



# LibGuides in the Archives: Hosting Finding Aids for Archival Collections on LibGuides

Jeff Jenson & Anna Hulseberg, Gustavus Adolphus College  
Library Technology Conference, March 2016

# Fall 2015

- Implemented LibGuides Version 2
- Preliminary Conversations About Possibilities for Archives

The screenshot shows the homepage of the library's LibGuides system. At the top, the Gustavus Adolphus College logo is on the left, and the library name is on the right. Below the header, there are navigation links for 'Library', 'LibGuides', and 'Home'. A search bar is present with a 'Search' button. Two tabs, 'BY SUBJECT' and 'BY LIBRARIAN', are visible. The main content area is titled 'Guides from All Semesters' and features a list of subject-based guides, each with a circular icon indicating the number of guides available. To the right, there is a 'Welcome to Research at Gustavus!' section with a photo of a student in a library and a 'Your Friendly Librarians' section with photos of Dan Mollner and Michelle Twait.

**GUSTAVUS**  
GUSTAVUS ADOLPHUS COLLEGE

Folke Bernadotte Memorial Library

Library / LibGuides / Home


BY SUBJECT BY LIBRARIAN

Search: Search Research Guid Search


Guides from All Semesters Display: Alphabetically

African Studies	2
Anthropology	1
Archives	4
Art and Art History	7
Biology	8
Chemistry	4
Children's Literature	1
Classics	4
Communication Studies	9
Current Events	8


Welcome to Research at Gustavus!  
Not sure where to start? Use these research guides created by Gustavus librarians.



Your Friendly Librarians



Dan Mollner



Michelle Twait

# Current Archives Website

## Homepage

The screenshot shows the homepage of the 'College and Lutheran Church Archives'. At the top, there is a navigation bar with 'Home', 'Library', and 'Archives' (the latter being highlighted). Below the navigation bar is a sidebar with links to 'Archives', 'About', 'Digital Collections', 'College Archives', 'Lutheran Church Archives', 'Genealogy', 'Records Management', 'Library', and 'Search Archives'. The main content area features the title 'College and Lutheran Church Archives' and a sub-section for 'College Archives'. This section includes a list of items available for research: photographs, recordings, documents, student and faculty materials, and historical information from 1862 to the present. A 'Lutheran Church Archives' section follows, describing administrative records of Minnesota affiliates of the Lutheran Church in America (LCA) and predecessor synods. A search bar with a 'SEARCH' button is located at the bottom left. A large circular logo for 'GUSTAVUS ADOLPHUS COLLEGE AND LUTHERAN CHURCH ARCHIVES' is positioned on the right side of the main content area.

## College Collection Divisions

The screenshot displays the 'College Archives' page, which lists various collection divisions. The navigation bar is identical to the homepage. The sidebar on the left contains links to 'Archives', 'About', 'Digital Collections', 'College Archives', 'Administration', 'Athletics and Recreation', 'Departments & Offices', 'Faculty', 'Miscellaneous', 'Students', 'By Collection Number', 'Vertical/Biographical Files', 'Manuscript Collections', 'Lutheran Church Archives', 'Genealogy', 'Records Management', 'Library', and 'Search Archives'. The main content area is titled 'College Archives' and features two primary collection divisions: 'Gustavus Adolphus College Archives (GACA)' and 'College Archives Manuscript Collections (CAMC)'. The GACA section includes a photograph of a building and a description of its holdings. The CAMC section includes a portrait of a man and a description of its holdings. A 'Vertical/Biographical Files' section is also present, with a list of items available for research.

# College Collections

Home > Library > Archives > College Archives

## GACA Finding Aids by Collection Areas

- Administration 
- Athletics and Recreation 
- Departments 
- Faculty 
- Miscellaneous 
- Students 




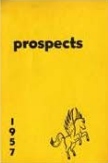


In addition to browsing by area, you can peruse by [collection number](#). Generally, collections processed most recently are at the top of the list. Please contact archives staff if you are curious about unlisted/unprocessed collections.

