Finding Aid for the Maag Library Records, 1937-2011

Collection Number: RG 25

Archives & Special Collections

William F. Maag, Jr. Library
Youngstown State University
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Youngstown, Ohio 44555
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www.maag.ysu.edu/archives

Descriptive Summary

Title:	The Maag Library Records
Record No.:	RG 25
Accession No.:	UA 2005.14, UA 2008.14, UA 2005.56, UA 2005.55, UA 2005.27
Creator:	Various directors of the YSU Library and library departments
Extent:	34.5 cubic feet
Abstract:	A collection of records pertaining to the operations of the library at Youngstown State University. Records cover years from the 1930s to the present. Majority of records are reports, financial records, facility information, and management related records.

Administrative Information

Provenance:	The office of the director of Maag Library and various departments within Maag Library.
Preferred Citation:	Maag Library Records, RG 25, Archives & Special Collections, William F. Maag, Jr. Library, Youngstown State University, Youngstown Ohio
Restrictions:	Yes
Processing Information:	Processed by Lisa Marie Garofali, January 2014

Historical Sketch

The history of the library at Youngstown State University goes back to the 1930s during YSU's Youngstown College days.   During this time Youngstown College was loosely under the control of the Youngstown Young Men's Christian Association.   The library at Youngstown College was located in the Main Building (now called Jones Hall). At that time, the library mainly consisted of law books because the Youngstown Public Library was located across the street and funds went to purchasing books which the YPL did not own. It was not until the College broke away from the Y.M.C.A. that it sought accreditation and a large space to build a true college library.

The library's first real permanent home was the fourth floor of the Main Building (Jones Hall). There it remained from the 1936 to the opening of the new library (now Tod Hall) in 1953. Eventually, the library grew to such an extent that a larger facility had to be built in the 1970s. Since 1976, the YSU library has been housed in the William F. Maag, Jr.

Library.

The best way to relate the history of the YSU library is to describe the head librarians and/or directors who were in charge and the changes they brought to the library. Below is a list of head librarians/directors with the dates of the time they were at the YSU library.

Constance Robinson (1935-1937) Miss Robinson graduated from Hiram College and received her Bachelor of Science in Library Science from Western Reserve. She was appointed as Library of Youngstown College during a Board of Governors meeting March 1935. The facilities of the library were located on the fourth floor and were restricted on space and lacked an adequate library. She left the college shortly after marrying Dale Perren and moved to Jackson, Michigan.

Maurine Brunner (1937-1947) Prior to coming to Youngstown College, Miss Brunner worked 10 years in the library of Adelbert College of Western Reserve. She received her A.B. degree at Ohio State University, B.L.S. from the School of Library Sciences at Western Reserve and a M.A. from Western Reserve. Under Brunner the library started to develop through book donations and fundraising from the Friends of Youngstown College Library (est. 1939). In 1942, she had the school participate in the Victory Book campaign in which donated books were sent to army training camps for troops. She resigned from her position after 10 years to become the librarian of the Supreme Court of Missouri.

Dr. Ivan Grimshaw (1947-1950) Mr. Grimshaw came to YoCo from Santiago, Chile where he had been the rector of the Instituto Ingles. He received his bachelor of arts from Hiram College, bachelor of divinity from Yale University, Master of Arts from University of Chicago, a doctor of philosophy degree from the University of Edinburgh, and a bachelor of library science degree from Columbia University. During Grimshaw's time as librarian, the library received a micro-library reader. Youngstown College was the first Ohio school to install one.

James W. Pirie (1951-1957) Mr. Pirie came to Youngstown College from the Harvard College Lamont Library where he served as administrative assistant and head of the gift exchange division and reference librarian. He co-authored the *Lamont Library Handbook*. He worked with the architects during the designing of the new library (Tod Hall) which was dedicated in 1953. The building had a capacity for 260,000 volumes and seated 600 people. He helped Youngstown College develop a Librarian Training program in compliance with the local and nationwide need for trained librarians. He also began the library record collection.

Dr. George Jones (1957-1974) Dr. Jones came to Youngstown from Northfield where he was librarian of the Northfield Community Library. He received is degreed of Bachelor of Arts from Oberlin College, a Masters in Arts from Harvard University, his Master's Degree in Library Science from Kent State University and a doctor of philosophy degree from Harvard in 1966. During Jones tenure as head librarian, he sought to purchase larger older scholarly works to appeal to students. In 1959, he purchased Denis Diderot's *Encyclopedia* from 1753 with funds raised by students. He was also appointed to the board of the Youngstown Historical Society. Jones oversaw the conversion from the Dewey decimal system to the Library of Congress cataloging system. It also became

apparent that the library began to outgrow its home and plans began for a larger library building. In 1969, Jones attempted to close the library for an hour in support of the campus wide Moratorium on the Vietnam War, but under the urging of YSU Administration, he kept it opened with limited staff. Under Jones' direction, the number of books in the library increased from 68,000 to 340,000, with an increase in staff to 12 professional librarians, 26 support staffers, and 35 student assistants. He retired in 1974.

Richard Owen (1974-1980) Mr. Richard Owen came to Youngstown State University from Heidelberg College where he was the director of Library services. During the summer 1975 (right before the move to Maag), Tod Hall flooded during a storm and as a result, 8,000 were damaged and had to be sent to the Falcon Foundry in Lowellville where the books were baked to dry. During his time as director the library moved from Tod Hall to Maag Library, which was completed in 1975. The library also implemented the "tattle-tape" security system to enable thefts. The library installed its first public service computer terminal in 1976 to help students and faculty locate materials. In 1977 the Government Documents Collection at YSU was named for Ohio's 19th District Congressman Charles J. Carney, much of the government document collection was donated by him. The library received an automated library circulation system which was the first self-contained unity at any Ohio state university. Owen was named university archivist and special collection librarian January 1, 1980. He retired in 1984 due to health issues.

Dr. David Genaway (1980-1996) Before coming to YSU, Dr. Genaway was the associate dean of libraries and learning resources at Eastern Kentucky University, librarian at Waite Memorial Library at the University of Minnesota, library director at Dakota State College and various other positions at collegiate institutions. He received a bachelor's from Atlantic Union College, a Master's degree from Andrews University, a Master's in Library Science from the University of Michigan and Doctor's degree from the University of Minnesota. Developments in the library during Genaway's tenure were: access to on-line database searching (1981), the use of MARC, established use of the VTLS on-line library system, the library underwent renovations in 1988, invested in InfoTrac system on the computers, dealt with major budget cuts in 1992, purchased a 31 year gap of *The Vindicator* in microfilm, installed the Arkenstone Reading Machine to aid the visually impaired, started to store materials at the Northeastern Ohio Cooperative Regional Library Depository which opened in 1993, and became part of OhioLINK (an inter-electronic loan system) in 1993. He was an active member in the Academic Senate Library and Computer committees. He wrote a detailed guide in *The Electronic Library* magazine entitled: "Online Library Systems: A Decision-Marking Guide for Library Managers." He was appointed a two year term on the Research Committee of the National Association of College and Research Libraries. He retired after 16 years of service on August 1, 1996.

Thomas Atwood (1996-2002) Mr**.** Thomas Atwood began as an Interim director of the library after the retirement of David Genaway. He was finally appointed official director in 2000. Atwood had 15 years of experience at Maag Library prior to his official appointment asas director. He began as a humanities microforms librarian, to the head of cataloguing and finally as a system librarian prior to being appointed as interim director. He received both his bachelors and masters degrees from YSU and his Master's Degree in Library Science from Florida State University. During Atwood's time as director, the electronic journals made available through Maag and OhioLINK grew tremendously.

Maag Library received its first computer lab for students as well as a bibliographic instruction room for teaching library-related research. Due to missing or misshelving periodicals, it was determined to keep all periodicals and serials under closed stacks. Talk began between the Atwood and then YSU President, David Sweet, for an Archives and Special Collections. Atwood left Maag in August 2002 to become director and chief medical librarian at the Oliver Ocasek Region Medical Information Center at Northeastern Ohio Universities College of Medicine. Jan Schnall served as interim until July 2003.

Paul Kobulnicky (2003-2011) Prior to coming to YSU, Mr. Kobulnicky had been the vice chancellor for information services and chief information officer at the University Connecticut since 1999. He was previously university director of libraries at UConn, and also interim director and deputy director at the University Library System at the University of Pittsburgh. He has a Bachelor of Science degree from Pennsylvania State University and a Master's degree in Administration and Systems Analysis from the University of Pittsburgh. Maag Library acquired wireless internet, the interior was remodeled with a café located on the third floor, an Archives and Special Collections on the fifth floor, and classroom space in the basement. He also had circulation policies moved to a semester-base loan term in 2009. In 2011, Paul Kobulnicky was transfered from his position at the library to a position in the Office of Finance and Administration where he stayed till his official retirement in March 2014.

Currently Maag library has two interim directors who are co-directors. Mr. Jeffrey Trimble manages library related issues in regards to information services. Ms. Ana Torres is the manager of Library Operation and takes care of the day to day operation and business aspects of the library.

Scope and Content Note

This collection was compiled of several acquisitions all existing within Maag Library. Due to repetition of series and materials, original order was not met. The collections were combined into series and arranged alphabetically. Multiple duplicates of items were disregarded keeping only two of each as according to standard archival procedure. A majority of the materials were from Richard Owen, David Genaway, and Tom Atwood's times as directors (1974-2002). The only issue pertaining to this collection is the potential add-ons from future directors.

Series Description

Each series has a detail description below each of headings in the box listing. For general use here are the series listings:

Series I: Committees
Series II: Correspondence
Series III: Facilities and Networks
Series IV: Finance
Series V: Managers
Series VI: Newsletters and Publications
Series VII: Reports
Series VIII: Security Files

Series IX: Statistics
Series X: Subject Files
Series XI: Media
Series XII: Auxiliaries

As well as a:
Multi-Media Box
Artifacts Box

Related Materials

DeBlasio, Donna and Martha Pallante. *Youngstown State University: From YoCo to YSU*. Charlson, SC: Arcadia Pub., 2007.

Skardon, Alvin. *Steel Valley University: The Origins of Youngstown State*. Youngstown, Ohio : Youngstown State University, 1983

The YSU History Oral History Collection located:
http://www.maag.ysu.edu/oralhistory/oral_hist.html or in the YSU Archives and Special Collections.

The Academic Senate Archival Collection located in the YSU Archives and Special Collections or online at http://digital.maag.ysu.edu:8080/xmlui/handle/1989/3

Index Terms

Academic Senate
Atwood, Thomas
Brunner, Maurine
Friends of Maag Library
Genaway, David
Grimshaw, Ivan
Jones Hall
Jones, George
Kobulnicky, Paul
Melnick Hall
NEOUCOM
NOLA
NEOMAL
NEOMARL
OCLC
OhioLINK
Owen, Richard
Pirie, James W.
Robinson, Constance
Tod Hall
VTLS
Wilcox Curriculum Resource Center
William F. Maag Jr. Library

<u>Box 1</u>

Series I: Committees

This series contains reports, minutes, memberships and correspondences pertaining to a variety of committees. A majority of these committees are University-wide committees usually pertaining to the Academic Senate and/or the Administrative offices. A small section at the end of this series is of small "in-house" committees which deal with issues at the library. *Note* the director of the library was a member of many if not all of these committees.

