
Manuscript Repositories Newsletter

A newsletter from the Manuscript Repositories Section of the Society of American Archivists

Spring 2012

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From the Chair

Elizabeth Russey Roke

Last weekend, while recovering from a cold that seemed not to go away, I took the rare opportunity to catch up on my ever-increasing pile of *New Yorker* magazines. As usual, I don't have the time to read everything, so I triage as I go, skimming the majority of articles. This time, an article about brainstorming and the power of groupthink caught my eye. "The most creative spaces," the article posits, "are those which hurl us together." I hope that SAA and especially the Manuscript Repositories Section stirs your creativity and helps you to establish connections with other archivists.

The Steering Committee has been hard at work to identify and facilitate opportunities for collaboration and the sharing of ideas. Our primary focus has been on the Annual Meeting. We endorsed two session proposals, one focused on living archives and the other on born-digital records. I am happy to report that both were accepted by the Program Committee. Look for these sessions when you receive your Annual Meeting program: "Rules of Engagement: The Politics and Pleasures of 'Living Archives' and "Removing Borders: Towards Seamless Connections Between Born-Digital and Hard-Copy Records."

We also have taken a close look at the structure of the Manuscript Repositories Section meeting for 2012. This year we will embark on a two-year exploration of electronic/born-digital records, beginning with issues of acquisition and appraisal. The meeting will feature 5-10 minute "lightning talks" intended to share information and raise questions. Please contact me (erussey@emory.edu) if you'd be interested in sharing a project you've been working on!

As part of the Section activities for the year, I am happy to announce two special projects. The first is a much-needed revision of the SAA brochures about donating personal papers (found at <http://www2.archivists.org/publications/brochures>). For more information about this project and to

volunteer to help, see the announcement in this newsletter. The second project focuses on Annual Meeting session proposals. The Steering Committee would like to help Section members develop successful proposals and is working on a website and other resources. Look for more information soon!

Finally, Fernanda Perrone and the Nominations Committee are beginning to prepare a slate of candidates for Section office. If you're interested in becoming more involved with the work of the Section, I hope you consider running for office.

As we prepare for the 2012 Annual Meeting, I look forward to sharing a common creative space with all of you in San Diego and over the listserv!

Brochure Revision: Call for Volunteers

The Manuscript Repositories Section Steering Committee is planning a revision of the three brochures that explain for potential donors the process of giving personal papers or organizational records to a repository (<http://www2.archivists.org/publications/brochures>). In collaboration with other concerned SAA sections, we hope to update these useful documents to encompass born-digital and hybrid collections, in particular, but also other changes that have taken place in the profession and in the culture at large since they were written. We will also assess the need for any additional documentation on these topics. This revision will benefit from broad participation, and the Steering Committee invites and encourages section members to take part. If you are interested in working on the brochures revision, or if you have suggestions or a wish list for what these documents should include, please contact Section Chair Elizabeth Russey Roke: erussey@emory.edu by April 15.

Steering Committee Nominations Sought

Fernanda Perrone

The Nominations and Election Committee is seeking candidates for the following positions:

Vice Chair/Chair Elect: Serves as Vice Chair from the conclusion of the 2012 meeting through the 2013 meeting; serves as newsletter editor; works with the Chair and Steering Committee in establishing an agenda for the year; works to ensure that sessions of interest to Section members appear on the SAA program for the following year; prepares for term of service as Chair in 2013-2014; takes minutes during the annual Section meeting. The Vice Chair/Chair Elect must attend the SAA annual meeting.

Steering Committee (3 members): Serves for two years from the end of the 2012 meeting through the 2014 meeting; serves on the Nominations and Election Committee for 2013; assists in planning for the 2014 annual meeting; participates in Steering Committee meetings at SAA; helps set the agenda for the

year; and contributes to the newsletter or other activities. Steering Committee members are expected to attend the SAA annual meeting.

Candidates must be members of SAA and the Manuscript Repositories Section. Elections will be held by electronic ballot four weeks before SAA's annual conference in San Diego, August 6-11, 2012, and winners will be announced at the Section meeting in San Diego.

