

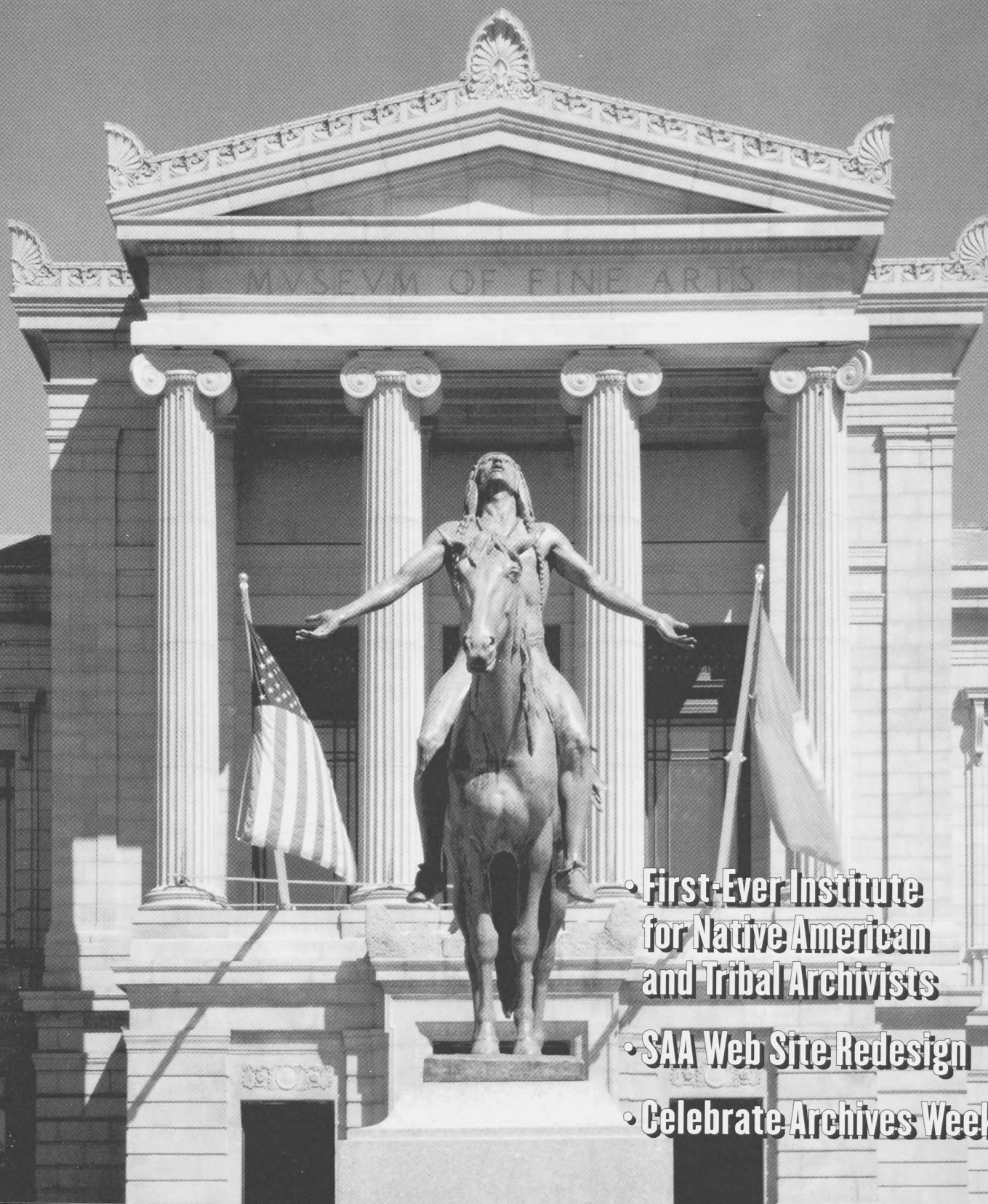
NEWSLETTER  
OF THE  
SOCIETY OF  
AMERICAN  
ARCHIVISTS

SEP/OCT 2003



WWW.ARCHIVISTS.ORG

# archival outlook



• First-Ever Institute  
for Native American  
and Tribal Archivists

• SAA Web Site Redesign

• Celebrate Archives Week

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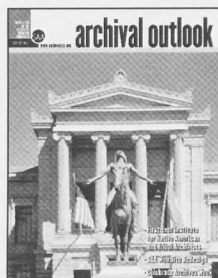
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Cyrus E. Dallin's "Appeal to the Great Spirit" greets visitors at the entrance to the Museum of Fine Arts, Boston.

Photograph © 2003 Museum of Fine Arts, Boston.

See pages 3 and 9 for articles about Native American and Tribal archivists.

# archival outlook

the society of american archivists  
serves the educational and informational needs  
of its members and provides leadership to  
help ensure the identification, preservation  
and use of the nation's historic record.

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## From Another Perspective

In early August I returned from two remarkable weeks at the University of Redlands in California teaching at the NHPRC-funded Institute for Native American and Tribal Archivists (see p. 9). It was a great experience and I am grateful to the Society of California Archivists and the First Archivists Circle for taking a leading role in creating this event. I enjoyed the opportunity to meet more than thirty new colleagues from archival, museum, library, and cultural center programs, all of whom are vitally interested in, and committed to learning how better to preserve, the history, language, and culture of their respective tribes. They were an enthusiastic, interesting, friendly, and dedicated group that needed no lessons in the importance of maintaining one's documentary heritage. I enjoyed the chance to be a part of their circle.

The two weeks were both stimulating and challenging. During my time in Redlands I heard thought-provoking new ideas about appraising records from the perspective of tribal archivists who work in a culture that examines issues relating to the authenticity and reliability of records with a more critical eye than I have been in the practice of doing in a public university setting. I also learned a great deal more about the distinctions that Native American culture makes with respect to certain customs, songs, stories, and rituals that are considered to be the sacred property of the tribe and accessible to non-members only under tightly controlled circumstances, if at all. Their perspective was distinctly different to someone like me, who spends most of his time immersed in an institutional setting that emphasizes freedom of information, public records, and equal access for everyone. I learned a bit more about the Native American Grave Protection and Repatriation Act (NAGPRA) and some of the legal implications concerning record keeping that arise from the fact that most of the tribes represented at the Institute have the status of sovereign nations under U.S. law.

But the two weeks were occasionally troubling as well. There were also several occasions that brought home to me the frustration that my Native American colleagues felt when they saw, most for the first time during one of our tours, images and artifacts of their ancestors and neighbors that had been collected by researchers and shipped off to faraway museums and libraries. I witnessed a particularly emotional exchange between the Native American students and archivists (like me, from the "dominant culture") who had as a part of their holdings photographs and sound recordings that were originally collected by an anthropologist during the early part of the twentieth century. The

students questioned whether the archivists understood about the sensitivity of such materials and the proper way to respect these records and to allow access to them. They wondered whether, eventually, such records shouldn't be returned to the tribes where they were created so many years earlier. The archivists didn't have very good answers. The standard reply, "If we hadn't saved these records, then nobody would have," didn't seem adequate.

I could see how these perspectives would be useful, not only to archivists who happen to include Native American collections among their holdings, but also to SAA as we develop our annual meeting program sessions, continuing education offerings, and publications, as well as in current initiatives such as membership development and the upcoming work of revising the SAA "Code of Ethics."

It would be difficult to take advantage of this new perspective through committee appointments because almost none of the Native American participants were members of SAA. On the other hand, the group included a number of former SAA members. One told me that she had quit because SAA was "a bunch of snobs." Others thought that a person needed to have a college or university degree in order to join SAA, or that it was necessary to pass a test. Many had the sense that SAA dictated that there is only one correct way to do archival work and that those who take another approach are not welcome.

My experience was a lesson in both the value of and the need for diversity. During my two weeks in California I learned that SAA has erected barriers that discourage some archivists who might otherwise join our organization and become actively involved. We haven't intended to do this—it's just that we have been unable to see ourselves from a different perspective.

As many of you will remember, the SAA Council recently voted to create a Committee on Diversity. By the time members read this column I anticipate that the committee charge will have been drafted and approved and that the appointment of committee members will be complete. I hope the committee will help us to identify and remove the barriers that we have erected. I hope to use my recent experience to assist the work of the committee. And personally, I hope that the colleagues and friends that I met at the Institute for Native American and Tribal Archivists will join us and become involved. For those who had done so previously, I hope they will do so again—and that we will do a better job of welcoming them and meeting their needs this time. ♦



from the executive director

Nancy P. Beaumont

## Getting Started

If you've started a new job recently, you can probably identify. . . . New culture, new personalities, new work patterns, new commute. And more than likely new goals and objectives—or at least goals and objectives applied to a new set of variables and a new dynamic.

As I draft this column, I have not yet attended an SAA annual meeting—although I've become intimately familiar with pre-meeting logistics! I've met very few "real" members. (Apologies to the SAA Council and Search Committee members. It's not that you're not "real." It's just that you're, well, "hyper-informed" by virtue of your association roles and responsibilities.)

I've enjoyed "welcome" e-mail messages from Sean Fisher of the Massachusetts Department of Conservation and Recreation in Boston and Margery Sly of the Presbyterian Historical Society in Philadelphia, who are fellow Dickinson College Red Devils. (I haven't yet met James Gerencser, Dickinson's archivist, but hope to sometime soon.)

I briefly met Ellen Engseth, a new member of our Publications Board who stopped by the SAA office for an early orientation with Publishing Director Teresa Brinati. And I've known for a few years Gini Blodgett, who is responsible for maintaining the archives of the American Physical Therapy Association. (Hi, Gini!) I wish that Gini had been at APTA in 1995-96 as we worked on the history book—a labor of love whose creation would have flowed more smoothly had the record been complete and accessible.

I hope and intend to meet many members in the coming months and years, both those who volunteer their time to serve the organization (for which we're very grateful) and those who support SAA silently, who renew each year, who purchase publications, who attend the annual meeting and/or a seminar periodically, who take advantage of networking opportunities, and so on.

### The First Priority

This is a new job for me, but the highest priority objective is one with which I'm quite familiar after these many years in association management: membership recruitment and retention. At its May 2003 Planning Day, SAA's Council unanimously set this #1 priority: "Develop a strategy to expand and market membership to defined constituencies and specialty segments within the archival community. An integral part of this effort is development of an ongoing system to facilitate *effective communication* with archivists so that SAA knows

*the needs and expectations of members and potential members.*" (Italics added for emphasis.)

I'm not aware of any professional association that does not include membership development in its top three or four priorities. After all, an association isn't an association without members, and most couldn't exist without dues-paying members. But SAA faces some special challenges in terms of membership development, including: 1) the existence of vast numbers of "sister" associations that serve portions of the archival community; 2) the lack of financial or staff resources targeted to membership growth; and 3) the lack of a data-driven understanding of the universe of current and prospective members—together with the diversity (or lack thereof) represented within that universe—as well as the immediate and long-term needs of current members.

On this latter issue, we have our fingers crossed. In April, a group of committed volunteers and SAA staff members, with collaboration by more than a dozen organizations that serve American archivists, submitted a grant proposal to the Institute of Museum and Library Services (IMLS) for "A Census and Educational Needs Assessment of Archivists in the United States" that proposes to:

- Collect comprehensive baseline data about archivists currently in the workforce;
- Identify the knowledge and skills they need to do their jobs now and to adapt to future demands; and
- Provide graduate and continuing education programs with the baseline data they need to support the recruitment and training of new archivists.

If the grant proposal is accepted in October and fully funded, we'll have the opportunity to truly understand the scope of the archival community. If it's not accepted, we'll go back to the drawing board to find another way to assess member and prospective member needs and to gather the other data that are so critical to the future of the archival profession.

I have a deeply held belief that associations that thrive are those that listen to members, understand and anticipate their needs, and represent their interests as professionals, rather than getting bogged down in the organization's own processes (governance and otherwise). Those processes are valuable only to the extent that they serve to advance the profession.

