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COLLECTION MANAGEMENT POLICIES - ABBREVIATED

Florida Gulf Coast University Library - University Archives & Special Collections

Mission Statement

The University Archives & Special Collections of the Florida Gulf Coast University Library advances research by acquiring, preserving, and providing public access to original primary source materials.

The University Archives is the official institutional repository of records for Florida Gulf Coast University and serves as its institutional memory. The Archives identifies, collects, preserves, and provides access to materials with enduring historical value that document the history of the university.

The Special Collections actively collects and preserves materials documenting the cultural and environmental history of Southwest Florida, as well as rare, fragile, and unique materials including, early printed and rare books, manuscripts, photographs, sheet music, audio visual materials, and ephemera

Description and Scope of the Collection

The University Archives & Special Collections' Permanent Collection consists of materials pertaining to the institutional history of Florida Gulf Coast University as well as unique or rare primary resource materials deemed to be of value for scholarly purposes; or serve a worthy public interest.

The University Archives actively collects materials related to the history, administration, and culture of Florida Gulf Coast University that have enduring historical and administrative value. Portions of the collection may document areas outside of campus as they related to the activities of Florida Gulf Coast University faculty, staff, students, and alumni. Materials include but is not limited to;

- President's Office
- Academic Affairs
- Student Affairs
- Administration & Finance
- Advancement & Marketing
- Faculty Senate
- Athletics
- Alumni Association
- Registered Student Organizations
- Materials documenting student life

The University Archives does not collect materials that are not related to Florida Gulf Coast University, are actively used by departments or organizations, records that are determined to have short-term or transitory value, and records that must remain closed in perpetuity. Mass produced memorabilia are not comprehensively collected

The Special Collections house rare, fragile, and unique materials documenting the cultural and environmental history of Southwest Florida. Works are not limited by material type and includes manuscripts, photographs, sheet music, audiovisual materials, and ephemera. Materials and topics include, but is not limited to;

- Early Printed and Rare Books
- Artists' Books
- Southwest Florida Environmental History
- Cultural Heritage of Southwest Florida
- Koreshan Unity
- Florida Railroads
- Historic Religious Organizations
- The Land Boom of the 1920's
- Mid-Twentieth Century Journalism
- Forensic Science
- Ichthyology
- Zines