

1-2016

MAC News

Midwest Archives Conference

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Candidates for the 2016 Election

The Nominating Committee, consisting of Chair Douglas Bicknese and members Bethany Anderson and Michelle Christian, announce the following members who have agreed to run for office in the 2016 election. The election opens on February 1, 2016.

Vice President:

Daardi Sizemore—Minnesota State University, Mankato

Erik Moore—University of Minnesota

Treasurer:

Deirdre Scaggs—University of Kentucky

Joel Thoreson—Evangelical Lutheran Church in America Archives

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2015 Fall Symposium Recap: Digital Archiving



Joshua Ranger, left, and Bertram Lyons discuss digital archiving at the MAC Fall Symposium.

Contemporary archivists daily face the challenges of how to preserve and provide access to the digital materials that are coming into our repositories at an increasing rate. Without proper attention, there is a real risk that future researchers will not be able to access these electronic texts, images, audio recordings, and videos. But the technical skills needed to manage and preserve these digital records were not covered during the professional training of many archivists.

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Update from the 2016 Annual Meeting Program Committee: "ArchivesFest in the City of Festivals" Milwaukee, Wisconsin, April 27–30, 2016

Planning for ArchivesFest continues apace! As you read in the last issue of the *MAC Newsletter*, the Local Arrangements Committee has been busy arranging tours and events to provide us with opportunities to see the best of Milwaukee's exciting highlights. The Program Committee, meanwhile, has selected a stellar lineup of archival professionals to provide inspiration, education, and a sense of celebration.

Last month's newsletter announced that Dennis Meissner (current SAA president, former MAC president, and longtime MAC member) will kick off ArchivesFest as our headliner and plenary speaker. Described in his nomination for SAA Fellow as both a "stimulating thinker" and "a proverbial island of sanity in an

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2015 Fall Symposium Recap: Digital Archiving

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At the 2015 Fall Symposium, “Hard Skills for Managing Digital Records in Archives,” 67 archivists from around the MAC region gathered at the Depot Renaissance Hotel in downtown Minneapolis to face this issue. Armed with their laptops filled with open-source software and sample data sets, participants were led through a study of digital archiving processes by Symposium speakers Bertram Lyons and Joshua Ranger from AV Preserve.

Friday morning provided an overview of the digital landscape and a brief look at the many tools available to help manage digital collections as a whole. The group then began to look more closely at the kinds of electronic files that make up collections. They explored some of the advanced functions available in Excel that can be useful in surveying and identifying the numbers, types, and sizes of electronic files in a collection. Then they moved on to an exercise using OpenRefine to assist in normalizing metadata associated with the sample files. The afternoon session brought a review of how electronic files are created (bits and bytes) and the types of metadata that are embedded in these files. Exercises followed using command line functions in ExifTool to extract and analyze this metadata.

The Saturday morning session featured a presentation focused on what to prioritize when starting a digital preservation program. Participants launching a digital preservation program were encouraged to do some basic tasks: identify the type and number of files in a collection, create checksums for the files, document the checksums and location of the files, place the files in a secure place, and check the files on a schedule to make sure they are there and have not changed. The participants worked on

several exercises using the open-source software Bagger and Bag-It to perform many of these functions.

On Friday evening, the Organizing Committee arranged for a number of restaurant tours to several eateries in downtown Minneapolis. Participants were able to continue discussing what they learned that day over Nordic-inspired cuisine at the Bachelor Farmer or just unwind from the day’s instruction at the Red Cow over burgers and craft beers.

Symposium cochairs Daardi Sizemore and Ann Kenne worked with a fabulous group of Local Arrangement Committee members to pull together this event, including Ellen Holt-Werle, Meagan Kellom, Sarah Barsness, and Lara Friedman-Shedlov. The Organizing Committee is especially thankful to Nat Wilson and Carol Kussmann, who volunteered to serve as technology assistants during the Symposium, helping grateful participants work through various technological challenges.

