

Come to New Orleans for the Annual Meeting— and All that Jazz!

This year marks the bicentennial of the Louisiana Purchase, and during the 2003 SSA meeting, May 22-24, New Orleans will be bustling with activities and exhibits commemorating this historic event. Additionally, the Program, Local Arrangements, and Professional Education committees have put together sessions, workshops, tours, and receptions that will appeal to all.

Anniversaries, celebrations, and commemorations will be among the topics on this year's program. In honor of the Louisiana Purchase bicentennial celebration, the meeting theme, "Cultural Celebrations and Commemorations: Archives, Memory, and History," draws on archivists' contributions to anniversary events. Members have put together sessions on planning centennial events, advocating archives through cultural celebrations, and documenting world expositions. Reminding us that not all commemorations are happy events, there will be a session regarding research and documentation of the Charles Whitman mass murder tragedy.

Other offerings will cover a wide range of archival subjects. A session on evaluating damaged visual materials will offer short-term and long-term solutions for preservation. In a panel on documenting natural disasters, presenters will describe ways to use the events as public relations opportunities. Digital access will be the topic of a presentation on EAD-compliant finding aids, and another session will address ethics and the Internet, continuing the discussion where it left off at last year's popular session. For a bit of local flavor, the legendary cooking of New Orleans will be the subject of presentations on culinary resources in local archives. All of the daytime sessions will provide plenty of food for the mind, just as the evenings will offer the opportunity to savor local culinary delights.

Beginning archivists and veterans alike will find useful instruction at two full-day, pre-conference workshops on Thursday, May 22. Back by popular demand, "Introduction to Arrangement and Description of Historical Records" will be offered by Lester Sullivan, university archivist and head of Special Collections at Xavier University of Louisiana and adjunct professor of history at the University of New Orleans. This workshop introduces basic principles and practices for arranging and describing archival materials, familiarizes attendees with access tools that can be developed to make historical records available for use, and discusses current issues in the profession as they relate to arrangement and description. Alan Lewis, an audiovisual preservation expert in the Special Media Archives Services Division, National Archives and Records Administration, will lead "Audiovisual Collection Management." The seminar will concentrate on the principles and practices of managing equipment-dependent magnetic media, motion picture film, and mechanical sound-recording collections. A third



*King Oliver's Creole Jazz Band, ca. 1923.
L-R: Honore Dutrey, Baby Dodds, Louis Armstrong,
Oliver, Lil Hardin, Bill Johnson, Johnny Dodds.
Courtesy of the William Ransom Hogan Archive of
New Orleans Jazz*

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The *Southwestern Archivist* is free with membership in the Society of Southwest Archivists. Membership is only \$10 per year for individuals, with institutional subscriptions available for \$25. We invite you to join or extend your membership. A membership form is near the end of every issue.

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THE SOCIETY OF SOUTHWEST ARCHIVISTS

THE SOCIETY OF SOUTHWEST ARCHIVISTS is a professional organization established to stimulate and make available research in archival administration and records management; promote sound principles and standards for preserving and administering records; foster opportunities for the education and training of archivists, records managers, and custodians of private papers; strengthen relations with others in allied disciplines; and cooperate with organizations and institutions having mutual interests in the preservation and use of our recorded heritage.

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The SSA web page is maintained by Sarah Frazer at the University of Houston.

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Metal edge advertisement

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We encourage your comments, suggestions, and news articles. News items about repositories in the SSA region and about the professional accomplishments of SSA members wherever they reside are especially sought. Institutional submissions by SSA members from repositories outside of the SSA region will be published if space is available.

We prefer you to send all submissions electronically in the bodies of e-mail notes or as e-mail attachments. Lengthy or highly-formatted submissions can also be sent on disk in any Windows word processing format. Submissions sent as hard copy should be double-spaced in Times New Roman font to facilitate scanning. Faxed submissions are difficult to scan and will not ordinarily be accepted. Submissions may be edited to conform to style conventions and space limitations.

Deadlines are the 10th of April, July, October, and January. We accept advertising; rates are available on request. Personnel advertisements from members are published gratis.

In order to obtain and track submissions from all the states in the SSA region, we encourage you to work with the Publications Committee member in your state.

Please send out-of-region institutional submissions to:

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Baton Rouge, LA 70803
tzachar@lsu.edu
225-388-6546(phone)
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laine.sutherland@nau.edu

Send Louisiana institutional submissions to:

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533 Royal St.
New Orleans, LA 70130
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Send New Mexico institutional submissions to:

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kacah00@tamuk.edu	214-768-1800 (fax)
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Send ALL Leadership Log submissions, from any state, to:

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214-670-1444 (phone)
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University Products advertisement

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workshop relating to religious archives is also a possibility. Look for registration information in the coming meeting packet or visit the annual meeting web site at <http://specialcollections.tulane.edu/SSA/SSA2003.htm>. Questions regarding the workshops may be referred to Stephanie Malmros at smalmros@mail.utexas.edu.

SSA is also fortunate this year to host two distinguished guests who will share their knowledge of archival issues with members. Robert S. Martin has graciously agreed to deliver the meeting's keynote address. A distinguished archivist, librarian, scholar, educator, and past-president of SSA, he is the director of the Institute of Museum and Library Services in Washington, DC. He is the first archivist to hold that post. Jane E. Nokes, president of the Academy of Certified Archivists, will give a pre-session program on current national and international issues. She is director, Corporate Archives and Fine Art for the Scotiabank Group in Toronto, and a past president of the Association of Canadian Archivists.

New Orleans is an especially appropriate place for SSAers to meet, for the Crescent City is known for its rich history, culture, diversity, music, and cuisine—just like archivists. The more than twenty research archives in the city reflect this rich culture. Members will have the opportunity to visit and tour a sampling of these unique repositories. The Thursday evening reception will be held at the Historic New Orleans Collection, a museum, historic residence, and research center complex in the French Quarter. On view will be HNOC's latest exhibit, *Fusion of Nations, A Fusion of Cultures: Spain, France, the United States, and the Louisiana Purchase*, which celebrates the Louisiana Purchase. The Friday night reception will be at the Beauregard-Keyes House in the French Quarter. Built in 1826, the fascinating raised cottage was home to Confederate General Pierre G. T. Beauregard after the Civil War. In 1944, author Frances Parkinson Keyes (*Dinner at Antoine's*) purchased the house, had it restored, and made it her residence for twenty-five years. Keyes's papers are today preserved at Tulane, and in her honor, Tulane's Special Collections Division is graciously sponsoring the reception.

Tours on Thursday and Saturday also offer a taste of New Orleans's archival diversity. A tour of Uptown includes a trip down St. Charles Avenue and stops at the campus of Sacred Heart, a turn of the century landmark with a beautiful campus and an important archives, and the studios of deVille Book & Paper Conservation and Gentle Arts Textile Conservation Service. A tour of repositories in the University and Riverbend area also features a ride down St. Charles Avenue to Tulane University, where

members will visit the Amistad Research Center and the six archives Tulane supports. A walking tour of the beautiful Tulane and Newcomb campuses is also included, as is a stop at the archives of the Dominican Congregation of St. Mary and the campus of the old Dominican College. Participants in the Civic Center and Warehouse District tour will first visit the New Orleans Public Library and its Louisiana Division, which oversees the New Orleans City Archives, then visit the Notarial Archives. This repository is the only notarial archives in the country and exemplifies the differences between English common law and the French Napoleonic Code. The tour will end with a visit to the Preservation Resource Center. The Saturday tour begins with a visit to the African-American Museum, then tours of several historic homes in the Esplanade Ridge and Bayou St. John areas. Tour participants will enjoy a drive through City Park on their way to a closing reception for tour participants at a St. Charles Avenue mansion. Lunch is included with two of the Thursday tours, as well as the one on Saturday.

To make attending the conference easier and more affordable, Southwest Airlines offers a 10% discount off most fares to and from the SSA annual meeting. Call Southwest Airlines Group and Meetings Reservations at 1-800-433-5368 and reference the assigned I.D. code J7185. To take advantage of this offer, make reservations five or more days before your departure date.

The conference hotel, Embassy Suites, is located in the heart of New Orleans's warehouse and arts district, adjacent to the French Quarter. An "all suites" hotel, the accommodations feature a sitting room, two televisions, refrigerator, microwave, coffee maker, and Internet access in every suite. In addition, your conference room rate of \$145 (single or double) and \$165 (three to four people) includes a complimentary cooked-to-order breakfast every morning (try the crawfish omelet!) and complimentary cocktails every evening. The conference rate is good May 21-25.

The warehouse and arts district features the National D-Day Museum, the Ogden Museum of Southern Art, the Confederate Memorial Hall Museum, the Louisiana Children's Museum, Emeril's Restaurant, and Mulate's Cajun Restaurant and Dance Hall, among many other cultural and recreational venues nearby or a short walk or trolley car ride away. With so many activities nearby for your family or friends to enjoy while you attend SSA functions during the day, this will be the perfect meeting for you to come early, stay late, bring your family or friends, and make this a Louisiana Purchase Bicentennial vacation in New Orleans.

Registration packets will be mailed in March. For more information, visit the annual meeting website at <http://>

**A Word from the President—
Updating the SSA Guide to Archival
and Manuscript Repositories**

Many of us have a handsome, dark green volume sitting on our desks, the *Society of Southwest Archivists Guide to Archival and Manuscript Repositories*, which was published in 1993. It is a handy book to pull out when we make a referral or need to look for the location of a collection. However, there have been many changes since its publication, including the addition of electronic access to our collections, new acquisitions, and new telephone area codes.

