

SPOTLIGHT ON THE HOLOCAUST MUSEUM HOUSTON AND THE AAM ACCREDITATION PROCESS

Monica Rose, Director of Library and Archives Holocaust Museum Houston Morgan Family Center



Image of Holocaust Museum Houston, courtesy of HMM.

Holocaust Museum Houston (HMH) opened its doors in 1996.

Shortly after opening the museum became aware of accreditation and set the goal to become an accredited museum. Sixteen years later, in 2012, HMH received accreditation by the American Alliance of Museums, the organization that supports all museums and provides leadership and guidance on museum best practices and standards. Accreditation is a rigorous process of self-assessment and may take several years to complete. Museum collections are an integral component of the accreditation process. The museum collections must be managed and maintained according to accepted best practices in order

to move forward with the accreditation process.

In 2007 Holocaust Museum Houston hired two collections professionals, a librarian/archivist and museum registrar, to begin the collections accreditation self-assessment process. The collections professionals created a four step plan that would move the department toward accreditation. The four steps outlined were to assemble a team to implement the work, create the documents needed to provide the collections department infrastructure, reconcile collection paperwork with the collection item, and catalog and photograph collection items to add to the collections database. The first step, assembling a team, allowed the archivist and registrar to draw on a wealth of knowledge from museum founders, board members, employees, and Collections Committee. Many of the founding members were the first volunteer employees that cared for the museum collections. These founding members had the institutional knowledge needed to assist with the history regarding the care and maintenance of collections and reconciling collection paperwork to gain collections intellectual control.

The employees chosen to assist with the plan, in addition to the archivist and registrar, were the museum administrative assistant, and a collections volunteer. There was a Collections Committee that existed prior to 2007 made up of collection professionals from other organizations, HMH volunteers, and HMH employees. The Committee's role is to work with HMH collections employees to assist with policies and procedures, stewardship of the museum's collections, and uphold the scope of the collections. The Committees feedback during the self-assessment phase

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THE SOCIETY OF SOUTHWEST ARCHIVISTS

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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 knowledge.

We invite you to join or extend your membership. Membership registration is available via the SSA website at <http://southwestarchivists.org/membership>.

Southwestern Archivist is the quarterly newsletter of the SSA. The editor gives priority to submissions of news items about repositories in the SSA region and about the professional accomplishments of SSA members. Out-of-region submissions will be published as space permits. Short feature articles on topics and issues relating to current trends in archival enterprise are also welcome, as are longer Spotlight columns and our new “entertainment” pieces. Please query Lisa Cruces (ecruces@uh.edu) or your area liaison if you have any questions about a proposed article.

Submission process: Please send all final submissions to one of the state liaisons listed below. The preferred submission format is a Word document attached via e-mail. The document should include a title; the author’s name, institutional affiliation, and contact information; and captions and citations for images. Please send images as separate e-mail attachments.

Submissions may be edited to conform to style conventions and available space. Due to space limitations the editors reserve the right to omit submissions or hold them over for a future issue.

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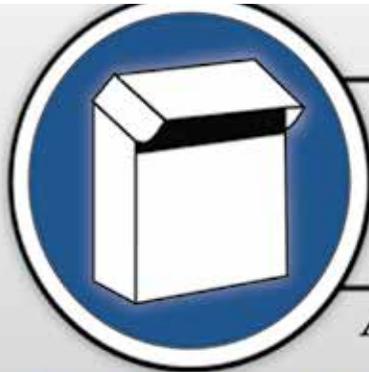
Leadership Log Submissions

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The SSA Web page, <http://southwestarchivists.org>, is maintained by Pati Threatt at McNeese State University. Names of the executive board members, officers, and committee chairs are available online. The SSA Leadership Blog, also on the website, is a source for official news from the executive board and committee members. Further information, updates, an items of note can be found on the SSA Facebook page, <https://www.facebook.com/southwestarchivists>, or on Twitter: <https://twitter.com/SWarchivists>, @SWarchivists, and #swarchivists.



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Annual
Meeting Sites

2015-Arlington

2016-Oklahoma City

2017-Fayetteville



FROM THE EDITOR: HELLO AND GOODBYE

This issue marks the beginning of Lisa Cruces's two-year appointment as Editor of the *Southwestern Archivist*. Cruces, currently the Hispanic Collections Archivist at University of Houston, Special Collections, is eager to continue her service with the Society of Southwestern Archivists, an organization she originally joined as a student at the University of Texas at Austin. In addition to sharing her excitement for her new role, Cruces wishes to thank outgoing co-chairs, Lauren Goodley of the Witliff Collections at Texas State University and Kate Blalack of the Woody Guthrie Center for their preceding editorial leadership and work.

In this volume, you will find highlights from the 2014 Annual Meeting, announcements of newly elected officers, and a word from new President Katie Salzmann. Lastly, don't forget to share news and projects from your area. We love to hear from membership across the region!

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SSA reminders and updates, local repository news, jobs, and more!

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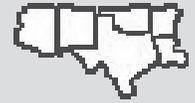
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<http://www.southwestarchivists.org/newsletter>
or contact Lisa Cruces at
ecruces@uh.edu.

As of August 2013, the circulation totaled 336 electronic and 194 hardcopy totaling 530 individual and institutional members in Arkansas, Arizona, Louisiana, New Mexico, Oklahoma, Texas, and out-of-region.

Full page, half page, quarter page, and business card sizes are available, and discounts apply or for purchase of 1 year (4 consecutive issues).

FROM THE PRESIDENT

Katie Salzmann, SSA President 2014-2015



Recently elected President Katie Salzmann shares a few words on how she entered the archives profession, started her relationship with the Society of Southwest Archivists, and her favorite take-away from the 2014 New Orleans Meeting.

Q. What lured you to the field of archives?

A. During the summer after college graduation, I used my newly minted B.A. in English to secure a 10-hour a week internship at the Cedar Rapids Museum of Art. It was a desperate attempt to find gainful employment, but it ended up being a life-changing experience. One of the varied tasks assigned to me was organizing the museum's slide collection, and I took to it immediately.

As my internship neared its end, I went to the library and consulted the Museums Directory of the United States and Canada (this was pre-world wide web days), and I went through the pages looking for museums that sounded interesting. I then sent typed letters (again, pre e-mail days), addressed to the curators, explaining what I was interested in and asking them how they got their jobs.

Amazingly, I received many letters of encouragement in response, and several of them suggested that I pursue a career in archives. This was the first of many experiences discovering how helpful and embracing our profession is. And yes, I still have those letters.

Q. Do you remember how you first heard about SSA?

A. I attended UT-Austin and first heard about SSA as a graduate student there, but it wasn't until I moved back to Texas in 2004 after almost a decade in the East and Midwest that I became a member.

I was immediately impressed by how welcoming everyone is. It is a regional organization spanning thousands of square miles, but it has the feel of a much smaller community of professionals with many opportunities for members to get involved and contribute to the Society and to the archives profession.

Q. What do you see as the most pressing issues facing SSA?

A. At this year's "Past Present and Future" session of the annual meeting, we conducted a brainstorming exercise to gather input from members about how to increase diversity in SSA. We wanted folks to consider the term "diversity" as broadly as possible so that it would encompass ethnic and cultural diversity as well as diversity in types of repositories, collections, and professional fields.

We received great feedback that resulted in a clear directive from the membership about how they would like to see our organization evolve [see a report of these results on p. 8]. The challenge now is to build on this momentum, as well as on the good work of the 2013 Ad Hoc Committee on Diversity.

Q. What was your favorite thing about the SSA meeting in New Orleans?

A. I thought the whole meeting was fantastic, and I knew it would be after the inspiring plenary session featuring Gwen Thompkins from NPR. What a great way to kick off three days of fun, professional discourse, and fellowship!

Organizing the annual meeting takes a whole lot of hard working individuals and committees, and it's wonderful to see all of those contributions coming together.

