

The
**Southwestern
Archivist**

May 2021
Volume 44, Issue 2

FEATURE

The Tulsa Race Massacre of 1921
p. 5

FROM THE PRESIDENT

p. 6

2021 SSA ANNUAL MEETING

p. 7



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 knowledge.

Annual Membership dues are \$25.00 for individuals, with a reduced rate of \$15.00 for students and retirees. Institutional newsletter subscriptions are \$25.00.

More information about membership can be found at our website southwestarchivists.org

SUBMISSIONS TO THE SOUTHWESTERN ARCHIVIST

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 JPG 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.

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. Please e-mail the editor, Nicholas Wojcik, or your area liaison if you have any questions about a proposed article.

Editor

Krishna Shenoy
kedarkima@hotmail.com

Assistant Editor

Nicholas Wojcik
nwo@ou.edu

Submission Deadlines:

January 10 | April 10
July 10 | October 10

Arizona submissions

Nicholas Wojcik
nwo@ou.edu

Arkansas submissions

Shannon Lausch
smlausch@ualr.edu

Louisiana submissions

Ann Case
acase@tulane.edu

New Mexico submissions

Jennifer Olguin
jchavez@nmsu.edu

Oklahoma submissions

Amanda Hudson
amanda.hudson@chickasaw.net

North Texas submissions

Patrizia Nava
patrizia.nava@utdallas.edu

South Texas submissions

Joseph Lueck
jlueck@central.uh.edu

Out-of-Region submissions

Gerrienne Schaad
gschaad@flsouthern.edu

Leadership Log submissions

Krishna Shenoy
kedarkima@hotmail.com

The *Southwestern Archivist* is published quarterly by the Society of Southwest Archivists. Inquiries may be sent by mail to P.O. Box 301311, Austin, TX 78703-0022 or by e-mail to southwestarchivists@gmail.com.

Reproduction of material is permitted as long as credit is given in accordance with our creative commons license.

Southwestern Archivist ISSN 1056-1021





FEATURE

The Tulsa Race Massacre of 1921 Collections at McFarlin Library Special Collections p. 4
Jenn Donner and Melissa Kunz, Special Collections and University Archives, University of Tulsa McFarlin Library



"Scene during Tulsa Race Riot, June 1, 1921" Coll. No. 1989-004-5-01. Image courtesy of McFarlin Library Special Collections.

TALK OF THE REGION

New Mexico Archives and Archivists Group Organizes p. 17
Dylan McDonald

Texas Archival Resources Online (TARO) Winter/Spring Updates p. 19
Robert Weaver

REPOSITORY NEWS

Refreshing a Records Management Program p. 21
Betty Shankle

Episcopal Diocese of Oklahoma Awarded Heritage Preservation Grant p. 22
Pam Bell

SSA NEWS

From the Editor p. 5
Krishna Shenoy

From the President p. 5
Amy Rushing

SSA Social Media Request Form p. 6
Kristy Sorensen

SSA Publication Committee p. 6
Krishna Shenoy

2021 SSA Annual Meeting: Going with the Flow p. 7
Ed Benoit and Leslie Bourgeois

SSA Program Committee Report p. 10
Daniel Alonzo

2021 SSA Annual Meeting: SLOTTO p. 12
Jennifer Hecker

SSA Membership Committee Report p. 12
Amy Mondt

SSA PDC Report and Upcoming Workshops p. 14
Lilly Carrel

Treasurer's Report p. 15
Mike Miller

SSA Community Outreach Award p. 15
Ryan Britton

SSA SPOC Report p. 16
Abbie Weiser

The Tulsa Race Massacre of 1921 Collections at McFarlin Library Special Collections



"Little Africa on fire, Tulsa Race Riot, June 1, 1921"
Coll. No. 1989-004-5-02. Image courtesy of
McFarlin Library Special Collections.

Jenn Donner and Melissa Kunz, Special Collections and University Archives, University of Tulsa McFarlin Library

The University of Tulsa McFarlin Library Department of Special Collections and University Archives presents an online digital exhibit of photographs depicting the 1921 Tulsa Race Massacre. The URL is located here: <https://exhibits.utulsa.edu/>

The site features high-resolution images from the various acquisitions and donations related to this event over the years, arranged by their provenance, such as the photographer, or if they were distributed as postcards. Special Collections has made concerted efforts to house and preserve many of these items, as materials related to the Race Massacre and the Black experience in general have

been undervalued and underrepresented historically.

Photographs include images of burning buildings and homes in the Greenwood area, Black Tulsans being rounded up by armed white people and marched into the McNulty Baseball Park, and the destruction and aftermath of violence. Some of the images are extremely graphic in nature and depict severely mutilated or desecrated corpses.

Visitors to the website can also see a full timeline of events from May 30, 1921 through June 25, 1921, adapted from the official Oklahoma Commission 2001 Report and other sources.

Documentarians and others wishing to download copies of

Continued on page 13

FROM THE EDITOR

KRISHNA SHENOY, PUBLICATIONS COMMITTEE CHAIR



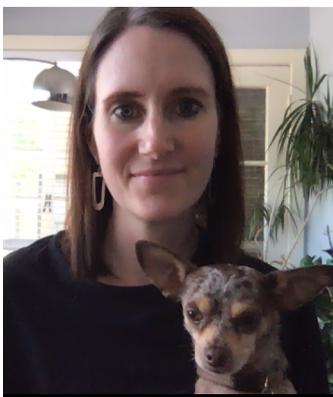
The first-ever virtual SSA annual meeting is coming up and SSA leadership and Local Arrangement Committees are hard at work creating a conference from Louisiana that promises to be engaging and informative. You can find information about registration, schedules, programming and workshops in this issue.

Despite the pandemic, archivists across the region are busy creating exhibits, improving archival practices, and finding new ways to evolve in their roles. In Oklahoma, the University of Tulsa McFarlin Library Department of Special Collections and University Archives presents an online digital exhibit of photographs depicting the 1921 Tulsa Race Massacre. In the Land of Enchantment, New Mexico based archivists collectively assess their "community of practice" and begin the work of tackling difficult topics such as the how to organize, concerns about budgets and staffing, lack of networking opportunities, unmet archival needs within the state, and professional development. In North Texas, a new role combining archives and records management leads to a refresh of existing workflows, policies and training.

