



THE SOCIETY of
AMERICAN ARCHIVISTS

The ACADEMIC ARCHIVIST

*The Newsletter of the
College and University Archives Section
of the Society of American Archivists*
<http://library.wustl.edu/~prietto/cusection/>

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FROM THE CHAIR **Nanci Young, Smith College**

This year the managers and administrative staff at my institution are spending time engaging in and encouraging discussions with one another and their employees about civility on campus. It is a widely held belief that there's much to improve on in this area of our campus lives. Everyone is grappling with how we treat one another: peer-to-peer, manager to employee, employee to manager, employee to student, employee to faculty member. What is clear about these discussions is that we all have a different understanding of what civility means. We feel the daily pressures of our work lives and the fact that we are working with a more diverse population all contribute to how civil (or not) we are to one another. But the message is clear: despite having different backgrounds we are here to work with one another. We need to understand one another better in order to achieve our goals.

How do we attain that balance in our working lives? How do we make the time to know our employees and colleagues and to let them know us?? As we look at our Section, what do we see? We are archivists from small to large institutions; we are archivists from the coasts and the midlands; we represent institutions that have small endowments and large; we are lone arrangers and archives administrators; we are paper and electronic records people; we are men and women. We are different from one another yet through our C&U pride we have a common goal and vision. What kind of pride in work do you generate at your home institution? How do you represent civility in your workplace?

This is not to pat the C&U Section on its collective back. We are a predominantly white Section. Just last year there was a forum at SAA about diversity. How many of us attended that forum?? When you have the opportunity to hire a student assistant, do you hire a student of color?? Do you encourage students of color on your campus to explore the archives profession? When you do outreach and/or give talks, do you choose topics that would interest everyone? Many of our

institutions are now working towards a more diversified workforce and student population. When will your Archives reflect that diversity?

My column today carries a lot of questions, with few answers. But the answers are in each and everyone of us. We're the largest Section in SAA. Shouldn't our members be out assisting the Society to open its doors and broaden opportunities for all interested people? Now that would be a civil thing to do!

NOMINATIONS

Cecilia Aros Hunter is the Chair of the Nominating Committee this year, and will be heading up the search for a new Vice-Chair for our section, to be elected at the Annual Meeting. Anyone interested in submitting nominations or in nominating themselves should be in touch with Cecilia at kacah00@tamuk.edu by phone at (361) 593-2776.



ECURE 2000: Keeping the future in mind

The university archivist, in a very real sense, is the keeper of the institutional memory. Yet as electronic records systems become more complex, new questions are raised about what can and will be saved.

Recently, knowledgeable individuals from a range of backgrounds were asked to take a new look at fundamental issues in recordkeeping at the ECURE 2000 Conference on Preservation and Access for Electronic University and College Records.

The first national conference to focus solely on electronic recordkeeping in higher education, ECURE is dedicated to fostering an interdisciplinary dialogue. The conference brings together archivists, academic administrators, comptrollers, faculty, attorneys, registrars, and technologists to discuss topics that are of concern across the institution.

Keynote speaker Clifford A. Lynch opened the conference on Oct. 5. Lynch is the Executive Director of the Coalition for Networked Information, an organization dedicated to advancing the transformative promise of information technology in scholarly communication and intellectual productivity.

Lynch began by describing the many varieties of data being produced in higher education, and how they are challenging old ideas about what a record is. Soon, video recording of classroom lectures may be as easy as turning on a wall switch, Lynch said. Already available are dynamic Web sites, online course catalogs and "smart" buildings capable of recording telemetry data about the movements of their occupants. As a result, definitions and categories which were once static are becoming fluid. Decisions must be made about what to keep, and in what format, and for how long. Record creation and record keeping will need to be considered together, rather than separately. Though Y2K is behind us, computer system architecture will continue to be a concern. In many ways, the discussion about records management issues will be nearly indistinguishable from the discussion about what the networked computing environment will be, Lynch said.

