boxes)

#	Title
1	Gift Policy and Procedure
2	Gift Correspondence A-C (Folder 1)
3	" " " (Folder 2)
4	" " " (Folder 3)
5	" " " (Folder 4)
6	" " " (Folder 5)
7	Gift Correspondence D-G (Folder 1)
8	" " " (Folder 2)
9	" " " (Folder 3)
10	" " " (Folder 4)
11	" " " (Folder 5)
12	Gift Correspondence H-L (Folder 1)
13	" " " (Folder 2)
14	" " " (Folder 3)
15	" " " (Folder 4)
16	" " " (Folder 5)
17	Gift Correspondence M-Q (Folder 1)
18	" " " (Folder 2)
19	" " " (Folder 3)
20	" " " (Folder 4)
21	" " " (Folder 5)
22	Gift Correspondence R-S (Folder 1)
23	" " " (Folder 2)
24	" " " (Folder 3)
25	" " " (Folder 4)
26	Gift Correspondence T-Z (Folder 1)
27	" " " (Folder 2)
28	" " " (Folder 3)
29	" " " (Folder 4)
30	" " " (Folder 5)
31	Albig, Dr William - Memorial 1963
32	Alpha Chi Rho - Gift 1969-1974
33	Florence Arensberg Conservation Fund 1986-1987
34	Arensberg, Francis L - Gift 1949
35	Arms, Richard - Gift 1965
36	Birkner, Michael (1972) - Gift Books
37	Black Student Union - Gift 1973-1974
38	Bowen, Earl - Gift 1965 (Memorial)
39	Bowers - Gift (Biology Reading Room) 1972
40	Bugbee, Jean - Gift (Memorial) 1973
41	Burton, H Ralph - Gift 1975-1976
42	Class of 1911 - Gift (Memorial)
43	Cooper, Thomas Y - Gift 1965 (Folder 1-Correspondence)
44	Cooper, Thomas Y - Gift 1965 (Folder 2-Listing)
45	Cooper, Thomas Y - Gift 1965 (Folder 3-Listing)
46	Corson, H.H - Gift
47	Crapster, Basil - Gift Books 1968-1986

Box 32 of 43: Series III (2 of 4 Boxes)

#	Title
1	Debolt Keith - Gift 1973
2	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 1)
3	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 2)
4	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 3)
5	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 4)
6	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 5)
7	Dinges, Wilton C (Bud) - Donation of Mencken Collection 1964 (Folder 6)
8	Embassy of Spain - Gift 1984
9	Ewing, James M - Memorial 1969-1974
10	Faculty Fund - Gifts 1963
11	Faust, Michael (1919) - Gift 1969
12	French, Robert S - Endowment 1987-1989
13	1720 German Lutheran Bible (1958)
14	Gifts Given to other Libraries 1963-1983 (Folder 1)
15	Gifts Given to other Libraries 1963-1983 (Folder 2)
16	Gifts Given to other Libraries 1963-1983 (Folder 3)
17	Hallman, Harold B - Memorial 1968-1974
18	Hanson, C Arnold (President) - Gift Books 1979
19	Harcourt, Robert N (1958) - Gift Books 1963 (Folder 1 - Correspondence)
20	Harcourt, Robert N (1958) - Gift Books 1963 (Folder 2 - Correspondence)
21	Harcourt, Robert N (1958) - Gift Books 1963 (Folder 3 - Correspondence)
22	Harcourt, Robert N (1958) - Gift Books 1963 (Folder 4 - Correspondence)
23	Harcourt, Robert N (1958) - Gift Books 1963 (Folder 5 - Articles / Pamphlets)
24	Hartnandt Documents 1993
25	Hefelbower, Samuel (President) - Memorial 1968-1973
26	Held, Charles - Memorial 1973
27	History Majors - Gift 1969 (1973)
28	Hlubb, Evelyn D - Memorial 1969
29	Hobar, Michael J (1969) - Gift 1969 (Folder 1)
30	Hobar, Michael J (1969) - Gift 1969 (Folder 2)
31	Holuba, Stanley - Gift 1968
32	Johnson, Lester O (Professor) - Memorial 1973
33	Katz, Mark - Gift 1980
34	Kenduhart, Joseph - Memorial 1973
35	Lane, Jane F - Gift 1954
36	Loucks, Harold / Frazier - Gift 1973
37	Mumma, Ethel - Oriental Art Collection 1964
38	Oriental Art Collection 1985-1990
39	Pennell Contribution 1989
40	Phi Beta Kappa - Gift 1960-1964, 1972-1975
41	Plischke, Elmer - Gifts 1979
42	Rockey, Lt Gen Keller (1909) - Gift books 1959-1973 (Folder 1)
43	Rockey, Lt Gen Keller (1909) - Gift books 1959-1973 (Folder 2)
44	Rockey, Lt Gen Keller (1909) - Gift books 1959-1973 (Folder 3)
45	Schmucker, Samuel - Memorial 1973
46	Senior Class Gift 1970
47	Senior Women Health and Physical Education Majors - Gift 1962-1974
49	Shaffer Library - Memorial 1963 1964-1965
50	Shank Mineral Collection 1992
51	Shearer, John (1920) - Gift 1972-1975
52	Singmaster, Elsie 1989
53	Singmaster, James A (1898) - Memorial 1967

