

• SAA Newsletter

Society of American Archivists, 330 S. Wells St.
Suite 810, Chicago, Illinois 60606

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March 1979

ARCHIVES IN AUSTERITY: CARTER'S FY80 BUDGET

The FY80 budget sent by the Carter administration to Congress in January will be greeted with mixed reactions by archivists. Only a few programs of interest to the profession fared well in the proposed document--which will be considered by Congress over the next few months.

National Archives and Records Service The total appropriations request for NARS was \$80,446,000, in contrast to estimated FY79 expenditures of \$75,799,000. In the Office of the National Archives, the activity which employs archivists in custodial units in Washington and in NARS regional archives branches, the FY80 request is for \$12,819,000, while the estimated budget for FY79 is \$12,694,000. Full-time-equivalent employees in the Office of the National Archives in FY79 numbered 586. The Presidential Libraries system also employs a significant number of archivists. FTE's in the system in FY79 were 250. The Libraries' budget for FY79 is estimated to be \$5,372,000 while the FY80 request is \$5,416,000. The changes in the budgets of the Offices of the National Archives and of Presidential Libraries will barely offset routine salary increases for existing personnel.

National Historical Publications and Records Commission In a recent report to President Carter, the Commission recommended that its reauthorization legislation for the next three years be written at \$6 million in FY80, \$7 million in FY81 and \$8 million in FY82. However, according to reliable reports, the administration will send a bill to Congress within the next few weeks providing for reauthorization of NHPRC funding for each of the next three years at \$4 million. Although the present authorization level is \$4 million, staff costs are not now included in that figure. In the new proposal, staff costs of \$.5 million would be a part of the \$4 million authorization, thereby resulting in a net cut of funding for this activity. (continued on p.5)

NOMINATING COMMITTEE SELECTS CANDIDATES

SAA's 1979 Nominating Committee has selected the following candidates for office:

Vice President (becomes President Oct. 1980)

Elsie Freivogel, National Archives

Ruth W. Helmuth, Case Western Reserve University

Treasurer

Richard Marcus, Chicago Jewish Archives of Spertus College of Judaica

Mary Lynn McCree, University of Illinois at Chicago Circle

Council (2 seats; 4 year terms)

Douglas A. Bakken, Ford Archives

Lynn Bonfield Donovan, Archival Consultant

Meyer H. Fishbein, National Archives

Patrick M. Quinn, Northwestern University

Nominating Committee (3 seats, 1 year terms)

Charles C. Colley, Arizona State University

Mary Jane M. Dowd, National Archives

Sue E. Holbert, Minnesota Historical Society

Philip F. Mooney, Coca-Cola Company

Patrick B. Nolan, Wright State University

Wilma R. Slaight, Wellesley College

Candidates for Council and Nominating Committee will not be paired on the ballot.

Additional nominees may be placed on the ballot by a petition signed by 50 members of the Society. One valid Council petition has already been received. Anyone who plans to initiate a petition should contact the Society's office by April 15, 1979 in order to assure all candidates of equivalent exposure on the written ballot. Deadline for receipt of petitions in the executive director's office is May 25.

Nominating Committee members are Jay M. Haymond, Utah State Historical Society; Andrea Hinding, University of Minnesota; David E. Horn, chairman, DePauw University; Eleanor McKay, Memphis State University; Edward Weldon, New York State Archives.

NOMINATIONS FOR SAA FELLOWS SOLICITED

The SAA Committee on Professional Standards urges the Society's membership to nominate persons for election as Fellows in 1979.

Election of Fellows is by majority vote of the Committee on Professional Standards, composed of the seven most recent past presidents of the Society. (In 1980, as recommended in the report of the Committee on Committees, the Professional Standards Committee will be made up of the five most recent past presidents.) The 1978-79 Committee will be chaired by Walter Rundell, Jr., University of Maryland.

According to the constitution, candidates for Fellow must have been individual members of the Society in good standing for the past five years. The Committee on Professional Standards is also guided by the following criteria:

- A. Appropriate academic education and professional and technical training in any of the fields of the Society's interest.
- B. Professional experience in any of the fields of the Society's objectives, of a minimum of five years, which shall include evidence of professional responsibility. Contributions to the profession which demonstrate the possession of initiative, resourcefulness, and professional morale.
- C. Writing of superior quality and usefulness in contributing toward the realization of the Society's objectives.
- D. Contributions to the archival profession through active participation in the Society of American Archivists and innovative or other outstanding work on behalf of the Society.

Any SAA member is eligible to nominate another member for Fellow of the Society. For a nomination form, write to Deborah Smith, SAA headquarters office.

Completed forms must be received by Walter Rundell, Jr., Dept. of History, University of Maryland, College Park, MD 20742, by May 1. The Society's 1979 Fellows will be announced as a feature of the Presidential Banquet at the Chicago annual meeting.

FINALLY ...AN ARCHIVIST FOR IOWA

Edward N. McConnell, local records specialist with the Ohio Historical Society, will assume the newly-created state archivist's position in Iowa on March 19. Efforts of the Iowa Historical Materials Preservation Society (IHMPs) were instrumental in the creation of the new position. (See *SAA Newsletter*, July 1978, p. 2.) Grant funding from the National Historical Publications and Records Commission will support the salary of an assistant state archivist for one year.

SAA COUNCIL AGENDA

9:00 a.m. April 24, 1979
330 S. Wells
Chicago, Illinois

- I. Adoption of the Agenda
- II. President's Report
- III. Vice President's Report
- IV. Treasurer's Report
- V. Executive Director's Report
 - A. FY80 Budget
 - B. 1979 Annual Meeting
- VI. Editor's Report
- VII. Unfinished Business
 - A. Committee Reorganization
 - B. Accreditation of Archival Education
- VIII. New Business
 - A. Election Procedures
 - B. Program Standards for Archival Education: The Practicum
 - C. Clearinghouse for Microfilm Projects
 - D. Report of Ethics Committee
 - E. Anglo-American Cataloging Rules

SAA STAFF

Ann Morgan Campbell	Executive Director
Sandra Crockett	Publications Assistant
Ellen Fogle	Membership Assistant
Joyce E. Gianatasio	Director, Administrative Services
Andrea Giannattasio	Bookkeeper
Deborah Risteen	Program Assistant
Deborah Smith	Secretary
Timothy Walch	Director, Special Programs

BUSINESS ARCHIVES: THE BASICS AND BEYOND

"Business Archives: The Basics and Beyond" is the title of the second SAA-sponsored workshop for business archivists to be held April 30-May 4 at McGraw-Hill, Inc. in New York. The five-day workshop will cover both basic and specialized topics in two consecutive courses: "Basic Archival Procedures" and "Selected Topics in Business Archives." Individuals may register for one or both of the courses. The registration fee is \$200 for the entire five-day workshop; \$150 for the three-day "Basic Archival Procedures" course only; and \$75 for the two-day "Selected Topics" course only. Instructors for the three-day course will be Douglas A. Bakken, Ford Archives, and Edie Hedlin, author of *Business Archives: An Introduction*. Faculty members for the two-day course will be H. Thomas Hickerson, Cornell University; Philip Mooney, Coca-Cola Co.; William Rofes, IBM; and Gary Saretzky, Educational Testing Service. The workshop is open to all persons involved or interested in the care and preservation of business archives or institutional records. Workshop enrollment will be limited.

WORKSHOP REGISTRATION FORM

NAME -----

TITLE -----

COMPANY -----

ADDRESS -----

CITY-----STATE-----ZIP-----

BUSINESS PHONE -----

HOME PHONE -----

Please register me for:

☐ Complete 5-Day Workshop at \$200 (includes Business Archives Manual, 5-volume Basic Manual Series, and Business Archives Directory)

☐ 3-Day Basic Course only at \$150 (includes same publications as 5-day workshop)

☐ 2-Day Selected Topics Course only at \$75 (includes Business Archives Manual, Business Archives Directory)

☐ Payment enclosed ☐ Please bill

NOTE: Registration fee does not include price of rooms or meals. Housing information will be sent to all registrants.

Make check payable to The Society of American Archivists. Send check and registration form to SAA, 330 S. Wells Street, Suite 810, Chicago, Illinois 60606.

PLANS SET FOR STUDY TOUR OF WESTERN CANADA

SAA is sponsoring an eight day/seven night study tour of archival agencies in British Columbia and Alberta on September 17-24 which will explore the documentary history and glorious scenery of the Pacific Northwest and the Canadian Rockies. The tour concludes with a flight to Chicago for the 1979 Annual Meeting.

The tour begins in Victoria with visits to the Provincial Archives and Museum and to Victoria's many parks, gardens and homes. Tour participants will then travel by ferry to Vancouver, where the next day will be spent touring its city, business, and university archives, with plenty of time for visits to Vancouver's numerous tourist attractions. In Vancouver, the group will board the Canadian Pacific's "The Canadian" for a railroad trip through the Canadian Rockies at the height of the fall color season to beautiful Banff National Park. Following a day and a half of tours of the park, museums, art galleries, and The Archives of the Canadian Rockies, the group will travel to Edmonton by bus, with a stop along the way at the Glenbow-Alberta Institute in Calgary. The next day will be spent studying the operations of the Provincial Archives and cultural facilities of this historically rich capital.

