

Dear Hall of Fame Candidate Sponsor,

The time is here once again to begin the process of inducting nominees into Manhattan College's Athletic Hall of Fame. As you are well aware, a great deal of research and collection of materials are needed for this endeavor. I would like to tell you about some of the research options available to you at the College.

The Manhattan College Archives houses all the records of the Athletics Department. These records comprise each and every sport from its inception to the present and include such materials as media guides, statistics, game/meet results, scorebooks, game programs, clippings and press releases, MAAC materials, rosters, etc. The Archives also has photographs, video tapes and scrapbooks pertaining to most sports.

Additionally, we have all issues of the *Quadrangle*, *Jasper Journal*, *Manhattan College Newsletter*, *Manhattanite* and other significant College publications.

Finally, the College subscribes to the online *New York Times* historical database. This database contains all searchable full-text articles from 1851-1999. Many of the Manhattan College athletic games, especially earlier games, were covered in this journal. This database can be accessed off-campus using your Manhattan College email account or barcode, otherwise you are welcome to use this catalog here on campus in the library, or specifically in the Archives. I can also show you how to use it.

You are welcome to come in and perform your research using all these resources. The research should be performed by *you* and not the Archivist. The Archivist can assist you by providing materials and finding additional resources. You must make an appointment and come to the Archives in order to perform your research. The Archives are located in O'Malley Library on the campus and are open Monday-Friday from 8am until 3pm. You must call ahead at (718) 862-7139 or email amy.surak@manhattan.edu and make an appointment to perform your research.

If you would like any further information, please do not hesitate to call or email.

Sincerely,

Amy Surak
Archivist