

The Regional Archives Collecting Model in Illinois at 50: Looking Back, Thinking Ahead

April Anderson-Zorn, Illinois State University

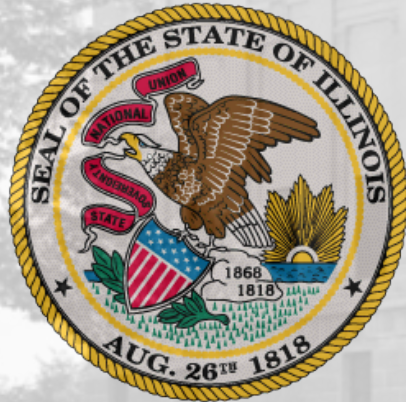
Michael Hall, Illinois State Archives

Anne Marie Hamilton Brehm, Southern Illinois University

Bradley J. Wiles, Northern Illinois University



The Illinois Regional Archives Depository System (IRAD)



**An answer to faithful local
governmental records
preservation and accessibility.**

Michael Hall, Senior Records Archivist, Illinois State Archives

A Noble Legacy



The Local Records Act

The Local Records Act (50 ILCS 205) was enacted in 1962 to address the issue of records management needs at the level of local government.

The Local Records Act provides for the process for local government agencies to request permission to dispose of non-permanent local government records.

The IRAD program provides a means for local government agencies to ensure that their valuable permanent records are preserved.

Local Records Act Continued

Local Government agencies that have permanent records that are in danger of being lost or damaged are encouraged to transfer them to IRAD.

If a unit of Local Government desires to dispose of permanent records they are required either to digitize them in accordance with Illinois Administrative rules (JCAR title 44-4000) or transfer them to IRAD.

Illinois Regional Archives Depository (IRAD) System

Eastern Illinois University - Charleston

Illinois State University - Normal

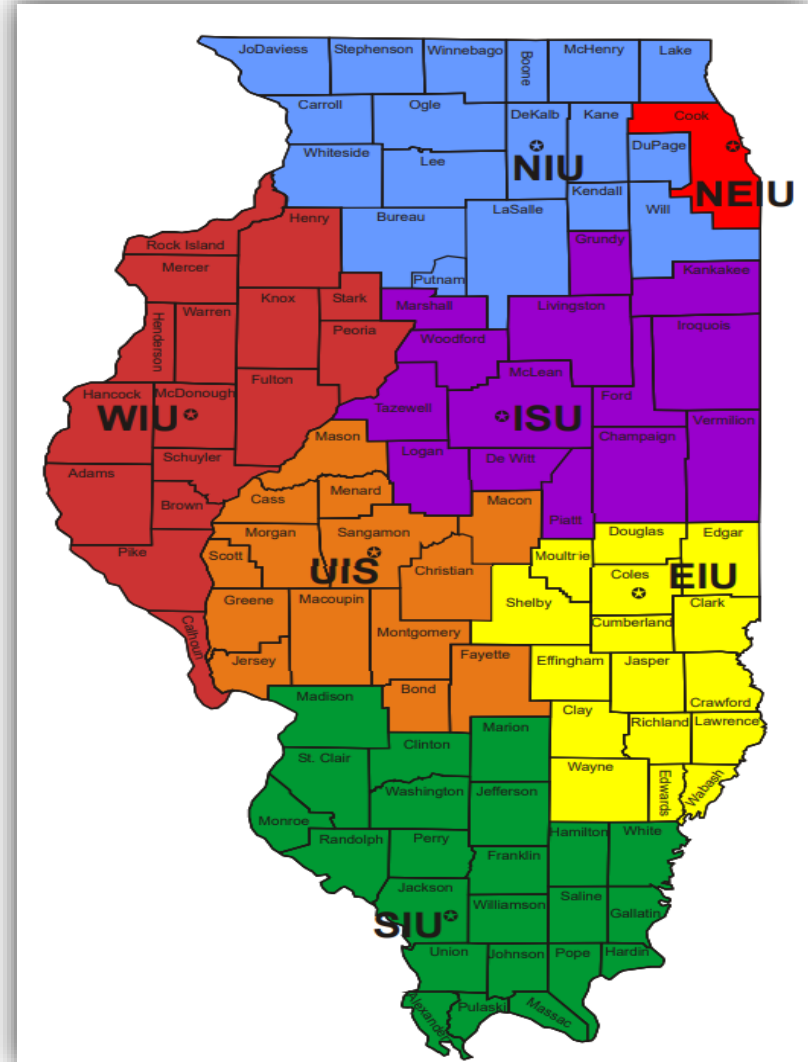
Northeastern Illinois University - Chicago