After a week devoted to a study of Western Canada's historical and cultural heritage, the tour turns away from archival matters and returns to the early fall grandeur of the Canadian Rockies with another train trip to Jasper. The entire weekend will be devoted to long tours of the mountains, lakes, and rivers of Jasper and Yoho National Parks and the Lake Louise area. Returning to Calgary by train on Monday afternoon, the group will fly to Chicago Monday evening in time for the start of the SAA Annual Meeting on Tuesday.

Space is limited to 40 people and reservations with deposits must be completed by June 1 in order to assure accommodations in this busy season. Estimated cost (pending final arrangements) will be around \$400-\$500 including all transportation from Victoria to Chicago and accommodations in first class hotels and motels. (More moderately priced lodging will also be offered in the larger cities.) For complete details, send a stamped, self-addressed business envelope to tour coordinator J. Frank Cook, University Archives, 443F Memorial Library, University of Wisconsin, Madison, WI 53706.

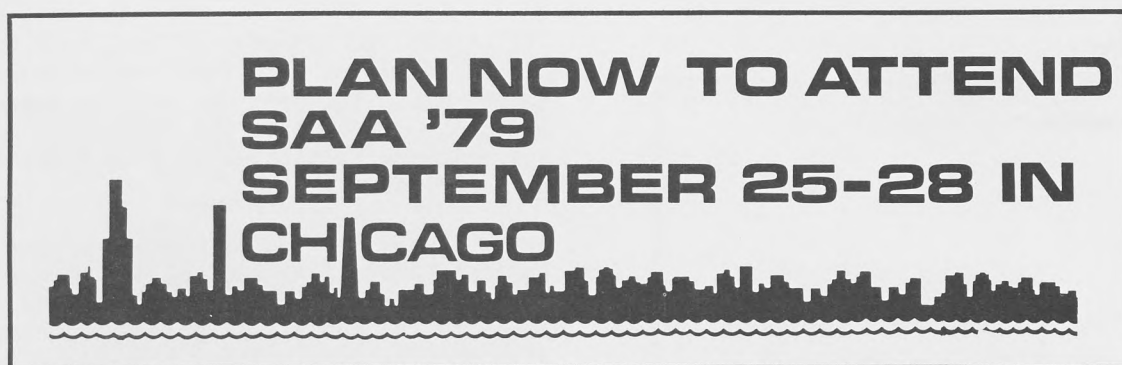
SAA '79: GO CHICAGOING

Participants in SAA's 43rd annual meeting will structure valuable educational experiences particularly suited to their own special interests. Workshops, seminars, panel discussions, demonstrations and tours are scheduled. Lighter moments will include an opening reception at Chicago's magnificent Cultural Center, the Presidential/Awards banquet, a special performance by Second City, Chicago's famed improvisational troupe, and a closing luncheon. Optional post-meeting tours will visit the city's distinguished archives and manuscript repositories as well as other sites of particular interest to meeting participants. Over fifty sessions are scheduled. Among the topics to be considered are archival management, architectural archives, finding aids programs for small repositories, conservation, genealogy, local history, urban history, and quantitative history.

Maynard Brichford and Douglas A. Bakken are directing the work of the Program Committee. Greg Lennes chairs the Local Arrangements Committee. Gail Farr Casterline and Victoria Irons Walch are editing the program booklet.

Special pre-meeting educational opportunities: Introduction to Archives (2½ days) and Historic Photographs (1 day).

Headquarters for the meeting will be Chicago's historic Palmer House. Complete information will be mailed to SAA members in July. Others interested in attending should request an annual meeting program packet from SAA headquarters.



NUCMC CUMULATIVE INDEX CONSIDERED

The Library of Congress is exploring the possibility of preparing a 20 year cumulative index to the *National Union Catalog of Manuscript Collections* and would like to invite comments about the desirability or necessity for such a compilation from potential users and purchasers. Please send your reactions to this proposal to Harriet Ostroff, Editor, NUCMC, Manuscripts Sections, Descriptive Cataloging Division, Library of Congress, Washington, DC 20540.

COMMENTS SOUGHT ON NHPRC STATE ADVISORY BOARDS

The National Historical Publications and Records Commission invites comments, by May 1, 1979, on the operation of NHPRC State Historical Records Advisory Boards. As it evaluates the role and the performance of Advisory Boards after the initial three years of records program development, the Commission seeks suggestions for how the Boards may be improved for the future. The Commission is considering the preparation of more detailed guidelines or formal regulations, and it welcomes views of State Historical Records Coordinators and Advisory Boards and of other interested organizations and individuals. Please submit comments to Records Program, NHPRC, National Archives and Records Service, Washington, DC 20408.

CARTER BUDGET (CONT. FROM P. 1)

Library of Congress The Library of Congress established funding for the pending move to occupy the Madison Building as its first budget priority in FY80. Second priority was to maintain existing services. LC's estimated FY79 budget was \$183,553,000. Its budget request for FY80 is \$192,900,000. No new positions have been requested for the Manuscript Division, an activity which employs a number of archivists.

National Endowment for the Humanities NEH's estimated FY79 budget was \$145,283,000, while the FY80 request is \$150,100,000. Of special interest to archivists is that funding for the Research Division is increased from \$13,100,000 to \$14,500,000. Within the Division, the Research Collections Program moves from \$3,000,000 to \$3,200,000 and the Research Materials Program funding increases from \$6,150,000 to \$6,600,000.

Comprehensive Employment and Training Act The total number of public service jobs under CETA is scheduled for shrinkage from 625,000 this year to 467,000 by the end of FY80. A significant number of archival institutions have benefited from the CETA program.

SAA APPOINTMENTS ANNOUNCED

SAA President Hugh A. Taylor recently made several appointments of interest to the membership:

Edward Weldon, New York State Archives, and Mary Lynn McCree, University of Illinois at Chicago Circle, are SAA representatives on the National Historical Publications and Records Commission.

Alan D. Ridge, Provincial Archives of Alberta, will hold SAA's seat on the Board of Regents of the Institute for the Certification of Records Managers.

Edmund Berkeley, Jr., University of Virginia, will join Harold Pinkett, National Archives and Records Service, and Executive Director Ann Morgan Campbell on the Joint Committee of Historians and Archivists. (AHA-OAH-SAA)

INFORMATION ON DOCUMENTARY ART SOUGHT

SAA President Hugh A. Taylor is preparing a paper on watercolors and oils containing documentary or topographical subject matter and painted between about 1750 and 1850 (before the extensive use of photography) as seen from the point of view of an archivist in an archival repository as opposed to that of a curator in an art gallery. He hopes to hear from repositories with extensive collections of this kind on how such material is catalogued and indexed. He asks for examples, if possible.

He would also like to hear of occasions where this kind of documentary record has been of outstanding value to the historian or other user. Please send reference or xerox copies of articles.

If examples of this kind of documentary art are also published and available on slides, Taylor seeks particulars.

Taylor is, at present, using a very broad definition of "documentary art" which includes on-the-spot sketches, "finished" paintings and even "genre" painting which, despite its strictly anecdotal quality, may include much accurate observation.

He hopes this paper will be published. All examples used will be fully referenced and acknowledged. Permission to reproduce any of the pictures will also be sought in the usual way. He hopes to receive this information by the end of May. Taylor's address is Public Archives of Nova Scotia, Coburg Road, Halifax, Nova Scotia, B3H 1Z9, Canada.

SAA SPONSORS BREAKFAST AT OAH MEETING

SAA will sponsor a breakfast meeting during the Organization of American Historians' annual meeting in New Orleans. The SAA breakfast will be held at 8:00 a.m. on Thursday, April 12, in Regency Ballroom D of the Hyatt Regency Hotel. The speaker for the meeting will be Carl A. Brasseaux, University of Southwestern Louisiana; his paper is entitled "Cultures in Conflict: Cajun-Creole Relations, 1765-1803." The cost of tickets to the breakfast is \$5.00.

NHPRC APPROVES OVER \$500,000 IN ARCHIVAL GRANTS

At its February 8-9 meeting, the National Historical Publications and Records Commission approved grants totalling \$700,146. It recommended \$569,546 in grants for 26 historical records projects in 19 states, and \$130,600 for six continuing publications projects. Grants were recommended for the first time for historical records projects in Mississippi, South Dakota, Montana, and Missouri, bringing to 40 the number of states in which such grants have been supported.

In other actions, the Commission voted to fund no more than half the direct costs of any publications project budget without supplementary support by the sponsoring institution or from other sources, and that any additional Commission support would have to be equalled by "direct cost amounts provided by the institution or other sources." This action was deemed necessary as a result of increasing costs of publication and President Carter's proposed budget which reduces available grant funds. The new policy goes into effect for publications grants with beginning dates of October 1, 1979 or later.

The next Commission meeting will be June 7-8. The next grant application deadline for records grants is June 1 for the October meeting. A list of Commission grants recommended at the February meeting follows:

Mississippi Department of Archives and History, Jackson, MS: \$30,932 for a project, in conjunction with the State Legislative Audit Committee, to survey and report on historical records in executive agencies, boards and commissions, and to prepare recommendations for legislation and other action necessary to improve archival and records programs for the state government.

University of Wisconsin, Milwaukee, WI: \$30,000 to locate, accession and process records of the Milwaukee area Polish-American community.