- Archives
- About
- Digital Collections
- College Archives
  - Administration
  - Athletics and Recreation
  - Departments & Offices
  - Faculty
  - Miscellaneous
  - Students
  - By Collection Number
  - Vertical/Biographical Files
  - Manuscript Collections
- Lutheran Church Archives
- Genealogy
- Records Management

# College Student Collections

Home > Library > Archives > College Archives > Finding Aids

## GACA Student Collections by Area

- Scrapbooks & Memorabilia 
- Organizations & Clubs 
- Fraternities & Sororities 
- Publications 
- Alumni 
- Miscellaneous 

Google Custom Search

- Archives
- About
- Digital Collections
- College Archives
  - Administration
  - Athletics and Recreation
  - Departments & Offices
  - Faculty
  - Miscellaneous
  - Students
  - By Collection Number
  - Vertical/Biographical Files
  - Manuscript Collections
- Lutheran Church Archives
- Genealogy
- Records Management
- Library
- Search Archives

[Archives](#)[About](#)[Digital Collections](#)[College Archives](#)[Administration](#)[Athletics and Recreation](#)[Departments & Offices](#)[Faculty](#)[Miscellaneous](#)[Students](#)[By Collection Number](#)[Vertical/Biographical Files](#)[Manuscript Collections](#)[Lutheran Church Archives](#)[Genealogy](#)[Records Management](#)[Library](#)[Search Archives](#)

# GACA Student Collections: Fraternities & Sororities

<a href="#">Sigma Sigma Sigma. Collection of the Sigma Sigma Sigma Sorority, 1998-Ongoing.</a>	GACA 394
<a href="#">Zeta Pi Phi. Collection of the Zeta Pi Phi Sorority, 1985-1995.</a>	GACA 392
<a href="#">Letters Regarding Banning an Reinstatement of the Greek System, 1988-1992.</a>	GACA 262
<a href="#">Chi Kappa Chi. Collection of Chi Kappa Chi Sorority, 2000-2010.</a>	GACA 233
<a href="#">Omega Kappa Fraternity. Collection of Omega Kappa Fraternity, 1936-Ongoing.</a>	GACA 228
<a href="#">Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.</a>	GACA 156
<a href="#">Alpha Phi Rho. Collection of Alpha Phi Rho Sorority, 1915-1995.</a>	GACA 152
<a href="#">Beta Chi Sorority. Beta Chi Scrapbook and Banquet Programs, 1976-1980.</a>	GACA 140
<a href="#">Phi Alpha. Collection of the Phi Alpha Fraternity, 1907-1957.</a>	GACA 130
<a href="#">Turbescon (T.C.O.S.). Collection of Turbescon Secret Society, 1915-1951.</a>	GACA 127
<a href="#">Psi Kappa Chi. Collection of Psi Kappa Chi, 1983.</a>	GACA 126
<a href="#">Delta Phi Omega. Collection of Delta Phi Omega Sorority, 1929-Ongoing.</a>	GACA 110
<a href="#">Gamma Phi Omega. Records of Gamma Phi Omega Fraternity, 1948-1957 and 1994-1999.</a>	GACA 102
<a href="#">Beta Chi Sorority. History and Program, 1966 and 1975.</a>	GACA 101
<a href="#">Nu Upsilon Gamma. Records of Nu Upsilon Gamma Fraternity, 1910-1981.</a>	GACA 99
<a href="#">Epsilon Pi Alpha. Records of Epsilon Pi Alpha, 1928-2008.</a>	GACA 95
<a href="#">Chi Iota Kappa (XIK) Fraternity. Collection of the Chieftains, 1907-1979.</a>	GACA 89

[Archives](#)[About](#)[Digital Collections](#)[College Archives](#)[Administration](#)[Athletics and Recreation](#)[Departments & Offices](#)[Faculty](#)[Miscellaneous](#)[Students](#)[By Collection Number](#)[Vertical/Biographical Files](#)[Manuscript Collections](#)[Lutheran Church Archives](#)[Genealogy](#)[Records Management](#)[Library](#)[Search Archives](#)

Google™ Custom Search

SEARCH

# Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.

*GACA Collection 156*

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. 2 Hollinger boxes and 3 flat boxes.**

## ABSTRACT:

The Tau Mu Tau (TMT) sorority collection contains the constitution, membership lists, minutes, invitations, programs, a history, rush materials, photographs, and scrapbooks holding photographs, programs, invitations and other memorabilia. TMT was founded in 1909 as a literary society and eventually evolved into a social sorority. Additional materials will be added to the collection when received from the organization.

## HISTORICAL NOTE:

Tau Mu Tau began in the early 1900s with twelve members. Like most sororities at Gustavus, they began as more of a literary society and evolved eventually into having a more social focus. The current mission of Tau Mu Tau is to provide an enlightening and enjoyable experience that combines friendship and unity, and integrates the development of values with intellectual and social growth.