Folder	Content
1	Committees. Academic Council. 1993-1994
2	Committees. Academic Council. 1995-1997
3	Committees. Academic Council. 1998
4	Committees. Academic Council. 1999-2000
5	Committees. Academic Chairpersons. 1994
6	Committees. Academic Chairpersons. 1997-1998
7	Committees. Academic Deans/Chairpersons. 2001
8	Committees. Academic Research. Minutes. 1988-1993
9	Committees. Academic Research. Quest Brochures. 1989-1992
10	Committees. Academic Research. Membership Lists. 1988-1993
11	Committees. Academic Research. General. 1992
12	Committees. Academic Research. 1995-1996
13	Committees. Academic Research. 1996-1997
14	Committees. Academic Research. 1997-1999
15	Committees. Academic Research. 1999
16	Committees. Academic Senate. Committee Appointments. 1984-1989, 1993, 1996
17	Committees. Academic Senate. 1997-1998
18	Committees. Academic Senate. 1998-1999
19	Committees. Academic Senate. Minutes. 1999-2000
20	Committees. Academic Senate. 2000-2001
21	Committees. Academic Senate. 2000-2001
22	Committees. Ad Hoc Central Catalog. 1992
23	Committees. Ad Hoc Committee to Review the Computer Services Committee. 1991-1992
24	Committees. Ad Hoc Computer Needs. 1992
25	Committees. Administrative Advisory Council. 1996-1997
26	Committees. Administrative Advisory Council. 1996-1997
27	Committees. Administrative Advisory Council. 1998
28	Committees. Administrative Advisory Council. 1998-1999
29	Committees. Administrative Advisory Council. 1998-1999
30	Committees. Administrative Advisory Council. 1999-2000
31	Committees. Administrative Advisory Council. 1999-2000
32	Committees. Administrative Advisory Council. March 2001

33	Committees. Administrative Advisory Council. April 2001
34	Committees. Administrative Advisory Council. May 2001
35	Committees. Administrative Advisory Council. June 2001
36	Committees. Administrative Advisory Council. July 2001
37	Committees. Administrative Advisory Council. August 2001
38	Committees. Administrative Advisory Council. October 2001
39	Committees. Administrative Advisory Council. December 2001

Box 2

Series I: Committees (con't)

Folder	Content
1	Committees. AID Task Force. 1989
2	Committees. Boards, Committees and Council Membership. 1992-1993
3	Committees. CIRM. 2000
4	Committees. Computer Advisory Committee. CAI Policy Proposal. 1980-1981
5	Committees. Computer Advisory Committee. General. 1980-1981
6	Committees. Computer Advisory Committee. Minutes. 1980-1981
7	Committees. Computer Advisory Committee. Project 197. 1980-1981
8	Committees. Computer Advisory Committee. Requisition for New Computer Services. 1980-1981
9	Committees. Computer Advisory Committee. General. 1981-1982
10	Committees. Computer Advisory Committee. Minutes. 1981-1982
11	Committees. Computer Advisory Committee. Project 465 – Academic Mini Computer. 1981-1982
12	Committees. Computer Advisory Committee. Subcommittee B Computer Operations. 1981-1982
13	Committees. Computer Advisory Committee. Equipment Replacement. 1982-1983
14	Committees. Computer Advisory Committee. Long Range Computing Planning Questionnaire. 1982-1983
15	Committees. Computer Advisory Committee. Membership. 1982-1983
16	Committees. Computer Advisory Committee. Minutes. 1982-1983
17	Committees. Computer Advisory Committee. Project Status Report. 1982-1983
18	Committees. Computer Advisory Committee. Project 485. 1982-1983
19	Committees. Computer Advisory Committee. Requesting New Computer Services. 1982-1983
20	Committees. Computer Advisory Committee. Subcommittee A.

	Attitudes Toward Integrated Library Systems Issues. Undated
47	Committees. Computer Review Committee. Minutes. 1985-1986
48	Committees. Computer Review Committee. Membership. 1985-1986
49	Committees. Computer Review Committee. General Correspondence. 1985-1986
50	Committees. Computer Review Committee. Rough Drafts of Minutes. 1985-1986
51	Committees. Computer Review Committee. Minutes (Originals). 1985-1986
52	Committees. Computer Review Committee. Minutes. 1987
53	Committees. Computer Review Committee. Minutes. 1988-1989
54	Committees. Computer Review Committee. General. 1988-1989
55	Committees. Computer Review Committee. General Information. 1989-1990
56	Committees. Computer Review Committee. Membership. 1988-1989
57	Committees. Computer Review Committee. Minutes. 1989-1990
58	Committees. Computer Review Committee. Membership List. 1990-1991
59	Committees. Computer Review Committee. Minutes. 1990-1991
60	Committees. Computer Review Committee. General. 1990-1991
61	Committees. Computer Review Committee. Membership. 1992-1993
62	Committees. Computer Review Committee. General. 1992-1993
63	Committees. Computer Review Committee. 1992-1993

Box 3

Series I: Committees (con't)

Folder	**Content**
1	Committees. Dean's Council. 1997
2	Committees. Dean's Council. Supplemental Instruction. 1997
3	Committees. Dean's Council. 1997-1998. Pt. 1 of 2
4	Committees. Dean's Council. 1997-1998. Pt. 2 of 2
5	Committees. Dean's Council. Jan.-July 1998. Pt. 1 of 2
6	Committees. Dean's Council. Jan.-July 1998. Pt. 2 of 2
7	Committees. Dean's Council. 1998-1999. Pt. 1 of 2
8	Committees. Dean's Council. 1998-1999. Pt. 2 of 2
9	Committees. Dean's Council. Supplemental Material. 1999
10	Committees. Dean's Council. 1999-2000
11	Committees. Dean's Council. August 2000
12	Committees. Dean's Council. September 2000
13	Committees. Dean's Council. October 2000
14	Committees. Dean's Council. November 2000
15	Committees. Dean's Council. December 2000

16	Committees. Dean's Council. January 2001
17	Committees. Dean's Council. February 2001
18	Committees. Dean's Council. March 2001
19	Committees. Dean's Council. April 2001
20	Committees. Dean's Council. May 2001
21	Committees. Dean's Council. June 2001
22	Committees. General Education Committee. 1999-2000
23	Committees. Graduate School. Dean's Council. 1983-1993
24	Committees. Ad Hoc Integrated Technologies. 1992-1994
25	Committees. Integrated Technology. Academic Senate. 1997-1998
26	Committees. Integrated Technology. 1999-2000
27	Committees. Managing for the Future. YSU Task Force. 1991-1993
28	Committees. Academic Support Heads Committee. 1984-1985
29	Committees. Personal Security Committee. 1987
30	Committees. Provost's Advisory Council. 1992-1993
31	Committees. Provost's Advisory Council. 1994
32	Committees. Provost's Advisory Council. 1997-1998
33	Committees. Trumbull Correctional Inst. Curriculum Subcommittee. 1993

Box 4

Series I: Committees (con't)

Folder	Content
1	Committees. University Library Committee. Members. 1991-1993
2	Committees. University Library Committee. 1991-1994
3	Committees. University Library Committee. 1993-1995
4	Committees. University Library Committee. 1993-1997
5	Committees. University Library Committee. 1996-1997
6	Committees. University Library Committee. 1996-1997
7	Committees. University Library Committee. Meeting Minutes. 1997-1998
8	Committees. University Library Committee. 1998-1999
9	Committees. University Library Committee. 1999-2000
10	Committees. University Library Committee. 2000
11	Committees. University Library Committee. 2000-2001
12	Committees. University Library Committee. 2000-2001
13	Committees. University Library Committee. 2001
14	Committees. University Library Committee. 2002-2003
15	Committees. University Software Committee. 1997-1998
16	Committees. University Software Task Force. 1997-1998
17	Committees. YSU 2008 Task Force. 1999
18	Committees. YSU Committees. 1998
19	Committees. YSU Website Advisory Committee. 2001
20	Committees. Maag Library. Ad Hoc Library Security. 1987

21	Committees. Maag Library. Ad Hoc Maag Materials Center. 1994
22	Committees. Maag Library. C.A.S.T. Library Committee. Minutes. 1987
23	Committees. Maag Library. CD- Rom Database Searching. 1988-1989
24	Committees. Maag Library. Grants Advisory Committee. 1987-1988
25	Committees. Maag Library. Librarian Advisory Council. 1980-1981
26	Committees. Maag Library. Librarian Advisory Council. Goals, Objectives..etc. of Staff. 1980-1981
27	Committees. Maag Library. Librarian Advisory Council. Membership. 1980-1981
28	Committees. Maag Library. Librarian Advisory Council. Priorities. 1980-1981, 1994-1995
29	Committees. Maag Library. Library Advisory Committee. 1993
30	Committees. Maag Library. Library Budget Committee. 1994
31	Committees. Maag Library. Library Communications Committee. 1994
32	Committees. Maag Library. Planning Committee. Staff and Personnel Development. 1980
33	Committees. Maag Library. Planning Committee. Collections and Conservation. 1980
34	Committees. Maag Library. Planning Committee. Public Service. 1980
35	Committees. Maag Library. Planning Committee. Automation and Card Catalog. 1980
36	Committees. Maag Library. Planning Committee. 1994
37	Committees. Maag Library. Systems (Library) Advisory Council. 1985-1986
38	Committees. Maag Library. Maag Liaison Task Force. 2003
39	Committees. Maag Library. Maag Web Committee. 1999-2000
40	Committees. Maag Library. YSU Library Committee. 1971-1974

Box 5

Series II: Correspondence

This series contains various correspondences between the library director, patrons, and the university community. Most of the correspondences are from the late 1970s to the mid/late 1990s during the time of David Genaway and Tom Atwood as director of Maag Library.

Folder	**Content**
1	Correspondence. Associate Provost. 1983-1988
2	Correspondence. Bursar. Memo of Understanding. 1994
3	Correspondence. Lettter. Dr. Spiro to Genaway. 1983

4	Correspondence. Dress Code. 1976
5	Correspondence. General Correspondence. 1981-1994
6	Correspondence. Inner-Office Correspondence. 1995-2007
7	Correspondence. Miscellaneous. 1977-1994. Pt. 1 of 3
8	Correspondence. Miscellaneous. 1977-1994. Pt. 2 of 3
9	Correspondence. Miscellaneous. 1977-1994. Pt. 3 of 3
10	Correspondence. Phi Kappa Phi Plaque. 1982
11	Correspondence. Publications. 1983-1991
12	Correspondence. President. 1975-1992
13	Correspondence. Presidential Searching. 1991
14	Correspondence. President. Visit. 1990
15	Correspondence. Request for Signature Authority. 1983
16	Correspondence. Retrospective Conversion. 1976-1982, 1978
17	Correspondence. Space Assignments. 1985
18	Correspondence. St. Elizabeth Collection Correspondence. 1995-1996
19	Correspondence. Staff. 1985
20	Correspondence. Technical Services. 1980-1981
21	Correspondence. Travel. 1983
22	Correspondence. University Relations. 1975-1993
23	Correspondence. Youngstown Public Library Relationship. 1994

Series III: Facilities and Networks

The Facilities and Networks series contains materials relating to the physical building and housing of the library at Youngstown State University as well as the Networks the library participates in. Tod Hall was the University's library from 1953-1975, prior to that the library was located on the fourth floor of Jones Hall. From 1975 to present, Maag Library housed the library and Tod Hall became home to the administrative offices. A majority of the content in this collection pertains to Maag Library. Since the Library sends materials to the depository in Rootstown, Ohio the Cooperative Regional Library Depository is included as a facility in this series. The Networks the library is or was involved with are: NEOUCOM (Northeastern Ohio Universities and Colleges of Medicine), Neomal (Northeast Ohio Major Academic Libraries), NOLA (Northeastern Ohio Library Association), and OCLC (Ohio College Library Center).

