

THE ACADEMIC ARCHIVIST
Newsletter of the College and University Section
Society of American Archivists

<http://www.archivists.org/saagroups/cnu/>

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FROM THE CHAIR

I wish a Happy New Year to all! I would like to introduce the new officers of our Section, who have assumed their positions since our Annual Meeting in Los Angeles. They are an energetic bunch who will ably represent the varied geographical regions of our country.

Tom Rosko was elected as our new Vice-Chair. Since May 2003, Tom has been the Institute Archivist and Head of the Institute Archives and Special Collections at MIT. Previously, he worked in the archives at the University of Kentucky, NYU, and Princeton University. Tom has also served as Chair of the Education Committee of MARAC, and Vice-chair/Chair-elect of the Kentucky Council on Archives. He received his MLS from Rutgers.

Our new Steering Committee members are:

Heather Briston has a law degree from Syracuse. In 1999, she received her MSI with a specialization in archives and records management from the University of Michigan. Since 2001, Heather has been the University Archivist at the University of Oregon. Heather, an SAA member since 1997, is also an active member of the SAA Working Group on Intellectual Property.

David McCartney has been the University Archivist at the University of Iowa for three years. He earned an MA in history and an MLS from the University of Maryland at College Park. David joined the SAA in 1995. He is also an active member of MAC and the CIA (Consortium of Iowa Archivists). Currently, David serves on the local arrangements committee for MAC's Des Moines meeting in October 2004.

Robert Sherer received a Ph.D. in history from UNC-Chapel Hill and an MLIS with an archives concentration from UT-Austin. Since 1989, Robert has been the University Archivist at Tulane University. He has also held offices in state and regional archival organizations, the ACA and SAA. In the SAA, for example, Robert has served on the C&U Steering Committee and chaired the committee that revised the C&U guidelines. He has also served on the Publications Board.

I would like to thank especially Carole Prietto for her dedicated service to the Section over these past many years as, variously, Vice-Chair, member of the Steering Committee, and Webmaster. Her willingness to serve her colleagues is inspirational!

I am also happy to welcome Christopher Laico, Archivist at the Arthur W. Diamond Law Library, Columbia University Law School, as the new Editor of *The Academic Archivist*. Chris will bring to our newsletter his considerable editorial experience and enthusiasm.

Please feel free to contact the Steering Committee with any concerns or inspirations relevant to our Section. In the near future, I hope to report on the creation of a C&UA Section listserv, which will be hosted by the SAA. This listserv will improve communication amongst our membership. – Claude Zachary

ONLINE PROJECTS

Five College Database of Finding Aids Now Available

The Archives and Special Collections of Amherst, Hampshire, Mount Holyoke, and Smith Colleges and the University of Massachusetts Amherst are pleased to announce the availability of the Five College Archives & Manuscript Collections web site (<http://asteria.fivecolleges.edu/>). This searchable database features over 700 finding aids from the five institutions.

The manuscripts and archives of the Five Colleges are a rich and diverse resource for researchers from a variety of disciplines. These collections are particularly strong in the following areas: women's history, social history and activism, African American studies, business and labor history, Western Massachusetts history, the sciences, politics and diplomacy, religion and missionary work, arts and literature, book design, and education. The collections are not limited to these areas, however, and new uses and interpretations of the materials are continually being discovered. Over 200 additional finding aids will be added to the database over the next six months.

The Five College Archives & Manuscripts web site is a product of the Five College Finding Aids Access Project, funded by The Andrew W. Mellon Foundation. The project was designed to improve access to the primary sources of the Five Colleges by publishing finding aids from these institutions online using the Encoded Archival Description (EAD) standard. The site utilizes the Cocoon XML publishing framework and Lucene search engine. The project has also included the creation of MARC records for collections that were previously uncataloged; these records will appear in OCLC and the Five College catalog and will link to the finding aids online.

For more information, please contact the Project Director, Kelcy Shepherd at: kshepher@library.umass.edu

Indiana University Archives and Digital Library Program

The Indiana University Archives and Digital Library Program have unveiled a groundbreaking digital collection of 14,500 color images of everyday life in the middle of the 20th century.