Northern Illinois University - DeKalb

Southern Illinois University - Carbondale

University of Illinois - Springfield

Western Illinois University - Macomb



IRAD resources

Several resources are available to assist in your research.

County listings

Computer listings of IRAD records arranged by county, office, and record title are free. Please limit requests to no more than five counties at a time.

Send inquiries or orders for these research aids to:

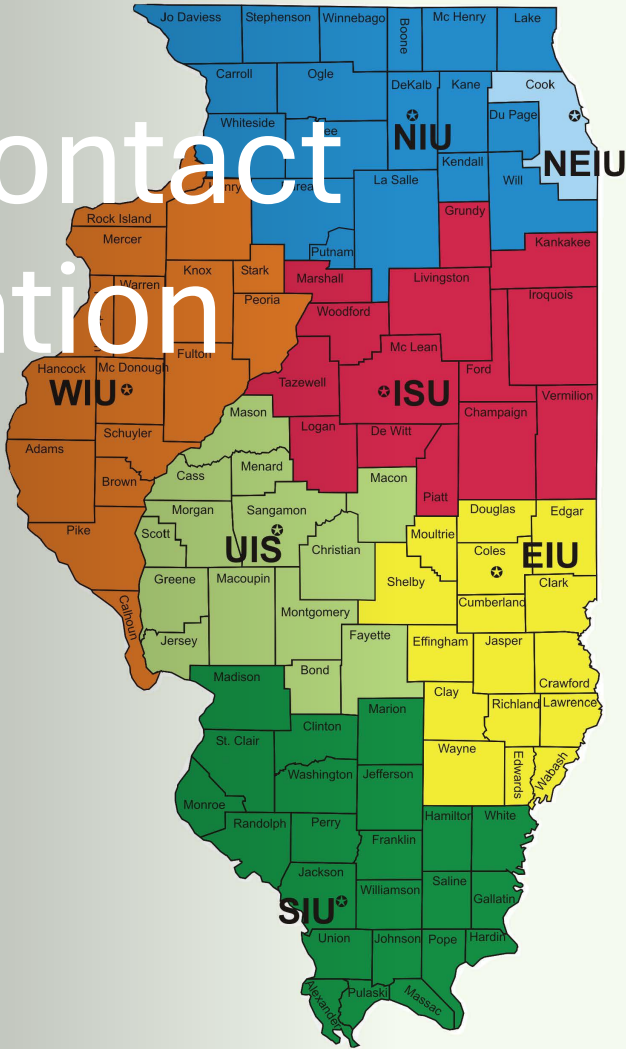
IRAD, Illinois State Archives
Norton Building
Springfield, IL 62756
217-782-3645

Website resources

Visit IRAD online at ilsos.gov (click Departments, Illinois State Archives, Illinois Regional Archives Depository (IRAD) System).

- Search listings of local governmental records held by IRAD depositories.
- Search name indexes to some local government records.
- View information about county offices and a description of their records.
- Discover historical and useful facts about Illinois counties.

