



Society of Indiana Archivists

Preserving Indiana History

SPARKING
CHANGE

WORKSHOP AND ANNUAL
MEETING

MARCH 30-31, 2017
MUNCIE, INDIANA

BALL STATE
UNIVERSITY ALUMNI
CENTER

2800 W. BETHEL AVE.,
MUNCIE, IN 47304

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SCHOOL OF INFORMATICS
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Department of Library and Information Science
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PRESIDENT'S WELCOME

Welcome attendees,

Forty-five years ago State Archivist John Newman led a meeting with other Indiana archivists to form the Society of Indiana Archivists. Their vision was to create an organization where we could meet our peers and share our ideas about our practices and profession. This year's annual meeting theme of "Sparking Change" derives from that vision.

On Thursday, March 30, SIA is offering an all-day workshop "Exploring Access and Privacy Legal Issues for Archivists, Librarians, and Information Professionals" led by archivist and attorney Menzi Behrnd-Klodt. For more information about the workshop, check out the description on page 3. Also on page 3, you'll find information about the Thursday evening Letterpress Workshop by Book Arts Collaborative. Space is limited in both so secure your spot.

On Friday, March 31, the Annual Meeting begins. Last year you told us you'd like the sessions to be a bit longer to encourage more interaction. So this year we're offering five 45-minute concurrent sessions for a total of ten panels. With the theme of "Sparking Change," you'll hear how your peers have sought innovative solutions and created change in their institutions. And back by popular demand is ArchiveSpark! — a fun and activity-filled space to meet one another.

Kelli Huth is our plenary speaker this year. As the Director of Immersive Learning for Entrepreneurial Learning at Ball State University, she fosters community engagement where students and faculty work with nonprofit organizations and businesses. Kelli will share her experiences about creating opportunities for partnerships in the community.

We rely on the generous support of our sponsors. Thanks to the Midwest Archives Conference Speaker's Bureau; the Indiana State Historic Records Advisory Board and Indiana State Historic Records Advisory Board, with funding from the National Archives; and IUPUI Department of Library and Information Science. A special thanks to Ball State University for hosting us in the BSU Alumni Center.

Finally, thanks to Carol Street, SIA Vice President, and her team of professionals on the Programs Committee — Jackie Shalberg, Brandon Pieczko, Lydia Spotts and Claire Horton — for all they've done to organize this year's annual meeting.

Tricia Gilson
SIA President



Thank you to our sponsors for their generous support



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SHRAB

*Indiana State Historic
Records Advisory Board*



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MARCH 30 9A.M.-4P.M.

LEGAL ISSUES WORKSHOP

9:00 AM—4:00 PM

Location: Ball State University Alumni Center

Exploring Access and Privacy Legal Issues for Archivists, Librarians, and Information Professionals

Menzi Behrnd-Klodt

Instructor Menzi Behrnd-Klodt will provide an in-depth course to access and privacy legal issues encountered by today's archivists, librarians, and curators. Taught by an archivist and attorney with extensive experience in both fields, the course will examine some of the most perplexing and vexing issues for archivists today — how to balance providing open access with preserving personal privacy (including that of third parties) and how to understand, measure, and assess the risks of using copyrighted archival material.

The workshop also will discuss ethical considerations, ownership, fair use, Section 108, and orphan works. Participants will explore these challenging issues through lecture, pre-readings, and workshop exercises. This course will provide useful information to new and experienced professionals in public and private archives, libraries, special collections, and museums.

Cost: FREE for SIA or MAC members!; \$20 for nonmembers of either organization

Register online at:



MARCH 30 6:30—9 P.M.

LETTERPRESS WORKSHOP

6:30-9:00 PM

Location: 600 E. Main Street, Muncie

Letterpress Workshop

Book Arts Collaborative

Those spending Thursday night in Muncie have a unique opportunity to learn the fundamentals of letterpress printing by designing and printing a dozen note cards at the Book Arts Collaborative, located in a historic building in downtown Muncie.

Book Arts Collaborative and Tribune Showprint Posters, Inc., invite archivists to tour their facilities: a student-run cottage industry producing blank journals, printed ephemera, public workshops, and limited edition artist's book; and the longest continually operated letterpress shop in the United States, complete with a collection of historic wood type and illustrative cuts.