The History of Science Society, Syracuse, NY: \$5,280 for a study, report, and project proposals relating to problems in the documentation of science and technology in the United States. This is a cooperative project of the Society of American Archivists, the Society for the History of Technology, and the History of Science Society.

Washington State Historical Records Advisory Board, Olympia, WA: \$55,095 for preparation and publication of a guide to records and papers in Washington historical records repositories and, in computer output microfiche, a guide to active public records in the state.

The United Negro College Fund, New York, NY: \$15,222 (matching) for arrangement and description of records of the United Negro College Fund and for planning for future programs to preserve and make available to research the historical records in UNCF member colleges and universities.

New England Document Conservation Center, Andover, MA: \$32,971 to further develop the Center's microform consulting and production services program.

Northern Arizona University, Flagstaff, AZ: \$22,285 (partial matching) for preservation and processing of the Emory Kolb photo and manuscript collection, which includes thousands of nitrate and glass plate negatives.

Montana Historical Society, Helena, MT: \$38,438 for processing, description and preservation of the F. Jay and Jack E. Haynes photo collection of approximately 23,500 photographs (1876-1960).

Utah Historical Society, Salt Lake City, UT: \$18,220 (partial matching) for describing, microfilming, and preparing a published register of selected state water-related records, and for surveying private water records in Utah.

South Dakota State Archives Resource Center, Pierre, SD: \$53,232 to survey, inventory, and accession South Dakota state agency records of archival value and to develop a more effective state archival program.

Iowa State Historical Department, Division of the State Historical Society, Iowa City, IA: \$20,117 for a survey and inventory of the records of selected Iowa municipal governments, preparation of a preliminary retention-disposal schedule for Iowa municipal records, and a final report with recommendations for an ongoing Iowa municipal records program.

Massachusetts Committee for the Preservation of Architectural Records, Cambridge, MA: \$5,880 for a pilot project to survey architectural records in private hands and in architectural offices in the greater Boston area, and to lay the ground work for additional surveying and accessioning.

The Western Historical Manuscripts Collection, University of Missouri, Columbia, MO: \$1,177 for preservation and processing of selected correspondence and notes relating to John G. Neihardt's association with Oglala Sioux Holy Man, Black Elk, and members of his family.

Atlanta University, Atlanta, GA: \$26,177 for the second and final year of a project to arrange and describe the archives of the Southern Regional Council. The records relate to economic and social developments in the South during the years 1944-66.

The YMCA Historical Library, New York, NY: \$2,000 for consultation in planning a comprehensive YMCA archival and records management program.

Detroit Institute of the Arts, Detroit, MI: \$30,451 (partial matching) to continue the development of a model museum archives within the Institute.

Gonzaga University, Spokane, WA: \$34,000 for microfilming for preservation and sale, and publication of a guide to Alaska missionary records, especially of the Society of Jesus, relating to events in Alaska, 1887-1947.

Albany Institute of History and Art, Albany, NY: \$4,868 to continue the development of the document conservation program of the Institute, especially educational activities including volunteer training, workshops, and consultation services.

Meiklejohn Civil Liberties Institute, Berkeley, CA: \$16,818 for processing and preparation of registers to the human rights collections of the Institute.

Auburn University Archives, Auburn, AL: \$10,050 to preserve and make available historically significant glass plate negatives from the J.F. Knox collection.

New Hampshire Division of Records Management and Archives, Concord, NH: \$11,130 to continue

support for preservation, arrangement and description of New Hampshire state records from the 18th and early 19th centuries.

Nebraska State Historical Society, Lincoln, NE: \$14,566 for the development of an in-house paper conservation program and a conservation consultation service.

City of Portland, OR: \$64,377 for the second year of a program to develop a model municipal archives and records program.

Cornell University, Ithaca, NY: \$3,000 supplementary grant to survey historical records in archives and manuscript repositories in a 14-county area in New York.

California Historical Society, San Francisco, CA: \$12,260 for preservation and increased access through a reference microfilm, to the Society's "San Francisco Streets" photo collection.

Wyck Committee of the Germantown Historical Society, Philadelphia, PA: \$11,000 to arrange, describe and microfilm the Wyck papers, from nine generations (1760-1973) of the Haines family.

PROJECT TO DOCUMENT

CONTRIBUTIONS OF BLACK WOMEN

"Contributions of Black Women to America: 1776-1977" is the title of a project being directed by Marianna W. Davis, Benedict College, Columbia, South Carolina. The project has 34 locators participating in the research seeking information on black women in each of the 50 states and the District of Columbia. Historical materials selected by the researchers will be compiled in ten booklets covering the fields of education, sciences, business and commerce, sports, medicine and health-related fields, media, the arts, civil rights, politics and government, and law.

The project hopes to fill great gaps in American history caused by a failure of schoolbooks "to address adequately the contributions of black women," Davis noted. Anyone having material that would be useful to this project is urged to contact Marianna W. Davis, Project Director, CONTRIBUTIONS, Benedict College, Columbia, SC 29204.

The *SAA Newsletter* is a bimonthly publication of the Society of American Archivists. The deadline for the May issue is April 15.

SAA AWARDS COMPETITION ANNOUNCED

The Society of American Archivists announces competition for four Society awards to be presented at the 1979 annual meeting in Chicago. The awards will recognize accomplishments that occurred in 1978. Selection of winners of each award will be made by an appropriate subcommittee of the Awards Committee, chaired by Mary Jane Dowd.

Individual and institutional members of the SAA are welcome to nominate themselves or others for any of the following awards. A complete description of the Society's award policy appears in the *American Archivist*, 39:415-420.

All nominations for SAA awards should be sent to Mary Jane Dowd, Industrial and Social Branch (NNFS), National Archives, Washington, DC 20408 by June 1, 1979.

The Distinguished Service Award was established in 1964 by three Fellows of the Society: Leon de Valinger, Jr., the late Mary Givens Bryan, and Dolores Renze. The award, in the form of a trophy, is presented annually to an archival institution or organization that has made an exemplary contribution to the archival profession. Nomination forms for the award are available from Mary Jane Dowd.

The M. Claude Lane Award was established in 1974 by the Society of Southwest Archivists in memory of Sister M. Claude Lane. The cash award is funded by the Society of Southwest Archivists and is presented to an individual who has made significant contributions in the field of religious archives.

The Philip M. Hamer Award, first given in 1973, was established on receipt of a gift from Elizabeth Hamer Kegan. The award recognizes high quality work in documentary publication by a junior editor on publication projects sponsored or endorsed by the National Historical Publications and Records Commission.

The Waldo Gifford Leland Prize, first awarded in 1959, is a cash award funded by income from the Waldo Gifford Leland Prize Fund. The prize is awarded to the author of an outstanding published contribution in the field of archival history, theory, or practice. Finding aids, monographs, and documentary publications are eligible for the prize. The method of publication may be letterpress, offset, microform, audio-visual, or other media. Periodicals are not eligible for the award.

INSTITUTE SCHOLARSHIP AVAILABLE

A scholarship to attend the Modern Archives Institute offered by the National Archives June 4-15, 1979, is now available. The scholarship is funded by Colonial Dames of America, Chapter III, and awarded by the Society of American Archivists. To be eligible, an applicant must be an employee of an archival institution or agency, employed less than two years as an archivist or archives trainee, actually working with archives or manuscripts regardless of title, and be employed by an institution or agency with a fair percentage of its holdings in the period predating 1825.

Resumes, accompanied by two letters of recommendation from persons who have a definite knowledge of the applicant's qualifications, should be submitted to John Y. Cole, Executive Director, The Center for the Book, Library of Congress, Washington, DC 20540 by April 23.

Marc S.B.

DOCUMENT THEFT IN MASSACHUSETTS

Historic documents once belonging to Herman Melville were stolen in early February from the New Bedford Free Public Library in New Bedford, Massachusetts. Among the items taken were a first edition copy of *Moby Dick* bound in porpoise skin and 1841 documents from the ship "Richmond." Melville once served on the "Richmond" and used the experience in writing the classic about a great white whale. These and other items were quickly recovered through the cooperation of the library, local police authorities and a rare book dealer in Boston.

According to Lawrence Solomon, Director of the New Bedford Library, the thief apparently hid himself in the building until after the library had been closed for the day. He then broke into the administrative offices, taking the keys to the special collections department and the exhibit cases. Unaware that he also had the keys to the exterior doors, the thief broke out of the institution after collecting his loot.

The loss was reported immediately to the police and to the press. Notices appeared in New England newspapers which alerted book and manuscript dealers in the region. When a reputable Boston rare book dealer was approached about purchasing a first edition of *Moby Dick*, he immediately informed police. This quick action led to the complete recovery of all the stolen items.

ARCHIVAL SECURITY NEWSLETTER

THE FINE ART OF SECURITY

Art theft has been very much in the news lately. Since December, major losses have been suffered by the Metropolitan Museum of Art in New York City, by the Art Institute of Chicago, and by the M.H. de Young Memorial Museum in San Francisco. What can be done about this growing cultural problem? Security experts at a recent symposium on art security held at the University of Delaware suggested numerous ways of improving museum security systems.

