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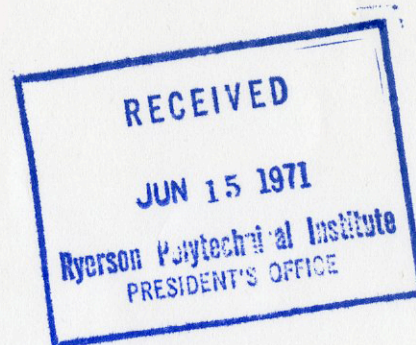
June 29, 1971.

Mr. James Peters  
English Department  
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Thank you very much indeed for your most interesting report on the Ryerson Archives. I shall be discussing the question of a budget for the Archives with Mr. G. E. Barr. I look forward to touring Room 511 to see all the hard work that you have been doing.

D. L. Mordell

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A REPORT ON THE RYERSON ARCHIVES

BY JAMES PETERS

ARCHIVIST

FOR

PRESIDENT DONALD MORDELL

JUNE 10, 1971



## ESTABLISHMENT OF THE ARCHIVES DEPARTMENT

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Upon the recommendation for an Archives department embodied in the Smyth Report, President Donald Mordell appointed the present writer, James Peters, early in 1971 to establish such a department within the domain of the Library. Arthur Paulaitis, Chief Librarian, provided a small room, which became free, as a centre for the depositing of the materials and their classification. By the end of January, 1971, the Archives department was in operation with my taking time from my teaching duties to begin the collecting and classification of materials.

The need for such a department has long been felt by some individuals at the institute among whom was the writer of this report. It is fortunate that some of our staff preserved old documents and brochures, and these have already been turned over to the Archives. The Library staff itself felt the need to preserve materials and the result has been the assembling of a good nucleus of things dealing with the first 22 years of the Institute's history.

Because Ryerson was established on such an educationally historic site as St. James Square, (7 acres covered by Howard Kerr Hall and Quadrangle), it was deemed desirable to include in the Archives any materials which related to the founder of Ontario's public educational system, Egerton Ryerson, whose name was given to the Institute in 1948. The connection with Egerton Ryerson has been felt to be so strong that the Library already possessed a number of books about and by Ryerson, and these have been taken in to the Archives.

As mentioned above, the Archives were placed under the shelter of the Library whose staff have been very helpful. The degree to which the Archives are to be assimilated to the Library is not clear yet. Time will sort out whether the Library absorbs the Archives department entirely, or whether the present scheme, with the Archives remaining in the Library as a separate function and the Archivist reporting to the president, will continue to exist. The present system appeals to me who believe that the Archivist in similar institutions is usually appointed from the ranks of the teaching faculty with whatever measure of independence this brings.

The present quarters are entirely inadequate, but within days, Archives will be moving to Room 511 of the Business Building where the physical environment is of ample scope in size and attractiveness. The ultimate home of Archives will be in Ryerson's new library building which is being erected at the corner of Gould and Victoria.

### What has been done to date:

Ryerson calendars have been sorted out and catalogued. It appears that we have at least one copy of each. Where possible a minimum of ten were kept. The

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Ryerson year books, the Ryersonia, were similarly catalogued and placed in order. We have at least one copy of each, and where possible five copies of each year were kept. The surplus from both these publications will be turned over to Alumni for storage and disposal.

Similarly, Ryerson reports, The Rambler, The Fifth Page and sundry other publications were placed in chronological order and catalogued. There are a few missing items, but I am confident that these will turn up.

Our collection of the Daily Ryersonian and the Eye-Opener is complete to date. Most of the Daily Ryersonian has been microfilmed and one hoped this will be continued. As our accumulation grows, no doubt, we shall have to film much of our materials.

Minutes of the Academic Council are nearly complete dating back to 1965. Faculty Association records are being kept and I am confident the files of the Association will be turned over to Archives.

Of great possible future use is a folder file which I have established. This is in alphabetic order and covers nearly every identifiable activity as well as a number of individuals who continue to make news at Ryerson. I was fortunate in obtaining many duplicate copies of the Daily Ryersonian and the Eye-Opener and these have had their appropriate items clipped and filed so that this valuable file now goes back further than I had hoped.

Years ago I began a date book for Ryerson in which appointments, moves, etc., were listed. Happily, Mr. Sauro, the Dean of Applied Arts continued to maintain after I left the Registrar's Office. Mr. Sauro has given me this date book and it will be maintained as a valuable and accessible catalogue of events for the last five or six years.

The Archives is also concerned with the artifacts of our history. For instance, Egerton Ryerson's massive desk, instead of going into ignominious storage, will be used by me. A handsome bust in marble of Egerton Ryerson has been consigned to Archives and I wish to find a prominent public place for it where it can be on exhibit safely.

When Dr. Kerr left Ryerson, he left in my care a good number of framed pictures of historic interest. These are hanging in the Library, but will be catalogued and kept under my scrutiny. Speaking of pictures, given our past photographic activity, we should have many more than we do. Mr. Bullock, retiring Chairman of the Photo Arts Department told me that the negatives collection of his department was turned over to the Information Department under Mr. Brennan. I think they should be in Archives, and if necessary, I should appreciate your good offices in obtaining them.

Finally, the Library staff thought that Archives should have a copy of every book written by Ryerson Faculty. The collection is very defective since I have only two copies. In the future, the Library will get an extra copy of every such book for Archives. Filling in past deficiencies is harder. I should like to lay my hands on the four copies outside your office.

What remains to be done:

1. All convocation speeches should go in Archives. Mr. Brennan has promised to give me the tapes.
2. A number of former Ryerson teachers should be contacted for whatever materials they may have. Interviews with them should be recorded. Dr. H.H. Kerr merits special attention in this respect and I intend to get<sup>at</sup> him this fall.
3. I should like to see another pointed directive from you urging (ordering?) staff to send old materials to me for sifting and retention.
4. Shouldn't there not be a small budget for Archives? This spring I was refused a \$120 tape recorder and I could not obtain one filing cabinet which I need desperately. Furthermore, I'd like to move to 511 in June before the 18th. I shall be in town and am prepared to supervise the moving of things from the Library and my office into 511.

The only conclusion I can offer this report is to suggest that the Archives are well started and the future looks good. The sorting out of things requires an old-timer like me and I am happy to have been picked. Later on, a clerk can relieve me of some of the detailed work when I have caught up with the past. The establishment of this department is 20 years late, but no young institution can see itself in retrospect as history. Catching up with the past, and establishing good procedures for the present and future are a challenge and make the task extremely interesting.



Postscript:

Since writing the above the Archives have been moved into Room 511 of the Business building. At this writing, things are in chaos, but when everything has been sorted out again and the proper furnishings installed I shall invite you to inspect what has been done. From time to time, I shall come in this summer to keep my files up to date.

Mr. Dennis Milton has written you a memo on the desirability of a rare book collection for the Library. I should be happy to house such a collection in the Archives.

Further and finally, I address myself again to artifacts. Mr. Gonsalvez has brought to my attention the beauty and irreplaceability of some of the parts of the houses on Church street which will soon be demolished. I appeal to you to ensure that these objects--fireplaces, stain glass windows, etc. be preserved and where possible built into other structures. Perhaps, a section in our storage space might be considered an extension of this department, where valued relics could be kept safely.