Q. Have you ever won anything in SLOTTO?

A. Of course! I have a paperweight in my office that I won at the 2007 meeting in Oklahoma City. The bronco-busting cowboy is frozen in time under a rounded layer of acrylic.

The SLOTTO raffle is a wonderful tradition supporting SSA scholarships, and if you're lucky, you'll walk away with a fun memento from the conference as I did.

Q. Is there anything else you would like to tell the membership?

A. Just that I am looking forward to this next year of working with members and SSA leadership to help the organization evolve. It is imperative that we do so in a way that will maintain the tradition of SSA as a welcoming haven for folks to form lasting connections, to grow as professionals, and to contribute to the archives profession.

SSA ELECTION RESULTS

Mark Lambert, Nominating Committee Chair



This year's SSA election was held from March 4th to April 4th. A total of 574 ballots were sent out in comparison to the 389 ballots sent out in 2013. 241 votes were cast in this year's election (240 by electronic ballot and one by mail). This is a 42% response rate. To compare, last year's percentage was 38%. The results were as follows:

Vice President/President-Elect

Mary Manning

Executive Board

Melissa Gonzales

Tim Nutt

Sarah Canby Jackson

Treasurer

Kristy Sorensen

Nominating Committee

Mike Miller

Scholarship Committee

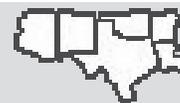
Jennifer Hecker

Thank you to everyone who agreed to be on the ballot in 2014, and if you are interested in being a candidate for election in 2015, please notify one of the members of the Nominating Committee listed below.

Mark Lambert, Chair mark.lambert@glo.texas.govMike Miller Mike.Miller@ci.austin.tx.usEmily E. Hyatt ehyatt@consolidated.net

PROFESSIONAL DEVELOPMENT COMMITTEE QUARTERLY REPORT

Felicia Williamson, Professional Development Chair



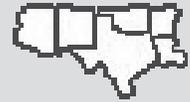
This year we hosted our two webinars, the first with **Lauren Kata** on Oral History and the second on Grants 101: Becoming a Grant-Ready Institution, hosted by **Danielle Plumer** and **Ann Hodges**. Both were successful and the Professional Development Committee is eager to offer further webinar opportunities to the membership in the future.

We also offered three workshops at the annual conference this year, including a SAA-DAS course, Inreach and Outreach for Digital Archives. Many thanks to SAA for working with us to make this course possible for our members. As a follow up to the webinar offered by Danielle and Ann in the spring, this knowledgeable pair teamed up to offer two half-day courses on grants at the annual conference. The morning course, Planning Fundable Grant Projects, guided students through the preparations necessary to write a successful grant proposal. The afternoon session was a Grant Writing Clinic wherein the trainers helped more experienced students revise previous grant proposals.

Finally, a very popular course offering from **Stephanie Bayless** and **Brian Robertson** from the Butler Center featured practical advice on Project Management. Many thanks to Lauren Kata, Danielle Plumer, Ann Hodges, Brian Robertson and Stephanie Bayless, without whom we would not be able to offer these low cost, high quality workshops.

As the summer winds down, we invite our membership to send in ideas for new workshops for the coming year. We are especially eager to hear about workshop topics that might lend themselves to being taught in the online environment and suggestions about trainers and workshop ideas for both webinars and in-person workshops either in the spring or at the annual (feel free to volunteer yourself or suggest a knowledgeable colleague!).

DISTINGUISHED SERVICE AWARD WINNER 2014, DR. LAURA MCLEMORE
Amanda Focke, Gerri Schaad, and Diane Worrell, Distinguished Service Committee



Laura Lyons McLemore is an archivist with a big heart and plenty of drive. She has served the Society of Southwest Archivists and the archival profession well in the course of her career, working in archives in Texas and Louisiana. Laura has assumed roles of leadership throughout her career in both regional and national archival organizations. She willingly gives of her time and talents to the archivist profession.

Service to SSA

Laura served SSA as Site Selection Committee Chair in the early 1990s, during a period of time when a fair amount of persuasion was needed to convince members to take on the challenge of hosting a meeting. She served as President in 1998-1999, which is actually a three year term of service, and assisted significantly in the planning of the annual SSA meeting which was held in Lafayette, LA in 1998. She served as chair of the Local Arrangements Committee for the 2009 annual meeting in Shreveport, Louisiana. These roles in SSA are time-intensive and critical to the ongoing wellbeing of the organization.

National Service

Laura is also active in the Academy of Certified Archivists, having served as the Regent for Outreach 2006-2007 and as President of the Academy in 2012. It is not hard to find Laura at a conference, just look for the Academy's table as she is usually behind it encouraging people to join. Her service in this organization demonstrates her dedication to our profession by raising awareness of the value of continuing education and professional recognition built on certification.

An accomplished career

Before taking charge of the LSU Shreveport archives as Head of Special Collections, Laura was the College Archivist and Curator of Special Collections at Austin College in Sherman, Texas. She earned her PhD and has served as an adjunct professor of history in both Texas and Louisiana. While at Austin College she authored the book, "Inventing Texas: Early Historians of the Lone Star State." Since taking charge of the LSU Shreveport Archives, she spearheaded a state-wide preservation planning grant project.

The following quote is from one of her nomination letters: "I worked with Laura on a state-wide project in Louisiana stemming from an IMLS preservation planning

grant. Laura wrote and submitted the grant. She headed the steering committee funded by the grant. She and Tom Clareson from LYRISIS designed the survey instrument distributed to cultural institutions in the state as part of this project. I was extremely impressed with the drive and dedication Laura exhibited in heading this effort.

In the meantime, Laura earned a PhD in history and has been serving as an adjunct professor of history in both Texas and Louisiana. I have heard her speak at several meetings of the Louisiana Historical Association. Her presentations are always based on research she has done in manuscript collections in her repository. This has been a wonderful outreach of an archivist to the state historical professionals showing how valuable archival repositories in the state are for historical research."

Laura is someone who gives her all to everything she undertakes. She is passionate about the archival profession. There are few who work harder and give more of themselves to the archival profession than Laura McLemore and more deserving of the Distinguished Service Award.



Laura Lyons McLemore, 2014 Distinguished Service Award recipient, courtesy of Amanda Focke

CASTING A WIDE NET: AN INITIATIVE TO INCREASE DIVERSITY IN SSA

Katie Salzmann, SSA President



During the SSA Past, Present & Future session at the annual meeting in New Orleans, members were invited to participate in a brainstorming session to solicit ideas about how to increase diversity in three areas: in our organization; in the archives profession in general; and in archival collections.

Stations based on these themes were set up around the ballroom, and members were encouraged to visit each to provide suggestions for action on the various topics.

Many thoughtful and creative ideas were generated, and after reviewing them with an eye for where responsibility might fall in the existing organizational structure of SSA, it became clear that each seemed to fall naturally into one of eight broader initiatives, or goals:

1. Increase diversity in SSA membership
2. Provide opportunities for diverse groups to participate in SSA
3. Support interests & educational needs of diverse groups
4. Support conference attendance for underfunded members
5. Support new professionals
6. Increase awareness of SSA in general
7. Promote archives as a career
8. Promote awareness of archives in the community

These eight initiatives are all ones that SSA will continue to explore and will be on the agenda for an up-coming Board meeting. Members have given us a really great foundation to build on, and this will continue to be a priority throughout the year. I anticipate that there will be additional opportunities for members to be a part of the planning process as SSA strives to become more diverse in our membership, in our programming, and in our outreach.

TREASURER'S REPORT

Kristy Sorensen, CA, Treasurer



At the recent SSA Board meeting, the board approved the new Spending and Investment Policy as submitted by the 2013-2014 Finance Committee (Rich Adam, Tim Blevins, Susan Novick, and Kristy Sorensen). This policy provides a framework for the treasurer and finance committee to use in making decisions in the management of the Society's funds, including an emphasis on growing the Endowment to support scholarships.

