

**THE ACADEMIC ARCHIVIST**  
*Newsletter of the College and University Section*  
*Society of American Archivists*

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**FROM THE CHAIR**

A reminder that the C&U section meeting is scheduled for Friday, August 31, 2007, from 8:00 AM to 10:00 AM. At the meeting we will be electing a Vice-Chair. The two candidates for this position are John Bolcer, University Archivist at the University of Washington Libraries and Peter Runge, Manuscripts and Digital Content Curator at Northern Arizona University.

The program for the meeting will also include a presentation by Steve Hussman and Martha Andrews (New Mexico State University) regarding their recent Archives Donor Survey as well as updates on section activities over the past year.

Please note, in turn, that the rationale for the proposed dues increase is presented in Nancy Beaumont's article in the March/April 2007 issue of *Archival Outlook*, "Dues: SAA's Renewable Resource" is scheduled to be on an agenda item at the business meeting. (See, [http://www.archivists.org/periodicals/ao\\_backissues/AO\\_March\\_07.pdf](http://www.archivists.org/periodicals/ao_backissues/AO_March_07.pdf)).

I look forward to seeing you in Chicago!

Betsy Pittman  
University Archivist  
University of Connecticut

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**CANDIDATES FOR C&UA SECTION VICE-CHAIR**

Gordon Daines, the Nominating Committee Chair, is pleased to report that John Bolcer and Peter Runge have agreed to run for vice-chair. Their statements follow at pg. 2.

## **John Bolcer**

### Professional Activities:

John Bolcer received a B.A. in History from Amherst College in 1992, and an M.Lib. from the University of Washington in 1995. He worked as Assistant Archivist for the Hanford Health Information Archives at Gonzaga University from 1995 to 2001. In 2001, he became Assistant University Archivist for the University of Washington, and was appointed University Archivist in 2005. John has been a member of SAA since 1994, served on the steering committee of SAA's Science, Technology & Health Care Roundtable 1996-2000, and as publications editor and board member for Northwest Archivists 2002-present.

### Statement:

You all know that colleges and universities have become thoroughly digital institutions; you know as well that college and university archives are working hard to find ways to meet their traditional responsibilities within this new paradigm. Since our parent institutions share similar types of organizational missions, structures, and resources, C&U archivists are particularly well positioned to benefit from shared practice. I would like to see the College & University Archives Section (Section) serve as an active forum for sharing experiences and exploring new ideas in all areas, particularly the application of emerging technologies such as digital repositories, web archiving systems, and electronic records management systems. I'd also like to see the Section foster and even facilitate increased cooperation and collaboration among C&U archives as we work to find ways to meet our responsibilities in an electronic world.

John Bolcer  
University of Washington

## **Peter Runge**

### Professional Activities:

Peter Runge is the Manuscripts and Digital Content Curator at Northern Arizona University. He has been a member of SAA since 2002 and has formerly served as the coordinator for the 2005 SAA student poster presentation. Mr. Runge has an MSIS from the University at Albany, State University of New York (SUNY) with a concentration in archives and records management and is a certified archivist. While at the University at Albany (SUNY), Mr. Runge worked on the InterPARES Project.

### Statement:

College and university archivists are increasingly facing the complex issues of how to capture, preserve, and provide access to a growing number of critical documents that are being born digitally. Documents of historical, legal, evidential, and institutional value that have long been the heart of archives are regularly being created and disseminated

exclusively in electronic formats with little consideration for their future preservation and access. This issue has been discussed within the community for years; however, recent events where I work have impressed upon me the exigency of addressing the curatorial responsibilities of preserving electronic records in the context of college and university archives. I would like to reinvigorate the dialogue around this issue and discuss strategies for educating and raising the awareness of these concerns among ourselves, our constituents, and parent institutions.