The Organizing Committee is particularly grateful to the donors who provided support to the Symposium, including the Minnesota Historical Society, the Friends of the University of Minnesota Libraries, Bruce Bruemmer in honor of Mark Greene, Saint Cloud State University Library, Library Services at Minnesota State University–Mankato, the Twin Cities Archives Roundtable (TCART), the Charles Babbage Institute, Northern Micrographics, Saving Tape Media Conversion, and the University of St. Thomas. Their financial assistance was integral to making this year’s Symposium a success.

Candidates for the 2016 Election

(Continued from page 1)

Council (2 vacancies):

Anke Voss—The Urbana Free Library
Ann Kenne—University of St. Thomas
Sammie Morris—Purdue University
Harrison W. Inefuku—Iowa State University

Nominating Committee (2 vacancies):

Lae’l Hughes-Watkins—Kent State University
Katie Blank—Marquette University
Johna Picco—Filson Historical Society

Portia Vescio—Michigan State University

The candidates’ statements and biographies will be available on the MAC website in mid-January. And don’t forget to renew your membership, or you can’t vote. Watch for announcements!

2016 Annual Meeting Update

(Continued from page 1)

increasingly chaotic world,” Meissner has tentatively titled his address, “Diversity, Inclusion, Value, Engagement: An Archival Agenda.” He will certainly invigorate and challenge conference attendees with his vision for our profession’s future.



Dennis Meissner will be our plenary speaker in Milwaukee.

The Program Committee was presented with an embarrassment of riches when considering proposals for the program. Indeed, we received more than twice the number of proposals than our meeting schedule can accommodate. The concurrent sessions will offer something of value to each and every MAC member, whether

a recent graduate, an accidental archivist, or a seasoned professional. Sessions on collaboration, diversity in the archival profession, immigration history of the Midwest, and

fandom collections balance offerings on more traditional topics, such as born-digital records, records management, and tried and true tricks of the trade. Four preconference workshops will focus on digital preservation, digital curation, career planning, and grant writing.

The student and new professional posters are also an important part of the program, offering a glimpse into the latest work in archives and public history graduate programs. A call for poster submissions went out in October, with a deadline of January 15. If you have something to contribute, please visit the MAC website at www.midwestarchives.org to find out more and submit your proposal.

The Annual Meeting Program Committee is composed of Cochairs Amy Cooper Cary and Colleen McFarland Rademaker and members Anne Cox, Dana Gerber-Margie, Morgen MacIntosh Hodgetts, Russ Horton, Tom Lamb, Meredith Lowe, Alexis Braun Marks, Dan Noonan, Heather Stecklein, and Eric Willey. If you have questions for the committee, please e-mail the cochairs at amy.cary@marquette.edu and crademaker@scls.org.

Nominate a Special MACer for the Distinguished Service Award!

MAC’s Distinguished Service Award recognizes the otherwise unsung contributions of our MAC friends and colleagues who have given a great deal to the organization. Please take a moment to think of all the people you know who have been quietly contributing their time and talents to MAC: the people who offer to serve on committees and are ready to fill in as workshop leaders or session participants at the last minute, or those who will happily work at the registration table when they learn that someone has just canceled, or those who can whip up a quick article for the newsletter when you need to fill that last quarter-page. Now take a few minutes to put into words why MAC should recognize at least one of those people, and submit your description on the MAC Distinguished Service Award nomination form posted on the MAC website, www.midwestarchives.org/assets/documents/dsaform.pdf. The Distinguished Service Award was created to recognize individuals who give generously of their time and talent with little or no formal recognition and who likely have never served in an elected MAC position. Since its inception, MAC has made this award to a very small group of deserving individuals.

Please consider nominating someone for his or her dedication to MAC. The deadline for nominations is January 31, 2016. For guidelines, visit midwestarc.memberclicks.net/distinguished-service-award. For more information, contact Tanya Zanisht-Belcher at zanisht@wfu.edu.