Folder	Content
24	Facilities and Networks. Tod Hall. A History of Youngstown University and its Library. By Ronald John Schink. 1956
25	Facilities and Networks. Tod Hall. Plans for Library. 1947-1950
26	Facilities and Networks. Tod Hall. Dedication. 1947-1953
27	Facilities and Networks. Tod Hall. Library Layout. 1964-1966
28	Facilities and Networks. Maag Library. 500,000th Book. 1991
29	Facilities and Networks. Maag Library. 30th Anniversary. 2006
30	Facilities and Networks. Maag Library. Architectural Layout.

	Renovations. Minutes. 1988-1990
57	Facilities and Networks. Maag Library. Building Renovation. Miscellaneous. 1988-1990
58	Facilities and Networks. Maag Library. Building Renovations. Shelving. 1988-1990
59	Facilities and Network. Maag Library. Building Temperatures. 1980
60	Facilities and Networks. Maag Library. Waterproofing Project. 1990

Box 6

Series III: Facilities and Networks (con't)

Folder	Content
1	Facilities and Networks. Maag Library. Curriculum Material Center. 1983-1984, 1988-1990
2	Facilities and Networks. Maag Library. College of Education Building Plan for the Wilcox CRC. 1993-1994
3	Facilities and Networks. Maag Library. CRC. 1998-200
4	Facilities and Networks. Maag Library. CRC Inventory. 1998, 2000
5	Facilities and Networks. Maag Library. Computer Equipment. 1981-1985
6	Facilities and Networks. Maag Library. Computer Lab. 1998
7	Facilities and Networks. Maag Library. Open Computer Lab at Maag. 1998
8	Facilities and Networks. Maag Library. Copy Machine. 1975-1976, 1984
9	Facilities and Networks. Maag Library. Dedication. 1975-1976
10	Facilities and Networks. Maag Library. Energy Conservation. 1983-1984
11	Facilities and Networks. Maag Library. Equipment Assembly Drawings. 1969, 1975
12	Facilities and Networks. Maag Library. Facilities. 1974-1991
13	Facilities and Networks. Maag Library. Flood. 1976
14	Facilities and Networks. Maag Library. Floor Plans. 1981
15	Facilities and Networks. Maag Library. Furnishing and Equipment. 1973-1979
16	Facilities and Networks. Maag Library. Furnishings to be moved. 1974-1976
17	Facilities and Networks. Maag Library. General. 1974-1978, 1991
18	Facilities and Networks. Maag Library. Graphics/Signs. 1975
19	Facilities and Networks. Maag Library. Government Documents Section: General. 1977-1990
20	Facilities and Networks. Maag Library. Government

	Documents Section: Move to Third Floor. 1977
21	Facilities and Networks. Maag Library. Government Documents Section: Move to Sixth Floor. 1982
22	Facilities and Networks. Maag Library. Melnick Hall. 1999-2001
23	Facilities and Networks. Maag Library. Melnick Medical Museum. Trustee Files. 1999-2001
24	Facilities and Networks. Maag Library. Melnick Medical Museum. 2001
25	Facilities and Networks. Maag Library. Moving the Collection. 1974-1975
26	Facilities and Networks. Maag Library. Name Selection. 1975
27	Facilities and Networks. Maag Library. Preservation of Books. 1975, 1982
28	Facilities and Networks. Maag Library. Shelving. 1979-1988
29	Facilities and Networks. Maag Library. Special Collections. 1974, 1978, 1980
30	Facilities and Networks. Maag Library. Special Collections. 1976-1985, 2002
31	Facilities and Networks. Maag Library. Supplies. 1975
32	Facilities and Networks. Cooperative Regional Library Depository. 1992-1998. Pt. 1 of 2
33	Facilities and Networks. Cooperative Regional Library Depository. 1992-1998. Pt. 2 of 2
34	Facilities and Networks. Cooperative Regional Library Depository. 1993-1997. Pt. 1 of 2
35	Facilities and Networks. Cooperative Regional Library Depository. 1993-1997. Pt. 2 of 2
36	Facilities and Networks. Cooperative Regional Library Depository. Automation Com. 1990-1992. Pt. 1 of 2
37	Facilities and Networks. Cooperative Regional Library Depository. Automation Com. 1990-1992. Pt. 2 of 2

Box 7

Series III: Facilities and Networks (con't)

Folder	Content
1	Facilities and Networks. NEOUCOM. 1975-1977
2	Facilities and Networks. Neomal. 1974-1984
3	Facilities and Networks. Neomal. Direcotrs. PEW Grants. 1974-1984
4	Facilities and Networks. Neomal. Reference Committee Minutes. 1983
5	Facilities and Networks. NOLA. 1974
6	Facilities and Networks. NOLA. 1975

7	Facilities and Networks. NOLA. 1976
8	Facilities and Networks. NOLA. 1976-1978
9	Facilities and Networks. NOLA. December 09, 1991
10	Facilities and Networks. NOLA. 1993-1994
11	Facilities and Networks. NOLA. 1993-1994
12	Facilities and Networks. NOLA. 1994
13	Facilities and Networks. NOLA. Advisory Council. 1978
14	Facilities and Networks. NOLA. Board of Trustees. 1981
15	Facilities and Networks. NOLA. Budget. 1995-1996
16	Facilities and Networks. NOLA. Contracts. 1978
17	Facilities and Networks. NOLA. Correspondence. 1979-1996
18	Facilities and Networks. NOLA. Discounts. 1990
19	Facilities and Networks. NOLA. LSCA Title I Project #I-14-I-78
20	Facilities and Networks. NOLA. LSCA Title I Project #I-14-C-79
21	Facilities and Networks. NOLA. LSCA Title I Project #I-14-O-79
22	Facilities and Networks. NOLA. LSCA Title I Project #I-16-C-1977. 1978
23	Facilities and Networks. NOLA. Notes. 1991
24	Facilities and Networks. OCLC. 1973
25	Facilities and Networks. OCLC. 1974
26	Facilities and Networks. OCLC. Advisory Committee on Cataloging. 1974-1975
27	Facilities and Networks. OCLC. Board of Trustee Minutes. 1974
28	Facilities and Networks. OCLC. Board of Trustee Minutes. 1975-1976
29	Facilities and Networks. OCLC. Directors of Division. 1974
30	Facilities and Networks. OCLC. Directors of Division. 1975
31	Facilities and Networks. OCLC. Directors of Division. 1976
32	Facilities and Networks. OCLC. Field Test Agreements. Microenhancer. 1987-1990
33	Facilities and Networks. OCLC. First Search. 1993
34	Facilities and Networks. OCLC Newtorks. Service Center Directory. 1987

Box 8

Series III: Facilities and Networks (con't)

Folder	Content
1	Facilities and Networks. OCLC Newsletters. 1974
2	Facilities and Networks. OCLC Newsletters. 1975
3	Facilities and Networks. OCLC Newsletters. December 2004
4	Facilities and Networks. OCLC Newspaper Project. 1990-1994
5	Facilities and Networks. OCLC. Participating Libraries. 1974
6	Facilities and Networks. OCLC. Participating Libraries. 1975
7	Facilities and Networks. OCLC. Participating Libraries. February 1976
8	Facilities and Networks. OCLC. Participating Libraries. June 1976

9	Facilities and Networks. OCLC. Participating Libraries. October 1976
10	Facilities and Networks. OCLC. Participating Libraries. January 1977
11	Facilities and Networks. OCLC. Participating Libraries. April 1977
12	Facilities and Networks. OCLC. Participating Libraries. July 1977
13	Facilities and Networks. OCLC. Participating Libraries. October 1977
14	Facilities and Networks. OCLC. Serials Control. 1972
15	Facilities and Networks. OCLC. Serials Control. 1973
16	Facilities and Networks. OCLC. Serials Control. 1974
17	Facilities and Networks. OCLC. Serials Control. 1975
18	Facilities and Networks. OCLC. Standards for Input Cataloging. 1972
19	Facilities and Networks. OCLC. Statistics. 1973-1975
20	Facilities and Networks. OCLC. Videoconference. 1994
21	Facilities and Networks. OhioLink. General. 1993-1995

Box 8 (con't)

Series IV: Finance

This series features files which pertain to things of fiancé and / or monetary value such as Acquisitions, Allocations, Budgetary issues, Endowments, Gifts, Grants and Inventories. Included also are various expenses such as professional development expenses. While these do suggest the financial situation of the library a more concise report of it may be available in the Annual Reports in Series VII. However a large section of this series does pertain to donor information in the Gifts subseries.

Folder	Content
22	Finance. Accessions List. 1983
23	Finance. Accessions Lists. Correspondence. 1975-1982
24	Finance. Accessions List Program. 1982
25	Finance. Accessions List. Survey. April 1981
26	Finance. Accessions List. Survey. 1975
27	Finance. Acquisitions. 1984-1985
28	Finance. Acquisitions. 1995-1996
29	Finance. Acquisitions. Back Collection. 1990
30	Finance. Acquisitions Section. General. 1985, 1987
31	Finance. Acquisitions Section. Policies and Procedures. 1983
32	Finance. Acquisitions Budget Report. Monthly Reports. July 1972-June 1973
33	Finance. Acquisitions Budget Report. Monthly Reports. July 1973- June 1974
34	Finance. Acquisitions Budget Reports. Monthly Reports. July 1974-June 1975

35	Finance. Acquisitions Budget Reports. Monthly Reports. 1975-1976
36	Finance. Acquisitions Budget Reports. Monthly Reports. 1976-1977
37	Finance. Acquisitions Budget Reports. Monthly Reports. July 1977-June 1978.
38	Finance. Acquisitions Budget Report. Monthly Reports. July 1978-June 1979
39	Finance. Acquisitions Budget Reports. Monthly Reports. July 1979-June 1980
40	Finance. Acquisitions Budget Reports. Monthly Reports. July 1980- June 1981
41	Finance. Acquisitions Budget Reports. Monthly Reports. 1981-1982
42	Finance. Acquisitions Budget Reports. Monthly Reports. 1982-1983

Box 9

Series IV: Finance

Folder	**Content**
1	Finance. Acquisitions Budget Reports. Monthly Reports. 1983-1984
2	Finance. Acquisitions Budget Reports. Monthly Reports. 1984-1985
3	Finance. Acquisitions Budget Reports. Monthly Reports. 1985-1986
4	Finance. Acquisitions Budget Reports. Monthly Reports. 1986-1987
5	Finance. Acquisitions Budget Reports. Monthly Reports. 1987-1988
6	Finance. Acquisitions Budget Reports. Monthly Reports. 1988-1989
7	Finance. Acquisitions Budget Reports. Monthly Reports. 1989-1990
8	Finance. Acquisitions Budget Reports. Monthly Reports. 1990-1991
9	Finance. Acquisitions Budget Reports. Monthly Reports. 1991-1992
10	Finance. Acquisitions Budget Reports. Monthly Reports. 1992-1993
11	Finance. Acquisitions Budget Reports. Monthly Reports. 1993-1994
12	Finance. Acquisitions Budget Reports. Monthly Reports. 1994-1995
13	Finance. Acquisitions Budget Reports. Monthly Reports. 1995-1996
14	Finance. Acquisitions Budget Reports. Monthly Reports.