54	Stuckenberg Collection 1986-1987
55	Summary of Library Gifts 1964-1965
56	Sunderman, Dr F William - Gift Books 1963
57	Taylor, Dr Amos E (1915) - Gift 1965-1974
58	Unger, B W - Gift 1968
59	Warner, Steven H (1968) - Memorial 1971
60	Weaner, David - Memorial 1969
61	Wilkinson, Robert L - Gift 1968
62	Williams, J Scott - Memorial 1975-1976
63	Zimmerman, Jeremiah (1873) - Gift Books 1931-1936
64	Gifts 1987
65	Gifts 1988
66	Gifts 1989
67	Gifts Correspondence 1989
68	Gifts Correspondence 1990
69	Gifts Correspondence 1991
70	Gifts Correspondence 1992
71	Gifts Correspondence 1993
72	Gifts Correspondence 1994
73	Gifts Correspondence 1995

Box 33 of 43: Series III (3 of 4 Boxes)

Title
Memorials, Estates, and Libraries (Box 1 of 2)
Memorials, Estates, and Libraries (Box 2 of 2)
Miscellaneous Gifts
Box 1 of 13 - A (includes Albig Memorial)
Box 2 of 13 - A (includes Ampacher Gift, Col Daniel J Anderson, and Dr R.A Arms)
Box 3 of 13 - B-C (includes Baugher)
Box 4 of 13 - C (includes Class of 1909 and Dr Closson Sr.)
Box 5 of 13 - C-E (includes Basil Crapster)

Box 34 of 43: Series III (4 of 4 Boxes)

Title
Box 6 of 13 - E-G
Box 7 of 13 - G-H
Box 8 of 13 - H-K
Box 9 of 13 - K-M
Box 10 of 13 - M-N
Box 11 of 13 - N-P
Box 12 of 13 - Q-T
Box 13 of 13 - T-Z

Box 35 of 43: Series IV (1 of 1 Box)

