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Mission

The mission of Special Collections and Archives is to acquire, organize, make available, and preserve a variety of primary and secondary research materials documenting the history and people of Furman University, Greenville Woman's College, Greenville, the South Carolina Upstate, South Carolina Baptists, and twenty and twenty-first century poets in this state.

Special Collections and Archives is comprised of the following divisions: the Furman University Archives, the Manuscript Collection, the Book Collections, the South Carolina Baptist Historical Collection, the South Carolina Poetry Archives and Special Collections for Music.

Special Collections and Archives serves as the official repository for Furman University records. The department is also a center for the study of the South Carolina Baptist denomination. The Baptist Historical Collection was founded to document the history of the denomination as well as the individuals, churches, and associations that further delineate the Baptist faith in South Carolina. The South Carolina Poetry Archives houses published and manuscript materials of twentieth and twenty-first century poets with a South Carolina connection.

Special Collections for Music highlights a partnership between the Special Collections and Archives department and the Music Library. The role of Special Collections in the partnership will be to curate materials which require distinctive care and to collect manuscript and ephemeral materials. Currently, the collection has two components: the Local Music Collection and the Manuscript Collection.
Overview

In Special Collections and Archives, the academic year 2013-2014 was eventful and full of opportunity and change. We started the fiscal year with the opportunity to give a presentation to Interim President Carl Kohrt as a follow-up to his query about the modern difference between an archive and a museum. A discussion of the obstacles and opportunities for the Upcountry History Museum - Furman University were discussed, followed by a tour of Special Collections.

The end of July brought the departure of the last department intern. Celeste Brewer ’12 left to begin graduate school at New York University and Long Island University in the fall, where she is studying Archives and Public History and Library Science. The reduction in staff brought about a reduction in the days the department was open to patrons; beginning August 5, 2013, Special Collections and Archives closed on Mondays. The departure of DebbieLee Landi, the Special Collections Librarian and University Archivist, in April resulted in another change to the department’s patron hours; beginning May 12 patron hours changed to 1:00p.m. – 5:00p.m. Monday – Friday.

A major event for the year was our exhibition, “A Coach for Life: the Lyles Alley Collection,” which opened in August. The exhibition’s opening reception took place on Homecoming morning in November, and included opening remarks by Interim President Carl Kohrt. J. Lyles “Bud” Alley, Jr. and his extended family were in attendance, as well as numerous alumni, including former teammates from Coach Alley’s winning team, Frank Selvy ’54 and Nield Gordon ’53. To coincide with the exhibition, a CLP event, “Values of the Game,” was presented in the spring semester by Dr. Bill Pierce, Furman professor and chair of the Health Sciences department, who spoke on the nature of sports ethics and the culture of sportsmanship in today’s American educational system.

DebbieLee Landi was injured in October. During this time Julia Cowart, the Special Collections Assistant, gave class presentations in DebbieLee’s absence. With the announcement in November of DebbieLee’s pending departure in April to Tennessee’s University of the South, Sewanee, Special Collections staff took the opportunity to tackle the backlog of filing in University Archives which involved several months of separating, organizing and filing emails, an estimated 6,000 sheets of paper.
Personnel

- **Julia A. Cowart**, Special Collections Assistant on temporary assignment as Interim Special Collections Librarian and University Archivist beginning April 7, 2014
- **BreAnna Johnson ’13**, student worker through August 17, 2013; temporary part-time position through July 31, 2014

Changes in personnel:
- **Celeste Brewer ’12**, Intern (last day July 31, 2013)
- **DebbieLee Landi**, Special Collections Librarian and University Archivist (last day April 4, 2014)

Student Assistants

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer 2013</td>
<td>3</td>
</tr>
<tr>
<td>Fall 2013</td>
<td>6</td>
</tr>
<tr>
<td>Spring 2014</td>
<td>4</td>
</tr>
<tr>
<td>May X 2014 to June 30</td>
<td>1</td>
</tr>
</tbody>
</table>

Acquisitions

**RECORDED ACCESSIONS**: 92

Transfers, Donations and Potential Donations of Note

**Furman University Archives**

Materials for University Archives arrive at our doorstep in two key ways: the transfer of official records and donations. Material came from departments that regularly donate, including CDs and DVDs of services and programs from the Chapel; recitals and concerts on CDs and DVDs from the Music Department; all types of Furman publications and material from Marketing & Public Relations; exhibit posters and booklets from the Art Department; and non-alumni donor records from Development. The renovation of the Trone Student Center in 2013 and the Center’s Director leaving in summer 2014 brought historical material pertaining to Furman University Student Activities Board (FUSAB). The retirement of Lt. Col. Bill Price from Military Science brought us all types of material from his office and the department. The Paladin Club’s moving locations due to the work on the new Pearce Horton Football Complex brought us material on Furman’s Pro-Am Golf Tournament history.
Donations of note came from WFTV News 2, the student TV station; historical material from Ken Peterson on the Piedmont Economics Club; and several boxes of material from Duncan McArthur, retired Furman English professor.

