

New England Archivists Spring 2011 Meeting
Dartmouth College, 14 – 15 October 2011

It's Primary: Using Archives and Special Collections to Educate and Advocate

8:30-9:30 Registration

9:30-10:15 Keynote Address

Gregory Sanford, State Archivist, Vermont State Archives and Records Administration

Gregory Sanford has been Vermont State Archivist since 1982 and in 1988-89 was president of the New England Archivists. He received the NEA's Distinguished Service Award in 2002. Most recently he received the 2011 Vermont Press Association's Matthew Lyon Award for sustained support of the First Amendment and in March of this year was recognized by a resolution of the Vermont general assembly for his three decades of work for more effective public record laws.

10:30-11:45 Concurrent Sessions

Getting the keys to the kingdom: Collaborating with faculty on the use of the archives in the classroom and curriculum

Elizabeth Slomba, University Archivist, University of New Hampshire, Durham, Chair

Kelli Bogan, College Archivist, Colby-Sawyer College

Randy Hanson, chair of the Social Sciences and Education department at Colby-Sawyer

Peter Rawson, Archivist, The Hotchkiss School

Joan Baldwin, Collections Manager and Senior Archives Associate, The Hotchkiss School

Nicole Feeney, Associate University Archivist, Suffolk University Archives

What is the most effective way to get archives into the classroom? Working with faculty and instructors! Session presenters will show how their effective institutional programs have promoted the integration of archives and special collections into the curricula of their institutions. Kelli Bogan with her faculty colleague Randy Hanson will discuss developing outreach programs with resources available at their institution and the creation of the archives liaison. Peter Rawson will present on how he and his staff responded to a new initiative to integrate the institutional archives with the school curriculum and school life in general. Nicole Feeney will describe the steps to create a research education lesson, how to select the primary source documents for class and how to build relationships with faculty. All presenters will show a variety of options of how you can work with your faculty to create great, engaging programs for the students at your institution and spread the knowledge and enrichment of using primary sources in the curricula.

Joan Baldwin, a Maryland native, graduated from Kenyon College and has a master's degree in American Studies & Museum Studies from Case Western Reserve University. She has been a museum director, program analyst for the New York State Council on the Arts Museum Program, and director of interpretation for both The Shaker Museum and Library (N.Y.) and

Hancock Shaker Village (MA). Winner of Mystic Seaport's Morris Prize, her articles have appeared in the American Association of State & Local History's *History News*, online at onphilanthropy.com, and in a series of pamphlets and white papers for the Museum Association of New York. She is currently the Collections Manager and Senior Archives Associate at The Hotchkiss School.

Kelli Bogan has been the college archivist at Colby-Sawyer College for the past three years and is the first full-time, professional archivist the college has ever had. Randy Hanson is the chair of the Social Sciences and Education department at Colby-Sawyer and also serves as the archives liaison.

Connecting with Communities

Alyssa Pacy, Archivist, Cambridge Public Library, Chair

Andrew Elder, Scholarly Communications and Outreach Coordinator for Archives & Special Collections at the University of Massachusetts Boston

Doris J. Malkmus, Archivist and Processing Coordinator, Penn State University, and Co-Chair of the SAA Reference, Access, and Outreach Section National History Day Committee

Laura Katz Smith, Curator for Business, Railroad and Labor Collections, Thomas J. Dodd Research Center, University of Connecticut, and member of the SAA Reference, Access, and Outreach Section National History Day Committee