No experience necessary! Workshops begin with a tour and invitation to explore. Our workshop leaders have extensive experience as printers and teachers. Participants will have use of the presses and type collection and assistance of printing professionals and students. Workshop participants can decide on the messages and images their printed cards will carry, such as thank you cards, personalized note cards, birthday cards, etc.

If you'd just like to join us for a tour of the facility without printing cards, please arrive for the tour at 6:30 p.m.

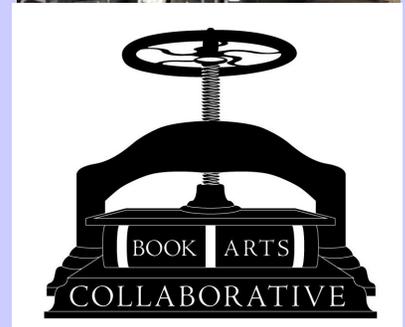
Cost: \$50, includes 12 handmade notecards; tour is free!

For more info on the Books Arts Collaborative, visit their website at:

www.bookartscollaborative.com/

Register online at:

<http://tinyurl.com/htb49kt>



ANNUAL CONFERENCE SCHEDULE AT A GLANCE: MARCH 31

8:30-9:00 am	Check-In: Coffee and Light Breakfast Available	
9:00-9:45 am	Sessions 1 & 2	See pg. 5
9:55-10:40 am	Sessions 3 & 4	See pg. 6
11:00-11:45 am	Members Meeting	
11:45-1:00 pm	Lunch Break	
1:00-1:45 pm	Plenary Session	See pg. 7
1:50-2:35 pm	Sessions 5 & 6	See pg. 8
2:35-3:00 pm	Afternoon Break	
3:00-3:45 pm	Sessions 7 & 8	See pg. 9
3:55-4:40 pm	Sessions 9 & 10	See pg. 10

Need LEU credits for the Annual Meeting?

Send a list of sessions you attended to Claire Horton (CHorton@iara.in.gov) and she will send you a certificate.

ARCHIVESPARK!

Who	Open to all attendees
When	Friday, March 31—all day event
Where	Ball State University Alumni Center
What	ArchiveSPARK! is designed to let you decompress in between sessions, catch up with old friends, and meet new ones!

ARCHIVESPARK!

Feedback from SIA members who attended last year's annual meeting was overwhelmingly positive about ArchiveSPARK! You loved the dedicated space to connect with colleagues you may only see a few times a year. You also liked the opportunity to be creative and have a little fun. We liked it, too, and have brought it back for this year's meeting.

For anyone who missed last year's Annual Meeting, ArchiveSPARK! is a space filled with fun activities where you can take a break from the sessions and connect with colleagues. While you're there, enjoy the archives-themed coloring pages, send a postcard to friends, or just relax and chat with fellow archivists. With ArchiveSPARK! activities running all day long, you'll have the opportunity to meet other professionals while working on fun projects.

This year we're so excited to welcome students from Ball State University's Book Arts Collaborative who will be here with their printing press to show us how it works and even let us make our very own SIA postcards from their type! They'll be available from 10 am to 3 pm. Be sure to visit them pull your own postcard on the press.

—Carol Street, SIA Vice President

Sparky's back!



8:30—9:00 AM

CHECK-IN DESK OPEN; LIGHT REFRESHMENTS

9:00—9:45 AM

CONCURRENT SESSIONS 1 AND 2

Session 1

The History Major and Beyond: Cross-Disciplinary Instruction: Part I

Part 1: History and English

Brandon Pieczko: Archivist, Ball State University

Alison Stankrauff: Archivist/Librarian, Indiana University- South
Bend

Neal Harmeyer: Archivist, Purdue University

Sally Childs-Helton: Archivist, Butler University

At many universities there is an increasing emphasis from university and library administration to demonstrate the integration of archives and special collections into the curriculum. While for most repositories the History and English departments remain the main recipients of instruction services, many are looking for ways to incorporate primary source instruction in additional disciplines. With archivist and special collections librarians from across Indiana, this two-part lightning round will offer brief case studies providing instruction to a range of disciplines.