I'm looking forward to settling into my new job, to understanding all your acronyms, to getting to know you, to listening to your ideas, and to helping SAA achieve its aspirations. Call anytime. And please send your positive vibes in the direction of IMLS! ♦



# Shy Web Site Desperately Seeks Friendly Members

by BRIAN DOYLE, SAA Webmaster

At just two months old, the newly born SAA Web site is showing great potential. Staff members at SAA headquarters have been amazed at how smart, inquisitive, and polite our new baby is. She's still a little shy, but more than anything, [www.archivists.org](http://www.archivists.org) wants to make friends and tell them all about the wonderful things happening in the Society of American Archivists, such as:

- the call for 2004 annual meeting program proposals ([www.archivists.org/conference/proposal\\_call.asp](http://www.archivists.org/conference/proposal_call.asp));
- the call for 2004 preconference proposals ([www.archivists.org/profeducation/preconf\\_proposals.asp](http://www.archivists.org/profeducation/preconf_proposals.asp))
- the CEPD Task Force on Education Office Guidelines Draft ([www.archivists.org/governance/taskforces/cepd-guidelines.asp](http://www.archivists.org/governance/taskforces/cepd-guidelines.asp)); and, of course
- all of the great books available for purchase from [www.archivists.org/catalog/](http://www.archivists.org/catalog/).

Like all good parents, we've taught [www.archivists.org](http://www.archivists.org) to be wary of strangers. This means that when you introduce yourself (if you haven't already) there are certain steps that you'll have to take. Here are some tips to get you started.

## Introducing yourself to [www.archivists.org](http://www.archivists.org)

1. Go to the "Member Login" page at [www.archivists.org/membership/login.asp](http://www.archivists.org/membership/login.asp).
2. Enter your email address and password. Your SAA member I.D. is your default password.

If you do not know your member I.D./password, click on the "forgot your login information" to have it sent to your email address. Your email address must be on file with the SAA office. If you receive a message that your email address is incorrect or invalid, click on the "register your email address" link to send your updated information to member services. Your membership record will be manually updated and your member login enabled within 2-3 business days.

Once you have logged in, you should do the following:

1. Reset your password to one of your own choosing ([www.archivists.org/changePassword.asp](http://www.archivists.org/changePassword.asp));
2. View your membership profile in the membership directory ([www.archivists.org/membership/directory.asp](http://www.archivists.org/membership/directory.asp)) to make certain that the information listed is correct; and
3. From your member profile page, click on the "update my member profile" link to submit corrections and/or change your listing preferences

## Future Development

Now that [www.archivists.org](http://www.archivists.org) has taken her first steps into the grown-up world of relational databases and server-side programming, there are many exciting directions for future growth, including:

- enhancement of member profiles to include links to books, workshops, and annual meeting sessions;
- development of a shopping cart application for SAA's *Professional Resources Catalog*;
- addition of cover images, tables of contents, and links to related titles in the catalog;
- and much more!

Of course, it takes a village to raise a child, which is to say that member feedback is welcome. Please let us know what features are important to you, so that we can add them to [www.archivists.org](http://www.archivists.org). Send comments to [bdoyle@archivists.org](mailto:bdoyle@archivists.org).



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# Boston as a Cultural Destination

by MAUREEN MELTON, Boston Museum of Fine Arts, and  
BRIDGET CARR, Boston Symphony Orchestra Archives

Boston has been called the "Athens of America." Compact, walkable, and historic, the seaside city blends old-world charm with modern convenience and boasts a wonderful cultural tradition. There are more than 20 major theaters, orchestras, and symphonies in Boston, along with dozens of small theater companies and intimate venues. The Museum of Fine Arts is the largest museum in New England and is the centerpiece of an impressive collection of museums located in and near the city. Here is a sampling of the rich cultural offerings in Boston—most of which are within walking distance of the Park Plaza Hotel, headquarters and lodging for SAA's 68th annual meeting, Aug. 2–8, 2004.

## The Museums

The **Museum of Fine Arts, Boston** (MFA), is one of the country's oldest and most renowned art museums. The MFA is home to encyclopedic collections that include Art of the Americas; Art of Europe; Contemporary Art; Art of Asia, Oceania and Africa; Art of the Ancient World; Prints, Drawings and Photographs; Textile and Fashion Arts; and Musical Instruments.

Isabella Stewart Gardner collected and carefully displayed a collection comprising more than 2,500 objects—paintings, sculpture, furniture, textiles, drawings, silver, ceramics, illuminated manuscripts, rare books, photographs and letters. Built to evoke a fifteenth-century Venetian palace, the **Gardner Museum** provides an atmospheric setting for Isabella Stewart Gardner's inventive collection.

For nearly 65 years, the **Institute of Contemporary Art** has been introducing to Boston and the country some of the most important contemporary artists of our time, from Pablo Picasso and Robert Rauschenberg to Andy Warhol and Cindy Sherman.

The **Museum of Science, Boston**, is dedicated to stimulating interest in and further understanding of science and technology. The museum has remained on the cutting edge of science education by developing innovative and interactive exhibits and programs that both entertain and educate.

The **New England Aquarium** seeks to increase understanding of aquatic life and environments. From the giant ocean tank, opened in 1970, to the Simons IMAX® 3D theater, opened in 2001, the aquarium continues its tradition of serving as a leader in research, education, and conservation.

The **Dreams of Freedom Museum** brings the immigrant odyssey to life through a multimedia exhibit that takes visitors on a fascinating trek through history and family ancestry.

In nearby Cambridge, the **Harvard University Museums of Natural History** includes four museums under one roof:

the Botanical Museum, the Mineralogical and Geological museums, and the Museum of Comparative Zoology, with dinosaur skeletons and endangered species.

The **Harvard University Art Museums** include three distinguished venues: the Arthur M. Sackler Museum houses the collections of Ancient, Asian, Islamic, and Later Indian art. The Busch-Reisinger Museum is the only museum in America devoted to promoting the informed enjoyment and critical understanding of the arts of Central and Northern Europe. The Fogg Art Museum is Harvard's oldest art museum. Around its Italian Renaissance courtyard are galleries illustrating the history of Western art from the Middle Ages to the present.

## The Performing Arts

The performing arts have enjoyed a rich and distinguished history in Boston, reaching back more than 200 years. Since 1794 when Charles Bulfinch designed Boston's first playhouse, many theaters, concert halls, and movie palaces have been built to entertain Boston's large and appreciative audiences.

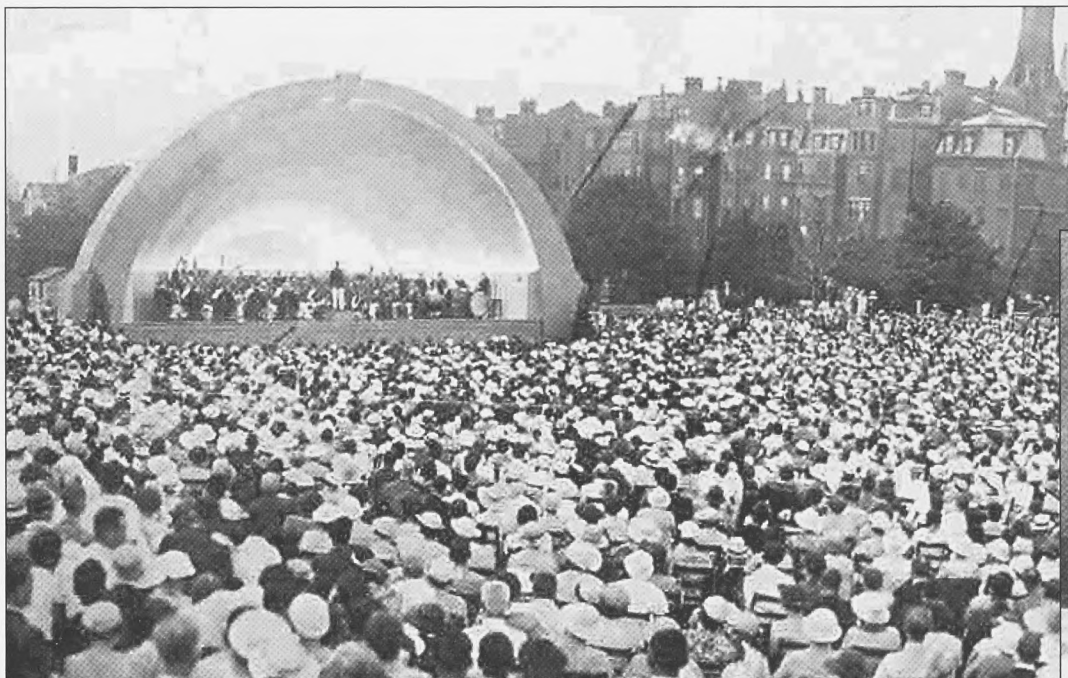
Many of Boston's resident performing arts organizations, such as the Boston Ballet, Boston Lyric Opera, Handel & Haydn Society, the Boston Symphony Orchestra, the Huntington Theater Company, and the American Repertory Theater, do not give regular performances in Boston throughout the summer months. However, there are still more than enough offerings to entertain and enrich the session-weary archivist.

**Broadway in Boston** operates three historic theaters in downtown Boston that often present summer performances: the Colonial Theatre, the Wilbur Theatre and the Charles Playhouse. Each theater has been carefully restored to its historic splendor and upgraded to enhance the modern theater-going experience and facilitate the newest blockbuster Broadway musicals. The Wang Center for the Performing Arts hosts two world-class theaters that occasionally present summer events, the beautifully restored Wang Theater and the Shubert Theatre.

The summer of 2004 will see the grand reopening of the **Boston Opera House**, originally built in 1928 and closed since 1991. A production of Disney's *The Lion King* will inaugurate the newly renovated space.

The **FleetBoston Pavilion** is an extraordinary setting in which to enjoy the world's top performers. Located on Boston's historic waterfront, the pavilion is surrounded by magnificent harbor and skyline views. Every summer the pavilion showcases world-class acts of all musical genres, featuring the best from pop to country to jazz and rhythm and blues. The **FleetCenter**, home of the Boston Celtics and





**Arthur Fiedler with the Esplanade Concert Orchestra in its first season, 1929 (above).** On July 4, 1929, a 35-year-old Arthur Fiedler launched the first of the now-famous outdoor Esplanade concerts—a free summer series played in an attractive setting on the east bank of the Charles River, at the foot of Beacon Hill. Using instrumentalists drawn from the ranks of the Boston Symphony Orchestra (of which he was a member), the five-week Esplanade Concert series made such an impact that Fiedler was offered a three-year contract as conductor of the Boston Pops—a position that he held until his death in 1979. Photographer unknown, courtesy Boston Symphony Orchestra Archives. **"Thank you for your autograph" (right).** Arthur Fiedler signs program for member of one of the Children's Esplanade Concerts, ca. 1941. Photograph by Martha Burnham, courtesy Boston Symphony Orchestra Archives.



Boston Bruins, also plays host to a variety of music performances each summer. This sports arena provides a comfortable, climate-controlled venue for large-capacity events.

Free concert performances and refreshing summer breezes are an almost nightly occurrence at the **Hatch Shell**, located on Boston's Esplanade along the banks of the Charles River—easily within walking distance of the Park Plaza Hotel. The Free Friday Flicks series offers the screening of a classic film commencing at dusk every Friday night throughout the summer.

The **Boston Center for the Arts** is recognized throughout New England as the nexus for the very best of small theater productions and is designed to offer the best in theater with the least pinch to your pocketbook. Each year more than twenty companies present more than forty-five separate productions ranging from comedies to drama and modern dance to musicals. With four in-residence companies catering to a variety of tastes, tempo, and wit, there is always a production to stretch the limits of your mind and heart.

### Further Afield

If you feel like taking in a concert outside of the city, consider an evening excursion to the Tweeter Center located in Mansfield, Massachusetts, approximately one hour from Boston. The Tweeter Center provides a beautiful setting for a concert on a warm summer's night. The amphitheater has a 19,900-

person capacity with 7,000 reserved covered seats in the pavilion, 7,000 open-air seats, and general admission on the lawn. Patrons are welcome to bring a blanket for all but certain shows.

You also may want to consider taking a side trip to the Berkshires in Western Massachusetts, where you will find an abundance of cultural activities in lush natural settings. The Berkshires is the home to great summer performances and festivals. Tanglewood is the summer residence of the Boston Symphony Orchestra, which offers a busy schedule of performances throughout the season. Other performing arts venues include Jacob's Pillow Dance Festival, Shakespeare & Company, the Williamstown Theatre Festival, and the Berkshire Opera Company, to name just a few. Among the many area museums are the Massachusetts Museum of Contemporary Art, the Sterling and Francine Clark Art Institute, Chesterwood (home of artist Daniel Chester French), and the Norman Rockwell Museum.