In a presentation on the Indiana University Electronic Recordkeeping Project, Philip C. Bantin, Indiana University Archivist and Project Director, addressed the topic of organizational change. Bantin described a management model that includes an Information/Records Management Office, and steering committees made of senior officials and data stewards. To be effective, records managers and archivists will need to acquire skills in information systems analysis and design, Bantin said. They will need the ability to create conceptual models for representing records and system requirements. He recommended that records professionals increase their understanding of metadata systems, such as data dictionaries, information resource dictionary systems, and transaction logs. They can become more familiar with how automated systems process data.

In "Implementing an Electronic Records Program," John T. Phillips of Information Technology Decisions noted that

documents are becoming "virtual records." They now contain an assortment of information objects embedded in them. The development of extranets between institutions means that a record may have multiple contributors located on different computing systems.

Anne J. Gilliland-Swetland, Ph.D., Assistant Professor of Library & Information Science at UCLA, gave an "Introduction to Electronic Recordkeeping for Colleges and Universities." Dr. Wendy Duff, Assistant Professor at the University of Toronto Faculty of Information Studies, offered "An Introduction to Metadata," and Steven L. Worona, Director of the Computer Policy and Law Program at Cornell University, discussed "Computer Use Policies for Colleges and Universities."

Additional presentations at the two-day event concerned developing e-mail policies, and the impact of existing legislation such as FERPA (Family Educational Records Policies Act) and FOIA (Freedom of Information Act) on digital records and e-mail. Online portal sites, digital signatures, online course development, and systems management for extended education were among the other topics discussed.

Selected presentation outlines from ECURE 2000 are available at the conference Website, <http://www.asu.edu/it/events/ecure/>.

The third annual conference, ECURE 2001, will be held October 12 and 13, 2001. It will be co-sponsored by Arizona State University and the National Historical Publications and Records Commission (NHPRC). A call for proposals for ECURE 2001 is currently open. The conference committee is seeking presentations with a focus on case studies and practical solutions. Additional details are available on the Website.

Archivists interested in attending in 2001 are encouraged to bring along another person from their institution who has related responsibilities, such as an information technology person, an attorney, a records manager or an academic administrator. The ECURE planning committee is working to establish special registration pricing for institutions that send interdisciplinary teams to the conference. "We believe ECURE is helping to increase recognition ... that many professions bring necessary skills to the system design table," said conference co-chair Robert Spindler. For more information, please contact the conference co-chairs, Robert Spindler, University Archivist, and Jeremy Rowe, Head of IT Media Development, at rob.spindler@asu.edu or jeremy.rowe@asu.edu.

--- **Kolleen Roberts, Arizona State University**

COLLECTION NEWS

Guy A. Vander Jagt Papers Open At Joint Archives of Holland

The records of a congressional career have found a home at Hope College, Holland, Michigan. Vander Jagt, who is a 1953 Hope graduate, was elected to the U.S. House of Representatives in 1966, serving the Ninth District of Michigan until 1992.

"During his quarter century in the House of Representatives, a period of time that covered six presidencies, Congressman Vander Jagt played a significant role locally as well as nationally," said Larry Wagenaar '87, who is director of the Joint Archives of Holland. "The records in the collection provide a thorough look at both the major events during his time in office and the day-to-day activity experienced by a Congressman, and will be an important resource for developing our understanding of area history as well as national history."

The materials cover not only Vander Jagt's service in Congress, but the decade before as well. His activities from 1957 until his election to the House included serving as news director of WWTW in Cadillac, practicing law at Warner, Norcross & Judd in Grand Rapids, and serving in Michigan's state senate during 1965-66.