Consequently, at its October 2002 meeting the SSA board discussed the possibility of publishing an updated version of the guide. Board members agreed that updating the publication is a worthwhile project and discussed options for publication and distribution. SSA could make the directory available in hard copy (paperbound), in an electronic version on the web, or in both formats.

The board recognizes that the project will involve a considerable amount of time, work and cost, no matter which option(s) we choose, so, we'd like your input. Would you be willing to serve on a committee to update the directory? How should we make the directory available – in hard copy, online, or both formats? Do you know of funding resources that could be used to underwrite this project? If you would like to help, please send me your thoughts via email: croark@dallaslibrary.org or snail mail:
C a r o l R o a r k , T e x a s /

Spring Elections Approach

By Brenda Gunn, Chair, Nominating

The Nominating Committee is pleased to present the following slate of nominees for the offices, board positions, and committees indicated: **Vice President/President Elect**—Shelly Henley Kelly (Texas) and Michael McColgin (Arizona); **Treasurer**—Robert Schaadt (Texas); **Executive Board** (3 to be elected)—Gerianne Schaad, (Texas), Ann Hodges (Texas), Stephanie Malmros (Texas), Rebecca Hankins (Arizona), Mark Martin (Louisiana),

Katherine Bost (Oklahoma); **Nominating Committee** (3 will be elected)—Rob Sherer (Louisiana), Kris Toma (Texas), Ellen Buie Niewyk (Texas), Barbara Vaughn (Louisiana); **Scholarship Committee**—Tara Zachary Laver (Louisiana), Brenda McCurklin (Texas).

In addition to these candidates, the Nominating Committee can accept written petitions as nominations. These petitions must be signed by 20 dues-paying members and be accompanied by a written acceptance from the nominee. The petitions must be received by Brenda Gunn, chair of the committee, on or before February 22, 2003. For more information, contact her at bgunn@mail.utexas.edu or 512-495-4385.

Ballots will be mailed to members in early March. Please complete your ballot and return it to the Nominating Committee on or before April 14, 2003. The results of the election will be announced at the annual business meeting in New Orleans.

SLOTTO!!!



SLOTTO!!

**GIFT ITEMS ARE NEEDED FOR
SLOTTO**



Bring items that are unique to your area such as artwork, museum gift books, t-shirts, posters, and western memorabilia to be auctioned at the annual meeting in New Orleans. Funds raised support SSA scholarships.



Contact Carol Mathias (el-cam@nicholls.edu) or Tara Z. Laver (tzachar@lsu.edu)



Welcome New Members!

Prepared by Ann Hodges, Chair, Membership

Robin Baldwin, Little Rock, Ark.

Laura J. Beechen, CA, New Orleans, La.

Laura K. Hollingsed, El Paso, Texas

Patricia Cummings Loud, Kimbell Museum, Fort Worth, Texas.

Rolando M. Romo, Houston Metropolitan Research Center, Houston Public Library, Houston, Texas.

Melissa T. Salazar, Espanola, N.M.

Sherry Severson, Texas State Library & Archives Commission, Austin, Texas.

Jennifer Spurrier, Lubbock, Texas.

Sue C. Walden, CRM, National Archives & Records Administration, SW Region, Fort Worth, Texas.

Elayne S. Walstedter, Delaney Southwest Research Library, Fort Lewis College, Durango, Colo.

Ione Wood, Clovis, N.M.

Mandy York, Woodson Research Center/Fondren Library, Rice University, Houston, Texas

SSA Sponsorship Opportunities!

By Mark Lambert, South Texas College of Law

One of SSA's objectives is to strengthen relations with others in allied disciplines and with organizations and institutions that have mutual interests in the preservation and use of our recorded heritage. Additionally, the society is eager to help its members promote their profession, their repository, and their own research. One way the organization accomplishes this goal is by co-sponsoring sessions at meetings of local, state, or regional historical associations and other allied professions in which SSA members are participating.

SSA has a long-standing tradition of co-sponsoring and proposing sessions for the Texas State Historical Association (TSHA) Annual Meeting and would like to extend its participation to other states. Co-sponsorship entails SSA lending its name as a co-sponsor of the paper or session and supplying its mailing list to the organization to help promote the meeting among SSA members. At this year's TSHA meeting, which will be held March 6-8, 2003, in El Paso, SSA'er Cecilia Aros Hunter, associate professor and head of Archives and Special Collections at Texas A&M University-Kingsville will co-present "What's in it for the Historian? Collaborations between Historians and Archivists" with her husband, Les Hunter, Regents

Professor of History at A&M Kingsville. The session is scheduled for March 6, 2003, at 9:00 a.m.

For more information on SSA sponsorship opportunities, please contact Carol Roark, president of SSA, at croark@dallaslibrary.org, or Stephanie Malmros, chair of the Professional Development Committee, at smalmros@mail.utexas.edu.

17th Annual and Tribal Archives Western Archives Institutes to be Held

From Press Release

The Western Archives Institute will hold its 17th annual institute at San Francisco State University, June 15-27, 2003. Additionally, WAI will present an institute for Native American and tribal archivists at the University of Redlands in Redlands, Cal., July 21-August 1, 2003.

Both courses offer an intensive, two-week program of integrated instruction in basic archival practices to individuals with a variety of goals, including those whose jobs require a fundamental understanding of archival skills, but have little or no previous archives education; those who have expanding responsibility for archival materials; those who are practicing archivists but have not received formal instruction; and those who demonstrate a commitment to an archival career. The institute that will focus on tribal and Native-American archives will also address issues specific to those types of records.

The diverse curriculum includes history and development of the profession, theory and terminology, records management, appraisal, arrangement, description, manuscripts acquisition, archives and the law, photographs, preservation administration, reference and access, automation, outreach programs, and managing archival programs and institutions.

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In Memoriam

Submitted by Henrietta Lipiec

Sister Teresa Marie Henry DC, died on December 4, 2002. Sister Teresa Marie spent her almost sixty years as a Daughter of Charity nun as a pediatric nurse. In her later years she worked in the Archives of The Seton Healthcare Network in Austin, Texas. Sister Teresa Marie worked with Sister Elaine Catellier DC and Henrietta (Henri) Lipiec in the archives, where they provided information and artifacts for the various projects and events the Centennial Commission planned to celebrate the 100th year of Seton and the Daughters of Charity of St. Vincent de Paul in Austin.

SSA Annual Meeting New Orleans, May 22-24

These organizations are graciously sponsoring our annual meeting in New Orleans. Please let them know how much you appreciate their support of the archival community.

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info@art-restoration.com

Historic New Orleans Collection

www.hnoc.org

Special Collections

Tulane University
specialcollections.tulane.edu

New Website Portrays How Texas Women Got the Vote

From press release

The Texas State Library and Archives Commission is proud to announce the launching of "Votes for Women!" a digital exhibition using historical photographs and research collections from the Texas State Archives. The exhibit, available at www.tsl.state.tx.us/exhibits/suffrage/, paints a colorful picture of the subjects and events that led to women winning the vote in Texas, from the first stirrings of a women's rights movement in the 1830s to the final winning of the vote in 1919.

"Texans are passionate about Texas history," says Digital Imaging Specialist Liz Clare, who coordinated the new exhibit. "But for a number of reasons, the story of the women's suffrage movement has been all but lost. For example, you could stop a dozen people on the street and ask them who Minnie Fisher Cunningham was, and not one could tell you that she led the women's suffrage movement in Texas, fought the Ku Klux Klan, and later ran for the senate and the governorship. This woman was a giant of Texas history, and "Votes for Women!" tells her story."

When creating the exhibit, Clare strove to accurately portray the political and socio-economic climate of the times. Visitors to the site will learn about the anti-suffrage movement in Texas as well, because as Clare notes, "Without understanding who was opposed to suffrage and why, you can't really understand what the final victory meant." The exhibit does not neglect the stories of African American and Tejano women, whose quest for civil rights continued for decades after the passage of the Nineteenth Amendment, which made women's suffrage the law of the land.

The exhibit was designed to be entertaining and easy to read. It includes images from diaries and letters of Texas women, political cartoons, government documents, photographs and postcards. State Archivist Chris LaPlante says, "This exhibit appeals to a variety of people who want to learn about a little-known aspect of Texas history. Many women were involved in this movement, and their activism touched so many areas. The exhibit truly places these women and the suffrage movement in the context of Texas history, and on every page it is possible to learn something new and unexpected. We're very pleased and proud to make this exhibit available."

"Votes for Women!" furthers an initiative of the Texas State Library and Archives Commission to make the historical treasures of Texas more accessible. This newest online exhibit joins four other Texas history exhibits on the state library's Web site. Visit them all at www.tsl.state.tx.us/exhibits/.



*Travis County Women Register to Vote, 1918.
W.D. Hornaday Collection, Prints and
Photographs Collection, Archives and
Information Services Division, Texas State
Library and Archives Commission.
#1975/70-5449.*

New Year Brings New Integrated Collections Management System at HNOC

By Carol Bartels, Historic New Orleans Collection

In 1998 the Historic New Orleans Collection, which includes a museum, historic residence, and research center, started work on a request for proposal for a new collections management system. The Collection sought a system that would provide the staff and public with complete and accurate information on the holdings, allow objects to be cataloged in a manner suitable to their form, and support catalogers' creating records in the manner most appropriate to their profession. Requirements included query access to all of the Collection's holdings from a single interface and a clear, efficient interface design. Unless a system's interface is easy to understand and is designed to minimize effort, it will not be used, regardless of what features the system provides.

Library systems vendors' responses to the proposal request seemed to indicate that they misunderstood the Collection's requirements. Issues specific to loans were answered with circulation modules, and questions on authorities were answered with Library of Congress subject headings and name authorities. Museum systems did not always allow for the MARC cataloging our librarians require, nor did they have the ability to import and export MARC records. No system was a ready-made fit.

