

Wednesday, Nov. 2

6pm-8pm Optional early registration and informal mixer in the hotel lobby.
Note: Hotel check in is after 4pm.

Thursday, Nov. 3

8am-10am Conference check in

9am-9:45am Welcome, business meeting

10am-10:45am Session 1: *Getting Your Digital Content Noticed by Genealogists*
Melissa Barker – Houston County Archivist

Genealogists are scouring the internet looking for their ancestors daily. As they navigate their way through thousands of websites and social media pages, how do you get them to find the digital content you and your staff have worked so hard to produce? This presentation will offer some tips and tricks to get your digital content noticed by genealogists and other researchers. Learn from a seasoned genealogists/archivist how genealogist think and how this can help you get your digital content noticed, used, and enjoyed by those who are researching their family history.

11am-11:45am Session 2: *Donor Relations – The Good, the Bad, and the Ugly*
Brigitte Billeaudeau, University of Memphis
Dr. Gerald Chaudron, University of Memphis

In today's archives and special collections, it is rare to have abundant cash resources for acquisitions, and, in any case, many of the most relevant collections to your institution are never offered for sale. With or without a reliable source of funding to grow collections, archivists often look to donors to help meet our collecting, and sometimes processing, needs. The relationships created with donors have always been important to archives, but, as archivists strive to put collections in greater social and historical context, these relationships are becoming more and more valuable. Often, without realizing it immediately, the relationships that we cultivate with donors can have lasting impacts on local archiving practice and output to the community. In this session, archivists from the University of Memphis (UofM) will explore experiences with different levels and types of donors and offer best practices that have been incorporated into workflows at UofM. These best practices have allowed the UofM Libraries' Special Collections department to continue to actively build its collections, improve its collecting policies, and advocate for existing archives. Donated collections vary greatly in size, historical value and potential for use and can present challenges for processing and providing access. But it is working with donors, and the relationships that are developed—the good, the bad, and the ugly—that is among the archivist's most challenging tasks.

11:45am-1pm Lunch

1pm-1:45pm Session 3 (*virtual*): *Enhancing Future Discovery: Building Robust, Inclusive Metadata for Milligan DigitalRepository*
Katherine Banks, Milligan University

This program will be streamed virtually at the hotel. Milligan DigitalRepository is the online institutional repository and portal for digitized and digital archives at Milligan University, a small liberal arts university in East Tennessee. Originally going live as MCStor in 2015, this DSpace repository has ingested over 6,000 items and their metadata in its seven years of existence. Katherine Banks, University Archivist at Milligan University since 2018, has been working to improve the platform's metadata in the last couple years. This presentation will cover some of the ways Banks has worked to improve metadata and discovery on the platform, from establishing a Metadata Application Profile and enhancing a standardized metadata input spreadsheet to cleaning up old metadata and establishing a controlled vocabulary. With an eye towards more inclusive and robust metadata, Banks is hoping to create a repository that is easily searchable and inclusive of all.

1:45pm-2:15pm Break. Light snacks and drinks provided.

2:15pm-3pm *Session 4: Survey of Historical Records in West Tennessee*
Sam Richardson, UT Martin Archivist and Museum Curator
Rhiannon Crossno, UT Martin Student and Survey Intern
Erik Nordberg, Dean of UT Martin Paul Meek Library

This session will report outcomes from a survey of cultural institutions in Tennessee's West Grand Division. The survey confirmed each agency's status and created an institution-level summary of research collections, levels of existing staffing and budget, hours of operation, and preservation conditions for heritage materials, compiled in a virtual and limited distribution print directory. While the project was primarily intended to confirm, reveal, and promote the availability of records stored in archives, museums, churches, and municipal offices, the survey also reported on some artifact collections, historic sites, and interpretive programs.

Grant funding from the National Endowment for the Humanities supported a graduate research assistant and a team of four summer student interns to complete site visits to gather data, assess the general status of collections, and encourage future collaboration. A project team consisting of UTM archivists, historians, and other staff provided advice and oversight of the 12-month project. The project is intended to provide a foundation for subsequent collaborative collection initiatives, digitization projects, and public programming to preserve, celebrate, and share the cultural heritage of west Tennessee.

Thursday night Banquet dinner and Thweatt Awards.

Friday, Nov. 4

9am-11am Optional repository tour(s) of:
- Madison County Archives
- Jackson-Madison County Library

2022 Society of Tennessee Archivists Annual Meeting – Registration form

November 2-4 – Jackson, TN

Leaning Into the Unknown: Challenges Shaping the Future of Archives

Hotel: Doubletree by Hilton Jackson (1770 US-45 BYP, Jackson, TN 38305)

Phone: (731) 664-6900

*When you call to make a reservation, say you are with the Society of Tennessee Archivists.

**If you are a government employee, you will have to provide your government ID to get the discount.

Registration Information:

Name: _____

Title: _____

Organization Name: _____

Address: _____

Email: _____

Special Needs/Requirements: _____

___ (\$75) – Regular registration fee, virtual and in person

___ (\$25) – Student registration fee

___ (\$40) – *Optional* banquet fee for Thursday evening buffet dinner. Please indicate dietary restrictions above

Make checks payable to:

Society of Tennessee Archivists

PO Box 91045

4501 Charlotte Ave.

Nashville, TN 37209

Or pay online using PayPal by searching for treasurer@tennesseearchivists.org