

# UCSC Special Collections & Archives Collection Development Policy

Contact: Teresa Mora, Head of Special Collections & Archives  
831-459-7725 | tmora1@ucsc.edu

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## **Overview**

The University Library's Special Collections & Archives houses collections of rare books, manuscripts, archives, photographs, and other rare and unique materials. The material accepted for preservation and access must have significant research, documentary, or other value. These priorities build on existing collection strengths, balanced with a strong responsiveness to faculty and researcher needs. This Collection Development Policy will be re-evaluated regularly, at least every 5 years.

## **Collecting Priorities**

### **Artists' Books**

#### **Leads: Teresa Mora/ Jessica Pigza**

We selectively acquire artists' books that support instruction and research. The collection encompasses all aspects of the genre dating from the 1960s to the present from traditional published works to altered, sculptural, painted, and unique books that challenge the form of the codex. We are actively collecting: works created by local and California artists; works that engage contemporary American politics and social movements; works produced in Latin American countries or by Latina/o artists; and works complementing additional strategic collection areas, including but not limited to science and technology and photography.

### **Fine Press**

#### **Leads: Teresa Mora/ Jessica Pigza**

The Fine Press collection consists of fine, private press, and limited edition books, as well as selected reference works about printers, publishers, and the book arts. UCSC has a strong tradition of contributing to the Fine Press community and holds an exhaustive collection of the works of Lime Kiln Press. The collection is particularly strong in works by California printers and publishers. We continue to actively collect the works of Cowell Press and local fine press printers as well as works that complement other collecting priorities.

### **Counter Culture/ Social Movements**

#### **Lead: Teresa Mora**

The Counter Culture collections at UCSC center on the documentation of various counter culture and larger social movements as evidenced in the United States from the 1960s on. Highlights include the papers of pacifist Kenneth Patchen, the records of the band The Grateful Dead, the papers of feminist scholar Bettina Aptheker, the work of gonzo-journalist Hunter S. Thompson, and significant holdings within University Archives documenting the rise of the Environmental Movement. The continued development of this collection strength recognizes the key role that the UCSC community has played in the rise of once "fringe" social movements, including feminism, queer-rights, and environmentalism.

We selectively acquire materials for our Grateful Dead Archive, and are specifically interested in Grateful Dead posters and handbills from the 1960s and early 1970s. We do not accept fan tapes, tickets, clothing and newspaper clippings. Nor do we accept materials duplicating what is already held in the collection.

We continue to seek collections that document such significant social movements, especially in a local and regional context. We look for collections that actively build upon existing holdings to tell a larger story about late 20th century social movements and culture.

We occasionally collect zines and comics that engage with counter-cultural themes and the above mentioned strategic collection areas.

## **Santa Cruz County History**

**Lead: Teresa Mora/ Frank Gravier**

UCSC's collections document the history of Santa Cruz County from the mission period through the present, in over 2,000 books and pamphlets and more than 100 historical and contemporary archival and manuscript collections (measuring over 1,000 linear feet).

To develop our archival and monographic holdings, we are actively trying to document the following about Santa Cruz County:

- LGBTQ history: events, community leaders, organizations
- Political issues and leadership: selected Political papers exemplifying major legislation, major contributions to the growth and development of the region, shifts in demographics (such as education, social services), or materials directly related to other collection strengths (LGBT, environment); Political issues: materials documenting significant local political movements such as those related to land use; housing rights, environmentalism, and sustainable agriculture)
- Preservation of open space and environmental activism: preservation of land/water
- Agriculture: sustainable agriculture, farmland, water/irrigation, farming families
- Visual history of the landscape, cities, and communities in Santa Cruz County: people, places, society, "Arcadia books fodder"
- Under-documented ethnic communities including Chicano/Latino Americans, Native Americans, Japanese Americans, Chinese Americans, and Filipino Americans.

We occasionally collect the following about Santa Cruz County:

- Early settlement (rancho period)
- Santa Cruz Mission
- Surfing history and culture

Historically, collection strengths have included the Santa Cruz Mission, pioneer families, politics, entrepreneurship, and surfing. Materials include photographs, family papers, letters, oral history interviews, maps, postcards, newspapers, government documents, and an enormous collection of local ephemera (such as flyers and brochures).

## **Photography**

**Lead: Teresa Mora**

The photography collection comprises over half a million items and includes works by significant contemporary photographers working in both the documentary and fine art traditions. The bulk of the collection dates from the 1960s to the late twentieth century and has a particular focus on California photographers, especially those of the West Coast school and Group f/64. Significant collections include those of Ruth-Marion Baruch and Pirkle Jones, Edward Weston and Branson DeCou. Subject strengths include environmental photography, the geographic regions of California and Mexico, and the documentation of social change.

Additionally, Special Collections has strong holdings of local historic photographs—from aerial views of the Northern California Coastline to depictions of the city of Santa Cruz at the turn of the century and the contemporary photography of local photographic journalist Shmuel Thaler.

We actively collect work that supports additional collecting areas such as local history and social change.

## **University Archives**

### **Lead: Teresa Mora**

The University Archives documents the history of UC Santa Cruz, by collecting inactive administrative records of enduring historical value (including those documenting the University's decision making process, programs, and the cultural history of the campus) and University publications that provide documentation of the University's administrative history. In addition to printed and electronic materials and administrative records, University Archives includes holdings in other formats: pictorial, maps, audiovisual, and memorabilia. The formal collection dates from the planning stages of the University beginning in 1959.

