



QUARTERLY NEWSLETTER
FALL/WINTER 2008



THE DUSTY SHELF

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IN THIS ISSUE...

KCAA Winter Meeting/
30th Anniversary
Celebration, Dec. 4th 1

KCAA Leadership and
Opportunities for
Involvement..... 2

Greetings from Heidi
Hornaday 3

Combined Arms
Research Library —
Federal Library of
the Year 4

New Resources..... 5

News from KU
Medical Center
Archives 6

KCAA Archives
Collection
Inventory 6

Member News..... 7

Heading in New
(Digital) Directions..... 8

New Distance
Learning Programs
from SJSU 9

KCAA Membership
Application 10

SAA Mosaic
Scholarship 12

KCAA Meeting
Directions 12

THE DUSTY SHELF IS A
QUARTERLY PUBLICATION OF
THE KANSAS CITY AREA
ARCHIVISTS.

FOR SUBMISSIONS OR
QUESTIONS, CONTACT:

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KCAA WINTER MEETING AND 30TH ANNIVERSARY CELEBRATION THURSDAY, DECEMBER 4TH, 2008 COMBINED ARMS RESEARCH LIBRARY — FT. LEAVENWORTH, KS

Join KCAA for the best of all worlds: an informative program and membership meeting AND a party to celebrate our organization's beginnings 30 years ago. Our Winter Meeting promises to offer something for everyone. Held at the Combined Arms Research Library (awarded the **Federal Library of the Year**



The CARL occupies the south wing of Eisenhower Hall - Ft. Leavenworth, KS

award for 2007 — see page 4 for related story), this event will combine an information-rich program on digitization, a KCAA membership meeting to bring you up to date on exciting plans for the coming year, and a “birthday party” for reconnecting with old friends and colleagues.

SURVIVING YOUR DIGITIZATION PROJECT

Presented earlier this year to a 120-person, standing-room-only crowd at SLA 2008 in Seattle, our program will feature CARL staff members, **Elizabeth Merrifield (Archives Librarian) and Kathy Buker (Special Collections/Digital Project Manager)**. Elizabeth and Kathy (who is also a KCAA member) will share concrete lessons learned from digitization efforts at the CARL on best practices, vendors, costs, contractors, promoting the library, statistics, and technology. **Attending this program qualifies you for two Archival Recertification Credits** (for application form, go to www.certifiedarchivist.org). A certified archivist claiming these credits should list them under Section B.3.e of the ACA's Application Form for Certification Maintenance.

HAPPY BIRTHDAY, KCAA!

Following the program and brief membership meeting, get ready for a social hour complete with appetizers, birthday cake, and beverages to celebrate where we've come as an organization in the last three decades. This could be a great time for you to share stories (and wisdom) with some of the organization's founders and meet the dynamic people working throughout our area in archives and manuscript collections.

Do you have any pictures, memorabilia, or other “scrapbook” items from KCAA's history? Bring them along, and consider donating them to the KCAA archival collection, maintained as part of the Western Historical Manuscripts Collection at UMKC Library (see page 6 for related story).

WINTER MEETING AT A GLANCE

WHEN: Thursday, December 4, 2:00-6:00 p.m.

WHERE:

Combined Arms Research Library (CARL)
Eisenhower Hall
Ft. Leavenworth, KS

(see page 12 for map and directions)

PROGRAM:

- 2:00-2:30 Informal Networking
- 2:30-4:00 Presentation: Surviving Your Digitization Project
- 4:00-4:15 Break
- 4:15-5:00 KCAA Membership Meeting
- 5:00-6:00 30th Anniversary Party
(The Charles Young Room)

KCAA LEADERSHIP AND OPPORTUNITIES FOR INVOLVEMENT

Founded in 1978, KCAA is a non-profit, professional association of archivists, manuscript curators, librarians, historians, and others dedicated to advancing archival collections. Through its committees, programs, publications, scholarships, and awards, the organization fosters communication among its members and strives to provide an atmosphere of cooperation, which will enliven and support the use and availability of historical records.