Workshops Coming to Milwaukee, Wisconsin

The Education Committee, in collaboration with the 2016 Program and Local Arrangements Committees, has an exciting lineup of workshops and open forums planned for the 2016 MAC Annual Meeting in Milwaukee. Two full-day workshops will be held on Wednesday, April 27. The first workshop is “From Theory to Action: A Pragmatic Approach to Digital Preservation Strategies and Tools,” led by Digital POWRR. This workshop will focus on the “how” of digital preservation and is geared for frontline practitioners who routinely complete collections processing work. Even better, this workshop is **free!** The second full-day workshop is “Digital Curation Planning and Sustainable Futures,” which will be led by Helen Tibbo. This course is one of the Transformation Courses of the SAA Digital Archives Specialist Program and will teach participants the core information needed to “develop, manage, and advocate for a digital curation program.”

Two half-day workshops will also be held Thursday morning, April 28. The “Career Planning for Archivists” workshop, taught by Tanya Zanish-Belcher and Beth Myers, will help beginning-to-midcareer archivists realistically assess their career situations and assume greater control over their professional development. “Grant Writing: An Introduction for Archives and Heritage Agencies” will provide an introduction to the grant writing process. Participants will not only receive an overview of various aspects of grant writing, but will also discuss the important work of operating a grant. Both of these workshops will provide opportunities for discussion and hands-on learning.

The MAC Education Committee is currently planning two open forums that will be held over the lunch hour on Friday, April 29. These open forums will provide time and space for attendees to participate in facilitated discussions about topics of interest to archival professionals. One forum will focus on needs assessments for collections management systems, and the other will concentrate on creating elevator speeches. There may possibly be a third forum on personnel management and supervisory skills.

Registration information and complete descriptions of these educational opportunities will be available in the 2016 MAC Annual Meeting Program. If you have any questions about the workshops or open forums, please contact the MAC Education Committee cochairs Lisa Sjoberg (sjoberg@cord.edu) and Ellen Swain (eswain@illinois.edu).

DID YOU RE-UP FOR 2016?

If you haven't already renewed your membership in MAC, you must do so by January 31 to ensure your eligibility to vote in the upcoming spring election. Renew online to make sure you meet the deadline—you can renew online and pay by check or credit card and still be eligible.

Thanks to your involvement, MAC benefits its members in many ways and at a very affordable price. Membership allows you to keep in touch through the *MAC Newsletter*, *Archival Issues*, the Annual Meeting, the Fall Symposium, and other services.

If you haven't already, consider going “green” by making the switch to electronic-only delivery of MAC publications. On your renewal form, check off the “online only” option for the delivery of the *MAC Newsletter* and *Archival Issues*. You will be notified by e-mail when the new publication is available on the MAC website. Changes will only be made to your delivery choices during each renewal period.

Renewing online is even easier this year, with the option to pay by credit card or check. Go to the MAC website, click the login icon in the upper right-hand corner, and enter your personalized login information to gain access to the Members' Only homepage. From there you will be redirected to a renewal form with your personalized information. Confirm or update the information before submitting and receiving directions to select your payment type. If you are paying by check, print out your confirmation page and mail it along with your check to the address listed on the form.

Thank you for your continued support of MAC. We look forward to your continued involvement in 2016!

Council discussed the report of the vendor coordinator. Johnson and Thoreson will ask AMC about annual billing for vendor advertising. Johnson reminded Council that it had decided not to pursue this issue with AMC a few years ago. However, we can revisit it. Johnson reiterated the importance of finding someone to apprentice under Miriam Kahn during her second and last term as vendor coordinator.

Council discussed the report of the webmaster. Council agreed that the current design of the website may obscure members' and subscribers' access to *AI* but did not make a recommendation for action beyond the need to review the website generally.

There being no further business to come before the meeting, it was moved and seconded to adjourn. Council unanimously passed the motion with all members voting. The meeting adjourned at 4:15 p.m.

Approval: Minutes approved on October 27, 2015.

