



August 28, 2012

OHRAB Interim Report on the Preservation of the Charles W. Whalen Jr. Congressional Papers in the University Archives and Special Collections

The replacement and relabeling of all boxes and folders in the Charles W. Whalen Jr. Congressional Papers was completed August 17, 2012. A total of 492 old boxes were replaced with 496 new boxes. A number of old boxes were found to be under-stuffed, and consolidation of those boxes eliminated the need for a total of 31 boxes. At the same time, 35 boxes were added for scrapbooks and some memorabilia which had previously been stored on open shelves.

Supplies for the project were purchased on April 13 and work began on the collection on May 2. Raymond Hall, archives student assistant in the University Archives and Special Collections, spent a total of 175.5 hours on the project between May 2 and August 17. The project took longer to complete than expected, largely due to necessary editing of the finding aid resulting from the consolidation of boxes and the processing of assorted unprocessed materials.

The grant funded 261 letter-size boxes. The remainder of the supplies were either purchased by UD for this grant project or reallocated from on-hand supplies earmarked for other projects. The cost of the project breaks down as follows:

	Final Cost	Explanation of expenses
Budgeted costs		
OHRAB-funded supplies	\$1,243	261 boxes
UD-funded supplies	\$1,767	44 boxes, 3719 folders, 3280 labels (cost includes shipping)
Student wages	\$1,378	175.5 hours
Subtotal	\$4,388	
Unbudgeted costs		
Re-allocated supplies	\$1,211	299 folders and 191 boxes
Total	\$5,599	

In addition to rehousing the collection, we edited the collection finding aid and completed its conversion from legacy format to EAD. The finding aid has been uploaded to the OhioLINK Finding Aid Repository.¹ We also digitized a selection of photographs, news releases, and video recordings and created an online collection of this content.² Finally, on June 10 we showcased materials from the collection in an open

¹ OhioLINK Finding Aid Repository. "Guide to the Charles W. Whalen Jr. Congressional papers, 1945-2003, bulk 1967-197." <http://rave.ohiolink.edu/archives/ead/ODaU0007>. (Accessed on August 28, 2012)

² Digital@UDayton. "Charles W. Whalen Jr. Congressional Papers." <http://digital.udayton.edu/cdm/landingpage/collection/whalen>. (Accessed on August 28, 2012)

house coordinated with the dedication of a tree for Rep. Whalen on UD's campus and the honorary naming of L Street as "Chuck Whalen Lane."³

This project has dramatically improved the storage conditions of the Charles W. Whalen Jr. Congressional Papers and will enhance their longevity and accessibility. We plan to conclude the project by publicizing it through University of Dayton media outlets.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rachel E. Bilokonsky".

Rachel Bilokonsky, CA
University Archivist

³ For the event press release, see http://www.udayton.edu/news/articles/2012/05/charles_whalen_events_reunion_weekend.php. For related articles, see <http://udquickly.udayton.edu/scribblings/2012/06/a-walk-down-chuck-whalen-lane/> and http://www.udayton.edu/news/articles/2012/06/jason_pierce_congress_today_not_what_framers_had_in_mind.php.