In the first session, four archivists will discuss their work with History and English classes. Presenters will each briefly touch upon the faculty/archivist relationship and how the partnership began, mention activities or assignments which were created for the course, and quickly offer a few suggestions of how their example could be adapted at another repository. Ultimately, we envision this as a brain-storming session for instruction of archivists—either novice or experienced—who are looking to broaden the reach of their programs to serve a wider range of disciplines.

Session 2

From Preservation to Re-Creation of At-Risk Cultural Heritage

Andrea Copeland, Ph.D.: Dept. of Library and Information Science,
Indiana Univ. - Purdue Univ. Indianapolis

Ayoung Yoon, Ph.D.: Dept. of Library and Information Science,
Indiana Univ. - Purdue Univ. Indianapolis

Kisha Tandy: Curator, Indiana State Museum

The Bethel AME Church is the oldest African American church in Indianapolis. The church archive includes extensive materials such as handwritten journals, letters, and other evidence that the church was a station on the Underground Railroad. In November of 2016, the congregation will move out of downtown and the building which has housed the congregation since 1869 has been sold and is now at-risk owing to the impending redevelopment of the site, leaving the historical building as well as the archival materials housed for more than 162 years in a vulnerable position. This panel will present the collaborative efforts to save Bethel's history and heritage. In this panel:

Andrea Copeland will begin by discussing her initial efforts to preserve the archive which represents the history and heritage of Bethel, through a collaboration with the Indiana State Museum, Indiana Historical Society, IUPUI Library, IUPUI Office of Community Engagement, and the School of Informatics and Computing at IUPUI. Kisha Tandy will then introduce Bethel collection with her work with the collection (e.g., archival processing, digitization efforts, etc.). To conclude, Ayoung Yoon will talk about the next step, a Virtual Bethel project, moving from preservation to re-creation of cultural heritage for underrepresented history education.

Session 3

The History Major and Beyond: Cross-Disciplinary Instruction: Part II

Part II: Design, Folklore, Philanthropy, Architecture, and Planning

Carol Street: Archivist for Architectural Records, Ball State University

Carrie Schwier: Archivist, Indiana University - Bloomington

Angela White: Archivist, Indiana Univ. - Purdue Univ. Indianapolis

Tricia Gilson: Archivist, Columbus Indiana Architectural Archives

At many universities there is an increasing emphasis from university and library administration to demonstrate the integration of archives and special collections into the curriculum. While for most repositories the History and English departments remain the main recipients of instruction services, many are looking for ways to incorporate primary source instruction in additional disciplines. With archivist and special collections librarians from across Indiana, this two-part lightning round will offer brief case studies providing instruction to a range of disciplines.

In the second session, four archivists will discuss their work with Design, Folklore, Philanthropy, Architecture, and Urban Planning classes. Presenters will each briefly touch upon the faculty/archivist relationship and how the partnership began, mention activities or assignments which were created for the course, and quickly offer a few suggestions of how their example could be adapted at another repository. Ultimately, we envision this as a brain-storming session for instruction of archivists—either novice or experienced—who are looking to broaden the reach of their programs to serve a wider range of disciplines.

Session 4

Change in the House: Indiana Local Historical Societies in Transition

Ronald V. Morris: Dept. of History, Ball State University

Student Speakers: Lucas Cauley, Braydon Fox, Ashley M. Purvis,

Alexis N. Robertson, Gwen Stricker

This session will reveal the results of how ten Indiana local historical societies responded to change. The presenters will examine trends from across the state, recommendations for reacting to change, and look at best practices for historical societies. Recommendations for one house museum and an archival collection will be reviewed. Presenters will provide a handout to accompany a video which will be shown to help the audience understand the context of the project. Feedback from the audience will be requested about the projects.

Another project will show how an aging statewide historical society decided to make a change using technology to increase their accessibility to new audiences. With a storehouse of archival information they needed a way to be accessible. With a maturing audience they wanted to make their group relevant to potential members and provide a service to schools. Two other technology projects show how recreation partnered with history to create new ways to think about historical interpretation for Millennials. Discussion with guiding questions will occur at the end of the session to determine how different groups are presently responding to change.