\*College documentation states Tau Mu Tau began in 1909 while sorority documentation indicates 1904.

## SCOPE AND CONTENT:

This collection is divided into four sections: administrative; programs and invitations; photographs and scrapbooks; and miscellaneous.

- **Administrative** is comprised of minutes, the constitution, rush materials, instructions, and a history.
- **Programs and Invitation** is made up of programs and invitations from Tau Mu Tau banquets and parties.
- **Photographs and Scrapbooks** contains photographs and scrapbooks of sorority events and members.
- **Miscellaneous** contains a pennant, c. 1912 and a guest book from the 1994 reunion.

## Search Archives

Google™ Custom Search

SEARCH

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- **Photographs and Scrapbooks** contains photographs and scrapbooks of sorority events and members.
- **Miscellaneous** contains a pennant, c. 1912 and a guest book from the 1994 reunion.

### RESTRICTIONS:

There are no restrictions on use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, property, and libel laws as they apply.

Researchers must use collection in accordance with the policies of the College Archives, the Folke Bernadotte Memorial Library, and Gustavus Adolphus College.

### COLLECTION CITATION:

Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. Gustavus Adolphus College Archives, St. Peter, Minnesota.

### ACQUISITION:

Kelly O'Brien transferred part of this collection during January 2010.

### PROCESSED BY:

Adrianna Darden processed this collection and developed the finding aid during September 2009.

### SUBJECT HEADINGS:

Gustavus Adolphus College. Tau Mu Tau Sorority.

Gustavus Adolphus College -- Student organizations.

Gustavus Adolphus College -- Sororities.

Gustavus Adolphus College -- Students -- Societies, etc.

Greek letter societies -- Minnesota -- St. Peter.

Women College Students -- Minnesota -- St. Peter -- Societies, etc.

College Students -- Minnesota -- St. Peter -- Social life and customs -- 20th Century.

Women--Societies and clubs.

Photographs.