	Title
1	Postcards
	<i>Aebersold, Dennis</i>
2	Resignations and Letters of Complaint
3	Staff Evaluations
4	Teams
5	Van Arsdale Letters
	<i>Burel, Mary G. – Acquisitions</i>
6	Papers
	<i>Drickamer, Karen</i>
7	FYO '99
	<i>Gerhart, Judy</i>
8	1997 Papers
	<i>Grimm, Karl - Librarian 1909-1929</i>
9	Letter to Board of Trustees
	<i>Hawkins, Brian - Consultant</i>
10	“Creating the Library of the Future”
11	Resume, Forms, and Letters
	<i>Holder, Leonard I. – Dean of College</i>
12	Memos and Minutes 1975-1979
	<i>Hubbard, Bill</i>
13	Development
14	Evaluation of Personnel, Instruction, and Instruments
15	Extended Hours
16	Faculty Correspondence
17	HACC 1992
18	Information Fair 1991
19	Job Postings / List Servs
20	Musselman Library 10th Anniversary
21	Letters from Faculty
22	Student Life Survey
	<i>Huseman, Dwight – Serials Librarian</i>
23	Newspaper Clippings
	<i>Kemler, Doris - Audio-Visual Librarian 1959-1976</i>
24	Memorial Papers
	<i>Knickerbocker, John H. - Head Librarian 1929-1959</i>
25	Correspondence with Bentz, Dale
26	Correspondence with Chandler, Louise
27	Correspondence with Sheldon, John
28	Correspondence – Miscellaneous (1 of 2)
29	Correspondence – Miscellaneous (2 of 2)
30	Library Services Bill 1955-1956

31	Papers and Presentations
32	Personal Papers
33	Self Study 1956
34	Scrapbook
	<i>Lyberger, Donald F. - Chief Justice, Ohio Supreme Court</i>
35	Letters to Librarians
	<i>Moyer, Anna Jane – Reference Librarian</i>
36	Annual Reports 1
37	Annual Reports 2
38	Annual Reports / Professional Activities
39	Assistant Reader Services Librarian
40	“Deaf Students at Gettysburg College”
41	Reference Papers
42	Selections
	<i>Musselman, Carrie</i>
43	Obituary
	<i>Ostendorf, Lloyd</i>
44	Articles
	<i>Richards, James – Head Librarian 1974-1983</i>
45	Articles
	<i>Riddagh, Dorothy - Head Cataloger 1952-1954</i>
46	Tribute
	<i>Scott, Nancy - Technical Services Librarian</i>
47	Article
	<i>Smoke, Lillian - Head Librarian 1960-1975</i>
49	Book Losses / Security
50	Correspondence
51	Ford Foundation Internship
52	Library Schedules
53	Microfilming
54	Staff Room
55	Personal Papers
	<i>Wagner, Robin – Library Director</i>
56	Bibliofile Reunion
57	Correspondence – regarding Aebersold
58	Correspondence – Moyer Tribute
59	Correspondence – Miscellaneous
60	Moyer Tribute
61	Separation of Computing and Library
	<i>Westine, Sarah - Reference/ Interlibrary Loan</i>
62	Articles
	<i>Yeo, Lisa – Computing 1986-1991</i>
63	Resignation Letter

Box 36 of 43: Series V (1 of 3 Boxes)

#	Title	Dates
	<u>Sub-series A</u>	
1	Library Services Act - 1951	1951
2	Staff Manual 1953-1954	1953-1954
3	Library Services / Policies / Procedures 1959-1971	1959-1971
4	Browsing Room 1959-1961 (1972)	1959-1972
5	Staff Manual 1960-1963	1960-1963
6	Reports 1962-1964 - Policies	1962-1964
7	Personnel Policies 1962-1973	1962-1973
8	Inventory Procedures 1964	1964
9	Library Handbook 1966 - Policies	1966
10	Borrowers' Policy 1968-1969	1968-1969
11	Procedures 1971	1971
12	Library Manual 1974 (Binder)	1974
13	Library Manual 1974 (Folder 1)	1974
14	Library Manual 1974 (Folder 2)	1974
15	Policies: Musselman Library 1986-89	1986-1989
16	Online Catalog Manual U of Hawaii	1987
17	Handicapped Access 1988	1988
18	1989 Emergency Manual	1989
19	Food, Drink and Tobacco Policies 1990s	1990-1999
20	Affirmative Action 1991	1991
21	Muscat Manual 1992	1992
22	Personnel Policy 1992	1992
23	Guidelines & Rules For Interviewing – HR Policy 1992	1992
24	Muscat Manual 1993	1993
25	Emergency Manual November 1993	1993
26	Emergency/Fire 1993	1993
27	Sexual Harassment 1993	1993
28	Library Policies - 1993	1993
29	Gettysburg College Emergency Operation Plan & Emergency Response Manual	1995
30	Gettysburg College Emergency Operation Plan & Emergency Response Manual	1995
31	Payroll Policy 1996	1996
32	Innovative Use of Information Technology by Colleges from August 1999	1999
33	Introductions for New Faculty and Administrators from August 30, 2001	2001
34	Building Sustainable Collections of Free Third-part Web Resources from 2001	2001
35	Strategies for Building Digitized Collections from September 2001	2001
36	Developing Print Repositories: Models for Shared Preservation and Access	2003
37	Acquisition Policies	-
38	Personnel: Payroll	-
39	Muscat	-
40	IR / Helpdesk	-

