

**RESEARCH AT THE CENTER: CELEBRATING THE 50TH ANNIVERSARY OF
SPECIAL COLLECTIONS**
09/2003 – 01/2004

CASE 1 SPECIAL COLLECTIONS: BEGINNINGS IN HARPER

The founding of the Department of Special Collections in July 1953 brought together a rich and diverse array of original source materials. These resources were central to the University of Chicago's research and teaching missions, and they had been in continuous use since the University opened in 1892.

Generations of faculty and students had consulted rare and unique materials acquired from the libraries of the Old University of Chicago and the Baptist Union Theological Seminary, both forerunners of the University, and the Berlin Collection purchased in 1891. In the early decades, gifts and bequests enhancing the collections were received from Frank W. Gunsaulus, Martin A. Ryerson, Shirley Farr, Harriet Monroe, Harold Swift, and many other friends. In consultation with the faculty, the Library also purchased collections with research potential, and it assumed responsibility for preserving the University's historical records.

By the late 1940s, however, the organization of these collections, housed in scattered rooms in Harper Memorial Library, was no longer effectively supporting research use. Library Director Herman Fussler created the Department of Special Collections, a single unit with consolidated staff and collections, to provide faculty and students more ready and productive access to rare and unique materials in all formats. To serve as the first Curator of Special Collections, Fussler appointed Robert Rosenthal, a 27-year-old World War II Marine veteran who was in the midst of completing work on his master's degree in the Graduate Library School. The new department was installed in the upper reaches of the West Tower of Harper Library, with a reading room and staff work areas on the sixth floor and stack space for collections on the fifth floor.

The challenges facing Robert Rosenthal and his staff were formidable. Rare books, manuscripts, and archives were accessed by a confusing variety of card catalogs, registers, and inventories, and many parts of the collections remained unprocessed. Funds for acquisitions, staff, and preservation supplies were limited, and space was at a premium. Still, essential advances were made in the early years. The strengths of the rare book collection were assessed and enhanced; manuscripts were described and given appropriate housing, the archives were expanded with the addition of significant collections of faculty papers; and a program of exhibitions and publications was launched. All of these activities were directed by Robert Rosenthal, who worked vigorously with faculty and staff to integrate the Library's collections of rare, unique, and original materials with the University's research and teaching programs.

CASE 2 SPECIAL COLLECTIONS: GROWING IN REGENSTEIN

The completion of the Joseph Regenstein Library in 1970 gave the Department of Special Collections dramatically enlarged space for its collections, services, and staff. An expansive exhibition gallery, a large glass-enclosed reading room, and a suite of seminar rooms filled elegantly appointed spaces on the first floor. On the two floors beneath, linked to the main floor by a central stairwell and electric booklift, staff worked

in well-equipped offices, processing areas, and preservation and exhibition preparation rooms. Adjacent stacks provided thousands of linear feet of shelving for rare books, manuscripts, and archives.

The new space in Regenstein spurred a significant expansion of Special Collections holdings and programs. The seminar rooms and exhibition gallery supported broadened interaction with faculty teaching and research and student course work. Stack space allowed a substantial increase in the scope and subject coverage of the collections.

Important gifts, bequests, and transfers also enriched research and teaching in Special Collections. Among the most important collections received were the Joseph H. Schaffner Collection in the History of Science; the Ludwig Rosenberger Library of Judaica; the John Crerar Library rare book, manuscript, and archival collections; the Richard P. McKeon collection in philosophy, and the Louis Szathmáry Family Collection of Hungarica. Significant collections of manuscripts and archival papers were also added, including those of Stephen A. Douglas, S. Chandrasekhar, Norman Maclean, Leo Strauss, Mircea Eliade, Mortimer Adler, John Simpson, Walter and Elizabeth Paepcke, and Ida B. Wells, among hundreds of others.

Faculty members and students continued to make significant use of these resources. Donald Bond, Edward Rosenheim, Paolo Cherchi, Barbara Stafford, Gwin Kolb, Ellen Harris, Elissa Weaver, Rob Nelson, and Janel Mueller, among many others, drew on the holdings for their research and teaching in the humanities. The history of science collections drew faculty researchers including Allen Debus, Robert Richards, Jan Goldstein, Eugene Goldwasser, and S. Chandrasekhar. Scholars including Alan Simpson, Donald Lach, Richard Storr, William H. McNeill, Peter Novick, Donald Levine, Marshall Sahlins, Andrew Abbott, and John Boyer published works based on historical research in the collections. Faculty members T. Bentley Duncan and Braxton Ross contributed their paleographic knowledge to descriptions of the medieval and Renaissance manuscripts. Many graduate students completed dissertations and books based on their investigations, Laurence Veysey, Blake Nevius, Donald Osterbrock, James Wind, and Lynn Gordon among them. And a notable group of faculty members and students researched and wrote Special Collections exhibitions and catalogues, including James Chandler, Donald Lach, William T. Hutchinson, and George Stocking.

Support for teaching and research use was reinforced by the appointment of the first Special Collections reader services librarian in 1994. By 2002 expanded research access to the collections was reflected in a new name, the Special Collections Research Center. As Special Collections celebrates its 50th anniversary, new disciplinary fields and teaching methods, supported by ongoing advances in technology, promise further potential for exploring original materials in innovative ways.

CASE 4 RESEARCH AT THE CENTER: SPECIAL COLLECTIONS AT THE UNIVERSITY OF CHICAGO

Research has been at the center of Special Collections at the University of Chicago from its formative years. Just as the University itself has been defined by consistent emphasis on the production and dissemination of knowledge, the Library's rare books, manuscripts, and archives have always been collected and valued for their scholarly and educational potential. By preserving and providing primary sources,

Special Collections plays a central role in stimulating and supporting teaching and research at the University.

