



# Memorandum

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**TO:** Senate

**FROM:** Theresa Rowat, Director and University Archivist

**SUBJECT:** McGill University Archives

**DATE:** 27 April 2011

**DOCUMENT #:** D10-60

**ACTION REQUIRED:** ☒ INFORMATION ☐ APPROVAL/DECISION

**ISSUE:** The remarkable legacy holdings under the stewardship of McGill University Archives support teaching and scholarly research. The presentation will increase awareness about archival services and resources, and the Archives' role in documenting and disseminating McGill's contributions to advancements in knowledge.

**BACKGROUND & RATIONALE:** McGill University Archives (MUA) is best known on campus as the official repository for the University's administrative records. As its Terms of Reference, approved by the Executive Committee of the Board of Governors on January 17<sup>th</sup>, 2005, state:

“The mission of the McGill University Archives is to promote good governance, and accountability, through the protection of the University's documentary heritage and records/information assets, in all formats, by combined archives and records management services.”

But in addition to this role in records management and accountability, the MUA is also actively involved in acquiring archival resources in support of teaching and research. As its Terms of Reference further state, the MUA “will acquire original archival records, regardless of format, that document McGill University programs and activities, or that enhance its teaching and research programs.” This includes acquisitions of “private and/or organizational papers in support of historical research”.

As the custodian of unique and rich archival sources, the MUA contributes to the quality of McGill's teaching and learning environment. It has an educational and cultural role in making its holdings accessible both within the McGill community and externally. In this role, the MUA is far less known. The presentation to Senate will focus on the depth of MUA's historical resources, and its services for professors, students and scholarly researchers.

<b>MOTION OR RESOLUTION FOR APPROVAL:</b>	N/A
<b>PRIOR CONSULTATION:</b>	N/A
<b>NEXT STEPS:</b>	N/A
<b>APPENDICES:</b>	Appendix A: Presentation to Senate



# McGill University Archives

Presentation to Senate

Theresa Rowat  
Director and University Archivist

April 27, 2011



McGill

## What are we ?

- **McGill's institutional memory**  
through the preservation of the University's documentary heritage, including records in all formats
- **Custodian of archival records of historical significance**, originating from inside and outside McGill, that  
**enhance its teaching and research programs**
- **“Public archives” open and accessible to all**

# McGill University Archives

## How did we get here?

- 1959 – began with Principal F. Cyril James' initiative to identify McGill's key historical records
- 1962 – appointment of first University Archivist, Alan Ridge; reporting to the Principal
- 1966 – Senate resolution sets out the nature of the archives, regulations for their use and the functions of the Archivist
- 1976 – BoG expands collecting mandate to include non-McGill material
- 1983 – Québec, *Loi sur les archives*
- 2005 – renewed Terms of Reference (BoG) affirming combined archives and records management responsibilities, and role in support of teaching and research programs

# What we do?

- A. Stewards of McGill's legacy,  
responsible for the safekeeping  
of our documentary heritage and information assets  
through
- collection, storage, maintenance, and security of University records
  - management of records through their life-cycle, resulting in long-term preservation, or secure destruction
  - promoting awareness of and access to records

# What we do?

## B. Resource for teaching and scholarly research

- Build the archival holdings
  - “The McGill University Archives will acquire original archival records, regardless of format, ...that enhance its teaching and research programs.”
- Prepare inventories and finding aids
- Provide access for students, faculty and researchers, to unique, authentic primary sources

# What we do?

## C. Site for applied student learning

- hands-on class projects
- practicums, internships, and work experiences





# McGill University Archives

## Our collecting mandate

- 1) official administrative records of McGill University
- 2) materials documenting the broader McGill community, including scholarly works and private papers of McGill University faculty, staff and students, and the records of groups such as staff/faculty associations, student organizations
- 3) private and/or organizational papers from external sources in support of historical research

## Complementary collecting mandates

- **McGill Museums**
  - Primary focus on artifacts and specimens
- **McGill Libraries**
  - Primary focus on circulating collections of published materials and e-resources
- **McGill Libraries' Special Collections**
  - Primary focus on rare books, and manuscripts in designated subject areas