Ultimately, the Collection chose Minisis, Inc., the one company that offered a full library, archival, and museum management system. While the three systems had not been integrated, Minisis was willing to work with the Collection to integrate their three separate products into one. This new integrated system is called "MINT" for Minisis integrated.

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The Historic New Orleans Collection's procedures begin with the registration of items, and the registration module is an example of Minisis's customization of the system to meet the Collection's bibliographic, archival and museum management needs. The Collection will use the full library system (M2L) to catalog bibliographic materials and manage serials. The archival system (M2A) will be used to catalog archival and manuscript collections. Works of art and artifacts will be cataloged using the museum management system, (M3). The museum-management system will also serve collections management needs regarding loans, exhibitions, location, value histories, and conservation matters.

The registration module feeds records to the three other parts of the system and serves as the gateway to public access. First, the registration module creates a record for all items in the M3 portion of the system, as that is where collection management will track the history of the item. Then, the descriptive focus field in the module is used to indicate the type of cataloging an item requires. For example, items designated as bibliographic will have records created in M2L as well as M3. If the descriptive focus of an item is archival, a record is created in M2A as well as M3. The descriptive focus, 3DO/Image will have the system create a record only in M3.

Additionally, there are special forms within the registration module designed to capture item data specific to the three cataloging methodologies. Some of these fields appear on all three of the item details forms, but the field caption may be different depending on the form. For example, all of the forms have a date field for the date of creation. On the bibliographic detail screen, the caption for this field is "publication date," and on the 3DO/Image detail screen, the caption is "date of execution."

Another important field in integrating the system is the reference code field. This field allows a code to be assigned by which items can be linked; the relationship between items can be topical or based on provenance. The reference code allows items to be linked together regardless of which cataloging methodology is used.

The system is flexible and will allow cataloging records to be created in more than one portion of the system. Books that are part of a manuscript collection will be recorded in the finding aid for that collection in M2A, and, if desired, a full bibliographic record for each book can be created in M2L. The screens are clear and efficient. Many fields have the data built into them to make data entry as easy as possible.

Collection staff are very excited about the new system. It allows HNOG to function more effectively and to achieve some of its long-term goals. The staff began using the registration module of the system on January 2. By March, the M3 portion of the system should be up and running, with M2A and M2L following shortly. The task of moving our existing data from our present collections management system to MINT has just started. Hopefully, during 2004, MINT will be fully operational, and our cataloging records will be available from our website, <www.hnoc.org>.

(Continued from page 8)

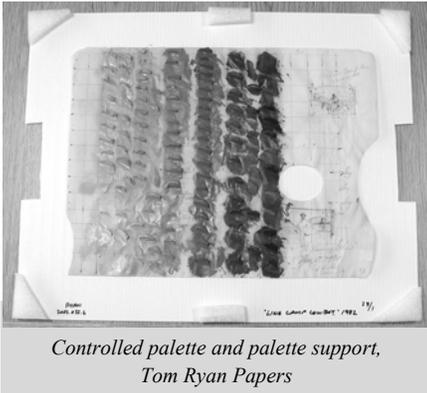
The principal faculty member at the WAI in San Francisco will be Randall Jimerson, associate professor of history and director of the graduate program in archives and records management at Western Washington University, where he teaches archives administration and records management courses in the university's graduate education program. He has also worked as a supervisory archivist developing an archival program for Mount Rainier National Park Archives, and consulted businesses, colleges and universities, museums, and nonprofit organizations on starting an archives, archival strategic planning, archival education, records management, and organization of manuscripts and archives.

Tom Ericson will head the faculty for the Native American and Tribal Archives Institute. He is assistant library director for Archives and Special Collections at the University of Wisconsin at Milwaukee. As the university archivist, he directs the Milwaukee-region Area Research Center, a statewide network of regional archives. He works with community and regional historical records repositories and has been a consultant for tribal archives projects. He also teaches archives administration courses in the university's graduate archival education program. Jimerson and Ericson will each be joined on the faculty by working professionals noted for selected fields of archives education.

Tuition for each institute is \$550 and includes a selection of archival publications. Housing and meal plans are available at additional cost. Admission is by application only and enrollment is limited. Application deadline for the 17th Western Archives Institute and the Native American and Tribal Archives Institute are March 15, 2003 and April 15, 2003, respectively. For additional information and an application form for either, contact Administrator, Western Archives Institute, 1020 O Street, Sacramento, CA 95814. T: 916/653-7715 FAX: 916/653-7134, E-mail: ArchivesWeb@ss.ca.gov. Forms are also available on the website of the Society of California Archivists at <<http://www.calarchivists.org/wai.html>>.

A Horse of a Different Color: A Unique Archival Processing Problem

By Johnathan Nelson, Dickinson Research Center



*Controlled palette and palette support,
Tom Ryan Papers*

Staff at the Donald C. & Elizabeth M. Dickinson Research Center in the National Cowboy & Western Heritage Museum encountered unique appraisal, processing, and storage problems during their recent processing of the personal and studio papers of Tom Ryan, an award winning contemporary western artist. The papers include more than 100 ‘controlled palettes’ documenting more than 25 different paintings from a 40-year period. Most of the palettes are 12x16 sheets of waxed paper, which contain a number of variously colored oil paint samples. Three of the palettes are on 5x7 sheets of glass.

The first question these palettes presented was one of appraisal—did they contain any informational value that would warrant retention as archival documents, or were they simply artifacts? If these were the everyday palettes that Ryan used during the painting process, they would almost certainly be considered artifacts. Swirls

of paint on a palette and without any context probably do not contain informational value. However, the controlled palettes in the Ryan papers are something quite different.

The use of the controlled palette was a technique Ryan learned at the Art Students League in New York City during his studies under famed illustrator and art instructor Frank Reilly. It is a method of balancing the hue, value, and chroma of paint by mixing the base color with nine specific shades of gray paint, creating a range of tonal values for each color used. These colors are then usually laid out in a grid pattern. Ryan labeled his paint grids to designate what a particular color or range of colors was to be used for, grass, cattle, sky, complexion, and so on. The palettes also often contain title and date information, and some of them include small sketches and incidental notes. The palettes contain factual information that a researcher might find useful, they provide examples of Ryan’s painting technique, and the palettes comprise the most tangible link in the collection to the actual paintings. Clearly, the palettes should be part of the processed collection.

Once the decision was made to retain the palettes, the next problem was storage. When the center received the collection, all 100 of them were stacked together in a single box. Many of the paint samples are thick, some almost ½ inches, and paint is a plastic material that will eventually compress if subjected to pressure for an extended period of time. The original storage had caused some of the palettes to stick together, which resulted in paper adhering to the paint. It was clear that the palettes could not be stored using folders or any other method that would allow the paint to touch paper or another surface because of paint adherence and compression. Additionally, the paint on the palettes is often quite heavy, and without proper support the paint could stress or tear the paper; the storage containers’ design had to provide support to the palettes across their entire surface.

The paint samples were measured for thickness, and it was determined that no single paint sample was more than ½ inches thick. If the palettes were stored ½ inches apart, the paint would neither adhere to another surface nor compress because of weight on the paint. Finally, because the underlying composition of the palettes is waxed paper, the support had to be made of a material that would not adversely interact with paper.

Since traditional archival storage techniques did not seem to have a ready solution for these unusual documents, archives staff consulted the museum’s curators. Drawing on their experience in devising storage solutions for cultural artifacts, the curators suggested creating custom boxes with padded, recessed forms cut to fit each individual palette. From a cost standpoint, however, it was decided that standard archival boxes should be used if possible. We developed a final design after some additional discussion. Large sheets of Coroplast, a corrugated plastic that does not adversely interact with paper, were cut into 16x20 pieces. Handholds were then cut into the short sides of each sheet to assist easy removal from the storage box. Two-inch square pieces of Ethafoam were cut into ½ inch slices, and these were cut into triangles for the corners and rectangles for the sides. The triangular pieces were hot glued to each corner, and the rectangular pieces were glued to the long edges of the supports. The collection name, accession number, box and folder number, and painting title and date for each palette were written on the edge of the support. The palette was placed in the center of the support. The Ethafoam corner and side supports ensured that the paint samples did not touch the support above it, and the waxed paper of the palette does not touch anything except the underlying plastic sheet. Five palette supports can be

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Albert Center Awarded Grant for Traveling Exhibit, Opens Congressional Sunbelt Caucus Records

By Todd Kosmerick, Carl Albert Center



The Carl Albert Center at the University of Oklahoma announces the receipt of a \$7499 grant from the Oklahoma Humanities Council and the opening of the Congressional Sunbelt Caucus Records.

The Humanities Council grant funds the creation of a new traveling exhibit entitled "Doing Their Part: Oklahomans and the World War II Experience." Taking a cue from Tom Brokaw's *Greatest Generation* books, the exhibit looks at the war through the eyes and voices of people in Oklahoma who lived through it. Thousands of Sooners worked in defense plants or joined the armed forces to defeat the Axis. Others came from across the nation to be trained at the state's numerous military bases. In addition, thousands of European prisoners of war waited out the conflict in numerous internment camps throughout the state. From the governor to the most ordinary citizen, Oklahomans found themselves in extraordinary times, and the war changed their state in ways still felt today.