In the generation after Special Collections was established, the Center moved beyond the safekeeping of historical treasures to encompass curatorial selection and interpretation. The 1970 opening of Regenstein Library launched a new era in the role of Special Collections at the University of Chicago. In the last three decades, Special Collections has become a far more integral and integrated component of the Library's support for teaching and research at the University. As you view this exhibition, we invite you to experience the energy and excitement with which the Special Collections Research Center embarks on its second half-century.

Special Collections has always been a working collection, and its resources have supported a wide range of dissertations and scholarly monographs. Advanced researchers – faculty members, graduate students, and visiting scholars — continue to be among our most frequent users. At the same time, new users are discovering Special Collections, among them many undergraduates and members of the general public.

With its deep collections closely paralleling areas of exceptional strength at the University, Special Collections is able to respond to the needs of emerging scholarly disciplines and new methodological approaches. Researchers are returning to old sources with fresh questions and perspectives; and they are finding new sources, some held in the collections for generations but now fully accessible, others acquired recently to deepen existing strengths and support new directions in scholarship. Widespread interest in material culture is sharpening researchers' understanding of the intellectual importance and aesthetic appeal of original artifacts. Librarians and scholars are collaborating to maximize the full research potential of physical and digital collections of primary sources.

To celebrate the 50th anniversary of the founding of Special Collections, *Research at the Center* presents a portrait of the way we work now. Set against the background of an overview of the Center's history, the exhibition examines several interrelated recent developments: *Exhibitions, Teaching and Research; Developing the Print Collections; Preservation; Improving Access; and Digital Initiatives*. Items on display have been chosen to illustrate the impact of these activities and processes on scholarship and learning, while offering a rich sampling of fascinating materials in all formats.

This exhibition, like the work it celebrates, is the result of a unique collaboration by Special Collections staff. Valarie Brocato, Judith Dartt, Kathleen Feeney, Roberta Kovitz, Eileen Ielmini, Susanna Morrill, Jay Satterfield, and Catherine Uecker took responsibility for item selection and description for areas of their work. It is a pleasure to recognize their expert, creative contributions to this project. Kerri Sancomb, in her new role as Exhibition Specialist, designed and produced the exhibition with talent and skill.

Daniel Meyer and Alice Schreyer

CASES 5-8 EXHIBITIONS, TEACHING AND RESEARCH
CASE 5 SPACES FOR TEACHING AND LEARNING

The distinctive physical landscape of Special Collections is essential for effective teaching and learning. Just as the space provided for Special Collections in the Regenstein Library made possible an expanded exhibition and teaching program, changing needs of individual researchers and classes have been met by recent modifications.

In the mid-1990s, the Library initiated a reconfiguration of the Regenstein Library. The east end of the exhibition gallery was closed off; a new entrance to Special Collections was constructed; and one of the alcoves in the exhibition gallery was converted into an electrical networking closet. Special Collections storage and staff work areas were relocated on the Library's A-level; the concrete stairwell connecting the first floor with the Library's A- and B- level was eliminated, creating space for additional staff offices; a passenger elevator replaced the electric booklift; and compact shelving was installed to accommodate the growing collections. Two additional first-floor offices were constructed to bring staff into closer proximity to researchers. A new, glass-enclosed group study rapidly became a popular site for researchers consulting materials together, and the Reading Room was wired for the increasing number of researchers with laptops. The Lincoln Room was eliminated to provide space for an enlarged reference consultation area and computer workstations close by the front desk, which was lowered to a more user-friendly height.

The "Crerar Room" was created at the south end of the Special Collections in the early 1980s to house rare books received in the merger with the John Crerar Library. Following reconfiguration, the John Crerar Collection of Rare Books in the History of Science and Medicine was moved into the newly constructed compact shelving on A-level, along with the majority of the rare book collections. The sun-filled, spacious room on the first floor was made available on a temporary basis for special events and large classes that exceeded the capacity of the Seminar Room.

Projections for the new storage areas proved to be right on target. While compact shelving provided approximately ten years of space for the book collections, archival and manuscript accessions grow at a much faster pace. This is not likely to change until more of the work of the University and its faculty, staff, trustees, students and administrators is conducted and preserved in electronic form. Paper-based archival and manuscript collections will always be an important part of Special Collections, which is actively pursuing long-term space options, along with the rest of the University of Chicago Library.

The Seminar Room in the Special Collections Research Center is regularly used for individual class sessions and courses that draw on the Center's collections. A generous gift in honor of Marie Louise Rosenthal supported its recent renovation into a technology-equipped space for teaching and learning, the Marie Louise Rosenthal Seminar Room. With flexible furniture, Internet access, document cameras, and audio-visual equipment, the space supports direct interaction with primary sources in all formats in conjunction with electronic resources that enrich the educational experience.

CASE 6

TEACHING AT THE CENTER: MANSFIELD PARK

To highlight its pedagogical function, Special Collections launched a new “Teaching at the Center” Web site in 2003. This is just the most recent component in a multi-year outreach program that has more than tripled class use in the last four years. This past year Special Collections hosted 156 class sessions and introduced over 1,000 students to archival, manuscript, and rare book research. Direct exposure to primary documents engages students’ imaginations and helps them conceptualize the social and cultural context underlying ideas and texts discussed in class.