Alumni continue to be one of the largest groups of donors with thirteen donations during the fiscal year. Of note are donations from Betty Kelly ’67 and Dr. and Mrs. Joseph T. Warden (Carolyn ’67, Joseph ’68) who each donated several Frankie Welch ’48 scarves, including the Furman scarf created in 1969, bringing our scarf total to ten.

Mr. John L. Plyler, Jr. ‘56 continued to be the most frequent individual donor to Special Collections with four donations during the fiscal year, which included items such as Furman publications and memorabilia, postcards to add to his Postcard Collection, books used by his father and uncle while Furman students (added to our Historic Textbook collection), essays and classwork by his uncle while a Furman student, and most interesting, a piece of the parquet floor from 308 University Avenue, the second home of the university president on the downtown campus.

**Manuscripts**

Richard Sawyer, Greenville author and collector, continued his donations, this time donating his most prized artifact, a Clovis point estimated to be from 12,000 to 8,000 B.C. He also donated additional Parker High School yearbooks and more Furman memorabilia.

**Books**

Book donations continue to be a majority of the donations to Special Collections. This fiscal year saw the following book collections evaluated:

- Rachel Wofford Siviter donation (303 reviewed, kept 26) that included several from a relative, Dr. Gustavus Watts Cunningham, Furman Class of 1902
- John Shelley book donation (reviewed 62, kept 1)
- Books from the Psychology Department, pre-1963 imprint (reviewed 140, kept 28)
- Sue Ernst, books that belonged to George McCravey ’21 (22 textbooks; 2 class notebooks)
- Richard Sawyer – from Accession 2012-058 (reviewed 97, kept 67)
- Danielle Vinson “American Presidents” collection (reviewed 130, kept 16)

The largest group of books added to Special Collections came from the collections at White Oaks. After being notified by Lynne Kohrt, the wife of Interim President Kohrt, about mold issues with several books at White Oaks, BreAnna spent a week preparing a thorough inventory of books including evaluating their condition. She then assisted students in evaluating the value of the books, participated with DebbieLee and Julia in the decision on the final outcome of the books, and helped pack and bring the books back to Special Collections (evaluated over 500, kept 221).
South Carolina Baptist Historical Collection
Donations to the South Carolina Baptist Collection included several published church histories, monthly newsletters from Baptist associations across the state, as well as association annual meeting minutes and annual convention minutes. Manuscript collections donated included an accretion to the papers of J. Martin England (1901-1989), Furman alum, which included newsletters published by Walter Nathan Johnson, a North Carolina minister and one of the first Southern Baptist Convention dissidents to criticize racial segregation and the corporate attitude prevalent in American Christianity. A donation or re-donation of note are three original church record books from the Pelzer Washington Street Baptist Church that were originally given to the Furman Library on the downtown campus in 1956, but apparently had been borrowed by the church at some point and recently resurfaced in church offices.

South Carolina Poetry Archives
Poets donating to the South Carolina Poetry Archives for the first time included Roger A. Varin and Quitman Marshall. Ed Madden, associate professor of English and interim director of the Women’s & Gender Studies at USC, continued his regular donations of his publications and material for poet vertical files.

Special Collections for Music
Andrew Balent donated more of his music scores to his collection.

ITEMS SENT TO CATALOGUE DEPT:  305 (approximately)
This category only represents donations to the department (not purchases).

Processing
Ann Bryant, Library Administrative Assistant, again assisted the department with several processing projects including:

- **Fred Townley Lord collection** - reboxed, created box/folder inventory list – 9 boxes
- **Marguerite Chiles, Vice President for Student Services** – completed a box inventory of the remaining 6 boxes

Ann also researched the Richard Furman Family Descendants for a future Special Collections web page.

Brian Neumann, hired in September 2013 to process the Charles A. Batson Collection, completed processing and also created a biography and inventory list that was added to the collection’s web page [http://library.furman.edu/specialcollections/furman/batson_overview.htm](http://library.furman.edu/specialcollections/furman/batson_overview.htm)

Brian also transcribed letters from the James C. Furman Papers, including a few letters from 1845 and all the letters from 1849-1860. Next year the transcriptions will be added to the Richard Furman and James C. Furman Collection in CONTENTdm, the library’s new digital collection management software. Brian then incorporated five boxes of additional material into the John L. Plyler Collection.
Student processing included the following:

- An inventory and analysis of a collection of approximately 200 Furman reel-to-reel tapes to determine if we can and should convert to a useable format.
- A collection of sheet music given to us by Steve and Debbie Lang in 2011 was processed in fall 2013, and then evaluated for what we wanted to keep. The remaining 178 pieces of sheet music ranging from the early 1900s to the late 1990s was offered, accepted, and shipped to The Center for Popular Music at Middle Tennessee State University mid-December.
- A box inventory was completed for the Robert Tucker International Slide Collection.
- All student assistants completed box and folder lists for collections that had no description, allowing for better access by patrons.