The exhibit will use reproductions of approximately 70 photographs and other materials, including cards, letters, V-mail, comic books, ration books, brochures, and pamphlet covers. In addition to the archival holdings of the Carl Albert Center, the exhibit will draw upon the resources of OU's Western History Collections, the Oklahoma Historical Society, the Oklahoma Publishing Company, Oklahoma State University, and a number of libraries and historical societies across the state. This grant will help in the research, design, and fabrication of the exhibit. It will also allow for construction of display cases and crates and for the development and reproduction of publicity posters and secondary school study guides. Beginning in 2004, the exhibit will be available to interested host institutions through the Oklahoma Museum Association's TRACKS traveling exhibit program.

Documentation of events of more recent vintage is now available with the center's opening of the first portion of the records of the Congressional Sunbelt Caucus. The Congressional Sunbelt Caucus was a bipartisan legislative service organization (LSO) made up of members of the U.S. Congress from Southern and Southwestern states. It commenced in 1981 and continued until 1995. The Carl Albert Center acquired the caucus records in 1997.

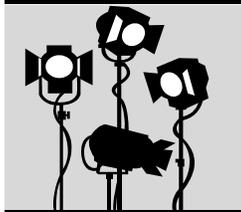
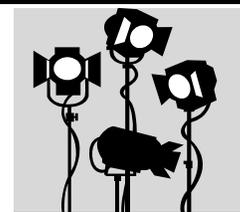
This first group of records is comprised of 4.75 cubic feet and spans 1981 to 1992. It consists of the following three series: 1) Administration, Organization, Membership; 2) Press and Newsletters; and 3) Task Forces, Briefings, Issues, Correspondence. Most of the materials concern caucus membership, administration, public relations, and issues. By agreement with the donor, records of the Congressional Sunbelt Caucus are closed to researchers for a period of ten years after creation. More materials will be opened during the next few years. A finding aid can be obtained from the Carl Albert Center.

The Carl Albert Center's Congressional Archives holds the papers of more than fifty former members of Congress, plus those of congressional staff, scholars, and journalists. The centerpiece of these collections is the papers of Carl Albert, former Speaker of the U. S. House of Representatives. Collectively, the collections range in time from the Civil War era to the present, but the substantial portion of the holdings document the period from the 1930s through the present.

(Continued from page 12)

placed in a standard 16x20x3 archival storage box. In the collection description, each support is treated as a folder for purposes of creating the container list.

Most of the papers and records that a processing archivist comes across fall into clearly defined categories such as correspondence, financial records, or photographs, but every once in a while something unique like these controlled palettes comes along. This experience highlights the importance of thinking outside the box when processing and storage problems arise. It also indicates that allied professionals can sometimes suggest solutions that archivists may not have considered. Finally, it shows that the processing archivist needs to be sensitive to the potential informational value of non-traditional collection material. At first glance the controlled palettes appeared to have more artifactual than informational value, but a careful examination in light of the collection as a whole revealed that they were an integral part of the archival collection.

***In the Spotlight—*****Tyrell Historical Library, Beaumont, Texas****By Penny Clark, Archivist**

The Tyrell Historical Library is located in the museum district of downtown Beaumont, Texas. A part of the Beaumont Public Library system, it is one of the shining jewels of the city of Beaumont.

The Tyrell is celebrating the centennial of its building on August 30, 2003. The Richardsonian Romanesque Revival structure was originally constructed for the First Baptist Church. In 1923, the church sold the building to Captain W.C. Tyrell for \$70,000. He gave it to Beaumont for use as a public library, and it opened as the Tyrell Public Library in 1926. The building remained a public library until 1974, when a new library was built. At that time, it was made the Tyrell Historical Library and housed collections of genealogy, Texana, and the local history archives. The charm and nostalgia of the building are huge drawing cards for the archives. Located in what was once the children's department, many older southeast Texans have a great sentimental love for that room. They remember looking at stereoscope cards and are delighted that they are still have available for researchers.

The Tyrell Historical Library reflects the history of Beaumont in its holdings. In the early years, Beaumont's economy was dominated by cattle production. The importance of the cattle industry is documented in a ledger kept by local merchant John Jay Frenc. As in most of 19th-century America, the Civil War marked a watershed in the history of Beaumont. The diaries and papers of George W. O'Brien at the Tyrell give insights into the war. The diaries are most unusual, as O'Brien had excellent spelling and grammar and gave a first-person account of a soldier's experiences. After the war, Beaumont became a lumber-processing center, earning it recognition as the "Queen City of the Neches." Through photographs and ledgers, the archives document the vibrant economy of the river city.

Although Beaumont was already a bustling city at the turn of the century, the explosion of oil at Spindletop on January 10, 1901, brought a new era to Beaumont and the rest of the world. The archives at the Tyrell includes material documenting Spindletop. These include photographs, legal documents maps, newspapers, and correspondence between Pattillo Higgins and Anthony F. Lucas. As a result of Spindletop, Beaumont became a center of oil-refining, and hundreds of photographs of the Magnolia and Mobile Oil refineries illustrate and record the city's most important industry. In turn, Spindletop brought an influx of money to the area, and an interest in cultural activities soon followed. As a result, Beaumont became known for her appreciation of fine music. This is well-documented at the Tyrell with scrapbooks from organizations such as the Symphony of Southeast Texas, the Beaumont Music Commission, and the Beaumont Civic Opera.

In addition to these local history collections, the Tyrell also holds genealogical sources. These include census microfilm and indexes for 1790 through 1920. The years 1790 to 1850 are complete, and work on finishing the other years continues. Other genealogy sources on microfilm held by the Tyrell include *The Magna Carta Barons and Their Descendants* (1-7), *Family History Library Catalog-Localities*, Everton Publishers' "Roots Cellar," *The Genealogical Helper* (1950-1970), *LDS Parish and Vital Records List*, and *The U.S. Postal Guide* (alphabetical lists of post offices in 1905), and family genealogies. Additionally, there are city directories, marriage lists, lists of Confederate soldiers, and indexes to deeds, tax rolls, and probate records for Texas and parts of Louisiana, as well as Texas newspapers, Galveston passenger lists.

In addition to preserving and providing access to these collections, the Tyrell Historical Library offers genealogy classes, tours, lectures, and produces several exhibits each year. The current exhibit, "Fifty Years of Magical Memories: A Celebration of the 50th Anniversary of the Symphony of Southeast Texas" will be on display until August 30, 2002.

For more information about the Tyrell Historical Library, please contact Archivist Penny Clark, at 409-336-8821.

Justice for my People: The Dr. Hector P. Garcia Story

By Dr. Thomas H. Kreneck, Texas A&M University-Corpus Christi

A milestone was reached in the use of materials from the Special Collections & Archives Division of Texas A&M University-Corpus Christi with the completion of *Justice for my People: The Dr. Hector P. Garcia Story*, a film documentary produced by the local PBS affiliate KEDT-TV. Ninety minutes in length, this documentary was first broadcast locally on November 17, 2002, and aired three more times before the beginning of the new year. It will be shown nationally on various PBS stations beginning in March 2003.

Drawing extensively from the Dr. Hector P. Garcia Papers and staff expertise at A&M-Corpus Christi's Special Collections & Archives, the film portrays the life and contributions of the longtime Corpus Christi physician, civil rights leader, and founder of the American G.I. Forum. Indeed, Dr. Hector P. Garcia (1913-1996) ranks as one of the most important Mexican American civil rights leaders in the twentieth century.

Produced by Jeff Felts, KEDT director of television production, *Justice for my People* was six years in the making. Felts and his staff drew from many sources. Fundamental to their inquiry, however, were their initial three years of research in the Garcia Papers, which consist of over 450 linear feet of materials. The documentary also contains many historic photographs and other visuals from the Garcia Papers.

Grace Charles and Thomas Kreneck of Special Collections & Archives served on the film's thirteen-person advisory board. The duties of the board included verifying accuracy and proper perspective in portraying Dr. Garcia's life. Ms. Charles proved especially crucial in her research and reference work for the documentary through her specialized knowledge as the chief processor of the Garcia Papers.

At the banquet held at the Corpus Christi Omni Bayfront Hotel on November 12, 2002, recognizing the film's completion, Felts told the several hundred people attending that Dr. Garcia had been approached by several prestigious universities to donate his papers to their institutions. Dr. Garcia was wise, Felts continued, to have chosen Texas A&M University-Corpus Christi because of the care given to those valuable papers by the library's Special Collections & Archives.

Jeff Felts and KEDT have produced a masterful film. *Justice for my People: The Dr. Hector P. Garcia Story* shares an important segment of Mexican American history with the nation. It is a significant educational tool, both for the public and educational institutions.

Special Collections & Archives is gratified to have played a collaborative role in this effort.

Former Oklahoma Governor Donates Papers

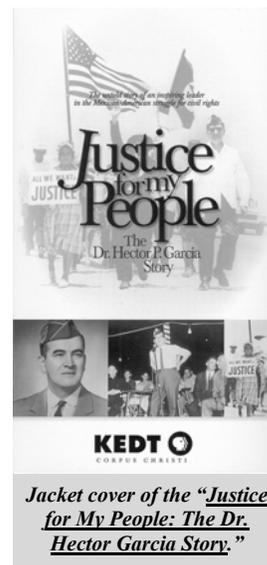
By William D. Welge, CA, Archives Division, Oklahoma Historical Society

Former Oklahoma Governor George Nigh recently donated his entire personal collection of memorabilia, photographs, correspondence, plaques and other treasures covering nearly a fifty year span of the latter half of the 20th-century to the Archives Division of the Oklahoma Historical Society.

Nigh, age 75, was first elected to the state legislature in the 1950's. He was elected lieutenant governor in 1959, the youngest person to hold the office. He was later elected governor in 1979, and after the Oklahoma Constitution was amended, he became the first governor to succeed himself. After serving as governor, Nigh was appointed president of the University of Central Oklahoma at Edmond. He retired from public life after about five years as president of the university.