# McGill University Archives

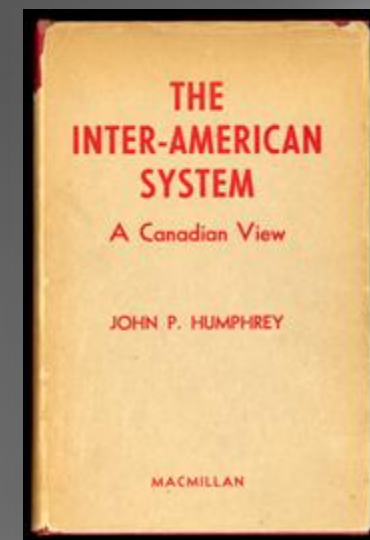
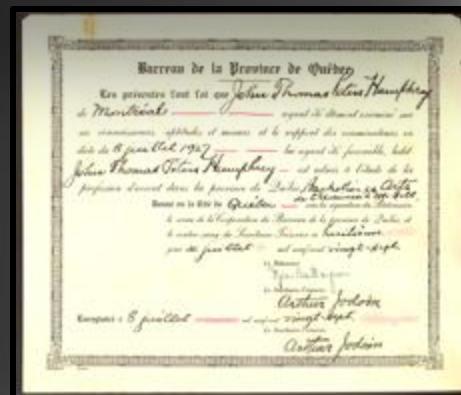
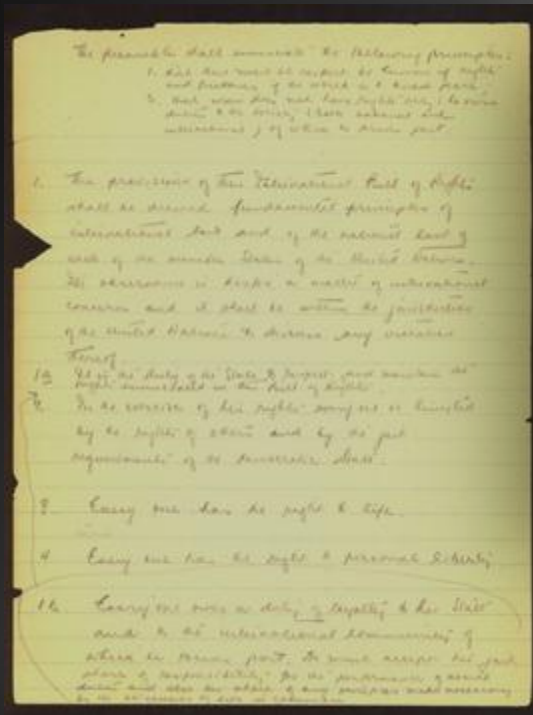
## Our professional practice

- Collecting focus on the University, and its professors, researchers, staff, students, alumni and affiliated community
- Focus on provenance, and a contextual holistic approach
- Priority for long-term preservation for future generations