Please send suggestions for candidates to any member of the Nominations and Election Committee:

Fernanda Perrone hperrone@rmlmail.rutgers.edu

Jacqueline Dean jdean@email.unc.edu

Melissa Watterworth Batt melissa.watterworth@uconn.edu

Elizabeth Wilkinson emwilkin@purdue.edu

The deadline for nominations is **May 1, 2012**. Thank you for participating!

News from Members

The Department of Museums, Archives & Rare Books at Kennesaw State University Initiates University-Wide Assessment of Outreach and Programming for its Rare Book Collections

Heather Oswald

Archives Specialist, Kennesaw State University

The Department of Museums, Archives & Rare Books at Kennesaw State University is instituting a multi-phase assessment of its outreach and programming for the Bentley Rare Book Gallery in order to improve services to KSU faculty and students and ensure the rare book collections are a vital component of the university curriculum. Through surveys, interviews, and focus groups with faculty, Gallery staff seeks to understand how special collections materials fulfill teaching objectives and enhance the student experience.

Since its inception in 1986, the Bentley Rare Book Gallery has served as a teaching collection and community resource. Our mission, to educate and engage through our collections, coupled with administrative changes resulting in the Bentley Gallery becoming part of the Department of Museums, Archives, Rare Books and Records Management, has fostered an active outreach program for the university that includes lectures, exhibits, workshops, internships, and open houses. A hallmark of our approach is engaging students with the physical artifacts. We believe that the tactile experience offers the most efficient way of reaching students, and it lays the groundwork for further exploration.

By approaching outreach from the perspective of the user, we hope to acquire vital feedback on how to adapt to rapidly changing technologies and an increasing digital presence in the classroom. The

evaluation will enable staff to focus its energies on projects and tools tailored to the needs of the university community.

With the ultimate aim of making the collections of the Bentley Rare Book Gallery a fundamental part of the KSU learning experience, Museums, Archives & Rare Books is seeking to expand beyond traditional outreach methods. This assessment is the first step in a systematic attempt to move toward a new level of engagement with the KSU faculty, students, and most importantly, our own collections. We must be proactive in order to transition from a static resource to a dynamic learning environment across disciplines. Through true collaboration, a new framework for understanding and enriching the rare book experience will transform the ways special collections are accessed and used in the future.

For more information on this project, please contact the Department of Museums, Archives & Rare Books at 770.423.6289 or rarebooks@kennesaw.edu.

NHPRC Grant Provides Access to Maritime, Military and Notable American Manuscripts in the Phillips Library at the Peabody Essex Museum

Halley Grogan and Tamara Gaydos

Phillips Library, Peabody Essex Museum

The Phillips Library at the Peabody Essex Museum has received a \$75,000 grant for archival projects awarded by the National Historical Publications and Records Commission (NHPRC), the granting arm of the National Archives and Records Administration. This award supports the processing of 74 collections of national significance, totaling 334 linear feet of archival material. Collections chosen for the grant fall into three categories: military records; the papers of notable Americans, which include eighteenth and nineteenth century family manuscripts that record the history of this country and Essex County, Massachusetts; and maritime manuscripts, which include the papers of ship owners, ship captains, and those who contributed to maritime trade, navigation, and sea travel throughout the world.



The project began in October 2011 and so far, we have completed several important collections. The papers of Bryant P. Tilden include ten hand-written journals of Tilden's travels to China, Brazil, and Trieste, as a supercargo. The journals had been previously researched by a visiting scholar and this background research is now available for the first time with the original journals. Richard D. Tucker's papers provide detailed correspondence between the partners of the merchant house Peele, Hubbell and Co., one of the earliest American merchant houses trading in sugar, abaca, and rice in the Philippines. The letters and company circulars follow the rise and fall of the speculative sugar trade, providing insight into the company's eventual bankruptcy. The papers of Captain Alexander Robinson, a Brooklyn, New York, merchant seaman who was a captain during the War of 1812, are next on the list of collections to be processed, currently housed in a classic sea chest. Once the papers are removed, the chest itself will become a part of the collection, epitomizing the variety of material found in the library's holdings.