Sara Smith, Archives and Special Collections Specialist at Amherst College

Outreach is one of the most exciting and challenging aspects of an archivist's work. Promoting the use of archival collections - whether offering first time users in a behind-the-scenes tour of your repository or stepping beyond the four walls of your archives to bring meaningful programs to the public - is both important and rewarding work. How do archivists engage diverse communities who are unaccustomed to visiting archives or working with primary sources? What are the best ways to generate enthusiasm and ensure participation? What are best practices for planning successful outreach programs? How can programs be managed with limited staffing and funds? In this session, Sara Smith (Amherst College), a choreographer and archivist, describes her work teaching artists to mine archival repositories for inspiration. Laura Katz Smith (University of Connecticut) will discuss workshops she has conducted for a Teaching American History grant. Doris J. Malkmus (Penn State University) presents on SAA's new online toolkit for archivists, students, and teachers participating in the National History Day competition. Andrew Elder (University of Massachusetts Boston) speaks about the success of the Mass Memories Road Show, a public digital history project. Presenters will offer best practices and moderate an audience forum to hear about the challenges and successes of outreach efforts.

Andrew Elder serves as Scholarly Communications and Outreach Coordinator for Archives & Special Collections at the University of Massachusetts Boston. Additionally, since 2006 Andrew was been an archivist and program coordinator with The History Project, the only organization devoted solely to documenting, preserving, and sharing the history of Boston's gay, lesbian, bisexual, and transgender (GLBT) communities. Andrew earned his M.S. in Library and

Information Science, with a concentration in Archives Management, from Simmons College and his B.A. from the University of Massachusetts, Amherst.

Doris J. Malkmus has been an archivist at Penn State University Special Collections Library since 2005 and currently co-chairs the SAA Reference, Access, and Outreach Section's National History Day Committee.

Alyssa Pacy currently serves as the Cambridge Public Library's first archivist. Prior to joining the Cambridge Public Library, Alyssa established the first archival repository at Lesley University in Cambridge, Massachusetts. Between 2004 and 2006, she worked at the John F. Kennedy Presidential Library and Museum. Alyssa received both a MS in Archives Management and a MA in History from Simmons College. She serves as the Education Coordinator for New England Archivists.

Laura Smith has been Curator for Business, Railroad and Labor Collections at the Thomas J. Dodd Research Center, University of Connecticut, since 1999 and is a member of the SAA Reference, Access, and Outreach Section's National History Day Committee.

Sara Smith is a choreographer and an Archives and Special Collections Specialist at Amherst College. She has an MLIS from Simmons College and an MFA from Sarah Lawrence College. Smith edits *Kinebago*, a journal of writing on New England dance and teaches workshops for artists on the use of archival and library research in creative work.

Television Archives in Research, Higher Ed, and K-12 Classrooms: Three Projects from WGBH

Karen Cariani, Director of Media Library and Archives, WGBH, Chair

Karen Colbron, WGBH Digital Archives Manager

Courtney Michael, Project Manager for the WGBH Media Library and Archives Mellon Grant

The WGBH Media Library and Archives serves the larger WGBH Educational Foundation and, though largely a corporate archive, shares the educational mission of its parent organization. This session will address the unique challenges and value of sharing time-based primary source media with educators online. Speakers will describe three of the Archives' projects serving three levels of educators and scholars. Working closely with WGBH Interactive, the Archives' has designed each project for specific audience needs. Lessons learned will be shared, touching on the diversity of audience time constraints, metadata needs, and tool-set integration, as well as archival workflow adjustments. The three projects are: Boston Local TV News and Teachers Domain, The Vietnam Project and Columbia University, and Digital Library Projects serving Scholarly Researchers.

Karen Colbron, WGBH Digital Archives Manager, has an advanced degree in Library Science, and many years of experience in library and archival research. She is currently responsible for development and implementation of the WGBH Digital Asset Management system, and project manager for the WGBH Open Vault web site, whose IMLS-funded project to add materials from

Vietnam: A Television History recently commenced. Karen has over 20 years of production and project management experience, both nationally and internationally. She has been twice Emmy award-nominated for her work in archival research, and is a member of AMIA (Association of Moving Image Archivists) and FOCAL (Federation of Commercial and Audiovisual Libraries).