	1996-1997
15	Finance. Acquisitions Budget Reports. Monthly Reports. 1997-1998
16	Finance. Acquisitions Budget Reports. Monthly Reports. 1998-1999
17	Finance. Allocations. 1975-1976
18	Finance. Allocations. 1977-1978
19	Finance. Allocations. 1978-1979
20	Finance. Allocations. 1979-1980
21	Finance. Allocations. 1980-1981
22	Finance. Allocations. 1982-1983
23	Finance. Allocations. 1982-1983
24	Finance. Allocations. 1985-1986
25	Finance. Allocations. 1984-1985
26	Finance. Allocations. 1983-1984
27	Finance. Allocations. 1986-1987
28	Finance. Allocations. 1987-1988
29	Finance. Allocations. 1988-1989

Box 10

Series IV: Finance (con't)

Folder	Content
1	Finance. Allocations. 1989-1990
2	Finance. Allocations. 1990-1991
3	Finance. Allocations. 1990-1991
4	Finance. Allocations. 1992
5	Finance. Allocations. 1992-1993
6	Finance. Allocations. 1992-1997
7	Finance. Allocations. 1993-1994
8	Finance. Allocations. 1994-1996
9	Finance. Allocations. 1995-1996
10	Finance. Allocations. 1996-1997
11	Finance. Allocations. College of Arts and Sciences. 1980-1993
12	Finance. Allocations. College of Arts and Sciences. Biological Sciences. 1982-1984, 1992
13	Finance. Allocations. College of Arts and Sciences. Chemistry Department. 1981-1993
14	Finance. Allocations. College of Arts and Sciences. Economics Department. 1981-1987
15	Finance. Allocations. College of Arts and Sciences. English Department. 1978-1988
16	Finance. Allocations. College of Arts and Sciences. Foreign Languages Department. 1981-1990
17	Finance. Allocations. College of Arts and Sciences.

	Geography. 1981-1988
18	Finance. Allocations. College of Arts and Sciences. Geology. 1981-1988
19	Finance. Allocations. College of Arts and Sciences. Health and Physical Education. 1981-1983
20	Finance. Allocations. College of Arts and Sciences. History. 1978-1996
21	Finance. Allocations. College of Arts and Sciences. Math and Computer Sciences. 1978-1992
22	Finance. Allocations. College of Arts and Sciences. Philosophy and Religious Studies. 1981-1992
23	Finance. Allocations. College of Arts and Sciences. Physics and Astronomy. 1981-1992
24	Finance. Allocations. College of Arts and Sciences. Political Sciences and Social Sciences. 1980-1986
25	Finance. Allocations. College of Arts and Sciences. Psychology. 1978-1991
26	Finance. Allocations. College of Arts and Sciences. Social Work. 1994
27	Finance. Allocations. College of Arts and Sciences. Sociology, Anthropology, and Social Work. 1983-1992
28	Finance. Allocations. College of Business. Business Accreditation. 1983-1995
29	Finance. Allocations. College of Education. Early and Middle Childhood Education. 1982-1985
30	Finance. Allocations. College of Education. Educational Administration Doctoral. 1995
31	Finance. Allocations. College of Education. Education: Value Added (Dialog Search). 1981-1985
32	Finance. Allocations. College of Education. Foundations of Education. 1982, 1995
33	Finance. Allocations. College of Education. Institutional Report for the National Council for Accreditation of Teacher Education. 1987-1993
34	Finance. Allocations. College of Education. Special Education. 1983-1982.
35	Finance. Allocations. Williamson Rayen School of Engineering. 1977-1995
36	Finance. Allocations. College of Fine and Performing Arts. 1977-1997
37	Finance. Allocations. College of Fine and Performing Arts. Art Department. 1987-1982
38	Finance. Allocations. College of Fine and Performing Arts. Music Department. 1978-1993
39	Finance. Allocations. College of Fine and Performing Arts. Speech, Communication and Theatre. 1981-1995
40	Finance. Allocations. College of Health and Human Services. Allied Health. 1977-1996
41	Finance. Allocations. College of Health and Human Services. C.A.S.T. Library Committee. 1979-1992

42	Finance. Allocations. College of Health and Human Services. Criminal Justice. 1982-1989
43	Finance. Allocations. College of Health and Human Services. Human Ecology. 1982-1985
44	Finance. Allocations. College of Health and Human Services. Nursing. 1981-1997
45	Finance. Allocations. College of Health and Human Services. Physical Therapy. 1996
46	Finance. Second Allocations. 1980
47	Finance. Space Allocation Utilization. 1983
48	Finance. Space Allocations. 1975-1987
49	Finance. Special Allocations. 1979-1980
50	Finance. Special Allocations. 1989-1990
51	Finance. Special Allocations. 1987-1989
52	Finance. Audit. Internal Audit Response Form. 1992
53	Finance. Audit (Internal). 1993-1994
54	Finance. Audit (Internal). 1996-1998
55	Finance. Average Cost Study. 1984

Box 11

Series IV: Finance (con't)

Folder	Content
1	Finance. Budget and Institutional Study. Internal Budget Meetings. 1984
2	Finance. Budget. 1985-1986
3	Finance. Budget Fiscal. 1987-1992
4	Finance. Budget and Institutional Study. 1988-1990
5	Finance. Budget. 1989-1990. Pt. 1 of 2
6	Finance. Budget. 1989-1990. Pt. 2 of 2
7	Finance. Budget. 1990-1991
8	Finance. Budget Comparisons. 1991-1992
9	Finance. Budget. 1994-1995
10	Finance. Budget. 1996-1997
11	Finance. Budget. 1996-1997
12	Finance. Budget. 1996-1997
13	Finance. Budget. Instructional Equipment. 1996-1997
14	Finance. Budget. 1997-1998
15	Finance. Bursar. 1995
16	Finance. Fines/Collection Center. 1983
17	Finance. Maag Library. Fiscal Procedures. 1975
18	Finance. Formula: .5(circ.) X "Q" 10-81. 1981
19	Finance. Formula: Allocation Proposal 11-81. 1982
20	Finance. Formula: Alternative Methods of Allocating the Library Budget Presented to the Library Committee. November 09, 1981.
21	Finance. Formula: Arts and Science Allocation. 1981

22	Finance. Formula. Draft. May 26, 1981
23	Finance. Formula. General. 1977
24	Finance. Formula. Miscellaneous. 1982
25	Finance. Formula: PBA Percentage-Based Allocation: Proposed by D.C. Genaway. August 1980
26	Finance. Formula: "Q" (CIF, Circ, Stat. Faculty, FTE stud., Stud. Maj.) Cr. Hrs. Ect. 7-81. 1981
27	Finance. Endowment Fund Agreement. Undated
28	Finance. Endowment, Piercy Fund. 1976
29	Finance. Fund Raising Policy. 1996
30	Finance. Gifts. 1983
31	Finance. Gifts. Miscellaneous.
32	Finance. Gifts. Andrews. 1983-1984
33	Finance. Gifts. Beckman. 1991-1996
34	Finance. Gifts. Brown. 1981-1982
35	Finance. Gifts. Chambers. 1976-1978
36	Finance. Gifts. Cohen. 1983-1984
37	Finance. Gifts. Cullinan. 1993
38	Finance. Gifts. Embassy of Socialist Republic of Romania. 1984
39	Finance. Gifts. Frasier. 1982
40	Finance. Gifts. Kelly. 1982
41	Finance. Gifts. Manos. 1994
42	Finance. Gifts. Manos, Dorothy. 1994
43	Finance. Gifts. McNally. 1983
44	Finance. Gifts. Nadler. 1995
45	Finance. Gifts. Ortenzio. 1992
46	Finance. Gifts. Reinman. 1982
47	Finance. Gifts. Rigo. 1980-1981
48	Finance. Gifts. Rudibaugh. 1981-1985
49	Finance. Gifts. Skeggs. 1981
50	Finance. Gifts. Slavin. 1995
51	Finance. Gifts. Sprague. 1980
52	Finance. Gifts. Struble. 1983-1984
53	Finance. Gifts. Thomas Steel Strip Corp. 1984
54	Finance. Gifts. Thomases. 1983-1988
55	Finance. Gifts. Wick Estate. 1981
56	Finance. Gifts. Wood. 1991
57	Finance. Gifts. Yozwiak. 1991
58	Finance. Gift Policy. 1975-1983
59	Finance. Gift Policy. Undated.
60	Finance. Gift Instrument: Gift Policy. Undated
61	Finance. Gift Statistical Summaries. 1973-1993
62	Finance. Gifts. Various. 1984-1995
63	Finance. Grants. 1968-1980. Pt. 1 of 2
64	Finance. Grants. 1968-1980. Pt. 2 of 2
65	Finance. Grants. 1982-1983
66	Finance. Grants. 1984-1985
67	Finance. Grants. 1987-1988
68	Finance. Grants. 1995-1997

69	Finance. Grants. 1999
70	Finance. Grant Proposal. Buhl Foundation. 1995-1996
71	Finance. Grants. OhioLink. 1997
72	Finance. Grant, OhioLink. R215-003-6114. 1998-1999
73	Finance. Grant, Technology Initiative. 1997 Committee. 1997
74	Finance. Grants. Title II-A. 1982-1983
75	Finance. Grants. Title II-A. 1983-1984
76	Finance. Grants. Title II-A. 1983-1984

Box 12

Series IV: Finance (con't)

Folder	Content
1	Finance. Grants. LSCA Title II # 204-340-3060. 1982-1983
2	Finance. Intra-Library Income. 1981
3	Finance. Inventory. 1982-1990
4	Finance. Inventory Control. 1981-1990
5	Finance. Professional Development. 1984-1985

Series V: Managers

These records are made up of the Administrative files within Maag Library mainly during David Genaway's and Tom Atwood's term as director. Files pertain to managerial decisions in regards to planning, meeting minutes with related correspondence, personnel files, and policies and procedures.

