



Changes in Accessing Materials through the Archives and Regional History Collections from May to October

The Archives and Regional History Collections will have a new “home” and location later this fall. We anticipate opening the Charles C. and Lynn L. Zhang Legacy Collections Center in mid-October 2013. Preparing for the physical move of these collections will necessitate modifying and changing hours of operations and processes as follows.

The Archives and Regional History Collections in East Hall will have reduced research and instructional hours May 1, through July 31, 2013. Their hours of operation will be Tuesday-Friday, 9-4, and Mondays by appointment. Please call (269) 387-8490.

The Archives and Regional History Collections will be closed to all walk-in research and instructional services beginning August 1, 2013. Please call for an appointment in advance to view materials or arrange for instructional sessions (269) 387-8490. Some materials will not be available as preparations and packing for the move to the new Zhang Legacy Collections Center take place. Full services at the Zhang Legacy Collections Center will commence in October 2013.

Departments wishing to send records to the University Archives after August 1, 2013, must make arrangements in advance. Please call (269) 387-8490. Full service of University records (ingest/retrieval/research) will resume in October 2013. For more information regarding Archives and the Regional History Collections, please email [<arch-collect@wmich.edu>](mailto:arch-collect@wmich.edu)

Please continue to request materials from Storage using the present process even though these materials in Storage (North Hall) will be processed through our Resource Sharing Department beginning April 29, 2013, and extend through the facility relocation period. The relocation period is expected to be completed in mid-October 2013. Patrons wishing to request materials from storage should do so as normal, but in some cases fulfillment may take a little longer as we obtain requested materials from other libraries during this period.