Box 37 of 43: Series V (2 of 3 Boxes)

Title	Dates
<u>Sub-series A</u> Library Secretary Procedures Manual	1991

Box 38 of 43: Series V (3 of 3 Boxes)

#	Title	Dates
	<u>Sub-series B</u>	
	<u>Sub-subseries 1</u>	
1	Location Guides Schmucker	1970's
2	Location Guides/Maps Musselman	1994
3	Mapping Musselman: A Workbook	1995
4	Information Resources	1995
5	Guides to Musselman Library - 1995	1995
6	Hours Schedules Musselman Library	1996-1998
	<u>Sub-subseries 2</u>	
7	Library History Schmucker 1932	1942
8	Your College Library 1942	1964
9	"Where Does Gettysburg College Stand" 1964	1966
10	Library Handbook 1966 - Guide	1968
11	"Some Observations and Questions on the Nature of Gettysburg College" 1968	1982
12	The Way We Were: A History of Student Life at Gettysburg College	1984
13	Musselman Press	1994-1995
14	"Of Lasting Influence: A Faculty Reading List"	1995
15	"Preparing Students for a Changing World" – 1995	2000-2001
16	Libby, 2000-2001 Folder 1 of 2	2000-2001
17	Libby, 2000-2001 Folder 2 of 2	2001-2002
18	Libby, 2001-2002 Folder 1 of 2	2001-2002
19	Libby, 2001-2002 Folder 2 of 2	2001
20	Libby in the Loo articles	-
21	Twenty Facts about Musselman Library	-
22	Musselman Library "Enter the Center"	-
23	"Unfinished Work" Campaign	-
	<u>Sub-subseries 3</u>	
23	Report on Library Study Habits (Class Report) 1966	1966
24	History of Library: Donald Horst (contains inaccuracies) 1972	1972
25	The Covenants 1973	1973
26	"Reengineering the Library" by James E Rush Palinet News 1995	1995
27	MGT Class Case studies	1998
28	CNAV – news article	2001
	<u>Sub-subseries 4</u>	
29	Middle States Association 1990s	1990's
30	Mgt/Organization Magazine Articles	1990-1992
31	"Planning for the National Electronic Library"	1994
32	"Bring your Body to Work" – Nancy Post	1994
33	Musselman Library in the news	2001
34	PA College Brochures	-

Box 39 of 43: Series VI (1 of 5 Boxes)

Title	Dates
<u>Sub-series A</u>	
Penn Hall Employee Portraits 1991-1992	1991-1992
General Building Pictures 1995-2002	1995-2002
June 18, 1996 Flood	1996
CAUSE 1997 Photo (7 copies)	1997
Christmas 1998	1998
College Author Reception 1999	1999

Box 40 of 43: Series VI (2 of 5 Boxes)

Title	Dates
<u>Sub-series A</u>	
“Through the Looking Glass” (aka Hat Day)	1999
Wert Bindery Trip	1999
Adams County Bicentennial 2000	2000
Christmas 2000	2000
Oral History Class 2000	2000
Anna Jane Moyer & The Fortenbaughs 2000	2000
Knouse Move-in 2000	2000
Samurai Armor Display	2000
Vietnam Wall Campus Exhibit	2000
Building Pictures 2000-2001	2000-2001

Box 41 of 43: Series VI (3 of 5 Boxes)