Courtney Michael serves as a Project Manager for the WGBH Media Library and Archives for the Mellon-funded digital library project. In this role, she manages the project team and a series of advisors, working to publish the archives' catalog and integrate scholarly annotations into the core metadata. At WGBH she has also worked as a web site and content producer for teachersdomain.org, hcbs.org, and the library portion of pbs.org/evolution. In addition to traditional archival and library work, Courtney has experience cataloging still and moving image content, digitizing and processing media resources, and producing digital library sites. She was instrumental in the early development of WGBH's Teachers Domain Web site. Prior to her current position, Courtney worked as the Digital Archivist at the Washington University Film and Media Archives. She holds an MA in American History and an MLS with a focus on Archives.

Karen Cariani is the Director of the Media Library and Archives, has 20 years experience as Director of the WGBH Media Library. She has developed standards and procedures for production deliverables of original and stock footage tape logs and databases; she has overseen a stock footage sales business, rights clearances, and instituted a research service for internal and external clients and is currently overseeing implementation of the DAM system. She is working with staff to develop and implement the digital trusted repository policies and procedures and a born digital workflow. Karen has been project director of a number of digital library projects at WGBH including Teachers' Domain, The Evolution Digital Library, Open Vault, the Vietnam collection, and the Mellon Digital Library Project. Karen has served on the Board of Directors of the Association of Moving Image Archivists. She was also co-chair of the AMIA Local Television Task Force, and Project Director of the guidebook "Local Television: A Guide To Saving Our Heritage," funded by the National Historical Publications and Records Commission

12:00-1:15 Lunch

1:15-2:30 Concurrent Sessions

Don't Mind the Gap: Archivists and Librarians Teaching Together

Caro Pinto, Social Sciences & Emerging Technology Librarian, Hampshire College, Chair
Bryan Goodwin, Reference Librarian, Mount Holyoke College
Jennifer Gunter King, Director of Archives and Special Collections, Mount Holyoke College
Susan Halpert, Reference Librarian, Houghton Library, Harvard University
James Capobianco, Reference Librarian, Houghton Library, Harvard University

In academic libraries, reference librarians and archivists often provide instruction to students, teaching them how to identify and locate primary source material for their research assignments. In special collections, they often collaborate with one another, and with faculty and teaching assistants to co-teach in specially arranged classes. This session will explore the experiences of

librarians and archivists at Mount Holyoke College and at Harvard University's Houghton Library collaborating to provide instructional services to their respective communities. In both cases, librarians and archivists identified new and unique opportunities to integrate primary sources into the curriculum. This panel will discuss the use of primary materials in classroom sessions, exhibitions, and digitization projects, which have allowed archivists, librarians, and faculty to expand their professional practice.

Caro Pinto is the librarian for social sciences & emerging technology at Hampshire College where she oversees collection development, outreach, and instruction for the school of Critical Social Inquiry as well as evaluating and integrating emerging technology into classroom and library practice. From 2009 until 2011, Pinto was an archivist in Manuscripts and Archives at the Yale University Library where she arranged and described three collections relating to the John Hay Whitney and Betsey Cushing Whitney family, taught research education courses, and provided reference and outreach services. Pinto is a graduate of Smith College, holds a MA in history from the University of Massachusetts, Amherst, and a MS in library and information science from Simmons College.

Bryan Goodwin is a Reference Librarian in the Research and Instructional Support Department at Mount Holyoke College. He serves as the department's liaison for the disciplines of History, Politics, International Relations and Russian. During the spring 2010 semester he also worked part-time in the College Archives and Special Collections Department. Bryan received his BA in History from Villanova University, an MA in Teaching from Brown University, an MA in Liberal Studies from Wesleyan University, and an MS in Library Service from Columbia University.

Jennifer Gunter King, Head of Archives and Special Collections at Mount Holyoke College since 2004, holds a Master of Arts in American History and Master of Library Science from the University of Maryland at College Park (1999.) From 2001-2003 she was the Coordinator of Special Collections at Virginia Tech. Prior to that, she was the 2000-2001 NHPRC Fellow in Archival Administration at the University of Virginia Special Collections. She is an active member of the Society of American Archivists and the New England Archivists, most recently serving on the Education Committee.