Peter Runge  
Northern Arizona University

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### **“Cataloging Milestone Reached at the American Heritage Center”**

The American Heritage Center (AHC) ([www.uwyo.edu/ahc](http://www.uwyo.edu/ahc)) is the University of Wyoming’s manuscript repository, rare books library, and university archives. At approximately 80,000 cubic feet, it is one of the larger manuscript repositories in the nation. Over fifteen years ago, the AHC was unfortunately known throughout the archival profession for its unrestrained collecting and its lack of attention to processing or cataloging. These faults have been addressed steadily in the intervening years. In the past five years, for example, the AHC has devoted considerable internal resources to analyzing its holdings, defining a formal collecting policy, dramatically increasing its processing, cataloging and deaccessioning in order to bring its holdings into line with its collecting policy.

With colleagues at the Minnesota Historical Society, the AHC developed the More Product, Less Process (MPLP) model for reducing backlogs of collections. A principal tenet of MPLP is to arrange and describe collections at higher levels of aggregation before considering more detailed arrangement/descriptions. Implementing MPLP during the period 2003-2005, the AHC’s processing archivists quadrupled the speed of arrangement and description for manuscript collections. In 2005, the AHC was awarded an NHPRC grant to take MPLP a major step farther — creating WorldCat catalog records for every permanent manuscript collection, processed or unprocessed, so that researchers could find these previously hidden materials.

A record of every manuscript collection permanently held at the AHC is now available on WorldCat. The project was completed in 24 months (May 2005-April 2007) with an average of 2 full time employees engaged in the work. A total of 1,932 collections were surveyed. However 1,356 of these collections were rejected as likely to be deaccessioned, because of lack of substance or fell outside the AHC’s newly-established collecting policy. Of the remainder, 537 were cataloged and 39 were found to be part of a previously accessioned collection. Only 28% of the total was cataloged. These cataloged collections will now be processed using MPLP on the basis of user demand, as well as condition and perceived importance. This survey and cataloging project permits the AHC staff to concentrate resources on the most valuable and most requested collections.

The AHC's reference archivists have been incorporated into this project in order to ensure that as concerns arise they can be discussed and addressed. For example, as researchers began finding unprocessed collections on WorldCat the reference staff discovered that answering some of their long-distance questions about the content of the unprocessed cataloged collections was difficult. To address this issue, it was decided that reference archivists or student pages would prepare on-the-fly box lists for collections of two cubic feet or less, when needed to serve a patron. For larger collections, a dedicated student worker was added to create folder-lists when needed to reply to a researcher query. To date, these responses seem to be working well.

To ensure that backlogs will not grow again, the AHC has also re-engineered its accessioning process so that minimal catalog records and summary box lists are created for every new collection as it arrives, unless the collection is restricted by donor agreement. Therefore, it is almost instantly accessible to and useable by researchers. Collections that fall outside the AHC's collecting policy will now be evaluated for deaccessioning. The majority of these collections will be returned to their donors or transferred to more appropriate repositories. Of the 156 collections in this group that have been re-evaluated in the past year, 54 were given to new repositories and 30 returned to the original donor or their heirs. There are 25 collections whose disposition has not yet been determined and 22 that the AHC decided to keep after re-review. These 22 were subsequently cataloged. The remainder were deferred, discarded, or transferred to other departments within the University of Wyoming. Assuming the same trends continue, 41% of the deaccessioned collections will go to new homes, 23% will be returned, and 12% will be kept and cataloged. Since 2003, when deaccessioning began in earnest, approximately 6,000 cubic feet of material has left the AHC.

Concurrently, from July 2004 through March 2007, the American Heritage Center has been converting legacy finding aids to EAD with the assistance of two grant-funded projects. With the first grant, funded by the National Endowment for the Humanities, the AHC converted 130 finding aids to EAD and loaded them onto the Rocky Mountain On-Line Archive (RMOA) website. With the second grant, from the National Historical Publications and Records Commission, a further 278 finding aids were added to RMOA (Please note, a list can be found at <http://rmoa.unm.edu/results.php?inst=WyU-AH>).

