

**Maag Library  
Archives & Special Collections**

**Collecting Policy**

The Archives and Special Collections unit of Youngstown State University collects, preserves, and makes available to University students, faculty, staff, and the public materials of all formats relating to the history of the University and its areas of subject emphasis as the Mahoning Valley and Youngstown geographical regions. The Archives and Special Collections accepts donations of materials relating to the history of Youngstown State University, including materials that document the lives and work of people and organizations associated with Youngstown State University; significant research materials relating to the history of Ohio; materials of a regional or national focus relating to the subject strengths of Youngstown State University that meet the educational and research needs of the University and its faculty, staff, students, and researchers; and significant research materials relating to major individuals and events in United States history. The Archives and Special Collections unit also encourages gifts of materials that document the history of women and minorities in the Youngstown State University community and the Mahoning Valley and Youngstown regions.

The Archives and Special Collections does not accept donations of duplicate materials; copies of archival materials held by other institutions; non-archival materials such as current records or records with no enduring value; non-rare

books or other publications, unless they relate to the history of Youngstown State University, the state of Ohio, or the people associated with the University or the state of Ohio.