

## **Toledo Spiders: A joint archive of the W. J. Murchison Community Center and the University of Toledo Africana Studies program.**

**Finding aid written July 2002 by Kate Williams**

### **Overview of the collection**

Creators: The collection was created in the course of the work of the Murchison Center and the Africana Studies program.

The following people organized the collection for binding and archiving:

Abdul Alkalimat, Director, UT Africana Studies program and president, W. J. Murchison Community Center  
Deborah Hamilton, Executive Director, W. J. Murchison Community Center  
Micheline McGreevy, master's student in the UT Africana Studies program and volunteer at the Murchison Center  
Kate Williams, doctoral student at the University of Michigan School of Information and treasurer of the Murchison Center  
Brian Zelip, master's student in the UT Africana Studies program and Vista worker at the Murchison Center.

Title: Toledo Spiders: A joint archive of the W. J. Murchison Community Center and the University of Toledo Africana Studies program.

Date: 1992-2002

Quantity: Forty-seven (47) volumes contained in 6 cubic feet (3 boxes total). A total of slightly more than 9,000 pages, mostly printed on one side. Four sets of these volumes were created, one original and three copies.

Location: One set will be kept by the Murchison Community Center and one by the Africana Studies program. It is planned to deposit a set with each of two local archives, namely Toledo-Lucas County Public Library and the Ward M. Canaday Center for Special Collections at The University of Toledo.

### **Acknowledgements**

Thanks go first to Kathleen Arquette, program secretary for the University of Toledo Africana Studies, whose consistency helped see this project to completion. We also thank Professor Elizabeth Yakel of the University of Michigan and University Archivist Barbara Lloyd of the University of Toledo for their advice and encouragement. Finally, we are indebted to the producers of the Getty Information Institute's online *Introduction to Archival Organization and*

*Description: Access to Cultural Heritage* (<http://www.schistory.org/getty/>). This self-described "archivist's primer" made our task much easier.

## **History of the institutions and activities documented herein**

The W. J. Murchison Community Center was founded in 1992 by the St. James Church of Toledo, Ohio. The University of Toledo Africana Studies Program was established in 1996. The Africana Studies program began a weekly Poverty Seminar which reached out to community organizations and leaders and invited the Murchison Center to be a guest at the seminar. Because the two groups shared a commitment to 1) struggling against poverty and its conditions and 2) using computers and the Internet, a partnership was launched in 1998. The two institutions have jointly carried out numerous programs and activities: particularly the Community Math Academy, First Saturday, bridge program, a community garden, an expansion of the computer lab and of classes offered, and the Wednesday night seminar. The Murchison Center, the Africana Studies program, and their partnership all continue to operate.

The collection was created at a time when three Africana Studies students, each involved in the Center as well, completed their master theses on some aspect of the joint partnership. The collection is intended as the foundation for continued archiving by both the Murchison Center and the Africana Studies program.

Research on the W. J. Murchison Center to date includes the three masters theses, to be included in the archive at a future date but also in the collection of the University of Toledo Library, and the following book chapter:

Abdul Alkalimat and Kate Williams, "Social Capital and Cyberpower in the African American Community: A Case Study of a Community Technology Center in the Dual City." In *Community Informatics: Shaping Computer Mediated Social Relations*, Leigh Keeble and Brian Loader, editors. London: Routledge, 2001.

## **Scope and contents of the collection**

Meeting minutes and handouts, grant applications, program reports, flyers and announcements, registration sheets, attendance records, job applicant resumes, practice math proficiency tests, printouts of emails, program documents, name and address lists, journal or diary entries, activity logs, newspaper and journal articles, unpublished articles and collected writings, pamphlets, web page printouts, of the W. J. Murchison Community Center and the University of Toledo Africana Studies program and their joint activities.

The collection specifically excludes the financial records of the W. J. Murchison Community Center. It also excludes a number of day-to-day working files which had been kept by individual center staff. These files remain in the care of the center.

Likewise, administrative and financial records of the Africana Studies program are excluded from this collection and remain in the care of the university program.

See below for a detailed description of the collection.

### **Arrangement of the collection**

In spring 2002, the Murchison Center and the Africana Studies program began to gather and arrange these documents. We organized them by institution, by program, by activity, and/or chronologically into volumes and hand them bound for safekeeping. The two organizations' documents were kept separate where possible.

A finding aid such as this is usually written by archivists, not the originators of a collection. But in keeping with recent archival theory, organizational activity and archiving are merging, particularly with digital technology. In our case, we felt we knew the material best.

### **Preferred citation**

Abdul Alkalimat, Kate Williams, et al. Toledo Spiders: Joint Archive of the W. J. Murchison Community Center and the University of Toledo Africana Studies program, Volume [X]. [name of depository and any location information provided by that depository]. Toledo, Ohio.

### **Detailed description of the collection and list of volumes**

A list of volumes with brief descriptive phrases is below. For an overall view:

Volumes 1-17 concern primarily the Murchison Center and not the Africana Studies program.

Volumes 18 and 34-38 concern the social cyberpower projects that the two partners carried out. These are projects aimed at facilitating groups and institutions in the Black community making use of cyberspace.

Volumes 19 and 20 concern public computing, the sites where people can use computers and the Internet (information and communications technology) besides at home or at work.

Volumes 21-29 and 31-33 are from the Africana Studies program.

Volume 30 contains documents from the theory seminar and is very much a mutual volume. This seminar has taken place every Wednesday at the center, led by Dr. Alkalimat, with participation from the center as well as the university. The theory seminar has been part of orienting the center's work in the context of the digital divide and the information revolution.

Volumes 39-47 concern First Saturday, a joint project to offer practice math proficiency tests to local elementary and secondary school students. Since they were established on a citywide scale, the practice tests have taken place every First Saturday.