The American Heritage Center's cataloging, EAD-conversion, and deaccessioning projects are all part of an intensive attempt to manage its collections better. At an even broader level, these efforts are geared toward serving our patrons better. So far, these changes have garnered the attention and approval of the university's Vice President for Academic Affairs, to whom the AHC Director reports. The cataloging of unprocessed collections has also helped make researchers cognizant of previously hidden material.

As the AHC moves ahead to implement its collecting policy, both by deaccessioning more collections to other repositories and by actively acquiring new collections, the goal will remain the continued support of its researchers — undergraduates, History Day students, graduate students, scholars, filmmakers, etc.

Look for more information about these projects at SAA conferences and in archival journals. Questions should be directed to AHC Director Mark Greene ([mgreene@uwyo.edu](mailto:mgreene@uwyo.edu)); D. Claudia Thompson, Manager of Arrangement and Description ([dcthom@uwyo.edu](mailto:dcthom@uwyo.edu)); William Hopkins, Manager of Accessioning ([whopkins@uwyo.edu](mailto:whopkins@uwyo.edu)); or Carol Bowers, Manager of Reference ([cbowers@uwyo.edu](mailto:cbowers@uwyo.edu)).

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## IN THE NEWS

### **Maryland: University of Maryland Celebrates 150<sup>th</sup> Anniversary**

University of Maryland Archivist Anne Turkos received a St. George's Day Award from the Prince George's County (Maryland) Historical Society (Society) for her dedication to preserving University of Maryland history and her contributions to the university's 150th anniversary celebration. The award was presented at the Society's annual St. George's Day dinner in late April. The efforts of all University of Maryland Archives staff that supported the 150th anniversary were also recognized as part of the Grand Gold award, which the university received in May from the Council for the Advancement and Support of Education (CASE). The archives staff is currently planning numerous exhibits and special events for the fall semester such as the 50th anniversary of Queen Elizabeth II and Prince Philip's visit to the campus and the Terrapins defeat of the UNC Tar Heels on the gridiron in 1957.

*(Anne S. K. Turkos, University Archivist, Hornbake Library, University of Maryland)*

### **Michigan: Central Michigan University Hosts Reed Draper Fishing Exhibit**

If you need a break from your favorite fishing hole, cast a line into the rich waters of "the Reed Draper Angling Collection," an exhibit which runs from May 1 through Oct. 22 at the Clarke Historical Library at Central Michigan University.

The exhibition features a sample of the 1,200 fishing books in the collection of the late Reed Draper, former president of the National Automobile Dealers Association and owner of Draper Chevrolet in Saginaw (Mich.). The collection spans four centuries of documentation regarding fishing and contains the reflections of fishermen on their sport in Europe and the United States.

Highlighted in the exhibit are fly fishing and the Michigan Grayling, a once prolific species which was fished with such reckless abandon that it became extinct by about 1900.

"It's the great cautionary tale," said Frank Boles, Director of the Clarke.

The exhibit will also feature a companion catalog written by Robert Kohrman, Dean of CMU's College of Science and Technology. Kohrman is also a fishing enthusiast. On June 8, 2007, Jerry Dennis, a Traverse City fly fishing expert and noted Michigan author of fishing books, spoke about the sport in the Park Library Auditorium.

The Clarke's hours are 8:00 AM to 5:00 PM, Monday through Friday. For more information contact the Clarke at 989-774-3352 or review our website at <http://clarke.cmich.edu>.

*(Submitted by Marian Matyn, Archivist, Clarke Historical Library)*

### **New Jersey: Drew University Announces Opening of the Carl Michalson Papers**

Carl Michalson was a Professor of Systematic Theology for 22 years until his tragic death in a plane crash in 1965. Known as "Dr. Mike," he was revered as a professor and in his field. As a student, Michalson was most influenced by Edwin Lewis and Lynn Harold Hough at Drew, and by H. Richard Niebuhr and Robert Calhoun at Yale. His studies led to an intense interest in two intellectual movements, the philosophy of existentialism, and the theology of the Word of God, and thence to his system of doing "theology as history".