**Public Service Details**

The reduction in staff during the fiscal year brought about two changes in the days the department was open to patrons. Beginning August 5, 2013, Special Collections and Archives closed on Mondays, and on May 12, 2014 the hours were changed to 1:00p.m. – 5:00p.m. Monday – Friday.

The fiscal year started with a very special patron request from a descendant of the university’s namesake. Richard Clement Furman, his wife Cindy and his two children paid us a visit in July 2013. Richard, then recently diagnosed with cancer, requested a visit to view the Richard Furman Collection and family artifacts. Materials from the collection were displayed so that the family could easily view them. Richard was especially interested in the digitized correspondence that was available in the Digital Collections Center.

A number of requests came from campus departments, including:

- **Marketing & Public Relations**
  - On December 18 Julia met with Mark Kelly and Carla Frank, an independent creative director/designer from New York who is under contract with his office to re-design the *Furman Magazine*. Carla wanted to learn more about Furman’s history, particularly the ways it has presented itself visually in promotional, historical, and editorial material. They were both very appreciative of our pulling materials for them to look at, and they spent over an hour here. Julia gave them a short tour, pointed out the Alley exhibition and showed them the stained glass windows in the Pitts Room.
  - Brendan Tapley, the new editor of the *Furman Magazine* contacted Special Collections regarding a new reoccurring section called The Five, which would present five curious things that someone may not know about the university. Julia provided text and photos regarding some interesting historical facts.
• **Development** - Scanned over 30 photographs to be used in the department’s Annual Giving campaign.

• **Men's Soccer** - Assisted Grant Allard ’12, Director of Operations, with a multi-media campaign in celebration of 20th anniversary of Doug Allison, soccer coach.

• **Religion** - Worked on a secret project with Dr. Echol Nix to create a video as a surprise tribute to David Rutledge who retired. One of our student workers searched many university resources to find historical information on David, and Echol and one of his students spent several afternoons doing research and filming for the video, and even interviewed DebbieLee. The surprise video was unveiled the week of March 24 and Echol is donating a copy of the DVD to University Archives.

• **Education** – Provided resources for the creation of the department’s exhibition, “95 Years of Preparing Scholars and Leaders” in the Hipp Hall lobby.

• **Steering Committee for the Commemoration of the 50th anniversary of Integration at Furman** - Created a list of resources that might be helpful to the committee, a Box folder for scanned resources like photographs, and a timeline of events with citations.

• **Upcountry History Museum** - loaned four Medieval Manuscripts and a book for the companion exhibit to the children’s traveling exhibit “Amazing Castle” scheduled for June 28-September 28.

**Statistics**

Note: The reference statistics are lower than normal (last year). DebbieLee Landi was not able to provide all of her contacts.

**Reference questions answered** – this would equate to our Total Contacts which is **1144**

**Virtual reference transactions** – **229** (email 227 and Facebook 2)

**Classroom instruction/presentations** – **21**

- Number of persons served in presentations – **312** [296 Furman students, 16 K-12]

**CONTACT TYPE:**

<table>
<thead>
<tr>
<th>Classroom instruction/presentations</th>
<th>*312</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitors (not classes)</td>
<td>414</td>
</tr>
<tr>
<td>E-mail</td>
<td>227</td>
</tr>
<tr>
<td>Telephone</td>
<td>187</td>
</tr>
<tr>
<td>Letters</td>
<td>2</td>
</tr>
<tr>
<td>Facebook</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total** **1144**

* 13 professors: Quinn – **Biology**; Armstrong – **Communications**; Allen, Kirkpatrick, Tevis – **English**; Benson, Hanson, Spear, Tollison – **History**; Kennedy – **Music**; Caterisano – **Theatre Arts**; Munsch – **Sociology**; Wardle - **Religion**
**TYPE OF PATRON** *(does not include class presentations)*:

<table>
<thead>
<tr>
<th>Type of Patron</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Furman Students</td>
<td>215</td>
</tr>
<tr>
<td>Furman Faculty</td>
<td>83</td>
</tr>
<tr>
<td>Furman Staff/Admin</td>
<td>118</td>
</tr>
<tr>
<td>Furman Alumni</td>
<td>19</td>
</tr>
<tr>
<td>Genealogy/Family Researcher</td>
<td>111</td>
</tr>
<tr>
<td>Donors</td>
<td>77</td>
</tr>
<tr>
<td>Church History Committee</td>
<td>26</td>
</tr>
<tr>
<td>Undergrad Students – external</td>
<td>11</td>
</tr>
<tr>
<td>Other - <em>Faculty members at other institutions, independent scholars and journalists, general public.</em></td>
<td>172</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>832</strong></td>
</tr>
</tbody>
</table>