Folder	Content
6	Managers. Goals, Missions, Planning. Library Goals. 1991-1993
7	Managers. Goals, Missions, Planning. Mission Statements. 1993
8	Managers. Goals, Missions, Planning. Mission and Goals. 1993
9	Managers. Goals, Missions, Planning. Maag Mission Statement. 1993
10	Managers. Goals, Missions, Planning. Mission and Goals. 1993-1997
11	Managers. Goals, Missions, Planning. YSU Maag Mission Statement. 1993, 1997
12	Managers. Goals, Missions, Planning. Maag Library Mission Statements. 1996-1999
13	Managers. Goals, Missions, Planning. Mission Statement. 1997
14	Managers. Goals, Missions, Planning. Goals/ Objectives. 1998-1999

15	Managers. Goals, Missions, Planning. Goals and Objective Reports from Management. 1998-1999
16	Managers. Goals, Missions, Planning. Goals and Objectives. 1997-2000
17	Managers. Goals, Missions, Planning. Management Objectives. Undated
18	Managers. Goals, Missions, Planning. Administrative Management Plan. 1982-1990
19	Managers. Goals, Missions, Planning. Long Range Planning. Academic Master Plan. 1981-1982
20	Managers. Goals, Missions, Planning. Long Range Planning. Executive Vice-President Goals, Objectives and Activities. 1978-1979
21	Managers. Goals, Missions, Planning. Long Range Planning. Executive Vice-President Administrative Management Plan. 1980-1981
22	Managers. Goals, Missions, Planning. Long Range Planning. LAC Priorities Survey, Assumptions, Long Range Plans. 1981
23	Managers. Goals, Missions, Planning. Long Range Plans. Maag Library Planning Activities. 1979-1980
24	Managers. Goals, Missions, Planning. Long Range Plans. Maag Library. 1982-1990
25	Managers. Goals, Missions, Planning. Long Range Plans. Physical Facilities Master. 1983-1984
26	Managers. Goals, Missions, Planning. Long Range Planning. Strategic Plans. 1984-1994
27	Managers. Goals, Missions, Planning. Long Range Planning. Ten Year Strategic Plan. 1983-1993
28	Managers. Goals, Missions, Planning. Long Range Planning. Urban Studies University and Community Long Range Planning. 1980
29	Managers. Goals, Missions, Planning. Long Range Planning. Strategic Plans 1999-2000
30	Managers. Meeting Minutes. All-Staff Meeting. 1974-1980, 1991
31	Managers. Meeting Minutes. All-Staff Meeting. 1980-1981, 1985
32	Managers. Meeting Minutes. All-Staff Meeting. 1993
33	Managers. Meetings. Classified Advisor Group. Library Advisory Group. 1994
34	Managers. Meetings. Classified Advisory Committee. August 04, 1997
35	Managers. Meetings. Classified Advisory Group. March 18, 1998
36	Managers. Meetings. Classified Advisory Group. 1999
37	Managers. Meetings. In-Service/Mini-Conference. "Integrating Ohiolink 'Interneted' Library Service." 1994
38	Managers. Meetings. In-Service/Mini-Retreat. August 16, 1995
39	Managers. Meetings. In-Service. Staff. 1996-1997

40	Managers. Meetings. In-Service. September 13, 1996
41	Managers. Meetings. In-Service. 1999
42	Managers. Meetings. In-Service. 1999
43	Managers. Meetings. In-Service Evaluation. 1999
44	Managers. Meetings. In-Service/All Staff. 2001
45	Managers. Meetings. In-Service/ Professional Staff. 2001
46	Managers. Meetings. In-Service Day. 2002
47	Managers. Library Section Heads Meeting. Managers Minutes. 1994
48	Managers. Meetings. Library Managers. 1997
49	Managers. Meetings. Manager's Meeting. 1998-1999
50	Managers. Meetings. Managers. General. 1998-1999
51	Managers. Meetings. Manager Meeting Minutes. 1998-2000
52	Managers. Meetings. Managers Meeting. 1999-2000
53	Managers. Meetings. Managers Meeting. 2000-2001
54	Managers. Meetings. Managers Meeting. Agenda and Notes. 2000-2001
55	Managers. Meetings. Managers Meeting. General. 2001-2002
56	Managers. Meetings. Professional Staff. Minutes. 1981-1982
57	Managers. Meetings. Professional Staff. 1982-1983
58	Managers. Meetings. P/A Staff Meeting Minutes. 1983-1985
59	Managers. Meetings. P/A Staff Meeting Minutes. 1986-1989
60	Managers. Meetings. P/A Staff Meeting Minutes. 1990-1992
61	Managers. Meetings. Minutes (General). 1991-1992, 1995, 2000
62	Managers. Meetings. Professional/Administrative Advisory Group Meeting. 1992-1994
63	Managers. Personnel: Agreements. 1980-1993

Box 13

Series V: Managers (con't)

Folder	Content
1	Managers. Personnel Agreements. ACE Negotiations. 1993
2	Managers. Personnel Agreements. Faculty YSU OEA. 1982-1984
3	Managers. Personnel Files. Employment Records. 1958-1984
4	Managers. Personnel Files. Impact of VTLS. 1983-1984
5	Managers. Personnel Files. Long Range Plan 1984-1994. 1983-1984
6	Managers. Personnel Files. Parties – Christmas. 1992
7	Managers. Personnel Files. Photo Directory. 1990
8	Managers. Personnel Files. Restructuring. 1993
9	Managers. Personnel Files. Staff Reorganization. 1984-1990
10	Managers. Personnel Files. Beronja, Debra. 2001
11	Managers. Personnel Files. Jones, George. 1970s.
12	Managers. Personnel Files. Karns, Louise. 1983

13	Managers. Personnel Files. Mudrak, Angela. 2001
14	Managers. Personnel Files. Rienerth, Sharon. 1981-1985
15	Managers. Personnel Files. Rohrbaugh, Lisa. 1990-1993
16	Managers. Personnel Files. Rohrbaugh, Paul. 2001
17	Managers. Personnel Files. Romeo, Jean. 1986
18	Managers. Personnel Files. Rotar, Donald. 1990-1996
19	Managers. Personnel Files. Rowley, Amelia. 1970-1983
20	Managers. Personnel Files. Rozum, Zetha. 1982-1994
21	Managers. Personnel Files. Schnuttgen, Hildegard. 1972-1993, 1996, 2004
22	Managers. Personnel Files. Schnuttgen. Hildegard.
23	Managers. Policies and Procedures. Administrative Manual. 1984
24	Managers. Policies and Procedures. Catalog. 1977-1992
25	Managers. Policies and Procedures. Catalog. Sundry. 1977-1989
26	Managers. Policies and Procedures. Circulation. 1981-1991
27	Managers. Policies and Procedures. Circulation. 1984-1991
28	Managers. Policies and Procedures. Circulation. Fines and Policy. 1984-1989
29	Managers. Policies and Procedures. Circulation. Flowchart. 1984
30	Managers. Policies and Procedures. Circulation. Issuing of Receipts. 1985
31	Managers. Policies and Procedures. Circulation. Student Employee Manual for VTLS. 1986
32	Managers. Policies and Procedures. Collection Development. 1978-1982
33	Managers. Policies and Procedures. Collection Development. 1980-1981
34	Managers. Policies and Procedures. Computer Lab Policies. 1999
35	Managers. Policies and Procedures. Emergency Procedures. 1978
36	Managers. Policies and Procedures. Emergency Procedures. 1977-1994
37	Managers. Policies and Procedures. Emergency- Calling Tree. 2000-2001
38	Managers. Policies and Procedures. Emergency Closing. 1993
39	Managers. Policies and Procedures. Emergency Phone List. 1998-2000
40	Managers. Policies and Procedures. Emergency – Telephone Directory and Maps. 2000-2002
41	Managers. Policies and Procedures. Emergency. Tornado Plan. 1986
42	Managers. Policies and Procedures. Emergency. Tornado Plans. Calling Tree. 1986
43	Managers. Policies and Procedures. Hours. 1974-1994
44	Managers. Policies and Procedures. Hours and Gate Counts.

	1980-1995.
45	Managers. Policies and Procedures. Internet Access Policy. 1998-1999
46	Managers. Policies and Procedures. Librarian in Charge. 1981
47	Managers. Policies and Procedures. Library Coordinators. 1980-1993
48	Managers. Policies and Procedures. Library Evaluation. 1980
49	Managers. Policies and Procedures. Library Fees and Charges. 1997-1999
50	Managers. Policies and Procedures. Liaisons and Coordinators. 1993-1996
51	Managers. Policies and Procedures. Maag Faculty Info Sheets. 1997
52	Managers. Policies and Procedures. Microforms: General. 1975-1982
53	Managers. Policies and Procedures. Non-Book Material. 1993-1994
54	Managers. Policies and Procedures. Organizational Chart. 1981
55	Managers. Policies and Procedures. Organizational Chart – Library. 1980-1982, 1986, 1990-1992
56	Managers. Policies and Procedures. Organizational Chart. Maag. 1997-1998
57	Managers. Policies and Procedures. Organizational Chart. Maag Library. 1997-2003
58	Managers. Policies and Procedures. Organizational Chart. University. 1982-1983

Box 14

Series V: Managers (con't)

Folder	Content
1	Managers. Policies and Procedures. Patron Conduct Policies. 1994
2	Managers. Policies and Procedures. Periodical Holdings List. 1976-1984
3	Managers. Policies and Procedures. Policies. 1977-1981, 1991, undated
4	Managers. Policies and Procedures. Public Service. 1976-1985
5	Managers. Policies and Procedures. Public Service. Handling Books in General Collections. 1985
6	Managers. Policies and Procedures. Student Employees Policy. 1982
7	Managers. Policies and Procedures. Thesis Binding. 1979-1990

8	Managers. Policies and Procedures. Tobacco Use and Abuse Policy. 1989
9	Managers. Policies and Procedures. Weeding Project. 1974-1984
10	Managers. Various. Articles of Interest. 2001
11	Managers. Various. Maag Website History. 2000
12	Managers. Various. Reorganization. 2000

Series VI: Newsletters and Publications

 This series involves a variety of newsletter and publications pertaining to the library. Publication includes Acquisition Formulas, the University Bulletins, and Newspaper clippings. Newsletters included WYSU and various library newsletters from mainly the 1990s-2000s.