IRAD Contact Information



IRAD Regions

IRAD depositories

IRAD—Booth Library
Eastern Illinois University
600 Lincoln Ave.
Charleston, IL 61920
217-581-6093

IRAD
Illinois State University
2016 Warehouse Rd.
Campus Box 8905
Normal, IL 61790-8905
309-452-6027

IRAD
Founders Memorial Library, Rm. 245B
Northern Illinois University
DeKalb, IL 60115
815-753-1807

IRAD—LIB-144
University of Illinois at Springfield
1 University Plaza, MS BRK 140
Springfield, IL 62703-5407
217-206-6520

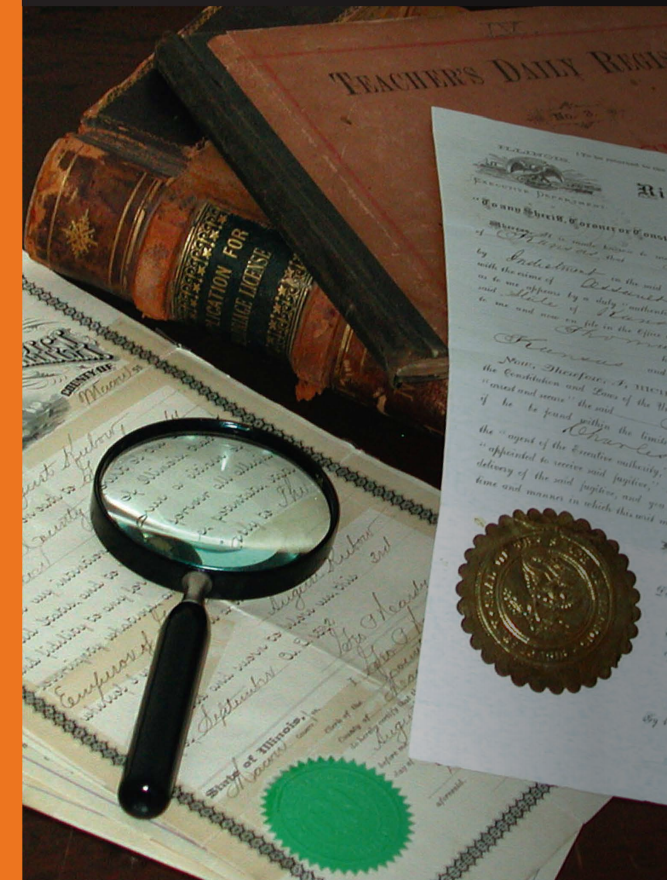
IRAD—c/o Records Management
Morris Library, Mail Code 6808
Southern Illinois University
1835 University Press Dr.
Carbondale, IL 62901-6808
618-453-3040

IRAD—Ronald Williams Library
Northeastern Illinois University
5500 N. St. Louis Ave.
Chicago, IL 60625-4699
773-442-4506

IRAD—Malpass Library
Western Illinois University
1 University Circle
Macomb, IL 61455-1390
309-298-2716

Discovering FAMILY & LOCAL History

Illinois Regional Archives Depository System



SECRETARY of STATE

Making Archives Accessible



Challenges



Records often come to IRAD in poor condition.



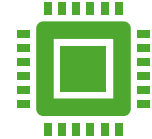
Many units of local government have buildings that were never designed to store records of permanent value.



Natural disasters and fires have resulted not only in the loss of public buildings but also the records that they contained.



Finite resources for preservation and conservation mean that IRAD supervisors and interns often must perform archival “triage,” on record collections in order to ensure that valuable information isn’t lost.



The more recent cessation of production of microfilm in the United States has expedited the need to create a means of permanent record storage that is neither dependent on physical microfilm nor susceptible to data breach or loss.

The Future

The information retained at IRAD depositories throughout the state must be preserved for future generations.

The regional model of archive will need to evolve, likely into a hybrid form of record storage utilizing modern technology while also maintaining local archives so that regional constituents still have access to their records.

Modern technology will be invaluable for the purposes of improving the accessibility of our collections and communications with our regional depositories from the Illinois State Archives which functions as the hub of the program.

Illinois Regional Archives Depository (IRAD) System Contact Information

Springfield Office – Illinois State Archives:

- Barbara Heflin, IRAD Supervisor, (217) 782-3645
- Michael Hall, Senior Records Archivist, (217) 785-1266
- See “Discovering Family & Local History” brochure for regional depositories’ contact information.