Michael Doyley
MAC Secretary

Treasurer's Report

*By Joel Thoreson,
Evangelical Lutheran Church in America Archives*

Overall Finances

As of mid-October, expenses for 2015 have largely been accounted for, putting us just over our anticipated expenses of \$108,250. Our income projections look good, but much of our income comes in the final quarter of the year, as memberships and journal subscriptions are renewed. We will likely fall close to our anticipated income amount. Our 2015 budget forecast a deficit of \$8,172. Hopefully, as members renew, they will carefully consider giving to one of our various funds. The General Operating Fund always can use support, while generous contributions to the Student Meeting Scholarship Fund help a number of students attend the Annual Meeting.

2016 Budget

The Council approved the proposed 2016 budget at its meeting in Minneapolis in September. The budget is cautiously optimistic in predicting a \$1,000 surplus for the year. Printing and mailing costs for the newsletter and journal continue to decrease, as more subscriptions are digital only. We've also made some changes in our credit card processing that will reduce those fees. Since our dues increase happened fairly recently, we don't have long-term data in that area as we try to predict that income. We still feel membership is a great value and hope everyone will renew their memberships.

Between-Meeting Council Actions

On October 21, 2015, Council unanimously approved the 2016 slate of candidates forwarded by Nominating Committee Chair Douglas Bicknese. All members voted, except Erik Moore and Joel Thoreson, who abstained.

On October 27, 2015, Council unanimously approved the minutes of the September 17, 2015, minutes as presented. All members voted.

Winners of Margaret Cross Norton and New Author Awards

The Margaret Cross Norton Award recognizes the best article published in the previous two volumes (four numbers) of *Archival Issues*. The New Author Award recognizes work by an author not previously published in a juried professional journal.

2015 New Author Award

Colleen Hobbs's article, "Finding Your Family in Federal Record Group 33.6: Navigating the Agricultural Extension Service Archives," provided a refreshingly humanistic portrayal of the tribulations experienced by archives researchers like herself who frequently encounter limited online access to the primary source content found in the records of the Extension Service. Hobbs's personal research perspective was interesting, insightful, and provided a compelling example of the various types of data that can be pulled from this unique body of records.

For one reviewer, Hobbs's article was a reminder, in a way, of the Abraham Lincoln courthouse records project of many years ago, when records that had been "hidden in plain sight" for decades were mined for new information. This is an invigorating archival presentation that encourages readers to think more deeply about how genealogists, local historians, and those studying social, women's, and agricultural history use governmental records.

2015 Margaret Cross Norton Award

Carol Street's "Indiana Architecture X 3D: Archival Encounters of the 3-D Kind" is a well-written and exceptionally thoughtful article that documents her repository's innovative use of computer 3-D printing technology, coupled with public engagement, identifying users' needs, and working to fulfill them, as well as anticipating future research methodologies and interests associated with this technology. While 3-D printing as an engagement mechanism has been used in the fields of science, it has not been used for the presentation and exploration of humanities content.

Street's article also pushes the concept of archival engagement to an entirely different level that has not been part of archives' traditional outreach methodologies. The article was particularly appealing to the reviewers because the archivists have also applied this type of engagement strategy to elementary classes and students, a user population that rarely has the opportunity to work with primary source content found in archives and special collections.

While the "gee-whiz" aspect of this technology may raise quiet concern among some archival traditionalists, the reviewers firmly believe Street's article will inspire archivists to innovate, be creative, think outside the box, and apply new technologies and engagement techniques to meet the needs of archives' users who clearly are no longer the same old customers from decades past.

The 2015 *Archival Issues* Awards Committee consisted of Scott Schwartz (chair), Menzi Behrnd-Klodt, and Dean DeBolt. The authors receive a certificate and a cash prize of \$250. Both articles were published in volume 36, number 2 (2015).

MAC Meetings and Symposia Update

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2017 Fall Symposium, Columbus, Ohio, date TBA

Exhibits are a key component of any outreach program, whether we work with archival collections in a private business, a nonprofit organization, a college/university, or a governmental entity. This two-day workshop will be copresented by three experts from The Ohio State University: Tamar Chute, university archivist; Jenny Robb, curator of the Billy Ireland Cartoon Museum and Library; and Erin Fletcher, exhibitions coordinator of University Libraries.

2018 Annual Meeting, Chicago, Illinois, or nearby suburb (tentative)

Plans are now underway for MAC to return to Chicagoland in 2018! More details will be announced as they become available.