Susan Halpert has served as Reference Librarian in the Houghton Library at Harvard University since 1981. Her degrees are in English and Classics (B.A., M.A.) and main interests are literature and the history of books and manuscripts.

James Capobianco is a Reference Librarian at Houghton Library, specifically focused on public services to the Harvard Theatre Collection. Before coming to Houghton in 2008, James was Coordinator of Web Development and Reference Librarian at Emerson College. He holds an MSLIS from Simmons, and a Ed.M. from the Harvard Graduate School of Education.

The Art of Special Collections

Paul Carnahan, Librarian, Vermont Historical Society, Chair

Jay Satterfield, Librarian, Special Collections, Dartmouth College

Anastasia Weigle, Director, Teti Library & Special Collections, New Hampshire Institute of Art

Caroline Duroselle-Melish, Assistant Curator for Printing & Graphic Arts, Houghton Library, Harvard University

This session will explore the use of (mostly) non-archival materials drawn from special collections departments. Presenters from Harvard, Dartmouth, and the New Hampshire Institute of Art will share their experiences using rare books, photographs, ephemera, and exhibition-creation to engage students. Caroline Duroselle-Melish will talk about her experience teaching with artists' books. Jay Satterfield will present two case studies of successful integration of rare book materials into classes; one in which a single session was tightly focused on a specific goal, and the other in which a class was visited multiple times and the books became regular touchstones throughout the term. Anastasia Weigle will show how students are taught to identify and analyze documents, photographs and ephemera and learn to see these materials as bibliographic, intellectual and physical entities by using techniques of materials analysis, visual analysis, and curriculum support.

Caroline Duroselle-Melish is Assistant Curator in the Department of Printing and Graphic Arts at the Houghton Library, Harvard University, a position she has held for 8 years. Prior to this, she held positions at the University of Michigan, the New York Academy of Medicine and the University of Rochester. She has a library degree from Ecole Normale Supérieure des Sciences de l'Information et des Bibliothèques and the French equivalent of an MA in the History of the Book and Publishing.

Jay Satterfield is the head of Dartmouth's Rauner Special Collections Library. Since arriving at Dartmouth in 2004, Satterfield has worked to integrate Special Collections into the intellectual life of the College. His academic area of specialization is the history of the book in America. He is the author of *"The World's Best Books": Taste, Culture and the Modern Library*. Satterfield received his PhD in American Studies from the University of Iowa.

Anastasia Weigle is Director of Teti Library and Special Collections at the New Hampshire Institute of Art. She is also an independent consultant and adjunct faculty at the University of Maine where she has teaches "Introduction to Archives and Manuscripts." She has served as processing Archivist for the Maine Maritime Museum in Bath and the Harmon Museum in Old Orchard Beach, Maine. Weigle authored *A Presence in the Community: The Warren Family Legacy*, Provincial Press, 2000. She obtained her MLSIS from Simmons College in Archives Management.

Education and Outreach in Smaller Institutions: Reaching and teaching broader audiences

Jennifer Fauxsmith, Reference Supervisor, Massachusetts State Archives, Chair

Autumn Haag, Librarian/Archivist, Roxbury Community College

Jamie Kingman Rice, Public Services Librarian, Brown Research Library at the Maine Historical Society

Kathleen M. Reilly, Supervisor, Local History & Genealogy Department, The Berkshire Athenaeum

As archivists, curators, and special collections librarians, one of our primary directives is to encourage access to our collections by educating our current and future researchers about our holdings. This session highlights efforts to inform the public about the collections and resources available in our public archives, public libraries, and historical societies. In many cases these institutions may have tight budgets and/or limited staff available to teach the public about what is available within the institution's collections. The speakers will discuss the efforts of their institutions to enlighten and inform their constituents about their collections, including workshops, reference interactions, online tools, and more.

