



FACULTY LEGACIES

How do you want to preserve your legacy? University of Dayton Archives will preserve your story for future research.



WHAT ARE FACULTY PAPERS?

Faculty papers are private collections that complement the official record of University history, policies and activities. They include materials created or accumulated during a faculty member’s career, encompassing teaching, scholarship, and service to the University and to his or her profession. Faculty papers may also contain personal papers conveying biographical information about the faculty member’s childhood, education, family and civic activities.

WHY ARE FACULTY PAPERS IMPORTANT?

Faculty collections enhance the existing record of the University’s community, culture, and institutional and administrative history. Additionally, they document faculty research and scholarship; faculty-student engagement; and faculty service to the University and the community. Faculty papers also relate to broader, non-institutional topics, such as higher education, Catholic and Marianist education, American intellectual life, subject domains (e.g., philosophy), and biographies.

WHO USES FACULTY PAPERS?

Faculty papers are sources for new research and resources for administrative use. Potential users of these collections are professionals and scholars in the same or related fields; graduate and undergraduate students; administrators and other faculty at UD; and public researchers.

THE DONATION PROCESS

If you are interested in donating your papers or learning more about the process, please contact **Jennifer Brancato**, University archivist, at **937-229-4267** or **jbrancato1@udayton.edu**. University Archives is in Albert Emanuel Hall, room 211.

Although appraisal decisions differ from collection to collection, University Archives generally collects material pertaining to the following, plus any additional material that helps document the history of the University of Dayton:

TEACHING

- Blank exams
- Correspondence
- Course development notes and outlines
- Course syllabi
- Lectures

RESEARCH

- Bibliographies
- Correspondence
- Grant proposals and final reports
- Interviews
- Observational data and field recordings
- Publications
- Research proposals
- Speeches and presentations

SERVICE

- Committee files (selectively)
- Conference materials (if an organizer)
- Correspondence and memoranda
- Minutes
- Reports authored

EDUCATION AND LIFE

- Awards, certificates and degrees
- Clippings
- Curriculum vitae
- Diaries, journals and memoirs
- Memorabilia
- Photographs