### Online Information

For more detailed information about the cultural organizations described above, please visit the SAA Web site at [www.archivists.org/conference](http://www.archivists.org/conference). Information about many other cultural organizations in Massachusetts and New England will be posted and updated throughout the year. ❖

# Archives Week 2003

An annual celebration of the importance of archives and historical records

by TERESA M. BRINATI, SAA Director of Publishing

During the month of October an increasing number of archival organizations across the nation are designating an "Archives Week." These organizations are seizing the opportunity to raise awareness within their states and local communities about their rich documentary heritage as well as historical records issues through a variety of public programming. This includes open houses, educational services such as preservation workshops and family history fairs, and award recognition of individuals or institutions that have supported or contributed to the archival field. In short, anything that will capture the public's attention with respect to archival materials.

Below are some of the archival organizations that sent information to SAA about their Archives Week activities.

The New York State Archives offers an excellent *Archives Week Action Guide* at [www.nysarchives.org/a/newsroom/news\\_aw\\_intro.shtml](http://www.nysarchives.org/a/newsroom/news_aw_intro.shtml). In addition, the Council of State Historical Records Coordinators continues to collect Archives Week information at [www.coshrc.org/arc/archweek.htm](http://www.coshrc.org/arc/archweek.htm).

## Georgia Archives Week—Oct. 5-11

The theme of Georgia Archives Week 2003 is "Looking at the Big Picture," which will celebrate the visual materials holdings that most repositories have in their collections. Descriptions of events and the picture of the poster can be found on the Society of Georgia Archivists Web site at [www.soga.org](http://www.soga.org). Sponsors for this year's celebration are the Georgia Archives, Office of Secretary of State Cathy Cox, the Society of Georgia Archivists, the Georgia Library Association, the Georgia Records Association, the Coca-Cola Company, and Walter H. Hopkins Company, a representative of Spacesaver.

## University of Texas-Austin Archives Week—Oct. 25-Nov. 6

How do archives affect your daily life? The University of Texas at Austin's SAA Student Chapter will address this issue during celebration of Archives Week 2003. The theme for the week explores the role of archives in day-to-day life, both at home and abroad. The SAA Student Chapter is pleased to welcome Keith Watenpaugh, assistant professor of history and deputy director of the Institute of Peace Studies at Le Moyne

College in Syracuse, New York, as one of the guest speakers.

Watenpaugh holds a doctorate in Modern Middle Eastern History from UCLA and has traveled and studied extensively in this area of the world. In June he traveled to Iraq and co-authored a report on academic conditions in Iraq, including libraries and archives (see [www.ifla.org/VI/4/admin/iraq2107.pdf](http://www.ifla.org/VI/4/admin/iraq2107.pdf)). He will address the ways in which archives and cultural heritage in the Middle East have been affected by the current conflict in Iraq, and the impact this has had on the lives of Iraqi citizens. For more information about Dr. Watenpaugh, please visit [www.lemoyne.edu/history/waten.html](http://www.lemoyne.edu/history/waten.html).

The student chapter also plans to host guest presentations on local archives and genealogy. Other Archives Week 2003 activities will include the annual Archives Clinic at the Austin History Center on Nov. 1. All Archives Week events are free and open to the public.

## Wisconsin's Archives Week—Oct. 12-18

The theme of Wisconsin's Archives Week is "Immigrant Wisconsin." Libraries, local historical societies, museums, and government records offices across the state are encouraged to participate by developing public programs that promote the value of historical

records to users, donors and supporters. The "Immigrant Wisconsin" theme closely relates to the 2003-04 National History Day theme ("Exploration, Encounter and Exchange in History"), giving archives an opportunity to work with teachers and students throughout the state and to emphasize classroom uses of archival collections.

For Archives Week activities and programming ideas, see: [www.wisconsinhistory.org/archivesweek/index.html](http://www.wisconsinhistory.org/archivesweek/index.html). For more information, contact Nicole Saylor, Archives Week Coordinator, 608/264-6447 or [nasaylor@whs.wisc.edu](mailto:nasaylor@whs.wisc.edu).

Archives Week is sponsored by the Wisconsin Historical Society and by the Wisconsin Historical Records Advisory Board, a ten-member group that assists Wisconsin institutions in applying for federal grant money for archival work and in improving the appreciation and care of historical records in Wisconsin. Both WHS and WHRAB gratefully acknowledge support for Archives Week 2003 from Spacesaver Corporation and from Demco.

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**Find Archives Week  
information at  
[www.coshrc.org/  
arc/archweek.htm](http://www.coshrc.org/arc/archweek.htm)**





Twenty-seven participants from eleven states and Canada representing tribal archives, museums, cultural centers, colleges, universities, and tribal governments attended the Western Archives Institute—Institute for Native American and Tribal Archivists in July in Redlands, Calif.

# First-Ever Institute for Native American and Tribal Archivists

The "Western Archives Institute—Institute for Native American and Tribal Archivists" was held Jul. 21–Aug. 1, 2003, at the University of Redlands in Redlands, Calif. Twenty-seven participants were selected for this unique curriculum for Native American and Native Hawaiian programs. Participants traveled from eleven states and Canada representing tribal archives, museums, cultural centers, colleges, universities, and tribal governments. Each participant is currently engaged in the management of Native American or Native Hawaiian collections.

Participants received instruction in acquisition and appraisal, arrangement and description, reference and access, public relations and outreach, legal issues for tribal archives, care of photographs, records management, oral histories, grant funding and preservation of archival materials.

The program included site visits to the University Archives at the University of Redlands, the A.K. Smiley Library in Redlands, the Costo Library at the University of California–Riverside, the Southwest Museum, and the Sherman Indian School and Museum.

Faculty coordinator for the program was Timothy L. Ericson of the University of Wisconsin–Milwaukee. He was joined on the faculty by Native American specialists Juanita Jefferson and Nicole Lewis of the Lummi Indian Business Council, Briana L. Bob of the Colville Tribes Archives and Records Center, Magdalene Moccasin of the Little Big Horn College Library, Charlene Ryan of the Soboba Band of Luiseno Indians, Christine Ramirez of the Pascua Yagui Tribe, Lorene Sisquoc of the Sherman Indian School and Museum, Diane Bird of the Museum of New Mexico and Alyce Sadongei of Arizona State Museum.

Additional participating instructors included Richard Pearce-Moses of Arizona State Library and Archives, Walter Gray III from the California State Archivists, Peter Chestnut, an attorney from New Mexico, Kim Walters and Barbara Avery from the Southwest Museum, Sheryl Davis from the University of California, Riverside, Jim Hofer from the University of Redlands, and Nancy Zimmerman from the California State Archives and the Western Archives Institute.

The Institute was funded by a grant from the National Historical Publications and Records Commission (NHPRC), which previously funded development of the curriculum for the program. The Western Archives Institute is sponsored by the Society of California Archivists and the California State Archives. This program was co-sponsored by the University of Redlands, Armacost Library and First Archivists Circle.

The 18th Western Archives Institute will be held in summer 2004. For further information concerning the Western Archives Institute, contact Nancy Zimmerman, Administrator, Western Archives Institute, 1020 O Street, Sacramento, CA 95814; 916/653-7715; ArchivesWeb@ss.ca.gov. ♦

**STUART W. CAMPBELL, CA**, was recently appointed director of the archives and records management program at Chicago State University, with responsibilities to develop the library special collections program. He was formerly archivist at the Rush-Presbyterian-St. Luke's Medical Center.



**TIM ERICSON** has joined the University of Wisconsin-Milwaukee School of Information Studies as the Coordinator of Archival Studies. Tim had been the Head of the UWM Libraries Archives and Special Collections Division since 1989 and had served as an adjunct instructor in Archives Administration in the UWM School of Information Studies

and the Department of History since 1990. Over the years he developed and taught several courses in archives administration at UWM and also supervised and coordinated internships and fieldwork assignments for students in the graduate archives education program.



**LINDA MATTHEWS**, director of the Special Collections and Archives Division in the Robert W. Woodruff Library at Emory University, has been appointed vice provost and director of University Libraries beginning Sept. 1, 2003. Matthews joined Emory as a reference archivist in 1972. She has been director of Special Collections since

1982. Matthews replaces **JOAN GOTWALS**, who retired after fifteen years. Gotwals led the library to national recognition



**KRIS KIESLING** and **MICHAEL FOX** celebrate their 50th presentation of the Encoded Archival Description (EAD) workshop since its introduction in 1997. The event was held at Pratt Institute of New York, July 24-25, 2003.

for its major research collections, inviting physical facilities (including a major addition to the central library called the Center for Library and Information Resources, a new Music and Media Library, a Mathematics and Science Library, and the renovation of a grand reading room) and innovations in digital services.



**FRUMA MOHRER** is the new chief archivist at the YIVO Institute for Jewish Research. Formerly acting chief archivist, Mohrer succeeds **MAREK WEB**, head of the YIVO Archives from 1970 to 2001 and now a senior research scholar at YIVO's Max Weinreich Center for Advanced Jewish Studies. Mohrer is co-author with Web of the

*Guide to the YIVO Archives*, which won the Association of Jewish Libraries Award for the outstanding Judaica reference work in 1998. Mohrer's vision for the YIVO Archives features a major digitization effort to make documents accessible to researchers around the world. She also plans to reach out to the community through educational programs, exhibitions, digital libraries, internships, and community collecting projects.

**REBECCA RICH-WULFMAYER, CA**, has been appointed the chief librarian and archivist for The Albany Institute of History & Art (New York). Previously with the Austin History Center (Texas) and Museum of International Folk Art (Santa Fe, New Mexico), she is charged with reinvigorating the library after closures due to remodeling and staff vacancies. For more information, visit [www.albanyinstitute.org/collections/library.htm](http://www.albanyinstitute.org/collections/library.htm).

**THERESA SNYDER** joined the Hagley Museum and Library as deputy director of libraries in July. She will coordinate the three main library sections—manuscripts and archives, pictorial collections, and imprints—direct grant writing, and participate in strategic planning. Snyder was formerly the associate director of the University of Pennsylvania Archives and Records Center.

The University of Northern Colorado reorganized previously separate archival departments. The James A. Michener Special Collection and the University Archives have merged to form a single Archival Services Department. **JANET WATERS** was appointed head of archival services on July 1. **ROIANN BAIRD** continues her appointment as the James A. Michener Endowed Archivist.

**MAURICE YORK** recently joined the general libraries of Emory University as team leader for circulation and reserves, after earning a master's in library and information science from the University of Illinois at Urbana-Champaign. While there he served as a graduate assistant in the University Laboratory High School Library, providing reference and instruction services. Previously York served as head of the reserves department in the Stevenson Library at Bard College and worked in conservation at the Northwestern University Library.



## Obituaries

**CARROLL HART**, 90, died July 23, 2003. In 18 years as director of the Georgia Department of Archives and History (1964-1982), she transformed the department into a model for the country. "She will be remembered and appreciated for generations to come," said former President Jimmy Carter, "for devoting her talents and professional career to preserving and chronicling Georgia's history."

Ms. Hart established Georgia's records management program for government documents. She guided the formation of several archivist and genealogical societies. She helped establish the Jimmy Carter Presidential Library.

"Carroll Hart was such a pioneer, an insightful, forward-thinking woman," said Brenda Banks of Atlanta, deputy director of the archives. An annual training program she began in 1964 for her staff now attracts archivists from South America, Europe, and across the United States, Ms. Banks said.

"She was a national leader," said Bob White of Atlanta, who worked under her for 11 years. "She saw how important it was for Georgia's archives to not be just a repository of dusty books but a vibrant part of Georgia citizens' daily life. She did this through a number of groundbreaking outreach programs, the most famous of which was 'Vanishing Georgia.'"

Vanishing Georgia was a project Miss Hart started in 1977 to preserve historical photographs from private collections. "That was a wonderful program," said Ms. Banks. "We put ads for photos in local papers and had a van equipped with a darkroom go through the state and duplicate photos people brought us."

Within five years, the collection had grown to 17,000 photos. Subjects ranged from lynchings and chain gangs to seniors playing checkers in small-town Georgia. The publication of the book *Vanishing Georgia* in 1982 spawned similar volumes called *Vanishing DeKalb* and *Vanishing Gwinnett*, Ms. Banks said.

After retiring in 1982, the Madison native returned to her hometown. She watched birds from her back porch and poured herself into the life of the community. She helped start the Morgan County Historical Society and the Morgan County Landmarks Society. In 1999, Miss Hart founded G.O.S.H. (Girls Over Seventy, Honey!), a club to keep older women active.

—Derrick Henry, *The Atlanta Journal-Constitution*  
(July 26, 2003)

**HUGO STIBBE**, 69, died in Ottawa, Canada, on June 24, 2003. He was esteemed in archives and libraries around the world for his contribution to the development of international standards for the description of cartographic material and archival records.