One of his most important research trips was to Japan. Michalson initially set out to learn what Japanese students already understood about Christian theology; after seeing the originality of their thoughts, he had colleagues and students orally translate Japanese theological books and articles into English while he took notes. The resulting book *Japanese Contributions to Christian Theology* (1960) offered rare insight into contemporary Japanese theology and philosophy. His other books include *Christianity and the Existentialists* (1956), *Faith for Personal Crises* (1958), *The Hinge of History* (1959), and *The Rationality of Faith* (1963). After his brother's death, Gordon Michalson published *The Witness of Radical Faith*, a collection of Carl's sermons, in 1974. A year later, Gordon, former colleague Charles Courtney, and a former student Olin Ivey wrote *Hermeneutics and the Worldliness of Faith: A Festschrift in Memory of Carl Michalson*. Also to honor his contributions, the Carl Michalson Society began in 1977, striving to fulfill Michalson's wish to provide Japanese students with scholarship money for Drew University.

The Carl Michalson Papers (Papers) contain hand-written lecture and publication notes and research, student notebooks and papers, course outlines and bibliographies, correspondence, professional papers, photographs, published articles, sermons, recorded class lectures and the corresponding written outline, compiled by Reverend Frank Ostertag, former student of Michalson. The Papers were processed in spring 2007 by Anna Henderson, a student from the School of Communication Information and Library Studies at Rutgers University, and supervised by Cheryl Oestreicher, University Archives Associate at Drew University.

For more information please visit the Drew University Archives website at: <http://depts.drew.edu/lib/archives/> or contact Cheryl Oestreicher, at [coestrei@drew.edu](mailto:coestrei@drew.edu) or 973-408-3532. See, the Carl Michalson Papers at: <http://www.drew.edu/depts/library.aspx?id=13701>.

*(Submitted by Cheryl Oestreicher, University Archives Associate, Drew University, Madison, NJ)*

## **New York: Plattsburgh State Acquires the Ortloff Papers**

Calling it a “tip of the iceberg” of the history of the region over the past two decades, former Assemblyman Chris Ortloff has donated his Assembly term papers to Plattsburgh State.

Ortloff has turned over to the Special Collections Unit of Feinberg Library more than 110 cubic feet of materials documenting the 20 years he represented Clinton, Franklin, St. Lawrence and Essex counties in the New York State Assembly and in public life.

“The life and the work of an elected official are only partly about politics,” he said in a news release from the college. “Politics gets you into office and keeps you there. But your life and work are about everything in the community.”

“If it was just about me, I don’t know how much value it would have. But, the fact that I was the representative of 130,000 people and that my office collected significant pieces of their lives over 20 years, I believe, has value and merit.”

Ortloff was elected to the Assembly in a special election in February 1986 following the resignation of long-term Assemblyman Andrew Ryan.

Ortloff served for 20 years until former Gov. George Pataki appointed him a commissioner on the New York State Parole Board in June 2006.

When he resigned from the Assembly last year to assume his current post, he was assistant minority leader.

He had been a member of Ways and Means, Rules, Environmental Conservation, Transportation, Energy and Corporations, Authorities and Commissions committees and was on the Joint Legislative Commissions on Demographics and Reapportionment.

He was also – and remains – a member of the Hudson-Fulton-Champlain Quadricentennial Commission and the statewide Veterans Cemetery Sitting Committee.

The collection included all the legislation he sponsored in the Assembly, correspondences sent to the office from constituents, annual surveys for the past 20 years, information from when he was chair of the Clinton County Republican Committee (1995-2002) and many photographs.