These are just some of the 74 collections that the grant will provide access to in the Phillips Library. In addition to detail-level processing, all existing MARC records for the collections will be updated to include relevant subject headings, and EAD finding aids will be created for extensive search options, a first for the Phillips Library. The grant will continue through October 2013.

For more information regarding the project, please contact Tamara Gaydos, NHPRC Grant Project Manager at tamara_gaydos@pem.org or Halley Grogan, Assistant Manuscript Processor at halley_grogan@pem.org. For information regarding the Phillips Library, visit <http://www.pem.org/library/> or follow the library on Twitter at @PEMLibrary.

Processing the Hervey Allen Papers

Elvia Arroyo-Ramirez

Department of Special Collections

University Library System, University of Pittsburgh

The Department of Special Collections is pleased to report the processing, arrangement, and soon publication of a finding aid for the Hervey Allen Papers. Hervey Allen (1889-1949), a University of Pittsburgh alum (1915), was a famous best-selling novelist, poet, and biographer whose most notable works include *Anthony Adverse*, *Action at Aquila*, *Israfel*, a biography of Edgar Allan Poe, and the unfinished three-tome series, *The Disinherited*. The papers consist of holograph and typewritten manuscript material including first drafts and revisions to many of his published novels, poetry, and prose works; incomplete or unpublished material; correspondence with his main publishing company, Farrar and Rinehart / Rinehart and Company and other notable literary figures such as Louis Untermeyer, Upton Sinclair, Stephen Vincent Benet, William Benet, John Bennett, Carl Carmer, Padraic Colum, John Drinkwater, Robert Frost, Dubose Heyward, Amy Lowell, Kenneth Roberts, E.A. Robinson,

and Philip Wylie. There is some correspondence with the Wyeth family, as Andrew and N.C. Wyeth produced book illustrations for some of Allen's published novels.

In addition to the manuscript material, the papers include a large personal ephemera collection of the Allen family who were prominent residents of former Allegheny City. Edward Jay Allen, grandfather of Hervey Allen, traveled west over the Oregon Trail and made his mark in the Washington Territory by establishing land claim. He also recruited and served as Colonel in the 155th Pennsylvania Infantry during the Civil War and was a major cultural influence in the region. The papers include many of his scrapbooks and writings about his experiences. Photographs, diaries, journals, and writings of other Allen family members are included as well. The Allen family lineage can be traced through the material in the collection to the generation of Thomas Allen (1765-1852) who emigrated from England to the United States.

Like his grandfather, Hervey Allen amassed a great private library, which was also purchased by the University from the Hervey Allen estate three years after Allen's death at the age of 60 in 1949. The library collection will be cataloged separately from the manuscript collection and will be given a LC call number.

The processing project started in the fall of 2011 and is expected to finish by August of 2012. Because the collection was accessioned before modern archival arrangement, description, and preservation standards were established, it has remained partially accessible through the aid of a paper-based catalog. The papers will be described according to such standards and will be made accessible online via a finding aid on the Department of Special Collection's Manuscript Collections homepage: <http://www.library.pitt.edu/libraries/special/SCManuscriptCollections.html>. Furthermore, in conjunction with the Digital Research Library department, selected papers will be digitized and a link to this content will be accessible in the finding aid.

On Race Relations, Politics, and Life in Portsmouth, Virginia: The Diaries of Jeffrey T. Wilson (1843-1929)

Kira A. Dietz

Virginia Tech Special Collections

In February 2011, Special Collections at Virginia Tech purchased a set of diaries by Jeffrey Thomas Wilson. Wilson, a former slave, spent most of his life in and around Portsmouth, Virginia. He was born in 1843 and lived with his mother and step-father until about the age of ten, when he was taken to live at the house of the Grice family. During the Civil War, Wilson accompanied Alexander P. Grice into war as a body servant. When he gained his freedom in 1865, he enlisted with the U.S. Navy for a year, traveling to Europe and the Caribbean. Wilson returned to Portsmouth by 1868, where he went on to work in the Navy Yard and later as a bailiff for the Federal Court in Norfolk. He spent much of his adult life serving the Emmanuel AME Church as a council member and Sunday School instructor. From 1924 until 1929, Wilson wrote "Colored Notes," a social, political, and opinion column for *The Portsmouth Star*. Wilson

was married and widowed four times and had at least twelve children, the youngest born when he was 75. He died from injuries after being struck by a car in 1929, at age 86.

