

West Virginia University, Library, West Virginia Collection, Records A&M 1974

West Virginia University, Library, West Virginia Collection, Records
1938-2020s



Title Statement

West Virginia University, Library, West Virginia Collection, Records A&M 1974

Author: Staff of the West Virginia & Regional History Center

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Morgantown, WV 26506-6069
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Profile Description

Creation: This finding aid was produced using ArchivesSpace on 2026-03-05 13:02:34 -0500.

Language Usage: Description is written in: English, Latin script.

Descriptive Rules: Describing Archives: A Content Standard

Descriptive Summary

Unit ID

A&M 1974

Unit ID

[Archival Resource Key](#)

Unit ID

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Unit ID

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Unit ID

/repositories/2/resources/6214

Unit Date

1938-2020s

Unit Date

1950s-1990s

Language

English .

Creator

West Virginia University. Library. West Virginia Collection

Extent

14.67 Linear Feet 14 ft. 8 in. (16 document cases, 5 in. each); (2 document cases, 2 1/2 in. each); (5 record cartons, 15 in. each); (1 notecard box, 12 in.); (1 hinged lid microfilm box, 4 in.)

Extent

53.1 Gigabytes 1,403 files (primarily .jpg, .pdf and .tif) in 131 folders.

Physical Location

West Virginia and Regional History Center / West Virginia University / 1549 University Avenue / P.O. Box 6069 / Morgantown, WV 26506-6069 / Phone: 304-293-3536 / URL: <https://wvrhc.lib.wvu.edu/>

Repository

West Virginia and Regional History Center

Administrative Information

Conditions Governing Access

Per West Virginia & Regional History Center policy, special access restrictions apply.

Due to the possibility of Personally Identifiable Information (PII), microfilm in box 23 will be restricted for 75 years after the date of record creation, but users may complete the Agreement for the Use of Sensitive Materials to request access to these materials prior to the expiration of the restriction.

Please contact the West Virginia & Regional History Center at in advance to request access to the above-mentioned records.

Researchers may access digitized and born digital materials by requesting to view the materials in person by appointment or remotely by contacting the West Virginia & Regional History Center reference department at .

Some audiovisual materials in boxes 22 and 25 are unprocessed and must be digitized for research access. They also may contain restricted materials.

Please contact the Center in advance to request access to the above-mentioned records.

Conditions Governing Use

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Immediate Source of Acquisition

Transfer from WVU. Library. West Virginia Collection, 1967-2024.

Preferred Citation

[Description and date of item], [Box/folder number], West Virginia University, Library, West Virginia Collection, Records, A&M 1974, West Virginia and Regional History Center, West Virginia University Libraries, Morgantown, West Virginia.

Biographical / Historical

The West Virginia and Regional History Center (formerly the West Virginia and Regional History Collection, and the West Virginia Collection) is the foremost historical archives library in West Virginia, preserving the finest gathering of archives and manuscripts pertaining to the history of West Virginia and the central Appalachian region in existence. The Center dates back to 1930, when the University Library accepted the responsibility of preserving the papers of Senator Waitman T. Willey, a founding father of West Virginia. The papers of other key political and industrial leaders soon followed, including those of Francis H. Pierpont, governor of the Reorganized Government of Virginia (1861-1863), and capitalist titans Henry Gassaway Davis and Johnson Newlon Camden.

The West Virginia University Board of Governors formally authorized the Library's growing "Division of Documents," as the Center was initially known, in 1933.

For more information, please see the About Us page on the West Virginia and Regional History Center website.

Scope and Contents

This collection contains administrative records of the West Virginia and Regional History Center. The material includes correspondence, monthly and annual reports, visitor and acquisition statistics, Center policies and procedures, and records of preservation activities. There are also records regarding renovations and additions to WVU Libraries, and other general library documentation.

Organization:

This collection is organized into four series.

Series 1. Correspondence, 1950s-2020s (boxes 1-5): Internal memos and external communications related to the operation of the West Virginia and Regional History Center. Topics include exhibits, professional development, policy updates, and collaboration with other institutions, including the Library of Congress, the National Archives and Records Administration, and the West Virginia State Archives.

Key correspondents include Deans of West Virginia University Libraries, Ruth Jackson and Robert Munn, and West Virginia Collection Curators, George Parkinson, Harold Forbes, Charles Shetler and John Cuthbert.

Series 2. Business Records, 1938-2025 (boxes 6-20 and 24): Administrative documents such as reports, budgets, television and radio advertisements, collection statistics, staff meeting minutes, and special project documentation, including records of the West Virginia Newspaper Project. The series also includes records of renovations and additions to West Virginia University Libraries, including floor plans and other records relating to the renovation of Colson Hall in preparation for the West Virginia and Regional History Collection. The WVRHC closed in Colson Hall and reopened in Wise Library in 2003.

Other highlights include the Works Project Administration's 1936 Survey of Historical Records (box 10), and records and correspondence related to the Center's attempts to obtain the United Mine Workers of America (UMWA) records, including a copy of the UMWA Archives Proposal, 1975-1991 (box 13).