There are many files on the major events of the era, including the Akwesasne standoff of 1989-90; Ortloff’s service on the Assembly Indian Affairs subcommittee; sea-lamprey eradication in Lake Champlain; construction of five new prisons; the formation of the Battle of Plattsburgh Association; the growth of the Almanzo Wilder Farm in Burke; the deactivation and restoration of Northway emergency call boxes; the 1998 Ice Storm; and the closing of Plattsburgh Air Base and formation of the Plattsburgh Intermunicipal Development Corp., precursor to the Plattsburgh Airbase Redevelopment Corp.

Debra Kimok, Special Collections librarian at Plattsburgh State, said the acquisition of the papers would be a treasure trove for historians and others.

“Not only is it a rich resource for community researchers and interested parties but also for our students. I can think of several departments at SUNY Plattsburgh that could make good use of this information.”

She said it would take a while to process the papers before making them available for review by the public.

“I estimate that it will take about two years to catalogue the many news releases, legislative memoranda, newsletters, correspondences, letters, reports, studies and publications, photographs, clippings and other archival resources. But, once we have completed that process, the materials will be available to the public.”

For more information on Special Collections, contact Kimok at 564-5206 or e-mail her at [debra.kimok@plattsburgh.edu](mailto:debra.kimok@plattsburgh.edu)

*(Submitted by Debra Kimok, Special Collections Librarian, Benjamin F. Feinberg Library, SUNY Plattsburgh)*

### **North Carolina: The Duke University Archives Launches DukeSpace**

The Duke University Archives is pleased to announce the launch of DukeSpace, a pilot repository for born digital university records using DSpace software. DukeSpace provides access to Duke dissertations, master’s papers, university records, and other related digital content managed by the Duke University Archives. In addition, this pilot also serves as a demonstration site as Duke explores campus-wide institutional repository options.

DukeSpace represents a major step for the electronic records program of the Duke University Archives as it works to implement more broadly a plan to manage and preserve Duke’s born digital official records with enduring value.

The DukeSpace URL is located at: <http://dukespace.lib.duke.edu/>

*(Submitted by Tim Pyatt, University Archivist & Associate Director, RBMSCL, Duke University, Durham, NC)*

### **Pennsylvania: Lincoln University Receives (PHMC) Grant**

At Lincoln University of Pennsylvania, we are moving forward in our efforts to microfilm and digitize selected collections in order to preserve and broaden access to them. We have secured a grant from the Pennsylvania Historic and Museum Commission (PHMC) for some of this work, which we are outsourcing to OCLC Preservation Services. Like our earlier projects (now available online at: <http://www.lincoln.edu/library/specialcollections/digitalcollections.html>), most of these



projects involve university print publications. However, our current projects also include some bound handwritten materials, including among others the minute books of the Pennsylvania Colonization Society and the Young Men's Colonization Society.

*(Submitted by Susan Gunn Pevar, Lincoln University of Pennsylvania)*

### **Rhode Island: Salve Regina University Archives Receives Grant for Photo Collection**

In March, the Salve Regina University Archives, Newport, RI, was one of 17 organizations to receive a grant from the Rhode Island Historical Records Advisory Board (RIHRAB). The grant funding will support an intern to help rehouse, arrange, and describe almost 1300 photographs that document historic structures and landscapes owned by the University. This project will help to ensure the preservation of these frequently used images while providing improved access.

In addition, this group of property images will act as a test case for the creation of a management manual for the entire photographic collection. The manual will address such topics as the procedure for accessioning new donations, the storage of various photographic formats, the procedure for access by patrons, the procedure for obtaining copies of images, the removal and transfer of photos embedded in manuscript files, and how to index the collection.

The RIHRAB is a statewide body whose mission is to serve the people of the state by advocating, developing and supporting programs that defend and provide access to Rhode Island's documentary heritage. The awards announced by RIHRAB in March form the second disbursement of funds under a grant from the National Historical Publications and Records Commission, the grant-funding arm of the National Archives.