Taken by amateur photographer Charles Weever Cushman between 1938 and 1969, the images document an amazing cross-section of American and international subjects, from inner-city storefronts and industrial landscapes to candid portraits and botanical studies. The collection is part of the Indiana University Archives.

The richly saturated Kodachrome slides add color to an era primarily recorded in black and white — “a world that we had long since resigned ourselves to viewing only in shades of gray,” writes

Eric Sandweiss, IU's Carmony Associate Professor of History, in an essay included on the collection's web site. In Cushman's work, he observes, "the past becomes, for an instant, impossibly present."

Deteriorating colors in some of the slides, however, led IU's image specialists to consult with experts at the University of Basel in Switzerland, who have researched fading patterns of film dyes. Technicians there recreated mathematically what the dyes on the slide might have looked like at the time of processing and used this information to generate color-corrected versions of about 250 of Cushman's images in both film and digital formats.

Viewers may search the collection or browse the images by year, location, subject, and genre, a task made possible only because Cushman, who graduated from Indiana University in 1917, meticulously recorded notes about the thousands of images he shot over more than three decades.

"We would never have undertaken this project without Mr. Cushman's detailed recordkeeping," says Kristine Brancolini, director of the Digital Library Program. "We used his notebooks, which have been digitized and linked to the photographs, to create a rich descriptive database and sophisticated searching."

In 1972 Charles Cushman bequeathed to the university the notebooks, some of his photographic equipment, and his entire collection of photographs, neatly packed and labeled in suitcases. The slides were rediscovered by a university archivist in late 1999.

Brancolini says she hopes the collection will reach a national audience of social historians, scholars of vernacular photography, historic preservationists, and the general public.

"While one takes pleasure in examining these handsome images singly," Sandweiss concludes in his essay, "the greatest reward comes from assembling them as a group and discovering in their totality a clearer picture of a place that we thought we knew: the United States, circa 1938 to 1969, a place close enough to touch, but forever just out of reach."

To view the collection, go to: www.dlib.indiana.edu/collections/cushman. The project was funded in part by the Institute of Museum and Library Services, the primary source of federal funds for the nation's museums and libraries.

Mt. St. Mary's College and Seminary Launches Online Exhibit

In honor of the inauguration of Dr. Thomas Powell, Mount Saint Mary's 24th president, the college's archivist, Rebecca Fitzgerald, has designed and mounted an exhibit entitled, "In the Footsteps of Presidents and Founders." Spread over three locations, the exhibit highlights and celebrates the lives and times of some of the men who founded and shepherded the now-venerable institution through nearly two hundred years of faith, leadership, and service to the community. The exhibit begins in the entrance of Patriot Hall as founders Father John Dubois and Simon Bruté carve a school out of the wilderness and guide it through its first tentative steps. The journey continues to unfold just outside the bookstore in the recently renovated McGowan Center, as strong-willed men of faith encounter and survive the twin crises of the Civil War and the financial ruin it brought. Finally, in the second floor entrance to Bradley Hall, a financially

sound and reinvigorated institution enters a new century of growth and change while remaining faithful to the spirit and vision of its founders.

Portions of the exhibit will remain in place through December 2003. The Mount's webmaster, Trevor James, will organize the online exhibit on the Mount's website. The website will be available in January 2004 at: <http://www.msmary.edu/studentsandstaff/library/archives.htm>.

IN THE NEWS

Colorado: Budget Cuts Lead to Increased Use of Archives at the University of Northern Colorado

The Archival Services Department at The University of Northern Colorado (UNC) had an influx of new researchers during the fall semester 2003, stemming from a most surprising cause: budget cuts. Faced with a 25% reduction in its state appropriation, UNC's President initiated a comprehensive planning process called *Charting the Future* (CtF), which will guide the university in restructuring the programs and services it offers. The CtF process required that all campus units, 126 in all, produce ten-page reports documenting their *Past* and *Present*, and expressing dreams for their *Future*. A Design Team will review the documents and make recommendations. At a Leadership Summit, where the procedures and timelines were first announced, report writers were urged to consult Archival Services in order to write their *Past*. The units included not only all the individual academic departments, such as Political Science and Physics; but units involved in governance, such as Faculty Senate and Graduate Council; as well as non-academic units, such as Custodial and Payroll.