Autumn Haag was a Reference Archivist at the Massachusetts Archives from 2008 to May 2011. While at the Archives she developed an outreach program that involved teaching workshops at the Archives and at libraries across the state. She was also the team leader of the Massachusetts IPER program (Intergovernmental Preparedness for Essential Records), sponsored by COSA. She is currently Librarian Archivist at Roxbury Community College, where she is responsible for building the College's archives and special collections. She received her BA from McGill University and her MIST from the University of Toronto.

Jamie Kingman Rice is the Public Services Librarian for the Brown Research Library at the Maine Historical Society in Portland, Maine. She has a BA in History from the University of Southern Maine with a master's degree in Library Science from Simmons College, with a concentration in archival administration. Jamie has worked at the Maine Historical Society since 2004, starting her professional career with the society as a project archivist for the namesake collection of John Marshall Brown. Since 2005, she has worked in reference including in-house and electronic reference, fee-based research services, collections management, reading room procedures and security as well as volunteer coordination. In addition, she provides educational workshops regarding the use of the Maine Historical Society's collections and electronic resources. Jamie Rice has consulted with a variety of Maine archives, published on conducting Maine genealogical research and is currently compiling the second edition of *Maine in the Civil War: a bibliographic guide*.

Kathleen M. Reilly has been a member of the Athenaeum's Local History Department staff since 1979, becoming Supervisor of that Department in 2000. As supervisor, Kathleen is responsible for all aspects of the department, including providing in-depth specialized reference assistance in local history, genealogy, and matters pertaining to Herman Melville and other Berkshire authors, collection maintenance and development, preservation planning and execution, staff development and training. She has written numerous successful preservation grant applications, conducted workshop trainings for teachers and genealogists, offered lectures on various topics, and published numerous articles in *Archival Anecdotes*, the quarterly publication of the Pittsfield branch of the National Archives. Kathleen holds undergraduate degrees in history and psychology from Stonehill College, has pursued advanced courses at the University of Massachusetts and Boston College, and has attended numerous workshops and conferences related to the care and preservation of archival collections, photographic materials and a wide range of historical and genealogical topics.

2:45-4:00 Concurrent Sessions

Here's How We Do It: Case Studies on Teaching in the Archives

Suzy Taraba, University Archivist and Head of Special Collections, Wesleyan University, Chair
Chris Burns, Curator of Manuscripts, University of Vermont
Prudence Doherty, Public Services Librarian, University of Vermont
Nova Seals, Librarian for Special Collections and Archives, Connecticut College

Academic archivists from three institutions (Connecticut College, University of Vermont, and Wesleyan University) offer specific examples of teaching in the archives at their institutions. Each will present a case study with analysis and discussion. The case studies include setting up and managing an ambitious teaching program with a small staff (Wesleyan), close collaboration between an archivist and a faculty member to teach an in-depth course on college architectural history (Connecticut College), and offering intensive training in archival research and theory for graduate students in history (University of Vermont). This panel will explore both successes and challenges in each case, and will encourage audience discussion of these case studies and examples from other institutions.

Primary Sources in the Digital Age: Perspectives on Access and Instruction.

Karen Adler Abramson, Chief Archivist, John F. Kennedy Presidential Library and Museum, Chair
Rachel Searcy, Metadata Cataloger, John F. Kennedy Presidential Library and Museum
Stacey Chandler Audiovisual Metadata Cataloger, John F. Kennedy Presidential Library and Museum
Annie Davis, Education Specialist, National Archives at Boston

Many public institutions, including governmental archives, are providing expanded digital access to their archival holdings. This is certainly true of the National Archives and its presidential libraries, whose mission is to maximize access to the nation's historical public records. Regardless of whether you are a public or private institution, the digital arena provides unique opportunities to teach with and expand access to primary source materials. This session will offer recommendations for creating robust access to digitized content as well as model hands-on methods for teaching with digital primary sources.

