RESEARCH CENTER REFERENCE SERVICES

Purpose: Reference services are provided to all who utilize Research Center sources.

1. Clientele who avail themselves of the Research Center vary and include the following: Faculty members, graduate and undergraduate students, interested academicians, students from nearby schools, local residents, alumni of the university, family and descendants of those connected to the collections of the Research Center, and genealogists.

2. It is the intention of the Research Center to provide a reply to all research questions in a timely fashion; however, some questions defy the realm of an expedient, comprehensive, and realistic answer. In-depth research inquiries may result in the Research Center staff recommending to the researcher that he or she make appointments with the archivist or other knowledgeable reference staff for further assistance.

3. Reproduction of source material is provided but adheres to current copyright laws, and preservation standards are upheld.