

Southern  
Illinois University  
Carbondale

September 12, 2012

Amy E. Ferrer  
Executive Director  
American Philosophical Association

Cc: David E. Schrader, Linda Nuoffer

Dear Amy E. Ferrer:

As requested, I am writing to provide you with a report and evaluation of the grant I received for the "Phenomenology Archive Project" from the APA, a grant awarded in December for work in 2012.

1. Purpose. The purpose of the grant was to seek seed funding, enabling the Phenomenology Research Center (PRC) to acquire and manage, initially, three American Philosophers' collections for the second strand of the Phenomenology Archive Project: The North American Collections, which includes papers and books from philosophers living in North American (Strand One is the International Collections).
2. We were able to acquire two of the three proposed collections in this timeframe (the Collections of Bruce Wilshire and Calvin O. Schrag). We are still anticipating the receipt of the Collections from Maxine Sheets-Johnstone.
3. Accomplishments. With the support of my home university, SIU Carbondale, the Phenomenology Research Center received full-time GA support for the Archives Project in the Spring Semester of 2012.

With the support of the APA Grant:

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Phenomenology Research Center  
[www.prc.siu.edu](http://www.prc.siu.edu)  
Mail Code 4522  
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Carbondale, Illinois 62901  
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1. We have purchased an Archives Project dedicated computer, monitor, and scanner for use by those associated with or visiting the PRC.
2. We have purchased Acid Free Boxes, Acid Free Legal Size folders, Labels, and a Stamp for labeling.
3. We have funded an assistant who is an archives specialist.
4. We have accessioned the Collections. (Accession involves the legal transfer of the collections, and creating the accession log.)
5. We have a preliminary inventory of the materials (we have surveyed the materials). We have maintained the provenance and arrangement of the material.
6. We are processing the materials into different series:
  - Series 1. Biographical materials (this includes when author was a student, awards, photos, etc.)
  - Series 2. Correspondence (organized by correspondent, and then within the latter, by date)
  - Series 3. Writings by author. Publications: articles, conference papers, unpublished manuscripts
  - Series 4. Printed materials. Published journals, books.
7. Preservation: All materials are placed in acid free folders and acid free boxes.
8. Developed Finding Aid:
  - A. Biographical historical note (on author) (dates, where he went to school, family, etc.)
  - B. Scope and Content Note. Series descriptions. List of box and files within the box. Box description and folder description.
9. We have installed "Archon" on the computer. Archon is archival management tool that publishes archival descriptive information (finding aids) and digital archival objects (e.g., photos, scanned items [e.g., papers] with links).

4. Current Work. We are currently in the process of entering these materials into Archon. However, we are not opening the collection digitally until it is complete, edited, and proofed. We expect this work to be completed by November, 2012. Our full evaluation of output and outcomes cannot be reported until the collection is ready for public access. This includes the proposed advertising of the Phenomenology Archives Project. We are preparing a Center designed performance survey, and this will entail strategies for advertising the collection.

5. Assessment. The process of acquisition and digitizing was more labor intensive than we had anticipated. For example, we have 10 linear feet of materials, and it takes approximately 40 hours per linear foot to process. This does not include putting it into Archon. This is one reason why we have still to develop the digital finding aid, and especially the full digital access.

Nevertheless, this APA funding has established the protocols and infrastructure for archiving at the PRC.

5. Future Plans. In the short term, we are preparing an event at the Center to launch to the physical and digital Collections. In the long term, we are already handling requests made to us to house American and International philosophers at the PRC in the Phenomenology Archives Project. We will set up additional protocols to handle this material as well as we develop the Phenomenology Archives Project.

Many thanks for your generous support of the Phenomenology Archives Project.

If you would like further information regarding this Project, or if you have any questions, please do not hesitate to contact me.

Sincerely,

Anthony J. Steinbock  
Professor of Philosophy  
Director, Phenomenology Research Center