Improving museum security has been a slow and sometimes difficult process; many institutions do not wish to admit that they have security problems or that they have been victims of art theft. Curators argue that this kind of publicity does little more than give larcenous ideas to potential thieves. Is silence the best policy? The editors of the *Chicago Tribune* don't think so. In a strongly worded editorial they argue that "publicity is one of the most effective deterrents of every kind of misconduct, including stealing from museums and administering museums in a way that invites stealing." Publicity is only one possible deterrent, however. Two recent publications on art security suggest additional ideas for improving museum security.

Art Theft: Its Scope, Its Impact, and Its Control analyzes this growing problem and the most effective means for its solution. This book is the final report of a two-year study of this problem, conducted by the International Foundation for Art Research, Inc., a non-profit organization whose purpose is to document and prevent the circulation of stolen, forged, and misattributed works of art. IFAR maintains an Art Theft Archive, and publishes an annual *Index of Stolen Art* and a monthly *Newsletter*. Bonnie Burnham, project director for this study, is a noted authority on the subject of art security whose previous works include *The Protection of Cultural Property*, *Handbook of National Legislation*, and *The Art Crisis*.

Art Theft is divided into four sections which outline, respectively, the scope and statistical occurrence of the problem, the laws in different countries concerning recovery of

stolen property and punishment of offenders, the various professional groups which have been victims of art theft and their attitudes toward this problem, and the effectiveness of various means of prevention. *Art Theft* is the first reference work to appear on the subject. It contains appendices which include a worldwide list of recent thefts, statistics issued on this problem, and detailed surveys of U.S. museums and art dealers. The volume is available for \$8 from the International Foundation for Art Research, Inc., 46 East 70th St., New York, NY 10021.

The Fine Art of Security: Protecting Public and Private Collections Against Theft, Fire, and Vandalism, by Donald L. Mason, describes a wide variety of perimeter devices to secure windows, doors, and building exteriors--step mats, magnetic switches, and other simple, easy-to-install devices. Mason indicates where lighting and closed circuit TV are especially effective in protecting both the exterior and the interior of a building. He analyzes locks and their modern variations and he describes a large variety of systems designed for use inside specific areas of a building, in exhibit cases, or around a single art object.

Mason, the former senior investigator of art crimes for the FBI, gives precise methods for protecting art objects and recovering stolen pieces. Since no system is absolutely fool-proof, a chapter is devoted to what to do if you discover an art theft. In another chapter the specific security measures to be taken by the museum, gallery, library, and private collector are listed. The author also discusses the FBI's jurisdiction in art thefts. The volume is available for \$9 from the Van Nostrand Reinhold Co., 135 W. 50th St., New York, NY 10001.

EDITORIAL NOTE

Although the SAA Archival Security Program is supported by a grant from the National Endowment for the Humanities, the opinions expressed in the *Archival Security Newsletter* are those of the program staff and not of NEH.

FORD LIBRARY UNDER CONSTRUCTION IN ANN ARBOR

Archivists from the National Archives' Ford Papers Project and the Bentley Historical Library of the University of Michigan participated in the January 15 groundbreaking for the Gerald R. Ford Library.

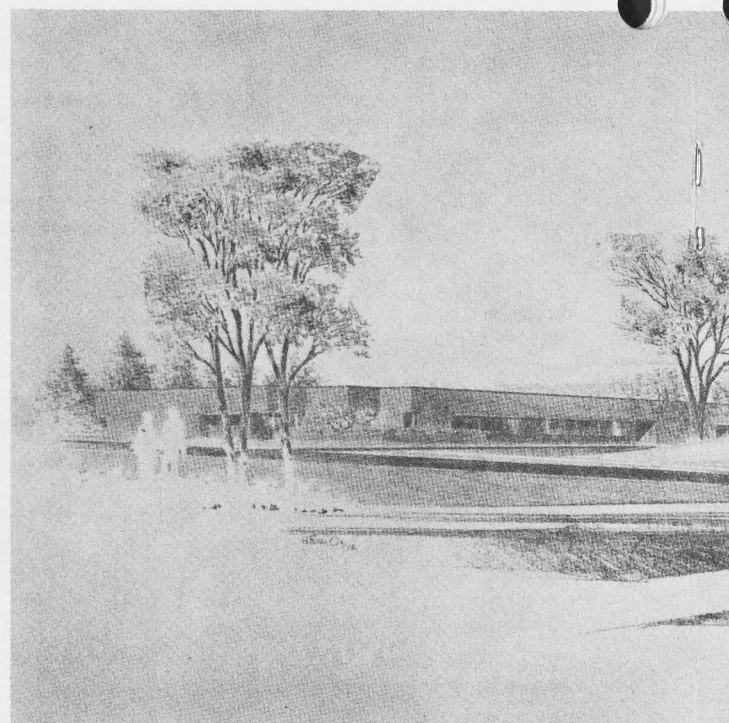
The facility is being constructed on the University of Michigan campus, adjacent to the Bentley Library. It will house Ford archival holdings and related activities. A Ford museum will be built in Grand Rapids.

Under the supervision of William J. Stewart, twelve persons are now working on the Ford Papers Project in Michigan; two others are involved in Washington. Stewart was formerly supervisory archivist at the Roosevelt Library in Hyde Park where the volume of holdings from FDR's 12 years in office roughly approximates the volume of records created in two years in the Ford White House.

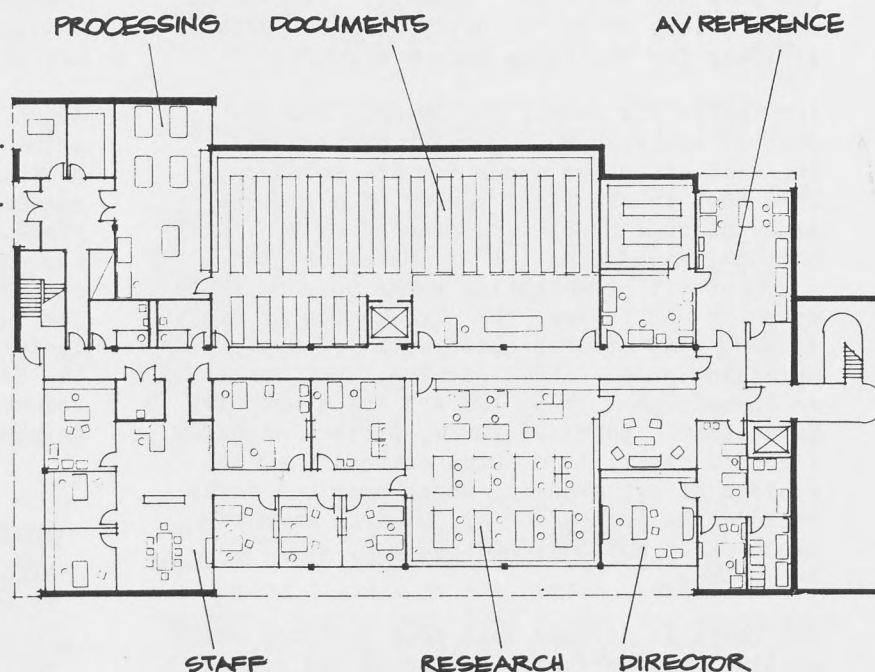
A measure of escalating building costs is found by comparing the cost of the Ford building with that of its neighbor, the Bentley Historical Library, which was designed by the same architectural firm and completed less than six years ago.

	<u>Ford</u>	<u>Bentley</u>
Cost	\$4,000,000	\$1,300,000
Storage Capacity	15,000cu.ft.	22,000cu.ft.
Floor Space	41,000sq.ft.	32,380sq.ft.

Donations from private sources will provide the funding for the construction of the Ford Library and the Museum. Both facilities, however, will be staffed by federal employees of the National Archives and Records Service. Robert M. Warner, Director of the Bentley Historical Library, chaired the Building Committee for the Ford Library.