*(Submitted by Maria Bernier, University Archivist, Salve Regina University, McKillop Library, Newport, RI)*

### **Texas: Texas A&M University's Science Fiction Database Reaches Milestone**

On December 31, 2006, the Science Fiction and Fantasy Research Database developed at Texas A&M University reached a significant milestone with the loading of the updated database. The database is a batch-load resource, with new additions added 3 to 4 times per year. The database is web accessible at <http://libraryasp.tamu.edu/cushing/sffrd/>. There is no charge for the use of the database.

The database provides author, title, and subject access to over 75,000 individual items about the fields of science fiction, fantasy, and related material, drawn from books, journals, newspapers, fanzines, the internet, and occasionally unpublished manuscripts.

The database is based heavily upon the Science Fiction and Fantasy Research Collection in the Cushing Memorial Library and Archives and collections in the Sterling C. Evans Library at Texas A&M, with the substantial assistance of the Interlibrary Loan department of the University Libraries. Material acquired for indexing from other

sources is archived in “Science Fiction: Collected Papers,” the research file of compiler and science fiction curator Hal W. Hall. That archive is housed in the Cushing Library Science Fiction and Fantasy Research Collection.

In addition to the files of the Science Fiction and Fantasy Research Database, the Cushing Library Science Fiction Research Collection houses over 25,000 books, some 90% of the science fiction and fantasy magazines published in English, and manuscripts and papers of many science fiction and fantasy writers. The total collection numbers over 43,000 published items, and several hundred linear feet of archival material.

The Cushing Library is open daily from 8:00 AM to 7:00 PM Monday through Friday, and Saturday 9:00 AM to 1:00 PM, during the regular semester. For more information, contact Hal W. Hall at the Cushing Library: 979-862-1840 or email [hhall@lib-gw.tamu.edu](mailto:hhall@lib-gw.tamu.edu).

*(Submitted by Rebecca Hankins, Africana Librarian and Curator, Texas A&M University Libraries)*

### **Wisconsin: Leopold Foundation, UW-Madison to Digitize Aldo Leopold Archives**

The entire Aldo Leopold Collection held by the University Archives of the University of Wisconsin-Madison will be digitized in a partnership project with the Aldo Leopold Foundation (Foundation). More than \$100,000 has been awarded to the Foundation, in Baraboo, WI, to support the project.

Aldo Leopold, an influential 20th century conservationist and thinker, remains most widely recognized as the author of “A Sand County Almanac,” one of the most respected books about the environment. Leopold was a professor at the University of Wisconsin-Madison from 1933 until his death in 1948.

The grant is one of three given by the National Historical Publications and Records Commission, affiliated with the National Archives, in a new program devoted to digitizing historical records. The initiative targets testing and implementing cost-effective methods to scan historical record collections and make digital versions freely available on the Internet.

The two-year, matching grant for \$110,530 will support a project that exemplifies the Wisconsin Idea. Collaborative work will cut across the private Aldo Leopold Foundation, the recognized copyright holder of Leopold materials; the UW-Madison Archives, the physical home of the materials; and the UW Digital Collections Center, funded by the UW System and the UW-Madison, which will conduct the digitization.

The Leopold Collection in the UW-Madison Archives consists of 27.6 cubic feet (83 archive boxes), seven diaries, 12 journals, many images and other materials. It houses the raw materials that document not only Leopold’s rise to prominence, but the emergence of the field of ecology from the early 1900s until his death in 1948.

The collection has national significance because Leopold's legacy spans the disciplines of forestry, wildlife management, conservation biology, sustainable agriculture, restoration ecology, private land management, environmental history, literature, education, esthetics and ethics.

*(Submitted by David Null, Director, University Archives, Archives and Records Management Services, University of Wisconsin-Madison)*

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*Please transmit your newsletter submissions to:*  
Christopher M. Laico, Archivist, Center for Human Rights Documentation and Research, Rare  
Book and Manuscript Library, Columbia University at: [CL880@COLUMBIA.EDU](mailto:CL880@COLUMBIA.EDU)

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