Title	Dates
<u>Sub-series A</u>	
Christmas 2001	2001
Dickenson Special Collections Visit	2001
Library Pictures (including construction) 2001	2001
Orb Art Exhibit 2001	2001
Pam Matthews' Goodbye Party 2001	2001
Retiring Faculty 2001	2001
Scott & Zelda Day & Building Pictures '01	2001
Student Teachers 2001	2001
Student Workers 2002	2002
Construction 2003	2003
Library Exhibits 2003-2005	2003-2005

Box 42 of 43: Series VI (4 of 5 Boxes)

Title
<u>Sub-series A</u> Alumni Reception Birthday Party Faculty Author Displays Pictures from CAB Science Building – Zeiss Eletron Microscope Staff Photos

Box 43 of 43: Series VI (5 of 5 Boxes)

Title
<u>Sub-series B</u>
Adams County Bicentennial 2000 Negatives
Alumni Reception Negatives
Building Pictures 2000-2001 Negatives
Christmas 1998 Negatives
Christmas 2001 Negatives
College Author Reception 1999 Negatives
Construction 2003 Negatives & Duplicates
Construction Photos 2003 (CD)
Dickenson SC visitNegatives
Faculty Negatives
Faculty Author Display binder
General Building Pictures 1995-2002 Negatives
Knouse Move-in 2000 Negatives
Library Exhibits 2003-2005 Negatives
Library Pictures (including construction) Duplicates
Library Senior Workers 2001 Negatives
Old Science Building Negatives
Oral History Class 2000 Negatives
Penn Hall Employee Portraits 1991-1992
Retiring Faculty 2001 Negatives
Samurai Armor Display Negatives
Staff Photos Duplicates (white envelope)
Staff Negatives (folder)
Staff/Hat Day Negatives (folder)
Student Teachers 2001 Negatives
Student Workers 2002 Negatives
Vietnam Wall Exhibit Negatives

Photo sets – Box 39

Penn Hall Employee Portraits 1991-1992

23 pictures, 8 pages

- 1-17. Portraits of Employees (17 B&W pictures)
- 18-19. Printout of negatives (2 sheets)
- 20-23. Unknown Building – possibly on Stevens or Water St. (4 B&W pictures)

General Building Pictures 1995-2002

24 pictures, 12 pages

1. Circulation Desk
- 2-3. New Book displays
4. Apse & Newspapers
- 5-7. 1st Floor Bays
- 8-10. 1st Floor Computer Lab (Reference)
11. Ground Floor
- 12-16. Microfilm Machines
- 17-18. Room 14
- 19-20. Room 15
- 21-22. Staff Room
23. Media Theater
24. LIR

June 18, 1996 Flood

67 pictures, 34 pages (unsorted)

- clean up crews (facilities, library staff, and students)
- damaged materials
- repair and replacement
- misc. pictures of people and library

CAUSE 1997

1 picture (7 copies), 1 page

1. Library staff w/ food donations
2. 7 copies in envelope

Christmas 1998

20 pictures, 7 pages

1. Glenda Watson, Peggy McMaster, Jamee Conover
2. Anna Jane Moyer
3. Ray Miller
4. Gale Baker, Molly Thomas
5. Glenda Watson, Peggy McMaster, and Jamee Conover (repeat)
6. Laura Bowen, Sally Hurda
7. Laura Bowen, Sally Hurda
8. Laura Bowen, Sally Hurda (repeat)
9. desert table
10. Front: Pam Matthews, Janelle Wertzberger,
Rear: Penny Sites, Lisa McNamee, Pat Hogan
11. Sid Dreese, David McKinney
12. Anna Jane Moyer and Glenda Watson
13. Pat Boron, __, Darlene Currens, _
14. Anna Jane Moyer
15. __, __, __, __, __
16. Darlene Currens, Susan Roach, Penny Sites, Jamee Conover
17. David McKinney