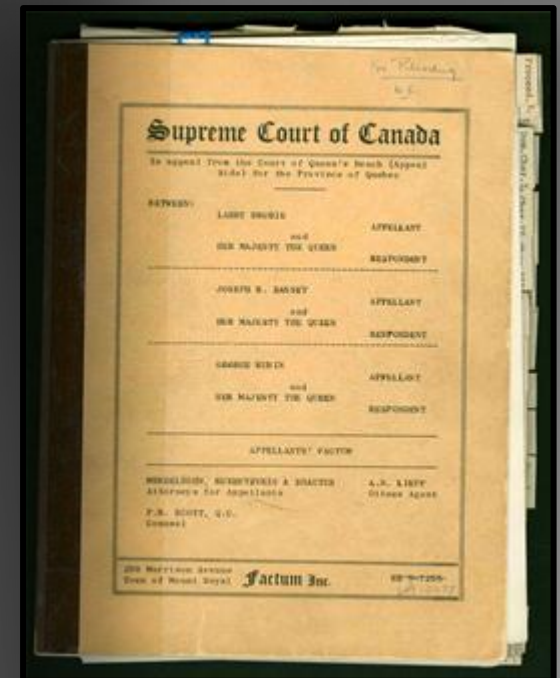
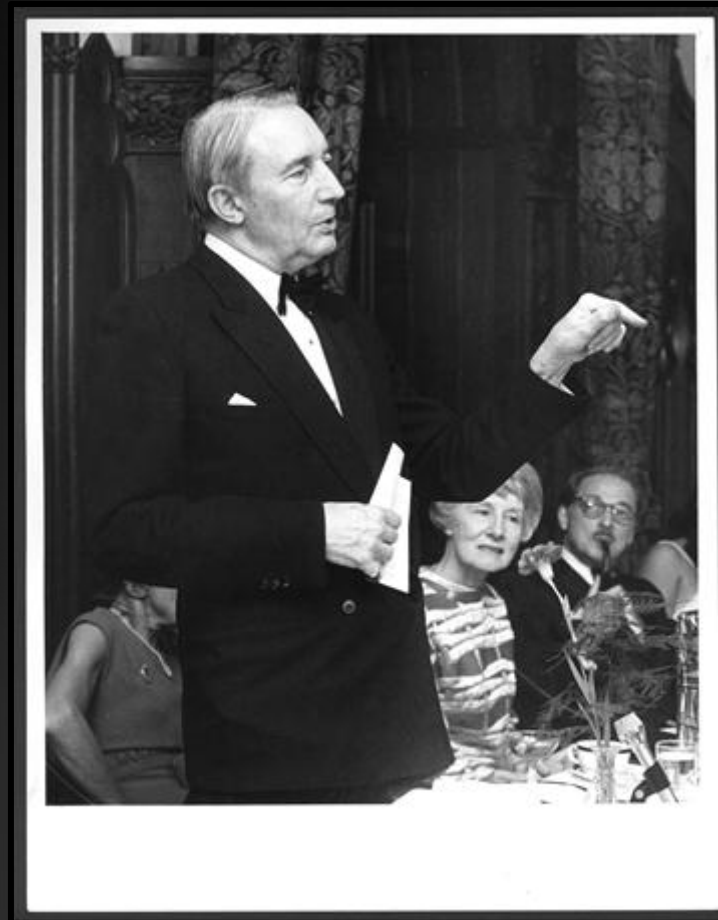
# A few of our unique holdings

- John Peters Humphrey fonds
- Frank R. Scott fonds
- Japanese Canadian Cultural Centre of Montreal collection
- Katsuji Nakashima fonds
- Madeleine Parent fonds
- Peter P. Silvester fonds
- Bruce Trigger fonds
- Yvan Lamonde fonds
- Kari Polanyi Levitt fonds
- Muse Entertainment Enterprises fonds

