

Archives of the University of Notre Dame

COLLECTION POLICY

The University Archives serves researchers from the Notre Dame community and the general public by preserving and providing access to records regarding Notre Dame's past and that of the Catholic Church in the United States. To that end, the Archives of the University of Notre Dame shall actively collect, preserve, and make available historically valuable materials (in any and all formats) in the following categories:

1. University administrative records, including, but not limited to: correspondence, dossiers, memoranda, minutes, emails, summary financial records, curricula, contracts, reports, subject/reference files, databases, published materials of all kinds, photographs, audio/visual materials, artifacts, and any other material generated or received by the administrative or academic offices of the University in the conduct of their business.
2. Materials that document the life of the University community, including student organizations and activities, residence halls, religious groups, non-varsity athletic teams, alumni organizations, organizations of faculty and administrators, and other University related groups. Such materials are essential complements to official University records.
3. The personal and professional papers of prominent, noteworthy, or typical people associated with the University, including University officers, faculty, students, alumni, and benefactors. These manuscript collections may include materials relating to everyday life at Notre Dame and/or issues of historical significance outside higher education as well as professional academic activities, research and teaching, and educational theories and practices since the founding of the University.
4. Papers of bishops, clergy, missionaries, religious and lay people, and organizations documenting the development of the Catholic Church and its people in the United States, especially Catholic higher education, publishing, religious orders, and social action.