A wonderful example of how the rare book collections can excite a class has evolved over the past three years. In Spring Quarter 2000, Special Collections teamed up with Sandy Roscoe, then acting bibliographer for English Literature, to teach a session of Jonathan Sachs’s “English 101: Methodologies and Issues in Textual Studies.” His challenging assignment asked students to conduct original research to place one of the key themes of Jane Austen’s *Mansfield Park* into historical perspective. After an introduction to Library resources we presented the first edition of Austen’s novel. The three-volume work printed in 1814 had an immediate effect on the students. The advertisements bound at the end of the third volume, the anonymous title page, and the heraldic bookplate of the original owner, “William Middleton Esq. Crowfield Hall, Suffolk,” all contributed to their understanding of how Austen’s initial audience may have understood the text. The creative energy generated by the first edition spurred a more ambitious selection the next time the class was taught. The Special Collections segment of the class now includes the six titles below (one of which was discovered last year by a student in the class). Each text elucidates one of the novel’s major themes and suggests avenues for fresh interpretations.

CASE 7

TEACHING WITH EXHIBITIONS: RARE BOOKS

Drawing on the subject expertise of faculty, graduate students, Library staff, and guest curators, a regular series of exhibitions brings Special Collections resources to the attention of a wider audience. Exhibitions are frequently the occasion for creative collaborations with academic departments and other campus units. Several successful projects have been organized in conjunction with the Smart Museum Mellon Projects, a series designed to further collaboration between the Smart Museum and University of Chicago faculty and students.

In nearly all instances, Mellon Projects exhibitions at the Smart Museum have drawn on the resources of the Special Collections Research Center. Rare books shown in this case were on view at the Smart Museum in two of these exhibitions. Ingrid Rowland’s project, *The Place of the Antique in Early Modern Europe* (1999-2000), at the Smart led to her interest in investigating the impact of religion on the science of Athanasius Kircher. In 1999, Professor Rowland offered a seminar on Baroque Rome in which she explored themes developed in the Special Collections exhibition, *The Ecstatic Journey: Athanasius Kircher in Baroque Rome*, and in the accompanying award-winning exhibition catalogue (2000). Larry Norman’s work with students to produce *The Theatrical Baroque* (2001) at the Smart Museum was complemented by organizing a Special Collections Research Center exhibition, *The Book in the Age of Theater*, that considered the relationship between performance and print from 1550 to 1770 and also

produced a catalogue. The University of Chicago Library Society provided support for both of these publications.

More recently Frederick de Armas's 2002-03 project to explore relationships between text and image, verbal, and visual arts resulted in companion exhibitions, *The Painted Text: Picturing Narrative in European Art* at the Smart and *Writing for the Eyes from Antiquity to the Renaissance* in the Special Collections Research Center. Elissa Weaver's 1997 seminar, which culminated in a Special Collections exhibition, *Arcangela Tarabotti: A Literary Nun in Baroque Venice*, formed the basis for a larger project on the role of dress in European visual and literary arts and the exhibition on view at the Smart, *A Well-Fashioned Image: Clothing and Costume in European Art, 1500-1850* (2001-02).

CASE 8 TEACHING WITH EXHIBITIONS: ARCHIVES AND MANUSCRIPTS

Two Smart Museum Mellon Projects each resulted in an exhibition at the Smart Museum drawing on archival and manuscript materials encountered by students in the Special Collections Seminar and Reading Rooms.

Looking to Learn: Visual Pedagogy at the University of Chicago was organized by Professors Linda Seidel and Katherine Taylor. Its purpose was to test the premise that education at the University of Chicago has been shaped as much by collection and study of visual materials as it has been by the reading of texts. Working under the direction of faculty members, students explored collections in Special Collections and canvassed offices elsewhere on the campus, uncovering materials related to existing and former use of visual imagery and artifacts in education.

Shaped in consultation with Special Collections staff, a proposal for two linked exhibitions of selected items was then developed, one to be installed in the Smart Museum and the other in Special Collections in 1996. The results of the Visual Pedagogy venture were both arresting and thought-provoking. The students found historical photographs, architectural drawings, objects, equipment, posters, and published materials that revealed a lengthy tradition of visual education and iconography in the educational programs and self-definition of the University, some familiar and some less well known.

Another successful Mellon Project was organized by Professor Linda Seidel and entitled *Pious Journeys: Christian Devotional Art and Practice in the Later Middle Ages and Renaissance*. Culminating in an exhibition that opened at the Smart Museum in 2000, this project focused on objects related to different aspects of the central theme: "Personal Piety," including pilgrimage tokens, jewelry, and altarpieces; "Private Devotion: The Place of the Book," centering on illuminated manuscripts, printed books, and small works on paper; and "Sacred Liturgies," with books, objects, and priestly vestments; and "Holy Communions," examining paintings, reliquaries, manuscripts, and other objects.

Students researched and wrote essays on the objects that were displayed in the Smart Museum exhibition and published in the accompanying catalogue. Four manuscript items from Special Collections were selected for inclusion in the exhibition: three Books of Hours illustrating Flemish, Netherlandish, and French religious traditions;

and an 18th-century Catholic prayerbook combining printed illustrations with manuscript annotations.

CASES 9-11 DEVELOPING THE COLLECTIONS

CASE 9 DEVELOPING THE COLLECTIONS: THE JOSEPH AND HELEN REGENSTEIN RARE BOOK FUND

Since Special Collections was established, the collections have grown substantially; and they continue to do so through acquisitions, gifts, and transfers from University and other Library units. Some growth is steady and incremental, but occasionally a collection – for example over 17,000 titles in the Ludwig Rosenberger Library of Judaica – is of a physical size or intellectual scope that changes the dimensions of Special Collections. In deciding whether to acquire materials or accept a gift, the principal criterion is whether research and teaching at the University of Chicago will be enhanced by the availability of these new sources.