Our organization relies on the participation and voluntary leadership of its members to accomplish this mission. Following is a description of the roles and responsibilities of the officers and committees. If you are interested in joining one of the committees, feel free to contact the chair directly (see e-mail addresses listed in the red box on page 3). If you think you might want to serve in a leadership position, please contact the Nominations and Awards Chair, Joe Laframboise.

OFFICERS

The officers of our organization include two co-chairpersons, a secretary, and a treasurer. The co-chairpersons are elected for two-year terms on alternate years. These officers serve as the board of directors.

SENIOR CO-CHAIR – HEIDI HORNADAY

Serves as President of the organization. Plans, directs, and coordinates the affairs of the organization with guidance from the membership. Is responsible for notifying members of meetings. Presides at all business meetings of the organization.

JUNIOR CO-CHAIR – VACANT

Serves as Vice President of the organization. Assists the Senior Co-Chair as needed.

SECRETARY – TAMMY KELLY

Keeps minutes of all meetings and makes them available to the membership. Oversees maintenance of the organization's records until they are archived with the Western Historical Manuscript Collection in Kansas City.

TREASURER – MAGGI MUELLER

Has custody of all the organization's monies and pays them out upon authority of the co-chairpersons. Collects the dues and keeps an accurate account of finances and reports them to the membership. Keeps tax-exempt paperwork current.

EXECUTIVE "STEERING" COMMITTEE

The By-Laws provide for the creation of committees by the co-chairpersons as needed. Currently, there are six committees. The Committee Chairs and Officers comprise the Executive "Steering" Committee. The Steering Committee conducts the affairs of the organization between membership meetings.

COMMITTEES

MEMBERSHIP – HEIDI HORNADAY (INTERIM 2008 CHAIR)

Conducts the annual membership drive. Maintains the membership database. Compiles the membership directory and makes it available to all members. Welcomes new members and helps them become acquainted with other members at KCAA functions.

Our membership area has traditionally been a "60-mile" radius around the KC metro area. But over the last few years, the organization's scope has grown to encompass all of Kansas (as there is no support system for those in the western part of the state) as well as western and central Missouri.

Shelley Croteau will assume the duties of Membership Chair on January 1, 2008.

EDUCATION – KATE ROGGE

Plans and coordinates programs for the membership meetings. Responsible for creation and continuing development of educational events, including the Fall Educational Symposium, Archives Fair, and History Day.

MINORITY INTERNSHIP – LETHA JOHNSON

Distributes information about the summer internship to undergraduate and graduate degree programs in Kansas and Missouri. Solicits host institutions (KCAA member institutions). Selects an intern through an application and interview process. KCAA funds these internships and provides stipends to selected candidates.

SCHOLARSHIP – SHELLY CROTEAU

KCAA offers scholarships to members for attending professional conferences. The committee reviews applications and grants funds on an as-needed basis. Funds come from an established scholarship fund.

COMMUNICATIONS – KATHI WHITMAN AND JONATHAN CASEY, CO-CHAIRS

This committee oversees the work previously split up into different committees: newsletter, publicity, and publications. Communication is responsible for strengthening all aspects of the organization's public identity and communicating key messages and information consistently and professionally. The committee:

- Produces the membership brochure and annual membership directory.
- Publishes *The Dusty Shelf* several times a year. Committee members solicit news and features from KCAA members and affiliates. The Senior (or Junior) Co-Chair writes a Corner Chair column for each issue.

Continued on the next page...



GREETINGS FROM HEIDI HORNADAY, SENIOR CO-CHAIR

Heidi Hornaday,
KCAA Senior Co-Chair

Thirty years ago this month, seven archivists got together at the Kansas City Public Library, then located at 12th and Grand, to form what would eventually become the Kansas City Area Archivists (KCAA).

