



# *Society of Indiana Archivists*

Protecting Indiana's Documentary Heritage since 1972

## Save the date!!!



*Photo courtesy of Robert T. Ramsay, Jr. Archival Center at Wabash College*

## Won't you join us?

## The 2009 SIA

## Annual Conference

## This year in beautiful Bloomington!

## Details inside...

# News & Notes

Society of Indiana Archivists

The SIA annual meeting will be Saturday, May 30 at the Indiana Memorial Union at IU Bloomington, with a half-day pre-meeting workshop on May 29. IU Libraries paper conservator Doug Sanders will present the Friday afternoon workshop at the IU Libraries Preservation Lab, exploring every aspect of paper conservation and repair, including hands-on demonstrations.

The annual meeting themes will be disasters and diversity. One strand of sessions will take us through the nuts and bolts of planning in anticipation of disasters and how to make realistic decisions for recovering from them when they do occur. A second strand will feature panels on the wide range of roles in which archivists find themselves and how they learn what they need to know to handle the unfamiliar, quirky situations with which they're confronted. Our plenary session will look at the development of a national award-winning museum-archive-historical site with speaker Cinnamon Catlin-Legutko, the director of the General Lew Wallace Study and Museum in Crawfordsville, recent recipient of a National Medal for Museum and Library Service (the "Gold Medal") awarded by the Institute for Museum and Library Service.

Visit their website:

<http://www.ben-hur.com/about.html>.

# SAVE THE DATES!

## SIA ANNUAL MEETING

May 29-30, 2009

Plan to join us in Bloomington at the end of the merry month of May for a weekend of great sessions, perfect weather (usually), and the pleasure of the company of your archival colleagues.

See you then!

## State Historic Records Advisory Board

### TO HOST REGIONAL ARCHIVES CONFERENCES

The Indiana State Historic Records Advisory Board (SHRAB) is pleased to announce five regional conferences for archives professionals, educators, and volunteers. The Indiana SHRAB hopes to use these conferences as a starting point to form relationships and networks across the state of people who are committed to preserving Indiana's documentary heritage. At each conference, the SHRAB hopes to start a conversation about some pressing issues involving the archival community, including the use of electronic records and digital repositories, finding grants and fund raising for new or continuing projects, and creating plans for the preservation or salvage of documents and materials, should a disaster occur. The dates and locations of the conferences are as follows:

**Tuesday, February 24th, 2009** Knox Co. Public Li-

brary Fortnightly Club, Vincennes, 9AM-3PM

**Thursday, February 26th, 2009**, Madison-Jefferson Public Library Auditorium, Madison, 9AM-3PM

**Tuesday, March 3rd, 2009**, Allen Co. Public Library, Meeting Room C, Fort Wayne, 9AM-3PM

**Friday, March 6th, 2009**, Indiana State Library, Conference Room 425, Indianapolis, 9AM-3PM

**Tuesday, March 10th, 2009**, Indiana University Northwest Conference Center, Gary, 9AM-3PM

This conference can be used for LEU credits. There is no registration fee, and lunch will be provided. If interested in attending, please fill out the registration form at <http://www.in.gov/icpr/2352.htm> and submit it by February 12. For further information, e-mail Maire Gurevitz at [mgurevitz@icpr.in.gov](mailto:mgurevitz@icpr.in.gov).

## Society of Indiana Archivists 2009 Annual Meeting Student Scholarship

The Society of Indiana Archivists Annual Meeting Scholarship will waive the annual meeting fee and will award \$125.00 towards hotel and travel expenses for an individual to attend the annual meeting on May 30, 2009 in Bloomington, Indiana.

**Eligibility:** Must be a graduate student enrolled in an MLS, MA in History, MA in Museum Studies program, or a related field.

**To Apply:** Write a statement of interest (250-400 words) about why you want to attend the annual meeting and how it would benefit you. Include in your statement a brief outline of your archival education and work history, and a description of your long-term professional goals. Also include your contact information (name, mailing address, phone, e-mail address) and contact information for your institution or employer. Send the statement via mail or e-mail to:

Vicki Casteel  
Chair, SIA Scholarship Committee  
Indiana State Archives  
6440 East 30th Street  
Indianapolis, IN 46219-1007  
vcasteel@yahoo.com

**Deadline: Applications must be received by April 13, 2009**

For questions or further information:

Vicki Casteel, Chair, [vcasteel@yahoo.com](mailto:vcasteel@yahoo.com)  
Elizabeth Wilkinson, Committee Member, [emwilkin@purdue.edu](mailto:emwilkin@purdue.edu).