Fiscal year 2013-2014 ended strongly with a net income of \$10,419.34 and a 9% increase in the value of our investments (including contributions).

The board also approved a working budget for fiscal year 2014-2015.

Finally, I'm happy to report that SLOTTTO and the Silent Auction at the recent meeting in New Orleans brought in a combined total of \$2,033.00. This money will be deposited in the endowment along with other donations and be used to support scholarships.

Contact Kristy Sorensen at ksorensen@austinseminary.edu if you are interested in receiving a copy of the Spending and Investment Policy or with any other questions about the Society's finances.

SCHOLARSHIP OPPORTUNITIES

Michelle Bogart, CA, Scholarship Committee Chair



Don't miss these opportunities to obtain assistance in professional development and annual meeting attendance! All scholarship applications must be postmarked by **February 20, 2015**.

Otis Hebert Jr. Continuing Education Scholarship: In honor of SSA's founding president, this scholarship is intended to further the professional training of working archivists in the Southwest.

John Michael Caldwell Scholarship: Presented annually, this scholarship enables an SSA member, or group of members, enrolled in a graduate archival program to attend the SSA Annual Meeting.

Annual Meeting Scholarship: Presented annually, this scholarship was created to provide financial aid to an SSA member archivist, or group of archivists, with limited funding to attend the SSA Annual Meeting.

David B. Gracy, II Student Scholarship: Intended to provide book fee and tuition assistance to an SSA student member enrolled in a graduate archival education program at an institution within the SSA region.

Eligibility requirements and application guidelines can be found at <http://southwestarchivists.org>.

For more information, contact Scholarships Committee Chair

Michelle Bogart, C.A.
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1000 George Bush Drive West
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2014 ANNUAL MEETING PHOTO HIGHLIGHTS
Photos courtesy of Katie Salzmann



Plenary Speaker Gwen Thompkins



From Left to Right: Sarah Canby Jackson, Mark Lambert, and Warren Stricker



Melissa Gonzales and Kristy Sorensen



Danielle Plumer and Gina Minks



Bill Welge, Benna Vaughan, Amanda Focke



SLOTTO table

SSA 2015 ANNUAL MEETING

Mary Manning, SSA Vice President and Program Committee Chair



It is hard to imagine a conference theme with greater possibilities for exciting, thought-provoking, and indeed fun sessions than “Game On: the Challenge of Change,” and the 2015 Program Committee is eager to begin putting together the schedule. But first we need members to submit session proposals!

It may seem early yet, but the **November 27** deadline will creep up faster than anyone suspects, so please take some time to reflect on what contributions you might be able to make. Is there a topic that you are passionate about, an expert on, or interested in engaging in an in-depth dialogue about with others? If so, please submit a session proposal. SSA’s Program Committee invites you to submit a proposal for an educational session at the 2015 annual meeting in Arlington, Texas.

The meeting theme relates to sports, games, and change. Change is all around us, especially in the world of archives. We welcome session proposals on any aspect of change in the archival enterprise. That is a mighty broad topic, and we imagine that lots of folks will have something to say on the subject. Arlington is a sports and games town—home to the Texas Rangers, Dallas Cowboys, and Six Flags over Texas, so we also welcome sessions related to sports and games.

Looking for people to join you in proposing a session? Start a discussion on the SSA website in the “Let’s talk archives!” section to reach others who might want to partner with you. If you have an idea for a session but are unsure how to go about finding others to serve with you, or you would like to bounce ideas off someone, please do not hesitate contact me or any of any of this year’s Program Committee members:

Mary Manning (University of Houston), chair, mmmanning@uh.edu

Sean Benjamin (Howard-Tilton Memorial Library) sbenjam@tulane.edu

Megan North (Texas State University) megan.north@txstate.edu

Joshua Youngblood (University of Arkansas) jcyoungb@uark.edu

Elizabeth Dunham (Arizona State University) elizabeth.dunham@asu.edu

Melissa Gottwald (Embry-Riddle Aeronautical University) gottwalm@erau.edu

Gerianne Schaad (National Cowboy & Western Heritage Museum) Gschaad@nationalcowboymuseum.org

Emily R. Brock (New Mexico State Archives) Emily.Brock@state.nm.us

Elizabeth Sargent (Houston Metropolitan Research Center) Elizabeth.Sargent@houston.tx.gov

Session Formats: The Program Committee invites submission proposals that may include, but are not limited to the following formats:

- Traditional: A session chair and two to three speakers presenting fully prepared papers on an archival topic (15-20 minutes each), followed by a comment and discussion period. 90-minute session
- Panel Discussion: Up to five panelists with perspectives on a given topic and a chair or moderator to lead the discussion and field questions from the audience. 90-minute session.
- Single Paper: An individual may propose a single paper (15-20 minutes), and the Program Committee will make every effort to either add it to an existing session proposal, or develop a new session around the topic.
- Student Poster Presentation: Information on submitting a student presentation is available on the SSA website.

Submission Process:

Email Program Committee Chair, Mary Manning, mmmanning@uh.edu with the following information:

- Your name and contact information
- A short abstract of the proposed session
- A list of speakers and paper titles
- Audio/video needs for the session

Committee members are dedicated to putting together a great program in Arlington and would be happy to work with you to meet that goal. So take a swing at it and see what you can come up with for 2015!

GAME ON
The Challenge Of Change

SSA | Arlington, Texas
May 20-23, 2015

SPOTLIGHT ON THE HOLOCAUST MUSEUM HOUSTON

(cont from page 1)

was instrumental in providing the support needed to assist with the accreditation process.

The second step involved creating the documents needed to provide the department infrastructure. The accreditation body requires a collection management policy, a collection documentation records form, a loan agreements with form, a deaccession form, and a condition report form to be created and used as part of the care of collections. The archivist and registrar created a collection management policy that included the required forms listed above. The collection management policy defines the scope of the museum collections, how collections are cared for and maintained, the ways collections are made available to the public, and the parties responsible for managing the collections. Part of the manual includes training and procedures that allow the policy to be implemented. The collection management policy is the framework that supports the collections department. Once the policy was created, it was submitted to the Collections Committee and Board to be approved. The collection management policy is reviewed annually and follows the same approval process every time the policy is updated.

The largest and most time consuming of the accreditation process was the third step, reconciling collection paperwork with the collection items to gain intellectual control. This process took two years and involved looking at each collection item piece by piece while researching donor paperwork. In the early years, HMH was a volunteer run organization; therefore, many items were accepted without proper screening procedures. This led to many items not having adequate donor information and paperwork associated with the collection items, items that were accepted as part of the museum collection that were not within the scope of the collection, or items that were fakes.

The majority of collection items without adequate donor information were mostly “doorstep donations” that resulted in the lack of proper documentation. To avoid future “doorstep donations,” a donation process procedure was created and training was implemented for employees and volunteers. Items not within the scope of the collection were transferred to a more appropriate collection, such as the library, or deaccessioned. Items identified as fakes were transferred to an Education/Teaching Collection to use with schools and the public that allowed a hands-on-experience that could not be replicated using original collection items.

To prevent “fakes” from entering the museum collection, a donor documentation worksheet was created and used with every potential donation as a screening process to ascertain specific provenance information.

At the same time that collections professionals were reconciling collection paperwork, the fourth step in the plan was being integrated: inventorying and cataloging all collection items that were verified as belonging to the museum collection. This involved having the archivist, registrar, collections volunteer, and administrative assistant inventory the collection items and use a propriety cataloging database that allowed the archivist to catalog according to ISO international archival cataloging standards and the registrar to catalog museum items using museum nomenclature and standards. The catalog allowed images to be attached to the cataloging record to further document the collection items. The short-term goals for visual documentation were to have completed all 3-dimensional objects in the museum collection and the Education/Teaching Collection by the end of accreditation self-study assessment. The long-term goals are to complete the scanning of photographs, documents, and other textual records to develop and implement a public online collection database.