Plenary Speaker

Kelli Huth

Director of Immersive Learning for Entrepreneurial Learning
Ball State University



As Director of Immersive Learning at Ball State University, Kelli advocates for community engagement projects with students and faculty. She helps to connect campus resources with businesses and nonprofit organizations across Indiana. Working closely with the Office of Community Engagement, she facilitates projects that not only provide meaningful learning experiences to students, but that also advance Indiana communities. Immersive learning staff members provide support to project teams in all academic disciplines at Ball State and coordinate faculty and student professional development training programs.

Creating Context Out of Content

In this time of evolving technology, the ways in which people take in content and make meaning of that content have changed. The term “entrepreneurial learning” has taken hold across the country. It implies a proactive, expressive, life-long experience of questioning and problem-solving outside of our traditional institutes of knowledge. How might we leverage resources and forge unlikely collaborations to transform the content of our collections into meaningful, relevant tools for a new age of learners? Our speaker, Kelli Huth, will explore that question during our plenary.



Courtesy of the Ball State University Libraries Archives and Special Collections

Session 5

Something Old, Something New, Something Borrowed: Three Responses to Archival Renovation, Building, and Moving Projects

Sally Childs-Helton: Archivist, Butler University
 Claire Horton: Archivist, Indiana State Archives
 Lisa Lobdell: Archivist, Great American Songbook Foundation

This panel will explore the trials, tribulations and ultimate rewards of three different kinds of archival building challenges: protecting collections and serving patrons while dealing with major renovations and construction in an old and architecturally significant building (something old); planning for a new archival building, including readying collections for the move while continuing to serve patrons (something new); and the challenges of moving a collection on short notice to a building that was never intended to be archival space (something borrowed).

Each situation has its own challenges regarding caring for collections and their environment and security before, during, and after the building change. The archivists presenting will be at different places in their projects: two will hopefully be done and a third will still be in the midst of preparing for a move. Each archivist will have practical information about how changes in buildings directly impact collections and collection safety, patron services, staff, workflow, emergency and disaster planning, and the continuation of ongoing projects like processing, digitization, cataloging, and barcoding throughout the move. They will also discuss working with architects and contractors to understand archival needs and working with a moving company, as well as numerous other problems that inevitably pop up during such projects.

Session 6

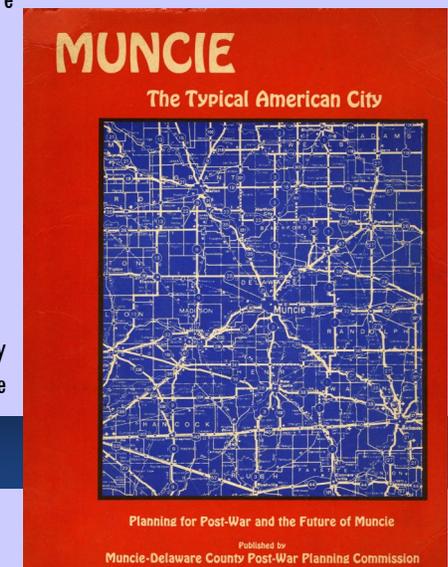
Re-igniting Our Presence: Social Media, the Web, and Archives

Noraleen Young: Archivist, Kappa Alpha Theta Fraternity
 Joseph Coates: Archivist, Purdue University - Northwest
 Allison McClanahan: Collections and Cataloging Librarian, Archives of Traditional Music, Indiana University - Bloomington

Archivists have been using social media and websites for many years now, but how we use them and how we adapt to new forms is our challenge in embracing change. This session will reflect on how several archivists use new means of sharing or using the web to provide information about their collections. We will look at what challenges we face, the time needed to commit to these projects, and what we have learned along the way.

We will look at three perspectives - developing a social media strategy and looking at its successes and challenges, learning and using a new social media tool - in this case Snapchat, and finally, planning for reaching new, younger users for a special collection. The session will include archivists from both academia and a business archives, who will share their experiences and challenges as they seek ways to share and engage their audiences.