Please visit the Society of Indiana Archivists website: <http://www.inarchivists.org>

The scholarship check will be awarded at the Annual Meeting during the Business Meeting portion of the program. After the meeting the scholarship winner will be expected to write a 150-300 word article about their experience at the meeting for the next SIA newsletter.

Surf on over!



[www.inarchivists.org](http://www.inarchivists.org)

## Honors

I'm very pleased to announce that the National FFA Organization selected Brenda Burk and Debra Brookhart to receive the Honorary American FFA Degree at their national convention on October 24th. According to the FFA, "the Honorary American FFA Degree is an opportunity to recognize those who have gone beyond the valuable daily contributions to make an extraordinary long-term difference in the lives of students, inspiring confidence in a new generation of agriculturists." These awards not only recognize the contributions of Debra and Brenda, but of the entire Special Collections Team, which has worked hard to serve the research needs of the National FFA Organization, its 500,000 members, and countless other researchers.

The IUPUI University Archives has had the records of the FFA for over 10 years now, during which time Debra has been primarily responsible for processing the collection, doing the bulk of the reference work on it, and creating exhibits. Brenda has worked closely with the FFA regarding ongoing collection development (including both paper and digital materials), promotion of the collection (including active involvement with the national convention), and development of specialized databases and digital projects.

Todd Daniels-Howell  
Director, Special Collections  
IUPUI University Library

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## Society of Indiana Archivists Board Members

**Officers** - President - Elizabeth Wilkinson, Purdue University Libraries--Archives and Special Collections. Vice President/President Elect - Kathleen Cruikshank, Indiana University, Office of University Archives and Records Management. Secretary/Treasurer - Brenda L. Burk, IUPUI University Library. Past President - Thomas D. Hamm, Earlham College, Friends Collection & College Archives

## Board Members

Paul Brockman - Director of Manuscript and Visual Collections, Indiana Historical Society. Vicki Casteel, Records Analyst Indiana Commission on Public Records. Maren Read - Assistant Archivist for Manuscript Collections of the Archives and Special Collections in the Ball State University Libraries. Sister Rachel West - Marian College Archives

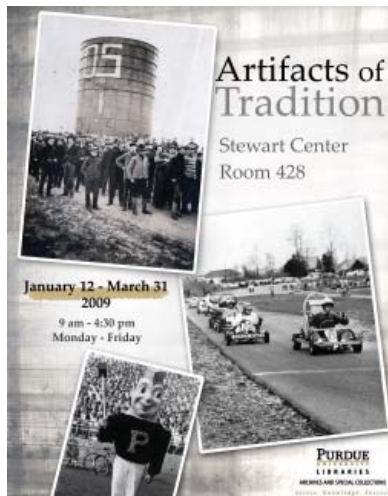
**Newsletter Editor** - Beth Swift - Archivist, Wabash College

# Announcements

Purdue Libraries Virginia Kelly Karnes Archives & Special Collections  
Research Center

## Artifacts of Tradition January 12 – March 31, 2009

Cords, chains, buckles, and anvils are just a few things that secure the traditions that have come and gone throughout the history of Purdue University. The artifacts that reflect these traditions will be featured in the opening exhibit of the Purdue University Libraries, Archives and Special Collections new facility. The university mascot, Purdue Pete, first appeared in the 1940s and has evolved over time. Several objects will trace this evolution. One of the most violent traditions, the Tank Scrap, a melee between the sophomores and freshmen ended in 1913. A lock and chain which was used to secure freshmen by the ankles represents that tradition. The famous "Cords" or corduroy trousers and skirts that marked the wearer as a member of the senior class beginning in 1904, pots, dance cards, scrapbooks, and bookends made in foundry classes are some of the items featured in the exhibit.



