

Conducting Research on Columbus State University:A Basic Guide

The Columbus State University Archives serves as the repository for a wide variety of materials which document the history of our institution. Visitors conducting research either about Columbus State or past administrators, faculty, staff, or students can consult a variety of resources. All of these items are located in the closed stacks of the archives, and must be requested from the archival staff. Information sources which might be consulted include:

The *CSU Scrapbook*, which is organized chronologically and contains clippings about the history and culture of the university.

The Saber, the campus newspaper. The archives has a complete run of this periodical dating to its inception.

CSU Annuals, published yearly from 1958-1972 and in 1992. These are an excellent resource for finding photographs of former students, faculty, and staff members.

CSU Vertical Biographical Files, which contain information about individuals associated with the college.

CSU Catalogs and Schedule Guides are available dating back to the inception of the college, and provide an excellent source of information on specific programs and faculty members.

The *Finding Aid to the CSU Collection*, which is located in a binder near the middle column in the archives, contains a detailed box and folder list of the entire collection. Please note that the collection contains over eighty boxes of material, and the finding aid is rather lengthy.