**GACA Collection 156****Box****Folder****Administrative, 1909-**

Constitution/Membership Lists/Minutes, 1909-1914 and undated

1

1

Greek Leadership Retreat, Spring 2006

1

6

History, 1948-1955

1

2

Miscellaneous Instructions/Songs/Correspondence, undated

2

1

Rush Materials, 1990-2006

1

5

**Programs and Invitations, 1941-**

Programs and Invitations, 1941-1959

1

3

Programs and Invitations, 1960-2006 and undated

1

4

Twelfth Night Program, 1961

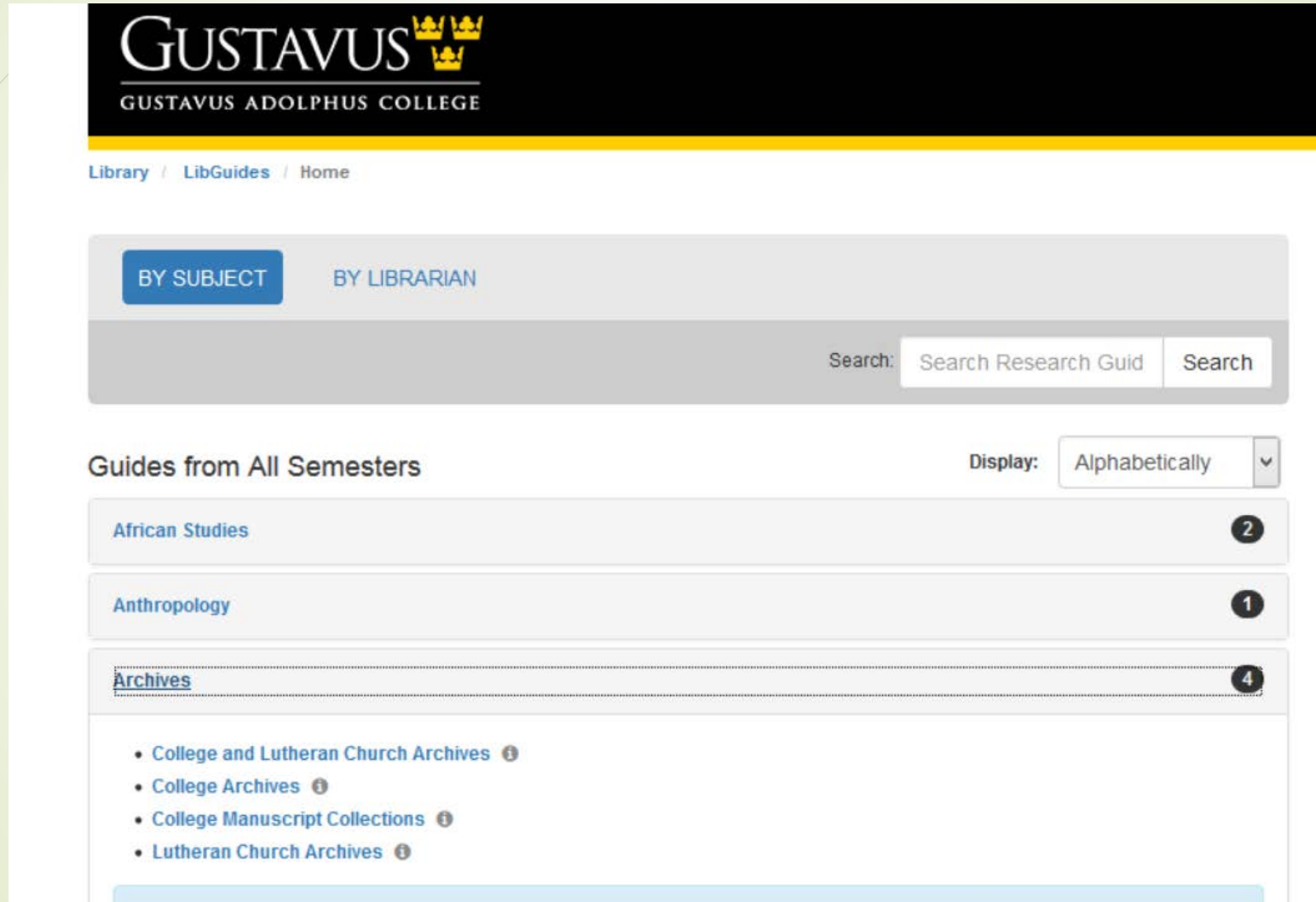
3

1

**Photographs and Scrapbooks, 1950-**



# LibGuides Version 2: Archives!



The screenshot displays the LibGuides interface for Gustavus Adolphus College. At the top, the college's logo features the name "GUSTAVUS" in a large serif font with a crown icon, and "GUSTAVUS ADOLPHUS COLLEGE" in a smaller sans-serif font below it. A navigation breadcrumb reads "Library / LibGuides / Home". Below this is a filter bar with two buttons: "BY SUBJECT" (highlighted in blue) and "BY LIBRARIAN". A search bar contains the text "Search: Search Research Guid" and a "Search" button. Underneath, the text "Guides from All Semesters" is followed by a "Display:" dropdown menu set to "Alphabetically". The main content area lists three categories: "African Studies" with a count of 2, "Anthropology" with a count of 1, and "Archives" with a count of 4. The "Archives" category is expanded to show a list of four sub-guides: "College and Lutheran Church Archives", "College Archives", "College Manuscript Collections", and "Lutheran Church Archives". Each item in the list includes a small information icon.

**GUSTAVUS**  
GUSTAVUS ADOLPHUS COLLEGE

Library / LibGuides / Home

BY SUBJECT BY LIBRARIAN

Search: Search Research Guid Search

Guides from All Semesters Display: Alphabetically

African Studies 2

Anthropology 1

Archives 4

- College and Lutheran Church Archives ⓘ
- College Archives ⓘ
- College Manuscript Collections ⓘ
- Lutheran Church Archives ⓘ

# College Archives: Overview

Overview

Administration

Athletics & Recreation

Departments & Offices

Faculty

Students

Miscellaneous

Browse All

## Navigation

- [Archives Home](#)
- [Finding Aids Home](#)
- [About](#)
- [Digital Collections](#)
- [Genealogy](#)
- [Records Management](#)
- [Library](#)

## Find Us



## Collection Areas



Administration



Athletics & Recreation



Departments & Offices



Faculty



Students



Miscellaneous

# College Archives: Students

- Overview
- Administration
- Athletics & Recreation
- Departments & Offices
- Faculty
- Students**
- Miscellaneous
- Browse All

