

TENNESSEE ARCHIVISTS NEWSLETTER

SUMMER, 1988

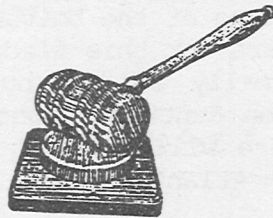
FROM THE PRESIDENT:

Hello Everyone:

The past few months have been eventful ones for Tennessee Archivists. The most important, even exciting, development was our unanimous decision at the spring meeting to join the Southern Archivists Conference. This should prove to be an advantageous choice for Tennessee Archivists, for it offers an opportunity to draw on greater resources in striving to achieve our collective goals as we enter our second decade. In the next crucial few months we must decide what these goals should be, how to go about realizing them, and how SAC will be beneficial to us in that regard. There are some exciting possibilities, some of which are already under discussion by SAC.

Many thanks to Marilyn Ryall and the staff at the American Association for State and Local History for a well-developed and well-executed spring meeting at the Downtown Ramada Inn in Nashville. Marilyn also conducted a pre-meeting seminar on records management, which drew a good turnout. Highlights of the meeting included a session by David Gracy, for president of the Society of American Archivists, who spoke to us on his favorite subject of the image of archivists and our relationship to society, and the after dinner speech by Larry Tise, Executive Director of AASLH. On the first day of the meeting we also heard from Philip Prenzel, a local book and manuscript dealer, who spoke on historical manuscripts from his perspective; AASLH staff members

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SAA COMES TO ATLANTA

The Society of American Archivists brings its annual meeting to the South this fall. SAA will meet in Atlanta on September 29-October 2, 1988. As in the past, SAA will offer numerous preconference workshops that enable archivists to gain new knowledge and skills. The workshop topics include; automated techniques, descriptive standards, planning a preservation program, introduction to archives, collection development, women in management, oral history, records management and micrographics, diplomatics and planning a research program.

The purpose of the SAA Annual Meeting is to inform, educate, and enhance communication among archivists. Nearly eighty traditional sessions and twenty newly designed "special-focus" sessions will illuminate the current state of the archival profession. Several tours and special events are planned as well. The Westin Peachtree Plaza will serve as the headquarters hotel for SAA's 52nd annual meeting. The hotel's location at the heart of Atlanta, and at a MARTA station, means that meeting participants will have easy access to every visitor's needs - dining, shopping, and cultural attractions.

If you need more information about the meeting, contact the Society of American Archivists office at (312) 922-0140.

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FROM THE PRESIDENT (continued)

Candace Floyd, Patricia Hogan, and Marilyn Ryall, who spoke on the many services offered by AASLH; and Marice Wolfe, who reported to us on the recommendations of the committee to study the ramifications of joining SAC. On Friday we had a lively and entertaining session on local history by Tennessee Archivists members Mary Glenn Hearne and Virginia Lyle and local historians Louise Davis and Walter Durham. We wrapped up the meeting with a tour of the Metropolitan Nashville Archives, conducted by Virginia Lyle and her staff.

The small Tennessee contingent (Michele Fagan, Juli Stewart, Jane Williamson, Marice Wolfe and me) at the May SAC meeting at the University of Mississippi in Oxford agreed that it was a very good start for this fledgling organization. We were welcomed into SAC somewhat informally at the business meeting. They decided to repeat their invitation to the Kentucky Council on Archives and not try to expand beyond that for now. There will probably be a SAC mixer at the Society of American Archivists meeting in Atlanta this fall.

During the business meeting, Ed Bridges, the State Archivist for Alabama, proposed that SAC study the possibility of setting up a cooperative preservation effort among the three member states, Alabama, Tennessee and Mississippi. He suggested that the president of each state organization appoint three people to serve on a joint committee to explore preservation problems and possibilities. The motion was carried, and everyone seemed enthusiastic at the prospect. I believe a joint preservation effort holds some real opportunities for Tennessee Archivists, and I hope we will be able to participate actively. I will be communicating more with you about this project as developments occur.

Other sessions at the SAC meeting included a narrated slide-show by Ed Bridges on his and Francis X. Blouin's recent visit to archival institutions in the Soviet Union, a report by Nancy Sahli of the National Historical Publications and Records Commission on the need for coordinating records programs on a national scale, a copyright update, a panel discussion on records management in academic archival settings, the moving image and its place in the archives, and newspaper preservation projects, among others.