Nominations Sought for Emeritus Member Award

Each year, the MAC Membership Committee solicits nominations from the MAC membership for candidates to the status of Emeritus Member. Nominees must be retired from archival work and have been MAC members for a minimum of 10, not necessarily consecutive, years. More important, nominees must have made a significant and substantial contribution to MAC during their archival careers.

The Emeritus Membership Award and special membership status of Emeritus Member were created to recognize retired members who contributed to the success, growth, and visibility of MAC through committee work, programming, outreach, and governance. The award intends to recognize those who work behind the scenes for MAC, as well as those who have been honored by election to office.

The deadline for nominations is January 31. Click on Awards at the MAC website, www.midwestarchives.org, then download the Emeritus Award nomination form.

Send completed form to

Alexis Braun Marks, CA
University Archivist
Eastern Michigan University
Bruce T. Halle Library, 310
Ypsilanti, MI 48197
734-487-2594
abraunma@emich.edu

Louisa Bowen Memorial Scholarship

The Midwest Archives Conference is soliciting applications for its annual Louisa Bowen Memorial Scholarship for Graduate Students in Archival Administration. The scholarship is designed to provide financial assistance to a resident or full-time student of the MAC region pursuing graduate education in archival administration. One award, comprising a \$750 scholarship and a one-year membership to MAC, will be presented in 2016.

To be eligible for a scholarship, the applicant must meet the following requirements:

1. Applicants must be residents of, or full-time students residing in, one of the following states: Illinois, Indiana, Iowa, Kansas, Kentucky, Michigan, Minnesota, Missouri, Nebraska, North Dakota, Ohio, South Dakota, or Wisconsin.
2. Applicants must be currently enrolled in, or accepted into, a graduate, multicourse program in archival administration. If the program is not listed in the *SAA Directory of Archival Education*, www.archivists.org/prof-education/edd-index.asp, the applicant must provide proof of the multicourse standard by submitting copies of course descriptions from the institution's current departmental catalog.
3. Applicants must have a grade-point average of at least 3.0 (on a 4.0 scale) in their academic programs.

Complete application information is available on the MAC website at www.midwestarchives.org/bowen or from the Bowen Scholarship Committee Chair:

Elizabeth Wilkinson
Georgetown University Library, Center for Special
Collections
37th and O Streets, NW
Washington, DC 20057-1174
202-687-7614
ew543@georgetown.edu

Applications must be received electronically or post-marked by March 1, 2016. Awards will be announced at the MAC Annual Meeting. Award winner(s) are also expected to write an essay for the *MAC Newsletter* on their experiences at the meeting and its importance to their professional development.

Wanted: Archie Motley Memorial Scholarship Applicants

MAC is soliciting applications for the 2015 Archie Motley Memorial Scholarship for Minority Students. The scholarship is designed to provide financial assistance to minority students pursuing graduate education in archival administration and to encourage ethnic diversification of the MAC membership and of the archival profession as a whole. Two \$750 scholarships, accompanied by one-year memberships to MAC, will be awarded.

To be eligible for a scholarship, the applicant must be of African, American Indian, Asian, Pacific Islander, or Latino descent; must be a student currently enrolled in or accepted in a graduate, multicourse program in archival administration; and must have a grade-point average of at least 3.0 (on a 4.0 scale) in his or her academic program. If the program is not listed in the SAA *Directory of Archival Education*, archivists.org/prof-education/edd-index.asp, the applicant must provide proof of the multicourse standard by submitting copies of course descriptions from the institution's current departmental catalog. Applicants are not required to be residents of or attend school in the MAC region.

Applications are available on the MAC website and from the Archie Motley Memorial Scholarship for Minority Students Committee Chair:

Alison Stankrauff
Archivist and Associate Librarian
Franklin D. Schurz Library, Indiana University
South Bend
PO Box 7111
South Bend, IN 46634
574-520-4392
astankra@iusb.edu

Applications must be postmarked by March 1, 2016.