The four-step plan, once created and implemented, led the collections department to be ready for an onsite visit by the accrediting organization, American Alliance of Museums. Through interviews and assessment of the museums implementation of best practices and standards, Holocaust Museum Houston was awarded accreditation. The entire process for the collections department took a total of four years. Not only did the plan allow HMH to be eligible for accreditation, the plan gave the museum the ability to more effectively use the museum collection for exhibits, research, and education.

For more information, please contact Monica Rose, Director of Library and Archives, Holocaust Museum Houston, Morgan Family Center, at (713) 942-8000, ext. 110 or mrose@hmh.org.

Or visit at 5401 Caroline St., Houston, TX, 77004, <http://www.hmh.org>, or on Facebook at <https://www.facebook.com/pages/HOLOCAUST-MUSEUM-HOUSTON/78039800708>.

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The 2015 Certified Archivist examination will be held August 19 in Boise (ID), Buffalo (NY), Cleveland (OH), Jacksonville (FL), Little Rock (AR), and Sacramento (CA) -- and wherever five or more candidates wish to take it.

In the last six years, more than 900 candidates have taken the examination at over 90 sites throughout the country.

The 2015 application and more information will be available January 1 at www.certifiedarchivists.org or contact the Academy of Certified Archivists (aca@caphill.com or 518-694-8471).

Make plans now for the 2015 Certified Archivist examination!



BATON ROUGE ROOM MOVES TO NEW LOCATION

Kathy Rome, East Baton Rouge Parish Library



The Baton Rouge Room, East Baton Rouge Parish Library's Baton Rouge history archives, has moved from the River Center Branch location to the new Main Library on Goodwood Boulevard. The archives now has much more room to grow. It will be sharing the Special Collections Reading Room with the Genealogy Department that will be moving from the Library's Bluebonnet Road Branch. Now family history and Baton Rouge history researchers have a one-stop shopping location to do all their research.

The seventy-five year old library system had its Main Library grand opening dedication on April 12, 2014. The new state-of-the-art library is housed in a 126,000-square-foot, three-story building. The Baton Rouge Room archives moved at the end of April with the help of a professional moving company. **Melissa Eastin**, the Library Archivist, supervised the move.

The Baton Rouge Room was established in the late 1970's under the administration of Mayor Woody Dumas. Early donors included John McIlhenney who supported the Room with money and items for the collection.

Included in the reading room are new computerized microfilm readers, several display cases for exhibits, the Baton Rouge Room book collection, and the Genealogy Department book collection. Some collections that are housed in the Archives include the Baton Rouge Little Theatre playbills and programs, the Woody Dumas papers, yearbooks of many local schools and universities, the Elizabeth Nichols Post Card Collection, and the East Baton Rouge Parish Library Historical Photograph Collection.

For more information about inventories, finding aids and the patron use policy, visit the online Library Infoguide at <http://ebrpl.libguides.com/batonrougeroom>. From there, you can link to the *Baton Rouge Room Digital Archive*, which has digital scans of thousands of photographs, post cards and other items.



Downtown Baton Rouge ca 1925, Third Street looking northwest, courtesy of the Baton Rouge Room Collection.

AHC DIGITIZES PHOTOS OF BERGSTROM AIR FORCE BASE

Nicole Davis, CA, Austin History Center



Through the Portal to Texas History's 2013 Rescuing Texas History mini-grant program, the Austin History Center had 266 photographs of Bergstrom Air Force Base digitized and made available online. The program offered up to \$1000 worth of digitization services. We surveyed our photographic holdings for a collection that would appeal to a broad audience and could gain more use through digitization. We decided on the Bergstrom-Austin Community Council Records. 2013 marked the 20th anniversary of the closing of the Base, so it seemed like an especially appropriate time to promote use of this collection.

The Bergstrom-Austin Community Council Records contain several hundred photographs which document more than five decades of history of Bergstrom Air Force Base (BAFB), originally known as Del Valle Air Base, from the 1940s until its closing in 1993. The squadrons stationed at BAFB participated in World War II,



End of Runway Check, circa 1960s-1970s, courtesy of the Austin History Center.

the Korean and Vietnam wars, the Gulf War, and other tactical and reconnaissance missions. The photographs depict the buildings on the base, including the headquarters, hospitals, housing units, offices, lounges, and warehouses (all of which, except the headquarters, have since been destroyed); personnel in formal portraits and candid scenes; aircraft in flight and at base; and other scenes of base activities including drills, ceremonies, and festivals. Some famous visitors are also depicted, such as Queen Elizabeth II, astronauts Sally Ride and Bob Crippen, President Nixon, and Vice President George H. W. Bush. The photographs also document the transformation of the Base into Austin's new municipal airport in the 1990s.

The application deadline for the grant proposal was in July 2013. In August we began selecting photographs and slides from the collection to submit for digitization. We sent the materials to the University of North Texas, whose staff then digitized the images and created metadata for each image. Images were made available to the public in February 2014 at this site: <http://texashistory.unt.edu/explore/collections/BAFB/>. Between February and June the collection has received more than 1,300 hits. For more information contact Nicole Davis at nicole.davis@austintexas.gov or 512-974-7386.

NEW MEXICO HISTORICAL RECORDS ADVISORY BOARD AWARDS FY15 GRANTS
Meghan Bayer, Grants Administrator New Mexico State Records Center and Archives

The New Mexico Historical Records Advisory Board (NMHRAB) has awarded \$43,500 in grants to nine non-profit organizations, local governments, state agencies and tribal communities to improve preservation and access to New Mexico's historical records. These funds were made available through the New Mexico Legislature and the National Historical Publications and Records Commission (NHPRC).

FY2015 funded projects, in alphabetical order, are as follows:

Acoma Haak'u Museum Board of Trustees, a tribal government entity, was awarded \$4,254 to preserve the Arthur Bibo Collection, consisting of maps and photos documenting land surveys conducted at Acoma Pueblo from the 1940s to the 1970s. The Board of Trustees is a new first-time recipient from House District 69, Senate District 30.

Artesia Historical Museum and Art Center received \$352 to transfer 16mm motion picture films into a more accessible format. The films are unique, one-of-a-kind records of daily life in Artesia in the mid-1950s. The Museum is located in House District 54, Senate District 32.

The County of Lincoln was awarded \$6,075 to repair and restore the County's Patent Deed Record, A1 from 1908 to 1919 and the General Index to Deeds and Patents, Book O from 1907 to 1918. The County is a six-time grant recipient located in House District 59, Senate District 33.

Mesa Prieta Petroglyph Project, a non-profit organization located in Velarde, was awarded \$5,886 to assess the current digital preservation situation of the organization's born-digital data and create a sustainable digital data preservation plan. The organization's records comprise approximately 25,000 digital items ranging from 1999 to the present. The organization is a new first-time recipient from House District 40, Senate District 5.

The New Mexico Museum of Space History was granted \$1,981 to digitize photographs documenting the history of space exploration, especially programs that were associated with New Mexico. The bulk of the photographs date from 1945 to the present. The Museum is a new first-time grant recipient and is located in House District 56, Senate District 33 in Alamogordo.

The New Mexico State Library received \$8,203 to microfilm New Mexico historical newspapers, which are not currently microfilmed by other New Mexico institutions. The selected newspapers range from 1909 to 1979 and represent communities statewide. The State Library is a new first-time recipient from House District 48, Senate District 24 in Santa Fe.

Northern New Mexico College received \$8,472 to appraise the College's archives and prepare a formal report of recommendations and best practices. The records consist of over 2,100 linear feet of material dating from 1909 and are currently housed on the El Rito campus. The College is a new first-time recipient located in House District 41, Senate District 5 in Espanola.