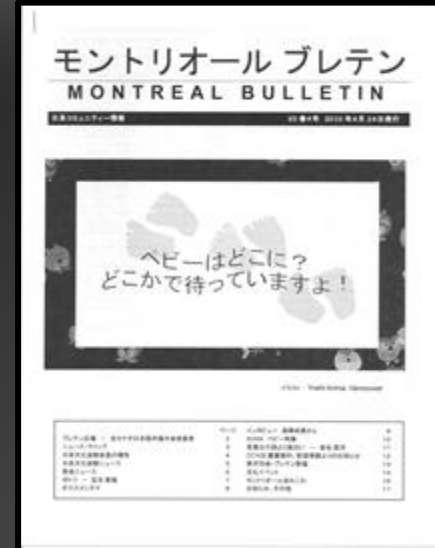
# John Peters Humphrey fonds



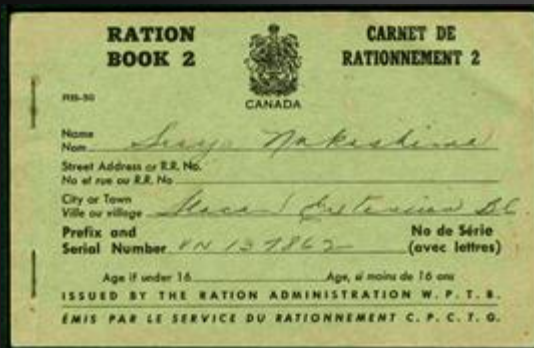
# Frank R. Scott fonds





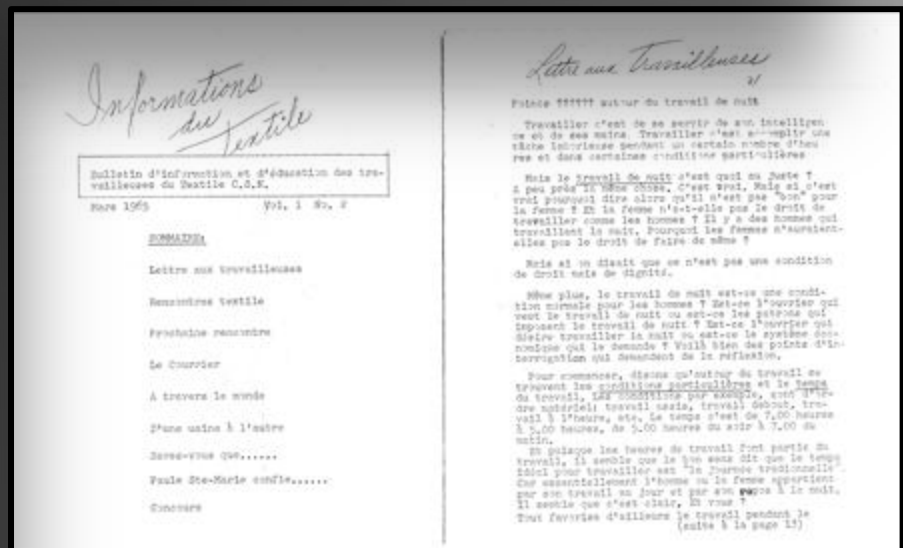
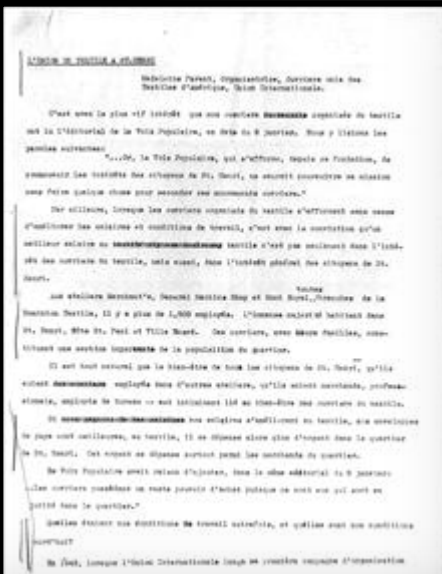


# Katsuji Nakashima fonds

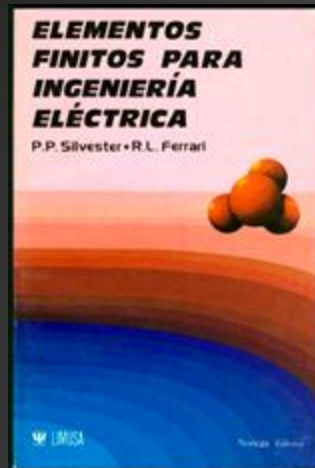
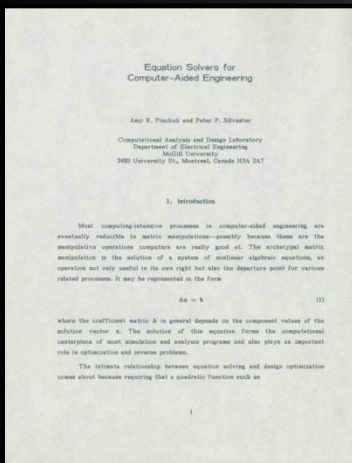
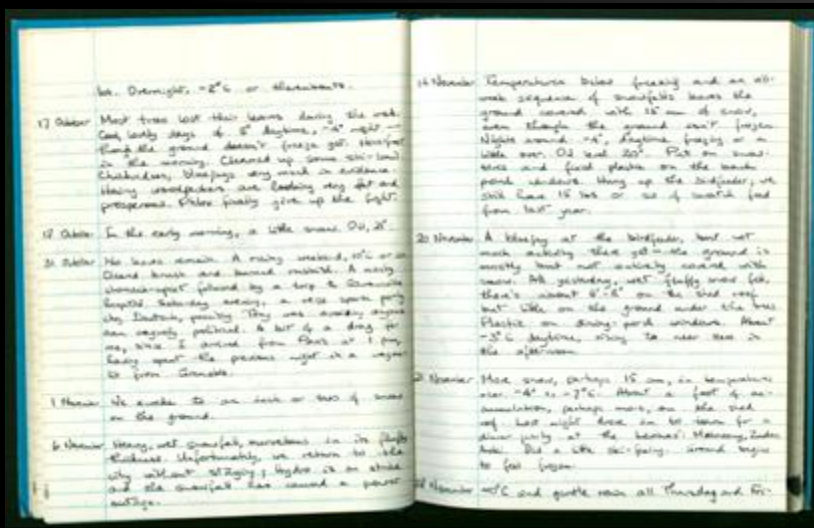