As we enter May, 100+ million people in the U.S. are vaccinated and many in the archive community are slowly moving back to more normal work settings, engaging with the public directly, and putting away screens and protective shields. Projects that were put on hold are being revisited and there is a renewed enthusiasm towards our daily work.

FROM THE PRESIDENT

AMY RUSHING, SSA PRESIDENT, 2020-2021



It's hard to believe my tenure as SSA President is coming to an end. In reflecting on this last year, I am grateful to the Officers, Board members, and committee chairs for collectively leading our organization through incredibly challenging times.

Assuming the position of President in May 2020, just as the whole world was trying to determine how to "do life" during a pandemic, I will admit, was a bit daunting and disorienting. Eventually, I learned to embrace the pandemic buzzword "pivot", and said "all right, we can do this." I'm thankful for the support of Joshua Youngblood (immediate past

President) and Daniel Alonzo (Vice-President) as we worked through what leading in the time of Coronavirus means. What I've learned since May 2020 is that we're all in this together.

In August we held a virtual "Past, Present, Future" (PPF) session in which we asked SSA membership three questions:

What opportunities or programming would you like to see SSA offer, specifically addressing Diversity, Equity, & Inclusion?

How do we hold SSA accountable for continual growth?

How can we work together through SSA to help affect change at our institutions?

Continued on page 6

SUBMISSION DEADLINES

January 10

April 10

July 10

October 10

ADVERTISE WITH SSA

Please see our rate sheet at southwestarchivists.org or contact Krishna Shenoy at kedarkima@hotmail.com.

2020 ADVERTISERS

Atlas Systems

Hollinger Metal Edge

Lucidea

Northeast Document
Conservation Center

Northern Micrographics

UPCOMING MEETINGS

Annual Meeting 2021
(Virtual)



FROM THE PRESIDENT

(CONTINUED FROM PAGE 5)



In the November issue of *The Southwestern Archivist* I synthesized the discussion notes. I believe the virtual breakout room format of the PPF session enabled engaging discussions and provided a more intimate space for members to share ideas and suggestions. It offered a platform for members to express how SSA can best serve them. I'm looking forward to continuing these conversations at this year's "Past, Present, Future." These types of interactive discussions provide valuable feedback for SSA leadership to set priorities, focus energies and resources, and help the organization grow and evolve.

A significant result of the PPF session is the recognition that SSA needs a strategic plan. It speaks directly to the question, "How do we hold SSA accountable for continual growth?" A strategic plan will articulate SSA's goals and the actions needed to achieve those goals. At the Spring 2021 Board meeting, SSA Leadership voted in favor of creating a Strategic Planning Ad-Hoc Committee. This committee will be responsible for creating a charter for a strategic planning standing committee, outlining its purpose, composition and membership, responsibilities, and procedures. I will be chairing the ad-hoc committee and look forward to working with incoming president Daniel Alonzo and other members of our leadership who have stepped forward to develop this new direction for SSA.

Despite the pandemic, we accomplished a lot this year. The *Southwestern Archivist* is a great way to learn about what some of our committees have been up to, but I also encourage you to read the Board meeting minutes. While it may seem like dry reading, the full reports from all officers and committee chairs provide an in-depth view of what we are able to accomplish together and how we have been addressing the feedback gathered from the PPF session.

I'd like to commend the Program Committee, chaired by Daniel Alonzo, and Local Arrangements Committee, chaired by Ed Benoit and Leslie Bourgeois, for their hard work in organizing SSA's first virtual conference, as well as the Scholarship Committee in figuring out how to adapt our Slotto and silent auction tradition to a virtual format.

I'd also like to extend a heartfelt thank you to my fellow Officers, Board members, and each and every committee chair and committee member. Without all of you, we could not do what we do.

I appreciate the opportunity to serve SSA. It has been an honor.

In gratitude,

Amy Rushing

SSA SOCIAL MEDIA REQUEST FORM

KRISTY SORENSON, INTERNET OUTREACH COMMITTEE CHAIR

Reminder if you wish to contribute to SSA [on Facebook and Twitter](#) use the [the SSA Social Media Request Form](#) to submit suggestions for articles about archivists, archives, or cultural heritage issues in the region; announcements; calls for proposals; professional development opportunities; job postings; and more! Note that job post requests must include salary information, posts may be edited for length, and submitted posts will be posted at the discretion of the Internet Outreach Committee. The form is also on [the Internet Outreach Committee page](#).

SSA PUBLICATIONS COMMITTEE

KRISHNA SHENOY, PUBLICATIONS COMMITTEE CHAIR

The Publication Committee welcomes Gerrienne Schaad as the new Out-of-Region Liaison. Gerrienne is a longtime member of SSA and served on the Board for 14 years. We are still seeking new state liaisons for New Mexico, South Texas, and the Leadership Log. The main responsibility of a state liaison is soliciting and collecting articles for the newsletter from your area and then submitting them, along with images, to the newsletter editors. Liaisons do some light editing as needed, check to make sure that submissions include the contributors name and contact information, with captions and citations as needed for images, and that the image files are print-ready. The newsletter is published quarterly and the time commitment is easily manageable. It is a great way to get more involved with SSA, serve your archival community, and learn more about your colleagues activities. Liaisons can also suggest content for SSA social media pages. The Liaisons provide valuable assistance in putting the newsletter together and making sure all the SSA states are well-represented. If you are interested in the position or want to learn more, please contact Nicholas Wojcik, Assistant Editor [nwo@ou.edu] or Krishna Shenoy, Editor [kedarkima@hotmail.com].

2021 SSA ANNUAL MEETING: GOING WITH THE FLOW

ED BENOIT AND LESLIE BOURGEOIS, LOCAL ARRANGEMENTS COMMITTEE
CO-CHAIRS COORDINATOR



SSA's first ever (and hopefully only) fully virtual conference is fast approaching on May 17-21! All conference information can be found on our website at <https://www.lsuchse.com/SSA2021>. The Local Arrangements Committee is working hard to make this virtual conference a place to learn, connect with colleagues, and keep the SSA conference content and traditions that everyone missed last year, though with a different feel. And we're also trying to sprinkle in some local Baton Rouge flavor since you won't be visiting Louisiana's capital city this year.

