



# Congressional Papers Roundtable

NEWSLETTER

Society of American Archivists

Fall/Winter 2016

## A Message from the Chair

Dear CPR Members,

This year marked the 30-year anniversary of the first official meeting of the Congressional Papers Roundtable, and it seems a fitting time to reflect on this group's past achievements and the important work happening now.

The CPR held its first official meeting in 1986 and since then has contributed numerous talks and articles, outreach and advocacy work, and publications, such as *The Documentation of Congress* and *Managing Congressional Collections*. All of these efforts have strengthened the preservation of congressional members' papers. While a much sought-after milestone came in 2008 when Congress passed a resolution urging members to preserve their papers, we know that the work of advocating for the preservation of our legislative history and improving the management of these records is not yet finished.

This work continues on many

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Students, faculty, and community members attend the Teach-in on the 2016 Election at the Byrd Center. On stage, left to right: Dr. Aart Holtslag, Dr. Stephanie Slocum-Schaffer, Dr. Jay Wyatt, and Dr. Max Guirguis. (Not pictured: Dr. Joseph Robbins)

Byrd Center our mission has not changed, nor would it change no matter which political party controls Congress or the Executive Branch.

We are a non-partisan educational organization on the campus of Shepherd University. Our mission is to advance representative democracy by promoting a better understanding of the United States Congress and the Constitution through programs that reach and engage citizens. This is an enduring mission that is not dependent on the ebbs and flows of party politics. Each generation of Americans

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## A Historic Election

By Ray Smock

The election of Donald Trump as the 45th president of the United States is one of historic proportions that we will be studying and analyzing for years to come, as we do with all our presidential and congressional elections. Here at the

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fronts, and as we have seen in the past, the members of CPR have an important role to play. Here's a brief summary of what has been happening since the SAA annual meeting in Atlanta:

At the annual meeting, the Steering Committee formed a task force to look at Constituent Services Systems (CSS) and Constituent Management Systems (CMS). Many in CPR have experienced the difficulty of receiving data from these systems without any means to open or use the information. This task force plans to write a white paper about these systems and contribute to the development a tool to access the data.

The CPR also has administrative changes and updates on the way. The Steering Committee appointed a Strategic Planning Task Force charged with updating the now five-year old CPR Strategic Plan. The team will present new charges for the Roundtable and align its goals with the SAA Strategic Plan. Simultaneously, a group of volunteers is looking at the CPR Bylaws to clarify membership terms for committees and ensure our bylaws are in line with proposed changes to SAA's component groups.

The Electronic Records Committee keeps churning out informative blog posts and resources to help us all better process and provide access to our digital materials. And the Diversity Task Force continues its survey of how congressional papers are used.

In October, I had the privilege to present about the work of congressional papers archivists at the Federal Depository Libraries Program annual meeting in Arlington, Virginia. President of the Association of Centers for the Study of Congress, Jay Wyatt, and I participated in an ongoing conversation about intersections between congressional papers and government information. It was a reminder that there are great collaborators out there, and together we can improve and innovate the ways we collect, describe, and teach congressional information.

The key to the CPR's many accomplishments has been, and continues to be, its informed and engaged membership. I am grateful to the many enthusiastic volunteers who make this a vibrant group in which to belong.

Here's to another 30 years of archiving and documenting Congress!

Sincerely,  
Danielle Emerling

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## CPR Day at SAA 2016

*By Marc Levitt, Out Going Chair*

We had a great and productive CPR Pre-Conference Day program, and we extend our thanks to all those who came and participated. We had 53 attendees show up for a variety of informative sessions, covering a wide range of topics.

First, we looked at the relationship between repositories and academic units, including former members who take an active role in those relationships. Secondly, we looked at web archiving Congress, and various methods used by the Internet Archive, the GPO, and some congressional offices use to save these born-digital records. We then heard about managing electronic records, an encore from the ACSC conference earlier in the year (they graciously stepped in after a last-minute cancellation--thank you for that!). Next we turned to outreach initiatives, including how to measure success and learned that such programming are quite diverse, including social media, CLE credits, and even cooking contests. Finally, Laura Litwer spearheaded a workshop on (re)appraising, and got the ball rolling on a great conversation that engaged all of the audience.

I personally want to thank everyone that helped plan, setup, and execute this pre-conference, I certainly could not have done it without all of your assistance!

(Historic Election, continued from page 1)

must learn anew the history of our nation, its politics, and the nature of our democracy. We believe as did the Founders of the nation and as did the late Senator Byrd for whom our center is named, that an informed citizenry strengthens our political institutions and invigorates our democratic values.

We began our look at this election on November 14 with a teach-in about its implications. The Byrd Center hosted and participated with the Shepherd University Political Science Department in an informative program designed for students and the public. This was one time I wished we had a bigger auditorium because this election has generated more interest than most in recent memory.

This will be the first event in what will unfold as a number of programs that will examine key aspects of this election. Already we have had inquiries about the nature of the Electoral College, what this election means to our two-party system, and whether or not this election is a watershed, a potential game-changer, in the way we govern ourselves.

Our main focus is Congress and how Congress and the Executive Branch govern together. Whenever political change occurs the prize we keep our eye upon is the U.S. Constitution and how it is utilized in preserving this nation as a beacon of stable, responsible government.

Adapted from a post on [The Byrd Center Blog](#).



Retiring Senator Barbara Boxer (D-CA) during press conference announcing her decision to donate congressional papers to UC Berkeley.