Temporary volume numbers are provided in the list below because these numbers were written on the page edges of some of the volumes, and could be confusing, since they differ from the final volume numbers.

1. MC Board of Directors meeting minutes and related items 1992-1997. Temporary volume number was 1. 247 pages.
2. MC Board of Directors meeting minutes and related items 1998-1999. Temporary volume number was 2. 238 pages.
3. MC Board of Directors meeting minutes and related items 2000-2001. Temporary volume number was 3. 281 pages.
4. MC applications for CDBG 1996 1997, CDBG policy and procedure manual. Temporary volume number was 109. 184 pages.
5. Murchison Center Applications to City of Toledo/Community Development Block Grant program 1999, 2000, 2001, 2002. Temporary volume number was 121. 151 pages.
6. Murchison Center program reports to City of Toledo/Community Development Block Grant program 1996-1997. Temporary volume number was 113. 165 pages.
7. Murchison Center program reports to City of Toledo/Community Development Block Grant program 1998. Temporary volume number was 114. 156 pages.
8. Murchison Center program reports to City of Toledo/Community Development Block Grant program 1999. Temporary volume number was 115. 283 pages.
9. Program reports to City of Toledo, Community Development Block Grant program May 00-Jun-01 2000-2001. Temporary volume number was 126. 70 pages.
10. Program reports to City of Toledo, Community Development Block Grant program July 01- Feb 02 2001-2002. Temporary volume number was 125. 205 pages.
11. MC Yearly Financials 1994, 1995; Audited Financials 1996-1997-1998, Publicity/PR ?-2000, City of Toledo CDBG Policy and Procedure Manual 1998 -- 1994-2000. Temporary volume number was 124. 124 pages.
12. Murchison Center Corporate Book 1996-2001. Temporary volume number was 122. 133 pages.
13. Murchison Center board member lists AND YOCA and other program items AND CATNeT and IDPE program items 1992-2000. Temporary volume number was 120. 210 pages.
14. MC resumes of those who applied to work at the center. Temporary volume number was 110. 115 pages.
15. Activity Log 1997-2000. Temporary volume number was 111. 147 pages.

16. MC registration forms . Temporary volume number was 108. 272 pages.
17. Murchison Center printout of web site February 2002. Temporary volume number was 117. 214 pages.
18. Inventories 1996-1997, Bridge Attendance and Parent database 1999?-2001, Class Attendance 1999?-2001, Friends of the MC 2002. Temporary volume number was 128. 166 pages.
19. OCCCN (Ohio Community Computing Center Network) grant documents 2001. Temporary volume number was 129. 49 pages.
20. OCCCN (Ohio Community Computing Center Network) 2000-2001 AND CATNeT (Coalition to Access Technology and Networking in Toledo) 1999-2002. Temporary volume number was 123. 168 pages.
21. Africana Studies 1996-1997. Temporary volume number was 100. 187 pages.
22. Africana Studies 1997-1998 part 1 of 2. Temporary volume number was 101. 122 pages.
23. Africana Studies 1997-1998 part 2 of 2. Temporary volume number was 102. 150 pages.
24. Africana Studies 1998-1999. Temporary volume number was 103. 231 pages.
25. Africana Studies public seminar February 1997. Temporary volume number was 112. 117 pages.
26. Africana Studies, the Toledo Seminar 1998. Temporary volume number was 104. 122 pages.
27. Africana Studies Papers and Documents: The Toledo Seminar: Political Economy and the Black Radical Congress (Volume 2) (first part is volume 104) 1998. Temporary volume number was 118. 296 pages.
28. Africana Studies, AfroCybertech Seminar 1999. Temporary volume number was 105. 174 pages.
29. Africana Studies. Cybertechnology and the Black Experience: Essays on the Political Economy of Technological Revolution and Black Liberation. A book proposal. 1998? 1999?. Temporary volume number was 119. 157 pages.
30. MLS theory seminar discussion papers 2001. Temporary volume number was 106. 331 pages.
31. Lou Turner; Chesapeake Seminar 2000. Temporary volume number was 107. 240 pages.

32. Wamba dia Wamba book proposal 1999. Temporary volume number was 12. 295 pages.
33. Encyclopedia Africana 2000. Temporary volume number was 11. 224 pages.
34. Garden and bridge 1999-2000. Temporary volume number was 4. 177 pages.
35. Garden and bridge 2001. Temporary volume number was 6. 86 pages.
36. dorrstreet8 emails number 1-157, 1 of 3 2000. Temporary volume number was 7. 121 pages.
37. dorrstreet8 emails number 158-318, 2 of 3 2000. Temporary volume number was 8. 241 pages.
38. dorrstreet8 emails number 319-504, 3 of 3 2000-2001. Temporary volume number was 9. 186 pages.
39. First Saturday 1999-2001. Temporary volume number was 10. 243 pages.
40. Practice tests 4th grade 1999-2002. Temporary volume number was 17. 244 pages.
41. Practice tests 6th and 9th grade 1999-2002. Temporary volume number was 18. 190 pages.
42. TPS observations Brian 1999-2000. Temporary volume number was 16. 148 pages.
43. TPS observations Michelene 1999-2000. Temporary volume number was 15. 330 pages.
44. TPS training materials to align the CCC software with curriculum, recd 2001. Temporary volume number was 111. 140 pages.
45. TPS documents 1995-2000. Temporary volume number was 13. 308 pages.
46. TPS documents; articles about testing and public schools 1995-2000. Temporary volume number was 14. 235 pages.
47. Mayor Jack Ford transition book, sections missing 2002. Temporary volume number was 116. 135 pages.