Folder	Content
13	Newsletters and Publications. Acquisitions Formulas. 1986
14	Newsletters and Publications. Bookends. 1996
15	Newsletters and Publications. Bookends. 1996-1998
16	Newsletters and Publications. Bookends. 1996-1998
17	Newsletters and Publications. Bookends. January – July 1997
18	Newsletters and Publications. Bookends. July – December 1997
19	Newsletters and Publications. Bookends. 1998
20	Newsletters and Publications. Bookends. 1998-1999
21	Newsletters and Publications. Bookends. 1999
22	Newsletters and Publications. Books, Bits, Bytes, Information Interface. Vol. 2 No. 1. 1985
23	Newsletters and Publications. Books, Bits, Bytes, Information Interface. 1985-1987
24	Newsletters and Publications. Books, Bits, Bytes, Information Interface. 1985-1988
25	Newsletters and Publications. Books, Bits, Bytes, Information Interface. 1986
26	Newsletters and Publications. Books, Bits, Bytes, Information Interface. 1988
27	Newsletters and Publications. Bulletins. Undergraduate Catalog. 1992-1993
28	Newsletters and Publications. General Counsel Newsletter. 1995
29	Newsletter and Publications. Guide to Academic Computing. 1990
30	Newsletters and Publications. Jambar Articles. 1998-1999
31	Newsletters and Publications. Library Related Publications. 1994-2000
32	Newsletters and Publications. The Maag Library Dispatch. 1994
33	Newsletters and Publications. Maag Library Review. 1992

34	Newsletters and Publications. Maag Library Review. 1992
35	Newsletters and Publications. Maag Lines. Maag Library Review. 1992
36	Newsletters and Publications. Maag Library Review. 1992, 1997-1998
37	Newsletters and Publications. Interface: News Release. 1981
38	Newsletters and Publications. Maag Library Review. February 1992
39	Newsletters and Publications. Newspaper Clipping. 1976
40	Newsletters and Publications. Newspaper Clippings. 1971-2002
41	Newsletter and Publications. Newspaper Clippings. 1974-2002
42	Newsletters and Publications. OhioLink Newsletters. 1999-2005
43	Newsletters and Publications. The Overdue Review. 1982
44	Newsletters and Publications. The Overdue Review. 1982-1988
45	Newsletters and Publications. The Overdue Review. 1982-1992
46	Newsletters and Publications. Stack House News. News from the Library Depository. 1995
47	Newsletters and Publications. Various – Maag Library and WYSU. 1996-1997, 2005
48	Newsletters and Publications. Various/Miscellaneous.
49	Newsletters and Publications. Various. 1976, 1991-1997
50	Newsletters and Publications. YSU: Maag Library Connecting from Home. Undated

Box 15

Series VII: Reports

A majority of the reports in this series are Annual Reports of the Library from the 1970s-2000s. There are some separate sectional reports for various areas of the library. Towards the end of the series, there are some more general, state and government reports on libraries. There are also a couple of reports on Youngstown State University specifically an annual report and a report from the President on the conversion from Quarters to Semesters.

Folder	Content
1	Reports. Youngstown College/University Library Reports. 1945-1961
2	Reports. Annual Reports. 1970-1971
3	Reports. Annual Reports. 1971-1972
4	Reports. Annual Reports. 1972-1973
5	Reports. Annual Reports. 1973-1974
6	Reports. Annual Reports. 1974-1975
7	Reports. Annual Reports. 1975-1976

8	Reports. Annual Reports. 1976-1977
9	Reports. Annual Reports. 1977-1978
10	Reports. Annual Reports. 1978-1979
11	Reports. Annual Reports. 1979-1980
12	Reports. Annual Reports. 1980-1981
13	Reports. Annual Reports. 1980-1981
14	Reports. Annual Reports. Original Copies. 1981-1982
15	Reports. Annual Reports. 1981-1982
16	Reports. Annual Reports. Original Copies. 1982-1983
17	Reports. Annual Reports. 1982-1983
18	Reports. Annual Reports. 1983-1984
19	Reports. Annual Reports. 1984-1985
20	Reports. Annual Reports. 1985-1986
21	Reports. Annual Reports. 1986-1987
22	Reports. Annual Reports. 1987-1988
23	Reports. Annual Reports. 1988-1989
24	Reports. Annual Reports. 1989-1990
25	Reports. Annual Reports. 1990
26	Reports. Annual Reports. 1991-1992
27	Reports. Annual Reports. 1992-1993
28	Reports. Annual Reports. 1993-1994
29	Reports. Annual Reports. 1994-1995
30	Reports. Annual Reports. 1995-1996
31	Reports. Annual Reports. 1996-1997
32	Reports. Annual Reports. 1997-1998
33	Reports. Annual Reports. 1998-1999
34	Reports. Annual Reports. 1999-2000
35	Reports. Annual Reports. 2000-2001

Box 16

Series VII: Reports

Folder   **Content**

1	Reports. Annual Reports. 2001-2002
2	Reports. Annual Reports. 2002-2003
3	Reports. Annual Reports. 2003-2004
4	Reports. Annual Reports. 2004-2005
5	Reports. Annual Reports. 2006
6	Reports. Annual Reports. 2006-2008
7	Reports. Annual Reports. Sections. 1961-1970
8	Reports. Annual Reports. Quarterly Reports. Various areas. 1990-1991
9	Reports. Annual Reports. Sectional. 1992-1993
10	Reports. Annual Reports. Sectional. 1993-1994
11	Reports. Annual Reports. Sectional. 1996-1997
12	Reports. Annual Reports. Acquisitions. 1990-1991
13	Reports. Annual Reports. Acquisitions. 1996-1997

14	Reports. Annual Reports. Catalog Department. 1973-1989
15	Reports. Annual Reports. Catalog. 1985
16	Reports. Annual Reports. Catalog. 1990-1991
17	Reports. Annual Reports. Catalog. 1990-1992
18	Reports. Annual Reports. Catalog. 1991-1992
19	Reports. Annual Reports. Catalog. 1995-1996
20	Reports. Annual Reports. Catalog. 1996-1997
21	Reports. Annual Reports. Catalog. 1996-1997
22	Reports. Annual Reports. Public Service. 1985
23	Reports. Annual Reports. Circulation. 1990-1991
24	Reports. Annual Reports. Circulation/Public Service. 1991-1992
25	Reports. Annual Reports. Circulation/Public Service. 1996-1997
26	Reports. Annual Reports. Government Documents. 1985
27	Reports. Annual Reports. Government Documents. 1990-1991
28	Reports. Annual Reports. Government Documents. 1991-1992
29	Reports. Annual Reports. Government Documents. 1995-1996
30	Reports. Annual Reports. Microforms. 1990-1991
31	Reports. Annual Reports. Microforms. 1991-1992
32	Reports. Annual Reports. Microforms. 1995-1996
33	Reports. Annual Reports. Reference. 1978-1995
34	Reports. Annual Reports. Reference. 1984-1985
35	Reports. Annual Reports. Reference. 1990-1991
36	Reports. Annual Reports. Reference. 1991-1992
37	Reports. Annual Reports. Reference. 1995-1996
38	Reports. Annual Reports. Research. 1990-1991
39	Reports. Annual Reports. Research. 1991-1992
40	Reports. Annual Reports. Research/ Admin. Studies. 1995-1996
41	Reports. Monthly Reports. Systems Librarian. 1985-1992. Pt. 1 of 2
42	Reports. Monthly Reports. Systems Librarian. 1985-1992. Pt. 2 of 2
43	Reports. Annual Reports. Systems. 1990-1991
44	Reports. Annual Reports. Systems. 1991-1992
45	Reports. Annual Reports. Systems. 1995-1996
46	Reports. Annual Reports. Serials. 1983-1984
47	Reports. Annual Reports. Technical Services. 1984-1985
48	Reports. Annual Reports. Serials. 1990-1991
49	Reports. Annual Reports. Serials and Technical Services. 1991-1992
50	Reports. Annual Reports. Serials and Technical Services. 1995-1996
51	Reports. Annual Reports. Wilcox CRC Reports. 1997
52	Reports. Government Reports. 1937-1971
53	Reports. American College and Research Libraries Report on

University Library Standards. Undated
54   Reports. Youngstown State University Annual Reports. 1995-1996
55   Reports. Government Doucments. Marcive. 1989-1991
56   Reports. QTR 1986-1987 Government Documents. 1990-1993
57   Reports. Higher Education General Information Survey Reports. 1971-1976
58   Reports. OBOR: A Study of Academic Library Needs. 1984
59   Reports. OBOR: Library Study Report. 1987
60   Reports. Q2S. Quarter to Semesters Report of the President. 1998

Box 17

Series VIII: Security Files

The majority of these files contain police reports of thefts and disturbances within Maag library from the late 1980s-mid 1990s. A majority of the files have been censored; however a number of files within this box are RESTRICTED to patron use. Limited access to this box is required.

Folder   **Content**

1   Security Files. Police Correspondence. 1980-1992. Pt. 1 of 2
2   Security Files. Police Correspondence. 1980-1992. Pt. 2 of 2
3   Security Files. Police Investigation and Reports. 1987-1992. Pt. 1 of 2
4   Security Files. Police Investigation and Reports. 1987-1992. Pt. 2 of 2
5   Security Files. Police Reports. 1990-1992
6   Security Files. Police Reports. 1994-1996
7   Security Files. Police Reports. 1996
8   Security Files. Various. Crime Prevention Survey. 1982
9   Security Files. Various. Food in Building. 1982-1987
10   Security Files. Various. YSU Police Department Policies and Procedures. 1984
11   Security Files. Various. Safety and security in Maag Library. 1986-1991
12   Security Files. Various. Tattle-tape: Book Detecting System. 1979
*The remainder of the files in the box is restricted

Box 18

Series IX: Statistics

The statistics in this series is mainly from the circulation department of Maag Library from 1972-2004. Early statistics are arranged by year and the later statistics are broken

down by month. There are also some miscellaneous statistics from the catalog department of Maag Library, YSU, Kent State and general higher education statistics in the beginning of this series.

Folder	Content
1	Statistics. Higher Education U. S. 1983-1984
2	Statistics. Kent State. Circulation. 1975
3	Statistics. YSU Statistics. 1984
4	Statistics. Catalog. Monthly Reports. 1993-1995
5	Statistics. Catalog. 1985
6	Statistics. Catalog. 1996-1997
7	Statistics. Circulation. Problems. 1982
8	Statistics. Circulation Statistics. 1955-1973
9	Statistics. Circulation Statistics. 1979-1981
10	Statistics. Circulation Statistics. July 1972- June 1973
11	Statistics. Circulation Statistics. July 1973- June 1974
12	Statistics. Circulation Statistics. July 1974- June 1975
13	Statistics. Circulation Statistics. July 1975- June 1976
14	Statistics. Circulation Statistics. July 1976- June 1977
15	Statistics. Circulation Statistics. July 1977- June 1978
16	Statistics. Circulation Statistics. July 1978- June 1979
17	Statistics. Circulation Statistics. July 1979- June 1980
18	Statistics. Circulation Statistics. July 1980- June 1981
19	Statistics. Circulation Statistics. July 1981- June 1982
20	Statistics. Circulation Statistics. July 1982- June 1983
21	Statistics. Circulation Statistics. July 1983- June 1984
22	Statistics. Circulation Statistics. July 1984- June 1985
23	Statistics. Circulation Statistics. July 1985- June 1986
24	Statistics. Circulation Statistics. July 1986- June 1987
25	Statistics. Circulation Statistics. July 1987- June 1988
26	Statistics. Circulation Statistics. July 1987
27	Statistics. Circulation Statistics. August 1987
28	Statistics. Circulation Statistics. September 1987
29	Statistics. Circulation Statistics. October 1987
30	Statistics. Circulation Statistics. November 1987
31	Statistics. Circulation Statistics. December 1987
32	Statistics. Circulation Statistics. January 1988
33	Statistics. Circulation Statistics. February 1988
34	Statistics. Circulation Statistics. March 1988
35	Statistics. Circulation Statistics. April 1988
36	Statistics. Circulation Statistics. May 1988
37	Statistics. Circulation Statistics. June 1988
38	Statistics. Circulation Statistics. 1987-1988
39	Statistics. Circulation Statistics. July 1988- June 1989
40	Statistics. Circulation Statistics. July 1988
41	Statistics. Circulation Statistics. August 1988
42	Statistics. Circulation Statistics. September 1988
43	Statistics. Circulation Statistics. October 1988
44	Statistics. Circulation Statistics. November 1988