## **Collection strengths, but only occasionally adding materials in these areas**

### **Faculty Papers**

#### **Lead: Teresa Mora**

Special Collections and Archives is home to the scholarly archives of some of the campus's most noteworthy present and former faculty members. These include philosopher Donna Haraway, feminist scholar Bettina Aptheker, National Medal of Science winner Sandra Faber, and historian Hayden White. Faculty collections generally include research files, grants, teaching material, drafts of publications, and conference papers, all of which provide valuable insights into scholarly, creative, and service contributions.

We are currently only collecting papers from faculty members who 1) have achieved international recognition in their field, 2) whose work is important to the history of California or the region, or 3) who played a major role in UCSC history.

The UC Archivists Council (UCAC) has also developed a policy on faculty papers here: <https://libraries.universityofcalifornia.edu/content/uc-faculty-papers-identification-and-appraisal>.

We do not collect the published works of UCSC faculty. The Library encourages UCSC authors to contribute their scholarly output to UC digital repositories (e.g., eScholarship).

### **Literary Archives**

#### **Lead: Teresa Mora**

Special Collections holds the literary archives of science fiction writer Robert Heinlein, poets Kenneth Patchen and Morton Marcus, and author Colin Fletcher. We are not actively seeking more archival collections in this area; however, we will consider the archives of individuals whose work strongly aligns with other collecting priorities.

### **Rare Books**

#### **Lead: Teresa Mora/ Jessica Pigza**

We maintain a representative collection of early European imprints, especially including a distinguished collection of 16th Century Italian imprints donated by Professors Hayden White and Margaret Brose. Other significant concentrations of early printed books include works in the history of astronomy, from the Library at Lick Observatory, a selection of illustrated botanicals, as well as a variety of literary works.

We continue to selectively collect texts that enhance our existing holdings selectively and with an eye towards instruction.

## **Visual Artists**

### **Lead: Teresa Mora**

Special Collections selectively collects archives documenting the lives of practicing artists such as emeriti faculty Kay Metz; the papers of Miriam and Ray Rice; and the records of local book artists Foolscap Press with a focus on artists whose work aligns with other collecting priorities.

## **Avant Garde/ Experimental Composers**

### **Lead: Teresa Mora**

Special Collections holds the papers of avant garde composer Lou Harrison; the records of the Cabrillo Festival of Contemporary Music; and the records of the Other Minds organization. We are particularly interested in growing our holdings in this area as they pertain to local history, augment existing holdings and support instruction.

## **Collection strengths, but no longer actively collecting in these areas**

### **Trianon Press/ William Blake**

The Trianon Press collection consists of the records of the Trianon Press including all works published by the press. In conjunction with the William Blake Trust, the press undertook the formidable project of publishing the illuminated works of William Blake and in acquiring the records of the press Special Collections acquired a significant representation of Blake material.

### **Anais Nin**

The Benjamin Franklin V and Jo Taft Franklin literature collection contains over 600 titles by and about Anais Nin, collected by her bibliographer, Benjamin Franklin V.

### **Thomas Carlyle**

The Thomas Carlyle collection consists of hundreds of volumes of Carlyle's published works, and numerous works of criticism and biography as well as a small collection of correspondence and manuscripts. The collection also includes volumes from Carlyle's personal library.

### **Charles Dickens**

The Charles Dickens collection consists of first editions of most of Dickens' novels, including works "in parts" as well as works about Dickens.

## **Special considerations for archival materials**

We only accept archival materials that reflect our existing topical collecting strengths. Exceptions are rarely made and are predominantly based on teaching and exhibition potential.

### **Resource considerations**

Archival materials require a great deal of labor and expertise to organize, preserve, and describe. Every new archival collection requires an assessment of the resource impact of accepting the material for long-term stewardship (storage, processing, digitization, access). Grants or philanthropic gifts may be accepted to support the arrangement, description and ongoing maintenance of materials.

### **Types of material we generally add to the collection**

- Diaries
- Significant correspondence (including email) documenting important activities, programs, decisions, events, or relationships
- Meeting minutes and reports
- Publications created by the organization or the individual whose archive we are accepting, including websites, newsletters, handbooks, program announcements, directories, catalogs, brochures, posters, and press releases
- Policy and procedure documents, or those records that document decision-making processes
- Annual reports
- Original photographs, audio recordings, video recordings, maps, and architectural drawings
- Records documenting the development of programs or special projects

Note: We accept documentation in all formats, including paper, digital, and other media. However, we may not be able to preserve or provide access to all formats in the future.

### **Types of material we generally do not add to the collection**

- Exact duplicate copies of anything
- Routine correspondence, e.g., requests and acknowledgments
- Records of routine matters, e.g., requests for leave, receipts
- Most business or financial records
- Reference files or research material, including news clippings, publications, and form letters
- Rough drafts of publications, articles or reports (except for literary and academic collections)
- Confidential material or items that must be restricted for a significant period of time
- Blank forms, letterhead, or other stationery
- Awards, plaques, framed material
- Widely held published material, including books, journals, and media

## **Special considerations for books or serials**

We acquire books or serials that pertain to our collecting strengths, particularly items that will be heavily used by UCSC faculty and students and for instruction. Items must either have a research or instruction value in order to be considered. We do not accept books or serials simply because they are scarce, fragile or unusual or to be comprehensive in our collection. We also do not accept books or serials with significant preservation problems (e.g., mold, unplayable formats, broken covers or spines, etc.).