Awards will be announced no later than June 1, 2016. Award winner(s) are also expected to write an essay for the *MAC Newsletter* on their experiences at the meeting and its importance to their professional development.

Emeritus Scholarship for First-Time MAC Meeting Attendees

The February 1 deadline for applications for this scholarship is fast approaching! This early deadline enables the successful applicant(s) to receive the scholarship committee's decision in time to make travel plans for the spring Annual Meeting. If you are contemplating attending your first MAC meeting this spring and would like some financial assistance, consider applying for this scholarship.

The MAC Emeritus Scholarship provides a one-time travel stipend of up to \$500, or two \$250 stipends, to graduate students or practicing archivists who have not previously attended a MAC meeting. The award may be used to cover registration, travel, lodging, workshop fees, and any other meeting expenses. MAC membership is not required, nor do applicants need to reside in the MAC region. The scholarship was envisioned by Emeritus Member Tim Ericson, and initial funding was provided by other MAC emeriti.

Applications for the scholarship may be downloaded from the MAC website at www.midwestarchives.org. See "MAC Emeritus Scholarship" under Awards. Applications must include an essay of no more than 500 words and one letter of support. **Applications and supporting documentation may be submitted either electronically or by postal mail and must be received or postmarked by February 1.** Electronic submissions are preferred. Please send all submission information to

Cheri Thies
Chair, MAC Emeritus Scholarship Committee
521 Nye Street
Hudson, WI 54016
651-246-4962
cheri.thies@gmail.com

The award will be announced at the Annual Meeting. Award winner(s) are also expected to write an essay for the *MAC Newsletter* on their experiences at the meeting and its importance to their professional development.

Why Is MAC on the RAAC?

Regional archival associations have similar problems and share many of the same goals—to name a few, they want to promote themselves, they want to increase membership, and they want to address their members' needs. The Regional Archival Associations Consortium (RAAC) was created in 2013 to help regional organizations communicate and collaborate with one another.

More than 60 regional—state and multistate, city and multicounty—groups belong to RAAC, with each group assigning one member to the consortium. Since 2014, the MAC public information officer has been MAC's designated RAAC representative. Each rep serves on one of six subcommittees, which meet primarily via conference calls and e-mails to work on developing and realizing annual goals.

Below are the subcommittees and their recently completed goals:

- The Grant Development Subcommittee compiled grant opportunities by region for a new online resource.
- The Education Subcommittee created a Governance Document Repository compiled from the regionals' working documents. The repository collects examples of governing documents, such as mission statements, constitutions, by-laws, guidelines for advocacy and outreach, event planning forms, newsletters, and journals.
- The Disaster Planning and Recovery Subcommittee (currently chaired by the MAC PIO) created an online resource that provides information on regional, national, and international disaster planning and recovery resources.

- The Directory Subcommittee created a comprehensive list of archives groups in the United States and Canada. The directory makes it easy to see the breadth and scope of the regional community and includes contact information and a brief snapshot of each regional's activities.
- The Public Awareness Subcommittee maintains a Facebook page, which profiles a different regional each month. Public Awareness also facilitates information sharing among regionals and publicizes the work of RAAC.
- With the help of the Society of American Archivists' Issues and Advocacy Roundtable, the RAAC Advocacy Subcommittee is currently investigating how best to establish formal communication lines through which regionals can report local advocacy issues to SAA and ask for advocacy assistance.

In addition to the work of the subcommittees, Cochair Amanda Focke represents RAAC in the Coalition to Advance Learning in Archives, Libraries, and Museums. RAAC joins other archival organizations such as SAA and CoSA to represent the archival field on the coalition, whose purpose is to work in coordination across organizational boundaries to devise and strengthen sustainable continuing education and professional development (CE/PD) programs that will transform the library, archives, and museum workforce in ways that lead to measurable impact on our nation's communities.

The RAAC meets annually at the Society for American Archivists Annual Meeting, and next year it will be hosting a symposium in collaboration with the Society of Georgia Archivists in Atlanta. RAAC is an SAA Affiliated Group, and its website is hosted by the SAA site.