# Madeleine Parent fonds

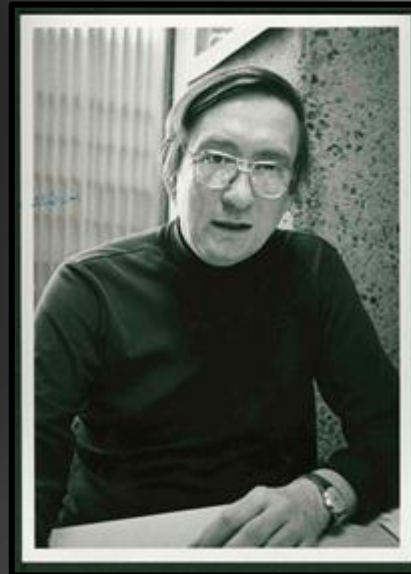
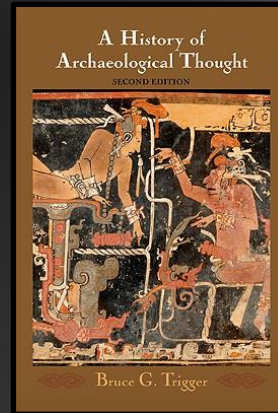
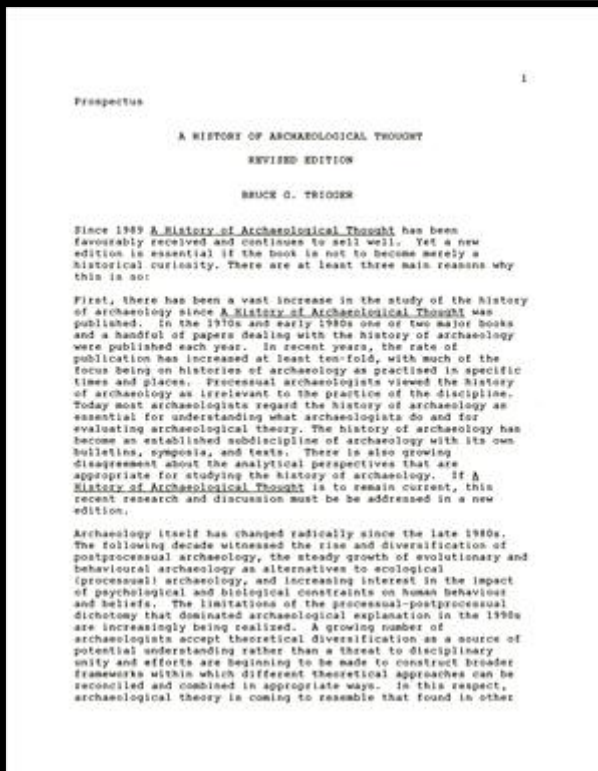