Wilson's diaries document not only local and national social and political events of 1913 and 1928 respectively, but also detail his past. Diary entries cover a range of topics including the daily life and health of Wilson and his family, his church involvement, his opinions on race, race relations, politics (especially in and around Portsmouth and Norfolk, Virginia), segregation and the Jim Crow South, and religion (many entries begin with biblical quotations). Wilson's diaries reveal an informed and opinionated man, especially concerned with civil rights.

The 1913 diary was kept in a Wanamaker's Diary (produced by the department store chain) actually designed for 1911. As a result, Wilson has hand-corrected the days of the week throughout to reflect 1913. Limited by the pages, Wilson attached additional sheets to continue writing. Many of these consist of reminiscences of his life in previous years on topics from the Civil War, his service in the U. S. Navy, segregation and race issues in Portsmouth and Norfolk, local news, and begin with "Fifty one years ago..." or "Thirty eight years ago..." The 1928 diary, kept the year before Wilson died, contains very little recollection of the past. Instead, the focus is on day-to-day life. Wilson was still, it appears, traveling to Norfolk and working at the courts, and he still attended church almost daily. He lived at home with his two youngest daughters, whom he refers to as to "my gals."

A finding aid for the collection is available online:

<http://ead.lib.virginia.edu/vivaxtf/view?docId=vt/viblbv00982.xml>

Women's Radio History Revived at the Schlesinger Library

Melissa Dollman, Audiovisual Cataloger/Archivist

The Schlesinger Library is excited to offer access to the recently processed collection of audiotapes and other records (1972-1993) of **Boston Women's Community Radio (BWCR)**. Founded in 1977, by 1978 BWCR's core staff and volunteers were producing 24 hours of programming in commemoration of International Women's Day, airing annually in March on WMBR-FM, the Massachusetts Institute of Technology's student radio station (Cambridge, Massachusetts). BWCR served as an umbrella organization and training ground for feminist radio producers and local community groups, with many of the programs produced for the yearly event distributed afterwards to national audiences. Until now, this unique period of local radio history has been unavailable.

Shows included sensitive issues such as sexual abuse, lesbian equality, children of divorce, Palestinian rights, and women organizing in Central America. They also offered a musical blend of Latin American, African, jazz, rock, folk, and women's music -- all featuring women performers. To name just a few of the highlights: an interview with author Maxine Hong Kingston; live poetry readings by Alice Walker and by patrons of Jefferson Park Writing Center (a housing project) in Cambridge; two hours of women rocking

out during “Take the Noise Away from the Boys: Rock Against Sexism” in 1985; “Can We Talk?,” a group dialogue between Palestinian and Jewish women in Los Angeles; many greetings from around the world for International Women’s Day; an interview with Bobbi Sykes, the first black Australian to receive a doctoral degree from an American university (Harvard); and productions by donor Eileen Bolinsky, now senior editor of Public Radio International’s radio program *Living on Earth*.

Discover further riches of this collection in the finding aid, available online at Harvard University’s OASIS website: <http://nrs.harvard.edu/urn-3:RAD.SCHL:sch01379>. Tapes will be digitized upon request, linked to the finding aid, and available for listening by anyone with an Internet connection.

Connecticut Historical Society Nears Completion of Backlog Project

Barbara Austen

Connecticut Historical Society

With six months left in the second of two National Historical Publications and Records Commission (NHPRC) grants to catalog a backlog of manuscript collections, the Connecticut Historical Society (CHS) is approaching 5,000 records!