The generous support of individual donors has been a major factor in additions to the collections over the past 50 years. Gifts of materials have enriched the collections with sources that are unique to the University of Chicago and others that could not have been acquired in any other way. Funds to acquire, preserve, and process materials have also enabled Special Collections to meet teaching and research needs. This ability was substantially expanded by a major gift from the Regenstein Foundation to establish the Joseph and Helen Regenstein Collection of Rare Books.

This new endowment supports the acquisition of works of distinction, including titles that are of immediate interest to faculty and students and needed works that were previously beyond our budgetary means. Examples on view in this case include a key work by Athanasius Kircher, identified as lacking during the exhibition and publication project organized by Ingrid Rowland several years ago; and two early editions of an important collection of verse by Vittoria Colonna for use in the Library's Italian Women Writers project. The early, beautifully illustrated edition of *Roman de la rose* is a longstanding desiderata; and Robert Gaguin's history of France is a key text in the field.

CASE 10 DEVELOPING THE COLLECTIONS: GENDER STUDIES

The Special Collections Research Center offers rich resources in the field of gender studies. Researchers are now re-evaluating material long held by the Center, but with an eye to questions of gender and sexuality. A significant number of these resources are from the Center's many print collections. Represented here is an 18th-century New England woman's imagined dialogue between the New Testament figures Martha and Mary—a work that presaged the explosion of women authors in the 19th century. Also on display is a late 19th-century sermon on football written in the tradition of muscular Christianity and aimed at a group of graduating schoolboys.

In addition, researchers are mining the archival and manuscript collections. The papers of sociologist Ernest D. Burgess were featured in the Center's 2001 exhibition, *Homosexuality in the City*. In the recently processed addenda to the collection, Burgess's extensive surveys of engaged and married couples provide another untapped source for the study of gender and sexuality in the early to mid-20th century. These fascinating surveys cover a multitude of topics from the mundane to the theological:

relations with in-laws, the allotment of household chores, religious views, sexual compatibility.

Adding to already-existing collections, over the past few years, the Center has actively developed holdings relating to the study of homosexuality. In 2001, Special Collections received the records of LesBiGay Radio. This archive contains cassette tape recordings of the Chicago-based radio program, promotional and administrative files, as well as material representing opposing viewpoints. Also important are other smaller additions to the collections, such as a collection of feminist and lesbian magazines received in 1999, or even single items like an invitation to a 1940 50th anniversary celebration of a gay union.

CASE 11 DEVELOPING THE COLLECTIONS: FROM MODERN TO CONTEMPORARY POETRY

Over the past few years, the Special Collections Research Center has significantly expanded the scope of its modern poetry holdings. Building on the foundation of the archive of Poetry magazine, founded in Chicago in 1912, with the editorial files from the first 50 years of its existence, the Library is moving beyond the roots of modernism to focus on contemporary poetry. Emphasizing editorial files of small press poetry publications, the correspondence, manuscripts, and other materials in these newly acquired collections document the careers of individual editors and contributors and also provide insights into the “business” of publishing poetry.

These efforts have been strongly aided by William I. Elliott, alumnus of the Divinity School, professor emeritus at Kanto Gakuin University, Yokohama, Japan, and founder of the Kanto Poetry Center. A poet in his own right, Elliott is also a respected translator of Japanese poetry ranging from ancient verses in the Fudoki to the work of the modern Japanese poet, Shuntarô Tanikawa. Encouraged by Elliott, poet-translators Leza Lowitz, Harry Guest, Drew Stroud, and Noah Brannen are now transferring their papers to Special Collections.

The Center recently acquired an addition to the papers of Paul Carroll, poet and co-founder of another Chicago-based poetry journal, Big Table. This latest addenda to the Carroll papers contains correspondence from numerous, now well-known poets such as Allen Ginsberg and Lawrence Ferlinghetti. It also includes material relating to the 1959 obscenity case launched by the United States Post Office against Big Table after the first issue of the journal was mailed.

The Center is also receiving the records of contemporary poetry journals, Free Lunch and Verse. In many ways, both of these journals follow in the tradition of Poetry magazine and Big Table by cultivating the work of younger, less well-known poets. But with the acquisition of these most recent records, the Center faces new challenges, and, in response, is developing procedures to preserve and make accessible new forms of material, including computer disks and other electronic resources.

CASES 12-13 PRESERVATION CASE 12 CARING FOR THE COLLECTIONS

Materials in Special Collections have research value both because of their intellectual content and as physical artifacts: illustrations, bindings, paper, typography are of aesthetic and historical significance; and printed books, manuscripts, and archival documents provide evidence of authenticity, production, distribution, and use. Preservation is part of our custodial responsibility and everyday work in Special Collections, guiding processing, storage, and consultation by researchers.

Choosing which books and other materials will receive physical treatment is a challenge in Special Collections as well as for the rest of the University of Chicago Library, since the number of items needing attention far exceeds available staff and financial resources.

To ensure the long-term availability of materials for use by future researchers, Special Collections, along with the Library's Preservation Department, emphasizes preventive measures.

When books, manuscripts, or archival materials are first added to the collection, they are evaluated for preservation needs. Items already in the collection that need preservation attention are identified when they are circulated to researchers, used in a Library exhibition, or borrowed by another institution for an exhibition. Bound volumes are cleaned, dust jackets are protected in polyester sleeves, sturdy books with loose boards are tied, and books needing additional protection or support are enclosed in pamphlet binders, portfolios, or boxes. Removing damaging metal fasteners, enclosing brittle or fragile paper in polyester sleeves, and replacing poor-quality folders and boxes with alkaline-based materials are among the basic steps taken during archival processing. Basic repairs are performed in-house; items needing extensive treatment are sent to specialized conservators. In the Reading Room, foam book supports cradle fragile volumes, and book "snakes" hold pages open safely. A selection of tools and materials used in these activities is shown in this case.