The conference will take place on a single online virtual attendee hub. You must register to have access to this virtual platform. All of the conference sessions, both live and pre-recorded, poster presentations, time with vendors, repository tours, business meetings, and, of course, SOTTO, will take place here. And if you miss a session, you will be able to access it later on-demand throughout the week of the conference.

The pre-conference activities, including the outgoing board meeting and workshops, will take place on Friday, May 14. The conference will span a full week from May 17-21 from 11:00 AM to 4 PM Central Time. The Program Committee has put together sessions that are educational and will offer opportunities to engage with your fellow SSA members. Lunch breaks, time with vendors, and the poster presentations have all been built into the schedule. The Welcome Reception, SNAPPY Hour, and All-Attendee Virtual Reception will take place from 4:00 PM to 5:00 PM on Monday, Tuesday, and Thursday, respectively. And the SSA Business Meeting and SOTTO will take place on

Friday, May 21.

The conference will kick off on Monday, May 17, with the plenary address by Casey Davis Kaufman, an alumna of the LSU School of Library and Information Science. She currently serves as the Associate Director of the GBH Archives and Project Manager for the American Archive of Public Broadcasting. She is also the project manager for the University of Tennessee Libraries' "Rising from the Ashes: The Chimney Tops II Wildfires Oral History Project."



Continued on page 8

2021 SSA ANNUAL MEETING: GOING WITH THE FLOW

(CONTINUED FROM PAGE 8)



Archives from Baton Rouge and the surrounding areas have graciously recorded virtual repository tours to give us a taste of their collections. We'd like to thank the Diocese of Baton Rouge, the State Library of Louisiana, the East Baton Rouge Public Library, the Louisiana State Archives, LSU Special Collections' University Archives, the Old State Capitol, the West Baton Rouge Museum, the Angola Museum, and the National Hansen's Disease Museum for their time and effort in putting together these tours.

Since you won't be able to visit Baton Rouge, the Local Arrangements Committee hopes to bring Baton Rouge virtually to you through an area of our website called Laissez les Bon Temps Rouler. You will find Louisiana dialect information, Zoom backgrounds, cooking tips, Mike the Tiger, and a music soundtrack.

As we are all Going with the Flow together, the Local Arrangements Committee hopes that this virtual conference will be an enriching experience for all attendees. We'd like to thank everyone who has helped us navigate these uncharted waters, including the SSA Board, the Program Committee, and the Professional Development Committee. We hope to see you on our screens soon!

SSA Annual Meeting Virtual in Louisiana May 17-21, 2021

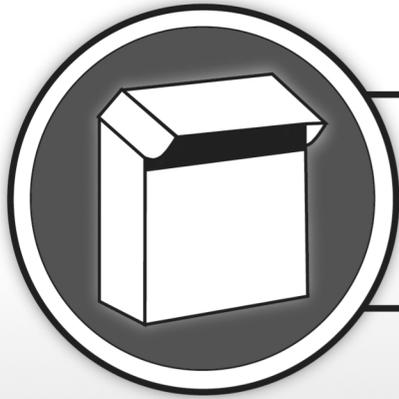
SSA member, non-member, and student registrations include access to all Annual Meeting content and events, excluding annual meeting workshops. Workshops can be added as optional items during the registration process.

SSA Member Regular \$40
Non-member Regular: \$60
Student Regular: \$25

Annual Workshops Only
No set fee; donation recommended

Single Day Registration
\$15 per day

Refund policy: 100% refund if canceled before May 7, 2021. 50% refund thereafter.
Early Bird deadline was April 16, 2021



HOLLINGER METAL EDGE

Archival Storage Materials

The Quality Source



hollingermetaledge.com

1-800-862-2228 1-800-634-0491

**Don't let price determine the products you want.
We will Beat all competitor's Prices.**

SSA PROGRAM COMMITTEE REPORT

DANIEL ALONZO, PROGRAM COMMITTEE CHAIR



Greetings!

The Program for the 2021 Annual Meeting is set and ready to go. Though we received fewer submissions than in normal times, there were many great sessions to choose from. The Program Committee offered to carry over accepted sessions from the cancelled Denton Annual Meeting. Eight of those sessions chose to present, including:

- All Things Zines,
- Latinx Lions: Using Collaborative Exhibitions to Highlight Diversity and Minority Groups at TAMUC, and
- Breaking Cultures of Silences: Neurodiversity and Mental Illness Advocacy in Archives.

There will be sessions focused on Equity, Diversity and Inclusion at archival institutions such as Reversing the Tide: EDI in Action and Prioritizing Diversity, Equity, Inclusion, and Access (DEIA) at Your Institution: Case Studies in Methodology; sessions featuring community archives, Community-Based Archives and the Power of Naming Practices and Inviting Participatory Description of Archival Materials, and of course, session that discuss the life of archives during a global pandemic. Topics such as staffing, working, and collecting during the pandemic and collecting material on the pandemic itself will be featured.

There will also be a virtual student poster session. Student posters will be available at the start and throughout the virtual annual meeting, with a chance to ask students questions about their posters, Tuesday May 18, 1-2 pm, Central Time.

All of the educational sessions will be recorded and made available to registrants after the close of the annual meeting. All meeting times noted below and on the website are in Central Time. On the following page is the Schedule-at-a-Glance. The full program can be viewed at <https://www.lsuchse.com/SSA2021>

I would like to thank all the members of the Program Committee for contributing to the creation of this (difficult) year's slate of educational sessions.

Program Committee: Daniel Alonzo, Chair, Leslie Bourgeois, LAC liaison, Jeremy Brett, Katie Gray, Heather Green, Blair Hollender, Adrienne Jones, Ayshea Khan, Elena Perez-Lizano, Perri Pyle, Gerri Schaad, Rachel Walker.

Request a free demo to see what Archivera can do for your archives! sales@lucidea.com

lucidea.com/archivera

SSA PROGRAM COMMITTEE REPORT

DANIEL ALONZO, PROGRAM COMMITTEE CHAIR (CONTINUED FROM PAGE 10)



Annual Meeting Schedule-at-a-Glance Viewing in Central Time

Friday, May 14

- Annual Workshop #1: Funding the Work: Designing Competitive Grant Projects
8:30 a.m.- 12:30 p.m.
- Outgoing Board Meeting
12:00 p.m. -3:00 p.m.
- Annual Workshop #2: Responsive Archival Instruction in a Global Pandemic
1:00 p.m.- 5:00 p.m.