The NHPRC grants were awarded in 2008 for the purpose of cataloging manuscript collections at the CHS that were either never cataloged or did not have an online record. For the first two-year grant, the goal was to create 900 records and CHS more than doubled its goal, having created a total of 1,945! With that, the second two-year grant set an ambitious goal of 3,000 records. As of February 1, 2012, with six months left in the project, a total of 2,593 records have been created to date, bringing a cumulative total to 4,538. To meet these ambitious goals, CHS has and is making extensive use of a dedicated corps of volunteers and the MPLP (more product, less process) approach to processing.

Among some of the more interesting finds were fragments of a petition regarding the Boston Massacre; a scrapbook of dried algae arrangements; two hand drawn maps of the Union Camp at Pollack’s Bridge, Virginia, April 1863; “Rules for drawing up a Regiment, 1765”; Tolland Proprietary Library catalogue, 1787-1829, and other early library catalogs; a telegram to Joseph R. Hawley informing him of the assassination attempt on James A. Garfield, 1881; and an invitation to President Lincoln’s second inaugural ball. Additional highlights can be found by reading the CHS blog at www.manuscripts.wordpress.com.

Also of note, in the middle of this cataloging project, CHS migrated from a proprietary integrated library management system to the open-source system, Koha, through membership in the Westchester Academic Library Directors Organization (WALDO). All of the CHS manuscript collections are cataloged in MARC and then added to OCLC and the CHS online catalog. For more information on CHS visit www.chs.org.

Thomas B. Slick, Jr. Papers Available from the University of Texas at San Antonio

Mark Shelstad

University of Texas at San Antonio Libraries

The family of Thomas Baker Slick Jr., founder of the Texas Biomedical Research Institute and other science organizations in San Antonio, has donated his papers to the UTSA Libraries Special Collections. Slick, the son of legendary oilman Tom Slick Sr., used his inheritance to support activities in a variety of fields, including scientific research, oil drilling, cattle breeding, and exploration. He established five research institutions, including the Texas Biomedical Research institute, the Mind Science Foundation, and the Human Progress Foundation. Slick was also co-inventor of the lift-slab method of building construction and wrote two books on world peace. The papers are available to scholars and researchers interested in the origins of the biomedical and scientific enterprise in San Antonio and South Texas, the oil and gas industry, the history of the research institutions that Slick established, along with his varied other interests. Visit <http://www.lib.utexas.edu/taro/utsa/00302/utsa-00302.html>



Courtesy University of Texas at San Antonio Libraries.

Trinity College Records Available for Research

University of Vermont Libraries, Special Collections

In a 2006 article, “Vanished Worlds: Searching for the Records of Closed Catholic Women’s Colleges” (*Archival Issues* 30: 119-149), Fernanda Perrone indicated that of the 36 closed colleges she investigated, the archives of Trinity College in Burlington, Vermont was the only one for which she could find no information on the primary location, the volume, and the conditions of access. Thanks to the efforts of the Sisters of Mercy and the work of University of Vermont Processing Archivist Erica Donnis, the Trinity College Collection is now organized, inventoried, and available to researchers.

Founded in 1925 by the Burlington, Vermont Sisters of Mercy, Trinity College provided a liberal arts education to sisters and lay women, many of whom were part of the first generation of their family to attend college. In addition to serving young female students with associate’s and bachelor’s degree programs, in the late twentieth century Trinity also enrolled adult learners of both genders in

undergraduate and graduate degree programs. Trinity was well-known for its social service programs, including education, special education, and social work; its ENHANCE Program, which offered developmentally disabled young adults the opportunity to attend college; and its Community Service Scholars Program, which provided scholarships and support to single parents on welfare.

In the late twentieth century, Trinity College experienced serious financial difficulties. After efforts to either refocus its academic offerings or merge the school with other institution(s) failed, Trinity closed its academic programs in 2001. The campus was sold to the University of Vermont in 2002, and the nonprofit organization that managed Trinity College was dissolved in 2004.