## MAC Annual Meeting 2009

The Midwest Archives Conference will be holding their Spring 2009 annual meeting in St. Louis, Missouri from April 30- May 2, 2009. The conference will be jointly hosted by the Association of St. Louis Area Archivists and the St. Louis Area Religious Archivists. It will take place at the Hyatt Regency St. Louis Riverfront, which has a stunning view of the Gateway Arch and the Mississippi River. For more information visit the MAC website:

<http://www.midwestarchives.org>

or contact

**Scott Grimwood**,  
the Local Arrangements Chair  
[Scott\\_Grimwood@ssmhc.com](mailto:Scott_Grimwood@ssmhc.com).

## Nominations sought

Call for Nominations: 2009 Waldo Gifford Leland Award

Have you read a great new book about archives? Have you come across an exceptional finding aid for a newly-processed archival or manuscript collection? Have you encountered a documentary publication that is head and shoulders above the rest? Has a web publication really stood out to you?

If you have, please consider nominating it for the Waldo Gifford Leland Award.

The annual Leland Award – a cash prize and certificate – encourages and rewards “writing of superior excellence and usefulness in the field of archival history, theory, and practice.” The Leland Award subcommittee of the Society of American Archivists invites you to nominate a monograph, finding aid, or documentary publication published in North America in 2008 for this year’s recognition. (Please note: periodicals are not eligible.) Established in 1959, the award honors American archival pioneer Waldo Gifford Leland, president of the Society of American Archivists in the 1940s and one of the driving forces behind the founding of the National Archives.

Nomination forms, a list of previous winners, and more information is at <http://www.archivists.org/governance/handbook/section12-leland.asp>. The deadline for applications is February 28, 2009.

Please help us to recognize the best in our profession!

# JOIN THE DISCUSSION!

By the time you get this newsletter, you will probably have received an e-mail announcement about the creation of an SIA discussion list, INARCHIVISTS-L. Its purpose is to provide a place where we can ask questions about archival problems we're facing, share great archival resources we've discovered, tell each other about special events in which we might all be interested -- in other words, engage in an ongoing conversation about archival issues and events, pooling our knowledge and resources so that we can benefit from each other's expertise and experiences. It will start out as an unmediated list, which means that any SIA member can post a message to it without going through a list manager. To make it successful, we will have to count on each other to use it only for professional archival matters -- we all have more than enough junk e-mail as it is! If we can stick to that guideline, it can be a great source of information and help. Anyone who is on the Society of American Archivists list or that of any of its sections and roundtables knows how easy it is to have the solution to a particular problem within minutes. And there are no stupid questions. SIA's mission has always been to help people engaged in archival preservation work together, to support the development of competence in repositories throughout the state, to pursue cooperation and to support the exchange of ideas. INARCHIVISTS-L is another tool for doing that. List manager will be Kate Cruikshank, [cruiksha@indiana.edu](mailto:cruiksha@indiana.edu). Contact her for any problems -- or if you inadvertently deleted the first list announcement!

## Archives Blogs - Share your link!

<http://bsuarchives.blogspot.com/>

Provides information about the Ball State University Archives and Special Collections.

[http://www2.wabash.edu/blog/dear\\_old\\_wabash/](http://www2.wabash.edu/blog/dear_old_wabash/)

This blog shares the history of Wabash College.

Send us your links or your news

SIA NEWSLETTER EDITOR

[swiftb@wabash.edu](mailto:swiftb@wabash.edu)

## More Product Less Process Workshop Useful to SIA scholarship winner...

On October 14, 2008, I had the privilege of attending "Implementing More Product, Less Process" as the recipient of a scholarship sponsored by the Society of Indiana Archivists and the IUPUI University Library. Daniel Santamaria, Assistant University Archivist of the Seeley G. Mudd Manuscript Library at Princeton University led the seminar using Mark A. Greene's and Dennis Meissner's groundbreaking, and more than slightly provocative, work titled *More Product, Less Process: Revamping Traditional Archival Processing (MPLP)* which advocates throwing out the "one size fits all" method of traditional collection processing in favor of determining on an individual basis the level of processing each collection should receive.

