

Collection Management Tools Section

Council liaison:

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Roster:

Katie Howell, Chair 2017-2019

Caitlin Wells, Vice Chair/Chair Elect 2018-2020

Jane Metters LaBarbara, Steering Committee, 2017-2019

Lydia Tang, Steering Committee, 2017-2019

Larissa Krayer, Steering Committee, 2018-2020

Noah Lasley, Web Liaison, 2018-2020

Rolling off:

Stephanie Bennett, 2016-2018

Carolyn Runyon, 2016-2018

(Caitlin Wells moving from Steering Committee to Vice Chair)

Completed projects:

Repository Profiles redesign plan. A subcommittee of three members (Jane, Katie, and Rachel) examined the profiles' stated goals, page analytics, format and questions, information collection, and other aspects of them. They developed a plan to improve and streamline our information collection.

Repository Profiles expansion, stage 1. After the overhaul planning, the subcommittee redesigned the survey questions, created a Google form to collection answers to replace a previous system that relied on email, and proposed that CMTS expand to include Digital Asset Management Systems (DAMS).

Ongoing projects:

Repository Profiles expansion, stage 2.

Now that the profile page and survey have been updated, the Steering Committee will be able to solicit entries - some folks have already indicated interest in the membership directory form. In addition to the expansion that was accomplished this year, the subcommittee proposed that we attempt to collect profiles and other information from people in person at the annual meeting. While we did not have the people or the time to set it up this year, we may expand that way next year.

To support member networking, CMTS created a member directory to allow people to connect regionally or with similar repositories to discuss tools and issues. Outgoing chair Stephanie will continue to advertise the directory and update it across 2018-2019. Should it prove useful to CMT members (2 requests for information have demonstrated some interest already), hopefully it will be updated on an ongoing basis.

New projects:

Improved frequency and enhanced methods of communication: we continue to require more improved methods of communication with the 200 or so members who seem most engaged with the CMT Section.

Per feedback about annual meeting, will explore presentations and other information sharing related to migrating from Archon to ArchivesSpace.

Contributions to Goal 1: Advocating for Archives and Archivists

CMTS continues to provide support to archivists by providing information via the Documentation Portal and Repository Profiles, in order to build our capacity for managing archival materials via use of collection and information management tools.

Contributions to Goal 2: Enhancing Professional Growth

The CMT documentation portal provides documentation for implementing and managing collection management tools. This portal facilitates information sharing between archivists seeking to establish or improve collection management tools in their institution. The documentation portal is freely available via the CMTS microsite.

The CMT directory will allow archivists to enhance their professional growth via a peer-to-peer network that will grow and change over time.

As in years past, the CMT meeting at SAA annual in DC was recorded and made available on YouTube, along with all the presentation slides.

(<https://www.youtube.com/watch?v=GyJA824buSo>)

Contributions to Goal 3: Advancing the Field

By providing a home for archivists' documentation and information about their repository tools, we promote collaboration that means archivists can save time reinventing the wheel and instead building on each other's work.

Through all the work we do to facilitate peer-to-peer exchanges and discussion, CMTS promotes best practices and shared capacity building.

Contributions to Goal 4: Meeting Members' Needs

The activities at the CMTS meeting at SAA 2018 were aimed at answering the request for and interest in migrating to ArchivesSpace and using it more effectively. CMTS continues to solicit

member input in order to help us aim CMTS programming at their needs, ensuring that the Section is of continued value to members and to SAA.

Annual meeting attendees:

Approximately 150

Summary of meeting activities and highlights:

Video of the meeting is available on YouTube at <https://www.youtube.com/watch?v=GyJA824buSo>

- Updates from Council
- Updates regarding CMTS elections
- Documentation Portal and Repository Profiles updates
- Archon Users Collaborative update, Matt

-Two presentations from members:

1) “Enhanced Data for Enhanced Access: Managing Agents and Subjects in ArchivesSpace”
(20 minutes)

Speakers: Mark Custer, Metadata Coordinator, and Karen Spicher, Processing Archivist and Coordinator of Manuscript Cataloging, Beinecke Rare Book and Manuscript Library

A new ArchivesSpace public user interface provides incentive to standardize and enhance agent and subject records associated with finding aids. Speakers from Yale University will report on an ArchivesSpace reclamation project, sharing best practices for creation of agent and subject records, methods for reconciling existing finding aids and collection-level catalog records, and experiences in collaborating with vendors in enhancing legacy data, including addition of linked open data URIs.

2) “Migrating from Past Perfect to ArchivesSpace”

Speaker: Caitlin Wells

A small team at New Mexico State University had to migrate their collection data from Past Perfect to ArchivesSpace beginning in 2016. How did they handle data mapping issues and clean up? What challenges did they encounter?

-Feedback as people leave: One thing you would like to see added and/or one thing you’d like to see subtracted from CMT’s annual meeting

Does your section have questions or concerns for the SAA Council? Include notes on potential budget requests for Fiscal Year 2020 (July 1, 2019 – June 30, 2020).

Not at this time.