18. David McKinney
19. Lisa McNamee
20. Darlene Currens, Nancy Johnson

College Author Reception 1999

24 pictures, 12 pages

1. Pam Matthews
2. Robert Nordvall , Marta Robertson
3. Jerold Wikoff, Timothy Shannon
4. Student Workers
5. Ralph Cavaliere, David Hedrick, Robin Wagner, Robert Pitt, Martha Arterberry
6. Gabor Boritt, Kristen Toburen
7. Julie Hendon
8. Jack & Nancy Locker
9. Daniel DeNicola
10. _, David Hedrick, Bill Railing
11. _, _, Fred Leebron
12. Larry Marschall
13. Sherman Hendrix, Ralph Cavaliere
14. _, Will Lane
15. _, _
- 16-24. General Pictures

Photo sets – Box 40

“Through the Looking Glass” (aka Hat Day) 1999

13 pictures (7 duplicates), 5 pages

- 1*. Anna Jane Moyer reading
 2. Linda Isenberger
 3. Lisa McNamee
 - 4*. Anna Jane Moyer at table (tall)
 5. Sharon Reed, Susan Roach, Linda Isenberger, Pat Boron
 6. Anna Jane Moyer at table (wide)
 - 7*. Sharon Reed
 - 8*. Pat Hogan, Susan Roach
 - 9*. Karen Drickamer, Robin Wagner, Madeline Birkner
 - 10*. Anna Jane Moyer, Madeline Wagner
 - 11*. Glass frogs
 12. Glass frogs
 13. 10/6 Hat
- *duplicate in envelope*

Wert Bindery Trip & Moyer Presentation 1999

24 pictures, 8 pages

- A. Wert Bindery
 1. Outside Wert
 2. Front: Darlene Currens, Pam Matthews
Rear: Pat Hogan, Molly Thomas, Gale Baker
 3. Front: Pam Matthews, Sharon Reed, Pat Hogan, Linda Isenberger, Molly Thomas
Rear: Jim Ramos, Sally Hurda, Pat Boron, Gale Baker, Darlene Currens
 - 4-13. Wert crews & equipment
- B. Anna Jane Moyer Presentation
 14. Anna Jane Moyer
 15. Sharon Reed, Robin Moskal
 16. Linda Isenberger

17. Sharon Reed
18. Anna Jane Moyer, Pam Matthews
- 19-20. Anna Jane Moyer
21. flowers (unknown location)
- 22-24. Tree planting in patio

Adams County Bicentennial 2000

8 pictures, 4 pages

1. _, Charles Glatfelter
2. Professor Birkner, _, Charles Glatfelter
3. Professor Birkner, Charles Glatfelter
4. Professor Birkner, Charles Glatfelter
5. Display
6. Display (Front Panel)
7. Matt Brown
8. Library building (Winter 2000)

Christmas 2000

1 picture, 1 page

- Standing: Robin Moskal, Jim Ramos, Nancy Johnson, Ray Miller, Aya Asano, Pat Boron,
Lisa McNamee, Pat Tully, Dave Holmes, Pam Matthews, Robin Wagner,
Jamee Conover, Susan Roach, Pat Hogan
- Sitting: Cinda Gibbon, Laura Bowen, Sally Hurda, Sharon Reed, Linda Isenberger

Oral History Class 2000

1 picture, 1 page

Anna Jane Moyer & The Fortenbaughs 2000

12 pictures, 4 pages

- 1-7. Anna Jane Moyer
- 8-12. The Fortenbaughs

Knouse Move-in 2000

29 pictures, 15 pages (unsorted)

- student workers
- boxed books & materials
- knouse shelves
- 25-27. Jae Batty (Student Worker)
- 28-29. Library art exhibits

Samurai Armor Display 2000

10 pictures, 4 pages

- 1-5. Full body shots
6. "The Musselman Legacy" display (mounted behind armor)
7. Left glove (close-up)
8. Sword (close-up)
- 9-10. Right arm (close-up)

Vietnam Wall Campus Exhibit 2000

18 pictures, 6 pages

- 1-9. Visitors
- 10-14. Floral decorations/memorials
- 15-17. Exhibit workers
18. Trees