Courtesy of the Ball State University
 Libraries Drawings + Documents Archive



Session 7

RAMP-ing Up Access to Collections through Wikipedia

Mairelys Lemus-Rojas: Librarian, IUPUI
Angela White: Archivist, IUPUI

Cultural heritage institutions have created and curated a body of biographical descriptions over the years. This data created in libraries/archives for a specific community of practice can be repurposed in an effort to share it with other communities on a global scale. The Remixing Archival Metadata Project (RAMP) editor, a web-based tool, emerged as the result of the increasing interest from the library community to expose their collections to the ubiquitous Wikipedia platform. The tool allows users to extract biographical data from EAD (Encoded Archival Description) finding aids, enhance it with information from other sources like WorldCat Identities and VIAF (Virtual International Authority File), and ultimately republish it to the English Wikipedia through its API. Our curatorial attention to detail places us in a unique position to shape Wikipedia by contributing researched descriptions to the encyclopedia.

This presentation will cover a brief overview of the RAMP tool and its recent development, our efforts to use the RAMP tool to expose our archival collections to Wikipedia, and practical suggestions for implementing RAMP based on our experiences at the University of Miami Libraries and IUPUI University Library.



Courtesy of the Ball State University
Libraries Archives and Special
Collections

Session 8

Haunted Hanover: Undergraduates in the Archives

Jennifer Duplaga: Archivist, Hanover College
Jacob Domalewski: Student, Hanover College

Instead of seeing a valuable research resource, students often perceive archives more like a museum, containing materials to be seen and admired, but never to be touched. For the past two years at Hanover College, serious effort has been made to change this perception by increasing programming such as tours, speakers, and open houses. A great deal of time has also been spent working with the faculty to bring classes into the archives, resulting in nearly double the number of class visits. Still, the perception of the archives as forbidden and unwelcoming remains. A recent project by an undergraduate student to create a historical tour of campus entitled *Haunted Hanover* for the campus community has unexpectedly led to a complete reimagining of programming and student involvement in the archives.

The session will present the student's perspective in working as a researcher in an archive, the development and execution of the tour, as well as outcomes and plans for similar programs in the future. The presentation will also examine the professional's viewpoint of how the success of the tour changed programmatic goals in the archives, how increasing student involvement in programming led to student advocacy for the archives, and how the tours have effected plans for future programming.

Session 9

**Fear and Loathing in the Archives:
Transforming a Corporate Archives
from the Depths of Chaos**

Michelle Jarrell: Archivist, Eli Lilly and Company

In the months prior to accepting the position as head archivist at Eli Lilly and Company, Michelle began an investigation of the condition of the Lilly Archives. She recognized the need for this assessment given the state of both the facility and the collection itself. From her perspective, Lilly was facing a situation where it would begin to lose archival resources if the current state of affairs was carried forward.

As the result of the retirement of the former archivist, Michelle became the head archivist in August of 2011; by October of 2011, she had initiated a full revamp of the Lilly Archives physical space as well as a re-cataloging effort to bring some order to the collection. Five years later, this project is still far from being completed. Her presentation will provide an interesting overview of the successes and failures associated with the overall project, relaying information about funding, destruction, construction, organizing, hurdles, and successes.

Courtesy of the Ball State University Libraries
Archives and Special Collections



Session 10

**Reworking the Workflow:
Determining an Optimal Solution for
Processing Incoming Records**

Ashley Chu: Archivist/Librarian, Taylor University

This session will provide an overview of the evolution, including development and implementation, of the workflow for incoming records at the Taylor University Archives. Throughout the past four years the process of intake, weeding, documenting, cataloging, and filing record transfers and accessions from both within and outside of the University has changed and improved dramatically. Incoming records of varying volumes ranging from a single brochure to multiple cartons now move through the workflow effectively and efficiently to their final destinations. A seemingly insurmountable backlog dating back more than a decade has been eliminated through the continual optimization of this process.

This panel is intended for an audience of all skill levels and backgrounds, and might be of increased interest to lone arrangers or facilities with limited professional staff who rely on students and/or volunteers for processing items into the collection. Attendees will learn about the approach that the Taylor University Archives has adopted in handling incoming records as well as lessons learned from the various methods that were utilized in search of an optimal solution. Practical suggestions for implementing a similar workflow will be discussed.