## Student Collection Areas



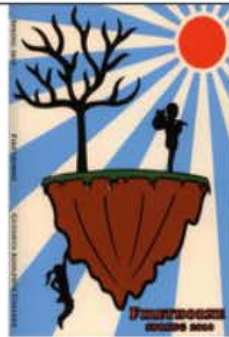
Scrapbooks & Memorabilia



Organizations & Clubs



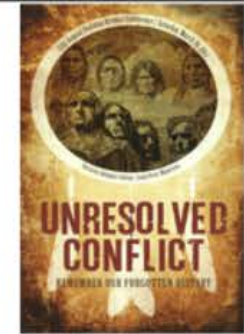
Fraternities & Sororities



Publications



Alumni



Miscellaneous

# College Archives: Fraternities & Sororities

[Overview](#)

[Administration](#)

[Athletics & Recreation](#)

[Departments & Offices](#)

[Faculty](#)

[Students](#)

[Miscellaneous](#)

[Browse All](#)

## Browse Student Fraternities & Sororities

- [GACA Collection 017. Kappa Sigma Chi Fraternity. Papers, c.1914 and 1942-1966](#)
- [GACA Collection 018. Iota Beta Sorority. Collection of the Iota Beta Sorority, undated and 1941-1967](#)
- [GACA Collection 024. Alpha Kappa Psi Fraternity. Collection of Alpha Kappa Psi, Epsilon Xi Chapter, 1959-1999](#)
- [GACA Collection 039. Inter-Greek Senate. Records, 1980-1988 and 2003-2006](#)
- [GACA Collection 040. Inter-Sorority Senate. Records, 1961-1983](#)
- [GACA Collection 041. Inter-Fraternity Senate. Records, 1956-1983](#)
- [GACA Collection 075. Theta Xi Gamma Sorority. Collection, 1939-Ongoing](#)
- [GACA Collection 076. Sigma Delta Sorority. Collection, 1914-1990](#)
- [GACA Collection 089. Chi Iota Kappa \(XIK\) Fraternity. Collection of the Chieftains, 1907-1979](#)
- [GACA Collection 095. Epsilon Pi Alpha. Records of Epsilon Pi Alpha, 1928-2008](#)
- [GACA Collection 099. Nu Upsilon Gamma. Records of Nu Upsilon Gamma Fraternity, 1910-1981](#)
- [GACA Collection 101. Beta Chi Sorority. History and Program, 1966 and 1975](#)
- [GACA Collection 102. Gamma Phi Omega. Records of Gamma Phi Omega Fraternity, 1948-1957 and 1994-1999](#)
- [GACA Collection 110. Delta Phi Omega. Collection of Delta Phi Omega Sorority, 1929-Ongoing](#)
- [GACA Collection 126. Psi Kappa Chi. Collection of Psi Kappa Chi, 1983](#)
- [GACA Collection 127. Turbescon \(T.C.O.S.\). Collection of Turbescon Secret Society, 1915-1951](#)
- [GACA Collection 130. Phi Alpha. Collection of the Phi Alpha Fraternity, 1907-1957](#)
- [GACA Collection 140. Beta Chi Sorority. Beta Chi Scrapbook and Banquet Programs, 1976-1980](#)
- [GACA Collection 152. Alpha Phi Rho. Collection of Alpha Phi Rho Sorority, 1915-1995](#)
- [GACA Collection 156. Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing](#)
- [GACA Collection 228. Omega Kappa Fraternity. Collection of Omega Kappa Fraternity, 1936-Ongoing](#)

## GACA Collection 156. Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing: Overview

### Collection Finding Aid



Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.

### Need More Information?

To learn more about this collection please see the finding aid link found above, and/or visit the [College and Lutheran Church Archives](#) to use these primary sources.

### Collection Description

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing. GACA Collection 156. 2 Hollinger boxes and 3 flat boxes.**

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The Tau Mu Tau (TMT) sorority collection contains the constitution, membership lists, minutes, invitations, programs, a history, rush materials, photographs, and scrapbooks holding photographs, programs, invitations and other memorabilia. TMT was founded in 1909 as a literary society and eventually evolved into a social sorority. Additional materials will be added to the collection when received from the organization.

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Tau Mu Tau began in the early 1900s with twelve members. Like most sororities at Gustavus, they began as more of a literary society and evolved eventually into having a more social focus. The current mission of Tau Mu Tau is to provide an enlightening and enjoyable experience that combines friendship and unity, and integrates the development of values with intellectual and social growth.