The Regents of the University of New Mexico, on behalf of the **Maxwell Museum of Anthropology**, was awarded \$7,225 to process the Dr. Florence Hawley Ellis Document Collection. Dr. Ellis was a preeminent Southwestern anthropologist, and the collection consists of paper documents spanning her career from the 1920s to 1991. The Maxwell Museum is located in House District 10, Senate District 12 in Albuquerque.

Taos County Historical Society received \$1,054 to rehouse oversized ledgers of handwritten Taos County Tax Records dating from 1924 to 1963. The ledgers will be relocated to the Historical Society's archives. The organization is located in House District 42, Senate District 6.

The NMHRAB's regrant program is regarded as a national model by the NHPRC. The Board consistently carries out its mission to preserve New Mexico's historical records and make them accessible to the public. The Board and its grant recipients accomplish a great deal of work with relatively small grant amounts each year. The funding cycle for Fiscal Year 2016 grants will open in the fall. Funding guidelines can be found online at http://www.nmcpr.state.nm.us/nmhrab/nmhrab_hm.htm.

For additional information, please contact Meghan Bayer, Grants Administrator, New Mexico State Records Center and Archives, (505) 476-7936 or Meghan.Bayer@state.nm.us.

ARCHIVISTS OF CENTRAL TEXAS HOST AUSTIN ARCHIVES BAZAAR

Madeline Moya, Texas Archive of the Moving Image



The Archivists of Central Texas is happy to announce the Austin Archives Bazaar – a FREE event designed to bring the Austin community together to have fun and learn about archives, archivists, and all of the great resources available to the community in the Austin area.

The event will take place on Sunday, October 19th from 2-6 p.m. at the Spiderhouse Ballroom near 29th Street and Guadalupe Street in Central Austin. The heart of the event will be tables and booths featuring over two dozen Central Texas archives showing off their amazing collections and services in one big room. Other planned attractions include an oral history storytelling station, an archival photobooth, an archival film showcase by the Texas Archive of the Moving Image, and a program of special guests and live performances. We are currently seeking sponsorships and participants to add to the fantastic roster already in place, and we invite all of those in the area to come join us for the fun!

Participating archives include:

Archives of the Episcopal Church
Austin Fanzine Project
Austin History Center
Austin Presbyterian Seminary Archives
Briscoe Center for American History
Catholic Archives of Texas
Cushing Memorial Library and Archives, Texas A&M University
The H.J. Lutcher Stark Center
Human Rights Documentation Initiative
LBJ Presidential Library
Nettie Lee Benson Latin American Collection
Texas Archive of the Moving Image
Texas General Land Office
Texas State Library and Archives Commission
Travis County Archives
UTSA Libraries Special Collections
The Wittliff Collections, Texas State University

For news about the Austin Archives Bazaar, follow us on Facebook and Twitter, and check out the Austin Archives Bazaar website, <http://www.austinarchivesbazaar.org>.

If you are interested in volunteering, please contact austinarchivesbazaar@gmail.com. We look forward to sharing the fun of archives with all of you!



NEW EXHIBITION AT NEW MEXICO STATE UNIVERSITY

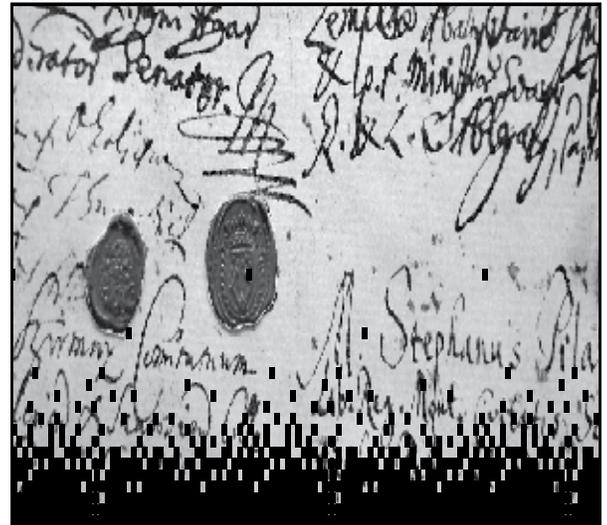
Martha Shipman Andrews, New Mexico State University Library

Currently on display in New Mexico State University's Branigan Library is an exhibition titled Architectural Drawings from the School of Engineering, 1937 – 1940. In 1936 the then-named New Mexico Agricultural College had introduced for the first time an art and architecture curriculum and hired a talented Cornell and Yale-trained architect, George Scott Gleason, as an instructor. Courses included Elements of Architectural Design, History of Renaissance and Modern architecture, Architectural Freehand and Historic Ornament.

NMSU's University Archives has in its collections nearly sixty examples of student assignments from these courses. The works show a surprisingly sophisticated understanding of the Art Deco style prevalent during the 1930s and a confident grasp of draftsmanship, in addition to being quite beautiful in design. Where possible the current exhibit includes photographs of the student artist-draftsmen, some of whom went on to engineering careers after tours of duty during World War II.

The instructor, George Scott Gleason, was a man of many interests and talents. A life-long poet and novelist, he taught French and German after receiving his A.B. from Cornell. He pursued graduate studies in engineering and architecture at several eminent universities, finally receiving an A.B. in Fine Arts from Yale. Thereafter, he lived a tumbleweed existence, holding various teaching assignments in engineering throughout the country. During World War II, he served as civilian instructor for the National Defense Training Program and as an instructor in the Navy V-12 Training Program. Following the war he returned to the engineering faculty at Yale University.

For more information please contact Martha Shipman Andrews at



John C. Kyriacopoulos, "A Design for a Beach Club", circa 1938. Watercolor and line drawing. Courtesy of University Archives, New Mexico State University

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ARCHIVAL PRACTICES SERIES, PART II:



RURAL SITE VISIT

D.E. Yarrington, Consultant

Continuing this series from the perspective of the independent consulting curator, processor and researcher, this report updates the ongoing development of a rural repository. The sponsoring group is a community-based non-profit with constituency rooted in Louisiana, but logistically spanning the globe.

Prior to the full enforcement of school integration in Louisiana, there were African American communities which established and supported renowned local education facilities and faculties. The work discussed in this series focuses on such a community. The Parish of Tensas in Northeast Louisiana had the laudable Tensas Rosenwald High School and feeder schools, which included Baptist church schools and elementary facilities based on old plantation lands. The multicultural demographics of River Parishes historically afforded more day-to-day cultural contact than most other parts of the South.

When forced integration occurred in the 1970-71 school year, the well-established and well-staffed Tensas Rosenwald High School was closed and African American students were disbursed to one of the three previously all-white segregated high schools in either, Newellton, St. Joseph or Waterproof. Elementary students were likewise integrated. That is the back-story to the work engaged here.

The need for a facility and access led the group to secure the use of a circa 1901 building (a former fire station) in the parish seat at St. Joseph, Louisiana. The building and its preservation needs have been a prioritized focus over the past year for the group's Board of Directors. Recently, a site-visit was conducted to consult with a coordinating board member, inspecting the needs and utility of the structure. There are funding efforts underway to assist with the preservation needs of this structure. The community at-large has great interest in the outcome of this effort. The task of the site visit was to consult, capture and catalog working images and make recommendations concerning historic preservation paint, signage and prioritizing of work as the building would need to be presentable for a July dedication ceremony. You can look forward to images from the dedication in future installments.

While strides have been made, there is a significant deficit in support for collections in rural communities of the South as reflected in research, preservation and publication selection. Well-oiled funding pathways are not always eager to broaden the scope of study, perspective and dialog. As in the chronicling of historic perspective, the inclusion and housing of cultural effects must first weather the biases of the curating or processing scholar and his or her benefactor(s). In a stunning turn of events, the facility being developed here is just 67 miles away from the newly designated World Heritage Site at Poverty Point, Louisiana. Bayou Macon which runs through Poverty Point meanders to Tensas Parish where other such pre-history sites are known to be likely.