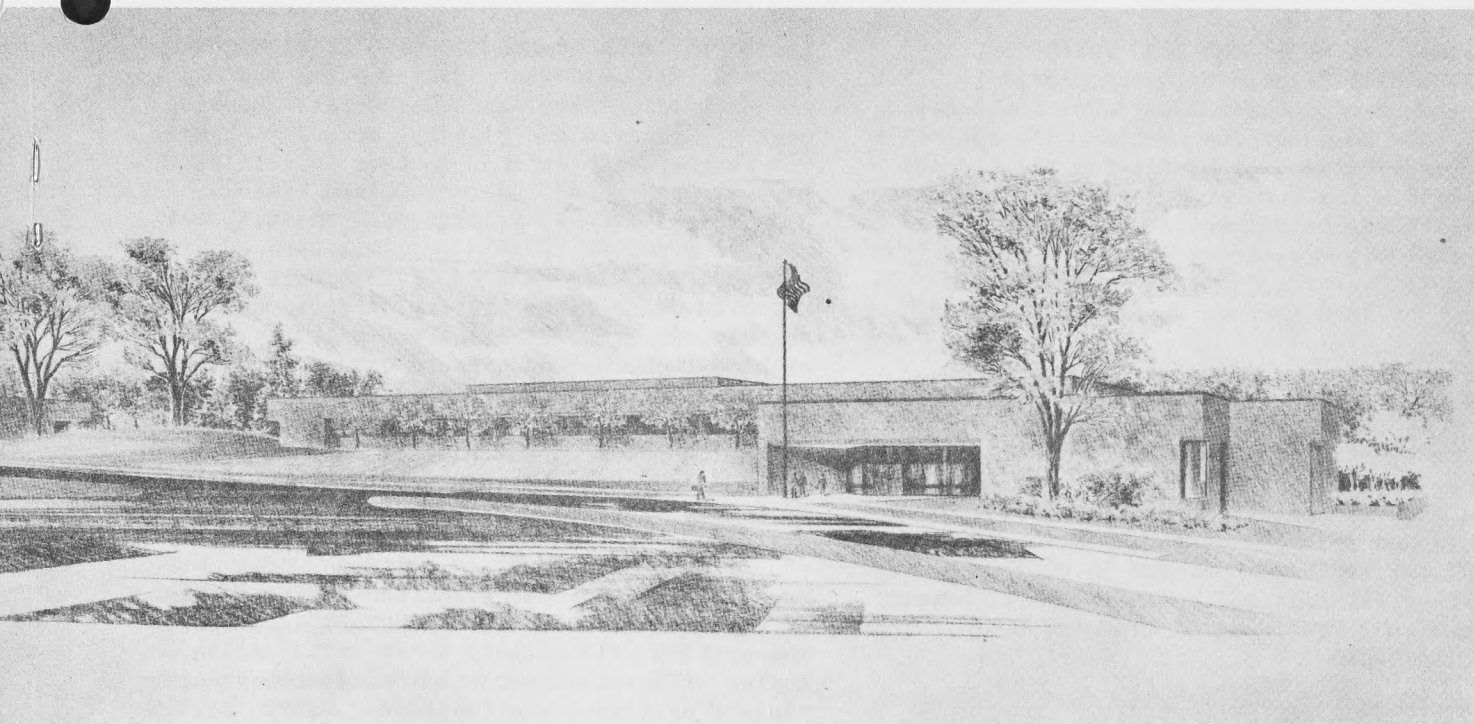


BENTLEY
HISTORICAL
LIBRARY



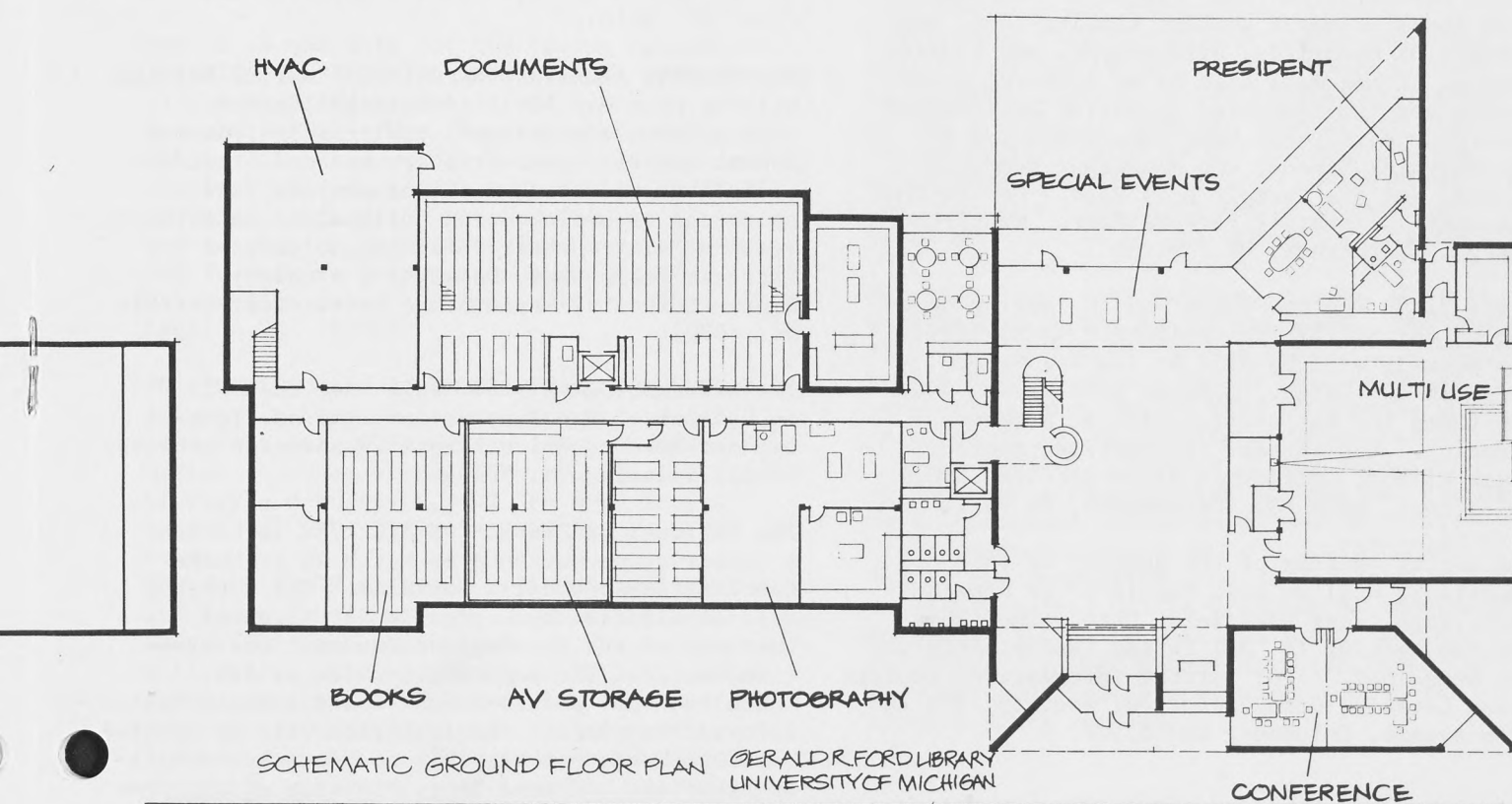
SCHEMATIC UPPER FLOOR PLAN

GERALD R FORD LIBRARY
UNIVERSITY OF MICHIGAN



Jickling Lyman & Powell
Architects P.C.

GERALD R. FORD LIBRARY
UNIVERSITY OF MICHIGAN



REGIONAL SPRING MEETINGS

The spring meeting of the LONG ISLAND ARCHIVES CONFERENCE will be held Saturday, April 21, 1979, on the campus of Cathedral College, Douglaston, Queens. The host for the meeting will be Father Harry Culkin, Archivist for the Diocese of Brooklyn. For further information, contact Evert Volkersz, Department of Special Collections, SUNY Library, Stony Brook, NY 11790 or Agnes K. Packard, Huntington Historical Society, New York Avenue, Huntington, NY 11743.

The IOWA HISTORICAL MATERIALS PRESERVATION SOCIETY has scheduled its spring meeting for April 28 at the Terrace Inn in Newton. The entire meeting will be devoted to a seminar on county records and will consist of presentations made by county survey volunteers, county officials and users. The registration fee is \$7.00 for IHMPS members and \$9.00 for others. For further information, contact Dale C. Mayer, Herbert Hoover Presidential Library, West Branch, IA 52358.

The MID-ATLANTIC REGIONAL ARCHIVES CONFERENCE will hold its spring meeting in Norfolk, Virginia, May 18-19. Session topics include museum archives, copyright law, family historians, archival sampling, photograph restoration, security, and oral history. Four sessions will focus on basic skills: finding aids, non-manuscript materials, arrangement, and conservation. There will also be an advanced conservation session presented by Barrow Restoration Laboratories. Tours have been scheduled to the Chrysler Museum, the MacArthur Memorial Museum, and the Norfolk Navy Base. For further information, contact Barbara Hearn, Winterthur Museum, Winterthur, DE 19735.

April 27-28 are the dates for the spring meeting of the SOCIETY OF CALIFORNIA ARCHIVISTS. The meeting will be held at the Los Gatos Lodge in Los Gatos, 10 miles west of San Jose. The theme for the meeting will be archival security. For further information, contact Chuck Wilson, California State Archives, 1020 "O" Street, Room 130, Sacramento, CA 95814.

The spring meeting of the SOCIETY OF OHIO ARCHIVISTS will be held May 11-12 at Mohican State Park, near Mansfield, Ohio. The theme for the meeting is "All in the Family: Archives and Genealogy." For further information, contact Frank Levstik, Ohio Historical Society, 171 and 17th Avenue, Columbus, OH 43211.

The SOUTH ATLANTIC ARCHIVES AND RECORDS CONFERENCE will hold its spring meeting May 6-8 at the Stadium Hotel and the Georgia Department of Archives and History, both in Atlanta. For further information, contact Carroll Hart, Georgia Department of Archives and History, 330 Capitol Avenue, Atlanta, GA 30334.

The SOCIETY OF GEORGIA ARCHIVISTS will meet March 23-24 at Reese Library, Augusta College, Augusta, Georgia. The meeting will have two emphases: photographic documentation and preservation of historic structures. A tour of Augusta is also scheduled. For further information, contact Pete Schinkel, Georgia Dept. of Archives and History, 330 Capitol Ave., Atlanta, GA 30303. (404)656-2397.

May 17-19 are the dates for the spring meeting of the CONFERENCE OF INTERMOUNTAIN ARCHIVISTS. The meeting will be held in Provo. Session topics will include archival automation, motion picture archives, implications of NHPRC for archival repositories, and the dilemma of public-funded archives in the aftermath of Proposition 13. For further information, contact Jay Haymond, Utah State Historical Society, 307 W. Second South, Suite 1000, Salt Lake City, UT 84101.