## Boxer Announces Donation of Congressional Papers to UC Berkeley:

*Also Launches an Annual Lecture Series Focusing on Women in Leadership*

On Sept. 1, 2016, U.S. Senator Barbara Boxer (D-CA) announced that she would be donating more than two decades of her congressional papers to the Bancroft Library at the University of California, Berkeley. She is retiring at the end of this Congress after 24 years of service in the Senate and 10 years in the U.S. House of Representatives. She also will be the first speaker at the new *Barbara Boxer Lecture Series at UC Berkeley*, an annual event launching in 2017 that will focus on women in leadership.

“After a 40-year career in elected office, I am so proud to leave my papers to the greatest public university in the world,” said Senator Boxer. “I hope these archives will provide insights for historians, students and future generations who want to know what it was like for women when we were just beginning to break the glass ceiling.”

Bancroft Library Director Elaine Tennant said the Boxer papers “are an important addition to our political papers collection” that includes archives of the late U.S. Senators Alan Cranston and William Knowland, past California Governors Hiram Johnson and Pat Brown, U.S. Representatives George Miller, Robert Matsui, Thomas Lantos and more. The Bancroft Library already has on display some of Boxer’s photographs, campaign buttons and memorabilia, as well as other materials from her career in politics.

Senator Boxer and campus officials also formally announced the new *Barbara Boxer Lecture Series at UC Berkeley*, which is cosponsored by the Bancroft Library and the campus’s Institute of Governmental Studies (IGS). Jack Citrin, the director of IGS, said he is honored to have the institute join with the Bancroft Library and Senator Boxer to initiate the lecture series in spring 2017. “The purpose of

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*(Boxer Donation, continued from page 3)*

this series could not be more timely given the global need for courageous and forward-looking political leadership” Citrin said.

*- Jan Zastron, Archivist  
Office of Senator Barbara Boxer*

## Electronic Records Committee Welcomes New Members

Building upon the growing interest and curiosity for the care and study of electronic records, the Electronic Records Committee (ERC) is a group of dedicated professionals here to help. Recently, the group welcomed several new members: Matt Stahl (Committee on Commerce, United States Senate), Nathan Gerth (Carl Albert Center, Oklahoma State University), and Erin Wolfe (Dole Center, University of Kansas).

With support from our seasoned members: Elisabeth Butler (United States Senate), Jim Havron (formerly Middle Tennessee State University, now independent consultant for electronic records repositories), and Brandon Hirsch (National Archives and Records Administration), the ERC continues to engage in the real world issues of preservation, security, and access to electronic records. Following SAA 2016, the group kicked off their monthly conference calls with an ambitious agenda to continue the development of learning modules, case studies, and informative blog posts.

In addition to providing input in the new CPR strategic plan, the ERC is beginning to construct a records workshop as part of the CPR Day Program. Working collaboratively with our colleagues in the Electronic Records Section, the ERC hopes to present a CPR friendly electronic records mini-camp.

Stay tuned for details! Please visit the [ERC website](#) and check your inbox for opportunities to engage with your ERC.

*- Debbie Davendonis-Todd  
W. R. Poage Legislative Library &  
ERC Ex-officio chair*

## U.S. House of Representative Launches RECORDS SEARCH on the History, Art & Archives Website

*by Alison Trulock, Archival Specialist, Office of the Clerk,  
U.S. House of Representatives*

In October 2016, the Clerk’s Office of the U.S. House of Representatives launched [Records Search](#) on the [History, Art & Archives](#) website. The website is a collaborative project between the Office of the House Historian and the Clerk’s Office of Art and Archives.

Users can explore a selection of records—from the everyday to the extraordinary—of the committees and officers of the U.S. House of Representatives using Records Search. The will of the people, the history of the country, the work of the U.S. House of Representatives—each can be traced in the documents that compose the institution’s official records. House records reflect how citizens and their elected representatives address, advocate, and legislate for important issues.

Each entry in Records Search has basic information about the record and a brief description that places it in institutional and historical context. Other features include:

**Each state and U.S. territory has at least one document** related to its history

**Never-before-seen documents** are available from the holdings of the House of Representatives

**PDFs of records** can be downloaded and are searchable (when possible), facilitating classroom use

**Hi-res images** of the documents with zoom capability allow close examination and analysis of each document

**Related subjects** make it easy to find records about the same topic

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(House Records Search, continued from page 4)

**Related links** provide additional context for the records and connections with content on the rest of the site

**Regular additions** of new content keep the site fresh and encourage future exploration and discovery

One of my favorite documents is a [letter from Enos Mills](#), a noted naturalist, to Representative Lindley Hadley, petitioning him to make Mt. Baker in Washington State a national park. The letter was tucked among the hundreds of petitions related to the creation of a National Park Service in the records of the Committee on Public Lands. Mills wrote in evocative and passionate language about the landscape and his desire for a national park. The letter shows how something as routine as correspondence can encapsulate the larger issues the country has faced since its founding.

Using Records Search, the general public can make powerful personal connections to the history of the House of Representatives, teachers can use the primary sources to inspire curiosity in students, and researchers can discover new avenues for study. Explore Records Search to find more engaging and remarkable records of the U.S. House of Representatives.