# Peter P. Silvester fonds

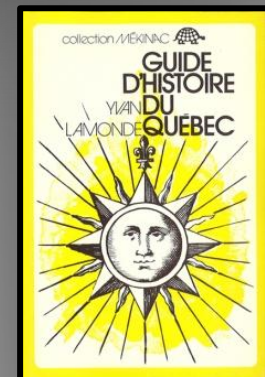
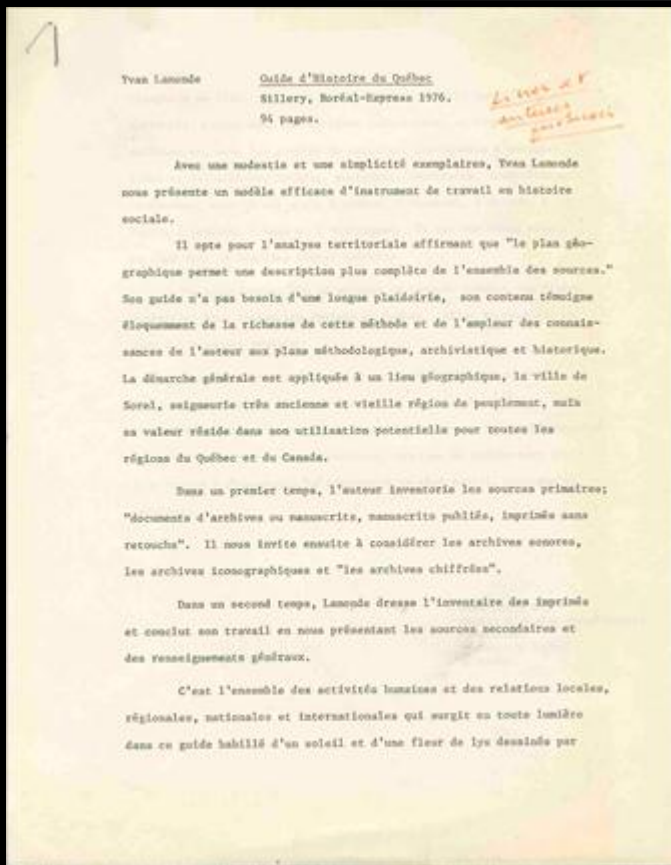




# Bruce Trigger fonds



# Yvan Lamonde fonds





# Kari Polyani Levitt fonds

La modération -

1) Geopolitik und Geopolitikation -

4

*Encard p. 123. 124.*

[illegible]

*Quercus* *Emoryi* *var. Canadensis* *var. Nuttallii*  
*Quercus* *Emoryi* *var. Canadensis* *var. Nuttallii*  
*Quercus* *Emoryi* *var. Canadensis* *var. Nuttallii*

Ex leaf with considerable new forest. *Quercus*  
lanceolata. ~~Suberectus~~ No. of last bottom.  
Grass a "bare" species.

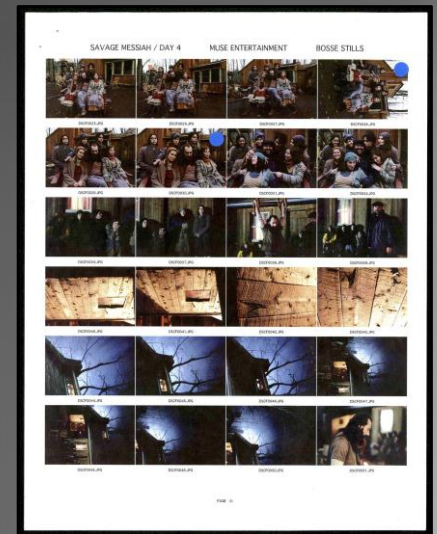
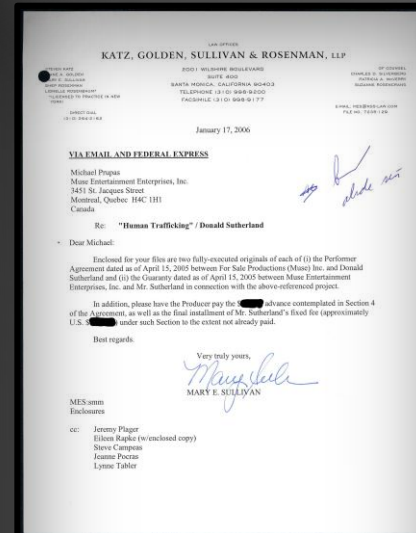
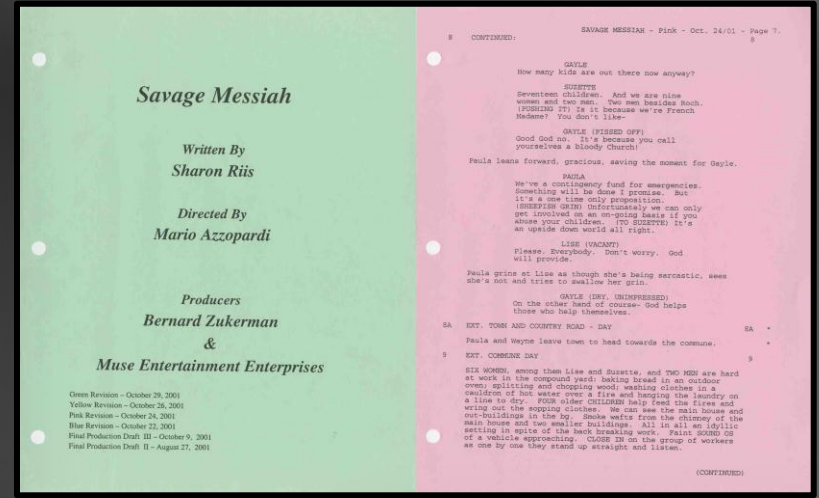
~~The first step~~ Do not get a petting -  
calf. A cow and calf ready in the  
house. The dog is a power, an attention