Hugo was born in 1934 in Samarang, Netherlands Indies, now Indonesia. He obtained a merchant marine engineering certificate in the Netherlands in 1954 and served in the Dutch merchant navy before immigrating to Canada in 1958.

In 1966, he received a M.S. in geography from the University of Alberta. He established the map library of the university and was its map librarian until 1973, when he joined the National Archives of Canada where he was for fifteen years Chief, Document Control Section, in the map division (National Map Collection then). He completed his Ph.D. in Geography at the University of Utrecht in 1976. At the NMC he designed and implemented the cataloguing and indexing system for maps. In 1987 he was asked to establish the National Archives of Canada's Office of Descriptive Standards and became its first Senior Archival Descriptive Standards Officer. He represented the Archives at the Bureau of Canadian Archivists for different projects. He retired from the National Archives of Canada in 1999. Throughout his career Hugo published and lectured extensively on automated description and cartographic archives.

He was active in national and international associations. He organized the Anglo-American Cataloguing Committee for Cartographic Materials which produced *Cartographic Materials: A Manual of Interpretation for AACR2*, published in 1982 by the Library Association, the Canadian Library Association, and the American Library Association. This publication, a second edition of which was released in June 2003, is the universally accepted interpretation for standard descriptions of cartographic material in libraries and archives.

Through his initiative, co-operation with other organizations sharing the same purpose was encouraged. He served on the International Council on Archives Ad Hoc Commission on Descriptive Standards, and later, in 1996, the Committee on Descriptive Standards, and Hugo was appointed its Secretary and Project Director. He held the position from 1990 to 2000.

Hugo's energy and expertise contributed decidedly to the Committee's different projects: the development and publication of the first edition of ISAD(G), the General International Standard Archival Description (1994), and the second, 1999, edition; ISAAR(CPF), the International Standard Archival Authority Record for Corporate Bodies, Persons and Families (1996); the development of guidelines for the translation of the two standards in languages other than English; the compilation of a bibliography of the two standards and of citation of articles which mention the standards; co-operation with IFLA for the design and eventual implementation of an international standard archival authority code similar to the ISBN and ISSN numbers; the planning with the Society of American Archivists regarding the development of an EAD (Encoded Archival Description) for contextual information associated with archival creators and the revision of EAD to conform with ISAD(G); and finally the development of guidelines for an archival finding aid typology and for standardization of finding aids.

—Submitted by Louis Cardinal, Ottawa



### Oral Histories Collected of Vietnamese "Boat People"

The British Library Sound Archive has acquired oral history interviews from 120 Vietnamese "boat people" who settled in the U.K. The interviews were conducted by Refugee Action working with Vietnamese refugee community organizations, and supported by the British Library and the Panos Institute. Major financial support for the Vietnamese Oral History Project came from the Heritage Lottery Fund. Interviews were recorded in London, Manchester, Cambridge, and the East Midlands on audio cassette. Many were recorded in Vietnamese or Chinese and English translations have been made to assist access. While the British Sound Archive is responsible for the preservation and maintenance of the collection, Refugee Action, an independent national charity that enables refugees to build new lives in the UK, has produced a CD containing the testimonies of the interviewees. The CD includes text, photographs, and memorabilia contributed by the participants. For more information, contact Colin Beesley, British Library Press Office, colin.beesley@bl.uk.

### Liverpool Conference a Success

An international conference on "Political Pressure and the Archival Record" was held in Liverpool, England, July 22-25, 2003. Its purpose was to examine the use of records as a tool

of government; the destruction of records as a political act; the effects of corruption or ideology on the record; secrecy and accountability; and the nature and use of records resulting from repressive policies. Sponsored by the Liverpool University Centre for Archive Studies, the conference was attended by about sixty archivists—including a number of SAA members—from fifteen countries. Conference activities included a reception at the Liverpool City Hall hosted by the Lord Mayor of Liverpool and a concluding banquet address by Lord Owen, former co-chairman of the International Conference on the Former Yugoslavia. At the close of the conference participants agreed to maintain and expand the discussion generated during the meeting by preparing and presenting papers on related topics at national and international professional gatherings and by holding other international conferences dedicated to the topic of "Political Pressure and the Archival Record." Conference proceedings will be available later this year.

### Visiting Archivist Fellowship

The Rockefeller Archive Center has established a Visiting Archivist Fellowship geared to professional archivists from the developing world. The Visiting Archivist will be in residence at the Center for up to one month for the purpose of enhancing professional development and expanding his/her knowledge of the Center's holdings relating to the fellow's country or region. The Visiting Archivist will receive a \$5,000 stipend for a four-week period. The stipend is intended to cover the costs of housing, food, and local transportation. Inquiries about the program and requests for application materials should be sent to Darwin H. Stapleton, Executive Director, Rockefeller Archive Center, 15 Dayton Avenue, Sleepy Hollow, NY 10591 USA.

### London Library Acquires Rare 15th-Century Physician's Handbook

The Wellcome Library, a medical history research center in London, has acquired a rare 15th-century physician's handbook while it was under the order of a temporary export ban by the British Arts Minister. The previous owner was planning to sell the book abroad but the government intervened. The Wellcome Trust, parent organization to the Library, stepped in and purchased the book for the equivalent of \$336,000 US. Written entirely in Middle English, the 200-page illustrated manuscript depicts the role of astrology in the practice of medieval physicians. Accompanying the text are charts and calendars that would assist the physician in calculating the best time to administer medical treatments. The handbook is available at <http://library.wellcome.ac.uk/resources/etexts/ms8004>.

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## New Strategic Directions Document Is Roadmap for Records Management Goals

Last summer the National Archives and Records Administration (NARA) released a draft "Proposal for a Redesign of Federal Records Management." That document laid out our proposed framework for making significant improvements to government records management, and in particular to meet the enormous challenges the federal government faces in managing and preserving electronic records.

This summer I am pleased to announce the release of "NARA's Strategic Directions for Federal Records Management" ([www.archives.gov/records\\_management/initiatives/strategic\\_directions.html](http://www.archives.gov/records_management/initiatives/strategic_directions.html)). This new document will be our roadmap for redesigning federal records management and partnering with federal agencies to ensure that records management supports their business needs.

Our strategic plan states that NARA will ensure ready access to essential evidence that documents the rights of American citizens, the actions of federal officials, and the national experience. In support of the NARA strategic plan, our goals for federal records management are to ensure that:

- federal agencies can economically and effectively create and manage records necessary to meet business needs;
- records are kept long enough to protect rights and assure accountability; and
- records of archival value are preserved and made available for future generations.

The strategic directions document outlines a series of strategies and tactics to help us achieve these goals. The strategies describe an approach to records management that builds mutually supporting relationships between NARA and agencies and demonstrates that effective records management adds value to agency business processes. A fundamental shift we are making is to manage different records in different ways. Resources, techniques, and tools for managing records will be allocated based on business needs for the records as information assets, legal requirements (e.g., the Federal Records Act, the Freedom of Information Act, and the Privacy Act), risks, and resources. We will focus on results, not process. It is more important that an agency has the records it needs when it needs them, not that it has a textbook records management program.

Our approach to records management is based on the ISO Records Management Standard 15489, which highlights the importance of trustworthy records using the concepts of authenticity, reliability, integrity, and usability. In developing regulations, policies, and guidance, we will stress the importance of agencies documenting their business processes, assessing the

value of their information assets, and using risk assessment to determine appropriate records management approaches. We will also partner with agencies to develop or adapt products and practices that support good records management and that provide solutions to electronic records issues.

Recognizing that resources are tight government-wide, this new approach focuses on program areas and work processes that are essential for accountability, protection of rights, and documentation of the national experience. This will help NARA and federal agencies to direct attention and resources to a smaller number of government activities—those areas and programs that create and produce such records. We also have established priorities for committing NARA resources to records management projects based on three criteria: the degree to which records relate to rights and accountability, the degree to which they create records with archival value, and the degree to which records in a program area are at risk.

The tactics we will use to carry out our strategies and achieve our goals include improved and expanded communications with stakeholders, records management guidance and training, and assistance to federal agencies. We are re-engineering our own work processes to be more effective, and we are working to find ways to minimize routine records scheduling activities. We will support the development of planning and evaluation tools and automated tools to support records management. We will explore ways to provide

agencies with modern records center services and preserve permanent records, focusing on electronic records particularly.

We have already made progress on a number of these tactics. We developed and issued a custody policy that expands our current definition of affiliated archives and draws clearer distinctions between legal and physical custody. We are working with several agencies on functional approaches to scheduling their records. We have developed a methodology to guide us in making decisions on resource allocation and are piloting that methodology. We will continue to move forward in partnership with agencies on these and other tactics to bring about major improvements in federal records management.

A number of SAA members contributed significantly to the strategic directions by participating in focus groups and conference sessions, submitting comments on our redesign proposal, and offering feedback on our prototypes and pilots. Thank you for sharing your insights and for helping us to improve our ideas. We welcome your continuing feedback as we put this new approach to federal records management into action. ♦

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## Congress Considers President's History/Archives Proposals

President Bush, having announced his budget proposal earlier in the year, has been keeping an eye on Congress as it considers his various budget proposals. Given the recent actions by congressional appropriation committees and deficit projections of staggering proportions, there is little evidence that the White House is making much of an effort to sway the Republican-controlled Congress to fully fund the president's history/archives-related proposals.

The president's budget includes \$25 million in new funds for the National Endowment for the Humanities (NEH) history-centered "We the People" initiative, \$100 million for the Department of Education "Teaching American History" (TAH) program, and a \$304.563 million budget for the National Archives and Records Administration (NARA). The NARA proposal includes a \$24.258 million increase for the next steps in its efforts to manage, preserve, and provide access to electronic records. For the National Historical Publications and Records Commission (NHPRC), a program that is perhaps best characterized as "the lost step-child" of the president's history/archives program, a funding recommendation of only \$5 million was advanced.

As Congress begins to consider the budget, the good news is that in spite of projected deficits, both the House of Representatives and the Senate have voted to boost humanities

funding over last year's spending levels. The bad news is that the recommended levels are not even close to approaching the president's recommendations, which include \$25 million for the NEH "We the People" initiative. After a concerted effort by humanities and history advocacy organizations, the House, by a vote of 225 to 200, brought the NEH budget line up to \$142 million, still some \$10 million short of the president's proposal but far better than the committee proposal. In the Senate, the full Appropriations Committee gave the NEH a similar increase, bringing the NEH total also to \$142 million. At these funding levels, funding for documentary editions and other NEH-supported archives-related programs probably will receive a boost in FY 2004.

The House has also been considering the budget for NARA. Because of the creation of the new Department of Homeland Security and the resulting reorganization of several departments, NARA's budget is now considered by the House Transportation, Treasury and Independent Agencies subcommittee of the House Appropriations Committee. For many legislators, this is a highly sought-after committee to sit on, largely because transportation-related measures bring so much money for special projects to home districts. Consequently, most committee lawmakers are preoccupied with transportation-related measures and as a consequence NARA funding does not receive the attention that it received prior to reorganization. Nevertheless, the House has recommended \$255.191 million in operating expenses for NARA, as well as \$35 million for the electronic records archives project.

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## Report on Advisory Committee on the Records of Congress

On Jun. 16, 2003, the Advisory Committee on the Records of Congress held its semiannual meeting. The committee heard from Lewis J. Bellardo, Deputy Archivist of the United States, sitting in for the Archivist, John Carlin. Bellardo updated the group on the progress of renovation at Archives I. Attendees then heard Historian of the Senate Richard Baker and Karen Paul's optimistic report to the Committee on the May meeting on Congressional Records. At that meeting the groundwork was laid for the creation of a new organization comprising member institutions that collect and preserve various legislative-related papers and records.

Richard Hunt of NARA's Center for Legislative Archives updated the Committee on the ongoing effort to acquire Congressional-related materials that are in private hands for use and display in the new Capitol Visitor Center (CVC). Hunt reported that on May 19, the National Coalition for History hosted a meeting that brought together representatives of the National Archives and the manuscript dealer/collector community to discuss issues of mutual concern. Hunt reported that while the collectors expressed some apprehension relating to the various complex issues surrounding federal and state replevin policy and practices, he believed that the negotiations





were enlightening and encouraging.

Much of the meeting focused on the new CVC, scheduled to open in late 2005. The CVC will tell the historical story of the legislative process in a 17,000-square-foot exhibition hall that will feature a "National Aspirations" gallery. The 260-foot-long gallery will be thematically organized around six topics that will provide an opportunity for the public to view key historical Congressional documents on a six-month rotation.

