

## REPORT OF ACTIVITIES 2018-2019

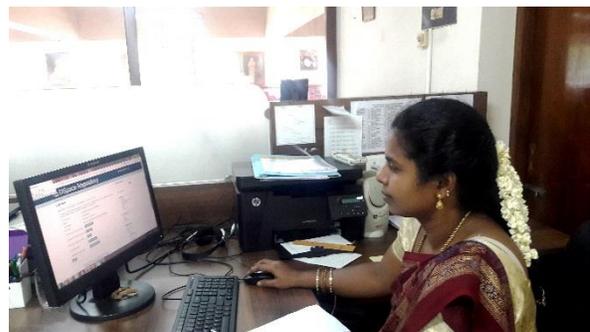
Stellarchives, the archives of Stella Maris College, is engaged in threefold work—preservation of the archival stock, systematic record maintenance, and creation of opportunities for the student community to benefit from its treasures. Stellarchives tell us stories of the College through its varied artifacts. The preservation of these is a real challenge in a tropical country like India. Stellarchives ensures continuous protection for the stock by continually carrying out spot readings of environmental instruments and recording.

The academic year 2018-2019 was a period of transition time between archivists with Sr. Jebamalai fmm taking on her new role as the Archivist from Dr. Geetha Balachandran; it was also a year that saw the completion of a phenomenal level of data backup; a number of pathbreaking initiatives were also introduced this year.

Systematic record keeping is at the heart of archive keeping. Therefore, the very first initiative this year was to prepare the rack register and index register to identify the holdings and their location. Extraordinary care is taken to create complete and accurate records by collecting firsthand information and evidence like invites, photographs, department journals, certificates of achievers, primary resource documents, and so on. This year, Stellarchives has successfully tagged the class photographs for the class of 2018-19 with the cooperation of all the departments. It comprises details about the office bearers, administrative staff, faculty, third year undergraduate students, student union leaders, clubs, award winners, etc.

Stellarchives also began a curation unit this year. The staff engage in de-acidification of the documents and in strengthening the brittle documents with chiffon mending after digitisation. A fumigation chamber has been added to the preservation division to eradicate insects and mould.

Stellarchives has added the oldest gazetteers to its collection and uploaded 25 volumes of “The Ridpath Library of Universal Literature” in ‘D’ space and bookmarked old issues of the College Magazines (2016 -7, 2017-2018), of department journals [Ankur (2017-18), Khilti Kaliyan (2016-2017), The Literary Journal (2015-16,2017-18), Parivarthana (2015-16, 2017-18)].



Ms. Metilda updating the ‘D Space’

There were also poignant moments when Stellarchives was the source of assistance for a visually impaired student who had come to receive her degree certificate after clearing arrears. She met the archivist on the way, and in conversation expressed her desire to be photographed with the certificate. The archivist made an appointment with Dr. Sr. Rosy Joseph, the Principal, who willingly came forward to present the certificate to the student. Stellarchives not only captured that beautiful moment, but sent the photograph to the student's mother who has displayed the picture at her home.



Dr. Sr. Rosy Joseph, the Principal giving Degree certificate to M. Dhanalakshmi

Stellaarchives opened its gates for the student community this year. The feedback received from the students has been encouraging and gratifying. Bella Bharathi, a student of III year English said, "My getting to know about 'Stellarchives' motivates me to inscribe my name in our archives. I look ahead to that day when I will be able to add a feather to the cap of my Alma Mater."

III year History students Efrela Janita Afariah, Keerthana R and Keryn Justina Roy had this to say: "Our experience not only gave us an insight about our prestigious institution but also enlightened us about our academic roots. It would be great to see Stellarchives grow and receive more recognition and make the students more aware of its functions. These treasures, though preserved beautifully deserve a bigger space. It would give us immense joy to see the Archives grow and include even some of our works."



Archivist, Sr. Jebamalai fmm with the students

Stellarchives's plans for the forthcoming academic year include conducting workshops for students on record management, holding an exhibition of curated objects and ancient paintings and designing new software for the digitisation of photographs.