②  
The automobile agreement which interested the U.S. and Canadian industries ~~can be~~ <sup>is</sup> Canada to precisely the type of pressure which is currently being applied to Mr Trudeau and his colleagues in Washington turned out to be a lukewarm deal for Canada than ~~and~~ <sup>the</sup> ~~been~~ could have been for <sup>the</sup> ~~production of~~ <sup>the</sup> ~~the~~ risky new compacts was located in Canada, precisely because they were new and therefore risky. It so happened that they turned out to be big sellers on the continental market. It is largely on account of this fact that Canada ~~has~~ <sup>developed</sup> in 1970 and 1971 a favourable trade balance with the United States. This irks the Americans. Although they have one third of their foreign investments in Canada, they don't want to enable Canada to liquidate the debt it has incurred ~~as a result of~~ <sup>in</sup> the U.S. over the years by selling more to the Americans than it buys from them. This puts Canada into the position of ~~they~~ <sup>the</sup> who contracts a debt with a finance company which refuses to accept repayment. Instead it puts a lien on the man's car, his house, his furniture etc.

~~Now~~ <sup>the</sup> ~~the~~ <sup>the</sup> politicians who ~~are~~ <sup>are</sup> Canada into this jam are wailing that ~~The~~ <sup>the</sup> ~~senior~~ <sup>senior</sup> partner wants her to be a mere buyer of wood and drawer of water. ~~Witwa~~ <sup>Witwa</sup> cannot decide ~~when~~ <sup>whether</sup> this is the time to get tough with the Americans (refuse to sell them energy, for example) or the time to make concessions (buy more ~~var~~ <sup>var</sup> materials, relax the employment guarantees on the auto part). ~~close to the~~ <sup>close to the</sup> ~~governor~~ <sup>governor</sup> is suggesting that maybe this is the time to ditch the special status, no matter what the immediate cost. ~~Foreign~~ <sup>Foreign</sup> ~~the~~ <sup>the</sup> ~~defense~~ <sup>defense</sup> ~~forgo~~ <sup>forgo</sup> the U.S. defense contracts, scrap the tariff free trade in cars and develop reorganize the automobile industry to make a Canadian car, raise the effective price on natural gas exports by an export bounty in order to finance lines of supply to the eastern Canadian market, and adopt Mr Gray's screening mechanism as a lever for industrial reorganization on a

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# Client services

1. Reference services
  - Responses to inquiries, based on our holdings
2. Research and publication support
  - Scanning of requested documents
  - Citations and intellectual property information
3. Consultation room for study of original holdings
  - 6<sup>th</sup> floor of McLennan Library Building
4. Digitization projects
5. Circulation of administrative records to units
6. Exhibits, support for anniversaries, homecoming, etc.

# Vision for the future

- World-class archival holdings and research facility to attract international scholars
- Enhancement of student access for research, and hands-on experience in collections management and curation
- Enhancement of online resources to reach broader audiences
- Innovation in preservation of born-digital records





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McGill University Archives offices, reception and  
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[www.archives.mcgill.ca](http://www.archives.mcgill.ca)