Hours:

Springfield Office: Mon.–Fri. 8 a.m.–4:30 p.m. (Closed State Holidays)

Regional Depositories: Mon.–Fri. Hours vary by depository; appointments may be required. (Closed State Holidays and other weekdays the University libraries are closed.)

<https://www.ilsos.gov/departments/archives/IRAD/home.html>



ILLINOIS STATE UNIVERSITY
**Warehouse Road
Complex**
Central Receiving
University Archives

IRAD at 50: The IRAD Student Interns

**April Anderson-Zorn,
University Archivist**

Illinois State University,
Rayfield Archives

Generational Shifts



- Baby boomer and Generation Jones
- College attainable; affordable
- ‘Educated elite’ prepared for a specialized field
- Affordable housing and Cost of Living
- Generational expectations for men; growing expectations for women

- Gen Z and early Gen Alpha
- Cost has risen exponentially; regret degrees
- They cannot find work; owe an enormous debt
- High rent and Cost of Living
- Low likelihood of degree completion
- Grad school is out of reach
- Impending AI and other tech factors

Fall 1976 vs Fall 2026 at Illinois State University

12	Costs			Cost, Living Accommodations	13
Cost and Living Accommodations					
Application Fee					
An application fee of \$15 (check or money order) must accompany the application for admission.					
Fees—Residents of Illinois					
Tuition and registration fees must be paid at or near the opening dates of the semester by the dates specified in the class schedule booklet. All fees are subject to change without notice because action regarding them may be taken after publication of this catalog.					
Each Semester					
For students who register for 12 or more semester hours:					
Tuition.....\$202.00					
Activity and General Service fee.....33.50					
Student Insurance.....14.00					
University Union fee.....28.00					
Recreational facilities fee.....9.00					
Health Service fee.....15.00					
\$301.50					
For students who register for fewer than 12 hours:					
Tuition per hour.....\$18.00					
General Service fee**.....10.00					
University Union fee.....14.00					
Eight-Week Summer Session					
Full (6 or more hours)					
Tuition.....\$101.00					
Activity and General Service fee.....16.00					
Student Insurance.....6.75					
University Union fee.....14.00					
Recreational facilities fee.....4.50					
Health Service fee.....7.50					
\$149.75					
***Part time (less than 6 hours)					
Tuition per hour.....\$18.00					
General Service fee***.....8.00					
University Union fee.....7.00					
Pre-Session and Short Courses					
Tuition per hour.....\$18.00					
University Union fee per course.....4.00					
Auditors					
Fees for students who take all courses as auditors without credit:					
Tuition per hour.....\$18.00					
Maximum charge for a semester.....\$202.00					
Maximum charge for eight-week summer session.....\$101.00					
Other Fees and Expenses					
Graduation fee.....\$15.00					
Must be paid before published deadline					
Late registration and/or late payment fee \$10.00					
Charged after scheduled dates					
Transcript of record.....1.00					
Transcripts are issued only when all obligations have been met.					
Lodger and travel fee for students in physical education courses (\$2.00)					
refunded when padlock is returned.....3.00					
Doctoral dissertation fee (microfilming).....30.00					
Fees—Out-of-State Students					
A student who is not a resident of Illinois pays the non-resident tuition fee indicated below. All other fees are the same for non-residents.					
A student under 18 years of age is considered a non-resident if the student's parents are not legal residents of Illinois. A student over 18 years of age is considered a non-resident if the student is not a legal resident of Illinois at the time of registration. The Director of Admissions and Records is responsible for applying out-of-state fees. Tuition and fees are subject to change by action of the Board of Regents of the General Assembly.					
Each Semester					
Non-resident tuition 12 or more semester hours.....\$332.50					
Non-resident tuition, fewer than 12 hours, per hour.....45.00					
Eight-Week Summer Session					
Non-resident fees, more than three semester hours.....\$266.25					
Non-resident tuition, three semester hours or less, per hour.....45.00					
*Graduate Assistants and Fellowship holders, see page 60.					