MEETING LOCATION

Ball State University Alumni Center

2800 W. Bethel Ave., Muncie, IN 47304

Getting here: <http://bit.ly/2hwMVfH>

PARKING



Free parking is available at the BSU Alumni Center in the lot just north of the building.

BUS



MITS Bus Information

www.mitsbus.org

TAXIS



Mr. Nice Guy Taxi Service 765-278-9855

PDQ Taxi Service 765-284-8294

Express Ride, Inc. 765-606-9893

Cardinal Taxi 765-216-7197

And we even have Uber drivers!

DINNER OPTIONS



Amazing Joe's Grill

American/Italian Cuisine About \$12

www.amazingjoes.com

909 N. Wheeling Ave., Muncie, IN 47303

Damask Café

Mediterranean Cuisine About \$12

www.damaskcafe.com

3201 West Bethel Ave., Muncie, IN 47304

Greek's Pizzeria

Italian/Greek Cuisine About \$9

www.greekspizzeria.com

1600 W. University Ave., Muncie, IN 47303

Savage's Ale House

Pub Food About \$12

127 N High St, Muncie, IN 47305

Two Cats Café

New American Cuisine About \$12

www.2catscafe.com

1813 W. University Ave., Muncie, IN 47303

Vera Mae's Bistro

Muncie Fancy About \$20

www.veramaes.com

207 S. Walnut St., Muncie, IN 47305

HOTELS



While there is no official room block at hotels in the area, below are a few excellent non-chain hotels for your consideration.

Ball State University Hotel

www.bsu.edu/hotel

Located in Ball State's Student Center, the BSU Hotel features a Starbucks and food court on the first floor and free public access Wi-Fi. Free parking and a free shuttle bus runs from the hotel to the Alumni Center.

McDowell-Nearing House Bed & Breakfast

www.mcdowellbedandbreakfast.com

Only a 6-minute walk from the Alumni Center, the McDowell-Nearing House boasts American handmade furniture in each room, an electric vehicle charging station, free Wi-Fi, and complimentary homemade breakfasts.



Courtesy of the Ball State University Libraries
Archives and Special Collections

SIA ANNUAL MEETING REGISTRATION INFORMATION



Early Bird Registration

Online registration must be completed and payments postmarked by Monday, February 27.

SIA Member:	\$25
SIA Student Member:	\$15
Non-Member:	\$55

Standard Registration

Online registration closes on Friday, March 17, and payments must be postmarked by that date. *On-site registration will not be available.*

SIA Member:	\$35
SIA Student Member:	\$25
Non-Member:	\$55

Important Registration Notes

- Registration closes on Friday, March 17.
On-site registration is not available.
- If you are not currently a member or your membership has lapsed for the year, and you would like to sign up at the member rate, you must sign up for membership first and await a confirmation e-mail before submitting registration for the meeting. You may send payments for both in one check.
- Reference your invoice number(s) on your check.
- All those registering will receive an acknowledgement of their registration and a receipt for the payment. Your check must be received before the conference to ensure your spot at the meeting. We cannot be held responsible for checks lost in the mail.

Mail checks, payable to "Society of Indiana Archivists", to

Richard Bernier, SIA Treasurer
Purdue University Libraries - SPEC
504 W. State Street
West Lafayette, IN 47907

Cancellations with refund must be made by e-mailing Richard Bernier at bernier@purdue.edu before Friday, March 17.

SIA BOARD OF DIRECTORS

President	Tricia Gilson (2016-2018) Archivist and Curator Columbus Indiana Architectural Archives
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Treasurer	Richard Bernier (2015-2017) Processing and Public Services Archivist Purdue University Libraries - SPEC
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	Jennifer Noffze (2015-2017) Registrar and Archivist The Children's Museum of Indianapolis
	Jamillah R. Gabriel (2016-2018) Librarian and Metadata Specialist Black Cultural Center Purdue University

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ANNUAL MEETING PLANNING COMMITTEE

Chair	Carol Street Archivist for Architectural Records Ball State University
Members	Brandon Pieczko Digital Archivist for Manuscript Collections Ball State University
	Jackie Shalberg, CA Archivist and Assistant Historian National Model Aviation Museum
	Claire Horton Director of Archival Processing Indiana State Archives
	Lydia Spotts Indiana State Archives