

Special Collections FY2016

General statistics

- In FY2016, no new manuscript collections were added to special collections.
- 18 non-manuscript items were added to special collections.
- Please refer to [Book 3, Appendix C](#) for Special Collections usage statistics.

Collection development

- Per the collection policy, Special Collections retains only materials that fall into the following categories: University collection; State of Maine collection; Aroostook County collection; and rare materials.

John L. Martin collection

- Phase I: Inventory. January 2010-August 2012.
- Phase II: Initial Processing (re-folding and re-boxing, discard of non-retained materials). August 2012-present
- Phase III: End/Final Processing (permanent ordering of boxes, labeling of folders and boxes). TBD
- Phase IV: Discovery (finding aid, guide, Archon record, CampusGuide). TBD
- See [Appendix K](#) for details about this collection's progress.

Saint John Valley Times Indexing

- Special Collections will continue to index the Saint John Valley Times Newspaper. This is an on-going, long-term project, as it is done by a work-study student, and the process is time-consuming.
- Special Collections shared the initial start of the index with the Acadian Archives, and their work-study students will also work on indexing this newspaper.

Collection access and discovery

- CampusGuide (formerly referred to as LibGuide)
 - [Link to the guide](#)
- ArchivesSpace
 - [Link to Blake Library's ArchivesSpace database](#)

Goals and continuing processes:

- Staff are still working on completing an initial inventory/processing of John L. Martin collection.
- Set up access to digitized UMFK legacy videos