An added bonus to his collection will be the papers of former Governor and United States Senator J. Howard Edmondson. These papers were given to Nigh by Edmondson's widow Jeanette in the 1980's. The collection is in excess of 250,000 pages of materials, hundreds of photographs, an almost equal number of videos, as well as other political memorabilia.

For more information contact William Welge at mrarchives@ok-history.mus.ok.us.



Jacket cover of the "*Justice for My People: The Dr. Hector Garcia Story.*"

Hollinger advertisement

Earliest Account of Texas Exploration Goes Digital at Southwest Texas State University

From Press Release

Southwest Texas State University's treasured 1555 edition of Alvar Núñez Cabeza de Vaca's *La Relación*, which describes the Spanish explorer's journeys through the territory that is now Texas, will soon be available online with help from the Texas State Library and Archives Commission. SWT's Southwestern Writers Collection, housed in the Special Collections Department of the Albert B. Alkek Library, has received a Texshare grant to digitize every page of *La Relación*, considered the first written account by a European of the "New World"--the Southwest, in particular.

One of only a handful of existing complete editions, this rare sixteenth-century volume is central to SWT's Southwestern Writers Collection, whose strong web presence already features a survey of Cabeza de Vaca's travels among its several online exhibitions. Digitization and Internet access will not only expand the use of this fragile book in research and education, but will also aid in its preservation by reducing the need for physical handling.

Probably the earliest account about exploration of the Americas, *La Relación* ("The Account") is Cabeza de Vaca's narrative of the ill-fated 1527 Narváez expedition, which shipwrecked off the gulf side of Florida and later reached an island near what is now Galveston. Eventually, only four of the original 600 men were left to travel inland, Cabeza de Vaca among them. His recounting of the 8-year adventure that follows presents an opportunity to examine the assumptions and responses of a European conquistador among native Southwest peoples. Cabeza de Vaca's observations on slavery, captivity, and indigenous cultural practices, child rearing, eating habits, religious beliefs, and interactions with the landscape offer anthropologists, biologists, historians, political scientists, geologists, literary scholars and students a wealth of information about the meeting and clashing of cultures.

Southwestern Writers Collection staff is currently scanning photographic slides of the original 125-plus letterpress pages towards the goal of creating electronic access to the entire edition. Every page will be reproduced digitally and linked to its English translation. The comprehensive website will also include artworks depicting Cabeza de Vaca, maps of the explorer's route, and links to scholarly and bibliographic resources. Use of the site will be free, facilitating cost-effective research for scholars, scientists, college undergraduates, and 7th-grade Texas history students alike. Project completion is expected by the summer of 2003.

Recently, Southwest Texas State University was selected by the NEH to serve as one of nine regional humanities centers in The United States. The Cabeza de Vaca digitization project will serve as a cornerstone in the study of the region's people, their history, and the literary and scientific texts that examine issues relevant to understanding the Southwest. The Cabeza de Vaca project is being directed by Connie Todd, curator of special collections, and managed by Steve Davis, assistant curator of the Southwestern Writers Collection, along with Dr. Jill Hoffman, special collections assistant.

This is the fourth TSLAC Texshare grant that the Alkek Library's Special Collections Department has received. The first two awards were used by the Southwestern Writers Collection to process a portion of the *Texas Monthly* archives (the SWWC holds 25 years of the award-winning magazine's production files), the third to create the Russell Lee online exhibit and research site for the Wittliff Gallery of Southwestern & Mexican Photography. Other institutions receiving 2003 TSLAC Texshare grants were the Dallas Public Library, Texas Medical Center Library, University of Texas General Libraries, and the University of North Texas Library.

Discover more about Cabeza de Vaca at the Southwestern Writers Collection online exhibit "No Traveller Remains Untouched" at <<http://www.library.swt.edu/swwc/notravellersite/trans/trans1.htm>>.



*Introductory
page to the
1555 edition
of
La Relación
in which
de Vaca
dedicates the
volume to
Charles I,
King of
Spain."*

Rosenberg Library Announces Galveston History Site

By Casey Greene, Rosenberg Library

The Rosenberg Library's Galveston and Texas History Center announces the availability of the database "Galveston: A City Transformed, 1890-1915" at the center's website <www.gthc.org>.

The pivotal period covered by the database witnessed the city's emergence from the nation's deadliest natural disaster. In 1900, Galveston was one of the wealthiest cities in the United States on a per-capita basis. Its deep water port, serving states west of the Mississippi River, was second only to New Orleans in the export of cotton. The hurricane of September 8, 1900, left the city in ruins, with approximately 8,000 victims on Galveston Island. Every sector of Galveston—its port, beachfront, houses, businesses, and places of worship—was wrecked or damaged.

Yet Galveston survived and rebuilt by transforming its character and appearance. In 1901, to expedite its recovery, it pioneered the establishment of the commission form of local government, which replaced its mayor and aldermanic board. The completion of a seawall along the beach between 6th and 39th streets followed in 1904. An extension to protect Fort Crockett was completed in 1905. For further protection, Galveston's elevation was to be increased to a maximum height of sixteen feet behind the seawall. This process, called the "grade raising," took place between 1904 and 1910. Finally, a causeway connecting Galveston Island with the mainland was dedicated in 1912. Galveston experienced two more hurricanes in 1909 and 1915. The 1915 storm, which was even more severe than the 1900 storm, gave the seawall its first real test. Galveston this time escaped catastrophic damage.

"Galveston: A City Transformed, 1890-1915," features thousands of photographs, manuscripts, and oral history interview transcripts, as well as other materials preserved at the Rosenberg Library in Galveston. This project was made possible through a \$20,000 grant provided by the Texas State Library & Archives Commission's TexTreasures program. Galveston County provided additional project funding. Historians, school students, authors, tourists, media employees, and anyone with a fascination for Galveston's rich history will find much of value on the web site.

LSU-Shreveport Acquires Local Musician's Papers

By Domenica Carriere, LSU-S Archives and Special Collections

The LSU in Shreveport, Noel Memorial Library, Archives and Special Collections has acquired the collection of Edward "Eddy" Kozak, a 70-year veteran of the music profession. Comprised of photographs, certificates, original musical scores, instruments and other memorabilia, the collection documents the life and interests of this very active musician.

Chicago-born Kozak began playing the drums when he was three, performed with the Chicago Symphony's Chamber Orchestra when he was five, and became a professional musician with his performance at the Chicago's World's Fair in 1932 at the age of six. As a boy he performed with George Gobel, and by the time he was an adult, he had performed with such notables as Frank Sinatra, Jackie Gleason and Burl Ives. He was the marimba soloist with the Xavier Cugat band and performed internationally with Cugat and his wife, Abby Lane.

Following his service in the Navy during World War II, a booking in the Zephyr Room at Shreveport's Washington-Youree Hotel led to his meeting and marrying his wife, Marjorie Goff, a Shreveport native. In 1953 he settled in Shreveport, where he taught music, conducted seminars and clinics at area universities, and continued to perform his original musical compositions. In later years, he patented his invention, the Pro-Think MotorVator, a computer program that aids in coordination, concentration, and reaction time, and the Rhythmix, a sight reading training device that complemented other programs used in the school music instruction curriculum.

While living in Shreveport, he graduated magna cum laude from Centenary College in 1958. In 1978, he earned a master's degree with a double major in percussion and composition from Northwestern State University in Natchitoches, La. He has written and performed more than 44 musicals based on Bible stories, continues to teach, and is presently experimenting with new approaches for rehabilitative and restorative applications of music to teach physically and emotionally challenged persons coping skills and to assume greater control over life's obstacles.

A program and exhibit chronicling Kozak's life and work was held on February 3, 2003, along with a press conference announcing the acquisition of the collection.

Congressional Papers Workshop to be Held

By Rebecca Hankins, University of Arizona

The University of Arizona Libraries Special Collections and the School of Information Resources and Library Science at the University of Arizona are pleased to announce the workshop "Archives of *EPIC* Proportions: A Problem Solving Approach to Managing Congressional Papers," March 20-21, 2003, in Tuscon at the University of Arizona.

Contemporary political papers present unique challenges for repositories and archivists. These high-profile collections often arrive with much fanfare but little understanding of what it takes to ensure their accessibility. Congressional papers also require considerable space, funds, time, and personnel to process, administer, and support their considerable bulk. Their very nature makes serious evaluation necessary—What is the true value of this information? How can archivists control the avalanche of material without being crushed under its weight? Can archivists process these collections without risking the entire budget or the repository mission? How do archivists balance institutional and donor expectations with user demand?

Two seasoned presenters, Herbert J. Harstook and Cynthia Pease Miller, will offer a practice-based approach to these questions and all phases of managing congressional collections. Herbert J. Harstook has served as curator of modern political collections at the University of South Carolina's South Caroliniana Library since its inception in 1991. Previous responsibilities include curator of manuscripts, supervisor of the Legislative Papers Project and chair of the Congressional Papers Roundtable. Cynthia Pease Miller is an archivist and historian with 23 years experience on Capitol Hill. She is currently the archivist for the Senate Finance Committee and serves as a consultant and curator for the new visitor center on Capitol Hill. Previous experience includes service with the Architect of the Capitol and Office of the Historian and Clerk of the U.S. House of Representatives, where she advised members regarding the disposition of their records. She is the editor of *The Guide to Research Collections of Former Members of the U.S. House of Representatives* and archivist for Senators Daniel Patrick Moynihan and Harry Reid.

Harstook and Miller will conduct a pre-workshop survey of participants in order to address individual needs. The workshop is designed for administrators, archivists, curators, and librarians who now have or anticipate the acquisition of political papers. The principles discussed may be applied to any large collection.

