



Collecting Policy – Gender and Sexuality Collections

Overview and Scope of Collections

The Gender & Sexuality Collections were established in 2011 to document the activities of LGBT+ communities in Georgia and the Southeast. The collections focus on personal papers, records of organizations, photographs, textiles, artifacts, video and sound recordings, and oral history interviews that document LGBT+ life in the American Southeast, the state of Georgia, and the Atlanta metropolitan area.

Research Strengths

Atlanta's LGBT+ history from the 1970s to the present is thoroughly documented in the papers of local activists. Spirituality in Georgia and the South is highlighted in the records of Gay Spirit Visions and the papers of various members of GSV and the Radical Faeries. City and state-wide grass-roots protest activities are also documented.

The Gender & Sexuality Periodicals Collection, a large and rapidly growing accumulation of LGBT+ newspapers, newsletters, magazines, and journals, brings together diverse media and subject matter. Much of the collection is comprised of materials printed in Georgia and the South. However, regional and national publications are also represented.

Chronological Periods Collected

1900 to Present

Geographical Areas Collected

The American Southeast with a strong focus on Georgia and the Atlanta metropolitan area.

Oral Histories

The Gender and Sexuality Oral History Project documents LGBTQ+ history in Atlanta, Georgia and the South through interviews with activists and leaders in grassroots movements as well as established organizations and public offices.

Other oral history projects have been established to encourage and enable groups and organizations to document their own histories through peer interviews. Included is the Gay Spirit Visions Oral History Project.

LGBTQ+ -focused oral histories that have been created by researchers or donors are also welcome.

Formats

All information regardless of media that provides historical documentation of a person, place or event which falls within this collection scope, including, but not limited to, paper and electronic documents, and any and all other recordings such as audio cassette tapes, digital still images, digital or cassette videos, microfilm, fiche, emails, etc. that meet this definition will be considered. Historical documentation created, received, or maintained in a non-tangible, electronic format that requires hardware and software to read may include, but is not limited to, documents, spreadsheets, databases, HTML documents, scanned or imaged documents, and any other type of file warehoused online (aka: cloud storage such as GoogleDocs or Microsoft OneDrive), on a mainframe, on a computer hard drive, or on any external storage medium, including disks and thumb drives, handheld computers (ex: Blackberry), and cell phones.

Donating Collections

Georgia State University is happy to accept donations that fall within its collection scope. Any collection accepted commits us to the task of organizing and preserving it, which involves hand labor and costs for archival supplies. Donors are encouraged to include a monetary donation to fund the cost of processing and preserving their materials.

Due to limited staffing, budget and space, all collection donations are subject to review by the Head of Special Collections and Archives or the Dean of Libraries and may be declined. Partial collections are discouraged, but may be reviewed at the discretion of the Archives.

When a donation is accepted, a deed of gift must be signed by the donor specifying the materials to be donated. This deed of gift will be negotiated between the donor and Georgia State University. Special conditions may be specified by the donor, but GSU Special Collections and Archives may refuse any donation in which it deems the conditions of use overly restrictive.

The GSU Special Collection and Archives discourages:

- Plaques, trophies, books, artwork, and objects.
- Materials that are irreparably damaged or infested by insects or mold.
- Materials in which the donor's ownership is in question or disputed.
- Duplicate materials due to lack of space.
- Collections that contain materials that do not fit within the scope of our collection areas. Copies, digital or physical, of materials donated to another repository.
- Collections for which the Archives is unable to provide sufficient support to preserve and provide access to archival records.
- Collections for which the Archives is unable to provide suitable space, staffing, supplies, and equipment.
- Material placed on permanent loan, and will not assume liability for materials not owned by Georgia State University.

While any one of the above attributes does not constitute a compelling reason for refusing a collection, the acquisition of a collection with one or more of these deficiencies may be refused or temporarily

delayed. During periods of severe deficiency in resources, the GSU Special Collections and Archives will give priority to new accessions of University records whenever possible.

Donors may make arrangements to examine the material they have donated and can be given a copy of any inventories, finding aids, or other research materials produced by Special Collections and Archives about the donated material.

Georgia State University is a nonprofit organization and has been granted tax-exempt status by the IRS. Donations may qualify as tax-deductible. This, however, does not permit the archives staff to appraise gifts. Under IRS regulations, no library, archive, or museum can perform an appraisal. A list of qualified appraisers will be provided upon request.

Access and Use

All collections will be made accessible to researchers through finding aids, databases, digital collections, and our website as appropriate. Some collections may not be disseminated publicly via the web due to copyright restrictions. Those collections will only be accessible onsite during our regular reading room hours.

Some collections may be used for public exhibits on Georgia State University campuses, however, we will not commit to specific exhibition requests from donors. Exhibits will be created and disseminated at the discretion of the collection archivist.

Cooperative Agreements

Georgia State University Special Collections and Archives will not collect material that is related to a specific person or institution that is already comprehensively covered by another archival institution. Wherever possible, we will work cooperate and collaborate with institutions maintaining complementary collections.

Guidelines Review

This Collection Policy will be reviewed and evaluated every 5 years to ensure that the mission of the GSU Special Collections and Archives is being met.