During a luncheon held on Thursday, Nov. 16, in conjunction with the opening, Vander Jagt joked that during his days as a Hope student concerned with writing papers, he never could have imagined that nearly 50 years later he'd see a collection totalling hundreds of boxes return to campus for historical reference. "Hope College is very, very special to me, for four of the greatest years of my life were on the Hope campus," he said. "I was impacted spiritually and intellectually in ways that shaped all the rest of my life, and so I thought it appropriate that the harvest of an entire career go back to where it all began."

In addition to his degree from Hope, he holds a B.D. from Yale Divinity School, completed in 1957, and a J.D. from the University of Michigan Law School, completed in 1960. Hope presented him with an honorary degree in October of 1983, and the Student Congress named him the organization's lifetime chair in November of 1983.

During his time in the U.S. House of Representatives, Vander Jagt rose to the second-ranking Republican seat on the House Ways and Means Committee. As chair of the National Republican Congressional Committee (NRCC), he was a member of the Republican leadership, consulting on a regular basis with Presidents Ford, Reagan and Bush and their

Cabinets. He was the keynote speaker of the Republican National Convention in 1980.

The collection register for the Vander Jagt collection is available online at:

www.hope.edu/resources/arc/collections/registers/hope/gvj.html

--Geoffrey Reynolds, Collections Archivist

Found in the Archives: Dinosaurs In Emmitsburg, MD

Two slabs of hard mudstone stone dating from the late Triassic are featured in an exhibit at Mount Saint Mary's College in Emmitsburg, MD. What makes these so special are the footprints impressed upon them while they were still mud. According to Washington, D.C. paleontologist Dr. Peter Kranz, they were made by dinosaurs that walked the earth during the late Triassic Period, about 200 million years ago, early in the Age of Dinosaurs. These rocks from the College Archives' collection were also part of Dinofest 2000, held at the Navy Pier in Chicago from December 2000 to January 2001.

The first evidence of local dinosaur footprints was uncovered during the 1890s by Mount professor Dr. James A. Mitchell. A native of Ireland who was educated in England, Dr. Mitchell taught math and science both at the Mount and at St. Joseph's Academy in Emmitsburg. In 1895, he described his discovery to an audience at Johns Hopkins University. While examining a quarry just north of Emmitsburg, where layers of mudstone alternate with layers of shale, he came across fossil footprints of a great age. He had a slab of stone approximately four and a half feet in length and two and a half feet in width cut out and sent to Johns Hopkins.

When Dr. William Meredith came to teach biology at Mt. St. Mary's in 1957, he found in the science labs a slab of rock which was used primarily as a doorstop. Dr. Greco, the senior science professor at the time, told Dr. Meredith that the rock was in Bradley Hall on campus when he arrived in 1930. By the time the Coad Science Building was opened in the 1960s, the slab was in two pieces, and Dr. Meredith insisted that it be preserved. The slabs were deposited in the Archives in the mid 1990s. They may be part of the collection of rocks and fossils amassed by Dr. Mitchell during his travels through Europe and the eastern United States, some of which were still in the Science Building and in Dr. Meredith's possession.

In 1998 Dr. Kranz announced his discovery of dinosaur footprints on a red sandstone unearthed during construction less than a mile away from the quarry where Dr. Mitchell discovered his fossils. When the local newspapers published an account of Dr. Kranz's work, Dr. Meredith and the Provincial House of the Daughters of Charity in Emmitsburg

revealed that there were other examples of footprints from the same area. The Provincial House donated their fossil to the Maryland Science Center in Baltimore, where it is featured in a popular dinosaur exhibit. The rock had been part of a sidewalk on the campus of St. Joseph's, where it had been examined and identified by, of course, Dr. Mitchell.

Dr. Kranz described the kind of animal he believes made the footprints preserved so well for so long. He estimates that the dinosaur was an ornithopod about one foot high at the hip and perhaps three to five feet long, and weighed about 20 pounds. It is called *Atreipus* because it is identified primarily by its footprints. There are two types of prints on the rock: very faint marks and heavier, distinct tracks. He believes that the dinosaur was a plant-eater because the very faint markings were probably made by its front limbs, which indicate that they were not as well developed or dexterous as those of a meat-eater. For more information, check out these websites: <http://glue.umd.edu/~lfsxdth> or www.v-pla.com/dino, or contact Archivist Rebecca Fitzgerald at Mt. St. Mary's, 301/447-5397, rfitzger@mismary.edu.