Tuesday, May 18

- Combined Session: Collecting Archival Materials During the Pandemic: Where Are We Now? + The Private Lives of Donors: Issues Encountered In Building a Collection on the Fly
11:00 a.m.- 12:30 p.m.
- Into the Unknown: Rethinking Access, Pedagogy, Labor, and Agency in the Archive during COVID-19 and Beyond
11:00 a.m.- 12:30 p.m.
- Creating Meaningful Hybrid and Virtual Internship Opportunities for Students
11:00 a.m.- 12:30 p.m.
- Lunch
12:30 p.m.- 1:00 p.m.
- Student Poster Presentations
1:00 p.m.- 2:00 p.m.
- Prioritizing Diversity, Equity, Inclusion, and Access (DEIA) at Your Institution: Case Studies in Methodology
2:00 p.m.- 3:00 p.m.
- Latinx Lions: Using Collaborative Exhibitions to Highlight Diversity and Minority Groups at TAMUC
2:00 p.m.- 3:00 p.m.
- Break with Vendors
3:00 p.m.- 4:00 p.m.
- SNAPPY Hour
4:00 p.m. - 5:00 p.m.

Thursday, May 20

- SSA Past, Present & Future
11:00 am.- 12:00 p.m.
- Lunch
12:00 p.m.- 12:30 p.m.
- Covid Response at the Historic New Orleans Collection
12:30 p.m.- 2:00 p.m.
- All Things Zines
12:30 p.m.- 2:00 p.m.
- Break with Vendors
2:00 p.m.- 3:00 p.m.
- Mind the Gap: Addressing Structural Equity and Inclusion on Wikipedia
3:00 p.m.- 4:00 p.m.
- Breaking Cultures of Silences: Neurodiversity and Mental Illness Advocacy in Archives
3:00 p.m.- 4:00 p.m.
- All-Attendee Virtual Reception
4:00 p.m.- 5:00 p.m.

Monday, May 17

- Welcome & Plenary Speaker
11:00 a.m. - 12:30 p.m.
- Lunch
12:30 p.m.- 1:00 p.m.
- Combined Session: Community-Based Archives and the Power of Naming Practices + Inviting Participatory Description of Archival Materials
1:00 p.m.- 2:30 p.m.
- Combined Session: Preserving a Fragile History: Managing Statewide Collaborative Digitization Projects + Collaborating to Build Web Archives in Texas
1:00 p.m.- 2:30 p.m.
- Break with Vendors
2:30 p.m.- 3:00 p.m.
- Marguerite Cartwright and African-American Internationalism
3:00 p.m.- 4:00 p.m.
- Not Just the Loudest Voice in the Room: Case Studies in Oral History
3:00 p.m.- 4:00 p.m.
- Welcome Reception
4:00 p.m.- 5:00 p.m.

Wednesday, May 19

- Reimagining Archival Data and Enhancing Access
11:00 a.m.- 12:00 p.m.
- Maintaining Vision in the Midst of Disaster: Coming Together to Save a Family's Legacy
11:00 a.m.- 12:00 p.m.
- Lunch
12:00 p.m.- 1:00 p.m.
- Reversing the Tide: EDI in Action
1:00 p.m.- 2:30 p.m.
- Re-Imagining Appraisal in Changing Contexts: Considerations and Case Studies on Deaccessioning
1:00 p.m.- 2:30 p.m.
- Break with Vendors
2:30 p.m.- 3:00 p.m.
- TARO Brown Bag
3:00 p.m.- 3:30 p.m.

Friday, May 21

- SSA Business Meeting & SLOTTO
11:00 a.m.- 1:00 p.m.
- Lunch
1:00 p.m.- 1:30 p.m.
- Combined Session: Documenting the Personal Records of the Modern Soldier in the Times of COVID-19 + Reaching Donors in the Digital Age
1:30 p.m.- 3:00 p.m.
- Combined Session: Navigating the Lockdown: Methods of Continuing Archival Work During the COVID-19 Pandemic + Teambuilding during a pandemic; or, how we learned to stop worrying and embrace failure
1:30 p.m.- 3:00 p.m.
- Break Vendors
3:00 p.m.- 3:30 p.m.
- Combined Session: Pivoting During the Pandemic: Using Digital Tools to Process & Provide Access to Archival Collections Remotely + Finding Aid Cleanup during Lockdown
3:30 p.m.- 5:00 p.m.
- Tenure-Track Careers in Academic Archives and Libraries
3:30 p.m.- 5:00 p.m.

2021 SSA ANNUAL MEETING: SLOTTO

JENNIFER HECKER, SCHOLARSHIP COMMITTEE CHAIR



It's time for...

SLOTTOvid-21!

Sign up to donate at
southwestarchivists.org/scholarships

Donate only really cool stuff you are willing to pay to ship to a winning colleague. Buy SLOTTO tickets & bid in the silent auction online during the annual meeting in May for a shot at winning only really cool stuff! All proceeds support SSA scholarships!

SSA NOMINATING COMMITTEE REPORT

ROBERT WEAVER, NOMINATING COMMITTEE CHAIR

Voting in the 2021 election concluded successfully at the close of March 26 with a participation rate of 40%. The Nominating Committee extends its sincere thanks to all who agreed to run and to everyone who voted.

Written thanks and notification of the results in their particular race have gone out to everyone who was on the ballot. A helpful list of suggestions for next year's preliminary ballot was generated by voters. All ballots were cast online, with no petition and no requests for a paper ballot having been received by the Nominating Committee.

We look forward to announcing the election results at the Annual Meeting's business meeting in May.

SSA MEMBERSHIP COMMITTEE REPORT

AMY MONDT, CA, MEMBERSHIP COMMITTEE CHAIR

The membership committee is happy to report that we had 22 new members since the last newsletter and SSA membership is almost at an all-time high. It is heartwarming to see that so many people are continuing to support SSA and its mission through their membership fees, even during this time of economic hardship and uncertainty. This year's conference registration has gone live, and I am looking forward to the great sessions and seeing my SSA friends again. Remember, members get a discount on registration, so this season is a good time to join or renew your membership. Welcome to our new members and thank you to everyone who renewed this past year.

THE TULSA RACE MASSACRE OF 1921 COLLECTIONS



(CONTINUED FROM PAGE 4)

the images may do so without image fees, or licensing fees, as long as Special Collections is properly credited. Viewers may see the preferred citation format on the About page.