## Records Search

Reset filters

Search 

☒ All Text ☐ Subject

Choose a Document Category ▼

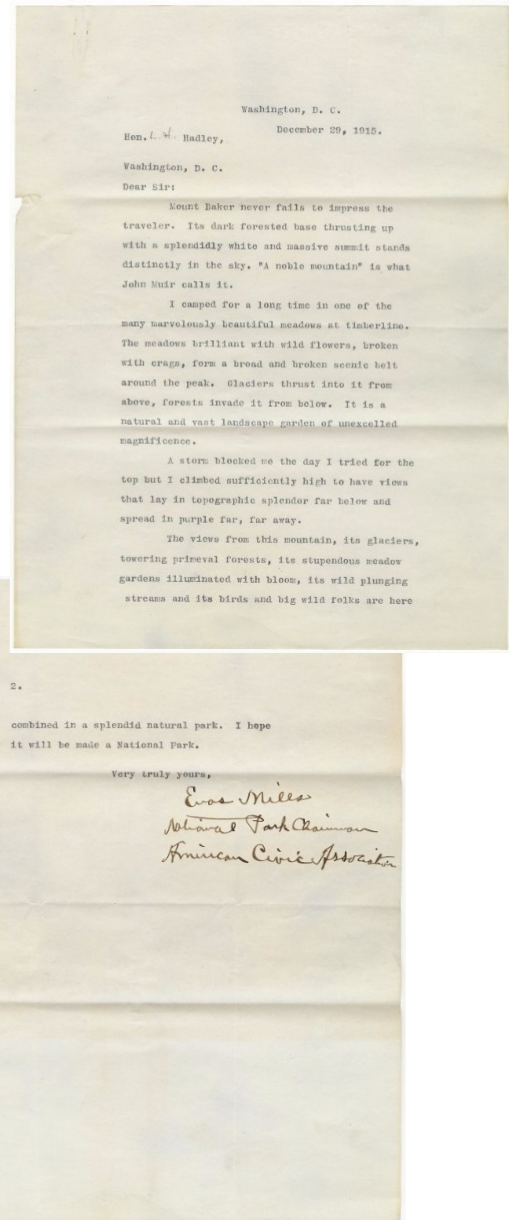
Choose a State or Territory ▼

### CONGRESS (YEARS)

1st (1789-1791)  
2nd (1791-1793)  
3rd (1793-1795)  
4th (1795-1797)  
5th (1797-1799)

Reset filters

SEARCH



Letter from Enos Miller advocating for a national park in Washington state.

# CPR Business Meeting at SAA

*Friday, August 5, 2016 (7:30-9:00am)  
Room 210/211 Hilton Atlanta*

## Agenda:

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- 7:30 Welcome, Report of the Chair**  
*Marc Levitt*
- 7:35 Group/Liaison Reports:**  
Nominations and Elections Committee (pg. 6)  
Electronic Records Committee (pg. 6-7)  
Diversity Committee (pg. 8)  
Center for Legislative Archives (pg. 8-9)  
U.S. Senate (pg. 9-11)  
U.S. House of Representatives (pg. 11-12)  
Association of Centers for the Study of Congress (pg. 12-14)
- 8:00 Presentation:**  
Advice on Donating Congressional Records – What Members of Congress Should Know  
*Jessica Scott, History Associates*
- 8:20 Discussion: SAA Proposed changes to affinity groups; task force ready to bring the CPG into compliance with the new requirements**  
Members really wanted to keep Congressional Papers roundtable, but realized that SAA would determine the “roundtable” naming decisions.
- 8:35 Discussion: CPR Strategic Plan**  
Rob Spindler volunteered to head up the committee and will find other seasoned members to join him.
- 8:55 Introduction of incoming CPR chair Danielle Emerling**
- 9:00 Adjourn**

## Nominations and Elections Committee

*Rob Spindler*

Good slate of candidates – thanks to all who allowed themselves to be nominated and congratulations to those elected. Debbie Davendonis-Todd is chair-elect, while Natalie Bond and Hope Grebner join the Steering Committee.

## Electronic Records Committee

*Danielle Emerling*

### Background

The Electronic Records Committee provides resources for institutions managing congressional electronic records within their repositories and provides the CPR Steering Committee with proposals and recommendations. Members of the 2015-2016 ERC included Elisabeth Butler, Katie Delacenserie, Danielle Emerling (chair), Adriane Hanson, Jim Havron, Brandon Hirsch, Laura Litwer, Anu Kasarabada, Gregory Wiedeman, and Jan Zastrow (co-chair).

### Membership Transition

The ERC experienced a lot of membership turnover because of expiring terms. Anu Kasarabada, U.S. Senate Committee on the Judiciary, and co-chair Jan Zastrow left the committee in December 2015. In January 2016, three new members joined the ERC: Elisabeth Butler, Senate Historical Office; Gregory Wiedeman, University at Albany, SUNY; Jim Havron, formerly of Middle Tennessee State University.

Following the 2016 SAA annual meeting, four members will leave the ERC due to expiring term limits: Danielle Emerling, chair, West Virginia University; Katie Delacenserie, U.S. Senate Committee on Homeland Security and Government Affairs; Adriane Hanson, University of Georgia; and Laura Litwer, University of South Carolina. Finally, three new members will join the ERC in August 2016: Nathan Gerth, The Carl Albert Congressional Re-

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*(Business Meeting Minutes/ERC Report, continued from page 6)*

search and Studies Center; Matt Stahl, U.S. Senate Committee on Commerce, Science, and Transportation; and Erin Wolfe, Dole Institute of Politics. Debbie Davendonis-Todd, Baylor University, will begin a term as chair.

### **New Website**

The ERC revealed a new website in November 2015, available at <https://cprerc.wordpress.com>. The site features blog posts; case studies relating to acquisition, accessioning, processing, and preservation; sample repository documents, including workflows, policy documents, processing documents, and access procedures; and the committee's operational documents, including annual reports and meeting minutes. Adriane Hanson and Anu Kasarabada led the effort to create the new website, and Adriane and Elisabeth Butler have been instrumental in managing the site's content.