The committee also gathered to bid farewell to Michael L. Gillette, director of NARA's Center for Legislative Archives. After 12 years at the center, Gillette is taking a new position as head of the Texas Council for the Humanities. He was commended for his long-time service and dedication to the profession, and was given three gifts, including a gavel used on the opening day of the 107th Congress, which was presented by the Clerk of the House, Jeff Trandahl.

The Advisory Committee on the Records of Congress was established under authority of Public Law 101-509 (Nov. 5, 1990) to advise Congress and the Archivist of the United States on the management and preservation of the records of Congress. The House and Senate leadership appoint public members of the Committee, which meets twice a year as required by law. The Committee works actively to promote the preservation of materials documenting the legislative process.

### Nixon NSC Files Opened

In July, NARA opened some 180,000 pages of Nixon Administration National Security Council files. The files are available for scholarly research at Archives II. The newly released files include committee and meeting files, as well as minutes of meetings, study memorandums, policy papers, and intelligence files. The records are part of an ongoing collection that the NSC maintained, dating from the Eisenhower administration. For more information visit [www.archives.gov/media\\_desk/press\\_releases/nr03-55.html](http://www.archives.gov/media_desk/press_releases/nr03-55.html).

### FOIA Citizen's Guide Available

The House Governmental Reform Committee published in June an updated version of *A Citizen's Guide on Using the Freedom of Information Act and the Privacy Act of 1974 to Request Government Records*. To view a copy, visit [www.fas.org/sfp/foia/citizen.html](http://www.fas.org/sfp/foia/citizen.html).

### National Research Council Digital Archiving Report

The National Research Council Committee on Digital Archiving and the National Archives and Records Administration has published its first report on building and developing an electronic records archive at NARA. The online version is available at <http://books.nap.edu/books/0309089476/html/index.html>.

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## Georgia Archives Unveils New Facility

The Georgia Archives reopened to the public in May. The Archives was temporarily closed while moving to Morrow. Nearly 100,000 cubic feet of records were moved, including 20,000 books and periodicals, 180,000 microfilm reels, and 10,000 maps. The move was completed in record time. The new site is adjacent to the campus of Clayton College and

State University and will become a key part of a Clayton County redevelopment project called the Gateway Village. The National Archives and Records Administration (NARA) plans to move its Southeastern regional facility from East Point, Georgia, to this location, and a new NARA headquarters will be built alongside the Georgia Archives. This co-locating of

state and federal archives facilities will be a national first.

The new structure contains 171,000 square feet, compared to the 144,000 square feet in the old building. In addition to being larger, the new building will hold significantly more records due to its increased storage efficiency. The new building also features separate program and records storage areas, systems that provide optimum temperature and relative

humidity for records storage, state-of-the-art training rooms and classrooms, comfortable research space, and ergonomically designed workspace for staff. The building is designed to support current and future technological advances, including wireless communications systems.

Since re-opening, the Georgia Archives now averages 56 researchers per day, a 55% increase over last year. The very first researcher traveled all the way from Wisconsin!

(Right) Deputy Director Brenda Banks and Director David W. Carmichael cut the ribbon to the Research Room area at the new Georgia Archives.



(Above) View of the Georgia Archives lobby from the ground floor, looking toward the front entrance. 1870 heart pine is used on the wall to the right. The construction of the National Archives-Southeast Region is visible through the far windows in the back of this picture. (Right) The newly built Georgia Archives in Morrow. (Photos: Hellmuth, Obata + Kassabaum)



## Educating Archivists and Their Constituencies

The State Archives Department of the Minnesota Historical Society has completed its two-year project, "Educating Archivists and Their Constituencies," which was funded by the National Historical Publications and Records Commission (NHPRC). The goal of the project was to provide archivists with tools to reach their partners (e.g., records managers, librarians, IT people) on two topics of importance in the management of digital objects: metadata and eXtensible Markup Language (XML).

Project staff developed two full-day metadata and XML workshops, and two two-hour briefings on the same topics. Each session is intended to impart a general, high-level, non-technical knowledge of the subject to participants so that they will have the confidence and resources to learn more on their own. These materials, along with resource lists and guidance on their use, are freely available online ([www.mnhs.org/preserve/](http://www.mnhs.org/preserve/)

[records/workshops/edarchivists.html](http://records/workshops/edarchivists.html)). Comments and suggestions are welcomed.

The Minnesota Historical Society extends sincere thanks to its project partners: the Delaware Public Archives, the Indiana University Archives, the Ohio Historical Society, the San Diego Supercomputer Center, the Smithsonian Institution Archives, and the State of Kentucky.

## NARA Reopens Rotunda

The National Archives and Records Administration will reopen the Rotunda on Sept. 17 at 10 a.m. and unveil the newly re-encased Charters of Freedom in the National Archives Building in Washington, D.C. For the first time, all four pages of the U.S. Constitution will be on permanent display, as well as the Declaration of Independence and the Bill of Rights.





## NEDCC Guide to Assessing Preservation Needs

*Assessing Preservation Needs: A Self-Survey Guide*, by Beth Patkus, is now available from the Northeast Document Conservation Center (NEDCC). Small to medium-size institutions will benefit from this 96-page guide, which provides step-by-step directions and worksheets on how to go about surveying your collection's preservation needs, as well as guidance for setting preservation priorities once the needs have been identified. To order, send a check made out to NEDCC for \$15 to the Northeast Document Conservation Center, attn: Juanita Singh, 100 Brickstone Square, Andover, MA 01810. Order form also available at [www.nedcc.org/pubs/apnord.htm](http://www.nedcc.org/pubs/apnord.htm).

## Moravian College Exhibition

"Buried Treasure: Discovering the Moravian College Archives" is the title of a new exhibition at Moravian College's Payne Gallery in Bethlehem, Penn. Running from Oct. 23 to Nov. 30, 2003, the exhibition celebrates the long history of Moravian College (which traces its beginnings to 1742) and illustrates the crucial role that archives play in documenting the past. Drawing on a rich collection of documents, photographs, and other materials, it offers visitors a unique window into the Moravian College Archives, which acquired its first professional archivist, John S. Weeren, last year. For additional information, please contact the Payne Gallery at 610/861-1680.

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## Footnotes

- During his SAA presidency, Steven L. Hensen prepared an entry on the Society of American Archivists for the *Encyclopedia of Library and Information Science* (2nd ed.), which was published this summer by Marcel Dekker, Inc. The list price for the four-volume print edition is \$1,500 and includes a free online subscription for one year. For a two-minute preview of SAA's entry in the online version, visit [www.dekker.com/servlet/product/productid/E-ELIS](http://www.dekker.com/servlet/product/productid/E-ELIS).
- Archives received prominent mention in a recent issue of the *Chronicle of Higher Education* (Aug. 15, 2003). In "A Continuing Education in the Value of Archives," Edward Tenner ruminates about learning "so much in and through archives." The essay, adapted from a speech the author made at the joint spring meeting of the Mid-Atlantic Regional Archives Conference/New England Area Archivists, is available at <http://chronicle.com/weekly/v49/i49/49b01301.htm>.
- The vast majority of the 50,000+ research articles published each year as a result of federally funded science end up in the hands of for-profit publishers that charge exorbitant amounts to view results online. This is problematic for not only scientists, but also budget-squeezed information professionals. "A Fight for Free Access to Medical

Research" by Rick Weiss (*Washington Post*, Aug. 5, 2003) examines an online plan by the Public Library of Science to change the dominant system. Visit [washingtonpost.com](http://washingtonpost.com).

- In "Scarcity or Abundance? Preserving the Past in a Digital Era" (*The American Historical Review*, vol. 108, no. 3), Roy Rosenzweig points out two profound challenges future historians face: 1) figuring out how to ensure that the digital present will be available in the future, and 2) the astonishingly rapid accumulation of digital data may mean information overload. "Thus, historians need to be thinking simultaneously about how to research, write, and teach in a world of unheard-of abundance and how to avoid a future of record scarcity." Visit [www.historycoop.org/journals/ahr/108.3/rosenzweig.html](http://www.historycoop.org/journals/ahr/108.3/rosenzweig.html).
- In July, Vermont Public Radio reported that the Vermont State Archives was deluged with requests for the public papers of former governor Howard Dean, as Dean's presidential campaign becomes more popular. The Secretary of State said she may have to add staff to deal with the growing number of people researching Dean's past. Visit: <http://publicbroadcasting.net/vpr/news/content/527673.html>.



## 2003 CALENDAR

### October 2-4

First International Conference on the History of Records and Archives (I-CHORA) at the Faculty of Information Studies at University of Toronto, Canada. An international selection of over forty scholars and practicing professionals have been invited to present papers and discuss recent works, theoretical perspectives, needs and opportunities for research in the area of the history of records, recordkeeping, and archives. Program and registration information at [www.fis.utoronto.ca/research/i-chora/home.html](http://www.fis.utoronto.ca/research/i-chora/home.html).

### October 23-25

Annual fall meeting of the Midwest Archives Conference (MAC) at the Hyatt Regency in Dearborn, Mich. For more information, visit [www.midwestarchives.org](http://www.midwestarchives.org).

### October 29-November 1

Mid-Atlantic Regional Archives Conference (MARAC) fall meeting at Gettysburg Hotel in Gettysburg, Penn. For more information, visit [www.lib.umd.edu/MARAC/maraccon.htm](http://www.lib.umd.edu/MARAC/maraccon.htm).

### November 16-22

The Mercy International Association Second Archivists' Conference in Dublin, Ireland. Sisters of Mercy Archivists from the U.S.A., New Zealand, Australia, England, Ireland, Newfoundland, the Philippines, South Africa, and East Africa will gather at the Mercy International Centre, the Founding House of the Sisters of Mercy. For more information visit [www.mercyworld.org](http://www.mercyworld.org).

### November 18-22

AMIA's 2003 annual conference in Vancouver, British Columbia. For more information, visit [www.amianet.org](http://www.amianet.org) or e-mail [amia@amianet.org](mailto:amia@amianet.org).

### December 10-12

"World Summit on the Information Society 2003" in Geneva, Switzerland. Visit [www.geneva2003.org](http://www.geneva2003.org).

### March 1-3, 2004

"ECURE 2004: Preservation and Access for Electronic College and University Records," at Arizona State University. Learn more about ECURE at [www.asu.edu/ecure](http://www.asu.edu/ecure).

### June 4-7, 2004

The Paper, Archives and Book Specialty Group (Fachgruppe Grafik, Archiv-und Bibliotheksgut) of the Verband der Restauratoren e.V. (VDR) in Germany is planning a conference in Dresden: "Beyond Paper—Combination of Materials in Art Technology and Conservation." Apart from their classical fields of activities, conservators for paper, archives and books are frequently confronted by a broad spectrum of tasks. This symposium addresses conservation-restoration issues in which different technical and material areas overlap thus requiring collaboration between paper conservation and other conservation disciplines. For more information, contact Birgit Geller, [b.geller@lwl.org](mailto:b.geller@lwl.org).

### June 24-26, 2004

2004 Joint Technical Symposium, "Preserving the AudioVisual Heritage—Transition and Access," in Toronto, Canada, at the Isabel Bader Theater. Held every three years, the symposium provides an opportunity for colleagues around the world and those interested in the field to meet and share information about original image and sound preservation. Panel discussions, technical presentations and sessions, and special screenings will focus on preservation and restoration of the world's moving image and recorded sound heritage. Attendees traditionally include film/video/audio archivists, laboratory technicians and engineers, and film/video/audio preservation specialists drawn from a broad cross-section of institutions responsible for feature films, television (national, regional and local), independent productions, news film and amateur productions. Under the auspices of UNESCO (United Nations Educational, Scientific and Cultural Organization) Information Society Division, participating organizations include: the Association of Moving Image Archivists (AMIA), the International Federation of Film Archives (FIAF), the International Federation of Television Archives/Fédération Internationale des Archives de Télévision (FIAT/IFTA), the International Association of Sound and Audiovisual Archives (IASA), the International Council on Archives (ICA), the International Federation of Library Associations and Institutions (IFLA), and the Southeast Asia-Pacific Audiovisual Archive Association (SEAPAVAA). For more information, visit [www.jts2004.org](http://www.jts2004.org) or contact AMIA at 323/463-1500 or [info@jts2004.org](mailto:info@jts2004.org).

