## Emeritus Faculty and Alumni as Volunteers When Good Things Can Go Bad! Tamar Chute Associate University Archivist, The Ohio State University Chute.6@osu.edu

### **Emeritus Faculty: Benefits**

- # Knowledgeable about subject
  - May even know individual whose papers they process
  - Know the places in photographs or events named in documents
  - May help identify time period
- **■** Dedicated to University
- **#** Pride in work/conscientious

### Emeritus Faculty: Problems

- # Health
  - Steps the archivist can take:
    - Monitor work closely
    - Require emergency contact information
  - Sometimes you just have to say "It's time to go."

### Emeritus Faculty: Problems (cont'd)

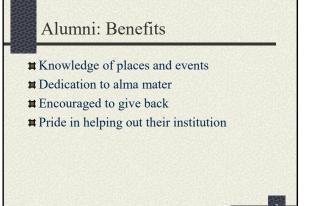
- # Technological Experience or "I'm a computer expert!"
  - Steps the archivist can take:
    - Analyze/test computer skills
    - Create backup system for their work
    - Create folders for them so they do not have to navigate the system
  - Sometimes you may have to say, "how about a different type of volunteer work?"

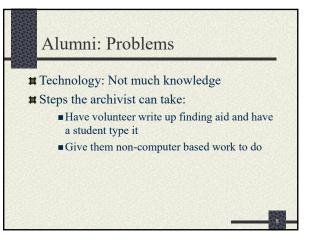
## Emeritus Faculty: Problems (cont'd)

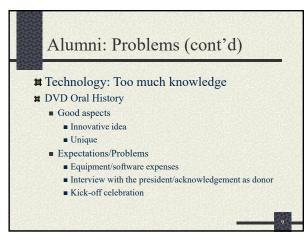
- Space Concerns or "This is my area!"
  - Steps the archivist can take:
    - Identify work space for volunteer that is for their project
    - Try to select a computer that is not used for other purposes (like scanning operations)
    - Explain the changes to the volunteer
  - Sometimes you may have to tell them, tactfully, they must be more accommodating

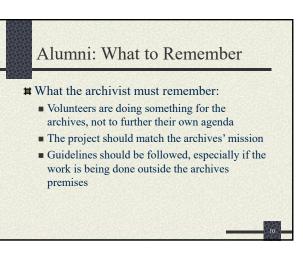
## Emeritus Faculty: Problems (cont'd)

- ★ Absences and memory loss or "Oops, I forgot!"
  - Steps the archivist can take:
    - Write the procedures out and keep them in a folder for the volunteer
    - Ask them to write down their vacation plans
  - Monitor their work, and the waste basket!









# Alumni: Rules and Regulations What the alumni must be told: The project must be related to archives' goals Volunteering does not equal financial donation (it will not get you tickets to the football games!) Volunteering does not lead to jobs or contracts elsewhere at the university Set limits – financial, what extras are done Volunteers must follow the same rules as everyone else The work they do is for future researchers