### **Electronic Records Modules**

The ERC started a new initiative to create "modular" step-by-step procedures for various steps in processing electronic records. Repositories can pick-and-choose modules that fit their needs and easily adapt the module for processing at their institution. Adriane Hanson organized the effort, and she, Elisabeth Butler, Katie Delacenserie, Danielle Emerling, Brandon Hirsch, and Greg Weideman authored the procedures documents. The following five modules are now available on the ERC website:

- Discussing Electronic Records: Repository and Donor Perspectives
- Creating AIPs with DataAccessioner and Bagger
- Setting up and Scoping Web Crawls with Archive-It 5.0
- Generating File Format Identification and Checksums with DROID
- Redaction on Demand

The ERC is looking for contributors to this initiative and plans to release additional modules before the end of the year.

### **Blog Features**

The blog features posts from ERC members and contributors on a range of topics from web archiving and social media archiving to the journey of Constituent Services Systems. One highlight this year has been the "Ask a Sys Admin" feature. Thanks to the work of Katie Delacenserie and Elisabeth Butler, archivists can ask systems administrators about electronic records management in congressional offices. Answers are posted to the blog periodically.

### **Working with the Electronic Records Section**

The ERC, represented by Greg Weideman, began working with the Electronic Records Section's "Born-Digital Access Bootcamp" working group in February 2016. The Section is developing the "Bootcamp" as a hands-on training to help archivists better facilitate access to born-digital materials. The ERC hopes to collaborate on the training and potentially invite the Section to host a training at CPR Day in 2017.

### **Web Archiving Panel**

Finally, for CPR Day 2016, the ERC organized the "Web Archiving Congress" panel, which featured panelists from state and university repositories, the Federal Web Archiving Group, and the Internet Archive who discussed their approaches to web archiving and encouraged the audience to think about how CPR members can work together to web-archive Congress and what collaboration in web archiving could look like.

## **Diversity Committee**

*Tammi Kim*

### **Members**

Natalie Bond (University of Montana)  
Janet Bunde (New York University)  
Tammi Kim (University of Nevada, Las Vegas)

### **New Members**

Fred Augustyn, Jr. (Library of Congress)  
Amy Fitch (Rockefeller Archive Center)

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*(Business Meeting Minutes/Diversity, continued from page 7)*

1. Over the past year, the DTF conducted a survey on the use of congressional collections amongst CPR members. We asked for one survey response per repository and received 20 unique responses. The results of the survey have been passed onto the Steering Committee and will be made available online via the CPR microsite.
2. Janet Bunde is stepping down from the task force at the end of this meeting. We thank her for all of her contributions to this task force over the past three years.
3. We have two new members: Fred Augustyn from Library of Congress and Amy Fitch from the Rockefeller Archive Center. We welcome Fred and Amy to the task force!
4. This upcoming year, the DTF will take the results from the survey and:
  - a) Conduct voluntary follow-up interviews
  - b) Collect case studies and sample documentation (similar to what ERC has done) and compile them in some sort of central repository

## Center for Legislative Archives

*Merrily Harris*

The Center for Legislative Archives supports the current business of Congress by loaning records to committees and providing records services to House and Senate committees, congressional administrators, and the congressional community. The Center also provides archival services and programs to support researchers' use of congressional records and creates educational materials and outreach programs to advance public understanding of Congress and U.S. representative government. The Center currently has 18 full-time and 2 part-time employees. It has been a challenging year for the Center on the staffing front, as five long-time staff have retired or plan to do so in the next month.

The Center is pleased to report that we will be acquiring additional records storage space. The National Archives (NARA) is currently working with the Government Publishing Office (GPO) to renovate space in a GPO building near the Capitol. This vital project will give the Center nearly 65,000 cubic feet of additional storage space that should be available in late 2017 or early 2018. The renovation of the space is a joint project between NARA and GPO.

The National Archives remains committed to preserving electronic records and thanks to a major investment by NARA, the Center is currently in the process of a technology refresh for the Congressional Records Instance of the Electronic Records Archives. This investment will expand the Center's electronic records storage capability to 385 terabytes of storage. Our current volume of electronic holdings is approximately 130 terabytes, including House and Senate records, legislative commissions, and Congressional Web Harvest data. The Center is currently planning the next Congressional Web Harvest, to be conducted in coordination with the Internet Archive. The end-of-Congress web crawl will begin in September, continue through the Inauguration, and will capture the web presence of the 114th Congress. The web archive will be available for public use in the spring of 2017. The 2016 web harvest will mark 10 years of Congressional Web Harvests, beginning with the 109th Congress in 2006 and capturing the web presence of every Congress since then, resulting in an impressive collection of big data of modern Congresses.

In terms of textual records, the Center continues to accession new holdings and currently has over 175,000 cubic feet (approximately 440 million pages) of House and Senate records.

In March, the Center released select electronic files and a finding aid to the records of the Financial Crisis Inquiry Commission, a legislative branch commission charged with investigating the causes of the 2007-2008 financial crisis. All of the released files are available through the National Archives

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Catalog. It is unusual for the Center to systematically review a collection. Our last effort was the release of 9/11 Commission records in 2009. Commissions pose unique challenges for review and access, including processing large volumes of electronic records and conducting a line-by-line review of records concerning sensitive subjects. Working with these challenging records was an excellent opportunity for the Center to learn important lessons from working with electronic records that we hope to apply to the rest of our holdings.