## FUNDING

### AIP Center for History of Physics

The Center for History of Physics of the American Institute of Physics has a program of grants-in-aid for research in the history of modern physics and allied sciences (such as astronomy, geophysics, and optics) and their social interactions. Grants can be up to \$2,500 each. They can be used only to reimburse direct expenses connected with the work. Preference will be given to those who need funds for travel and subsistence to use the resources of the Center's Niels Bohr Library (near Washington, DC), or to microfilm papers or to tape-record oral history interviews with a copy deposited in the Library. Applicants should name the persons they would interview or papers they would microfilm, or the collections at the Library they need to see; you can consult the online catalog at <http://www.aip.org/history>. Applicants should either be working toward a graduate degree in the history of science (in which case they should include a letter of reference from their thesis adviser), or show a record of publication in the field. To apply, send a vitae, a letter of no more than two pages describing your research project, and a brief budget showing the expenses for which support is requested to: Spencer Weart, Center for History of Physics, American Institute of Physics, One Physics Ellipse, College Park, MD 20740; phone 301/209-3174; fax 301/209-0882; e-mail [sweart@aip.org](mailto:sweart@aip.org). **Deadlines for receipt of applications are June 30 and Dec. 31 of each year.**

### Brown University Research Fellowship Program

The John Nicholas Brown Center is now accepting applications for its Research Fellowship Program. The center supports scholarship (research and writing) in American topics, primarily in the fields of art history, history, literature, and American studies. Preference is given to scholars working with Rhode Island materials or requiring access to New England resources. Open to advanced graduate students, junior or senior faculty, independent scholars, and humanities professionals. We offer office space in the historic Nightingale-Brown House, access to Brown University resources, and a stipend of up to \$2,500 for a term of residence between one and six months during one of our two award cycles each year: January through June; July through December. Housing may be available for visiting scholars. **Application deadlines are: Nov. 1st for residence between January and June; Apr. 15th for residence between July and December.** To request an application, please contact: Joyce M. Botelho, Director, The John Nicholas Brown Center, Box 1880, Brown University, Providence, RI 02912. 401/272-0357; fax 401/272-1930; [Joyce\\_Botelho@Brown.edu](mailto:Joyce_Botelho@Brown.edu).

### California Institute of Technology Biot and Archives Research Funds

The Maurice A. Biot Archives Fund and other funds provided by the archives offer research assistance up to \$1,500 to use the collections of the archives of the California Institute of

## SAA FALL EDUCATION SCHEDULE

### Basic Electronic Records

#0414 • Storrs, CT • October 1, 2003  
Co-Sponsor: New England Archivists

### Business Archives... Establishing & Managing an Archives

#0413 • New York, NY • October 1-3, 2003

### Leadership & Management of Archival Programs

#0415 • Dearborn, MI • October 22, 2003  
Co-Sponsor: Midwest Archives Conference

Watch for details on SAA's Web Seminar:  
**ETHICAL PROBLEM SOLVING**  
Late Fall 2003

For details on each workshop and to register visit:  
[www.archivists.org/prof-education/seasonal\\_schedule.asp](http://www.archivists.org/prof-education/seasonal_schedule.asp)  
or contact the SAA Education Office at 312/922-0410 or [education@archivists.org](mailto:education@archivists.org)





Technology. Applications will be accepted from students working towards a graduate degree or from established scholars. Graduate students must have completed one year of study prior to receiving a grant-in-aid. For the Biot award, preference will be given to those working in the history of technology, especially in the fields of aeronautics, applied mechanics and geophysics. The grant-in-aid may be used for travel and living expenses, for photocopy or other photo-reproduction costs related to the research project, and for miscellaneous research expenses. Funds may not be used for the purchase of computer software or hardware. For further information on holdings and online resources, please consult the <http://archives.caltech.edu>. Application guidelines may be obtained by writing to: Archivist, 015A-74, California Institute of Technology, Pasadena, CA 91125. **Applications will be accepted year-round and will be reviewed quarterly on Jan. 1, Apr. 1, Jul. 1, and Oct. 1 of each year.**

#### **Carl Albert Congressional Research and Studies Center Visiting Scholars Program**

The Carl Albert Congressional Research and Studies Center at the University of Oklahoma seeks applicants for its Visiting Scholars Program, which provides financial assistance to researchers working at the Center's archives. Awards of \$500-\$1,000 are normally granted as reimbursement for travel and lodging. The Center's holdings include the papers of many former members of Congress, such as Robert S. Kerr, Fred Harris, and Speaker Carl Albert of Oklahoma; Helen Gahagan Douglas and Jeffery Cohelan of California; Sidney Clarke of Kansas; and Neil Gallagher of New Jersey. Besides the history of Congress, congressional leadership, national and Oklahoma politics, and election campaigns, the collections also document government policy affecting agriculture, Native Americans, energy, foreign affairs, the environment, the economy, and other areas. Topics that can be studied include the Great Depression, flood control, soil conservation, and tribal affairs. At least one collection provides insight on women in American politics. Most materials date from the 1920s to the 1970s, although there is one nineteenth century collection. The Center's collections are described online at [www.ou.edu/special/albertctr/archives/](http://www.ou.edu/special/albertctr/archives/). The Visiting Scholars Program is open to any applicant. Emphasis is given to those pursuing postdoctoral research in history, political science, and other fields. Graduate students involved in research for publication, thesis, or dissertation are encouraged to apply. Interested undergraduates and lay researchers are also invited to apply. The Center evaluates each research proposal based upon its merits, and funding for a variety of topics is expected. No standardized form is needed for application. Instead, a series of documents should be sent to the Center, including: (1) a description of the research proposal in fewer than 1000 words; (2) a personal vita; (3) an explanation of how the Center's resources will assist the researcher; (4) a budget proposal; and (5) a letter of reference from an established scholar in the discipline attesting to the signifi-

cance of the research. **Applications are accepted at any time.** For more information, please contact: Archivist, Carl Albert Center, 630 Parrington Oval, Room 101, University of Oklahoma, Norman, OK 73019; 405/325-5401; fax 405/325-6419; [kosmerick@ou.edu](mailto:kosmerick@ou.edu).

#### **CLIR/DLF Fellowship**

The Council on Library and Information Resources (CLIR) and the Digital Library Federation (DLF) are pleased to announce a new opportunity for librarians, archivists, information technologists, and scholars to pursue their professional development and research interests as Distinguished Fellows. The program is open to individuals who have achieved a high level of professional distinction in their fields and who are working in areas of interest to CLIR or DLF. For more information, visit [www.clir.org](http://www.clir.org). The fellowships are available for periods of between three to twelve months and are ideal for senior professionals with a well-developed personal research agenda.

#### **Documentary Heritage Grant Program**

The Massachusetts Documentary Heritage grant program has available \$100,000 to fund projects that promote and result in the documentation, preservation, and use of historical records in Massachusetts. Applicants may request up to a maximum of \$10,000 for their projects. Certain expenses are subject to funding limits. The program is funded by the Secretary of the Commonwealth and by a grant from the National Historical Publications and Records Commission. Eligible applicants are non-profit, public or private organizations, such as repositories, community organizations, professional associations, or local or state government agencies. Priority will be given to local organizations and collaborative community projects. A series of grant application workshops is scheduled. To register for a workshop or for further information contact: Bill Milhomme, Field Archivist, 617/727-257 x257 or [william.milhomme@sec.state.ma.us](mailto:william.milhomme@sec.state.ma.us) or visit [www.state.ma.us/sec/arc/arcaac/aacintro.htm](http://www.state.ma.us/sec/arc/arcaac/aacintro.htm).

#### **FEMA Pre-Disaster Mitigation Grants**

In 2003, the Federal Emergency Management Agency (FEMA) will provide Pre-Disaster Mitigation (PDM) funds to Tribes, States and communities to implement hazard mitigation planning and mitigation construction projects prior to a disaster event. Approximately \$131.5 million will be available in the form of competitive grants; there is a \$3 million federal share cap per mitigation project. State emergency management agencies, other state-level agencies, Federally recognized tribal governments, and local governments are eligible. Although non-profit organizations are not eligible for direct grants, they may ask their local governments to submit applications on their behalf. Funds should be used primarily for mitigation activities that address natural hazards, but hazards caused by non-natural events are also eligible. A priority has been placed on projects that address National Flood Insurance Program (NFIP) repetitive flood loss properties. PDM grants are available for two types of activities: mitigation plan-

ning activities and mitigation projects. **Grant applications must be received by the appropriate FEMA regional office by midnight Eastern Time, Oct. 6, 2003.** Electronic applications are welcome, and the mitigation divisions of the FEMA regional offices will provide technical assistance throughout the application process. For more information: FEMA regional offices, [www.fema.gov/regions/index.shtml](http://www.fema.gov/regions/index.shtml); PDM guidelines, [www.fema.gov/fima/pdm.shtml](http://www.fema.gov/fima/pdm.shtml).

#### **Georgia Historical Records Grants**

The Georgia Historical Records Advisory Board's (GHRAB) Historical Records Grant Program is designed to promote preservation of and access to historical documents and advance the use of technology in Georgia's repositories and local government offices. Grant application guidelines and the application form are available at [www.GeorgiaArchives.org](http://www.GeorgiaArchives.org). **The application deadline is Jan. 2, 2004.**

#### **NHPRC Seeks Host Institution for 2004-2005 for NHPRC Fellowship in Archival Administration**

The National Historical Publications and Records Commission (NHPRC) is now accepting applications for the 2004-2005 year from archival repositories interested in serving as host institutions for an NHPRC Fellow in Archival Administration. State and local government agencies, colleges, universities, and other non-profit organizations, and Federally acknowledged or State-recognized Native American tribes or groups are eligible to apply. The position will focus on active hands-on experience in administration and management. **The application should be post-marked no later than Oct. 1, 2003.** NHPRC views the fellowship as an opportunity for professional archivists with at least one year of demonstrated experience to gain new or additional experience with archival administrative procedures and problems. Archives interested in applying to serve as host institutions should be able to expose the fellow to a wide variety of archival administrative experiences, as well as formal management or supervisory training, during the nine to twelve months the fellow will be associated with the host's program. In addition, the project director should be a mentor to the fellow and take an active role in the fellow's development. The fellow's stipend is \$40,000, with a benefit payment of \$10,000. Host institutions are awarded \$1,500, to interview prospective applicants and to use for the fellow's professional travel during the fellowship year. The host institution will be chosen by Dec. 1, 2003. Applications for prospective fellows will be made available at that time. **Applications from potential fellows are due by Mar. 1, 2004.** NHPRC encourages any interested archives to contact the Commission staff to discuss their applications. Staff will work with applicants to assure that their proposals include the range of administrative opportunities desired by NHPRC. Guidelines and application forms are available at [www.archives.gov/nhprc\\_and\\_other\\_grants/education\\_programs/education\\_programs.html#arch](http://www.archives.gov/nhprc_and_other_grants/education_programs/education_programs.html#arch). Or contact Michael T. Meier at 202/501-5610 ext. 252, [michael.meier@nara.gov](mailto:michael.meier@nara.gov).

## Funding

continued

### The Pepper Foundation's Visiting Scholars Program

The Claude Pepper Foundation seeks applicants for its visiting scholars program, which provides financial assistance for researchers working at the Claude Pepper Center's archives at Florida State University. The Claude Pepper Library's holdings include papers, photographs, recordings, and memorabilia of the late U.S. Senator/Congressman Claude Pepper and his wife, Mildred Webster Pepper. Pepper served in the U.S. Senate from 1936-1950 and the U.S. House of Representatives from 1962-1989. Topics that can be studied include Social Security, Medicare, elder affairs, age discrimination in the work force, labor issues such as minimum wage/maximum hours, health care reform, National Institutes of Health, civil rights, crime, international affairs, FDR's New Deal and World War II. The visiting scholar's program is open to any applicant pursuing research in any of the areas related to issues addressed by Claude Pepper. **Application deadlines are Apr. 15 and Oct. 15.** For additional information and an application form, contact: Grants Coordinator, Claude Pepper Center, 636 West Call Street, Tallahassee, FL 32306-1122; 850/644-9309; fax 850/644-9301; mlaughli@mailers.fsu.edu; <http://pepper.cpb.fsu.edu/library>.

### Recording Academy Grants

The National Academy of Recording Arts & Sciences, Inc., also known as the Recording Academy, awards grants to organizations and individuals to support efforts that advance: 1) archiving and preserving of the musical and recorded sound heritage of the Americas; 2) research and research implementation projects related to music teaching methodology in early childhood and the impact of music study on early childhood development; and 3) medical and occupational well being of music professionals. Priority is given to projects of national significance that achieve a broad reach and whose final results are accessible to the general public. Grant amounts generally range from \$10,000-\$20,000. For projects of particularly broad scope or importance applicants may request support in excess of the standard guidelines. The Recording Academy reserves the right to award each grant on a case-by-case basis. Grant requests may span a time period from twelve to twenty-four months. The grant application is available online at <http://www.GRAMMY.com/grantprogram>. Applicants must use the current grant application only.