Along with the Tulsa Race Massacre of 1921 archive, 1920-2007, collection number 1989.004, McFarlin Library Special Collections holds other collections connected to the topic of the Tulsa Race Massacre.

A Song of Greenwood Ephemera, collection number 2005.009, contains a script and a poster for a play that was written by Jerome Johnson and Tim Long that focuses on the events surrounding the Race Massacre.

The William M. O'Brien research papers, 1921-approximately 1950, collection number 2005.009, contains a variety of materials relating to the Race Massacre, including photocopies of newspaper June 1921 newspaper articles, court casefiles, handwritten notes, June 1921 maps, and photographs.

The Greenwood community photograph album, 1922-approximately 1950, collection number 2014.028, holds 124 unidentified photographs featuring men, women and children of the Greenwood community in the 1920s. We hope in the future to be able to identify the people in these photographs to update the collection information.

The Barbara Santee archive of Oklahoma women's reproductive rights and ancillary materials, undated, collection number 2015.039, holds a collection of writings, newspapers and periodicals, correspondence, essays, and recorded television news stories relating to the Race Massacre.

All of these materials are open for public use, although in-person visits are currently limited due to Covid precautions. Please contact spccoll@utulsa.edu for more information on how to access these materials.

AEON DELIVERS

The Automated Request and Workflow Management Software designed specifically for special collections libraries and archives. Your Researchers want to **find it, request it, see it.**

WITH AEON, THEY CAN.

- **Enhanced services for your users,** increasing access to your special collections remotely or onsite. Aeon allows researchers to register, request resources or scans, and pay for resources online – maximizing their time and the time of your staff.
- **Increased staff efficiency saves time and money.** Aeon automates request fulfillment, routine tasks, and data tracking to allowing staff to manage requests while gathering analytical usage statistics.
- **Improved security for your rare and priceless resources.** Aeon focuses on your material – where it's been, where it needs to go. Aeon is designed to know who last had a resource and directs staff on what should happen next.

To learn why more than 100 institutions now use Aeon, contact us at aeon@atlas-sys.com.

Service. Security. Statistics.

ATLAS SYSTEMS

YOU HAVE A JOB TO DO. WE HELP YOU DO IT.

SSA PDC: REPORT AND UPCOMING WORKSHOPS

LILLY CARREL, PROFESSIONAL DEVELOPMENT COMMITTEE CHAIR



The Professional Development Committee (PDC) is pleased to welcome Dylan McDonald, Political Collections Archivist and Special Collections Librarian at New Mexico State University Library, Archives and Special Collections, as vice-chair of PDC! In May, Dylan will take over as chair. Welcome to PDC, Dylan!

If you would like to be involved in developing workshops and educational programming for your SSA peers, please contact pdcsouthwestarchivists.org to get involved.

On April 27, Louisiana based Digital Preservation Librarians Winnie Schwaid-Lindner and Vincent Barraza offered their successful workshop, *A Beginner's Guide to Digital Preservation*, for the second time with SSA. Participants learned how to develop digital preservation policies that can be broadly applied and tailored to unique and diverse institutional contexts.

Upcoming Annual Meeting Workshops

PDC is excited to offer two donation based Annual Meeting Workshops on Friday, May 14. Registration and more information is available on the Annual Meeting website at: <https://www.lsuhse.com/SSA2021>

Title: Responsive Archival Instruction in a Global Pandemic

Trainers: Julie Tanaka, Curator and Interim Head of Distinctive Collections, Arizona State University and Claudia Willett, Senator John S. McCain Papers Archivist, Arizona State University

Description: Our team developed an immersive archival instruction toolkit to bridge the gap in the undergraduate experience between introduction to the library and introduction to archives. To strengthen collaboration between the library and faculty, we offered responsive instruction that complemented students' research processes. Then COVID-19 hit and we rolled with the changes. Our team created an online instruction pilot that we co-taught in Fall 2020.

The purpose of this workshop is to discuss the development process and how we pivoted to piloting the sessions virtually in a way that still offered a meaningful first memory of archival concepts. Participants can expect to engage in a demonstration of the Literacy and Critical Assessment plans including activities that supported the goals and objectives.

Title: Funding the Work: Designing Competitive Grant Projects (REGISTRATION FULL)

Trainers: Nancy Melley, Director for Technology Initiatives, National Historical Publications and Records Commission

Description: This half-day workshop will introduce attendees to the competitive archival grant programs of the National Historical Publications and Records Commission (NHPRC), which is part of the National Archives and Records Administration, focusing on the Access to Historical Records: Archival Projects grant program. This workshop will help participants understand the grant application process, including the components of a good project narrative, budget, and supplemental materials. The instructor also will discuss the review process, the response phase, and Commission recommendations.

The workshop also will offer attendees the opportunity to start designing their own project and application package.

TREASURER'S REPORT

MIKE MILLER, SSA TREASURER & FINANCE COMMITTEE CHAIR



SSA recognizes the following members for their generous contributions to the Society's scholarship funds. Thank you for your contributions and for supporting our peers and emerging archivists!

Emily Landis and Beth Dodd



AmazonSmile is another easy way all of us can help support the Society of Southwest Archivists. It's minimal effort and doesn't cost you a penny.

Amazon will donate 0.5% of the price of your eligible AmazonSmile purchases to the charitable organization of your choice. Every item available for purchase on amazon.com is available at smile.amazon.com for the same price.

To register, go to smile.amazon.com, log in to your Amazon account, choose Society of Southwest Archivists as the charity you want to support. The product detail page will show "Eligible for AmazonSmile donation" if it is a qualifying purchase.

Encourage your friends and family to register to support SSA on smile.amazon.com.

SSA is an independent 501(c)3, and every donation counts. Please find information about making a donation on the website at <http://southwestarchivists.org/Donations>.

SSA COMMUNITY OUTREACH AWARD

RYAN BRITTON, TEXAS ARCHIVE OF MOVING IMAGE

Through a generous award from the Community Outreach Fund, the Texas Archive of the Moving Image is able to grow our new Archive Dive stream. Each episode features an organization or individual that contributed films and/or videotapes to the award-winning Texas Film Round-Up program. Archive Dive is structured as a conversation between TAMI's curator and featured guest. Together, they view and discuss highlights from a featured collection. The program is streamed on Facebook, YouTube, and Twitch.

