

# Society of Indiana Archivists

Annual Meeting  
April 4-5, 2014



*Indiana State Library exterior, circa 1950-1960s; Rare Books and Manuscripts, Indiana State Library*

Indiana State Library  
315 West Ohio Street  
Indianapolis, Indiana  
46204

## Message from the President

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Welcome to the 2014 Society of Indiana Archivists Annual Meeting!

I'm glad you are here. SIA is an organization of archivists, researchers, and others who are actively concerned with establishing, developing, preserving, promoting, and using archival collections.

The annual meeting provides a forum for the exchange of information and ideas related to archival collections and best practices, and it serves as a liaison among individuals and institutions working with archival collections in the state.

Please take advantage of every opportunity to learn from and share knowledge with your archival colleagues from around the state.

I look forward to seeing you during the annual meeting!

*-Anne Thomason, President,  
Society of Indiana Archivists*

## SIA Officers and Board Members

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### **President**

Anne Thomason  
Archivist and Special Collections Librarian  
Lake Forest College

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Dina Kellams  
Associate Archivist  
Office of University Archives and  
Records Management  
Herman B Wells Library

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Carol Street  
Archivist for Architectural Records  
Ball State University

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Bethany Fiechter  
Rare Books and Manuscripts Supervisor  
Indiana State Library

## Local Arrangements and Program Committees

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**Bethany Fiechter (Local Arrangements Chair)**

Rare Books and Manuscripts Supervisor  
Indiana State Library

**Megan Bettag**

Library Assistant  
Indianapolis Museum of Art

**Sarah Pfundstein**

Genealogy Librarian  
Indiana State Library

**Dina Kellams (Program Chair)**

Associate Archivist  
Office of University Archives and  
Records Management  
Herman B Wells Library

**Anthony Barger**

Department Manager  
Local History and Genealogy Department  
Putnam County Public Library

**Carol Street**

Archivist for Architectural Records  
Ball State University

## Pre-Conference Workshop Schedule

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**When:** Friday, April 4, 2014

**Where:** History Reference Room, Indiana State Library, Indianapolis, Indiana

The Society of Indiana Archivists is pleased to announce its spring workshop, "Wikipedia for Archivists," April 4, 2014 from 1:00 pm-4:00 pm at the Indiana State Library. Butler University Scholarly Communication Librarian, Franny Gaede and Information Commons and eLearning Librarian, Amanda Starkel will teach you how to improve the visibility of your collections using Wikipedia.

This workshop will cover the basics of Wikipedia editing, policy, and licensing, preparing you to edit articles, upload images, and navigate the Wikipedia community. Laptop and tablet computers are highly recommended for a significant hands-on component.

## Annual Meeting Schedule

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**When:** Friday, April 5, 2014

**Where:** Indiana State Library, Indianapolis, Indiana

**8:30-8:50 am: Registration and Breakfast**  
**Great Hall**

**8:50-9:50 am: Concurrent Sessions 1A and 1B**  
**History Reference Room and Indiana Author's Room**

**Session 1A (History Reference Room): Practical Digital Preservation: The Top 5 Things Archivists Should Know**

As a field focusing on attributes of digital objects and potential future needs for access, digital preservation can sometimes feel too nebulous or overwhelming to put into practice. Some feel DP is solely the domain of large institutions with ample digital collections and budgets, but the truth is that a fundamental understanding of

digital preservation is essential for any archivist dealing with digitized or born-digital objects, regardless of collection size, if we are to avoid creating a so-called “digital dark age.”

This session focuses on establishing a basic competency toward the need for digital preservation, the goals of an effective DP practice, and the obstacles we face in trying to future-proof our collections. The most important lessons learned by the community thus far will be distilled into five handy and memorable tips for extending the lifespan of your digital objects. A list of resources for further learning will be provided to help you establish a digital preservation practice at your organization.