HOUSTON ARTS AND HISTORY FELLOWSHIP

Stacey Lavender, University of Houston



After graduating from library school in May of last year and spending much of the summer deep in job-hunting mode, I was delighted when I saw the posting for the Houston Arts and History Archives Fellow position at the University of Houston Libraries. This fellowship would allow me to spend up to two years gaining experience in a special collections department of a university library working with a variety of materials both analog and digital. It was the first position of it's kind that I saw during my job search, and as an added bonus it was in my hometown! I have now just nearly completed the first year of my fellowship and it's been a great experience so far.

What I appreciate most about this position is its breadth. I have processed collections in several different collecting areas including Houston Hip Hop, Performing Arts, and Houston and Texas History. However, the broad scope is not just limited to my processing work. I have also had opportunities to participate in many other activities of the department, including assisting with digital projects, writing department policies and procedures, providing reference services to patrons, interacting with donors, and even designing a small exhibit for an event. I have also received a lot of support for professional development through funding for conferences and workshops. I feel fully engaged in my department and the library as a whole in a way that many of the other temporary positions I have seen simply would not allow.

I am very excited to be starting the second year of my fellowship in August, and I look forward to the new projects that will be coming my way. And although I will be very sad to leave the University of Houston at the end of next summer, I think the experience I have gained working in this position will provide an excellent springboard into an exciting archival career.

To learn more about the University of Houston Fellowship, please contact Stacey Lavender at



BARBARA JORDAN ARCHIVES PARTNERS WITH UNIVERSITY OF NORTH TEXAS

Gary Chaffee, Texas Southern University

The Barbara Jordan Archives at Texas Southern University's Robert J. Terry Library has established a partnership with UNT through a digitization grant for their Portal to Texas History digital repository. As a result of this pilot program, there are 212 online images of Barbara Jordan during her time in the Texas Senate (ca. 1966-1972); the images are fully described, cataloged and linked to statistics usage.

The Portal to Texas History (<http://texashistory.unt.edu/>) is a state-wide collaborative digital program that offers students and lifelong learners a digital gateway to the rich collections held in Texas libraries, museums, archives, historical societies, and private collections. It features digital reproductions of photographs, maps, letters, documents, newspapers, books, artifacts, and more.

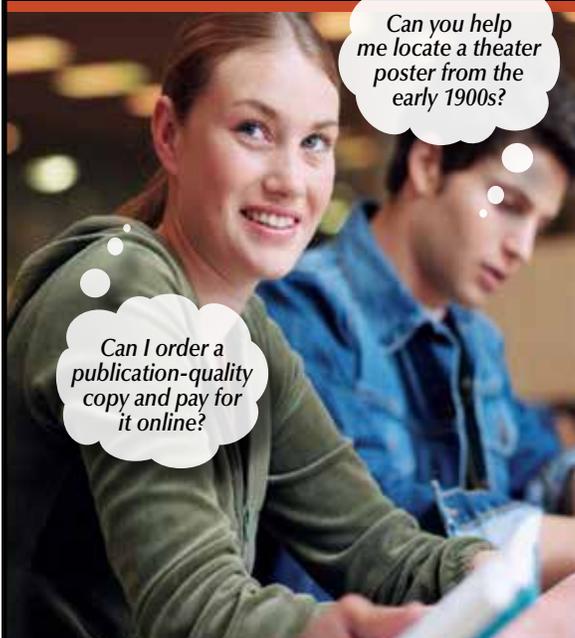
TSU's partnership with UNT and the Portal to Texas History will continue this fall as digitization of the Texas Senate Series of the Barbara Jordan Papers commences. Texas Southern University is looking forward to taking the Barbara Jordan Archives into the digital archives frontier for researchers, scholars and anyone interested in this rich collection.

For further information, please contact Gary Chaffee at chaffeegi@tsu.edu or 713-313-7298.



Screenshot, Portal to Texas History, courtesy of Gary Chaffee

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SEQUOYAH NATIONAL RESEARCH CENTER EXHIBIT ON NATIVE AMERICAN STEREOTYPES

Erin Fehr and Tony Rose, Sequoyah National Research Center



On September 5, 2014, the Sequoyah National Research Center (SNRC) opens the exhibit, *Toy Tipis and Totem Poles: Native American Stereotypes in the Lives of Children*, in the Center's Dr. J. W. Wiggins Native American Art Gallery on the campus of the University of Arkansas at Little Rock. The exhibit draws from the Hirschfelder-Molin Native American Stereotypes Collection, a collection of over 1500 museum objects and archival documents donated to SNRC in 2012 by Arlene Hirschfelder and Paulette Molin, professional educators and authors with decades-long experience in Native American education and Native American studies. Hirschfelder and Molin curated the exhibit with assistance from SNRC's archivist, Erin Fehr, and assistant director, Tony Rose.

Hirschfelder and Molin have been collecting representations of Native American stereotypes for over forty years, acquiring items through eBay, yard sales, toy stores, as gifts from friends, and in everyday contacts. Hoping to preserve the integrity of the collection, they elected to deposit it with SNRC. They continue to add to the collection on an almost weekly basis, and it is believed that this may be the largest such collection in the world.

The exhibit highlights the areas of the collection dealing with children and the stereotypes of Native Americans that are pervasive in the lives of American children. While few would deny that mean-spirited, ugly images can cause pain, the harm done by images is far more benign. Stereotypes not only create a sense of marginalization and dehumanization within Native American communities, but they can also serve to marginalize and dehumanize Native Americans in the minds of others.

By examining childhood objects – dolls, toys, books, games, clothing, the exhibit aims to raise awareness of the Native stereotypes and associations instilled by images. The exhibit will also speak to the current national controversy surrounding the use of Native American stereotypes as sport mascots, and increase awareness of the potential for real harm that these images present to all Americans. In addition to presenting the stereotypes themselves, responses will be included from Native people.

The gallery is open Monday through Friday, 8:00am to 5:00pm and the exhibit will run through December 19, 2014. Please feel free to contact the Center at 501-569-8336 or by e-mail at ehfehr@ualr.edu.



Fig. 1. 83.161, Photography by George Chambers, Courtesy of Sequoyah National Research Center



Fig. 2. 83.197, Photography by George Chambers, Courtesy of Sequoyah National Research Center

ARKANSAS HISTORY COMMISSION
 RELAUNCHES ONLINE ARCHIVE
 Danyelle McNeill, Arkansas History Commission



For more than a decade, libraries, archives and museums have focused more of their attention on digitizing their collections in order to make them available online. Although there is some disagreement about how much material from an archives or special collection should be placed online, the overwhelming consensus is that making at least some archival material available via the internet is vital to archival growth and progress. The internet is ubiquitous and researchers turn more and more to the internet to find the information for which they're looking. For archives and museums to remain relevant and present in the minds of their patrons, a strong online presence is necessary.

The Arkansas History Commission (AHC) joined this digital movement in 2001, when it first launched its own digital archive. In 2006, the AHC created an online digital archive through the Online Computer Library Center's (OCLC) software program, Content DM.

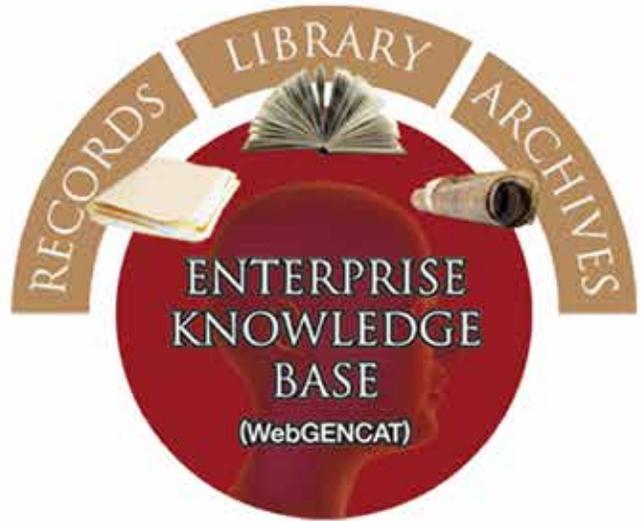
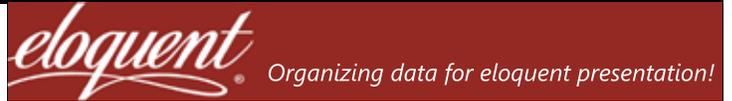
Consisting of a limited amount of archival material, the digital collection through Content DM, Documenting Arkansas, contained Arkansas's constitutions, drawings by Walter J. Lemke, Arkansas's Civil War secession proclamation and signatures from each and every governor. After the initial launch, though, the site remained largely static.