We've recently featured newsman Larry Weidman and educator/dancer/activist Rosa Guerrero. The April program features well-known media producer Cindy CK Carman as we discuss her wide-ranging work. In May, we dive into the work and history of the Texas Film Commission as they celebrate their 50th birthday.

SPOC REPORT

ABBIE WEISER, CA, STATE PARTNERSHIPS AND OUTREACH COMMITTEE CHAIR



The State Partnerships and Outreach Committee (SPOC) encourages archival professionals to reach beyond our own professional groups and present at historical, genealogical, and other conferences that attract users of archives and potential donors of archival material.

Some upcoming proposal deadlines include:

- 2021 International Association of Inter-American Studies (IAS) Biannual Conference. Paper and panel proposals (to be presented in-person or virtually) based on or exploring Inter-American perspectives are welcomed from any of the disciplines in the social sciences and humanities (sociology, political science, political economy, anthropology, history, literature, linguistics, philosophy, geography, music and media studies, among others). For more information, please visit http://www.interamericanstudies.net/?page_id=6869. Proposals are due June 1.
- 2021 Gulf South Historical Association Conference. The 39th Annual Conference committee welcomes proposals that address the culture and history of the Gulf South—the U.S. South and territories in Central America and the Caribbean. For 2021, there will be special theme sessions on war and society. For more information, please visit <https://gulfsouthhistoricalassociation.weebly.com/>. Proposals are due June 1.
- 2022 Louisiana Historical Association Annual Meeting. For more information, visit <https://www.lahistory.org/>. Proposals are due September 15.

Please visit our webpage <https://www.southwestarchivists.org/home/committee-on-state-partnerships-and-outreach/> for more information about presentation opportunities.

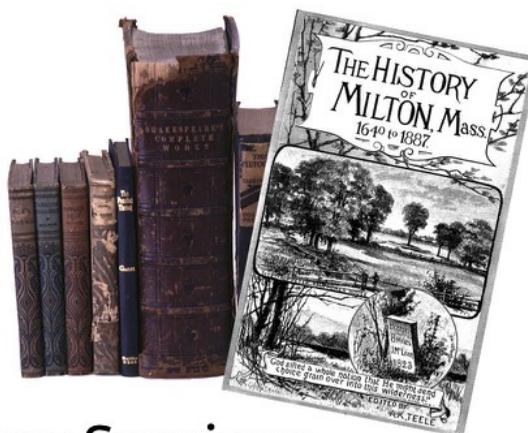
The State Partnerships and Outreach Committee is also pleased to announce the creation of the SPOC Fund. Launching in May 2021, the SPOC Fund will help cover SSA members' costs (maximum \$600) when presenting at conferences and annual meetings of allied professions. The Fund is also to be used for SSA session sponsorships at state and regional historical associations' annual conferences. Presentations and sponsored sessions should promote archives and the archival profession. Please check our webpage in the coming weeks for more information about the SPOC Fund and application guidelines.

Why Digitization?

Reasons to consider a digital preservation project could range from providing broader access to your collection or to simply reduce the potential damage to the original item.

Whether on film, in print or born digital, Northern Micrographics can help in all phases of your project, including hosting your searchable collection online.

Contact us when you are ready to start your next digitization project.



Preservation Imaging Services

Digital Imaging | Microfilming | Hosting | Content Management Software

800-236-0850 www.normicro.com sales@nmt.com



TALK OF THE REGION



New Mexico Archives and Archivists Group Organizes

Dylan McDonald, CA, Political Collections Archivist, New Mexico State University Library Archives & Special

In early 2020, fifteen New Mexico-based archivists planned to meet in Santa Fe to discuss organizing a “community of practice” within the state. Prompted by informal discussions held at the 2019 SSA Annual Meeting in Tucson and that fall’s New Mexico Library Association (NMLA) Conference in Albuquerque, attendees hoped to organize a group to create network opportunities, collectively problem solve, and develop archival advocacy initiatives. Records professionals from tribal governments and organizations, public and academic libraries, museums, and government repositories looked forward to sharing a meal at La Choza on March 16, however, NM Gov. Michelle Lujan Grisham declared a public health emergency due to the coronavirus pandemic, effectively cancelling the meeting.

As the archival profession worked to adapt to operating in a COVID-19 world, the effort slowly regrouped. Together, Jonathan Pringle of the University of New Mexico Health Sciences Library and Dylan McDonald of New Mexico State University Library, created a short, 14-question survey to gauge needs and gather ideas from fellow archivists within the state to begin building the framework for future organizing. The responses focused around the following points:

- the desire to collectively organize archivists;
- growing concerns around budget and staffing levels;
- the distinct lack of networking opportunities;
- a dearth of collaborative projects;
- the unique and unmet archival needs within the state;
- and the desire to create more archival-specific training.

With the aggregated survey data, they next researched state/regional professional associations that represented (continued on page 18)

Survey Results from 36 Responses

What Type of Institution do Respondents Work for?

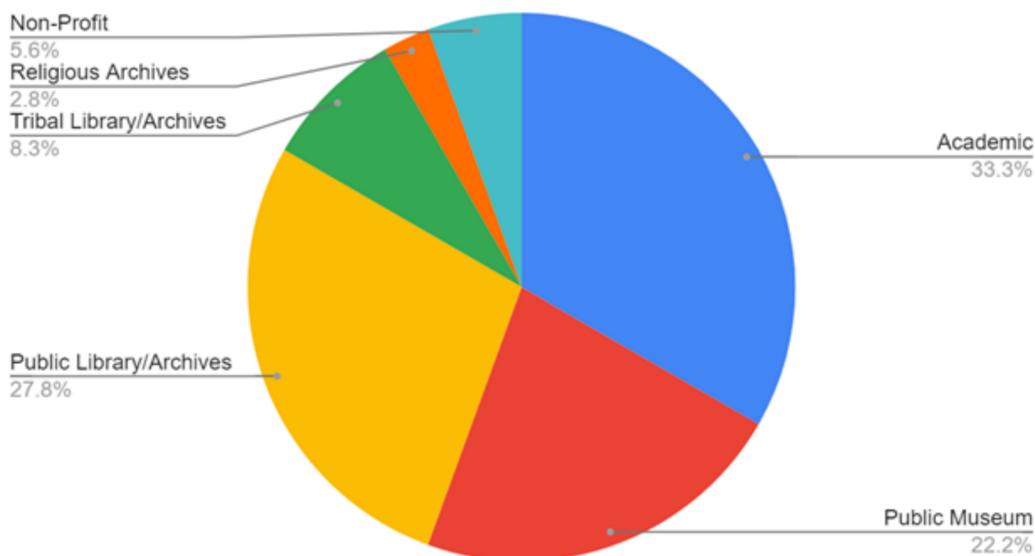


Chart showing breakdown of respondent’s workplace, 2020 New Mexico Archivist Survey