### Rockefeller Archive Center Visiting Archivist Fellowship

The Rockefeller Archive Center has established a Visiting Archivist Fellowship geared to professional archivists from the developing world. The Visiting Archivist will be in residence at the Center for up to one month for the purpose of enhancing professional development and expanding his/her knowledge of the Center's holdings relating to the fellow's country or region. The Visiting Archivist will receive a \$5,000 stipend for a four-week period. The stipend is intended to cover the costs of housing, food and local transportation. Inquiries about the program and requests for application materials should be sent to Darwin H. Stapleton, Executive Director, Rockefeller Archive Center, 15 Dayton Avenue, Sleepy Hollow, New York 10591 USA.

### Morris K. Udall Archives Visiting Scholars Program

The University of Arizona Library Special Collections houses the papers of Morris K. Udall, Stewart L. Udall, David K. Udall, Levi Udall and Jesse Udall. The library's holdings also include related papers of noted politicians Lewis Douglas, Henry Ashurst and George Hunt. To encourage faculty, independent researchers, and students to use these materials, the Morris K. Udall Archives Visiting Scholars Program will award up to three \$1,000 research travel grants and four \$250 research assistance grants in the current year. Preference will be given to projects relating to issues addressed by Morris K. Udall and Stewart L. Udall during their long careers of public service on environment, natural resources, Native American policy, conservation, nuclear energy, public policy theory and environmental conflict resolution. **Eligibility:** The grants are open to scholars, students, and independent researchers. **Awards:** The \$1,000 research travel grants will be awarded as reimbursement for travel to and lodging expenses in Tucson, Arizona. These grants do not support travel to locations other than Tucson. The \$250 research assistance grants will be awarded to assist local researchers. **Application Procedures:** Applications will be accepted and reviewed throughout the year. Please mail a completed application form with three sets of the following materials: 1) a brief 2-4 page essay describing your research interests and specific goals of your proposed project; and 2) a 2-3 page brief vita. To request an application, contact: Roger Myers, University of Arizona Library Special Collections, P.O. Box 210055, Tucson, Arizona 85721-0055, [myersr@u.library.arizona.edu](mailto:myersr@u.library.arizona.edu).



professional opportunities



Lightning struck at Cape Canaveral, activating the in-orbit deployment sequence of a military communications satellite—two days before launch. After several frantic hours at launch control, inspiration struck The Aerospace Corporation's Peter Carian, who diagrammed the solution on a napkin over lunch. The launch was saved, proving once again that The Aerospace Corporation's job is solving problems. Find out how you, too, can be part of the solution.

The Library & Information Resources Center of The Aerospace Corporation in El Segundo seeks an Archivist. Aerospace, a California nonprofit corporation, operates a Federally Funded Research and Development Center (FFRDC) which provides support to the U.S. Government in the planning and acquisition of space and launch systems. Aerospace employs approximately 3,000 people, of whom 2,000 are technical staff.

### Archivist

Acquire, classify, and catalog paper/electronic documents, audiovisual materials, oral histories and other corporate memory resources. Extract and evaluate pertinent information from technical data, manuscripts and audiovisual materials. Compile reports. Prepare informative abstracts and other written materials as appropriate. Consult with management and program offices to identify archival-quality materials. Help researchers utilize a wide range of information resources, classified and unclassified. Apprise user community of new information resources as they become available. Develop, enhance and maintain catalogs/databases of archival holdings. Ensure quality control of online databases and maintenance of archives collection. Develop and implement document preservation plan.

Requires graduate work or advanced degree in library science, history or archival studies and 3+ years of increasingly responsible, related experience preferably in an archives or special library. Also essential are strong research, organizational, and oral/written communication skills as well as the ability to interface effectively in a civilian/military research environment. Knowledge of basic PC office software is essential. Experience in management and handling of classified information is desired. Salary is commensurate with qualifications and experience.

Resumes to:

Kay J. Wade

Manager, Corporate Memory Resources  
The Aerospace Corporation  
P.O. Box 92957, Mail Station M2/356  
Department: AL7-0335  
Los Angeles, CA 90009-2957  
[Kay.J.Wade@notes.aero.org](mailto:Kay.J.Wade@notes.aero.org)

Equal Opportunity Employer







## ARCHIVIST

*The Aerospace Corporation  
Los Angeles, CA*

The Library & Information Resources Center of the Aerospace Corporation in El Segundo seeks an archivist. Aerospace, a California nonprofit corporation, operates a Federally Funded Research and Development Center (FFRDC), which provides support to the U.S. government in the planning and acquisition of space and launch systems. Aerospace employs approximately 3,000 people, of whom 2,000 are technical staff. **Archivist:** Acquire, classify, and catalog paper/electronic documents, audiovisual materials, oral histories and other corporate memory resources. Extract and evaluate pertinent information from technical data, manuscripts and audiovisual materials. Compile reports. Prepare informative abstracts and other written materials as appropriate. Consult with management and program offices to identify archival-quality materials. Help researchers utilize a wide range of information resources, classified and unclassified. Apprise user community of new information resources as they become available. Develop, enhance and maintain catalogs/databases of archival holdings. Ensure quality control of online databases and maintenance of archives collection. Develop and implement document preservation plan. Requires graduate work or advanced degree in library science, history or archival studies and 3+ years of increasingly responsible, related experience preferably in an archives or special library. Also essential are strong research, organizational, and oral/written communication skills as well as the ability to interface effectively in a civilian/military research environment. Knowledge of basic PC office software is essential. Experience in management and handling of classified information is desired. Salary is commensurate with qualifications and experience. EOE. **To apply, contact:** Kay J. Wade, Manager Corporate Memory Resources, The Aerospace Corporation, P.O. Box 92957, Mail Station M2/356, Department AL7-0334, Los Angeles, CA 90009-2957; [Kay.J.Wade@notes.aero.org](mailto:Kay.J.Wade@notes.aero.org); [www.aero.org](http://www.aero.org).

## ARCHIVIST

*Georgia Museum of Art  
University of Georgia  
Athens, GA*

Part-time position. Salary commensurate with experience. Will assist the Pierre Daura Curator of European Art. Will maintain, catalogue, arrange, and help expand Daura archives. Assist with maintaining a website on the Daura Center, input records into existing database, scan collection material, and perform clerical duties. Will be trained in art handling. Reading proficiency in either French or Spanish with demonstrable skills in the other; art history coursework required. Completion of basic archives course at the graduate level or prior

work experience in archival or special collections. Word processing and experience with computer databases necessary. Museum experience and M.L.S. degree preferred. Applications will be reviewed until position is filled. Send cover letter, CV, names and phone numbers of three references, and transcripts. No faxes or emails accepted. UGA is an EEO/AA Institution. **To apply, contact:** Julie Feldman, Georgia Museum of Art, 90 Carlton Street, University of Georgia, Athens, GA 30602; 706/542-4662; [jpfeldma@uga.edu](mailto:jpfeldma@uga.edu).

## ARCHIVIST

*NASA Ames History Office  
NASA Ames Research Center  
Moffett Field, CA*

Quantum Services, Inc., is hiring an archivist at the NASA Ames Research Center in Mountain View, California. Part time, with potential for full time. **Responsibilities:** Open and manage a new history office. Duties include surveying extant materials, drafting finding aids, compiling bibliographies, answering historical queries, supporting the work of historians, facilitating an oral history program, and helping with various exhibits and publications. The archivist is expected to work independently, with guidance from the Ames Senior Adviser for History, and in collaboration with records managers, librarians, and media specialists. The archivist needs to follow best practices as established by the NASA History Office. Responsibilities approximate those of the GS-1420-12 job classification.

**Qualifications:** ALA-accredited M.L.S. degree or a master's degree in an appropriate field of history, plus substantial archival experience. Experience with federal and scientific records a plus. Computer skills essential. EOE **To apply, send resume as a Word or PDF file attachment to:** Quantum Services Project Office; [rsims@mail.arc.nasa.gov](mailto:rsims@mail.arc.nasa.gov).

## ARCHIVIST (2 POSITIONS)

*Harry Ransom Humanities Research Center  
The University of Texas at Austin  
Austin, TX*

The Department of Archives & Visual Materials Cataloging at the Ransom Center seeks two experienced archivists with excellent French language skills to arrange and describe four modern French literary archives during a two-year project beginning Jan. 1, 2004. **SENIOR PROJECT ARCHIVIST.** Reports to Head, Archives & Visual Materials. **Duties:** Arrange, describe, and house collection materials; write finding aids and catalog records; supervise 3.0 FTE project staff. **Required:** Master's degree in library/information science; French language fluency; two years of manuscript processing experience; experience with archival cataloging and preservation techniques and standards (including APPM, EAD, AACR2r, MARC21); experience using a bibliographic utility (RLIN or OCLC). **Preferred:** M.L.S. degree from ALA-accredited graduate library/information science

program with archival training or M.A.S. degree; degree in French language and literature; superior writing and verbal communication skills; experience working with large archival collections; experience with photographic materials; successful supervisory experience; strong organizational and interpersonal skills; ability to work as a team member. **Salary:** \$42,000 plus competitive benefits package. **PROJECT ARCHIVIST.** Reports to Senior Project Archivist. **Duties:** Arrange, describe, and house collection materials; perform online name and subject authority searches; assist in writing finding aids and catalog records; perform EAD tagging of finding aids. **Required:** Master's degree in library/information science; reading knowledge of French language; manuscript processing experience. **Preferred:** M.L.S. degree from an ALA-accredited graduate library/information science program with archival training or M.A.S. degree; two years of undergraduate French language coursework; one year of processing experience; experience using EAD standard and working knowledge of APPM, AACR2r, MARC21; experience performing name and subject authority searches; strong organizational and interpersonal skills; excellent oral and written communications skills; ability to work as a team member. **Salary:** \$35,000 plus competitive benefits package. Applicants MUST complete an online Application of Employment at <http://utdirect.utexas.edu/pnjjobs/> to be considered. Refer to job numbers 03-08-08-01-0080 (Senior Project Archivist) and 03-08-08-02-0080 (Project Archivist). Equal Opportunity/Affirmative Action Employer. **To apply, contact:** Joan M. Sibley, Harry Ransom Humanities Research Center, The University of Texas at Austin, P.O. Box 7219, Austin, TX 78713-7219; 512/471-7110; fax 512/471-7930; [jmsibley@mail.utexas.edu](mailto:jmsibley@mail.utexas.edu); [www.hrc.utexas.edu](http://www.hrc.utexas.edu).

## ASSISTANT PROFESSOR POSITIONS

*University of California, Los Angeles  
Department of Information Studies  
Los Angeles, CA*

The Department of Information Studies, Graduate School of Education & Information Studies, at the University of California-Los Angeles is recruiting for two tenure-track assistant professor positions to begin in the Fall of 2004, with the following emphases: 1) Information Technology in Context, and 2) Archives, Recordkeeping, and Preservation. For more information about these openings, please see our Web site at <http://www2.gseis.ucla.edu/hr/jobs>. UCLA is an Equal Opportunity/Affirmative Action Employer. We encourage applications from members of underrepresented groups.

## AUDIO ARCHIVIST

*Naropa University  
Boulder, CO*

The Audio Archivist will serve as team leader for two-year, grant-supported project with goal



of transferring analog audio recordings created over the past 30 years at the Jack Kerouac School of Disembodied Poetics to digital media, with concurrent cataloging and dissemination.

**Responsibilities:** Management of analog-to-digital reformatting of collection; implementation of cataloging; supervision of staff and outside consultants; establish policy standards; manage work flow and work schedules; plan goals for university's audio collections; supervise project budget; participate in university and professional organizations. **Qualifications:** M.L.S. from ALA-accredited library school with coursework in archival administration; 3-5 years of experience in archival repository; knowledge and experience

with audio collection processing and description; familiarity with MARC, EAD, Dublin Core cataloging protocols, Anglo-American Cataloging Rules, Library of Congress Authority Files; and ability to work independently and collaboratively in complex changing environment. **Preferred**

**Qualifications:** Certification by SAA, management of grant-supported projects, promotion of primary archival resource materials. **To apply, contact:** Sue Salinger, Naropa University, 2130 Arapahoe Ave, Boulder, CO 80302; 303/546-3573; fax 303/245-4634; employment@naropa.edu; www.naropa.edu.