Since SAA is meeting so close to us this year, I hope that many of you will be able to attend. I am glad to see that many Tennessee Archivists are actively involved in this year's program. Newsletter editor Bill Sumners has been serving on the program committee for this meeting, Ellen Garrison will present a paper on documenting American popular music at Middle Tennessee State University, David McWhirter will speak on cooperation within the Campbell-Stone movement in the Disciples of Christ, Marilyn Ryall will speak on managing local government records, Sue Lynn Stone will lead a workshop on planning for the small archives, and Marice Wolfe will give a paper on Vanderbilt University's efforts to document the Fugitive/Agrarian Southern literary movements. Come to SAA and show your support for the home team. Many useful workshops are being offered as always, including one on conservation, records management, and introduction to archives.

As we enter the 1990's we should consider what our most pressing needs are as an organization. A preservation effort will be a "natural" for us, given the present plans of SAC along those lines. I believe another important endeavor

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From the President (continued)

should be to look closely at what materials and subject areas we collect at our respective institutions and to make decisions about what we should be collecting and are not (now known as documentation strategies) and consider possibilities for cooperative collecting.

Make plans now to come to our fall meeting in Gatlinburg, which will be sometime during the first two weeks of November. You should be getting your registration information in mid-September. Have a relaxing summer, and I'll look forward to seeing you in the fall.

Sara
Sara Harwell

NEWS FROM TENNESSEE

The Carson-Newman trustees and faculty honored Mildred L. Iddins, Carson-Newman Librarian emeritus, by naming the special collections the Mildred L. Iddins Special Collections and Archives. Iddins served as the college librarian from 1944 until her retirement in 1981. She took special interest in collecting and preserving historical material and identifying and preserving books for the special collection. She held a number of offices in state and regional library associations and served on visiting committees of the Southern Association of Colleges and Schools. Miss Iddins died in March of 1988.

Three documents from the Southern Baptist Historical Library and Archives have been a part of an exhibit entitled, "Climbing Jacob's Ladder: The Rise of Black Churches in Eastern American Cities, 1740-1877," at the Anacostia Neighborhood Museum in Washington, D.C., a part of the Smithsonian Institution. On display are three original 1860 church letters to the Edgefield Baptist Association, South Carolina. The church letters illustrate the racial mix of Southern Baptist churches in the South prior to the Civil War. The display will continue through the end of the year.

Doris Martinson, Head of the Knox County Archives was awarded the Colonial Dames Scholarship. As this award's most recent recipient, Martinson attended the National Archives Modern Archives Institute in Washington, D.C., in June. The scholarship is funded by the Colonial Dames of America, Chapter III. The award will be presented at the annual meeting of the Society of American Archivists, in Atlanta, in September, 1988.

NEWS FROM TENNESSEE (continued)

Sandra Nelson has been appointed to the position of Assistant State Librarian and Archivist for Planning and Development. Nelson began her duties January 1, 1988 after moving from Phoenix, Arizona where she served as Librarian for Service Development at the Phoenix Public Library. Nelson has a B.A. degree from Franklin College and a Master of Library Science degree from North Texas State University. She has also worked for the Arizona State Library, the Survey Services Division of Louis, Bowles, and Grove Inc. of Dallas, Texas and the Olney Community Library in Olney, Texas. Nelson was recently named "Arizona Librarian of the Year" by the Arizona State Library Association. She and her husband Charles, who is also a librarian, have a daughter who is a student at Arizona State University.

Secretary of State Gentry Crowell is Chairman of the Tennessee State Library and Archives Management Board. Other members include: State Treasurer Steve Adams; Comptroller of the Treasury William R. Snodgrass; Commissioner of Finance and Administration David L. Manning; and Commissioner of Education Charles E. Smith.

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TENNESSEE ARCHIVISTS OFFICERS, 1988-89

The society elected the following officers at the Spring meeting in Nashville.

President: Sara Harwell, Vanderbilt University - Special Collections
Vice-President/President elect: Norma Thomas, East Tennessee State University, Archives of Appalachia
Treasurer: David McWhirter, Disciples of Christ Historical Society
Secretary: Mary Teloh, Vanderbilt Medical Library

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TENNESSEE LONG-RANGE PROGRAM FOR LIBRARY SERVICE AND DEVELOPMENT

Hearings on the Tennessee Long-Range Program for Library Service and Development were held from July 19-August 2, 1988. The hearings were held in various locations across the state. The draft document was prepared by the Tennessee Advisory Council on Libraries with assistance from the Tennessee State Library and Archives. The fifty-five page report of goals and objectives deals primarily with the public library program in the state. Archives and historical collections are not mentioned in the report. Of interest to archivists are the goals related to the development of comprehensive disaster preparedness plans and the proposed appointment of a "Library Materials Preservation Task Force." Copies of the report are available from the Tennessee State Library and Archives.