Continued on page 18

TALK OF THE REGION



Texas Archival Resources Online (TARO) Winter/Spring 2021 Updates

Robert Weaver, Southwest Collection, Texas Tech University, 2021 TARO Steering Committee Chair



TARO 2.0 – Progress Report

Work continues on TARO's NEH funded initiative to redesign and enhance its website, dubbed "TARO 2.0." A recent TARO 2.0 Kickoff Meeting was held to get repositories up to date on current developments, upcoming trainings, and other resources available to help repositories prepare for the new website. A video of the Kickoff can be found [here](#).

The project has made great strides. By mid-July, an early version of the website should be available for select repositories and users to interact with and provide feedback on. Also, TARO developers recently debuted a test version of a new, simplified way to upload finding aids via a website. This will also double as a way to check repositories' metadata to ensure their finding aids will be as discoverable as possible.

Speaking of metadata, the TARO Steering Committee created a subcommittee charged with assisting members with remediating finding aid metadata in preparation for migration to TARO 2.0. The Kickoff video describes that in detail, but the most important thing to know is that each repository has been assigned a volunteer "Buddy" to answer all their questions! Are you a repository, but don't know who your Buddy is? Do you have questions about the remediation process? Then please email Robert Weaver (Chair) at robert.g.weaver@ttu.edu or Samantha Dodd (Vice Chair) at smdodd@mail.smu.edu.

Finally, one of the most exciting upcoming project milestones will be the results of a comprehensive subject heading review by our grant-funded Metadata Analyst, Devon Murphy. Devon will be providing a wealth of data to help repositories standardize their subject headings, ensuring every finding aid will be equally discoverable on the new site.

TARO has a new logo!

After months of discussion, evaluation, and patience, TARO has decided on its new logo. Please take a moment to admire it and learn a little more about the process that went into selecting it on [TARO Today](#).

TARO Brown Bag at SSA

We are happy to announce that TARO's Brown Bag returns to the SSA Annual Meeting this year in virtual format! On Wednesday, May 19th, at 3pm Central, members of the TARO Steering Committee and its subcommittees will describe their ongoing work, then open up the panel to questions and comments from attendees. Even if your repository is not a TARO member, we encourage you to attend, learn about us, and share your thoughts. (Continued on page 19)

The National Finding Aid Network (NAFAN) and TARO

TARO is one of twelve finding aid aggregator partners in the "Building a National Finding Aid Network" initiative led by the California Digital Library. Work has already begun under the auspices of a grant from the

Continued on page 20

TALK OF THE REGION



TARO Updates (continued from page 18)

Institute of Museum and Library Services (2020-2022.) TARO has pledged to participate in the grant activities, beginning with linking a NAFAN survey on the TARO website. It is designed to gather demographic data and information about why and how researchers use finding aid aggregators. TARO Today will announce when that survey link becomes available so that our member repositories can encourage their researchers to participate. NAFAN has also been looking for focus group participants to provide feedback for various aspects of the project. Interested archivists and researchers can click here to participate.

Join TARO!

Is your institution interested in becoming a TARO member? There are two ways to join. One is through our Summerlee Foundation grant-funded New Member Initiative, which supports vendor encoding of finding aids to help new or dormant TARO member repositories participate in TARO. This initiative now has 15 participants, and we seek several more to join every year. The project is overseen by the immediate past chair of the TARO Steering Committee (which for 2021 is Rebecca Romanchuk) and supported by a quality assurance team of seasoned encoding volunteers from TARO member repositories. Contact current TARO Steering Committee Chair Robert Weaver (robert.g.weaver@ttu.edu) if your repository wants to become a new TARO member through this initiative. There has never been a better time to join

TARO, where over 60 institutions across Texas see their finding aids used by thousands of researchers worldwide.

Stay in Touch

TARO Today blog: <http://sites.utexas.edu/taro/TARO>
working wiki: <http://texastaro.pbworks.com/>



NORTHEAST
DOCUMENT
CONSERVATION
CENTER

SERVING CULTURAL INSTITUTIONS NATIONWIDE

**Conservation Treatment • Digital Imaging
Audio Preservation • Training • Resources**

www.nedcc.org • (978) 470-1010

REPOSITORY NEWS



Refreshing a Records Management Program

Betty Shankle, UNT Health Science Center, Fort Worth

This article is in part from Wrangling a Struggling RIM Program, presented by Betty Shankle at the SAA Records Management Section RIM Month Virtual Colloquium, April 7, 2021.

As archives and records management professions become more closely associated, archivists often take on new or additional responsibilities. The Gibson D. Lewis Library, which houses the University Archives, and the office of Institutional Compliance and Integrity at the UNT Health Science Center share the responsibility of records management for the campus. In 2018, in the newly created position of Records & Archives Manager, I began managing non-forensic records for the Health Science Center while the Institutional Compliance Office retained management of HIPAA related records. Years ago, the records management program on campus was quite strong; however, with departmental restructuring, the addition of schools and colleges, and much staff turnover, the program needed a refresh.

The division of responsibility meant that the Library inherited a backlog of over 300 boxes with many issues to resolve in order to facilitate the transfer of boxes to off-site storage. Some campus departments had changed names. Employee turnover resulted in departmental contact name changes not reflected on the records transfer paperwork. Chart charging strings included on most of the transmittal forms were incorrect, as the campus had revised its chart strings after we received the boxes. A documented workflow was not in place. The two records management



A section of the 300+ inherited boxes prior to processing and sending to off-site storage. Photo courtesy of the author, 2019.

software tools utilized were or still are failing. Some records were not in vendor-approved boxes. Transfer paperwork may or may not have been included with the boxes of records.