Special Collections holds responsibility for preserving collections in all formats, and we are beginning to take on the complex task of preserving University archival and other information in electronic form.

CASE 13 EXPANDING THE LIBRARY'S PRESERVATION CAPACITY

Special funds expand the capacity of the ongoing preservation program and make it possible to treat individual titles or an entire collection. A matching grant from the University of Chicago Women's Board launched a successful effort to conserve the elephant folio first edition of John James Audubon's *Birds of America*. Our copy was bound in eight volumes that were disbound; each print was removed from its linen backing, cleaned, repaired, and placed in a polyester sleeve. The engravings are now housed in portfolios that parallel the format of the original publication and far easier and safer to use. This past year, the University of Chicago Library Society provided funds for repair of the volume of engravings of trades by Annibale Carracci on view in this case.

A grant from the "Save America's Treasures" program supported work to restore and preserve the Library's Poetry magazine collection. The Poetry archive contains 120,000 pages of original manuscripts, authors' letters, and editorial files of the magazine from the first 50 years of its existence. Written between 1912 and 1961 on acidic paper,

the documents were threatened by paper deterioration and damage caused by frequent use. The funds are being used to repair and rehouse the fragile originals and microfilm the entire collection for use worldwide. Archival processing projects, such as one for social sciences collections that was funded by the U.S. Department of Education, always include preservation needs along with improving access.

The University of Chicago Library recently received a one million dollar matching grant from the Andrew W. Mellon Foundation to increase the amount of preservation work that can be accomplished across the Library's collections. While it will always be necessary to make difficult decisions, the expanded program will provide exciting opportunities for the Library, including Special Collections.

CASES 14-18 IMPROVING ACCESS: CATALOGING/PROCESSING/EAD CASE 14 IMPROVING ACCESS: RARE BOOK CATALOGING PROJECTS

Throughout the years, Special Collections has acquired more books than the Library's Cataloging Department could keep pace with on a regular basis. Especially when a newly received collection is very large, such as the rare materials from the John Crerar Library, a special project, sometimes funded by a gift or grant, is needed to process it. Currently, Special Collections is working with the Library's Preservation Department on the NEH History of Religions Preservation Project, which supported cataloging a number of early dissertations that were part of the Berlin Collection purchased in 1891. Also as part of this project, approximately 1,000 books are being transferred to Special Collections.

Gifts to Special Collections are either folded into the regular cataloging stream, the Arthur W. Schultz Golf Collection and the Louis Szathmáry Family Collection of Hungarica for example, or done as a special project, such as the Alex S. Tulsy M.D. History of Medicine Collection. The cataloging of a collection by a single cataloger is very beneficial because recurring themes or unusual items in the collection can be more easily identified and highlighted in the online records.

Changes in cataloging standards and technology have greatly improved access to materials in many formats. In the past, printed and ephemeral "non-book" items such as children's games were not cataloged because cataloging standards did not cover them. Current standards are much more flexible. Also, the use of notes in online records and expanded subject headings have allowed for cataloging of unusual items such as booksellers' dummies. Dummies were used by salesmen to take orders for books before they were published; sometimes purchasers specified the binding style for their copy. There are a number of examples in the Center's collection, one of which is on view in this case, and they are all linked together via their subject heading of: Dummies (Bookselling), Specimens.

CASE 15 IMPROVING ACCESS: CATALOGING ARCHIVES AND MANUSCRIPTS COLLECTIONS

Locating primary sources can be challenging. Researchers frequently depend on bibliographies, footnotes, and a repository's reputation to determine the location of original material. Until recently, the standardized means for intellectual access to archives and manuscript collections in Special Collections were paper-based: the multi-volume National Union Catalog of Manuscript Collections (NUCMC), A Descriptive

Catalogue of Manuscripts in the Libraries of the University of Chicago by Edgar J. Goodspeed, catalog cards for some individual autograph manuscripts, and typescript finding aids of varying formats for archival and manuscript collections and personal papers.

Early electronic cataloging formats did not accommodate archives and manuscript collections. In the mid-1980s, a new cataloging format made it possible to encode and describe the unique features of archives and manuscript collections electronically and to incorporate them into integrated, online bibliographic systems. As a result, many American university and research libraries enhanced access to their primary sources by cataloging them in one of the two major online bibliographic databases, OCLC and RLIN.

While machine-readable cataloging (MARC) for SCRC's rare book collections began in the mid-1970s, the transition to online cataloging for its non-book collections was more gradual. In the fall of 2000, SCRC initiated a project to catalog its processed archival and manuscript collections in Horizon, the Library's electronic catalog. It is now possible to find online descriptions for numerous types of material, including manuscripts, University records, letters, diaries, scrapbooks, photographs, clippings, artifacts, and ephemera; the material itself may be housed in folders and boxes, rolled and tied, tipped into published works, or bound as volumes. Furthermore, electronic cataloging provides both collection-level records to retrieve primary sources as aggregations of material, and item-level records to retrieve specific items even if they are within larger collections.

More than 3,000 of the Center's codex manuscripts, archival collections, personal papers, ephemeral collections, and individual autograph manuscripts have been cataloged. Researchers can search the University's online catalog via the Internet for authors, titles, subjects, keywords, and types of material. As technological advances continue to improve access, online bibliographic descriptions can link directly to electronic finding aids and collections of digital surrogates.