Santamaria spent much of the morning reviewing the recommendations of Greene-Meissner and discussing why archivists should take their recommendations more seriously, even the one about not removing paper clips. As a practical exercise, he asked attendees to discuss their backlogs, in linear feet, and I began to realize the great need for change. During the afternoon, Santamaria discussed how the Princeton library had implemented MPLP, citing the creation of a collection processing levels guide and the establishment of benchmarks for each collection. There might have been a collective gasp when he stated that they processed collections at a rate of two feet per day. We spent the last part of the day in small groups discussing case studies submitted by workshop attendees and how to process the collections. This may have been the most important portion of the seminar because it allowed a diverse group of individuals to come together to solve practical problems. Some archivists may view MPLP as sacrilege while others accept it as a breath of fresh air. For me, a graduate intern with little archival experience, but years of business experience, it just makes good sense.

- Lisa Lobdell

# Education

## National Archives – Great Lakes Region Workshops in Chicago

These workshops will be held at the National Archives and Records Administration – Great Lakes Region, located at 7358 S. Pulaski Rd. in Chicago.

*An Introduction to Document and Photograph Preservation* This workshop will be held on Saturday, Feb. 14, from 10 to 11:30 a.m. Learn basic techniques on how to store and preserve your treasured family documents and photographs.

*Using Court Records to Find Local and Family History* This workshop will be held on Saturday, May 9, from 10 to 11:30 a.m. Archivists from the Great Lakes Region and the Circuit Court of Cook County Archives will give an overview of how court records can be used to uncover a wealth of information about people's lives as well as the social, legal and economic issues that brought them to court.

*African-American Genealogical Research* This workshop will be held on Saturday, Aug. 8, from 10 to 11:30 a.m. Renowned lecturer, author and genealogist Tony Burroughs will present a program on African-American family history research. Mr. Burroughs will address the special challenges presented to those researching African-Americans. Information on finding federal records relating to African-Americans will be discussed.

*Preparing Your Historical Research for Publication* This workshop will be held on Saturday, Nov. 14. This workshop will focus on communicating effectively. It will include a discussion of essential writing skills, such as organization, documentation, effective word choice and clarity. M. Teresa Baer and Rachel M. Popma, editors at the Indiana Historical Society Press, will also discuss larger issues with writing projects, such as defining your purpose, setting your scope, writing to your audience and choosing the best format for the presentation of different kinds of materials. Additional information on registration and submission of writing samples will be announced soon.

*The cost for each workshop is \$10 per person.* To register for a workshop, please call (773) 948-9001 or e-mail [chicago.archives@nara.gov](mailto:chicago.archives@nara.gov) with the names and contact information for all attendees.

## Ball State Annual Copyright Conference: Star E-Wars

The Sixth Annual Copyright Conference from the University Libraries at Ball State University will be held at the Ball State Alumni Center in Muncie on April 15. The cost is \$65 and includes a buffet lunch. Register by March 15. For more information or to register, visit [www.bsu.edu/library/conference/copyright/](http://www.bsu.edu/library/conference/copyright/).

## AASLH Workshops

The following workshops are available from the American Association for State and Local History: *Are You Ready for Volunteers?* This online class will be available anytime between March 2 and 30 and lasts two and a half hours. The cost is \$40 for members and \$105 for nonmembers. Improve the results of volunteer recruitment and turnover by avoiding common mistakes and by making sure your nonprofit is READY for volunteers. This course will assist you by addressing the following: What does a nonprofit need to know when incorporating a volunteer program? What strategic considerations need to be examined? How do you know if a volunteer program is successful? How do you assess a volunteer program? *Digitizing Historic Collections* This workshop will be held March 18 through 20 at the Arizona Historical Society Museum in Tempe, Ariz. The cost is \$200 for members and \$265 for nonmembers for all three days or \$70 for members and \$135 for nonmembers for individual day registrations. Address and correct key issues associated with digitizing historical collections, such as selection of materials, physical preservation, digital imaging, metadata and the resources required for responsible sustainability. You may attend all three days or select days. For more information, visit <http://www.aaslh.org/workshop.htm>.

## Things we like...

Under this heading we must add the Communique Online newsletter from the Local Services Department of the Indiana Historical Society. A weekly newsletter, it is chock full of timely announcements about education, job opportunities in the public history field, internships around the country, exhibits, educational opportunities and other great stuff! Kudos to their editor!!! To receive a copy in your in-box, email [col@indianahistory.org](mailto:col@indianahistory.org).