In order to create a basic workflow, I started meeting with staff across campus and created a Records

Management Representatives or RMR contact base. The meetings took place over several months and concluded with a list of 52 RMR contacts. The list has proven to be a valuable resource to disseminate records management information to the RMRs and from there out to staff.

Employees use ApplicationXtender as its ERMS to comply with State of Texas retention requirements. A working group including Library Staff, IT, Institutional Compliance, vendor personnel and myself worked for a year to upgrade ApplicationXtender, which was seven versions behind in upgrades. Before the upgrade, functionality was clunky and failing and we had almost daily contact from staff members regarding software issues. After the upgrade, ApplicationXtender is more streamlined and intuitive. Staff requests for assistance in navigating the software is now minimal and I have received no negative feedback related to the newer version.

Autonomy Records Manager is the software currently used by Institutional Compliance for off-site storage box tracking, financial functions related to storage, and records retrieval. Initially, I used Autonomy for data entry documentation for records boxes going to storage. Access and functionality of the 2011 software has diminished significantly and I am now the only person on campus able to access the software. Institutional Compliance is working to replace Autonomy. In the interim, I perform records lookups for Compliance and send them requested information through secure email. The workaround for tracking boxes going to storage is that I document key box data in a spreadsheet and share it with Institutional Compliance and the storage vendor so all are aware of our holdings.

With the assistance of Institutional Compliance, I developed records management training that will become part of the required training for new hires and will be included in annual compliance training for all Health Science Center employees. The refresh has helped; however, we continue to improve records management procedures and update existing policies.

For more information, contact Betty.Shankle@unthsc.edu

REPOSITORY NEWS



Episcopal Diocese of Oklahoma Awarded Oklahoma Heritage Preservation Grant

Pam Bell, Diocesan Archivist, Episcopal Diocese of Oklahoma



The Oklahoma Historical Society is proud to announce that the Episcopal Diocese of Oklahoma has been awarded a grant through the Oklahoma Heritage Preservation Grant Program.

"Congratulations to the Episcopal Diocese of Oklahoma being awarded the Oklahoma Heritage Preservation Grant," said Sen. Kay Floyd, Oklahoma City. "These grant funds will go a long way in creating more accessibility to Oklahoma's rich history."

The Episcopal Diocese of Oklahoma has been awarded \$20,000 that will fund the digitization of a portion of the vast archival collection known as the Church Collection. The Church Collection is one of the more comprehensive historical collections within the archive. It encompasses over 150 individual church document collections. The digitization project will allow the histories of over 50 communities and 150 churches to be accessed. This seminal digitization project has never been proposed nor advanced within Oklahoma, and will offer access to vital historic documents.

"We are thrilled to have been selected for this incredible grant," said Bishop Poulson Reed of the Episcopal Diocese of Oklahoma. "The history of the Episcopal Church in Oklahoma dates back to before statehood. Our history is the state's history. This grant will allow us to digitize our archive and make our

historical documents accessible to the public through modern technology."

A total of just over \$460,000 in grant funds will be distributed, with projects ranging from collections care and exhibit development to strategic planning and educational programming. "This is only the second year for this grant program. As organizations wrap up their grant projects from last year and as we see the quality of the applications that came in for this grant cycle, it is clear that there is a strong need for this type of grant program," said Nicole Harvey, OHS grants administrator.

The Oklahoma Heritage Preservation Grant Program is a grants-in-aid program offered by the Oklahoma Historical Society with a goal of encouraging the collection, preservation and sharing of Oklahoma history at the grassroots level in all parts of the state. Applications for this annual program open in the fall and award announcements are made in January. For more information visit www.okhistory.org/grants.

The mission of the Oklahoma Historical Society is to collect, preserve and share the history and culture of the state of Oklahoma and its people. Founded in 1893 by members of the Territorial Press Association, the OHS maintains museums, historic sites and affiliates across the state. Through its research archives, exhibits, educational programs and publications the OHS chronicles the rich history of Oklahoma.

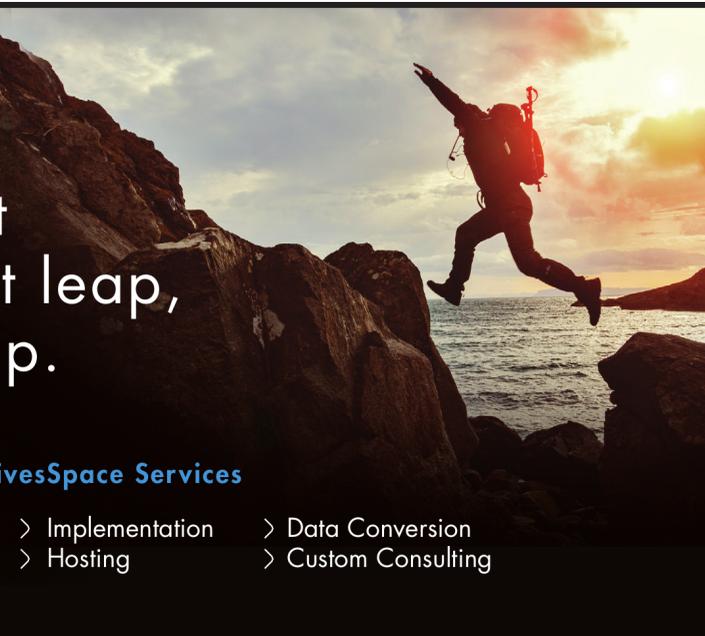
For more information about the OHS, please visit www.okhistory.org.

Southwestern Archivist

c/o Krishna Shenoy
3042 Old Mill Run
Grapevine, TX 76051

Address correction requested

FIRST CLASS
U.S. Postage Paid
Permit #383
Houston, TX



Whether your
ArchivesSpace project
is a small step or a giant leap,
Atlas Systems can help.

You have a job to do.
We help you do it.

Atlas Systems ArchivesSpace Services

- > Training & Support
- > Migration
- > Implementation
- > Hosting
- > Data Conversion
- > Custom Consulting

ATLAS SYSTEMS IS AN ARCHIVESSPACE REGISTERED SERVICE PROVIDER



When you need help with ArchivesSpace, you shouldn't have to think about how big or small the challenge is. Atlas is committed to providing the help you need—big project or small.

For more information, contact us at
www.atlas-sys.com/archivesspace

▶ FOR A FREE TRIAL, visit www.atlas-sys.com/aspaces-trial for details