CASE 16 IMPROVING ACCESS: CODEX MANUSCRIPTS CATALOGING

The Special Collections Research Center holds more than 1,600 items as "codex manuscripts," the designation for non-print materials bound in book form or shelved with bound volumes. The holdings include the [Edgar J. Goodspeed Collection of New Testament Manuscripts](#), late medieval and Renaissance secular and religious texts, the [Sir Nicholas Bacon Collection of English Court and Manorial Documents](#), the [Samuel R. and Marie Louise Rosenthal Collection of Northern Italian Documents](#), commonplace books, musical scores, sermons, papal dispatches, poetry, and letters. Prior to the mid 1990s, the only access tool for codex manuscripts was the printed Short Title Manuscript Catalogue, produced from a database and sorted by a shortened version of the title, language, or date. In the 1980s, a project to write detailed descriptions of each manuscript was undertaken with the intent to publish a catalog, but the catalog was never issued.

Brief circulation records were created in the Library's online catalog for these manuscripts as early as the 1980s. But these did not include much information beyond a brief title and date. In 2000, a project was started to enhance those brief records to include information from the descriptions that were written in the 1980s and also to

provide access via additional author or subject entries and notes. This ongoing project is cooperative as the SCRC cataloger seeks assistance from other Library catalogers with subject expertise.

During this project a number of unusual things have been described and made accessible, among them items that are not initially thought of as books, from Batak bark augury books to manuscript leaves bound in boards, exemplified here by a Walt Whitman manuscript essay and letter.

Another valuable outcome of the codex cataloging project has been finding related material that was not previously linked. Examples of this include the lecture notebooks of Carl Euler from his courses at the University of Berlin and University of Bonn. These codices are not in sequential order in the collection, but are scattered throughout, and the use of an added name entry in the online record for Euler brings them together so that researchers can find the full extent of pertinent materials.

CASE 17 IMPROVING ACCESS: CATALOGING PRINTED AND MANUSCRIPT COLLECTIONS

Is it a book? Is it a manuscript? Is it both? Collectors and repositories often bring together unlike but related materials – or like but unrelated materials – to create a unique item. Such a piece may defy the standard cataloging practices for a published work or a manuscript. The role of the special-collections cataloger is to bridge the divide between book and manuscript and to make sure researchers find these unconventional resources. The cataloger describes the elements that bring works together while respecting their discrete characteristics.

A book may arrive in the Special Collections Research Center containing manuscript material, perhaps permanently affixed, perhaps loose between the leaves. When the manuscript is a distinct item, such as an autograph letter, an autograph manuscript, or an autograph document, it is desirable to describe the manuscript and its companion book in separate bibliographic records. Each item's physical integrity is thus assured, while each record reflects the original connection between the two. If an intellectual connection exists between the items, the catalog record brings them together through subject headings and other access points.

Special Collections cataloging must remain flexible, and even creative, if it is to reflect the essence of an item, which might involve unusual housing of material or specialized use of a book or collection. For example, the printed book of songs displayed here includes extensive handwritten marginalia and annotations. This copy of the book is now a very different work from another one with the same title and imprint because its owner, who filled its pages with notes, has in fact created a unique work. Is it still a book? Or is it now a manuscript?

Cataloging of collections containing disparate yet similar printed material borrows from the world of archives and manuscripts. For example, the Song Sheet and Broadside Poem Collection comprises several hundred poems and other printed items. There is no single author, no editor, no single publisher, and no single date of publication for the collection. It is the perfect candidate for a collection-level catalog record to bring out the common theme, complemented by a detailed finding aid providing access to the individual items.

CASE 18 IMPROVING ACCESS: ARCHIVAL AND MANUSCRIPT FINDING AIDS

Archival and manuscript collections are made accessible to researchers through arrangement and description of the physical materials. When a collection arrives in the Special Collections Research Center, staff create an accessions inventory, a brief listing of its contents that serves as a means of tracking the materials and an intermediate tool for researchers. Next, the collection is organized, and detailed notes are made on the contents of each folder. This process results in a finding aid, comprising a complete inventory and a narrative description of the collection and the person or agency that created it.

These traditional methods of providing access to collections are still at the center of archival work. New technologies make it possible for descriptions of collections to be made available to researchers worldwide, in other libraries, or from their own desktops. Among the most notable of these innovations is the international standard Encoded Archival Description (EAD), a method of encoding archival finding aids for display on the World Wide Web. EAD enables searching of finding aids for names, dates, subjects, and other items of particular interest to researchers.

For the last several years the Center has contributed its finding aids to the Research Library Group's Archival Resources database. This database contains finding aids and bibliographic records for archival and manuscript collections submitted by RLG libraries and other research libraries worldwide. The Center has also submitted finding aids to the American Institute of Physics' Physics History Finding Aids Project.

In the spring of 2003, the Center, in collaboration with staff from the Library's Digital Library Development Center, launched the Archives and Manuscripts Finding Aids site, a searchable database of full-text finding aids. As new collections are processed, their finding aids will be encoded in EAD and added to the database.

CASES 19-24: DIGITAL INITIATIVES

CASE 19 FROM PAPER TO PIXELS

Converting a physical object, whether a photograph, a manuscript, a sound recording or a book, to digital form is a complex process, requiring the dedication of substantial resources and expertise.

A digital project begins with the selection of materials. Preservation needs of unique items, availability of funding, and copyright law governing each piece are central to selection decisions. Most important, of course, are the ways in which a potential project will benefit researchers, making materials available to a wide audience or meeting the specialized needs of advanced scholars.