Reference activities at the Center continue to be brisk and remain consistent with the number of inquiries from last year. Our reference data continues to show that over 50% of our inquiries are related to modern Congresses, specifically the 76th (1939-1941) through 95th (1977-1978) Congresses, which is where we have focused most of our descriptive efforts. The Center continues to make good progress on its Legislative Enhanced Archival Description (LEAD) project. To date, over 65,000 cubic feet of records have been described at the enhanced level (below the series level) and made available in the National Archives Catalog, including House and Senate records from 89 of the first 96 Congresses. Our short-term goal is to have all open House and Senate records from the first 96 Congresses described at the enhanced level in the National Archives Catalog.

On the digital outreach front, the Center in April launched a new eBook called “Representing Congress.” This eBook features 39 political cartoons by Clifford K. Berryman to teach important civic topics through visual media and is available to download through our website.

The Center continues to conduct teacher workshops dedicated to improving civics education. These workshops are possible thanks to our partners, including Florida’s Lou Frey Institute on Government and Politics, and Humanities Texas.

In March, The National Archives Museum opened a new exhibition, *Amending America*, which tells the

remarkable story of how we have amended, or attempted to amend, the Constitution. The Center’s Christine Blackerby is the co-curator of this exhibit, and more than 75% of the documents in the exhibit are House and Senate Records. If you are in Washington, DC, please come view the exhibit, which will be on display through September 2017.

## U.S. Senate

*Karen Paul*

### Senators’ Papers Preservation

- We have five offices that will be closing at the end of this Congress. All of the senators have designated archivists, records managers, or special assistants to manage the closing. Four have designated a repository. Working with the Sergeant at Arms, we prepared a final countdown “to do” list with accompanying authorization forms. This year, we are cautioning people to set aside enough time for digital archiving and are recommending that offices begin the process around December 1st if not sooner. We have incorporated insights from our National Digital Stewardship Residency (NDSR) Fellow’s year-long study of digital preservation in the Senate into a new form for offices to track and describe their digital content. We also are incorporating some workflow recommendations to enhance the metadata that is provided to the receiving repositories.
- We continue to schedule staff meetings with newer offices to discuss our *Senator’s Office Archives Toolkit* and discuss ways to strengthen records management from the beginning. As part of our NDSR project, we met with 27 member’s officers over the winter. This study provided the data needed to pinpoint where we need to concentrate our digital curation training and guidance going forward. Our plan is to integrate John Caldwell’s recommendations into a new training program for Senate staff. We also offer a video training seminar for state office records managers.

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- We revised of our Senators' Records Disposition Schedule incorporating numerous updates regarding electronic records. I am happy to share this with anyone who requests a copy.
- We have been investigating ways to improve the transfer of members' constituent services system (CSS) data from proprietary systems to archival repositories. I am pleased to announce that we achieved a first step. Closing offices for the first time will have the choice of receiving the Standard Archive Format of 32 data fields, or the Senate Data Information Exchange Format which contains over 250 data fields. This allows the member to tailor their download to the wishes and abilities of their archival repository. We particularly hope that additional case studies will be reported to the Electronic Records Committee site. We are investigating ways to develop this further, perhaps through a grant funded project to develop a generic data base to reactivate the data. We would love to hear from any of you who might be interested in working with us on such a project.

### **Committee Records Preservation**

During the past year we accessioned ca. 1000 cubic feet of textual records from 18 different committees and offices and 14.69 TB of electronic records in 375 accessions. Of note is the fact that Deputy Archivist Elisabeth Butler is now using digital preservation tools (Droid and PST Reporters) prior to records being transferred to the CLA. This was a recommendation from our NDSR Fellow John Caldwell's year-long study of digital preservation practices in the Senate.

### **Social Media Archiving**

The Senate has licenses with three vendors to capture social media records. Most closing offices are using one of the vendors to do a comprehensive capture. We are encouraging members, particularly those who are frequent users of social media platforms, to be proactive in terms of preservation and not to wait until an office is closing to address preservation of these dynamic records.

### **Document Management System Evaluation Task Force**

SHO Photo Historian Heather Moore and Deputy Archivist Alison White have been participating on a TAG working group to assess digital asset management software to manage members' digital photos and videos.

### **Congress Week**

We continue to celebrate Congress Week this year with a panel on the National Archives exhibit, *Amending America*. Senator Hatch read a statement into the Record to help celebrate. This has become a good advocacy vehicle for us and I share a copy of the letter with you.

### **ACSC 2016 Annual Conference**

I served as Chair of the 2016 conference at the Edward Kennedy Institute for the US Senate in Boston. The conference theme of "Defining Our Audiences" provided a focus for the three-day meeting attended by over sixty people from congressional centers around the country. There were 12 Sessions featuring 36 panelists. Panels ranged from civic education and outreach (teachers who use congressional records); authors writing about members and Congress; electronic records preservation; former members who discussed their service and preserving their records (Representatives Peter Torkildson and Nancy Johnson); oral history interviews and interviewees (Senators Paul Kirk and Ted Kaufman); the EMK Papers project which at ca 7000 feet registers as the largest and includes the first Senate web site (1994) among its digital records; and, lastly, what I think was everyone's highlight, the chance to participate as a senator in an Institute role-playing experience on the Senate floor voting on amendments to the Compromise of 1850. Invitations were sent to some of you to consider membership in the ACSC and three new institutions did join. Next year's meeting will be at the Library of Congress May 10-12, and affords excellent opportunities for first rate programming. Institutional membership is \$500, but individuals may join for a bargain \$50.