Those seven were:

- Marc Beveridge, Curator, Liberty Memorial
- **Dave Boutros**, Archivist, Kansas City Public Library
- Nancy Ehrlich, Director, Jackson County Historical Society Archives
- **Bob Knecht**, Archivist, NARA, Kansas City
- Beth Pessek, Archivist, Kansas City Museum
- Jerry Roy, Curator, Johnson County, Kansas Library
- **Sharron Uhler**, Archivist, University of Missouri at Kansas City

Within six months, the group produced a questionnaire, chose a name, and elected Beth Pessek and Sharron Uhler co-chairs.

At our next meeting on December 4th, we will celebrate KCAA's 30th Anniversary and honor our founders. I hope you will join us.

Through the years, our organization has grown and evolved. You can read more about its history on our Web site:

www.umkc.edu/KCAA/History.htm

The expression, "Everything old is new again," applies to KCAA in at least a couple of ways. Our current Communication Chair/Newsletter Editor, **Kathi Whitman**, published the first newsletter (then called *Extra Format*) in April 1981. In the early 1990s, KCAA created a t-shirt for sale. It featured the cartoon "Junk is stuff we throw away. Stuff is junk we keep." **Ann McFerrin** coordinated this effort then as she does now. These women exemplify the kind of dedicated, volunteer leadership that has characterized KCAA for 30 years.

But our organization cannot rest on its laurels or count on the same members to keep giving tirelessly of their time and talents. We need new leaders, who will bring fresh ideas, energy, and a passion for our profession to keep KCAA moving forward in the spirit of our founders.

I urge you to get involved in KCAA! Please consider joining one of the committees or stepping into a leadership role. **Review the article on page 2 or the "Community Involvement" section of the Membership Application (page 11), and let our committee chair(s) know about your interests.** Volunteering is a good way to try something new and see if you like it. It's also a great way to network and build lasting friendships and professional relationships. As we all know, the more you put into something, the more you get out of it.

...Continued from Page 2

- Develops and publishes other publications, such as: *Directory of Archival Collections for the Greater Kansas City Area* (1981, 1986); *Disaster Planning Manual* (1982); *Keeping Our Past* (1987, 1989).
- Publicizes meetings and events. Cultivates relationships with vendors and prospective sponsors.
- Develops and manages the organization's Web site and on-line promotions/publications.

AWARDS AND NOMINATIONS – JOE LAFRAMBOISE

Selects nominees for the offices of Junior and Senior Co-Chair, Secretary, and Treasurer and presents the slate to the membership for election at the annual meeting. Makes recommendations for the replacement of vacated committee chairs to the board of directors. Solicits nominees and selects recipients for the Holly, Fellow, and Emeritus awards and presents these awards at the annual meeting.

TO LEARN MORE ABOUT BECOMING INVOLVED IN KCAA COMMITTEES, CONTACT THE APPROPRIATE COMMITTEE CHAIRPERSON LISTED BELOW:

MEMBERSHIP:	HEIDI HORNADAY (INTERIM CHAIR) MEMBERSHIP@KCARCHIVISTS.ORG
EDUCATION:	KATE ROGGE EDUCATION@KCARCHIVISTS.ORG
COMMUNICATION:	KATHI WHITMAN COMMUNICATION@KCARCHIVIST.ORG
SCHOLARSHIP:	SHELLY CROTEAU SCHOLARSHIP@KCARCHIVIST.ORG
MINORITY INTERNSHIP:	LETHA JOHNSON INTERNSHIP@KCARCHIVIST.ORG
AWARDS & NOMINATIONS:	JOE LAFRAMBOISE AWARDS-NOMINATIONS@KCARCHIVISTS.ORG

COMBINED ARMS RESEARCH LIBRARY — FEDERAL LIBRARY OF THE YEAR

Librarian of Congress James H. Billington formally recognized the **Combined Arms Research Library as the Federal Library of the Year for 2007** at a ceremony Sept. 12, 2008 in Washington, D.C. Ed Burgess, CARL director and KCAA member, accepted the award on behalf of the Combined Arms Center and Fort Leavenworth at 9 a.m. in the Mumford Room of the Library of Congress.