Essential to building a good digital collection is the creation of "metadata" — information about the digitized object and the process of digitization. Though in its raw form, this "data about data" may seem dry or tedious, it is an essential ingredient in making a digital file available and useful to a researcher.

Metadata describes the essential characteristics of an item, such as title, date, format, and size. It also identifies the ownership and intellectual property rights of the physical object and its digital copy. Metadata allows researchers to find digitized items

on the Web, in a library catalog, or in another database that may contain millions of items.

Metadata is also essential for viewing a digital object, communicating to a researcher's computer details such as file size, format, and software requirements to ensure an accurate display.

Perhaps most importantly, metadata accompanies a digital object as it is reformatted and archived, allowing it to be used by future researchers, despite changes in viewing software or storage technology.

Selection:

- Audience – the target audience is an important factor in selection of materials and design of a delivery mechanism for a digital collection. Audience needs must be anticipated and materials chosen to complement a range of research and other interests.
- Copyright – materials selected for digitization must be in the public domain or permission must be secured from copyright holders.
- Funding – if the project is funded by a granting agency, whether federal, state, non-profit or private, there may be specific requirements or restrictions that will influence the selection of materials.

(CASE 19 CONT.)

- Preservation – the physical condition of materials influences selection decisions. If a piece is too fragile for repeated handling by researchers, making it available in electronic form will help to ensure its continued availability for scholarship.

Discovery:

- Descriptive metadata – following local guidelines and national standards, the staff describes original objects being scanned. The information collected has a direct impact on how researchers will be able to search the digital collection.
- Technical metadata – the staff describes the equipment and settings used to scan each object. The physical condition of some items selected may require that 'life-saving measures' be performed to help resuscitate the image. For example, in order to enhance legibility by recording the finer details of the oldest and most poorly preserved of the Center's materials, some source objects are first scanned in color (24-bit RGB) at 600 ppi; adjustments are then made with the editing software's color settings; and, the image is then saved in 8-bit grayscale after discarding the extra color information.
- Preservation metadata – the staff collects information necessary to archive the digital files for future use.
- Rights – the staff provides information explaining a researcher's rights and responsibilities in publication, reproduction, and manipulation of an image.

Delivery:

- Interface – the interface, or user’s screen display, must be simple and easy to navigate.
- Searching – a thorough understanding of the potential uses of a digital collection will influence the design of a system’s search features.
- Audience – anticipating varied research needs, computer skill levels, and the range of users’ equipment are essential aspects of digital collection design.
- Display – many digital collections offer multiple views of a digital image, from thumbnail views for quick reference to low- and high-resolution views for research and classroom use.

CASE 20 RESEARCHING NEW AUDIENCES

While the primary mission of the University of Chicago Library is to serve the University community, the rare and unique materials held by the Special Collections Research Center are of interest to a far wider range of students, scholars, and citizens. Audiences worldwide benefit from expanded electronic access to rare books, manuscripts, and archives thanks to digital initiatives undertaken by the Library.

Two digital collections were created for the Library of Congress’s American Memory Web site, designed to bring original sources to primary and secondary students and widely used by many researchers. The first collection, American Environmental Photographs, 1891-1936, includes approximately 4,600 photographs documenting natural environments, ecologies, and plant communities in the United States in the late 19th and early 20th centuries. These images, initially used as teaching aids, were produced by a group of American botanists generally regarded as one of the most influential in the development of modern ecological studies. The second collection, The First American West: The Ohio River Valley, 1750-1820, documents the land, peoples, exploration, and transformation of the trans-Appalachian West.

One of the Center’s most heavily used collections, the papers of journalist, teacher, and civil rights activist Ida B. Wells, has been digitized in support of eCUIP (Electronic University of Chicago Internet Project), a collaboration between the University of Chicago and Chicago Public Schools. Like American Memory, eCUIP provides access to Library resources for a broad community of students and educators, while creating digital copies of unique items for long-term preservation and use.

CASE 21 BUILDING DIGITAL COLLECTIONS

In addition to selection of appropriate documents and images, the key to building effective digital collections has been cooperation and collaborative efforts between Special Collections staff and colleagues in the Digital Library Development Center and the Departments of Preservation and Cataloging at the University of Chicago Library.

The digital collection is considered to be an independent creation, not simply a surrogate for the original physical items. It may be drawn from a single physical collection or from a variety of related collections, bringing together materials in support of a common theme. An example of the latter is The First American West: The Ohio

River Valley, 1750-1820. Created for the Library of Congress's American Memory Web site, it draws upon the related collections of the University of Chicago Library and the Filson Historical Society of Louisville, Kentucky, to create an integrated collection that preserves critical primary sources and presents a full and diverse picture of the exploration and settlement of the trans-Appalachian West.

Only rarely is an entire collection digitized. Chopin Early Editions, for which the Library scanned its entire holdings of first and early editions of musical compositions by Frédéric Chopin, is an example of such a project. The digitized images complement a printed catalog, *A Descriptive Catalogue of Early Editions of the Works of Frédéric Chopin*, 2nd ed., rev. and enl., by George W. Platzman (University of Chicago Library, 2003), which contains detailed descriptions of each of the individual scores. A more typical project is the Century of Progress digital collection, with items selected from a large collection of print ephemera to create a coherent and attractive presentation of Chicago's 1933 International Exposition.

CASE 22 DIGITAL INITIATIVES: SUPPORTING PUBLIC SERVICE

Recent years have seen increased requests from Library patrons and others for digital images of photographs, manuscripts, and other materials in the Special Collections Research Center. The staff has met this demand with expanded scanning and photographic services, in the process developing databases of electronic documents that will meet future needs.