Bryan Brown, Indiana University

### **Session 1B (Author’s Room): Tumblr and Archives: Archives Accessibility to the Masses Achieved!**

As an archivist the two main goals of your work are preserving your collection, making it accessible, and raising awareness of your resources. By using the new social media of Tumblr, it is possible to easily create and maintain a blog that will be seen by many, goes beyond “broadcasting” by allowing for two-way communication, and gives your special collections the attention they deserve.

Tumblr is a form of social media that has become popular in recent years especially with younger audiences which makes it a great way to reach out to people just entering the field and highlight special collections to young scholars who would find your information and resources useful. Through my paper, I will explain the concept behind Tumblr, look at the ability of Tumblr to bring attention and access to special collections, as well as how this social media has created a community of practice for young archivists entering the field.

This presentation will consist of the presentation of the paper and a demonstration of how easily it can be to create a Tumblr, upload photos and text posts to your blog, and follow other archivists and the popular tags that pertain to our field.

Randi Beem, MLS Student, Indiana University Bloomington

### **10:00-11:00 am: Plenary Session History Reference Room**

#### **Ryan White Oral History Project**

Many of us remember Ryan White from his courageous battle to attend school in Kokomo, Indiana, after he was diagnosed with AIDS in 1984 at the age of thirteen. The town of Kokomo received national attention during the controversy and continues to receive local and national attention as it revisits that time period and the people involved through the Howard County Historical Society’s Ryan White Oral History Project. Safianow led the Ryan White Oral History Project as chairman of the Howard County Historical Society Oral History Committee. Their project began in 2010 and took about two years to complete; in 2012 it received an award from the Indiana Historical Society for the Outstanding Indiana History Project and has been profiled on NPR. The committee interviewed twenty individuals in an effort to get a variety of perspectives on a very complicated subject centering on Ryan White’s efforts to attend Western School after he had been diagnosed with AIDS. Safianow will discuss the challenges faced by doing a controversial local history project and how they prepared for the project, selected individuals to be interviewed, and how they have shared the results of the project.

Allen Safianow, Professor Emeritus of History, Indiana University Kokomo

### **11:00-11:45 am: Business Meeting History Reference Room**

### **11:45-12:30 pm: Lunch Great Hall**

## **12:30-1:30 pm: Concurrent Sessions 2A and 2B History Reference Room and Indiana Author's Room**

### **Session 2A (History Reference Room): Hands On, or Off?! As an Archival Resource, a Historic House Museum Seeks to Balance Access and Collection Care**

Wylie House Museum, historic 1835 home of Indiana University's first president, resides with the university's Libraries department. Learn how this small museum is seeking to make itself relevant to the academic community. In a short period of time the museum has integrated itself into a variety of department, faculty and student experiences. The archival collections which inform the historic interpretation of the Wylie House have recently seen an exponential increase in use by IU classes across a variety of disciplines. As someone new to the archival field, it has been both exciting and terrifying to increase access while trying to balance collection care. The museum is making efforts to establish itself as a unique learning lab, particularly related to primary source research and literacy. The opportunity to engage university students is exciting, and many questions arise as we attempt to establish a "Teaching Collection" which maximizes outreach, access, and collection care.

Carey Beam, Director, Wylie House Museum, Indiana University Libraries

### **Session 2B (Author's Room): Using Microsoft Sharepoint to Create a Digital Archive**

Learn how SharePoint can be used to store and provide access to born-digital and digitized records and archival collections. Session will cover some of the many options on how SharePoint can be used in an archival environment including the capture of born-digital records from their source, metadata management, permissions, and sharing. Although SharePoint is a very large and robust system, session will cut through the complexity to introduce some important concepts users would need as a starting point including the different types of portals available (document libraries, records center, multimedia sites, search centers), content types, views, and columns (aka metadata fields).