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## NDSR Project

The Historical Office was proud to host an NDSR fellow from June 2015-May 2016. John Caldwell spent the year documenting Senate digital curation practices, testing a variety of tools to improve our practices, and making specific recommendations. You will have a chance to learn more about the project directly from him. Suffice it to say that having an NDSR Fellow for a year allowed us to thoroughly study our various recordkeeping scenarios and to pinpoint where we wanted to make some changes. Without the fellowship, we could not have taken that extra step that we had been wanting to do. The greatest impact, we believe, will be for members' collections, since those are the collections that can live for decades before reaching an archival repository. We think the digital curation steps we have now defined as applicable to our institution and environment will lead to more trustworthy, authentic and better documented digital content.

## Congressional Papers Roundtable of SAA

The Senate Historical Office's collaboration with the roundtable began in 1984 when our office participated in its founding. CPR continues to be a vital force in the preservation of members' records, and most recently the excellent work of the Electronic Records Committee. We applaud and thank the committee's many accomplishments particularly the new blog series called "Ask a Systems Administrator."

## U.S. House of Representatives

Robin Reeder

Since our last CPR meeting in August 2015:

### Archival Services

Since the last CPR meeting, we consulted with 44 Member offices. At this stage of the 114th Congress – there are 53 House Members leaving or have left. For our final statistics, we met with 33 of these Members, which is 63% percent. We also are participating in the departing Member briefings put

together by the Chief Administrative Officer's office – as well as with the U.S. Association of Former Members of Congress. My colleagues Heather Bourk and Alison Trulock taught 3 records management classes through the House Learning Center to committee offices. They also have included Michelle Strizever to discuss photographs.

### Other statistics

- Courtesy storage: 4
- Consultations with Committees: 4
- Records transferred through us: 268 cu. ft.
- Loans: 74 cu. ft. and 70 MB
- Records transferred to NARA: 550 cu. ft.
- Empty boxes: Total: 36 cartons – 720 boxes or (288 cu. ft.) sent out to committees
- Electronic records: 20.8 Gigabytes
- Photos cataloged since last meeting: 664

We'll be sending the records of the 112th Congress off to NARA early next year.

Special Projects:

- ACRC – 2 meetings in December and June.
- House Assistant Archivist Heather Bourk presented at the SHFG/NCPH conference in Baltimore on "Preserving and Interpreting History on Capitol Hill" in March.  
I gave a talk about committee records and Members' papers to archives students at Tulane University via Skype in March.
- Archival staff in the Office of Art and Archives is researching documents and photographs to illustrate *Asian and Pacific Islander Americans in Congress*.
- We all participated in the #AskAnArchivist held during Archives month last October. There is an article about it on our website: [history.house.gov](http://history.house.gov).
- We assisted the CAO with info on which Members have papers stored at Suitland – and reviewed the CAO's new policy for members storing their papers there.

Alison Trulock was awarded the "Team Player" award from the Chief Administrative Officer for assisting them with their records.

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## Association of Centers for the Study of Congress

The ACSC has continued its busy and upward trend over the past year:

### Leadership

Jay Wyatt (Robert C. Byrd Center for Legislative Studies, Shepherd University), Betsy Pittman (Thomas J. Dodd Research Center, UCONN) and Dorothy Walker (South Carolina Political Collections, USC) retained their positions as ACSC President, Vice President, and Secretary. In April, Danielle Emerling (West Virginia & Regional History Center, WVU) was elected to a three-year term and will continue as treasurer.

Frank Mackaman (Dirksen Congressional Center), Karen Paul (US Senate Historical Office), Robin Reeder (US House Office of Art and Archives), Richard Hunt (Center for Legislative Archives), Debbie Davendonis-Todd (W.R. Poage Legislative Library, Baylor), Nathan Gertz (Carl Albert Center, OU), and Lori Schwartz (Dr. C.C. & Mabel L. Criss Library, Nebraska Omaha) also retained positions on the ACSC Executive Committee.

### Membership

ACSC welcomed several new institutional and individual members over the past year, including:

#### **Institutional Supporting:**

West Virginia University Libraries

#### **Institutional:**

Library of Virginia

Oklahoma State University Library

#### **Individual:**

Burton Altman

Judy Farrar, Claire T. Carney Library Archives and Special Collections

Amanda Mylin, W.R. Poage Legislative Library

Daniel Reagan, Political Science Department, Ball State University

Samantha Sauer, Paul Findley Congressional Office Museum, Illinois College Archives

Alison M. White, U.S. Senate Historical Office

Hope Grebner, Drake University Library, will chair the ACSC Membership Committee in 2016.

### Research Grant Awards

In 2015, the ACSC awarded \$2,500 in grant money as part of our Grants for Research in Congress-

al Collections program. Since last year's CPR meeting, grants have been awarded to: Heath Hardage Lee to support research on the book project, "Vietnam War Wives;" to John Douglas Forrest, PhD candidate in history, Mississippi State University for his research project "Containerizing Containment: Organized Labor during the Globalization of the National Security Waterfront;" and to Jeff Manuel, Associate Professor, Department of Historical Studies, Southern Illinois University Edwardsville in support of "Agrarian Energy: Ethanol and Critiques of America's Oil Century."

Thanks to a generous \$1,000 grant by the Dirksen Congressional Center, the ACSC will award up to \$3,500 in Grants for Research in Congressional Collections in 2016. In June, we awarded the first \$500 grant of 2016 to Jonathan Bartho, a Ph.D. candidate at University College London's Institute of the Americas to support his research project, "Examining the Evolution of the Republican Party through the Career of Senator Bob Dole." We're excited to continue supporting and promoting this work.