Building Pictures 2000-2001

16 pictures, 8 pages

- 1-2. Special Collections construction
3. Ground Floor
4. Current Periodicals shelves (ground floor)
- 5-6. LIR
7. Reference Computer Lab
8. Reference Desk
- 9-10. Reference Offices
11. Patio
12. Apse
13. Samuri Armor display
14. Security Gates
15. Circulation Desk
16. Exhibit

Photo sets – Box 41

Christmas 2001

16 pictures, 8 pages

- 1-5. Library Staff
6. Gale Baker, Peggy McMaster
7. Left: Anna Jane Moyer, Jon Lady
Right: Wayne Bivens-Tatum, Sid Dreese
8. Robin Wagner, Jamee Conover
9. Wayne Bivens-Tatum, Sid Dreese
10. Jim Ramos, David Hedrick
11. Pat Boron, Chris Ameduri, Katherine Furlong
12. Darlene Currens, Pat Hogan
13. Karen Drickamer, Lisa McNamee, Sharon Reed
14. Pat Hogan, Susan Roach
15. Kathy D'Angelo, Laura Bowen, Janelle Wertzberger, Deb Bartl, Cinda Gibbon
16. Left: Anna Jane Moyer, Jon Lady, Diane
Center: Peggy McMaster
Right: Sid Dreese, Wayne Bivens-Tatum, Amrita McKinney

Dickenson Special Collections Visit

18 pictures, 6 pages

- 1-4. Seats
- 5-12. Display cases
- 13-14. Processing Area
- 15-16. Lockers
- 17-18. Framed Photographs

Library Pictures (including construction)

1. Library Entrance
- 2*. Library outside
3. Circulation (from Reference Desk)
- 4*. Circulation & Reference areas
5. Reference Desk
6. Captain Picard (construction warning)
7. Samurai Armor
- 8*. Bronze Lincoln head
9. Apse exhibit
10. Painting in Apse
- 11*. Sculpture in Apse
- 12*. Reference office

13*-14. ILL office
15*. Patio
16*-17. Patio (2nd Floor shot)
18-19. Harner Room Construction
20. 3rd Floor Shelves
21*. 3rd Floor Shelves (closeup)
22-24*. 4th Floor Construction
**Duplicate in Box 43*

Orb Art Exhibit 2001

8 pictures, 4 pages
1-2. The Orb (large photos)
3-5. Student comments
6-8. The Orb (standard size photos)

Pam Matthews' Goodbye Party 2001

8 pictures, 4 pages (all of Pam Matthews)

Retiring Faculty 2001

21 pictures, 7 pages
1-4. Cowan, David – Dean for Enrollment
5-7. Fortnum, Donald – Chemistry
8-10. Mattson, Karl – Center for Public Service
11-16. Rowland, Alex – Chemistry
17-21. Tannenbaum, Amie – French

Scott & Zelda Day & Building Pictures 2001

26 pictures, 13 pages
1. Robin Moskal, Susan Roach, Laura Bowen
2. Wayne Bivens-Tatum, Robin Moskal, Susan Roach, Laura Bowen
3-5. Offices
6. Special Collections
7. 2nd Floor Window
8. 2nd Floor Desks
9-14. 2nd Floor Study Rooms
15-17. 1st Floor Bays
18-20. Scott & Zelda Day
21-26. Knouse

Student Teachers 2001

36 pictures, 12 pages
A. Victoria Anderson (1st Grade, Eisenhower ES)
1. Picture w/ class
2. Picture w/ supervising teacher (Christina Swinn)
3-12. 1st Grade class
13-15. Extra pictures (w/ class and w/ teacher)
B. Cheryl McGuire (2nd Grade, Eisenhower ES)
16. Picture w/ class
17. Picture w/ supervising teacher (Mrs. Keller)
18-19. 2nd Grade class
20-22. Extra pictures (w/ class and w/ teacher)
C. Lauren McIlhenny (6th Grade, Gettysburg MS)
23. Picture w/ class
24. Picture w/ supervising teacher (Deb Williams)
25-32. 6th Grade class
32-36. Student teachers class (college)