--Rebecca Fitzgerald

Yearbook Exhibit On-line

The Illinois Institute of Technology (Chicago) University Archives presented a gallery exhibit on yearbooks last year. The exhibit has been converted to an on-line exhibit which can be accessed at http://archives.iit.edu/exhibits/1_yearbook/

The exhibit resulted from the Archives' project to deal with multiple copies of yearbooks dating back to the 1890s. Here's a recap of what we came up with as a way to provide both ready access to and security for the books at the same time.

The two best copies were placed in the Archives permanent collection; available only by appointment. (These are the only copies in the Archives collection.) A third copy was placed in Special Collections, available during regular open hours of that department. A fourth copy is catalogued in the university library's reference collection, for use in the library only. A fifth copy is catalogued in the library's circulating department; available for check out and interlibrary loan. A sixth copy was sent to the alumni office, and recently, the humanities department expressed interest in receiving a set of the books.

Obviously, we may not have that many copies of some issues, but surprisingly, many of the earliest years are not among those where we are short. In fact, frequently there are still more copies available, in which case I have "sacrificed" one copy to use as tear sheets in ready reference topical and biographical files. This seemed most useful for subjects that aren't tied to a date. For instance, I didn't use sports and

fraternity sections for the most part as someone interested in those topics would find them covered in each issue. But if an entry appeared one year that summarized the history of a fraternity or a story featured a long-time coach's career, I placed it in the appropriate drop file.

The tear sheets have also yielded a wealth of images of people, buildings, campus activities (tricycle races were an annual event in the 1960s), etc. Finally, the tear sheets help dates topics and event that might be also be covered in other chronological series; e.g., an item filed under "E-Cubed" from the 1972 yearbook identifies this as a short-term activity of the MMAE program which would be covered in the president's annual reports, engineering literature of that time, student newspaper, etc. I'm also using the "tear sheet" option with a lot of other printed materials and finding it well worth the time spent to comb the publications and identify the source on each page before filing it.

-- Catherine Bruck, IIT University Archivist

Trinity College in the Twentieth Century, A History

Trinity College, Hartford, Connecticut, announces the publication of *TRINITY COLLEGE IN THE TWENTIETH CENTURY, A HISTORY*. Written by Peter J. Knapp, Archivist of Trinity College, in collaboration with Anne H. Knapp, Archival Research Associate, the 500-plus page book recounts the development of the College during a dynamic century, and focuses on the complex, multifaceted process of growth and change that transformed Trinity from the "Hartford local," as it was known in the early 20th century, into a premier national liberal arts college. Framed in the context of events beyond the campus gates, this comprehensive study examines every aspect of the life of the institution from presidential administrations to athletics, the U.S. Navy's V-12 program during World War II to curricular reform, expansion of the physical plant to student activism, coeducation to neighborhood involvement.

Complementing the text are over 300 illustrations taken from the College's visual archives that depict a wide range of subjects illuminating Trinity's history. Copies are available at the price of \$40 per book, plus \$5 shipping and handling, and 6% sales tax for CT residents only, from the Gallows Hill Bookstore at Trinity College. Orders may be placed as follows: FAX: (860)297-GHBS (including credit card account number); e-mail: wally.swist@mail.trincoll.edu (including credit card account number); or by sending a check, payable to Trinity College Bookstore, to Gallows Hill Bookstore, Re: Trinity College in the Twentieth Century, Trinity College, Hallden Hall, 300 Summit Street, Hartford, CT 06106.