In recent months, the agency has redesigned the site and added a number of new collections, including all five of Arkansas's constitutions, a collection of historic maps, postcards, World War I material and a collection of Ozark folk music. Some future collections will feature materials reflecting the cultural diversity of Arkansas, drawings from the 1913 competition to design Arkansas's state flag (Arkansas had no state flag before 1913), Civil War era material and oral interviews taken from World War II and Korean War veterans.

The project will be ongoing; the Arkansas History Commission will continue to add new archival material and new collections to the site. This revamp will allow us to better serve our patrons by providing greater access to special collections material.

The AHC is excited to move further into the digital age and we look forward to sharing more from our collections with our patrons.

The digital archive can be accessed through our website, www.ark-ives.com and through our social media sites. For more information please contact Danyelle McNeill at



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UALR RECEIVES NHPRC GRANT TO PROCESS

JAMES GUY TUCKER JR. PAPERS

Chad Garrett, University of Arkansas at Little Rock



The University of Arkansas at Little Rock's Center for Arkansas History and Culture (CAHC) has been awarded a \$136,851 grant from the National Historical Publications and Records Commission (NHPRC) to process the papers of former Arkansas Governor James Guy Tucker Jr. The grant will support a two-year project to develop detailed folder-level description, preserve the materials in acid-free containers, and create an online EAD finding aid.

Tucker is widely known as Arkansas Lieutenant Governor during Governor Bill Clinton's successful presidential run. Ultimately implicated in the infamous Whitewater scandal, Tucker resigned as governor and returned to private industry in 1996. Materials in the collection reflect Tucker's service as a war correspondent in Vietnam and his work as attorney general, ambitious U.S. Congressman, lieutenant governor under Bill Clinton, and as 43rd governor of Arkansas. Tucker continues to add to the collection, donating family materials and records from his life after leaving public office.

The collection provides an unusually detailed picture of a southern governor and represents a large and significant contribution to the study of late-twentieth-century American politics. The materials will complement the Center's other gubernatorial collections, including Carl Bailey (1937-1941), Winthrop Rockefeller (1967-1971), Dale Bumpers (1971-1975), and Frank White (1981-1983), and add depth to its growing collection of legislators records like those of former Congressman Vic Snyder.

In addition to the work funded through the grant, the Center will contribute the EAD finding aid to the Arkansas Records Catalog and to ArchiveGrid, digitize a significant portion of the collection's 3,500 photographs, develop curriculum guides and a traveling exhibit for schools around the state, and create a virtual exhibit to highlight the collection and related historical narratives and interpretations.

The UALR award was announced as part of \$2.62 million in grant funding awarded by Archivist of the United States David S. Ferriero for historical records projects. The NHPRC grant is largest award for the Center, as well as the largest award in Arkansas, to date.

For more information on the collection or the grant, contact Chad Garrett at cahc@ualr.edu or visit ualr.edu/cahc.



Tucker in Vietnam during his service as a war correspondent, 1965-1967. Courtesy of University of Arkansas at Little Rock Center for Arkansas History and Culture



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AZAA AND SHARLOT HALL MUSEUM PARTNER FOR “FISHING IN THE ARCHIVES” ACTIVITY

Melissa Gottwald, Embry-Riddle Aeronautical University and Brenda Taylor, Sharlot Hall Museum

Sharlot Hall Museum Library and Archives (SHM L&A) and the Arizona Archives Alliance (AzAA) joined together for an outreach opportunity at the Museum’s 41st Annual Folk Arts Fair on June 7 and 8 in Prescott, Arizona. The Folk Arts Fair emphasizes education and hands-on experiences for children, so organizers asked that the archives booth include a children’s activity.

SHM L&A Assistant Archivist LaDawn Dalton came up with the idea of “Fishing in the Archives.” The lawn next to the archives outreach booth was an ideal location to place a small wading pool. A variety of items used in the library and archives were placed in the pool and attached with fishing line to dowel rods. Children could pick a fishing “rod” and then discover how the item they caught is used in the archives. Items included a small archives box, file folder, photograph sleeves, eraser, document-friendly staple remover, microfilm reel, audiocassette tape, and a few other items. The booth had demonstration items available to show how the items are actually used. Candy—gummy worms and Swedish fish to keep with the fishing theme—were handed out as a reward to children who participated in the activity. AzAA pencils were also handed out to children and adults alike. Just for fun, bubble blowing was included in the fishing activity and was a good draw for the children, as well as some adults.

In addition to the children’s activity, SHM L&A offered a tour of the Library and Archives facility both days. This was the third year that the Library and Archives has used the Folk Arts Fair as an opportunity to open up to the public, share behind-the-scenes functions, and educate the community about the resources available in the library and archives. An exhibit in the reading room celebrating the city’s sesquicentennial was included on the tour. The exhibit used historic photographs, diaries, and maps to highlight aspects of the community’s history.

Throughout both days SHM L&A Archivist Brenda Taylor and archives volunteers, as well as AzAA member (and Embry-Riddle Aeronautical University Archivist) Melissa Gottwald, staffed the booth, talking to visitors and handing out literature about the Library and Archives, AzAA, and digital archives projects in the state and region. A stereoscope and stereographs from the SHM Education Department proved to be a good way to draw older children and adults to the booth.

Some tips for any archives which might like to do a similar “Fishing in the Archives” activity: To minimize tangling, use yarn or string rather than twisty plastic fishing line and keep the length of the “fishing line” fairly short. To give the idea of “water,” long lengths of plastic wrap were bunched up in the bottom of the wading pool. If doing the activity outdoors, particularly in a windy location like Prescott, remember to have a few weights in the bottom of the pool. “Fishing in the Archives” was a fun and successful activity, which we expect to repeat at future events.

For more information contact Melissa Gottwald at gottwalm@erau.edu.



Children enjoying the fishing activity. Image courtesy of Sharlot Hall Museum Library & Archives



A young visitor tries out the stereoscope at the archives outreach booth. Image courtesy of Sharlot Hall Museum Library & Archives

PUBLIC HISTORIAN IN AN ARCHIVE

Kara Ellis, William Jefferson Clinton Presidential Library & Museum



As an undergraduate history major, I, not wanting to teach in a traditional classroom, discovered the field of public history. Public history, according to the National Council on Public History, “describes the many and diverse ways in which history is put to work in the world. In this sense, it is history that is applied to real-world issues.” It encompasses the careers of archivists, museum professionals, historical consultants, historic preservationists, oral historians, as well as many other professions. I chose of the Master of Arts in Public History program at the University of Arkansas at Little Rock in part because it would expose me to three career options: archives, museums, and historic preservation. After rewarding internships at the William Jefferson Clinton Presidential Library and the Arkansas History Commission, I chose the archival emphasis. I was very fortunate that I received a position as an archivist at the Clinton Library, as my public history education prepared me well for work at a Presidential Library and Museum.

One of the more valuable aspects of going through a public history program was that I learned not only about archival work, but about the whole picture of working in a cultural institution. This knowledge has equipped me to, in addition to my traditional duties as an archivist, assist when needed in both the education and museum departments. I have also been able to assist the Clinton Birthplace Home National Historic Site in Hope, Arkansas, with early strategic planning. My multidisciplinary public history training gave me the tools that allow me to be a flexible member of both the whole of my institution and of the larger historical community.