Student Workers 2002

6 pictures, 3 pages

1. Linda Moses, Becky Conover, Kelly Kemp
2. Nicole Riviuccio
- 3-5. Linda Moses
6. Student Tutor

Construction 2003

24 pictures, 8 pages

- 1-7. Breidenbaugh & Weidensall Halls
- 8-10. Penn Hall
- 11-12. Glatfelter Hall
13. Musselman Library
- 14-18. Near Breidenbaugh Hall
- 19-24. Outside Dorm (possibly Musselman Hall)

Library Exhibits 2003-2005

18 pictures, 6 pages

- 1-2. Captain Picard as Yoga Master
3. Harner Room Window
4. Tech Services
5. CD cabinets
- 6-7. 2nd Floor Paintings
- 8-11. Photos of individual paintings (2nd Floor)
- 12-15. "Women and the Functional Nature of Chinese Art" exhibit
- 16-18. India collages

Photo sets – Box 42

Alumni Reception

38 pictures, 13 pages

- 1-2. Steps of Musselman Library
- 3-24. Glatfelter Lodge
- 25-38. Musselman Library

Birthday Party

9 pictures, 3 pages

1. Jim Ramos, Gale Baker, Pat Hogan
2. Gale Baker, Janelle Wertzberger
- 3-8. Anna Jane Moyer
9. Anna Jane's Hat

Faculty Author Displays

20 pictures, 10 pages

1. Baumgardner, Gerold – Economics
2. Biagini, Elisa – Italian
- 3-5. Birkner, Michael – History
- 6-7. Bornstein, Robert – Psychology
- 8-10. Cahoon, Leslie – Classics
11. Gallman, James – IDS
12. Leebron, Fred – English
13. Rosebach, William – Management
14. Sanchez, Magdalena – Spanish
15. Shannon, Timothy – History
- 16-19. Trevelyan, Amelia – Art

More photo are in the red "Facult Author Displays" binder in Box 43

Pictures from CAB

18 pictures, 6 pages

1. Briedenbaugh Hall
- 2-3. Bullet Hole
4. College Book Store
- 5-8. Glatfelter Hall
9. Fountain/Chapel
10. Musselman Library
- 11-13. Misc Campus Pictures
14. New Science Center/Kline Theater
- 15-16. Pennsylvania Hall
17. Water St/N Washington St sign
18. Weidensall Hall

Science Building – Zeiss Eletron Microscope

23 pictures, 8 pages

- 1-2. Electron Microscopy class
- 3-23. Students using equipment

Staff Photos

56 pictures (20 duplicates), pages

A. Group Photos

1. Back: Sharon Reed, Pat Boron, Darlene Currens, Pat Tully, Pat Hogan, Jim Ramos
Front: Pam Matthews, Laura Bowen
2. Janelle Wertzberger, Sid Dreese
- 3-4. Karen Drickamer, Chris Ameduri
5. Cinda Gibbon, Gale Baker
6. Jon Lady, Cinda Gibbon
7. Linda Isenberger, Darlene Currens
8. Pat Boron, Jim Ramos
9. Pam Matthews, Sid Dreese, Janelle Wertzberger
10. David Hedrick, Robin Wagner

B. Individuals

- 11-12. Baker, Gale
13. Boron, Pat
14. Conover, Jamee
15. Currens, Darlene
- 16-17. Dreese, Sid
- 18-19. Drickamer, Karen
- 20-23. Hedrick, David
24. Hepler, Judy
25. Hogan, Pat
26. Holmes, Dave
- 27-28. Hurda, Sally
29. Isenberger, Linda
- 30-31. Johnson, Nancy
32. Kemp, Kelly
- 33-34. Matthews, Pam
35. McMaster, Peggy
36. Miller, Ray
37. Moskal, Robin
- 38-39. Myricks, Martha
- 40-41. Ney, Mike
42. Ramos, Jim

43. Reed, Sharon
44-45. Roach, Susan
46-50. Sites, Penny
51. Tully, Pat
52-54. Wagner, Robin
55. Wertzberger, Janelle
56. Wieble, Sharon