Registration is limited to 30 in order to facilitate discussion and individual problem solving. The \$195 registration fee, which includes study materials and coffee breaks, must be received no later than February 28, 2003. A reception and behind-the-scenes tour at the Center for Creative Photography, an archive, museum, and research center dedicated to photography as an art form and cultural record, is also planned. For further registration information and course details, link to the School of Information and Library Science webpage: <<http://www.sir.arizona.edu>> For questions about course content, contact Rebecca Hankins at hankinsr@u.library.arizona.edu.

Texas Historical Records Advisory Board Makes Recommendations

Cecilia Hunter, Texas A&M-Kingsville

The Texas State Historical Records Advisory Board (THRAB) has completed a three-year project of holding focus group meetings throughout the state of Texas to bring records custodians and users of historical records together for open discussions about common concerns. Top among these is the need to organize an effort to advocate for historical records and to support the work of record keepers and managers.

Starting on November 12, 1999, with a meeting in Irving, board members continued with meetings in Austin, Nacogdoches, Richmond, Edinburg, Abilene, San Antonio, and finally Alpine on November 12, 2002. As a result of the meetings, the nine-member board, led by Texas State Archivist Chris LaPlante, concluded that there was a general consensus on the need "to enhance preservation of the State's irreplaceable historical records;" and "enhance opportunities for education and training." To meet the preservation concerns, the board found that the following steps need to be taken: lobby for a filing fee to be used for the preservation of local government records; identify private and foundation funding for the preservation of non-governmental records; and reinvigorate the Regional Historical Resource Depository system. To enhance educational training opportunities, the board determined a THRAB website providing information and assistance to custodians of historical records should be created; regional training and educational centers should be developed; and a regional conference devoted to networking, workshops, disseminating information about grants, and advocating for the preservation of historical records should be held.

A generous grant from the Summerlee Foundation assisted with travel and other focus group meeting expenses.

Oklahoma Historical Receives Grant

By Bill Moore, Oklahoma Historical Society

The Oklahoma Historical Society Archives Division recently received a \$6,500.00 grant from the Pauline Dwyer Macklanburg & Robert A. Macklanburg, Jr., Foundation to assist with transferring and shipping the papers of Bob Dotson, an Emmy-award winning news broadcaster formerly of television station WKY (now KFOR Oklahoma City) and NBC News.

Dotson, who is known for his folksy, everyday-people-type stories, has included records of his work around the world, from natural disasters to terrorist acts, and human interest aspects of hard times to sports and related activities. His touch is evident, and his style is identifiable.

Dotson's papers consist of 186 cubic-foot boxes; half of those contain manuscripts, and the other, film and video materials of various news report broadcasts.

With shrinking budget woes besetting many historical institutions at this time, the society is particularly grateful to the Pauline Dwyer Macklanburg and Robert A. Macklanburg, Jr., Foundation for making this acquisition possible.

NEH Grant Funds Assessment of Southern University Archives

By Angela Proctor, John B. Cade Library, Southern University and A&M College

The Archives Department of the John B. Cade Library at Southern University and A&M College is very proud to have been a recipient of a Preservation Assistance Grant from the National Endowment for the Humanities. This twelve-month grant will assist the archives department in developing a long-term plan and purchasing supplies to preserve the archival collections at the John B. Cade Library.

Consultant Brenda Banks, deputy director of the Georgia State Archives in Atlanta, conducted an assessment of the collection in December 2002. During her two-day evaluation, she met with the archivist, the head of Special Collections, and the dean of the libraries to discuss the project; toured and assessed all appropriate storage facilities housing archives and Special Collections materials; reviewed policies and procedures governing functions, maintenance, and use of archives and special collections materials; conducted a preservation assessment; analyzed preservation needs and issues based on data collected.

Banks will provide a draft report outlining the problems she identified. After receiving the summary, Special Collections staff and the dean will meet with the consultant to

discuss her evaluation and recommendations. In March, a final report will be submitted to the dean and the archivist prioritizing the consultant's recommendations, identifying issues that require long-range planning, as well as problems, issues, deficiencies, and opportunities for more educational training.

Since the consultant's visit, the archives has begun to tackle some of the problems that were discussed. Having this assessment is the first step in developing both our capacity to identify the preservation needs of the collections and a long-range, prioritized plan to address those needs.

OHS Database Now Available

By Rodger Harris, Oklahoma Historical Society

Walking down the aisles of the Oklahoma Historical Society's warehouse in Oklahoma City, it becomes apparent that the Archives Division's collection is quite extensive. Row after row of archival material lines the warehouse, ranging in height from just above floor level to the 18-foot high ceilings.

Within these walls, researchers can find a vast array of information regarding Oklahoma's fascinating history from Indian and territorial days and the statehood convention to political campaigns and urban renewal. Archival materials include personal diaries, journals, letters, maps, newspapers, oral histories, photographs, business records, and county and city records to name just a few. The manuscript material alone in the Archives Division is contained in about 14,530 boxes or approximately 7,265,000 pages.

For years it was almost impossible to quickly locate these items because many documents had not been processed and no computer database existed to help identify and locate the materials. With the development of this database, however, OHS has greatly improved access to these collections.

"To date all processed and unprocessed manuscript collections have been assigned an accession number and entered into the database," said Manuscript Archivist Chad Williams. "Details contained in the database for each collection include the number and type of boxes, finding aid availability, a location by shelf, and a brief description. This internal inventory reference will allow the Oklahoma Historical Society's staff and patrons to search the Archives Division's holdings."

In the future, the Archives Division plans to place the database online so that individuals can access the information from their personal computer. For more information, call Williams at 405/522-5205 or e-mail chadw@ok-history.mus.ok.us.

Alexander Architectural Archive Adds to Web Finding Aids

By Beth Dodd, Alexander Architectural Archive UT-Austin

The Alexander Architectural Archive (AAA), University of Texas at Austin, continues its efforts to provide its archival finding aids on the web by participating in the second phase of the Texas Archival Resources Online (TARO) project. Co-sponsored by the General Libraries of the University of Texas at Austin and the Harry Ransom Humanities Research, the project entails creating an online repository of archival resources from eight Texas repositories

In addition to TARO efforts, AAA staff has provided links to its finding aids from the collections' MARC records in the UT General Libraries online catalog. Last summer's collections assessment project continued web-related efforts, resulting in an additional 33 provisional finding aids for unprocessed and partially processed collections. These finding aids were also added to the TARO site. In all, 82 of the Alexander Architectural Archive's finding aids now reside on the TARO site. In the first round of TARO, the AAA produced 49 finding aids. These finding aids, as well as those of the other participating repositories, can be found at <<http://www.lib.utexas.edu/taro/>>.

Web access has already had an impact on AAA's public services. International requests have increased, as has use of the archive's more obscure collections. Though, as this experience illustrates, the availability of collection descriptions online has placed increase demands on public services, staff are better able to meet these requests because users now come to their appointments armed with a greater knowledge of our holdings, and in some instances even box numbers, which facilitates paging materials.

For more information about the project and its participants, see <<http://taro.lib.utexas.edu/about.html>>.

LA State Archives to Receive Film Collection, Undergo Renovations

By Dr. Florent Hardy, Louisiana State Archives

Secretary of State Fox McKeithen has directed that the political video collection presently housed in the Old State Capitol be re-located to the Louisiana State Archives. There they will be transferred, cataloged, and digitized. This re-location will enable a more centralized resource and also eventually make historical videos readily accessible to the public through the use of the archives' research library.

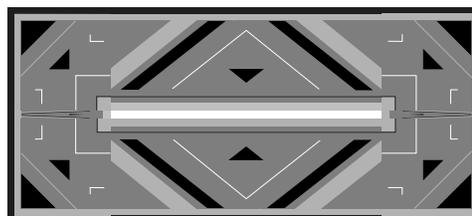
The Louisiana State Archives Building will also soon be undergoing renovations. These include new carpeting, painting and remodeling of exhibition areas and office space. The research library will be closed for two weeks, from February 21 through March 8th, in order for contractors to complete work in that section of the building. The planned renovations will double shelving capacity for temporary and archival records. Cooling towers and chillers will also be replaced, providing a more suitable archival environment. Additionally, an eastbound Interstate 12 entry ramp will remove a portion of the front lawn, and the required removal of trees will increase the visibility of the impressive façade of the Louisiana State Archives Building, which bears scenes from the state's history.

One of the most momentous events in that history, the Louisiana Purchase, will be the focus of events at the archives during 2003 as the state and nation celebrate the Louisiana Purchase bicentennial. Louisiana Room exhibits will focus on the Mississippi River and its contributions to the emerging nation. The gallery will feature art exhibits relating to the "Father of Waters". The celebration of the bicentennial at the archives represents partnerships among individuals, museums, libraries, artists, educational institutions, and state agencies.

Gift to Help Restore Treasures and Make Congregation's History Available

By Sr. Dorothy Dawes, O.P., Dominican Sisters Archives

The archives of the Dominican Sisters, Congregation of St. Mary, has recently received gifts of \$10,000 and \$1,000 from a private donor. The donor is a family friend of the archivist, Sr. Dorothy Dawes, and also a first cousin of one of the deceased sisters of the congregation. The first gift is being used for the restoration of some of the Congregation's treasured art works. Paintings and a large photograph are being restored by the New Orleans Conservation Guild, and a needlepoint collection is being restored by Jessica Hack. The second gift will be used to scan an unpublished manuscript, *Fortune Favors the Bold*, by Mary Bonaventure Exnicios, O.P., the annals of the congregation from its inception in Ireland to its Diamond Jubilee in 1935. The sisters also hope to continue scanning other lengthy, unpublished documents in their holdings. These documents all exist without benefit of an index, and having them in a machine readable file will improve



accessibility by facilitating keyword searching.