CtF researchers consistently found some of the same archival materials to be rich sources of historical information. A nearly complete set of catalogs and yearbooks, for example, was available from 1891 (the institution was founded in 1889) and documented organizational changes over the years. For some units, appearance in the catalog marked the beginning of their history. Two histories of the university had been published, one in 1930 and the other in 1989, and several dissertations and theses focusing on specific programs were available. Some of the non-academic units had the most difficulty finding documentation for their early history, although there were many creative approaches. The Office of University Publications, for example, could trace its existence in the copyright statements of yearbooks and catalogs even though the department itself was not mentioned within those sources. The Purchasing Department used a bid specification for an early catalog to document its activity as early as 1908.

CtF provided good publicity for Archival Services, since some people had not known of its existence; researchers learned first hand about the value of donating materials of historical significance. The absence of records for some units has highlighted the need for Archival Services to emphasize collection development in those areas; a university archives did not exist at UNC until 1982. All of the CtF reports are now available in the archives, although their lack of footnotes may prove frustrating to future researchers.

For more information see: http://www.unco.edu/pres/charting/supporting/proceedings_intro.shtml

Oregon: “Class explores three decades of UO politics: Students in the ‘University in Peace and War’ class went through the school's archives, beginning with the April 1970 sit-in protest,” *Oregon Daily Emerald* (University of Oregon), by Jared Paben (Dec. 2, 2003)

Last spring, Professors David Frank and Suzanne Clark hatched an idea – they'd create a class that would utilize the University's huge archives, many of which hadn't been tapped in years, on a topic that students would find especially interesting. They wanted a class in which students could do real research rather than have the professor deliver the material.

By fall term 2003, the first Robert D. Clark Honors College “University in Peace and War” class was born.

The class delivered its findings to University Archivist Heather Briston in a packed Robert D. Clark Honors College Library on Monday afternoon. The honor college's namesake, former University President Robert D. Clark, sat in the front row. For the full text, please see: <http://www.dailymerald.com/vnews/display.v/ART/2003/12/02/3fccbe0b2c901>

Pennsylvania: New Project Archivist at Susquehanna University

In August of 2003, Susquehanna University, a national liberal-arts college in Central Pennsylvania (www.susqu.edu), hired recent University of Pittsburgh graduate Jennifer McGillan to be the Project Archivist in the University Archives (Archives), for the purpose of bringing archival practice up to professional standards. Susquehanna University was founded as the Missionary Institute of the Evangelical Lutheran Church of America in 1858, and became Susquehanna University in 1895. The collections in the Archives include rare books, manuscripts, photographs, paintings, audio and video recordings, and artifacts of physical culture such as sports memorabilia. McGillan is the first professional archivist to work at Susquehanna University, and her one-year position is funded by a generous gift from the Susquehanna University Class of 1968.

Recent and current projects in the Archives include the assignment of record group numbers to collections, organizing collections in record-group order, the creation of a collection development policy and the processing and creating of finding aids for a complex collection of popular sheet music dating from 1890 to 1940 and a portion of the Susquehanna University Women's Association Collection.

Projects anticipated for the spring semester include the creation of an Archives Committee to supervise the accession and deaccession of archival materials and the creation and implementation of a website for the Archives. To learn more about Susquehanna University and projects in the Archives, please contact Blough-Weis Library Associate Director Dr. Rebecca Wilson by email at wilsonb@susqu.edu or Project Archivist Jennifer McGillan at mcgillan@susqu.edu.

MINUTES

College and University Archives Section Business Meeting Los Angeles, California, August 21, 2003

Call to order: Claude Zachary called the meeting to order at 8:00am.

Approval of minutes: Minutes from the previous year's meeting were approved as submitted.

Chair's Report – Claude Zachary:

Ongoing projects in the Section: The College and University Archives Reader is making good progress thanks to the work of committee chairs Ellen Swain and Chris Prom. The committee hopes to have a product by next year. In addition, Guidelines for College and University Archives were approved in 1999 and will be up for a 5-year review in 2004.