Richard Bernier, Archivist / User Services and Library Technologies Librarian, Rose-Hulman Institute of Technology

## **1:40-2:40 pm: Concurrent Sessions 3A and 3B History Reference Room and Indiana Author's Room**

### **Session 3A (History Reference Room): Capturing Reel History: Ball State University Libraries' Film, Video, and Audio Digitization**

Audio and video digitization projects present archivists with a unique opportunity to provide access to valuable, dynamic, and engaging historical content. The panelists will present a case study describing a large digitization project in which audio, video, and film content held by Ball State University's Archives & Special Collections department was captured, described, and made globally accessible via the web. The presentation will address issues related to project management and resource allocation, hardware and software needs, outsourcing, project documentation, and content delivery.

John B. Straw, Assistant Dean for Digital Initiatives and Special Collections, Ball State University Libraries; Tom Barker, owner of Tom Barker Video; Blake Stienen, Metadata and Digital Initiatives Developer, Ball State University Libraries; Michael Szajewski, Archivist for Digital Development and University Records, Ball State University Libraries

### **Session 3B (Author's Room): Developing a Statewide Repository for Electronic Records and Digital Preservation**

Representing the State of Indiana, the session will look at interest, feasibility and potential pitfalls of developing a statewide electronic repository, (dark archives), and a statewide public access portal for electronic records in Indiana.

Vicki Casteel, Records Analyst, Commission on Public Records; Tibaut Houzanme, Electronic Records Archivist, Commission on Public Records

**2:40-2:55 pm: Break  
Great Hall**

**3:00-4:00 pm: Concurrent Sessions 4A and 4B  
History Reference Room and Indiana Author's Room**

**Session 4A (History Reference Room): Innovative Outreach!**

Looking for inspiration on how to energize your outreach efforts? Learn how four archivists in different academic and institutional repositories transformed their outreach to match the needs of their users in fun and interesting ways. From creative work in the classroom to a dynamic online presence and even creating new objects derived from historic artifacts, these archivists are exploring new ways to perform outreach and inspire the use of their collections. Examples include embedded classroom work using rare book collections and assignments that meaningfully connect students to those who served in the Civil War. Other techniques harness the zeitgeist of social media to keep worldwide audiences engaged with the collection and breathe life into architectural collections using cutting edge 3D print technology. The purpose of this session is to share ideas on how using archival materials in fresh and meaningful ways can engage and inspire our audiences. From collections that focus on our local history to those that document world leaders in design, all of our collections and repositories can benefit from innovative approaches to outreach. These initiatives range from no cost to relatively low cost, and demonstrate what is currently being implemented in academic and institutional archival repositories.

Carol Street, Archivist for Architectural Records, Drawings + Documents Archive, Ball State University Libraries; Alison Stankrauff, Archivist and Associate Librarian, Franklin D. Schurz Library Indiana University South Bend; Sally Childs-Helton, Ph.D., Associate Professor Special Collections, Rare Books, and University Archives Librarian, Irwin Library, Butler University; Tricia Gilson, Assistant Professor, Anthropology, Ball State University

**Session 4B (Author's Room): Extra Hands in the Archives: Fresh Perspectives on Practical Internships**

As aspiring archival professionals, two current MLS students and one recent graduate, who have completed archives internships in a variety of institutional settings, we wish to share insights and suggestions from our experiences. While the circumstances and structure of our stints vary, we have identified common elements important to include in any internship as well as "lessons learned," experiences we should have sought or opportunities we would have liked. The session will be helpful to both professionals interested in working with interns and students seeking to design successful experiences. The session will include a short overview of each experience: an independently arranged, part-time internship; a for-credit (MLS program) student-arranged internship, and an internship facilitated by the IUPUI dual public history MA/MLS program. This will be followed by a common review of important internship elements, impressions of how institutions and practicing professionals may benefit from hosting interns, and our "lessons learned" observations. The panel members aspire to get the audience excited about harnessing the potential of emerging professionals and helping to shape the next generation of Indiana archivists.

Heather Howard, MLS degree candidate, Circulation Supervisor, Butler University; Lydia Spotts, MLS, Project Archivist, Allison Transmission; Lisa Ungemach, dual MA (Public History)/MLS candidate, Public History Intern, Indiana Supreme Court