45	Statistics. Circulation Statistics. December 1988
46	Statistics. Circulation Statistics. January 1989
47	Statistics. Circulation Statistics. February 1989
48	Statistics. Circulation Statistics. March 1989
49	Statistics. Circulation Statistics. May 1989
50	Statistics. Circulation Statistics. June 1989
51	Statistics. Circulation Statistics. July 1989- June 1990

Box 19

Series IX: Statistics

Folder	Content
1	Statistics. Circulation Statistics. 1986-1992 assorted
2	Statistics. Circulation Statistics. 1988-1989 quarters
3	Statistics. Circulation Statistics. 1988-1989 working copy
4	Statistics. Circulation Statistics. July 1989
5	Statistics. Circulation Statistics. August 1989
6	Statistics. Circulation Statistics. September 1989
7	Statistics. Circulation Statistics. October 1989
8	Statistics. Circulation Statistics. November 1989
9	Statistics. Circulation Statistics. December 1989
10	Statistics. Circulation Statistics. January 1990
11	Statistics. Circulation Statistics. February 1990
12	Statistics. Circulation Statistics. March 1990
13	Statistics. Circulation Statistics. April 1990
14	Statistics. Circulation Statistics. May 1990
15	Statistics. Circulation Statistics. June 1990
16	Statistics. Circulation Statistics. 1989-1990
17	Statistics. Circulation Statistics. July 1990- June 1991
18	Statistics. Circulation Statistics. July 1990
19	Statistics. Circulation Statistics. August 1990
20	Statistics. Circulation Statistics. September 1990
21	Statistics. Circulation Statistics. 1990-1991 1st quarters
22	Statistics. Circulation Statistics. October 1990
23	Statistics. Circulation Statistics. November 1990
24	Statistics. Circulation Statistics. December 1990
25	Statistics. Circulation Statistics. January 1991
26	Statistics. Circulation Statistics. February 1991
27	Statistics. Circulation Statistics. March 1991
28	Statistics. Circulation Statistics. 1990-1991 3rd quarter
29	Statistics. Circulation Statistics. April 1991
30	Statistics. Circulation Statistics. May 1991
31	Statistics. Circulation Statistics. June 1991
32	Statistics. Circulation Statistics. 1990-1991 4rth quarter
33	Statistics. Circulation Statistics. July 1991- June 1992
34	Statistics. Circulation Statistics. July 1991
35	Statistics. Circulation Statistics. August 1991
36	Statistics. Circulation Statistics. September 1991

37	Statistics. Circulation Statistics. October 1991
38	Statistics. Circulation Statistics. November 1991
39	Statistics. Circulation Statistics. December 1991
40	Statistics. Circulation Statistics. July-December 1991
41	Statistics. Circulation Statistics. January 1992
42	Statistics. Circulation Statistics. February 1992
43	Statistics. Circulation Statistics. March 1992
44	Statistics. Circulation Statistics. April 1992
45	Statistics. Circulation Statistics. May 1992
46	Statistics. Circulation Statistics. June 1992
47	Statistics. Circulation Statistics. 1991-1992
48	Statistics. Circulation Statistics. July 1992- June 1993
49	Statistics. Circulation Statistics. July 1992
50	Statistics. Circulation Statistics. August 1992
51	Statistics. Circulation Statistics. September 1992
52	Statistics. Circulation Statistics. October 1992
53	Statistics. Circulation Statistics. November 1992
54	Statistics. Circulation Statistics. December 1992
55	Statistics. Circulation Statistics. January 1993
56	Statistics. Circulation Statistics. February 1993
57	Statistics. Circulation Statistics. March 1993
58	Statistics. Circulation Statistics. April 1993
59	Statistics. Circulation Statistics. May 1993
60	Statistics. Circulation Statistics. June 1993
61	Statistics. Circulation Statistics. 1992-1993 quarters
62	Statistics. Circulation Statistics. System log. 1993-1994
63	Statistics. Circulation Statistics. "PreOhiolink." July-August 1993
64	Statistics. Circulation Statistics. July 1993- June 1994
65	Statistics. Circulation Statistics. July 1993
66	Statistics. Circulation Statistics. August 1993
67	Statistics. Circulation Statistics. September 1993
68	Statistics. Circulation Statistics. October 1993
69	Statistics. Circulation Statistics. November 1993
70	Statistics. Circulation Statistics. December 1993

Box 20

Series IX: Statistics

Folder	Content
1	Statistics. Circulation Statistics. January 1994
2	Statistics. Circulation Statistics. February 1994
3	Statistics. Circulation Statistics. March 1994
4	Statistics. Circulation Statistics. April 1994
5	Statistics. Circulation Statistics. May 1994
6	Statistics. Circulation Statistics. June 1994
7	Statistics. Circulation Statistics. July 1994
8	Statistics. Circulation Statistics. August 1994

9	Statistics. Circulation Statistics. September 1994
10	Statistics. Circulation Statistics. October 1994
11	Statistics. Circulation Statistics. November 1994
12	Statistics. Circulation Statistics. December 1994
13	Statistics. Circulation Statistics. January 1995
14	Statistics. Circulation Statistics. February 1995
15	Statistics. Circulation Statistics. March 1995
16	Statistics. Circulation Statistics. April 1995
17	Statistics. Circulation Statistics. May 1995
18	Statistics. Circulation Statistics. June 1995
19	Statistics. Circulation Statistics. July 1995
20	Statistics. Circulation Statistics. August 1995
21	Statistics. Circulation Statistics. September 1995
22	Statistics. Circulation Statistics. October 1995
23	Statistics. Circulation Statistics. November 1995
24	Statistics. Circulation Statistics. December 1995
25	Statistics. Circulation Statistics. January 1996
26	Statistics. Circulation Statistics. February 1996
27	Statistics. Circulation Statistics. March 1996
28	Statistics. Circulation Statistics. April 1996
29	Statistics. Circulation Statistics. May 1996
30	Statistics. Circulation Statistics. June 1996
31	Statistics. Circulation Statistics. July 1996
32	Statistics. Circulation Statistics. August 1996
33	Statistics. Circulation Statistics. September 1996

Box 21

Series IX: Statistics

Folder	Content
1	Statistics. Circulation Statistics. October 1996
2	Statistics. Circulation Statistics. November 1996
3	Statistics. Circulation Statistics. December 1996
4	Statistics. Circulation Statistics. January 1997
5	Statistics. Circulation Statistics. February 1997
6	Statistics. Circulation Statistics. March 1997
7	Statistics. Circulation Statistics. April 1997
8	Statistics. Circulation Statistics. May 1997
9	Statistics. Circulation Statistics. June 1997
10	Statistics. Circulation Statistics. July 1997
11	Statistics. Circulation Statistics. August 1997
12	Statistics. Circulation Statistics. September 1997
13	Statistics. Circulation Statistics. October 1997
14	Statistics. Circulation Statistics. November 1997
15	Statistics. Circulation Statistics. December 1997
16	Statistics. Circulation Statistics. January 1998
17	Statistics. Circulation Statistics. February 1998
18	Statistics. Circulation Statistics. March 1998

19	Statistics. Circulation Statistics. April 1998
20	Statistics. Circulation Statistics. May 1998
21	Statistics. Circulation Statistics. June 1998
22	Statistics. Circulation Statistics. July 1998
23	Statistics. Circulation Statistics. August 1998
24	Statistics. Circulation Statistics. September 1998
25	Statistics. Circulation Statistics. October 1998
26	Statistics. Circulation Statistics. November 1998
27	Statistics. Circulation Statistics. December 1998
28	Statistics. Circulation Statistics. January 1999
29	Statistics. Circulation Statistics. February 1999
30	Statistics. Circulation Statistics. March 1999
31	Statistics. Circulation Statistics. April 1999
32	Statistics. Circulation Statistics. May 1999
33	Statistics. Circulation Statistics. June 1999

Box 22

Series IX: Statistics

Folder   **Content**

1	Statistics. Circulation Statistics. July 1999
2	Statistics. Circulation Statistics. August 1999
3	Statistics. Circulation Statistics. September 1999
4	Statistics. Circulation Statistics. October 1999
5	Statistics. Circulation Statistics. November 1999
6	Statistics. Circulation Statistics. December 1999
7	Statistics. Circulation Statistics. January 2000
8	Statistics. Circulation Statistics. February 2000
9	Statistics. Circulation Statistics. March 2000
10	Statistics. Circulation Statistics. April 2000
11	Statistics. Circulation Statistics. May 2000
12	Statistics. Circulation Statistics. June 2000
13	Statistics. Circulation Statistics. July 2000
14	Statistics. Circulation Statistics. August 2000
15	Statistics. Circulation Statistics. September 2000
16	Statistics. Circulation Statistics. October 2000
17	Statistics. Circulation Statistics. November 2000
18	Statistics. Circulation Statistics. December 2000
19	Statistics. Circulation Statistics. January 2001
20	Statistics. Circulation Statistics. February 2001
21	Statistics. Circulation Statistics. March 2001
22	Statistics. Circulation Statistics. April 2001
23	Statistics. Circulation Statistics. May 2001
24	Statistics. Circulation Statistics. June 2001
25	Statistics. Circulation Statistics. July 2001
26	Statistics. Circulation Statistics. August 2001
27	Statistics. Circulation Statistics. September 2001
28	Statistics. Circulation Statistics. October 2001

29	Statistics. Circulation Statistics. November 2001
30	Statistics. Circulation Statistics. December 2001
31	Statistics. Circulation Statistics. January 2002
32	Statistics. Circulation Statistics. February 2002

Box 23

Series IX: Statistics

Folder	**Content**
1	Statistics. Circulation Statistics. March 2002
2	Statistics. Circulation Statistics. April 2002
3	Statistics. Circulation Statistics. May 2002
4	Statistics. Circulation Statistics. June 2002
5	Statistics. Circulation Statistics. July 2002
6	Statistics. Circulation Statistics. August 2002
7	Statistics. Circulation Statistics. September 2002
8	Statistics. Circulation Statistics. October 2002
9	Statistics. Circulation Statistics. November 2002
10	Statistics. Circulation Statistics. December 2002
11	Statistics. Circulation Statistics. January 2003
12	Statistics. Circulation Statistics. February 2003
13	Statistics. Circulation Statistics. March 2003
14	Statistics. Circulation Statistics. April 2003
15	Statistics. Circulation Statistics. May 2003
16	Statistics. Circulation Statistics. June 2003
17	Statistics. Circulation Statistics. July 2003
18	Statistics. Circulation Statistics. August 2003
19	Statistics. Circulation Statistics. October 2003
20	Statistics. Circulation Statistics. November 2003
21	Statistics. Circulation Statistics. December 2003
22	Statistics. Circulation Statistics. January 2004
23	Statistics. Circulation Statistics. February 2004
24	Statistics. Circulation Statistics. March 2004
25	Statistics. Circulation Statistics. April 2004
26	Statistics. Circulation Statistics. May 2004
27	Statistics. Circulation Statistics. June 2004
28	Statistics. Circulation Statistics. July 2004
29	Statistics. Circulation Statistics. August 2004

Box 24

Series X: Subject Files

Subject Files is basically the catch-all for the files which do not specifically fit into any of the other series. In this collection this is basically general University document which do not specifically relate to the University Library.