### Travel Awards

In spring 2016, ACSC selected recipients for three annual awards. Paul Meuse, Political Papers Archivist at Willamette University's Mark O. Hatfield Library received support to attend ACSC's annual meeting at the Edward M. Kennedy Institute for the U.S. Senate in Boston, MA, as the recipient of the 2015 Raymond W. Smock Fellowship. Ryan Williamson and Katrina King were awarded 2016 Richard Baker Graduate Student Research Travel Grants. A Ph.D. Candidate in Political Science at the University of Georgia, Mr. Williamson's research project is titled "Examining Institutionally-Induced Shocks and Their Effect on Electoral Outcomes." The grant will allow him to visit the Carl Albert Congressional Research and Studies Center at the University of Oklahoma. Ms. King is a Ph.D. candidate in Sociology at the University of Wisconsin-Madison. She will conduct research at the Center for Legislative Archives at NARA in support of her book project, "Filipino Military Service in World War II & the Revocation of Benefits."

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*(Business Meeting Minutes/ACSC Report, continued from page 12)*

ACSC split the CPR pre-conference scholarship between two recipients this year, Matthew Kruse, Connie Mack III, Political Papers Archivist, University of Florida, and Theresa Hooker, Project Archivist at the Florida Institute of Technology.

### **Communications**

Led by Nathan Gerth and Hope Grebner, the ACSC Communications Committee implemented a redesign of the ACSC website. The new website has a visual-centric layout, modern design, and accessible information. The committee also established an ACSC Facebook account. You can now stay up to date with our activities by following us on Twitter, Tumblr, and Facebook.

### **The Great Society Digital Exhibit**

The ACSC Digital Exhibit Task Force continued building out The Great Society Congress, a collaborative digital exhibition highlighting the many achievements of the 89th United States Congress, and worked with the Center for Legislative Archives to develop a teaching module based on the exhibit. Check out the exhibit frequently at [acsc.lib.udel.edu/great-congress](http://acsc.lib.udel.edu/great-congress) or by Googling “The Great Society Congress.” Including profiles of House and Senate party leaders, key legislation, and some of the broad social, cultural, and political issues that emerged in America during the 1960s, the exhibit now features more than 400 images, documents, and videos contributed by 19 ACSC members. A new profile on the Freedom of Information Act was posted in July, and additional features highlighting the 2nd session of the 89th Congress will be added on a rolling basis throughout 2016. The task force collaborated with Charles Flanagan, Outreach Supervisor at the Center for Legislative Archives, on the development of a teaching module for educators based on the exhibit that will be posted in advance of the coming school year.

In March, Jay Wyatt, Danielle Emerling, Debbie Davendonis-Todd, and Sarah D’Antonio presented at the joint meeting of the National Council on Public History/Society for History in the Federal Government. Their presentation, “Toward a Broader Understanding of the People’s Branch:

Using Congressional and Political Collections in Public History Exhibits,” focused on how these collections can help develop more inclusive histories of the U.S. Congress and American politics.

### **Kettering Project**

Sheryl Vogt and the members of the ACSC-Kettering Foundation Task Force continued developing the “Divided State of America: How Can We Get Work Done Even When We Disagree?” issues guide, which explores different approaches by which Americans can accomplish the multitude of tasks that make it possible to live in a civil and productive society even when we disagree. In addition to the issue guide, the team created a moderator guide, a post-forum questionnaire, a forum starter video. The task force is currently developing plans for a web page for resources from member collections that links from the issues guide.

### **Congress Week**

ACSC members celebrated Congress Week from April 1-7. This year’s theme focused on the 225th anniversary of the ratification of the Bill of Rights by the states. In addition to adding new content to the [www.congressweek.org](http://www.congressweek.org) website, including Ray Smock’s essay “Reflecting on the Bill of Rights From the Founders to the Present Day,” the Congress Week team focused on broadening its audiences with press releases and a revised marketing package. In support of these efforts, Senator Orrin Hatch read a statement on the Senate floor highlighting Congress Week, the ACSC’s work, and encouraging fellow senators to preserve their Senate papers collections.

### **2017 Annual Meeting**

Finally, we’re very excited to announce that next year’s ACSC Annual Meeting will be held at the Library of Congress in Washington, DC on May 10-12, 2017. Debbie Davendonis Todd, Associate Director at Baylor Collections of Political Materials, will Chair this year’s program committee.

The ACSC annual meeting is always a fun and informative event, and it’s a real perk of membership within the organization. We encourage anyone interested in attending to consider joining ACSC. You can learn more about ACSC, its mission, and how to become a member at

[www.congresscenters.org](http://www.congresscenters.org).



# INSTITUTIONAL UPDATES

## City College of New York

The Charles B. Rangel Center for Public Service at The City College of New York (<https://www.cuny.edu/rangel>) has acquired the congressional papers of Charles B. Rangel (D-NY, 13th District). Congressman Rangel has represented Harlem and other Upper Manhattan neighborhoods for 45 years. Rangel is a founding member of the Congressional Black Caucus, a member of Harlem's influential "Gang of Four," and the first African American congressman to chair the House Ways and Means Committee. As a member of the Judiciary Committee in 1974, Congressman Rangel participated in the investigation and impeachment of President Richard Nixon. The archive represents his work as a life-long advocate for civil rights, veterans' rights, criminal justice reform, and greater access to healthcare and education. Domestically, he is known for anti-drug abuse initiatives, the Earned Income Tax Credit, and the Empowerment Zone Program, supporting urban and rural economic development. Internationally, he is known for influencing the fall of Apartheid in South Africa with the "Rangel Amendment," and expanding economic relations between the US and nations in the Caribbean and in Africa. The collection is currently closed while being processed.