The MIDWEST ARCHIVES CONFERENCE'S spring meeting will be held May 10-12 in Chicago. Session topics include personnel, public relations and annual reports, photographs, the Ford Presidential Library, church archives seminar, and appraisal of business and college and university records. For further information, contact Patricia Bartkowski, University Archives, Reuther Library, Wayne State University, Detroit, MI 48202.

The NORTHWEST ARCHIVISTS will meet on April 5 in Portland. For further information, contact Richard Berner, University of Washington Library, FM-25, Seattle, WA 98195.

The KENTUCKY CONFERENCE ON ARCHIVES is having a conservation workshop on March 26 at Shaker-town in Pleasant Hill, Kentucky. The workshop will be directed by George Cunha, Director Emeritus of the New England Document Conservation Center. The registration fee is \$14, which includes a full luncheon and a conservation information packet. Registration will be limited to 100. Make check payable to Kentucky Council on Archives, and send it to Division of Archives

and Records Management, Department of Library and Archives, Box 537, Frankfort, KY 40602. Those needing overnight accommodations should contact Ann Voris, Shakertown, Rt. 4, Harrodsburg, KY 40330. (606) 734-5411.

The SOCIETY OF INDIANA ARCHIVISTS will hold its spring meeting April 27 at the Louis Warren Library of the Lincoln National Life Insurance Company, Fort Wayne. A session will also be held at the Fort Wayne Public Library. For further information, contact Mark Neely, Lincoln National Life Foundation, 1301 S. Harrison St., Fort Wayne, IN 46801. (219) 424-5421.

The spring meeting of the NEW ENGLAND ARCHIVISTS will be held April 28 at Dartmouth College, Hanover, New Hampshire. There will be a plenary session on archival education in the morning and three sessions in the afternoon: "Medical Records: Challenge of the 80's;" "Architectural Plans: Creation, Care and Use;" and "Records Management: A General Introduction for Archivists." The registration fee, which includes lunch, is \$9 for NEA members, \$10 for others. For further information, contact Walter Wright, Head, Special Collections, Baker Library, Dartmouth College, Hanover, NH 03755.

May 22 is the date for the spring meeting of the MICHIGAN ARCHIVAL ASSOCIATION. The meeting will take place at the Alfred P. Sloan, Jr. Museum in Flint. The theme of the meeting is Public Relations and an Archives Program and sessions will deal with such topics as archival exhibits, internal publications, use of radio and television, and other forms of outreach. For further information, contact Martin McLaughlin, State Archives, 3405 N. Logan St., Lansing, MI 48918.

The TENNESSEE ARCHIVISTS will meet April 19-20 in Murfreesboro in cooperation with Middle Tennessee State University. For further information, contact Linda Bauch, Tennessee State Library and Archives, 403 7th Ave. North, Nashville, TN 37219.

The SOCIETY OF MISSISSIPPI ARCHIVISTS will hold its first annual meeting on April 10 in Hattiesburg. The featured speaker at the meeting will be John Niven, Claremont College, whose talk is entitled "Lines Written in Dejection Near the National Archives." For further information, contact Claude E. Fike, University Archivist, University of Southern Mississippi,

Box 5148, Southern Station, Hattiesburg, MS 39401.

The spring meeting of the SOCIETY OF SOUTHWEST ARCHIVISTS will be held May 10-11 at the Houston Metropolitan Research Center and at Rice University. Session topics include archival ethics, urban archives, and grants. There will also be a workshop on preservation. For further information, contact Nancy Parker, Rice University Library, Houston, TX 77001.

The ASSOCIATION OF ST. LOUIS ARCHIVISTS will meet Thursday, April 19 at the Ralston-Purina Records Center in St. Louis. For further information, contact Beryl Manne, Archives, Washington University, Olin Library, St. Louis, MO 63130.

TRANSITIONS...

MILDRED SIMPSON has assumed the responsibilities of Visual Resources Librarian with the Public Affairs Division of Atlantic Richfield Co. . . . MARY TODD GLASER has been appointed Conservator at the New England Document Conservation Center. She will head NEDCC's paper conservation shop and supervise all restoration projects. . . . MARTIN MACK TEASLEY has been named Assistant Director of the Dwight D. Eisenhower Library in Abilene, Kansas. Prior to his appointment at the Eisenhower Library, Teasley was Director of the Federal Archives and Records Center in Waltham, Massachusetts. . . . JOHN BRODERICK has been appointed Assistant Librarian for Research Services at the Library of Congress. . . . EDIE HEDLIN is now on the staff of the National Historical Publications and Records Commission. Prior to joining NHPRC, she was corporate archivist for the Wells-Fargo Bank in San Francisco. . . . LARRY SALL recently assumed the position of Head of Special Collections at the University of Texas Dallas. . . . DOUG FERRIER, formerly at the University of Texas at Arlington, has assumed new duties as Acquisitions Librarian at the University of Arkansas in Little Rock. . . . KATHERINE HUNTER has been named Archival Technician for a 1-year project of the Archives of the United Methodist Church in Lake Junaluska, North Carolina. . . . DAN KRASKA has been hired for the position of Archives Supervisor at the Florida State Archives.

PEOPLE



PAPERS

Washington, DC Before they receive a final paycheck, departing White House personnel must have a check-out form completed. The form requires 14 signatures verifying everything from the payment of final bills in the White House mess, to the return of Diplomatic Passports, to satisfaction of requirements for debriefing and deposit of presidential papers. The White House Central Files unit is responsible for attesting to the completion of the papers requirement.

London, England Viscount Cobham is selling 700 years of his family's history to keep a stately roof over his head. Seven centuries of papers of his family, the Lyttletons, were sold at auction. They were just ordinary family papers, such as letters from friends, but the Lyttelton family's friends included Voltaire, Dr. Johnson, Boswell, Swift, Alexander Pope, Charles Dickens, Thomas Carlyle, and Queen Victoria. Lord Cobham considered selling the ancestral home near Birmingham when he inherited it. He decided, however, that it would be "terribly cowardly to chuck it in," so to make ends meet he decided to part with the papers.

Vatican City The archivist for the Holy Roman Church, Cardinal Antonio Samore, was named by Pope John Paul II as mediator in a territorial dispute that had brought Chile and Argentina to the brink of war. Cardinal Samore is well-versed in Latin American diplomacy, having served as Vatican secretariat of state during World War II, and Vatican ambassador to Columbia from 1950-53. The dispute between the two countries centers on ownership of several islands at the southern tip of South America and ocean limits in the same region.

Chicago, Illinois The Victorian home restored by SAA's Executive Director Ann Morgan Campbell and her husband will be featured in two spring publications of *Better Homes and Gardens*. A cover story will appear in *BH&G's Remodeling Ideas* (Summer 1979). Another cover picture of the house, which was recently placed on the National Register of Historic Places, is on *BH&G's 1979 Window and Wall Decorating Ideas*.

Washington, DC Madame Cho Lin, wife of China's Vice-Premier Teng Hsiao-ping, toured the National Archives during her visit to Washington. In fact, NARS was the first place Madame Cho visited in the capitol. Accompanied by Archivist of the United States James B. Rhoads

and GSA Administrator Jay Solomon, she viewed the Declaration of Independence, which she called "a very precious document," the Constitution, and the Bill of Rights. Commenting on the Bill of Rights, Madame Cho said, "The history of the United States is one full of struggle. I think it was not easy for you." She also saw the Emancipation Proclamation, on display in the Rotunda and then moved on to a special exhibit in the Archivist's Reception Room. Here Madame Cho was shown two posters from the American Counsel in Canton dealing with the Boxer Rebellion and dating from the turn of the century. She said, "From what I see relations between the United States and China go back a long way. We do not even have these in China." Also on display in the Reception room was a letter of credence, written in Manchurian and dated 1909, from the Chinese ambassador to the United States.

HISTORIANS SURVEY TRAINING PROGRAMS

A survey of new training programs for historians, compiled by Arnita A. Jones, staff associate of the National Coordinating Committee for the Promotion of History, was recently published. Of 48 listed programs, 28 had archival components. Highlights of the survey include findings that a majority of these programs are no more than two years old, and that average classes tend to be quite small. Members may acquire a copy of the survey result from SAA's Chicago office.

TWO ARCHIVAL NEWSLETTERS DEBUT

Two new archival newsletters have been published recently. *The Catholic Archives Newsletter* is edited by James O'Toole of the Archdiocese of Boston. To obtain a subscription, write O'Toole at The Archdiocese of Boston, 2121 Commonwealth Ave., Brighton, MA 02135. *The Primary Source* is the newsletter of the year-old Society of Mississippi Archivists. For information on subscribing, write Ronald Tomlin, Mississippi Department of Archives and History, Box 571, Jackson, MS 39205.

INTERNATIONAL ARCHIVES WEEKS: FALL 1979

Archivists around the world are making plans for International Archives Weeks which are being scheduled at various times in the fall of 1979. The *SAA Newsletter* has received information on the plans of two groups of archivists, plus a suggested activity from SAA President Hugh A. Taylor.