*All Furman student researchers represented classes taught by 12 professors:*

- Knight - *Asian Studies*
- Stratton – *Business*
- Letteri, O’Rourke – *Communications*
- Muthukrishnan - *Earth and Environmental Sciences*
- Lipscombe- *Education*
- Kirkpatrick, Shackelford – *English*
- Felher, O’Neill, Stroebel – *History*
- William Brantley – *Physics*

**GEOGRAPHIC DISTRIBUTION:** 29 States; 4 other countries

<table>
<thead>
<tr>
<th>State</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>South Carolina</td>
<td>988</td>
</tr>
<tr>
<td>Other States</td>
<td>152</td>
</tr>
<tr>
<td>Other Countries</td>
<td>8</td>
</tr>
</tbody>
</table>

- **Australia** 1
- **Canada** 3
- **Germany** 3
- **Spain** 1
- **AL** 7
- **AR** 1
- **CA** 8
- **CO** 2
- **FL** 8
- **GA** 19
- **ID** 1
- **IN** 5
- **KY** 1
- **MA** 1
- **MD** 2
- **MN** 4
- **MO** 5
- **MS** 1
- **NC** 32
- **NE** 1
- **NH** 1
- **NJ** 1
- **NV** 5
- **NY** 4
- **OK** 1
- **PA** 4
- **SC** 988
- **TN** 18
- **TX** 9
- **VA** 2
- **VT** 1
- **WA** 3
- **WY** 1

**Total** 1144
SUBJECT OF INQUIRY:

- Artifacts: 182
- Baptist History: 172
- Books: 353
- Furman History: 412
- Local History: 21
- Manuscripts: 288
- Music: 7
- Preservation: 15
- Professional: 20
- SC Poetry Archives: 15
- Travel Literature: 3

INTERLIBRARY LOANS: Total fulfilled requests - 37

<table>
<thead>
<tr>
<th>Requests fulfilled</th>
<th>2013-14</th>
<th>2012-13</th>
<th>2011-12</th>
<th>2010-11</th>
</tr>
</thead>
<tbody>
<tr>
<td>Microfilm (Baptist church records, <em>Baptist Courier</em>)</td>
<td>25</td>
<td>60</td>
<td>78</td>
<td>105</td>
</tr>
<tr>
<td>Photocopy articles</td>
<td>12</td>
<td>2</td>
<td>12</td>
<td>11</td>
</tr>
<tr>
<td>Books</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total fulfilled requests</strong></td>
<td><strong>37</strong></td>
<td><strong>62</strong></td>
<td><strong>90</strong></td>
<td><strong>118</strong></td>
</tr>
</tbody>
</table>

We did not have requested material

Requests for non-circulating material

The chart above tracks the materials requested from potential borrowers over the past four years. Note that ILL requests for microfilm continues to decline.

Outreach and Promotion

Social Media

- Posts to Facebook page from July 2013 thru June 2014: 28
- Tweets: 25
- Twitter followers: 113
- Facebook "Likes": 260
Promotion

- Participated in Library faculty orientation
- Submitted article for Library newsletter
- DebbieLee and Julia gave an introduction to Special Collections to a First Year Advisor (FRAD) Program Assistant and six freshmen in the Pitts Room after their scavenger hunt in the library.
- Laura Baker and DebbieLee co-hosted a class session for the Language House advisors.
- The description about Special Collections on the University’s “Libraries” web page was updated.
- Senior Order Brunch for initiation weekend - created a display for the event BreAnna attended the induction of Senior Order on Sunday, 3/30, displaying Senior Order memorabilia and scrapbooks from the 1960s.
- Special Collections participated in Upcountry History Museum’s Members Only event in October. Also created and set up a display from the Heller exhibition for the museum’s Year of Altruism exhibition in October.

Goals

The following is a list of goals for the next fiscal year:

- Continue to create viable Research by Subject guides
- Investigate and consider ways in which to integrate manuscript and archival collections within library’s discovery tools e.g. online catalog, Summon and LibGuides
- Continue to assist the Cataloging Department to address the backlog of uncatalogued materials
- Organize and further develop South Carolina Poetry Archives, Local Music Collection
- Evaluate materials including Baptist church records for digitization
- Expand access to several postcard collections
- Resume the transfer of audio and video cassette tapes to digital formats, if time and personnel permit
- Promote the department through novel and interesting exhibitions
- Digitize Special Collections materials to protect originals from constant handling
- Digitize materials so as to promote research and scholarship not evident with other formats