Series 3. Miscellaneous Papers (box 21): Research, notes, and other records of unknown origin and unknown relation to the West Virginia and Regional History Center. Topics include the American Civil War, West Virginia symbols, and the toy manufacturer, Louis Marx and Company.

Series 4. Digital Media and Microfilm (boxes 22-23 and 25): Digital and microfilm copies of material as described above in Series 1 and Series 2. Much of this material has not been reviewed and may contain duplicates of physical items in the collection.

Related Materials

See also A&M 1642, box 4, Division of Documents -- Operational correspondence, 1936-1960

Keywords

West Virginia Collection - Archives and Manuscripts.

West Virginia Collection - West Virginia Room.

West Virginia Collection - West Virginia University Library.

West Virginia University. Archives

Libraries -- Special collections

West Virginia University. Library. West Virginia Collection

Description of Subordinate Components

Series 1. Correspondence

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243034

Unit Date 1950s-2020s

Mixed Materials 1 (Box)

Mixed Materials 2 (Box)

Mixed Materials 3 (Box)

Mixed Materials 4 (Box)

Mixed Materials 5 (Box)

Scope and Contents

Internal memos and external communications related to the operation of the West Virginia and Regional History Center. Topics include exhibits, professional development, policy updates, and collaboration with other institutions, including the Library of Congress, the National Archives and Records Administration, and the West Virginia State Archives.

Key correspondents include Deans of West Virginia University Libraries, Ruth Jackson and Robert Munn, and West Virginia Collection Curators, George Parkinson, Harold Forbes, Charles Shetler and John Cuthbert.

Most requests for information, or reference requests, were shredded per WVU retention policy. Those documents represented requests for research assistance with genealogy and subject based research projects. People also asked for printed resources like our guides and list of newspapers, as well as our list of researchers. Some reference requests from organizations putting together compilations of historical resources were retained, as they do not compromise individual privacy and they document the role that the WVRHC (and institutions like it) played in scholarly communication and research in a time before wide computer and internet usage.

Series 2. Business Records

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243035

Scope and Contents

Administrative documents such as reports, budgets, television and radio advertisements, collection statistics, staff meeting minutes, and special project documentation, including records of the West Virginia Newspaper Project. The series also includes records of renovations and additions to West Virginia University Libraries, including floor plans and other records relating to the renovation of Colson Hall in preparation for the West Virginia and Regional History Collection. The WVRHC closed in Colson Hall and reopened in Wise Library in 2003.

Other highlights include the Works Project Administration's 1936 Survey of Historical Records (box 10), and records and correspondence related to the Center's attempts to obtain the United Mine Workers of America (UMWA) records, including a copy of the UMWA Archives Proposal, 1975-1991 (box 13).

Monthly Reports

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243036

Unit Date 1951-1963

Mixed Materials 6 (Box)

Monthly and Annual Reports

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243037

Unit Date 1938-1999

Mixed Materials 7 (Box)

Departmental Memos, Reports and Materials Relating to the WV State Archives

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243038

Unit Date 1950s-1960s

Mixed Materials 8 (Box)

Staff and Department Head Meeting Minutes

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243039

Unit Date 1979-2015

Mixed Materials 9 (Box)

West Virginia Collection Statistics and Works Projects Administration (WPA) Records

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243040

Unit Date 1960s-1980s

Mixed Materials 10 (Box)

Policies and Procedures

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243041

Unit Date 1982-2003 and undated

Mixed Materials 11 (Box)

Preservation and Conservation

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243042

Unit Date 1985-2010 and undated

Mixed Materials 12 (Box)

United Mine Workers of America (UMWA) Archives Proposal

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243043

Unit Date 1975-1991

Mixed Materials 13 (Box)

West Virginia Day and Other Exhibits

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243044

Unit Date 1952-2018

Mixed Materials 14 (Box)

West Virginia Newspaper Project

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243045

Unit Date 1982-1997

Mixed Materials 15 (Box)

West Virginia University Libraries Records

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243046

Unit Date 1992-1998

Mixed Materials 16 (Box)

Miscellaneous Business Records

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243047

Unit Date 1950s-2020s

Mixed Materials 17 (Box)

Mixed Materials 18 (Box)

Mixed Materials 19 (Box)

Mixed Materials 24 (Box)

Notebooks

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243048

Unit Date undated

Mixed Materials 20 (Box)

Series 3. Miscellaneous Papers

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243049

Unit Date 1960s-2010s

Mixed Materials 21 (Box)

Scope and Contents

Research, notes, and other records of unknown origin and unknown relation to the West Virginia and Regional History Center. Topics include the American Civil War, West Virginia symbols, and the toy manufacturer, Louis Marx and Company.

Series 4. Digital Media and Microfilm

Unit ID [Archival Resource Key](#)

Unit ID /repositories/2/archival_objects/243050

Mixed Materials 22 (Box)

Mixed Materials 23 (Box)

Mixed Materials 25 (Box)

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Please contact the Center in advance to request access to the above-mentioned records.

Scope and Contents

Digital copies (on floppy disks, box 22) and microfilm copies (box 23) of material as described above in Series 1 and Series 2. Much of this material has not been reviewed and may contain duplicates of physical items in the collection.