A change in the format of today's meeting – a panel instead of study-discussion groups.

The C&U Section continues to be active in submitting session proposals to the SAA Program Committee. Three of 4 proposals approved by the C&U Steering Committee were accepted for this year's program.

Committee Reports:

Members Survey – Mott Linn

Not many responses to the survey were received this year. The survey will be transmitted by email in the next couple of weeks.

College and University Archives Reader – Ellen Swain

Ellen and Chris Prom are co-chairs of the committee; 11 members on the committee. During the fall, subject areas were decided upon and a working draft of the table of contents was produced. Each committee member was assigned a topic to research. During the spring and summer, committee members carried out their assigned research. The committee will be meeting this week.

Bylaws revision – Bill Maher

In the Section, an often repeated concern has been expressed that the responsibilities of the Section Vice-Chair should be separated from the duties of Section Newsletter editor. The task of identifying Vice-Chair candidates who also have a background or interest in newsletter preparation has made the job of finding candidates most difficult. Further, while having a fixed term for the Vice-Chair is widely accepted, many have commented that there is an advantage to longer terms of service for a newsletter editor.

Therefore, the following amendments have been prepared to accomplish the suggested change.

1. Article 4, Section D. (Duties of Officers), paragraph 2, presently reads: “2. Vice-Chair. In the absence of the Chair, the Vice-Chair shall assume the Chair's duties. The Vice-Chair shall serve as editor of the Section's newsletter.” The first amendment would delete the second sentence of this paragraph.
2. In Article 6 (Committees), insert a new Section C (and “renumber” the subsequent paragraphs accordingly) reading:

“C. Section Newsletter. Consistent with the Guidelines for SAA Sections, to promote communication of Section activity within the Section and to the Society at large, there shall be a College and University Archives Newsletter. The newsletter is the responsibility of the newsletter editor who shall be appointed by the chair, with the advice of the Steering Committee, for a term of two years, renewable with approval of the Steering Committee. The newsletter editor serves as a non-voting member of the Steering Committee, unless the editor also holds elected membership in which case the editor shall have all voting privileges. The editor should not serve concurrently as chair of the roundtable.”

In addition, to be consistent with the 1997 revision of SAA's Bylaws, we should replace the reference in Article 7 (Parliamentary Authority) to Robert's Rules of Order with Sturgis' Standard Code of Parliamentary Procedure.

There was one correction to this text: “section” instead of “roundtable”. Motion to amend was seconded and passed. Discussion concerning whether or not the change in the duties of the Vice Chair would affect the Vice Chair who was about to be elected (yes, it will).

Motion to accept the change to the bylaws was seconded and passed.

Nominating Committee – Tamar Chute/Ellen Swain

Nominating Committee thanked everyone who agreed to stand for the office of Vice Chair. Ballots were distributed to the membership. Tamar Chute and Ellen Swain will be the tellers.

Announcements:

Fred Honhart – C&U Archivists will soon have an opportunity to become involved with the ICA Section on College and University Archives. The 2005 Meeting of the Section will be held at the Kellogg Center, on the campus of Michigan State U. Dates will be the Tuesday-Friday following Labor Day.

Megan G. Sniffin-Marinoff – SAA Council is considering publishing Section newsletters in electronic format only. If you have thoughts or concerns, please take them to Claude Zachary.

Rob Spindler – ECURE will be taking place March 1-3, 2004 at the University of Arizona.

Report of the Nominating Committee:

Tom Rosko has been elected the new Vice Chair.

Panel Discussion: “Getting It Going and Keeping It Going: Records Management Programs at Colleges and Universities”

Chair, Tom Rosko. Speakers, Tim Pyatt and Chuck Piotrowski

Adjourn: Claude Zachary adjourned the meeting at 10:00am.

Respectfully submitted,
Carole Prietto
Washington University in St. Louis

Please transmit your newsletter submissions to Christopher M. Laico, Archivist, Arthur W. Diamond Law Library, Columbia University Law School at: claico@law.columbia.edu