Louisiana

Images of drawings from the collection of the **New Orleans Notarial Archives** are part of the setting in a courtroom scene in *Catch Me If you Can* with Tom Hanks, now playing. Sally Reeves, archivist, selected the drawings at the request of movie production members to reflect various New Orleans scenes.

James Stroud, chief conservation officer at the Harry Ransom Humanities Research Center of the University of Texas at Austin will visit the Notarial Archives for the week of January 6 to begin consulting on the conservation of French and Spanish Colonial documents in connection with a Save America's Treasures grant.

The **McNeese State University Archives and Special Collections Department** has been awarded a gaming revenue grant in the amount of \$7500. The funds will be used to process and index a collection of photographs from the media services office on campus. The collection consists of 45 cubic feet of negatives, prints, and contact sheets from the 1960s to the 1990s and illustrates and chronicles campus life during those decades.

The New Orleans Culinary History Group, the **Newcomb Center for Research on Women**, and the Deep South Regional Humanities Center are pleased to announce a joint effort to list library and archival holdings on culinary history and a listing of researchers, museums, and organizations involved in culinary history research. The information will be posted on a website dedicated to the humanities in Alabama, Arkansas, Louisiana, Mississippi, and Tennessee.

Institutions or persons interested in contributing to this effort should contact Susan Tucker, susannah@tulane.edu, or 504-865-5238.

Texas

Award-winning presidential historian Michael Beschloss will deliver the keynote address at the dedication and grand opening of **The History Center in Diboll, Texas**, on May 1. A regular commentator on PBS's *The NewsHour* with Jim Lehrer and a contributor to ABC News, Beschloss will speak in Diboll on the importance of preserving community history and how keepers of the public record have contributed to his lifework and career.

The History Center, a new 12,000 square feet public history and archives center, will become the home of the **T.L.L. Temple Memorial Library & Archives' Archives Division**. The History Center will continue, as well as expand, the Library & Archives' mission of collecting, preserving, and exploring the community history of Diboll and the surrounding East Texas region. For more information, contact The History Center at (936) 829-3543.

San Antonio area archivists recently voted to change their local organization's name from ASAAP to SARA, the **San Antonio Regional Archivists**. In addition to the name change, the group discussed planning the 2004 SSA annual meeting, which will be held on the Riverwalk. SARA member Sister Maria Carolina Flores also announced a workshop on how to read Spanish and Mexican documents from the 18th and 19th centuries that will be held at Our Lady of the Lake University. David McDonald, researcher, translator and author, will conduct the workshop on February 21 from 8:30 a.m. to noon. Those interested can pre-register for \$15.00, and on-site registration will be \$20.00. For further details contact Sister Flores at 210-434-6711, ext. 8164.

The meeting was held at the SBC (formerly Southwestern Bell, Inc) Archives' \$6 million, newly-renovated facility, which members toured after the meeting.

job opportunities job opportunities job opportunities

Northern Arizona University

Academic Professional Position

The Cline Library at Northern Arizona University invites applications for Curator of Visual Materials. Supervises and performs tasks related to the donation, purchase, access, and digital processing of visual materials. Formats include photographs, films, and graphics.

Duties: Provides leadership with other Library staff in enhancing 24x7 access to archival resources; improves processes and services which support the discovery, retrieval, and use of visual materials by distributed learners and scholars; supervises, trains, and evaluates staff, interns, and student workers; assists in formulating, documenting, and monitoring workflow to improve productivity; with other Library staff, establishes priorities in digitizing collections, completing projects, and assigning resources; performs general SCA reference and research services on the Web, via telephone, and in-person.

Required Qualifications: An ALA-accredited master's degree in Library/ Information Science or an advanced degree in a closely related field; one year of experience. For a [detailed](#) job description see under "Job Vacancies" at http://jan.ucc.nau.edu/~hr/Home/NAU_Jobs/index.php.

\$37,400 minimum. Resumés will be reviewed periodically, beginning on January 13, 2003, every two weeks until filled or until March 24, 2003.

The History Center, Diboll, Texas

Archivist

The History Center, a division of the T.L.L. Temple Memorial Library & Archives in Diboll, Texas, invites dynamic, innovative, and service-oriented librarians and/or archivists to apply for its Archivist position. This position provides leadership in processing and preserving the Center's historical resources, including archives, manuscripts, photographs, maps, and audio/video materials. Responsibilities include appraising, accessioning, arranging, describing, preserving, and providing public access. The position also provides reference and research services to the Center's users in person, by telephone and mail, and contributes to publicity and outreach. The History Center's mission is collecting, preserving, and exploring the community history of Diboll and the surrounding East Texas

region. The Center will open on May 1 in a beautiful, new 12,000 square feet public history and archives center.

Required Qualifications: Master's degree from an accredited school with a major in History, Government, Library Science or related discipline, and course work in archival administration. Two years experience in the arrangement and description of archives and manuscripts.

Preferred Qualifications: Knowledge of historical research methodology. Considerable knowledge of Texas history and government. Considerable experience with database management applications. Work experience in a public history environment.

Starting salary: \$32,000 with excellent benefits.

Candidates should send a letter of application, a current resume, and the names, addresses, and telephone numbers of three references to Jonathan K. Gerland, Director, The History Center, 102 N. Temple, Diboll, TX 75941. Telephone: (936) 829-3543.

Seton Healthcare Network

Processing Archivist

SETON Healthcare Network has a great opportunity for the right candidate. We have celebrated our centennial this last year and very proud of our history and our contributions to the central Texas area. We are seeking an archivist with a masters, preferably in archive or library sciences, and at least 4 years of experience. Certification by the Association of Certified Archivists and experience working for a non-profit or healthcare environment is strongly preferred. Please contact Marilyn Faulks, Human Resources, 1-512-324-1691, mfaulks@seton.org, 1-512-324-3168 fax for more details or to submit resume. SETON is an Equal Opportunity Employer.

Archival sleeves advertisement

Southwest Region CRM and Dallas ARMA to Meet Together

By Carrie Fager, Louisiana State Archives

The Dallas chapter of ARMA presents the Dallas ARMA conference "Destiny of RIM" Past-Present-Future, March 13-14, 2003, in conjunction with the Southwest Region CRM conference March 11-12, 2003 at the Renaissance Dallas North Hotel in Dallas, Texas. Those responsible for records management in law firms, hospitals, clinics, law enforcement agencies, school districts, Federal, State, County and City government employees responsible for records management and any consultants and professionals who want to learn how quality records management programs can be established and maintained should attend.

The Southwest Region CRM conference will cover Parts 1-6 of the CRM study guide and topics such as auditing for records retention compliance, enterprise content management and automated workflow, and Certification maintenance. The Dallas ARMA conference will feature Dr. Mark Langemo, CRM who will speak on "Winning Strategies for Successful Management" and "A Vision of a Pro-Active Future for Records and Information Management" and Dr. William Saffady who will speak on "Managing Electronic Records."

You may register for one or both conferences. The early registration deadline is 15 January 2003. Registration for the Dallas ARMA Conference includes the new books by Dr. Langemo and Dr. Saffady. The registration fee for the SW Region CRM conference alone is \$100.00; the Dallas ARMA Conference alone is \$375.00 and the registration

fee for both is \$425.00. A brochure with registration form can be found on the web at http://www.armadallas.org/2003_ARMA_brochure.doc Contact Shirley Collins 469-893-6084 or Connie Adams 972-580-2124 for further information on the conferences.

Albert Center Offers Visiting Scholars Program

By Todd Kosmerick, Albert Center, University of Oklahoma

The Carl Albert Congressional Research and Studies Center at the University of Oklahoma seeks applicants for its Visiting Scholars Program, which provides financial assistance to researchers working at the Center's archives. Awards of \$500-\$1000 are normally granted as reimbursement for travel and lodging.

The Center's holdings include the papers of many former members of Congress, such as Robert S. Kerr, Fred Harris, and Speaker Carl Albert of Oklahoma; Helen Gahagan Douglas and Jeffery Cohelan of California; Sidney Clarke of Kansas; and Neil Gallagher of New Jersey. Besides the history of Congress, congressional leadership, national and Oklahoma politics, and election campaigns, the collections also document government policy affecting agriculture, Native Americans, energy, foreign affairs, the environment, the economy, and other areas.

For application information, contact Archivist, Carl Albert Center, 630 Parrington Oval, Room 101, University of Oklahoma, Norman, OK 73019. Telephone: (405) 325-5401. FAX: (405) 325-6419. E-mail: kosmerick@ou.edu.



Academy of Certified Archivists

- **May 15, 2002:** application deadline
- **June 1:** recertification deadline for the classes of 1989, 1992, and 1996
- **August 21:** the certification exam will be held in Birmingham, New York, Milwaukee, Salt Lake City, Seattle, and "You Pick Your Site" locations

The Academy will hold the exam in any city with five candidates. Visit our web site for more information.

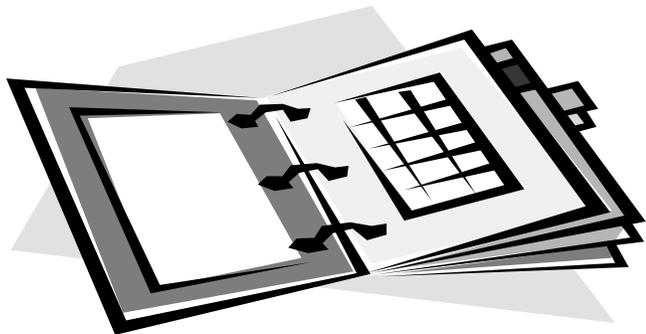
aca@caphill.com

C.A.