The archivists of Austin, Texas, are planning to begin the week with a reception and program on November 4 at the LBJ Library, where there will also be a display of archives from the Austin area. During the week, archivists will appear on many of the local radio and television talk shows. A speakers' bureau will be set up to facilitate the scheduling of talks by archivists at schools in the area. The week will close with a banquet at the historic French Legation, where it is hoped that a foreign archivist will deliver the keynote address. The Society of Southwest Archivists has voted to help pay for the expenses of a foreign archivist, who, in addition to speaking in Austin, would hopefully deliver a series of talks throughout the Southwest.

1979 is the 1900th anniversary of the city of Chester, England, and the City Council is planning festivities to coincide with International Archives Week. November 5-10 will be an "open week" at the Chester City Records Office, with one day of the week being designated as "American Day." American visitors to Chester will be encouraged to come to the Record Office on that day for guided tours of the strongrooms, demonstrations of book-binding and document repair, and to see a special exhibition of records relating to "Chester and America." The City Council also hopes to organize a small, mobile exhibition of photographic copies of maps, prints and records on the theme "Chester, England: 19 Centuries of History." It is hoped that the exhibit could be staged in a "Chester" in the United States. For the exhibit plan to become reality, the City Council needs the practical assistance of archivists in the United States to arrange for the transportation and set-up of the exhibit. Ideally, interested persons should be from or live near a town named "Chester." Those interested in offering assistance should contact Miss A.M. Kennett, City Archivist, Chester City Record Office, Town Hall, Chester CH1 2HJ England.

SAA President Hugh Taylor offers this suggestion for International Archives Week, based on a project conducted in Ottawa on National

Archives Day in 1978. The project was dubbed "Archives in the Attic" and consisted of an open invitation to the private citizen to bring family papers and other documents to a prearranged location where archivists would provide historical and descriptive information which would enhance the interest and enjoyment for the owner. Monetary appraisal was excluded and there was no attempt to solicit documents for deposit in an archives (although some material was in fact offered). Taylor encourages those planning similar projects to brief the media beforehand; such a project is visually interesting and unusual and would very likely be selected for some media coverage. "A service of this kind is quite easy to set up and does not require elaborate preparation apart from good publicity. It can be 'scaled' for any size of community and can involve the archivists of several repositories in a cooperative venture," comments Taylor. Anyone wishing for more information should write to Carmen Carroll, Manuscript Division, Public Archives of Canada, 395 Wellington St., Ottawa, Ontario, Canada K1A 0N3.

DATES TO REMEMBER

The spring meeting of the *American Catholic Historical Association* will be held at the University of Notre Dame, April 6-7, 1979. The meeting will feature a panel discussion entitled "Catholic Archives: Needs and Recent Developments" on Saturday morning, April 7. Panelists will be James E. O'Neill, National Archives and Records Service, Chairman; James M. O'Toole, Archdiocese of Boston; Sister Evangeline Thomas, Leadership Conference of Women Religious; and Wendy Schlereth, University of Notre Dame. For further information, contact Philip Gleason, Dept. of History, University of Notre Dame, Notre Dame, IN 46556.

The *Catholic Library Association's* Archives Section will sponsor an institute entitled "Archives: The Light of Faith" in conjunction with CLA's 1979 Convention. The institute, which will be held April 19-20 in Philadelphia, is designed to offer archivists and those interested in archival collections a basic conception of the potential values in the deposits of the Catholic heritage. Session topics include "The Museum as a Natural Outgrowth of Archives;" "Church Records as Social Data;"

DATES TO REMEMBER

"Rare Books--Preservation and Maintenance;" and "Vatican Archives and the Historian." The registration fee is \$25. For further information, write Convention Institutes, Catholic Library Association, 461 W. Lancaster Ave., Haverford, PA 19041. The registration deadline is April 1.

The seventh annual meeting of the *American Institute for Conservation of Historic and Artistic Works* will be held in Toronto, Canada, May 30-June 1, 1979. Headquarters hotel will be the Sheraton Centre, with the Royal Ontario Museum as the hosting museum. Workshops and papers will be presented on a wide variety of conservation topics. For further information and registration materials, write Martha Morales, Executive Secretary, AIC National Office, 1522 K Street, NW, Suite 804, Washington, DC 20005. (202) 638-1444.

The Moravian Archives has announced its ninth summer seminar on the study of German script. The seminar will be held from June 18 to June 29, 1979 in The Moravian Archives' new building in Bethlehem, Pennsylvania. It offers training in reading German script as used in Germany and in German areas of America. Tuition is \$150 plus \$25 for materials. Room and board are extra. For further information, write Vernon H. Nelson, Archivist, The Moravian Archives, 41 W. Locust St., Bethlehem, PA 18018. (215) 866-3255.

Case Western Reserve University's Tenth Annual Workshop on College and University Archives will be offered June 17-June 22, 1979. The workshop has two levels; the Introductory Workshop is for individuals interested in archives who have had no previous training or experience. The Advanced Workshop is intended as continuing education for practicing archivists with responsible experience in the field. Some of the topics to be discussed in the Introductory Workshop include "The Limits of Authority and the Dimensions of Responsibilities of the Archivist;" "Operation of and Archive;" "Historical Manuscripts;" and "Archival Preservation." Topics to be addressed by the Advanced Workshop include "Modern Scientific and Technological Records;" "Subject Access to Material Arranged by Provenance;" "Institutional Evaluation;" "Deterioration and Preservation of Archival Collections;" and a demonstration of deacidification methods. The registration fee for the workshop is \$385 including housing and all expenses. For further information, contact Ruth W. Helmuth, Room 2,

Adelbert Hall, Case Western Reserve University, Cleveland, OH 44106. (216) 368-4289.

The National Archives and Records Service's Modern Archives Institute announces its first series of advanced courses on archival topics. Sessions will include lectures and workshops on issues of current archival interest and will vary in length from two to five days. Archivists and manuscript curators who have completed an introductory course in archives are eligible to apply; classes will be limited to twenty participants each. The first advanced course, to be held October 16-18, 1979, will examine problems of access and appraisal in case files. The spring course, scheduled for April 21-25, 1980, will be devoted to conservation of still photographs. For further information and application forms for any of these courses, write to Modern Archives Institute (ND), National Archives and Records Service, Washington, DC 20408.

The New York Metropolitan Reference and Research Library Agency (METRO) is sponsoring a one day conference on archives on May 4. Speakers will include Lawrence Dowler, Associate Librarian, Yale University, and Miriam Crawford, Curator of the Conwellana-Templana Library, Temple University. There will also be a panel discussion entitled "Archives in Action." For further information, contact Michael Lutzker, Associate Archivist, NYU Archives, 19 University Place, New York, NY 10003.

The University of Washington School of Librarianship will offer an advanced workshop on arrangement and description for archivists, June 11-15, 1979. The workshop director is Richard C. Berner, Head of University Archives and Manuscripts Division. The workshop will provide demonstrations and exercises in the arrangement and description of diaries and family or personal papers that have archival characteristics, and the records of private or public corporate bodies. The workshop is designed for professionals active in the field and for other persons responsible for archives or manuscript collections. For further information, write or call Richard Berner, University Archives and Manuscripts Division, University of Washington Library, FM-25, Seattle, WA 98195. (206) 543-1895.

PROFESSIONAL OPPORTUNITIES

ASSISTANT ARCHIVIST, California Polytechnic State University. Qualifications: ALA-accredited MLS, some experience. Applicants with no experience but with a second master's degree in an appropriate subject field may be considered for appointment. Salary: \$12,144 to \$16,716. Send letter of inquiry and a resume to Norman D. Alexander, Director, University Library, California Polytechnic State University, San Luis Obispo, CA 93407. Applications will be accepted through March 31, 1979.

EDITOR, ASSISTANT OR ASSOCIATE, Black Abolitionist Papers Project, University of Wisconsin at La Crosse. Duties include document selection, assisting with preparation of annotations, headnotes, footnotes, indexes, guides for a series of letterpress volumes. Qualifications: PhD in history, preferably U.S. or Afro-American, with specialization in period 1830-1865. Editorial experience, good research skills. Rank and salary dependent upon qualifications and experience. Position begins September 1, 1979; application deadline March 15, 1979. Send credentials including vita and three letters of reference to George E. Carter, Editor, Black Abolitionist Papers Project, University of Wisconsin-La Crosse, La Crosse, WI 54601. (608)785-8228.

ASSISTANT MANUSCRIPTS LIBRARIAN, Maryland Historical Society. Duties include overseeing manuscript reading room and servicing of readers; processing collections and preparing guides; one-quarter time position as Assistant Editor of *Maryland Historical Magazine*. Qualifications: MA in American history, archival experience desired. Salary: \$9,400. Position available June, 1979. Send resume to Cynthia H. Requardt, Manuscripts Librarian, Maryland Historical Society, 201 W. Monument St., Baltimore, MD 21201.

RECORDS ANALYST, Northeast Minnesota Historical Center, University of Minnesota-Duluth. Duties include processing and preparing finding aids for the manuscript collections of the St. Louis County Historical Society on deposit at the center. This position is funded by NEH for 15 months (June 1, 1979 through August 31, 1980). Qualifications: MA in history or library science with archival training and experience required. Salary: \$20,049 plus benefits for 15 months. By March 31, 1979, send resume, three letters of recommendation, and samples of inventories or finding aids prepared to

Judith Ann Trolander, Associate Professor and Director, Northeast Minnesota Historical Center, Library 380, University of Minnesota, Duluth, MN 55812.