**Students registered for more than six but fewer than 12 hours may purchase an activity ticket by paying the Activity and General Service fee of \$33.50 instead of the \$10 General Service fee. Students registered for more than six but fewer than 12 hours may also pay the Student Health Service fee in order to obtain the services provided.					
***A student registered for three or more hours but fewer than six hours may purchase an activity ticket by paying the Activity and General Service fee of \$16.00 instead of the \$8.00 General Service fee. Payment of the \$16.00 Activity and General Service fee, however, does not extend the privilege of playing at the Golf Course at student rates. A student registered for three or more hours but fewer than six hours may also pay the Student Health Service fee of \$7.50 in order to obtain the services provided.					
Student Health and Accident Insurance					
Each student enrolled for 9 or more semester hours is assessed a fee to purchase a health and accident insurance policy. This policy provides for 100 percent payment of the first \$500 of reasonable hospital expenses and 80 percent of such expenses above \$500. It covers 80 percent of the reasonable expense for a surgeon or certain physicians fees other than those for surgery. There is also an allowance for consultation and ambulance fees. The maximum amount payable for any one accident or sickness is \$10,000. The student's coverage is effective on the date on which University classes begin. Those students who can produce evidence of equal or better coverage may apply for a refund of the insurance fee by contacting the Office of University Insurance. Application must be submitted within ten days following the date on which University classes begin. Coverage for a student's spouse and children may be obtained at an additional cost in the Office of University Insurance if applied for within 10 class days after the date on which University classes begin. Students who wish to maintain continuous year round coverage may purchase coverage for the Summer period whether or not they are enrolled in Summer School. This should be done prior to the Spring commencement date. The five-week period between commencement and the start of Summer Session is not covered in any registration fees and coverage must be purchased separately before the end of Spring semester. Claim forms and brochures explaining the coverage are available in the Office of University Insurance.					
Refunds					
A student who has registered and officially withdraws from the University prior to the tenth day following the first day of regularly scheduled classes may receive a refund of all registration fees.					
A student who changes from full-time to part-time status prior to the tenth day following the first day of regularly scheduled classes shall receive a refund of all registration fees not applicable to part-time status. Graduate students registered for nine or more semester hours are required to pay the student insurance fee. Students may apply to the insurance office for a refund of this fee. A student receiving a refund of fees will not be eligible for activities and benefits covered by such fees.					
For the first semester, the last day to withdraw with eligibility for refund is September 3, 1976. For the second semester, the last day for refunds is January 21, 1977. No refunds are authorized for withdrawal after those dates. The statement of the refund policy for University housing is a part of the housing contract.					
A student whose course of study requires absence from campus for the entire term shall, upon proper application, receive refund of activity, general service, and health service fees. The application for such refund must be made prior to the tenth class day following the first day of regularly scheduled classes.					
Living Accommodations					
Inquiries regarding housing should be addressed to the Office of Residential Life.					
On Campus					
The University operates both residence halls and family apartments. Full information and assistance in securing space in a residence hall suited to the individual student's particular life style will be provided by the Residential Life Office staff.					
Off Campus					
Apartments and rooms are available in the Bloomington-Normal community. Room rent ranges from \$15.00 to \$30.00 per week. Apartment rental charges range from \$100 to \$350. Listings of available accommodations in the community are maintained by the Office of Residential Life.					

\$723 per academic year, not including cost of living

Off-campus, Illinois resident		Off-campus, non-resident	
Tuition*	\$7,986	Tuition*	\$16,588
Fees	\$2,716	Fees	\$2,716
Direct/Billable Costs	\$10,702	Direct/Billable Costs	\$19,304
Food and Housing	\$12,742	Room and Board	\$12,742
Books and Supplies	\$830	Books and Supplies	\$830
Transportation	\$4,172	Transportation	\$4,172
Personal Expenses	\$3,166	Personal Expenses	\$3,166
Indirect Costs	\$20,910	Indirect Costs	\$20,910
Total Estimated Costs	\$31,612	Total Estimated Costs	\$40,214

*Estimated qualifying charge that may be reported on a 1098-T

These numbers do not take into account the current cost of living and private transportation costs.