2003 Archivist's Daybook

<http://www.tulane.edu/~lmiller/Daybook.html>

The Archivist's Daybook on the Web, maintained by SSAer Lee Miller, is the most comprehensive list of archival events. Because of space limitations, this abridged version only reprints events in the U.S. for February and part of March. For the complete listing, go to the URL above.



Feb 15 Deadline to apply for the Society of California Archivists James V. Mink Scholarship of \$350 to assist with the expense of attending the SCA annual meeting.

Feb 15 Deadline to apply for the Carroll Hart Scholarship to attend the Georgia Archives Institute.

Feb 19- 20 "Disaster Preparedness and Response for Records Managers;" Jacksonville, FL. Covers disaster planning and disaster mitigation, disaster response, and disaster recovery. Contact Gina Williams at (404) 763-7064.

Feb 19 SOLINET workshop, "Digital Preservation: Ensuring Access to Electronic Resources;" Library of Virginia, Richmond, VA. \$155 SOLINET members, all membership categories, (\$145 early bird, \$180 late registration); \$195 Non-SOLINET members (\$185 early bird, \$220 late registration). Any institution within Virginia qualifies for the member rate.

Feb 24 On this date in 1903, Sarah Schellenberg of Harvey County, Kansas, gave birth to a boy whom she named after the then President of the United States.

Feb 24-25 SAA workshop, Archival Cataloging as a Component of Description; Austin, TX.

Feb 24-26 George Washington University's Center for Professional Development in Washington DC announces "New Trends and Issues in Records Management - (CWRM 633: Records Management), Instructor: David Stephens: Cost: \$1,130. All Classes are held in Downtown Washington DC, 2020 K Street NW. To Register call Customer Service at 202-973-1150, or register online at www.cpd.gwu.edu for course CWRM 633: Records Management, CRN: 1865.

Feb 25 ERA User Dialogue Sessions; Ronald Reagan Presidential Library and Museum 40 Presidential Drive, Simi Valley, CA 93065. These sessions allow NARA to meet with system stakeholders from the private and public sector to help define the needs and expectations of potential ERA users and identify requirements for the ERA system. Sessions will begin with a general presentation on ERA followed by two simultaneous break out sessions to discuss ERA requirements.

Feb 27 Document Management and Automation for the Federal Enterprise Training Conference; Arlington, Va. Contact: Parrish

Knight, (703) 807-2748, or the Training Conference Hot Line, 703-807-2027.

Feb 27 ERA User Dialogue Sessions; NARA Great Lakes Region, Ralph Metcalf Federal Building, 77 W. Jackson Blvd., Chicago, IL 60604.

Feb 27-28 SAA workshop, "Archival Perspectives in Digital Preservation"; Tucson, AZ

Feb 28 SAA Fellow nominations must be postmarked

Feb 28 SAA awards nominations due, except for Theodore Calvin Pease Award.

Feb 28 Deadline for Colonial Dames Scholarship award, enabling two archivists each year to attend the Modern Archives Institute at the United States National Archives and Records Administration in Washington, DC. This deadline is for the Summer 2003 institute.

March 1 Deadline, NHPRC Fellowships in Archival Administration. Completed applications must be received by this date. Contact: NHPRC, National Archives Building, Room 607, Washington DC, 20408, 202-501-5610, Fax 202-501-5601.

March 1 Application deadline for summer archival internships, Jerome and Dorothy Lemelson Center for the Study of Invention and Innovation, National Museum of American History, Smithsonian Institution, Washington DC. Mary Dyer, Internship Coordinator, Room 1040 MRC 605, National Museum of American History, Smithsonian Institution, Washington DC 20560, ph 202-357-1606, fx 202-357-1853.

March 1 Deadline to apply for the Mid-Atlantic Regional Archives Conference's (MARAC) scholarship to attend its semiannual meetings.

March 1 Deadline for applications for the National Historical Publications and Records Commission (NHPRC) Fellowship in Archival Administration. The host institution for the year 2003-2004 is the University of Wisconsin-Milwaukee, UWM Libraries, Archives and Special Collections. Application forms are available from: NHPRC, NARA, Room 111, 7th and Pennsylvania Ave. NW Washington, D.C 20408, and http://www.archives.gov/grants/about_nhprc/grant_programs.html, or contact Michael T. Meier of the Commission staff for an application at (202) 501-5610, ext. 252 or michael.meier@nara.gov

March 3 Deadline for program proposals for the Midwest Archives Conference fall conference; Dearborn, Michigan.

March 6 Deadline for submissions of guides, inventories, and other finding aids to the MARAC Finding Aids Award Committee.

March 7-8 Society of Mississippi Archivists annual conference; Delta State University, Cleveland, MS.

SSA LEADERSHIP

Compiled by Carol Roark

Toni Jeske, formerly assistant archivist at the University of Texas at San Antonio, has accepted a position as archivist at Wright State University in Dayton, Ohio, effective February 1, 2003.

Glenda Stevens, senior archivist at Texas Christian University in Fort Worth, Texas, received her MS in Library Science at the University of North Texas in December 2002, just in time to announce her retirement from TCU, effective February 21, 2003. Glenda and her husband will be moving to Lawrence, Kansas, to be near family. In "retirement," she will be working at the Dole Institute of Politics at the University of Kansas.

Paul R. Scott announces the appointment of **Sarah Canby Jackson** as archivist for the newly formed Harris County Archives in Houston, Texas. Jackson received her M.S. in Applied History from the University of North Texas and her M.L.I.S. in Archives and Records Management from the University of Texas, Austin. After graduation from UT, Jackson worked under the Herzstein Cataloging Project at the San Jacinto Monument in La Porte, Texas, where she developed the archives program. As a component of the records management program, the Harris County Archives will document the history of the government and the citizens of Harris County as revealed through the county records and donated materials. The Archives will open for research in January 2004. For further information please contact Jackson at 713-368-7640 or email sarah_jackson@fpm.co.harris.tx.us.

Cindy Smolovik, archivist, National Archives Southwest Region, has been appointed to the Academy of Certified Archivists Exam Development Committee and the 2003 NAGARA Program Development Committee.

Ryan Semmes has left his position as assistant archivist at McNeese for a job with History Associates, Inc. in Rockville, Md. He will be working on a project in the Library of Congress in Washington, D.C. for about a year and a half.

John Slate, city archivist, Dallas Municipal Archives, published "Dallas Fringe Communities and Annexation, 1890-1978" in the Fall 2002 issue of *Legacies: A History Journal for Dallas and North Central Texas* and presented it as a paper at the annual Dallas Legacies Conference on September 28, 2002. He also published "Lone Star Mayhem: Fanzines in Texas" in the Winter-Spring 2003 issue of *Left of the Dial*, and has two articles in the forthcoming *Handbook of Texas Music*, which will be published by the Texas State Historical Association during the summer of 2003.

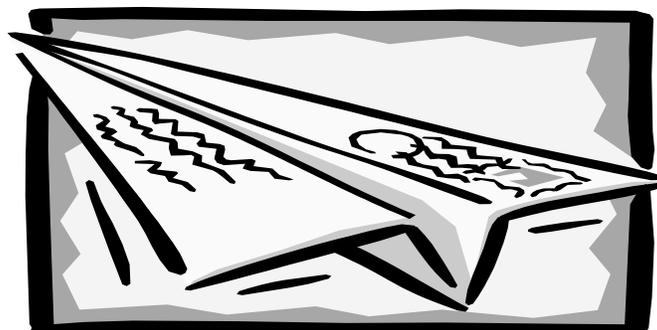
Kathlene Ferris, archivist at the Center for Southwest Research at the University of New Mexico General Library, curated an exhibition entitled "Plastics the Art and Science of Armand G. Winfield," which will open on January 24. Winfield, one of the pioneers of plastics, invented a mass producible process for embedding acrylics in 1945. He used the technique to turn miniature art works into jewelry. This exhibit will feature examples of Winfield's research and development of plastics for use in art, architecture, entertainment and interior design.

Brenda McClurkin joined the staff of Special Collections at the University of Texas at Arlington Libraries in October, 2002, as the historical manuscript archivist. She has an undergraduate history degree from Colorado Woman's College, Denver; a M.L.S. from the University of Arizona; an archives administration Certificate from University of Texas at Arlington; and became a member of the Academy of Certified Archivists in 2002. Brenda lives in Weatherford, Texas, and has done extensive volunteer work with archival collections at Weatherford College Library and the Heritage Gallery Collection of the Weatherford Public Library. She is also the volunteer archivist at Historic Fort Worth's Ball-Eddleman-McFarland House. Prior to moving to Texas, Brenda was the federal documents librarian for the Arizona Department of Library, Archives and Public Records in Phoenix.

Mandy York joined the Woodson Research Center staff in November 2002. She is a native Houstonian, received her B.A. in art history from Georgetown University in 1992, her M.L.S. from the University of Maryland at College Park in 1994, and is a certified archivist. She has worked in various special collections departments, including UT-Austin's Humanities Research Center, the Oregon Historical Society Library, and most recently, the Southwest Texas State University's Southwestern Writers Collection.

YES! I want to be a part of one of the most dynamic professional archivists' organizations around. Membership year equals calendar year. New members should use this form. Renewing members will be invoiced at the end of each year and should renew using the invoice, though current members can use this form to let us know of address and telephone number changes.

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Newsletter Subscriptions: <input type="checkbox"/> Institutional subscription \$25		May we give your name to organizations wishing to send direct mail to our members? <input type="checkbox"/> Yes <input type="checkbox"/> No	
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Archival products advertisement

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address correction requested