Rachel Searcy serves as a Metadata Cataloger for the John F. Kennedy Presidential Library and Museum. In this role, she catalogs archival material, surveys collections for digitization, develops local metadata practices, and promotes the archives using social media platforms. Rachel also has experience processing textual collections and providing reference services. She holds an MA in History and an MLS with a focus on Archives.

Stacey Chandler serves as an Audiovisual Metadata Cataloger for at the John F. Kennedy Presidential Library and Museum. She works specifically with the White House Photographs collection, scanning and reformatting original archival negatives and photographic prints, cataloging images, and developing local digital imaging practices. Stacey also has

experience digitizing textual collections and working in research and visitor services at historic sites. She holds an MA in History with a concentration in Public History.

Karen Adler Abramson is the chief archivist at the John F. Kennedy Presidential Library and Museum and oversees the archives division's various units: digitization, reference, processing, declassification, and the Hemingway collection. Prior to the JFK Library, Karen directed the archives and special collections department at Brandeis University. She holds an MA in Social Policy and Women's Studies and an MSLIS with a concentration in Archives Management.

Annie Davis is the Education Specialist for the National Archives at Boston. Annie has taught high school in urban and suburban settings. Prior to being with the National Archives, Annie was the Coordinator of Education and Collections at the Forbes House Museum (Milton, MA), where she was responsible for exhibits and programs. She was part of the education staff for the National Park Service at Adams National Historical Park (Quincy, MA) and was previously a manager in an educational software company. Annie is certified to teach history and English grades 7-12 in Massachusetts. She holds her BA in Literature from the University of California, San Diego, and a master's degree in education from Harvard University.

Opening the Vault: Connecting Users to Sources

Christina Zamon, Head of Archives and Special Collections, Emerson College, Chair

Deanna Hauck, Associate Archivist, Wheaton College

David Caldwell, Web Strategy Team Director, Wheaton College

Silvia Mejia, MIT150 Archivist, MIT

Archivists have been using their websites for many years to connect their patrons with collections and information. As the web evolves and users demand more dynamic content archivists have evolved to meet those needs. This session will present two different projects featuring MIT's use of Dipity to create a web-based timeline to share the Institute's rich history and Wheaton College's collaboration between the Archives staff and the Wheaton Web Strategy Team using Wordpress to develop a multipurpose website to enhance the Archives online presence. Deanna Hauck, Associate Archivist, Wheaton College, and David Caldwell, Web Strategy Team Director, Wheaton College, are unable to attend in person but will make their joint presentation electronically.

Christina Zamon is the Head of Archives and Special Collections at Emerson College and is a "lone arranger" who oversees all aspects of the department including outreach and teaching with primary sources. Christina has an MA in History and an MLS with a concentration in Archival Management from the University of Maryland. She is also a member of the Academy of Certified Archivists.

Silvia Mejia has worked at the MIT Archives in various capacities for the past 12 years, most recently as the MIT150 Archivist where she planned, managed and implemented a web-based timeline, one of the cornerstones of for MIT's 150th anniversary. She received her MS in Library and Information Science from Simmons Graduate School of Library and Information Sciences and has a B.S. in Communications and Journalism from Suffolk University.

Deanna Hauck is the Associate Archivist at Wheaton College in Norton, MA, where she manages the Marion B. Gebbie Archives and Special Collections, including accessioning, processing, reference, and outreach. She is also responsible for implementing and maintaining the Records and Information Management at Wheaton. Deanna holds a MLS with a concentration in archives and records administration from the University of Wisconsin-Madison and is a member of the Academy of Certified Archivists.

David Caldwell is the Director of Wheaton College's Web Strategy Team. Over the past twenty years he has also served as Wheaton's Director of Institutional Research and Director of Information Technologies & Services. Most recently, David led the effort to redesign the Wheaton College website.

4:00-4:30 Closing Reception