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A N N O U N C E M E N T S

BEYOND THE BASICS WORKSHOP

Archivists in Religious Institutions is sponsoring a workshop entitled: Beyond the Basics: Managing a Small Repository. The workshop is scheduled for October 17-20, 1988 at Graymoor Center in Garrison, New York. The workshop includes seven sessions which consist of lectures, class discussions, and hands on projects. The costs of the workshop is \$350 and includes room, meals and materials. The workshop is limited to 35 persons and the deadline for registration is September 15, 1988.

For more information on the workshop contact:

Graymoor Christian
Unity Center
Route 9
Garrison, New York 10524
(914) 424-4254

ARCHIVES LIBRARY INFORMATION CENTER

ALIC is a service provided to members of the records community by the Library of the National Archives and Records Administration. The center is a central source of information on archival and records management subjects. ALIC provides at no cost:

- searches of selected bibliographic data bases for information on archival and records management literature

- updated lists of significant archival projects sponsored by the National Archives, Library of Congress, Public Archives of Canada, National Historical Publications and Records Commission, and the National Endowment for the Humanities.

- referrals to sources of information and/or lists of archival services and supplies

- quarterly lists of additions to the library's Archival Science and Records Management Collection

- annual lists of periodicals available in the National Archives Library

- interlibrary loans of materials from the National Archives Library

- information on National Archives publications

The ALIC provides for a fee reproductions of noncopyrighted materials in the National Archives Library. The Center serves all members of the records community. For more information about ALIC's services call or write:

ALIC (NNIL)
National Archives and Records Adm.
Washington, DC 20408
202-523-8652

UNDERSTANDING THE MARC AMC FORMAT WORKSHOP

The Society of American Archivists (SAA) is presenting a two-day workshop to teach the MARC format for Archival and Manuscript Control (AMC), hosted by the Mississippi Department of Archives and History. The workshop will be presented on Monday, August 29th, and Tuesday, August 30th in Jackson, Mississippi, at the Radisson Walthall Hotel. The instructors will be Kathleen Roe, New York State Archives and Michael J. Fox, Minnesota Historical Society.

The workshop will provide an understanding of the format and an introduction to the descriptive standards used in conjunction with the format. Participants will have hands-on experience in tagging archival descriptions. Workshop materials include Nancy Sahli's MARC for Archives and Manuscripts: The AMC Format and Max Evans and Lisa Weder's MARC for Archives and Manuscripts: a Compendium of Practice.

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MARC AMC WORKSHOP
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computer skills, but, an understanding of automated capabilities is desirable.

The registration fee for the workshop is \$175. Included in this fee are the two publications mentioned above. It will be held at the Radisson Walthall Hotel, 225 East Capitol Street, P.O.Box 1160, Jackson, MS, 39215-1160, 1-800-228-9822. Room rates at the hotel will be \$29.95 plus tax.

The deadline for registration is August 1, 1988. If you have any questions about the workshop, contact Tim Ericson, SAA, 600 S. Federal, Suite 504, Chicago, IL, 60605. (312) 922-0140.

SAA FINDING AIDS FAIR

The Description Section is sponsoring a Finding Aids Fair at the annual meeting of the Society of American Archivists. The Fair, a display of finding aids from all types of repositories, is an informal way to exchange information about descriptive practices. The Fair can only be successful if a large number of guides, registers, and inventories and other items are displayed. Finding aids for the Fair can be brought to the SAA annual meeting in Atlanta and delivered to the FAF exhibit location, or can be sent ahead of the annual meeting to:

Steve Engerrand
For SAA Finding Aids Fair
GA. Dept. of Archives and History
330 Capitol Ave. S.E.
Atlanta, GA 30334

Any questions regarding the Fair should be directed to Penelope Krosch, Univ. of Minnesota Archives, 10 Walter Library, 117 Pleasant St. S.E., Mpls., MN 55455, (612) 624-0562.

CERTIFICATION UPDATE

The following update provides a quick overview of SAA's current activities relating to the certification effort. --The Interim Board (IB) received a new member in June when Roy H. Tryon replaced Edmund Berkeley, Jr. Tryon, the State Archivist and Records Administrator for Delaware, will handle administrative matters relating to certification. Frank Cook, who had been responsible for administration, will handle certification by petition. --Cook and a subcommittee consisting of Mary Janzen (Chicago Historical Society) and James Fogerty (Minnesota Historical Society) have prepared a draft petition instrument and sent it to 75 randomly chosen archivists for comment and review.