Furthermore, the experience of writing the traditional historical thesis required in the public history program has allowed me to better serve researchers. I have seen “both sides” of the research process. Thus, while my priority is always to protect the archival holdings, I can empathize with those professors, doctoral candidates, college students, and even journalists that come to view them. Often, researchers are not sure of how to articulate what they seek or how to find it. My memories of that same experience help me better understand and aid researchers in their research goals. This is an important skill for any archivist who deals with the public.

The only area in which I have found the need to supplement my graduate education is archival theory and best practices. Though one of the program’s great strength is its general overview of the public history field, archival theory received less emphasis than practical skills. Much of my knowledge in this regard is self-taught or acquired through continuing education. Fortunately, my employer is very supportive of my training needs and professional societies offer ample education material for archivists, access professionals, and records managers.

In the end, the unique experiences and general knowledge offered by my chosen degree far outweigh any specific deficiencies in archival knowledge. Through self-education, I have always been able to learn the skills necessary to succeed at my archival duties. Indeed, a commitment to continued learning is important for any archivist, regardless of his or her degree. The interdisciplinary experiences that my public history education afforded me have allowed me to be both an archivist and a member of the larger historical community.

For any questions or more information please contact Kara Ellis at

UNIVERSITY OF TEXAS AT AUSTIN’S ISCHOOL & THE SOCIETY OF SOUTHWEST ARCHIVISTS INVITE YOU TO JOIN US AT OUR ANNUAL SAA ROUND-UP ON THURSDAY, AUGUST 14TH AT MURPHY’S OF DC!

Thursday, August 14th 7:30 pm - 9:30 pm
Murphy’s of DC
2609 24th Street, N.W.
Washington, DC 20008

RSVP to rsvp@ischool.utexas.edu or 512-232-0738



LEADERSHIP LOG

Krishna Shenoy, The Sixth Floor Museum at Dealey Plaza



Five Austin Area Repositories partnered together for an on-site BitCurator training workshop on July 21-22, 2014. Attendees from each repository included staff responsible for developing and implementing born-digital processing and digital curation workflows, and included

Nicole Davis, Austin History Center

Lauren Goodley, Texas State University

Lauren Kata, Austin Episcopal Archives

Wendy Martin, UT Libraries

Jessica Meyerson, Dolph Briscoe Center for American History

Lisa Snider, Harry Ransom Center.

Several SSA area archivists participated in the second year of SAA's Manuscript Repositories Section Jump In! initiative to encourage and assist manuscript archivists in managing born-digital content, in particular materials on legacy formats. Reports from **Lauren Goodley** from Texas State University; **Julianna Barrera-Gomez** and **Amy Rushing** from The University of Texas-San Antonio, and **Catlin Wells** of the New Mexico State University can be found on the SAA website at <http://www2.archivists.org/groups/manuscript-repositories-section/jump-in-too-2014-results>. The Jump In, Too/Two guidelines are at <http://www2.archivists.org/groups/manuscript-repositories-section/jump-in-tootwo>.

Samantha Dodd has been accepted into the Developing History Leaders institute at the Seminar for Historical Administration. The institute is hosted by the Indianapolis Historical Society and takes place during the month of November. She will spend three weeks in Indianapolis, alongside twenty other history professionals attending workshops, forums, and field trips to engage in the best practices and ideas of history organization leadership and management.

Rebecca Elder founded Rebecca Elder Cultural Heritage Preservation to provide preservation consulting and training to libraries, archives and museums. Specific areas of expertise include preservation planning, collections assessments and care, and emergency preparedness and response. Prior to this, Elder worked for nine years as Adjunct Preservation Field Services Officer for Amigos Library Services.

Melissa Gonzales will be taking on her new job as the first Archivist/Librarian at the Witte Museum in San Antonio, Texas as of July 14, 2014.

Florent Hardy received The Public Official of the Year award from the Louisiana Association of Museums at their Annual Conference on April 28, 2014. This award recognizes an elected or appointed official who has demonstrated special or sustained, significant support of Louisiana's museums and historic sites.

Ann Hodges will join the staff of Texas A & M Corpus Christi on August 1, 2014 as Special Collections Librarian and University Archivist. Ann will be leaving the University of Texas at Arlington Libraries after 18 years of service.

Hannivett D. Nabahe of Tucson, Ariz., has been named as the 2014 David H. Clift Scholarship recipient by The American Library Association. The \$3,000 scholarship is awarded to a person pursuing a master's degree in library and information studies. For the past five years, Nabahe has worked in a public library, where she conducts instruction in various areas including GED preparation and computer skills. Nabahe will be attending the University of Arizona.

Megan Toups, MLIS, has accepted the position of Special Collections Librarian and University Archivist at Trinity University in San Antonio, Texas. She began her position on June 3, 2014.

Lizeth Zepeda is the new archivist and librarian at the Arizona Historical Society -- Library and Archives Division in Tucson, Arizona as of May 27, 2014. Her work involves library reference, archivist duties, in addition to outreach and working with traditionally underserved and under-documented populations.

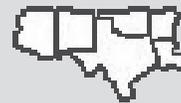
KEEP UP TO DATE

The Leadership Log is designed to keep SSA members informed about colleagues' publications, presentations, promotions, job changes, retirements, elected/appointed leadership positions, or other noteworthy activities.

SUBMIT YOUR LEADERSHIP NEWS TO
KRISHNAS@JFK.ORG

ARCHIVAL TRENDS: PROJECT MANAGEMENT FOR ARCHIVISTS

Stephanie Bayless, CA, Butler Center for Arkansas Studies



Whether you are processing a collection, implementing a new digital system, moving to a new facility, setting up a public program, or creating an engaging exhibit, you are serving as a de facto project manager. As archivists, we spend a large amount of our time working on these types of assignments with little to no project management training in our arsenal.

Before you tackle your next project, consider these basic phases in the project life cycle. Thinking about your work in these terms will help you increase efficiency and—perhaps most importantly—stay within your budget!

1. **Initiate:** This is when you identify your project and do any necessary set-up before you start to plan the specifics. Your project should fit in with your institution's mission and strategic planning goals. In many cases, possible future projects will be identified during administrative planning and your job is to produce the results.

2. **Plan:** Even if you ignore all other phases, pay attention to this one. Planning will make or break your project. This phase is the time for you to define and refine your objectives. Carefully set the scope of your project to fit with your resources, your staff, and your schedule. Remember—the plan you create is not set in stone; it is a living document that can be revised as the project progresses.

3. **Execute:** During this phase, you actually (you guessed it!) do your work. If you are part of a team, communication is key during this phase. As project manager, you are responsible for managing the workflow (even more so if you are the only one doing the work!).

4. **Monitor and Control:** This phase happens in conjunction with execution. As you tackle your various tasks, compare your progress to your plan and be prepared to make changes. Keep a close eye on your resources and stay focused to mitigate emerging risks. Depending on your project, this is the time to collect statistics on audience and use.

5. **End:** And it is over. In project management, this is the point at which you receive formal acceptance of the product or service. This phase may not happen exactly this way at your archive, so approach this phase as a time to make note of any lessons learned or observations made. Lastly, consider the feasibility of possible future projects envisioned during your work.

Questions? Contact Stephanie Bayless at sbayless@cals.org.

If you'd like to discuss Project Management, have a thorny issue, or want to brag about your project, there's a place for that! Log on to the SSA website using your email and login, and go to the forums tab, "Let's Talk Archives." <http://societyofsouthwestarchivists.wildapricot.org/lets-talk>

The Forums page may be used by membership to discuss any issue or topic.

Please contact newsletter editor Lisa Cruces at ecruces@central.uh.edu if you have an idea for next issue's "Archival Trends" topic.

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