Digital images have been provided by the Center for use in publications ranging from scholarly monographs and journal articles to textbooks, general interest books, and periodicals. Several images from Center collections will appear in *Fermi Remembered*, a forthcoming University of Chicago Press publication by James W. Cronin, University Professor Emeritus in the Departments of Physics, Astronomy, and Astrophysics. Other images have been displayed in exhibits at the University and at other institutions around the United States, such as the Cold Spring Harbor Laboratory in New York and B'nai B'rith International in Washington, D.C. They have appeared in documentary films and educational television programs produced by Ken Burns and PBS and have been requested by patrons as diverse as the United States Postal Service and the State of Alaska. Scanned images have been used in on-campus presentations and in print and online publications from the University and Library Development and administrative offices. Of course, images are also provided in support of individual research projects, including dissertations and academic papers, classroom teaching, genealogical research, and other private studies.

In addition to providing on-demand digital reproduction services, the Center has begun to target heavily used collections for digital conversion as a way to improve access for current and future researchers. The Archives Photographic Files Digitization Project, launched with generous support from the Women's Board of the University of Chicago and sustained with private donations, including generous gifts from Leon and Marian Despres, is an ongoing effort to digitize each of the 60,000 photographs held in the Center's photographic files. The University Archives Photographic Files constitutes the principal collection of historic photographs documenting individuals, buildings, activities, and events associated with the University of Chicago and is the most frequently used collection in the Special Collections Research Center.

CASE 23 DIGITAL INITIATIVES: PRESENTING COLLECTIONS IN NEW WAYS

The Library has traditionally presented digital collections as searchable databases, with detailed descriptions of electronic documents and images. The Special Collections Research Center is currently exploring new ways of providing access to a digital collection through development of the Philip M. Klutznick Papers Project.

The papers were donated to the University of Chicago Library by the Klutznick family in 2000. With support from the Philip M. Klutznick Documentary Foundation, they have been processed and described in an archival finding aid. The Center has begun the next stage in the project, creation of an interactive Web site documenting Klutznick's life and career and incorporating a descriptive database, full-text searchable documents, and an online presentation.

Philip M. Klutznick (1907-1999) was a businessman, philanthropist, diplomat, government official, and lifelong leader in the American and international Jewish community. Klutznick was a key figure in the development of post-World War II planned suburban communities, most notably Park Forest, Illinois, and well known for successful suburban and urban retail and housing development. He served presidents from Roosevelt to Carter, as a housing official in the 1940s, as a United Nations representative in the 1950s and 1960s, and as Secretary of Commerce in 1980-1981. As President of B'nai B'rith (1953-1959) and the World Jewish Congress (1977-1979), Klutznick led the American Jewish community and influenced relations with Israel and the Middle East. Throughout his career, Klutznick devoted substantial resources to support of causes, most notably higher education, Democratic Party politics, and the advancement of "Jewish culture and civilization."

The Klutznick Papers are an excellent candidate for digitization. Klutznick's correspondence is extensive and engaging. The collection contains many visually interesting materials, including photographs, scrapbooks, posters, and three-dimensional items. Klutznick's varied career and his prominence in business and public service are likely to attract researchers ranging from advanced scholars of post-war suburban growth or Middle Eastern politics to young students exploring the development of their own communities.

CASE 24 EXPLORING NEW TECHNOLOGIES AND COLLABORATIONS

Electronic and digital technologies are making possible exciting new uses of Special Collections holdings. Two of these projects, each of which has received funding support from the University of Chicago Women's Board, demonstrate the wide range of possibilities that is now being opened. Print technology has traditionally offered annotated editions and illustrated facsimiles of texts. With digital technology, the Library is creating textual databases that are fully word-searchable and high-resolution color images that can be enlarged, cropped, and juxtaposed online for more effective study and teaching.

The Edgar J. Goodspeed Collection of New Testament Manuscripts is a collection of 65 documents spanning the period from the seventh to the 19th centuries. Originally acquired by Professor Goodspeed and his Divinity School colleagues to support translation and textual study of the New Testament, the manuscripts are of interest to a

wide range of scholars in religious studies, iconography, paleography, art history, codicology, and other fields.

The Goodspeed Manuscripts Project is an innovative collaboration between Professor Margaret Mitchell of the Divinity School, the University's Digital Media Laboratory, Digital Library Development Center, and Special Collections Research Center. Using a high-resolution digital camera, the project will create digital versions of manuscripts in the Goodspeed collection, along with items in the Edgar J. Goodspeed Papyri Collection, and present them online with descriptive and critical text provided by Professor Mitchell and her students. The goal is to explore ways in which the physical format of the early illuminated manuscript book affected both the understanding and interpretation of religious texts.

Italian Women Writers is a database of full-text works written by Italian women born before 1945. In addition to the works themselves, which date as early as the 13th century, the database also provides bibliographical information about the publication of the texts, biographical information on the authors, and a bibliography of authoritative editions and their first translations into English. Conceived to address the comparative neglect of Italian women writers in literary and historical studies, the project also draws on the knowledge of Elissa Weaver and other faculty members in the Department of Romance Languages and Literatures with special expertise in the topic.

Despite its rich literary collections, the University of Chicago Library does not hold some of the rarest of the works by early Italian women writers to be included in the database. The digital project has thus prompted an initiative to acquire additional works by these authors. Among the books purchased for the project is a scarce first edition of Luisa Bergalli Gozzi's work of 1726, *Componimenti poetici delle piu illustri rimatrici d'ogni secoli*. Its text has been scanned and converted to electronic form and is now available for faculty, students, and other researchers to consult on the World Wide Web.