ARCHIVED COLLEGE MATERIALS COLLECTION

The Temple College Hubert M. Dawson Library maintains an archives collection which contains materials of historical significance to the college. This collection includes documents of permanent historical value such as official College publications, papers and publications generated by the administration, academic departments, faculty, staff, and student organizations. The collection also includes non-textual material such as photographs, videos and recordings.

The College is happy to accept donations that fall within the scope of its collection. Any collection accepted commits the College to the task of organizing and preserving it, which involves labor and archival supplies. Due to limited staffing, budget and space, all donations or gifts are subject to review by the Division Director, Learning Resources and may be declined. Due to liability, archive donations will not be accepted “on loan” to the College.

Patrons are encouraged to use the archives collection, but some of these materials may be one-of-a-kind, irreplaceable or in fragile condition. Therefore, special care must be used by a researcher who is using the archives collection. Library staff will assist patrons requesting access to archived materials. Archival material must be used in the Archives Room or in a nearby location under supervision of library staff. Special permission from the Division Director, Learning Resources or designee is required to remove items from the library for short-term loan.