\*College documentation states Tau Mu Tau began in 1909 while sorority documentation indicates 1904.

### Scope and Content

This collection is divided into four sections: administrative; programs and invitations; photographs and scrapbooks; and miscellaneous.

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# Finding Aid PDF for Tau Mu Tau Collection

**GUSTAVUS**  
GUSTAVUS ADOLPHUS COLLEGE



**COLLEGE ARCHIVES**

Folke Bernadotte Memorial Library  
Gustavus Adolphus College  
800 West College Avenue, Saint Peter, MN 56082-1498

Gustavus Adolphus College Archives  
St. Peter, Minnesota

**Tau Mu Tau. Collection of Tau Mu Tau Sorority, 1909-Ongoing.**

**GACA Collection 156**

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Gustavus Adolphus College. Tau Mu Tau Sorority.  
Gustavus Adolphus College -- Student organizations.  
Gustavus Adolphus College -- Sororities.  
Gustavus Adolphus College -- Students -- Societies, etc.  
Greek letter societies -- Minnesota -- St. Peter.  
Women College Students -- Minnesota -- St. Peter -- Societies, etc.  
College Students -- Minnesota -- St. Peter -- Social life and customs -- 20<sup>th</sup> Century.  
Women--Societies and clubs.  
Photographs.

GACA Collection 156	Box	Folder
<b>Administrative, 1909-</b>		
Constitution/Membership Lists/Minutes, 1909-1914 and undated	1	1
Greek Leadership Retreat, Spring 2006	1	6
History, 1948-1955	1	2
Miscellaneous Instructions/Songs/Correspondence, undated	2	1
Rush Materials, 1990-2006	1	5
<b>Programs and Invitations, 1941-</b>		
Programs and Invitations, 1941-1959	1	3
Programs and Invitations, 1960-2006 and undated	1	4
Twelfth Night Program, 1961	3	1
<b>Photographs and Scrapbooks, 1950-</b>		
Photographs, 1966-1992	2	3
Photographs, undated	2	4
Scrapbook Pages, Spring 1995	3	2
Scrapbook, 1989-1990	3	-
Scrapbook, 1971-1972	3	-
Scrapbook, 1986-1987	4	-
Scrapbook, 1950s	4	-
Scrapbook, 1972-1973	5	-
Scrapbook, 1992-1993	5	-
<b>Miscellaneous, c. 1912 and 1994</b>		
Pennant, c. 1912	5	-
Reunion Guest Book, 1994	2	2

# LibGuides Tags Hierarchy

## ▶ Gustavus Adolphus College Archives (GACA)

- ▶ College Archives
  - ▶ GACA Administration
  - ▶ GACA Alumni
  - ▶ GACA Athletics & Recreation
  - ▶ GACA Departments & Offices
  - ▶ GACA Faculty
  - ▶ GACA Students
    - ▶ GACA Alumni
    - ▶ GACA Fraternities & Sororities
    - ▶ GACA Organizations & Clubs
    - ▶ GACA Publications
    - ▶ GACA Scrapbooks & Memorabilia
    - ▶ GACA Students Miscellaneous
  - ▶ GACA Miscellaneous

## ▶ College Archives Manuscript Collections (CAMC)

- ▶ Manuscript Collections
  - ▶ CAMC People
  - ▶ CAMC Organizations
  - ▶ CAMC Miscellaneous

## ▶ Lutheran Church Archives Collections (LCA)

- ▶ Lutheran Church Archives
  - ▶ LCA Church Bodies
    - ▶ LCA Augustana Lutheran Church
      - ▶ LCA Augustana Synod
      - ▶ LCA Minnesota Conference
      - ▶ LCA Red River Valley Conference
    - ▶ LCA Evangelical Lutheran Church in America
    - ▶ LCA Lutheran Church in America
    - ▶ LCA United Lutheran Church in America
  - ▶ LCA Congregations
  - ▶ LCA Organizations
  - ▶ LCA Pastors and Laity
  - ▶ LCA Periodicals
  - ▶ LCA Miscellaneous



# Conclusion

- Easier to manage finding aids in LibGuides
  - Easier to create, update, and edit
  - Tags allow to pull for lists, changes, etc.
- Positive student feedback based on usability testing
- Reliable search functionality
- Opportunity to collaborate
- Easier integration into course and subject guides and instruction