

Welcome!

Hello and welcome to the Special Collections & Archives. If this is your first visit you may be asking yourself a lot of questions. This newsletter is designed with you in mind. Hopefully by reading this sheet you'll become familiar with the library lingo that you may come across in the Special Collections & Archives.

What is a Special Collection?

A special collection is a group of related items that is considered to be of worth. A special collection's worth may be derived from economic, cultural, historical, spiritual sources, or a combination of all of these. In the McKay Library, there are five main types of special collections: university archives, digital collections, manuscripts, photographs and rare/scarce books. The Special Collections & Archives manages and preserves each of these collections. In this newsletter you will learn a little about each of these main categories.

The University Archives

The University Archives appraises, collects, organizes, describes, makes available and preserves records of historic value created by Ricks College and its successor, BYU-Idaho. This includes both published and unpublished materials concerning the university, as well as papers of faculty and the permanent records of the colleges and departments that make up the university.

These archives play an important role at BYU-Idaho. The archives' first priority is to serve the colleges and departments of the university. Some of the materials in the archives are restricted because of the right to privacy and administrative reasons, and are not available to students or the general public. Therefore, it is a good idea to telephone prior to visiting the archives in order to check if the material you want to see is available. The archives contain the institutional memory of the university. In a very real

sense it is helping to “preserve the spirit of Ricks” as the transition to BYU-Idaho goes forward

Church Educational System Digital Collections

The BYU-Idaho Special Collections & Archives is participating in a Church Educational System project to digitize collections of interest to the LDS Community throughout the world. These digitized collections serve as valuable primary sources of historical information about the unique culture and heritage of the Latter-day Saint people. Diaries of early Church members, other memoirs, and religious artwork are just a few things included in this collection. They may be searched from this website: <http://www.lib.byu.edu/online.html>.

The Photograph Collections

Among the treasures found in the Special Collections storage vaults are the photograph collections. Like other materials in the Special Collections & Archives, photograph collections are arranged and organized according to each collection’s creator. Included are pictures from the Lynn Thompson’s Teton Flood Photograph Collection and various images from the building of Ricks College.

Each photograph collection has an index called a register that can be used to identify which pictures that you would like to view. Photograph collections can be used in the Special Collections & Archives Reading Room. The reading room attendant will provide you with a pair of white gloves so that you may safely handle our photographs.

Currently, BYU-Idaho is making an effort to put several photographic collections on the internet. These collections can be accessed at the following addresses:

<http://abish.byui.edu/specialCollections/Photographs/photographs.htm>

<http://www.lib.byui.edu/online.html>

The Rare Book Collection

The Special Collections & Archives Reading Room is home to the McKay Library Rare Book Collection. In this collection, you will find many pre-1900 books. A majority of the books fall into what we call our collecting areas. These collecting areas include anything about Southeast Idaho, Mormonism as it relates to Southeast Idaho, the history of Ricks College, literature by local authors, and the Yellowstone National Park area, and many more topics.

The Manuscript Collections

Manuscript collections may be either personal or corporate. A manuscript collection may comprise the letters and journals of an individual or the correspondence, administrative files, and financial records of a business or family organization.

The manuscript section of the Special Collections & Archives collects, arranges, and describes historical materials originating outside of the university. Manuscripts are organized differently than books in a library. Instead of being arranged by subject, they are grouped by the creator of the papers or records. For example, the manuscript section holds the Ruth Barrus Papers and the Great Feeder Canal Company Records. Collections vary greatly in size and composition.

Each collection has a finding aid, called a register. The register contains an introduction, a biographical sketch or agency history, a scope and content note, and an inventory of the collection.

Manuscript collections can be viewed in the reading room. After the researcher has determined that the Special Collections & Archives holds a collection that he is interested in, the researcher can request those materials from the collection. An employee will retrieve the materials and bring them to the researcher in the reading room.

Books found in the Rare Book Collection cannot be checked out from the McKay Library; however, they can be used in the Special Collections & Archives Reading Room. To find these books, use the library catalog found at the following internet address: www.lib.byui.edu.

Did You Enjoy Reading This Newsletter?

At the BYU-Idaho Special Collections & Archives, we appreciate your feedback. Please tell us what you thought about this newsletter and about your visit to the Special Collections Reading Room. How can we make your visit better? How may we better serve you? Please send your comments to John Powell. He can be reached at this e-mail address: powellj@byui.edu.

For technical assistance when using the Church Educational System Digital Collections, e-mail Seth Shaw, Digital Imaging Project Coordinator, and all around computer guru. He can be reached via e-mail at: sha99004@byui.edu.



Weapons of War photograph from the Paul Kelly Collection

General Information

Hours

Monday – Friday: 9-4, closed Tuesday at 2:00 for Devotional.

Faculty/Staff Directory

Blaine Bake, Archivist 496-2376
John Powell, Manuscript Curator 496-2377

Special Collection Lab Directory

Reading Room 496-2986
Family History Lab 496-2386