Following the school's closing in 2001, Sr. Jacqueline Marie Kieslich, Trinity's last president, and faculty member Richard Hunt assembled the collection from the files of individual staff and faculty members. They also gathered materials found in the possession of the college's existing archives and special collections, department chairmen, faculty members, administrative offices, and staff members. Kielisch and Hunt selected items that they felt were essential to understanding the history of the institution, especially the period from the mid-1970s to 2001, which was not represented in a published history of the school. After the collection came to UVM Special Collections, the Trinity College Board of Trustees and the Sisters of Mercy provided generous support to help Special Collections organize and inventory the large collection.

The Trinity College Collection fills 230 linear feet of shelf space in Special Collections. It includes the following types of materials: board of trustees and committee meeting minutes; correspondence; memoranda; accreditation and planning reports; external and internal publications; notes written by faculty and staff members; transcripts of speeches given to and by members of the Trinity community; contracts and financial records; course catalogues and academic calendars; faculty and student handbooks; faculty, student, and alumni directories; student and alumni surveys; grant proposals and reports; architectural plans; scrapbooks; yearbooks; audio and video recordings; musical scores; and photographs. The collection inventory can be found at <http://cdi.uvm.edu/findingaids/>.

Now that the college is closed, the collection serves as an important repository for the alumni, faculty, staff and supporters. It is also a resource for research on the history of women, religion and education, particularly the history of higher education for Catholic women and the implementation of innovative programs for adult learners. Trinity College was an important local institution and landmark for over 75 years. Today it comprises UVM's Trinity College Campus, and collection records are used by students in a variety of classes to learn about the campus.

Atlanta University Center Robert W. Woodruff Library Acquires Papers of Pan-African Scholar Dr. Asa G. Hilliard, III

The AUC Woodruff Library acquired the papers of Dr. Asa G. Hilliard, III, a world-renowned Pan-Africanist educator, historian, and psychologist in Fall 2011.



Photo Courtesy of Asa G. Hilliard, III Family

In his distinguished career, Dr. Hilliard served on the faculty at San Francisco State University for eighteen years. During that time, he was department chair for two years, the dean of the School of Education for eight years, and a consultant to the Peace Corps and Superintendent of Schools in Monrovia, Liberia for six years. Later, he became a Fuller E. Callaway Professor of Urban Education at Georgia State University, with joint appointments in the Department of Educational Policy Studies and the Department of Educational Psychology and Special Education, where he served for thirty years.

Throughout his life, he consulted with many of the leading school districts, universities, government agencies, and private corporations on valid assessment, curriculum equity, and teacher training. Several of his programs in pluralistic curriculum, assessment, and valid teaching have become national models. He was also the author of more than 1,000 publications on topics including testing, ancient African and African American history, African cultural power, teaching strategies, public policy, cultural styles, and child growth and development. Dr. Hilliard was a founding member of the Association for the Study of Classical African Civilizations and served as its first Vice President.

Donated by his wife, Patsy Jo Hilliard, and their children, the Asa G. Hilliard, III Papers will provide public access to Dr. Hilliard's scholarly research, writings, and correspondence. Archivists have begun processing the nearly 70 boxes of documents, subject files, photographs, and audio-visual materials and have found lecture notes from Georgia State University and San Francisco State University as well as drafts of many of his publications. Also of note are a full set of slides from his "Free Your Mind + Return to the Source" presentation, as well as letters of condolence from Reverend Jeremiah Wright who was with him in Egypt when he died in August 2007.

Plan Ahead for the 2013 Annual Meeting Program

Thinking about SAA 2013? The Manuscript Repositories Section wants to help you get a head start creating a session or poster proposal. If you would like assistance refining a topic or finding members to be on a panel, keep an eye out for upcoming messages on the listserv detailing some of the resources we're developing for you!

Section Leadership

Elizabeth Russey Roke, Chair
Chris Burns, Vice Chair/Chair-Elect
Fernanda Perrone, Immediate Past Chair
Laura Carroll - Web Liaison
Bill Landis, Council Liaison

Steering Committee Members

Melissa Watterworth Batt
Jackie Dean
Ellen Doon
Renna Tuten
Anke Voss
Elizabeth Wilkinson

The deadline for the Summer Newsletter is **June 1, 2012**