LIBRARY DIRECTOR, The Balch Institute for Ethnic Studies. Duties include the supervision of a small library and archival staff, the overseeing of the cataloging of the library holdings (30,000 volumes), the processing of manuscript holdings and the supervision of the microfilming of approximately 1,000,000 pages of ethnic newspapers. Qualifications: Graduate training in ethnic studies, archives and/or library experience and a reading knowledge of several languages. Salary: between \$15,000 and \$20,000 depending upon the successful candidate's experience and qualifications. Send curriculum vitae and letter of application to M. Mark Stolarik, Executive Director, The Balch Institute for Ethnic Studies, 18 South 7th St., Philadelphia, PA 19106.

ASSISTANT INVESTIGATOR, Survey of Source Materials in Repositories of Religious Congregations of Women in the United State to be conducted by the Leadership Conference of Women Religious. Responsibilities include technical aspects of a survey of approximately 600 resource centers and assistance in the editorial process of a Guide to these collections. Qualifications: MA in American history or library science with additional training in archival management. Knowledge of techniques of surveying and working with field personnel as well as actual participation in a similar survey project. 18-month appointment. Salary adjustable according to experience. Send resume to Sister Evangeline Thomas, Director, Archives Project LCWR, Medaille Center, 148 N. Oakdale, Salina, KS 67401.

ASSISTANT ARCHIVIST, New Mexico State University. Duties include surveying and recommending for acquisition; accessioning and processing; preparing finding aids including narrative description; care and conservation of collections. Assist in production of journal and promote citizen support group. Must be familiar with New Mexico, its peoples and institutions. Qualifications: ALA-accredited master's, undergraduate background in American studies, U.S. history or related field. Prefer additional master's in U.S. history with emphasis on the American West and/or New Mexico. Needs understanding of the sources, methods, and techniques for historical research. Desire individual

PROFESSIONAL OPPORTUNITIES

with introductory training and/or experience in archival management. Competence in translating Spanish documents and skill in oral Spanish desirable. Salary: \$12,000. Letter of application and full resume must be postmarked no later than April 16, 1979. Applicant should request library school to forward career information folder. Reply to James Dyke, Director of the Library, Box 3475, New Mexico State University, Las Cruces, NM 88003.

TWO POSITIONS, Sacramento Museum and History Department, for 1-year, NHPRC-funded project.

PROJECT ARCHIVIST to conduct a survey of non-current unclassified records of the city and county now held in the originating departments. 2 years experience with public records required; graduate degree in U.S. government or American history preferred. Salary: \$13,800.

PROJECT ARCHIVIST to arrange and describe public records for city and county of Sacramento. 2 years experience in public records required; graduate degree in U.S. government or American history preferred. Salary: \$14,400.

Both positions available April, 1979. Send resume and letter of application (indicate which position you are applying for) to Kathryn Gaeddert, Curator of History, Sacramento Museum and History Department, 1931 K Street, Sacramento, CA 95814. (916)447-2958.

LECTURER IN ARCHIVES ADMINISTRATION/RECORDS MANAGEMENT, University of New South Wales, Kingston, Australia. This position is available on a fixed term contract for a period of 3 years. Successful candidate will lecture and conduct seminars at postgraduate level in the diploma of archives administration within the school. High academic qualifications and experience in archives administration essential; experience with records management and automated systems desirable. Salary: \$15,179 to \$19,940 per year. Write to Academic Staff Office, PO Box 1, Kensington, N.S.W. 2033, Australia for full information about type of appointment, conditions of employment and method of application.

ASSISTANT ARCHIVIST, University of Notre Dame, to process and prepare finding aids for manuscript collections, and catalog repository's published materials. Qualifications: MLS with

archival training or background in handling of manuscripts. Salary: \$11,000 minimum, plus benefits. Available July 1, 1979. Send letter of application and resume to Wendy Clauson Schlereth, University Archivist, 607 Memorial Library, Notre Dame, IN 46556.

GOVERNMENT DOCUMENTS LIBRARIAN, Ohio Historical Society. Duties include acquisition, cataloging, and servicing of printed Ohio documents as well as some general reference work. Qualifications: MLS from ALA-accredited library school, preferably with course work in documents or special collections. 2-3 years experience preferred. Knowledge of general cataloging and reference procedures is required. Applicants should have some knowledge of Ohio/American history and familiarity with Ohio government organization. The ability to communicate well with staff and researchers and to work with professional contacts outside the Society is also needed. Available July 1, 1979. Apply to Personnel Office, Ohio Historical Society, 1982 Velma Ave., Columbus, OH 43211.

ARCHIVES/RECORDS DISPOSAL ANALYST for State of Wyoming. Qualifications: BA in archival records management, business, public administration or related field, plus 3 years experience in maintenance/operation of governmental archives/records. Salary range: \$1016-\$1361/month. Submit official applications to Personnel Division, Emerson Building, 2001 Capitol Ave., Cheyenne, WY 82002.

ASSISTANT ARCHIVIST, Roman Catholic Archdiocese of Boston, to arrange, describe and prepare finding aids for archival collections of the Archdiocese. Some reference duties and involvement in records management. Qualifications: 1-3 years archival experience most important; appropriate educational background; some knowledge of American religious history helpful but not required. This is a 1-year position only, and depends on securing additional grant funds before March 31, 1979. Position to begin April 1 or as soon thereafter as possible. Apply to James M. O'Toole, Archivist, Archdiocese of Boston, 2121 Commonwealth Ave., Brighton, MA 02135.

It is assumed that all employers comply with Equal Opportunity/Affirmative Action Regulations.

PROFESSIONAL OPPORTUNITIES

MANUSCRIPT LIBRARIAN, Dartmouth College Library. Responsibilities include managing and servicing manuscript resources, participating in the manuscript acquisitions program, evaluating acquisitions and determining their appropriate treatment, and coordinating manuscript cataloging activities. Qualifications: ALA-accredited MLS, undergraduate degree in humanities or social sciences, 3-5 years of appropriate library experience. Second masters and a course in archival management are desirable. Salary: \$13,600 minimum, plus benefits. Send resume, list of three references and academic credentials before March 30, 1979 to June I. Hicks, Dartmouth College Library, Hanover, NH 03755.

ARCHIVIST II, New York State Archives, to carry out a 2 year local government archives project funded by NHPRC. Duties include travel to communities in New York state, providing advice and guidance on establishment of municipal archives, and reporting to the State Archivist/Historical Records Coordinator on progress of projects. Qualifications: master's degree in history, government, economics, public administration, American studies or a closely related field, or a master's degree in library science or archives administration and at least 30 undergraduate hours in history, government, economics, public administration, American studies or a closely related field; and at least 2 years experience in an archives or manuscripts repository. Preference will be given to applicants having experience working with local public records. Salary: \$14,075 plus benefits. Apply to Edward Weldon, State Archivist/Historical Records Coordinator, State Education Dept., Cultural Education Center, Room 10A46, Albany, NY 12230.

ARCHIVIST, Memphis/Shelby County Public Library, responsible for accessioning and processing city and county records. Should have ability to meet and speak with government officials. Works one day a week on History Department's Public Service Desk at Main Library. Qualifications: MA in history, political science, or related field plus a certificate from the National Archives Institute of Archives Administration or equivalent experience. Salary: \$10,600 - \$13,600. Apply to Personnel Office, Memphis/Shelby County Public Library and Information Center, 1850 Peabody, Memphis, TN 38104.

ASSISTANT ARCHIVIST, United Negro College Fund, Inc., to accession, arrange and describe materials; handle reference requests; supervise researchers; and perform other activities relating to daily operation of archives of a not-for-profit organization. Qualifications: At least 1 year archival experience; graduate course work in black or social history desirable. Salary: \$9,000-\$10,000 plus benefits. Send resume and names of 2 references to Cynthia Davis, Assistant for Employment Services, United Negro College Fund, Inc., 500 E. 63rd St., New York, NY 10021.

ARCHIVIST II, Walter Reuther Library of Labor and Urban Affairs, Wayne State University. 2 year NEH-funded project to investigate the changing research trends in labor and urban affairs and to revise existing finding aids as necessary. Qualifications: Advanced degree, preferably PhD, in labor history or related field. Experience and/or training in archival administration. Salary: \$14,300 to \$18,440. Position is available immediately. Apply to Warner W. Pflug, Assistant Director, Walter Reuther Library, Wayne State University, Detroit, MI 48202.

FAMILY HISTORY PACKETS AVAILABLE

In anticipation of increased interest in genealogy, sparked by the airing of "Roots II," the National Archives has prepared free family history research packets.

During the months following the televised dramatization of "Roots" in 1977, research requests at the Archives jumped 70 percent. While the public's use of the Archives' facilities has leveled off since that time, research remains at an all-time high.

The increase, attributable in large part to the television series, also was spurred by attendant media coverage on ancestral research. Haley began his 13-year odyssey for his African origins at the Archives with the 1870 census.

To obtain the free family history packets, write Correspondence Branch (NNCC) National Archives and Records Service, Washington, DC 20408.

SAA Newsletter

Ann Morgan Campbell, Executive Director (312) 922-0140
Society of American Archivists, 330 S. Wells St.
Suite 810, Chicago, Illinois 60606

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