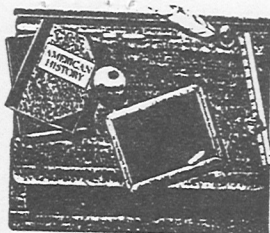
--On 20 June, IB members Edie Hedlin and James Rhoads--along with Donn Neal, Tim Ericson, and certification consultant Betsy Ranslow--met with Professional Examination Services to obtain additional detail about the steps the company would take in developing a testing instrument.

--At its June meeting, Council asked the Committee of Education and Professional Development to draft, in consultation with IB, a proposal permitting students in entitled academic programs to sit for examination immediately after graduation. The proposal is due next winter.

--In response to Council's request that particular attention be paid to seeking broad dissemination of certification information, IB met on 11 July to identify specific steps that will ensure full and regular reporting to the profession. Please feel free to send suggestions.

--Rhoads requested that individuals share with him their institutions' archival position descriptions, staffing plans, personnel manuals, or any other materials that provide descriptions of archival tasks or identify the knowledge and skills required to perform such tasks. Send copies of this information to James B. Rhoades, Dept. of History, Western Washington Univ., Bellingham, WA 98225.

PUBLICATIONS



NEW ARCHIVAL JOURNAL: Archives and Museum Informatics began publication in spring, 1987, of a two-part quarterly journal, Archival Informatics Newsletter and Technical Report. The Newsletter contains updates on uses of automated techniques in archival repositories and museums, on dealing with automated records, and on collecting software as an artifact. Each Technical Report is a monographic assessment of a particular technology and the opportunities it presents to archives and museum management. For further information contact: David Bearman, Archives and Museum Informatics, 5600 Northumberland Street, Pittsburgh, PA 15217.

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The American Association for State and Local History has published a book by Dr. Bruce Dearstyne entitled, The Management of Local Government Records: A Guide for Local Officials. For further information contact: the National Center for Local Government Records (NICLOG), 172 Second Avenue North, Suite 102, Nashville, TN 37201 (1-800-284-5456).

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PRESERVATION LEAFLETS: The Southeastern Library Network (SOLINET) is offering free leaflets on preservation. Currently available are:

Leaflet #1 - "Environmental Specifications for the Storage of Library and Archival Materials."

Leaflet #2 - "Some Sources of Conservation/Preservation Supplies and Equipment."

Leaflet #3 - "Preservation of Non-print Materials in Working Collections: A Basic Bibliography."

Leaflet #4 - "Some Sources of Custom-Fit Book Boxes."

Leaflet #5 - "The Invasion of the Giant Spore" (coping with fungi infestations).

For information on receiving these free leaflets, contact: Lisa Fox, Preservation Program Coordinator, SOLINET, Plaza Level, 400 Colony Square, 1201 Peachtree Street N.E., Atlanta, GA 30361.

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Historians, archivists, and researchers can now find the most up-to-date information for locating collections of historical documents with Directory of Archives and Manuscript Repositories in the United States, 2nd Edition, now available from The Oryx Press.

In order to update the first edition, published by the National Archives and Records Administration in 1978, questionnaires were mailed to all listed repositories. Information was also solicited from other facilities resulting in nearly 1,400 new listings.

This single-volume resource now describes approximately 4,200 collections of manuscripts, photographs, drawings, recordings, and historical documents found in corporate, academic, city, and state archives. Each entry lists institution name, address, and telephone number; days and hours of operation; user fees; general restrictions to access; availability of user copying facilities; acquisition policies; volume of holdings; description of holdings; and bibliographic references to guides and finding aids.

The 872 page, 8 1/2" x 11" clothbound book is tentatively priced at \$55. It is available from the Oryx Press, 2214 North Central at Encanto, Phoenix, AZ 85004-1483. Orders can be made on a toll free number 1-800-457-ORYZ.

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TENNESSEE ARCHIVISTS NEWSLETTER

The newsletter is an occasional publication of the Tennessee Archivists. Members of the Society and other interested persons are encouraged to submit brief articles, information on acquisitions, openings, publications, staff news, exhibits, special programs, and grant projects for inclusion in the newsletter. The editor appreciates and welcomes your comments and suggestions about the content and style of the newsletter.

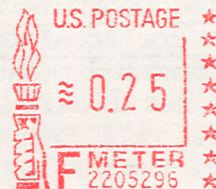
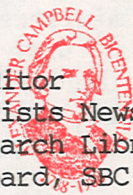
Bill Sumners
Tennessee Archivists Newsletter



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Bill Sumners, Editor
Tennessee Archivists Newsletter
E.C. Dargan Research Library
Sunday School Board, SBC
127 9th Ave. N.
Nashville, TN 37234



Marice Wolfe
Special Collections
Vanderbilt University
419 21st Ave., South
Nashville TN 37240-0007