The (current) IRAD Student

- Graduate student “enrolled in a graduate program in history, political science (or closely related field).”
- Tuition vs paid hourly.
- Multiple schedules.
- Research via mail or local telephone.
- Many require additional training from the supervisor.
- Public interaction training and emotional labor.

At ISU . . .

- Off-campus; in a non-academic building.
- We require in-person training about the facility before students can work.
- Must have reliable transportation.



Considerations



For State Archives leadership:

- Remove the graduate-level humanities requirement.
- Reconsider tuition assistance.
- Flexibility with student schedules and needs.
- Understand and work with individual sites to address unique needs.
- Allow email and long-distance calls.
- Help students better understand emotional labor and working with the public.

As a researcher:

- Remember that students are new to customer service, non-tech communication methods, and research.
- Every IRAD location has unique challenges.
- They are students with class, assignment, and testing responsibilities – education comes first.

References

- Buszkiewicz JH, Henderson AK, Xie Y, Patrick ME, Fleischer NL. Generational and sociodemographic differences in the impact of educational expectations on bachelor's degree completion: the Monitoring the Future Study. *Socius*. 2024 Jan-Dec;10:10. <https://pmc.ncbi.nlm.nih.gov/articles/PMC11906177/>
- Illinois State University Undergraduate Catalog, 1976-1977. <https://archive.org/details/coursecatalog19761977illi/mode/2up>
- Illinois State University. Graduate Catalog, 1976-1977. <https://archive.org/details/coursecataloggr197677illi/mode/2up>
- Illinois State University. Cost of Attendance Tables, 2026. <https://financialaid.illinoisstate.edu/paying/2026-2027-graduate/index.php>
- United States Census Bureau, “Historical Income Tables: Households” Table H-1. Income Limits for Each Fifth and Top 5 Percent. <https://www.census.gov/data/tables/time-series/demo/income-poverty/historical-income-households.html>
- United States Census Bureau, “May 2026: Higher Education,” <https://www.census.gov/about/history/stories/monthly/2026/may-2026.html>
- American Academy of Arts and Sciences, “The Academic Humanities Today: Graduate Student Enrollments, Degrees, and Other Awards,” <https://www.amacad.org/humanities-indicators/humanities-higher-education-surveys/academic-humanities-today-graduate>

Making Space for the Future of IRAD



Managing emerging threats to preservation and access

Anne Marie Hamilton-Brehm

Modern Storage and Service Threats to IRAD



**Diminishing
climate control**



**Technological and
service changes**



**Shifting priorities
for space
allocation**



**Maintaining
security**



Location issues

Diminishing Climate Control

- **As County buildings age, the need for IRAD storage rapidly grows**
- **Aging climate control and HVAC systems**
- **Seasonal variance in climate control and condensation issues**
- **Uncertain maintenance priorities of understaffed facilities departments**
- **Leaks in pipes and roofing**

Technological and service changes



Rapidly changing
communication
systems at
universities



Shifting service
expectations of
patrons



Diminishing service
capacity due to
reduced labor force
and loss of
institutional
knowledge

Shifting Priorities for Space Allocation

—

- **Space runs out**
- **Universities have many competing priorities for space**
- **High turnover among decision makers**

Maintaining Security

- **Sensitive information**
- **Rare or unique materials**
- **Access by students, archives staff, maintenance staff**

Location Issues

- **Public access**
 - **Locating the IRAD office**
 - **Finding parking**
- **Buildings isolated off-campus are less protected from storms**
 - **Tornados**
 - **Derechos**
 - **Flooding**

What We Can Do Together

In partnership with universities, the State Archives can protect the future of IRAD by:

- **Working closely with frontline service providers to understand the service issues emerging from changing technology and shifting institutional priorities**
- **Planning carefully with university administrators for future storage in the event of a catastrophe or the real need to work differently to provide service**