Cooperation Gives Access to Audio Collection at Ohio University

Cooperation between Ohio University's Archives & Special Collections department and the OU Telecommunications Center is paying off for both. Donald Swaim, creator of the CBS radio news features of the 1970s-80s "Cross Talk" and "Book Beat," is an Ohio alumnus. A few years ago he contributed audio tapes of the interviews he conducted with authors to the department. The interviews ran on average a half hour but were condensed to two minutes of on-air time. The Telecommunications Center is now providing access to the interviews through its popular "Wired for Books" Web site, www.wiredforbooks.org, for listeners with RealAudio software.

Interviewees include Issac Asimov, Margaret Atwood, Allen Ginsberg, Toni Morrison, Richard Nixon, Gloria Steinem, Amy Tan, and Kurt Vonnegut. There were over 16,000 hits for these interviews alone in January.

-- **George Bain, Head of Archives & Special Collections**



STAFF NEWS

After a dozen years on the staff and faculty of Hope College as director of the **Joint Archives of Holland**, Larry Wagenaar began a sabbatical in January 2001. He plans to undertake a study of other cooperative archival efforts in the United States, as well as conduct additional research in other fields of interest including Dutch American Studies, Michigan History and Archival Science. The study of other cooperative archival programs will be the first ever done and the results will add to the professional archival resources available, as currently no materials are available in archival professional literature on such cooperative ventures. Wagenaar will rejoin the staff in August. Collections Archivist Geoffrey Reynolds finished a year-long research and writing project on a Holland area aircraft and engine manufacturer with an article titled, "High Flying to Tailspin, Otto E. Szekely and His Aircraft and Engine Company," which appeared in Holland Historical Trust's newsletter, *Review*. Visiting Archivist David Andrews joined the Joint Archives staff in December 2000 for a one year appointment during the director's sabbatical. David joins us after working for the Carnegie Mellon University Archives (Pittsburgh, PA). He received his MA in History and Archival, Museum & Editing Studies from Duquesne University in 1999.

Project archivist Jean Bischoff joined the **Robert J. Dole Papers Project** under Bryan Culp, Dole Archivist, at the University of Kansas in January on a three year appointment. Bischoff received an M.L.I.S. from the University of South Carolina at Columbia. Bischoff brings to the Dole Papers team an academic concentration in archival administration and archive practica, including project assistance on an NHPRC grant for photograph preservation and archival program assistance at the South Carolina Holocaust Survivors project. The Dole Papers comprise the historical materials from Dole's thirty-five years of service in the U.S. House and Senate. Holdings include records of Dole's thirteen political campaigns, Dole's Senate Republican Leader papers, and materials from Senator Dole's post-Senate activities, his work for the WWII Memorial Campaign and his chairmanship of the International Commission on Missing Persons in the Former Yugoslavia, for example.

Congratulations to Timothy L. Ericson, assistant library director and head of archives and special collections at the Gola Meir Library at the University of Wisconsin-Milwaukee, who received the Academic Staff Outstanding Performance Award from UMW.

Lynn Conway has been named University Archivist in the Lauinger Library at Georgetown University.

NEW ON THE WEB

The New Arizona State University Story:

<http://www.asu.edu/lib/archives/asustory/intro.htm>

The Edwin C. Bolles Collection: A Digital Archive on the History and Topography of London from the Tufts University Archives:

<http://www.library.tufts.edu/archives/coll/collections/ms004/>

Web capture tools for archiving your institution's websites:

http://www-personal.si.umich.edu/~calz/ermlinks/cap_web.htm

The Open Directory Project UA page, in process:

http://www.dmoz.org/Reference/Archives/University_Archives

Note to Contributors

Please send news items, articles, sightings in the Archives reports, and any relevant or amusing submissions to the Editor of *The Academic Archivist*, Claude Zachary, c/o USC University Archives, Los Angeles, CA 90089-0182 or [<czachary@usc.edu>](mailto:czachary@usc.edu).

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