Part of the collection may be open for access by summer 2017.

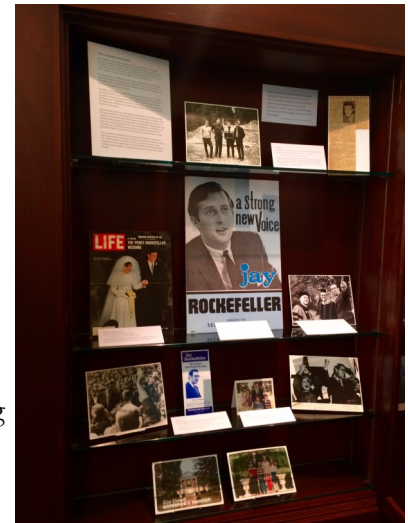
- Kimberly Peach

## West Virginia University

Throughout 2016, the WVU Libraries' West Virginia & Regional History Center has opened portions of the Senator John D. (Jay) Rockefeller IV papers and has worked closely with the John D. Rockefeller IV School of Policy and Politics.

In April, the Center opened the exhibition "[Jay Rockefeller: A Legacy of Leadership](#)," which documented his early years in West Virginia as a VISTA volunteer, secretary of state, and governor, and major accomplishments during his 30-year Senate career. Following the opening of the exhibit, the

materials from the collection's press files were opened, and the [finding aid](#) was made available online. Speeches and statements, press releases, newspaper clippings, audiovisual materials, and photographs are among the items now available for research.



Part of the "Legacy of Leadership" exhibit displaying materials from Rockefeller's early years in West Virginia.

In September, the WVU Libraries hosted the [John D. Rockefeller IV School of Policy and Politics open house event](#), which included a tour of the West Virginia & Regional History Center's political archives, a "teach in," and remarks from Senator Rockefeller, who called in to the event to give students words of encouragement and thanks.

To celebrate American Archives Month, the Center released more than [1,500 digital photographs](#) from the collection, which are now available on the Libraries' website. The images, taken by the Senate Photographic Studio, begin with the Senator's first swearing-in ceremony in January 1985 and capture the Senator through the years speaking at press events, presiding over committee hearings, and attending functions on Capitol Hill.

The Center also hosted an Archives Month Wikipedia Edit-a-thon with WVU Libraries' Wikipedian in Residence, Kelly Doyle. Editors added more than 4,000 words to pages related to the Center's collections and experimented with uploading images to the Wikimedia Commons, including [an image of Rockefeller's 1985 swearing-in ceremony](#).

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In late October, the Libraries' Systems Development team demoed the first iteration of an open source tool that provides access to Senator Rockefeller's constituent services system data. The tool also includes features to analyze the data.

Processing on the Rockefeller papers continues, and plans are underway with the Rockefeller

School to celebrate the 20th anniversary of the Children's Health Insurance Program (CHIP) in 2017. In addition to work with

the Rockefeller papers, the Center is processing the Congressman Nick Joe Rahall II papers and plans to open portions of that collection next year.

- Danielle Emerling



Senator Rockefeller and Senator Graham of Florida exchange West Virginia apples and Florida oranges following the WVU football team win over Miami in November 1993.

## Loyola University Chicago

The Loyola University Chicago Archives & Special Collections is delighted to announce that the Henry J. Hyde papers are now open. Hyde (IL-R) represented the Illinois 6th district from 1975 through 2007 and chaired the House Judiciary Committee from 1995 to 2001 and the House International Relations Committee from 2001 to 2007. He is perhaps best known for the Hyde Amendment (1976) and for chairing the impeachment proceedings against President William Jefferson Clinton. The Hyde papers include information on the Hyde Amendment, Civil Rights, Department of Justice, International Relations, Republican Party, El Salvador, Iran-Contra hearings, immigration, the Equal Rights Amendment, and the impeachment of President William Jefferson Clinton. Not all of the materials relating to the Clinton impeachment are available as some are restricted according to House of Representative rules.

For further information on the Henry J. Hyde papers please see parts [1](#) and [2](#) of the finding. To make an appointment to use the papers please contact Kathy Young, University Archivist, at [kyoung3@luc.edu](mailto:kyoung3@luc.edu) or 773-508-2661.

- Kathy Young

## Baylor Collections of Political Materials at the W. R. Poage Legislative Library

iEngage Summer Civics Institute is a five-day civics day camp designed to help students learn how to make a difference in their neighborhood, school, and community. Participants build important leadership skills through interactions with local civic leaders, simulations, and service-learning.

For the past four years, BCPM has hosted a day of the camp. This year, on August 2nd, BCPM staff and students led sessions including: Hatton Sumners; Chet Edwards: A Public Servant; Persuasive Letters; and Slogan and Logo Creation. Each station was designed to answer the day's theme, "What are some ways people and organizations advocate for change in their community?"

Debbie Davendonis-Todd, Mary Goolsby, and Amanda Mylin are all new members of the Academy of Certified Archivists.

On October 3rd, the new Poage Reading Room officially opened. Hours are 8 am to 8 pm and space is available for quiet studiers and BCPM collection researchers.

To celebrate American Archives Month, graduate assistant Zach Kastens coordinated a [series of blog](#) posts focused on collection materials to tell compelling stories. Topics included the Vietnam War, World War I Veterans, bipartisanship, and age requirements to serve in Congress.

- Amanda Mylin  
Project Archivist