### CATALOGING/INDEXING LIBRARIAN (HEAD OF THE LIBRARY)

*The New Yorker*  
New York, NY

*The New Yorker* invites nominations and applications for a chief cataloging/indexing librarian for the magazine's in-house library. The head of the library will, with the library staff, index periodical articles from each week's issue into separate bibliographical catalogs and will formulate and implement goals and objectives for the department as needed. The head of the library will oversee and maintain the historic card catalog indexing the contents of magazine's seventy-eight years of issues, as well as a collection of books published by the magazine itself, by the magazine's writers and artists, and published about the magazine. The head of the library will lead the ongoing effort to define the magazine's digital library requirements and supervise the translation and migration of material between traditional formats and digital formats and their integration into the library from a variety of sources. The head of the library will lead an initiative in which he or she and other editorial department heads review existing and potential content archives and databases and look for opportunities to share material and eliminate redundancy. The head of the library will establish new policies and procedures for the library where necessary, and will lead the continuing innovation of library services. The head of the library will familiarize himself or herself with *The New Yorker* Collection at the New York Public Library, an archive of papers and correspondence donated twelve years ago, which is consulted frequently by scholars, and may evaluate possible additions to *The New Yorker* Collection. The head of the library will assist staff, visiting scholars, and telephone callers with queries about magazine content. The head of the library will work closely with the editorial, business, and information systems and technology staffs; have opportunities for supervising and coordinating special projects; and supervise a staff of two. The successful candidate will have: a thorough knowledge of *The New Yorker*, past and present; supervisory experience and demonstrated ability to manage a library; a knowledge of current and emerging trends in cataloging, digital access, and automated

library systems; a strong commitment to customer service; experience with relational databases; demonstrated ability to work independently and creatively with information systems and technology staff; familiarity with the Macintosh platform and Adobe Photoshop; strong cataloging skills and familiarity with FileMaker Pro and other indexing programs; familiarity with Lexis-Nexis, Factiva, and other research databases; familiarity with Web applications and software; an M.L.S. from an ALA-accredited school; five or more years of recent similar experience; Familiarity with Quark and mark-up languages (SGML, XML, etc.) a plus. For immediate consideration, please email your resume and a letter describing how you meet the criteria outlined above to the email address below and list the names, addresses and phone numbers of three references. You may also send your application by regular mail. Sarah Slavin, Conde Nast Publications, Inc., 4 Times Square, New York, NY 10036; Sarah\_Slavin@condenast.com.

### COUNTY ARCHIVIST

Montgomery, AL

For an application and detailed information about this position, visit our Web site at <http://personnel.ci.montgomery.al.us>. **To apply, contact:** Montgomery City-County, Personnel PO Box 1111, Montgomery, AL 36101 1111; 334/241-2675; fax 334/241-2219; <http://personnel.ci.montgomery.al.us>.

### DIRECTOR

William Jefferson Clinton Library  
Little Rock, AK

The National Archives and Records Administration invites nominations and applications for the position of Director of the William Jefferson Clinton Presidential Library located in Little Rock, Arkansas. Leading candidates will have extensive experience directing a historical, archival, cultural, philanthropic, educational, or governmental institution. Also required is success in building public-private or other coalitions and partnerships to advance the programs and missions of a public or private institution. Candidates should also have a strong interest and understanding of events and issues of the last fifty years; skill in creatively broadening and serving their constituencies; and outstanding communications skills. The Library Director is responsible for planning, directing, and administering all programs and activities of the Library, including archival, museum, and educational programs. The Director of the William Jefferson Clinton Library works closely with President Clinton, the William J. Clinton Presidential Library Foundation, and the University of Arkansas to develop public programs and services that enhance the growth and reputation of the library as a center of public scholarship and service. This is an excepted service Senior Level (SL) appointment within the federal government with a salary range of \$111,997-\$142,500.

## HOW TO LIST A PROFESSIONAL OPPORTUNITY

SAA publishes announcements about professional opportunities for archivists and positions wanted. SAA reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

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Announcements are posted weekly on SAA's Web site in the *Online Employment Bulletin* ([www.archivists.org/employment](http://www.archivists.org/employment)) and remain posted for up to two months. As a value added, announcements may also be published in *Archival Outlook* or the print version of the *SAA Employment Bulletin*.

Deadlines for all issues of *Archival Outlook* and *SAA Employment Bulletin* are the 15th of the month preceding publication. Job ads will not be posted unless accompanied by a purchase order for the applicable amount; ads will be edited to conform to the style illustrated in this issue. Job ads submitted via fax must be double-spaced. Ads may be submitted via fax, e-mail, on diskette, or regular mail.

The *SAA Employment Bulletin* is available to individual members at a cost of \$50 per year only at the time of membership renewal. The bulletin is published in February, April, June, August, October, and December. *Archival Outlook* is published in January, March, May, July, September, and November and is sent to all SAA members.

**For more information contact SAA at**  
312/922-0140, fax 312/347-1452,  
[jobs@archivists.org](mailto:jobs@archivists.org)

**It is assumed that all employers**  
comply with Equal-Opportunity/

**Affirmative-Action regulations.**





Detailed information about NARA and Presidential Libraries is available at [www.archives.gov](http://www.archives.gov). This announcement will remain in effect until the position is filled. Applicants should send a resume and address how their qualifications and experience match the criteria for success in this position. Applicants must be U.S. citizens. **To apply, contact:** Richard Claypoole, Assistant Archivist for Presidential Libraries, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001; 301/837-3250; fax 301/837-3199; [richard.claypoole@nara.gov](mailto:richard.claypoole@nara.gov); [www.archives.gov](http://www.archives.gov).

### MANUSCRIPT CURATOR

*East Carolina University  
Greenville, NC*

Manuscript Curator, Special Collections Department. Joyner Library, East Carolina University, Greenville, North Carolina is seeking an energetic, service-oriented person to direct and manage manuscript and other special collections. The position involves working with the Head of Special Collections to promote and develop these collections; directing and supervising reference service and bibliographic instruction programs for manuscript and archival materials; engaging in outreach and promotional activities; directing the creation of electronic finding aids using Encoded Archival Description (EAD); maintaining several databases; compiling usage and public service statistics; seeking grant and endowment funding to support the Manuscript Collections; and engaging in and supporting manuscript digitization initiatives. Complete information on the position is available at [www.lib.ecu.edu/mancur.html](http://www.lib.ecu.edu/mancur.html) or contact Christina Bowers via email [bowersc@mail.ecu.edu](mailto:bowersc@mail.ecu.edu) or phone 252/328-6514. **To apply, contact:** Christina Bowers, East Carolina University, Joyner Library, Greenville, NC 27858; 252/328-6514; [bowersc@mail.ecu.edu](mailto:bowersc@mail.ecu.edu); [www.lib.ecu.edu](http://www.lib.ecu.edu).

### MANUSCRIPTS CATALOGER

*The Gilder Lehrman Collection  
New-York Historical Society  
New York, NY*

Responsible primarily for verifying bibliographic data and providing content summaries in a Windows-based database system, providing conservation assessments and assisting with the proper storage of manuscript documents. Successful candidate must have: Previous cataloging experience. Experience with 17th-19th century American historical documents preferred, but experience with all types of manuscripts and books will be considered; experience with database systems and Windows-based software. Past Perfect software experience preferred; excellent oral and written communication skills; demonstrated reliability and ability to meet deadlines; strong analytical skills, attention to detail; demonstrated ability to work effectively within a team environment. Salary commensu-

rate with experience. Full medical and dental benefits. 401(k) plan. Flexible work schedule. The Gilder Lehrman Collection on deposit at the New-York Historical Society, is one of the largest and finest collections of American Historical documents in private hands. Its holdings range from Colonization through modern times, with emphasis on the period from 1760 to 1870. **To apply, contact:** Sandra M. Trenholm, The Gilder Lehrman Collection at the New-York Historical Society, 2 West 77th Street, New York, NY 10024; 212/787-6616; fax 212/787-6651; [trenholm@gilderlehrman.com](mailto:trenholm@gilderlehrman.com); [www.gilderlehrman.org](http://www.gilderlehrman.org).

### PROJECT ARCHIVIST

*Rockefeller Archive Center  
Sleepy Hollow, NY*

The Rockefeller Archive Center seeks an experienced archivist to conduct the second phase of a survey of approximately 500,000 photographs. The project archivist will be responsible for helping to manage the survey database and to prepare a photograph guide. This is a two-year funded project. The Project Archivist will report to the Senior Archivist for Photographs and may be assigned special tasks as needed.

**Requirements:** Bachelor's degree in history with a minimum of two years of archival experience; or an M.L.S. with a focus in archival management; or at least five years of archival experience. Experience with photograph collections desirable. Applicants must have excellent communication, word-processing, and database management skills. We offer an excellent benefit package and a competitive salary. **For immediate consideration please send resume and salary history to:** Darwin H. Stapleton, Executive Director, Rockefeller Archive Center, 15 Dayton Avenue, Sleepy Hollow, NY 10591; fax to 914/631-6017 or e-mail [archive@mail.rockefeller.edu](mailto:archive@mail.rockefeller.edu). The Rockefeller Archive Center, a division of The Rockefeller University, is located in Westchester County, New York. The Archive Center holds over 35,000 cubic feet of records documenting the history of the Rockefeller family and its philanthropies. The Rockefeller University is an EOE/AA employer.

### RESEARCHER

*The Mary Baker Eddy Library for The  
Betterment of Humanity  
Boston, MA*

Responsibilities include working with patrons in the research room of the library and answering phone and on-line inquiries from all over the world. Research results could range from simple factual answers to detailed analyses of a specified subject. **Requirements include:** M.L.S. or M.A. in history; Excellent print and online reference skills. Excellent interpersonal skills. Ability to work both independently and with a team; Experience conducting in-depth historic research, writing, and editing with an archival collection. Must be able to comfortably lift 25

lbs. or more; knowledge of MS Office Suite and databases; knowledge of American women's history and/or American religious history preferred. **To apply, contact:** Heidi Davis, The Mary Baker Eddy Library for The Betterment of Humanity, 175 Huntington Ave. A06-10, Boston, MA 02115; fax 617/450-3856; [jobs@marybakereddylibrary.org](mailto:jobs@marybakereddylibrary.org); [www.marybakereddylibrary.org](http://www.marybakereddylibrary.org).

### SPECIAL COLLECTIONS LIBRARIAN

*Norwich University  
Kreitzberg Library  
Northfield, VT*

Responsible for managing special collections including collection and policy development, acquisitions, arrangement and description, preservation, reference service, exhibits and outreach. Supervises special collections staff and serves on the library management team. **Qualifications:** M.L.S. with archives concentration from an ALA-accredited school, M.A. in archives and history, or equivalent is required. Three or more years of progressive experience in academic and/or military archives and manuscript collections is preferred. Strong communication, organizational, supervisory, research, and computer skills are essential. **Salary:** \$38,000-\$42,000 commensurate with qualifications and experience. Includes a comprehensive benefits package. Review of applications will begin Sep. 1. For further information, email [catherin@norwich.edu](mailto:catherin@norwich.edu). Send cover letter, resume, and three references to: Special Collections Search. Norwich is an Equal Opportunity Employer offering a comprehensive benefit package that includes medical and dental coverage, group life and long term disability insurance, flexible spending accounts for health and dependent care, a retirement annuity program and tuition scholarships for eligible employees and their family members. **To apply, contact:** Ellen Danahy Liptak, Norwich University, Human Resources, 158 Harmon Drive, Northfield, VT 05663; 802/485-2075; fax 802/485-2090; [eliptak@norwich.edu](mailto:eliptak@norwich.edu); [www.norwich.edu](http://www.norwich.edu).

### UNIVERSITY RECORDS MANAGER

*Duke University Archives  
Durham, NC*

Duke University seeks a dynamic and experienced records manager to plan and implement a campus-wide program to identify and schedule university records according to University policies and appropriate state and federal laws. Reports to the University Archivist and also works closely with the Director of Medical Center Archives. **Required:** Minimum of undergraduate degree with either evidence of records management training and experience or CRM (Certified Records Manager). Minimum salary: \$45,000; comprehensive benefits package. See full position announcement at: [www.lib.duke.edu/jobs/RecordsManager,UniversityArchives.html](http://www.lib.duke.edu/jobs/RecordsManager,UniversityArchives.html). **To apply, contact:** Sharon A. Sullivan, Duke University Libraries, Perkins Library, Box 90194, Durham, NC 27708; fax 919/660-5923; <http://www.lib.duke.edu>



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November/December 2003



## City of Angels

Complete coverage  
of SAA's 67th  
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A dozen new titles added to SAA's  
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