Folder	**Content**

1	Subject Files. Academic Affairs Manual. 1988-1993
2	Subject Files. Academic Affairs Priorities. 1998-2000
3	Subject Files. Academic Computing. Past, Present, and Future. May 14, 1997
4	Subject Files. Academic Calendar. 1980-1993
5	Subject Files. Academic Library Association of Ohio. 1975
6	Subject Files. Accreditation North Central. 1996-1997
7	Subject Files. Affirmative Action. 1975-1992 gaps
8	Subject Files. Alumni Association. 2000
9	Subject Files. Alumni Office. 1981-1990
10	Subject Files. American Library Association. Directory Updates. 1988
11	Subject Files. American Library Association. Minority Recruitment and Statistics. 1974
12	Subject Files. American Library Association. Standards for College Libraries. 1959
13	Subject Files. American National Standards Institute. 1988, 1990
14	Subject Files. Ashtabula: Continuing Education and Distant Learning. 1994
15	Subject Files. Biennia 1991-1996. Capital Plans. 1989
16	Subject Files. Booksale. 1982
17	Subject Files. Bursar. 1994-1995
18	Subject Files. Campus Space Utilization Plan. 1994
19	Subject Files. Career Beginnings Program. 1987
20	Subject Files. Databases. CAS/STN International. 1993-1997. Pt. 1 of 2
21	Subject Files. Databases. CAS/STN International. 1993-1997. Pt. 2 of 2
22	Subject Files. Christmas Parties. 1986, 1989, 1997
23	Subject Files. Coffee Shop. 2002
24	Subject Files. Comdoc. Copy Service. 1997
25	Subject Files. Computing and Info Systems. 1997
26	Subject Files. Continuing Education. 1980-1991
27	Subject Files. Coordinators/ Liaisons. 1993-1994
28	Subject Files. Coordinators/ Liaisons. 1994-1995
29	Subject Files. Copyright. Undated
30	Subject Files. Courtesy Cards. 1981-1983
31	Subject Files. Cushwa Center. 1980-1983, 1992
32	Subject Files. Database Searching Online: Correspondence. 1980-1981
33	Subject Files. Database Searching Online: Dialog Contract. 1981, 1988
34	Subject Files. Database Searching Online: General. 1981, 1985
35	Subject Files. Database Searching Online: Meetings. 1982
36	Subject Files. Dial Access Procedures. 1986
37	Subject Files. Diamond Jubilee. 1983
38	Subject Files. EBSCO. 1989-1992

39	Subject Files. Educational Partnership for the 21st Century. Undated
40	Subject Files. The Electronic Campus. 1994
41	Subject Files. Electronic Campus. 1994
42	Subject Files. English Festival. 1981-1990
43	Subject Files. Enrollment Ohio. 1980
44	Subject Files. Enrollment Services. 1991
45	Subject Files. E.R.I.C. 1987
46	Subject Files. Executive Vice-President. 1979-1982
47	Subject Files. Faculty Club. 1981
48	Subject Files. Festschrift. 1989
49	Subject Files. First Search. 1994
50	Subject Files. Freenet. 1987-1988
51	Subject Files. Gaylord Circulation Control System. 1977
52	Subject Files. German Worker Culture. 1999
53	Subject Files. Government Doc. And Microfilm Brochures. 1981
54	Subject Files. Government Depository. 1971-1980
55	Subject Files. Holiday Card. Undated
56	Subject Files. How to Find What You Want. 1977-1983
57	Subject Files. Instructional Equipment. 1994-1995
58	Subject Files. Integrated Library System. 1983-1984
59	Subject Files. Integrated Library System. CLSI/VTLS Summary/ Survey. 1983
60	Subject Files. Integrated Library System: General. 1982-1985
61	Subject Files. Integrated Library System: Request for Quotations. Undated
62	Subject Files. Interface. General. 1978-1983
63	Subject Files. Inter-University Library Council. 1970-1974
64	Subject Files. Inter-University Library Council. 1975-1977
65	Subject Files. International Institute. 1978-1985

Box 25

Series X: Subject Files

Folder	Content
1	Subject Files. Handicapped Services. 1981-1992
2	Subject Files. Hegis. Fall 1977
3	Subject Files. Hegis. Fall 1979
4	Subject Files. Hegis. Fall 1982
5	Subject Files. Hegis. Fall 1985
6	Subject Files. High School Student Handout. 1987-1988
7	Subject Files. History. YSU and its Library. 1976
8	Subject Files. Library Receipt Book. Undated
9	Subject Files. LOCIS (Library of Congress Information System). 1993
10	Subject Files. Maag Library Miscellaneous. Undated
11	Subject Files. Maagnet. 1988, 1993

12	Subject Files. McGuffey. 1997
13	Subject Files. Media and Academic Computing. 2001
14	Subject Files. Microcomputers and Word Processing. Study Packets. 1984
15	Subject Files. Miscellaneous. Various 1970s-2000
16	Subject Files. Miscellaneous Library Information. Various
17	Subject Files. Mitchell Graphics. 2001
18	Subject Files. Networks. Mullins. 1991-1992
19	Subject Files. National Library Week. 2001
20	Subject Files. National Library Week. 2002-2003
21	Subject Files. Nexis. 1996
22	Subject Files. North Central Association Evaluation. 1976, 1986, 1992
23	Subject Files. Nursing. St. Elizabeth Collection. Nursing Library. 1995
24	Subject Files. Ohio Board of Regents. 1992-1993
25	Subject Files. Ohio Board of Regents. 1982 Master Plan for Higher Education. 1982
26	Subject Files. Ohio Board of Regents. A Study of Academic Library Needs for 1988-1994 and 1994-2000. 1986-1994
27	Subject Files. Ohio College Association Ohio Seaway South. 1970s
28	Subject Files. Ohio Documents. 1971-1973
29	Subject Files. Online Catalog Access. 1987
30	Subject Files. Oral History Program. 1981
31	Subject Files. Oral History Program. 1992
32	Subject Files. Press Release. 1997
33	Subject Files. Proposal for Campus-wide Communications Network. 1992
34	Subject Files. Quest. 1998
35	Subject Files. Quest. 2000
36	Subject Files. Quilt. 1976
37	Subject Files. Records Retention Schedule. 1982-1997
38	Subject Files. Reference Use: Analysis of Materials and Patrons by. E.A. Glasgow. 1992
39	Subject Files. Surveys. 1986-1994. Pt. 1 of 2
40	Subject Files. Surveys. 1986-1994. Pt. 2 of 2
41	Subject Files. Survey. Online Public Access Catalog. 1986
42	Subject Files. Verifications for Inventory and CICS/M204 Authorization. 1992
43	Subject Files. VTLS Procedures. Conference. 1986
44	Subject Files. VTLS Guides. 1985
45	Subject Files. VTLS Software Enhancements. 1986-1987

Box 26

Series X: Subject Files

Folder	Content
1	Subject Files. VTLS Guild to ACQ and Fund ACCTG. 1989
2	Subject Files. VTLS Users' Group Members. 1991
3	Subject Files. VTLS Computer Room Blueprints. 1984
4	Subject Files. VTLS Software Purchase Order. 1984/1985
5	Subject Files. VTLS Correspondence/ Contract. 1984
6	Subject Files. WKBN Archives. 1999
7	Subject Files. WFMJ News. 1996
8	Subject Files. Y2K. 1998-1999
9	Subject Files. YPL/YSU Library Relationship. 1994
10	Subject Files. YSU Campus Maps. Parking Services. 1990-1995

Series XI: Media

This series is contains various photographs found within the collection.

11	Media. Photographs. 1975
12	Media. Photographs. Various
13	Media. Photographs. Display of Zeppelin. Undated
14	Media. Photographs. Festschrift. Undated
15	Media. Photographs. Kevin Whitfield. Undated

Series XII: Auxiliaries

The Auxiliary files contain information on the Friends of Maag Library from the 1970s to 2000s. Items include minutes, memberships, constitution and bylaws, fundraising events and correspondence of the organization.

16	Auxiliaries. Friends of Maag Library. 1984
17	Auxiliaries. Friends of Maag Library. 1985-1995
18	Auxiliaries. Friends of Maag Library. 2001
19	Auxiliaries. Friends of Maag Library. 1984, 2001
20	Auxiliaries. Friends of Maag Library. Address Master for Local Radio, Newspapers and TV stations. Undated
21	Auxiliaries. Friends of Maag Library. BOT Mailing Labels. 1991-1992
22	Auxiliaries. Friends of Maag Library. By-laws. Undated
23	Auxiliaries. Friends of Maag Library. Commemorative Plaques. 1987
24	Auxiliaries. Friends of Maag Library. Correspondence. 1977-1990. Pt. 1 of 2
25	Auxiliaries. Friends of Maag Library. Correspondence. 1977-1990. Pt. 2 of 2
26	Auxiliaries. Friends of Maag Library. Events. 1985-1989

27	Auxiliaries. Friends of Maag. General. 1980-1994
28	Auxiliaries. Friends of Maag Library. Gifts. 1984-1992
29	Auxiliaries. Friends of Maag Library. Grant. 1989
30	Auxiliaries. Friends of Maag Library. Map Sale. 1986-1987
31	Auxiliaries. Friends of Maag Library. Membership. 1984-1991
32	Auxiliaries. Friends of Maag Library. Open House. February 24, 1983
33	Auxiliaries. Friends of Maag Library. U.M.I. 1991

Box 27

Multi-Media Box

This box contains Cds, DVDs, VHS, and a few packaged photographs.

Photographs a Library party at the home of Jan and Chuck Arnott in Poland Ohio.
        October 19, 1974
Photographs from the Wilcox Curriculum Resource Center hosting an event from the
        Rich Center of Autism
DVD William F. Maag Jr. Library Archives and Special Collections Archives Video
        Footage
CD of Library Staff photographs Maria Barefoot and Cassandra Nespor. 2009
CD Welcome Week photographs from Circulation and Reserves. Undated
CD of Library Photographs. September 03, 2009 disc 1 of 2
CD of Library Photographs. September 03, 2009 disc 2 of 2
CD of Library Photographs. Books. August 2009
CD of Library Photographs. January 20, 2011
Jim Ontkos 60th Birthday Party Photographs. January 21, 2010
CD of Library Reading Room Photographs. January 19, 2011
Formatted Computer Disk labeld Rich Center Bitmgs.
VHS Tape for YSU Archives Film Footage Tape 1
VHS Tape for YSU Archives Film Footage Tape 2
VHS Tape for YSU Archives Film Footage Tape 3

Box 28

Artifacts Box

This box contains various artifacts pertaining to the library. There are reels of the
dedication of the library at Tod Hall in 1953, organizers, a computer record, a barcode
scanner, gold painted scissors and red ribbon from the official opening of the Archives
and Special Collection November 28, 2007, a book on YSU periodicals and journals from
1995, and a card catalog drawer.