The Federal Library and Information Center Committee named the CARL its top library in the large category. Winners of these national awards for federal librarianship recognize the **many innovative ways that federal libraries, librarians, and library technicians fulfill the information demands of government, business, and scholarly communities, and the American public.**

“I am honored to be accepting this award on behalf of the Combined Arms Center and Lt. Gen. Caldwell,” said Ed Burgess, CARL director. “We really believe the CARL is the heart of our intellectual center of the Army and we are extremely proud of the quality and range of services we are able to provide.”

The CARL was recognized for its superior provision of services to its 8,000 students, faculty, scholars, staff, and the Army community at large. In 2007, the library system achieved its mission to promote the library as a network-centric learning and adaptive organization. CARL used creativity and innovation to reach its service goals with initiatives, such as e-access to domestic and international audiences, promotion and marketing efforts, research and public services, space and technological upgrades, and professional development. Evidence of the CARL staff’s energy, enthusiasm, and success can be seen in a significant increase in customer satisfaction, evidenced by a 28 percent growth of database usage and a 76 percent increase in Online Public Access Catalog searches.

The Federal Library and Information Center Committee (FLICC) fosters excellence in federal library and information services through interagency cooperation and provides guidance and direction for the Federal Library and Information Network (FEDLINK). Created in 1965 and headquartered at the Library of Congress, FLICC also makes recommendations on federal library and information policies, programs, and procedures to federal agencies and to others concerned with libraries and information centers.

To learn more about the CARL’s collections, visit the Library’s Web site: <http://www-cgsc.army.mil/carl/>

For more information about the CARL or the Command

and General Staff College (CGSC), contact Lt. Col. Randi Steffy at 913-684-3097 or email randi.steffy@conus.army.mil.

YOUR FIRST TIME VISITING THE CARL?

The Combined Arms Research Library is in Eisenhower Hall, close to the large, new, and imposing Lewis & Clark Center, the home of CGSC. Eisenhower Hall is a three-story, red-brick building with a green roof. You’ll see Eisenhower Hall, off to your right, across the lake, as you drive into the Fort. Or ask anyone you see. **For complete directions and an area map, see page 12.**

Please note: All you need to get through the security check at the gate is a photo ID. Driver’s license is most common. However, **ONLY** the right lane, of about six lanes, is available to those who do not have a DOD sticker on their windshield. This line is often long, and you may have to get out and open up your trunk, etc. Give yourself some extra time: 10 to 15 minutes depending on the traffic.



Children’s Room: Serving Military Families



First Floor Atrium



Rare Book Room: A Treasure Trove of Military History

SOCIETY OF AMERICAN ARCHIVISTS OFFERS “BEST PRACTICE” IN FOUR NEW BOOKS

The Society of American Archivists (SAA) has recently published four books that can help those in the archives profession deal with unique situations. Archivists with expertise in specialized areas of the profession provide guidance in how to navigate legal issues, manage congressional collections, work in academic archives, and develop archival internships.

Navigating Legal Issues in Archives — This work introduces and examines a variety of legal issues in the administration and management of collections. Each chapter opens with a brief explanation of why the topic is important to archivists and to whom the material is most applicable. The text includes sample legal documents and forms. Peter B. Hirtle, Intellectual Property Officer at Cornell University Library, calls the book, “...the single best introduction to the most problematic legal concerns of archivists. In our increasingly litigious age, every repository should have a copy for reference, and every archivist should keep a copy near at hand.” Author Menzi Behrnd-Klodt is an archivist and an attorney, currently serving as corporate counsel for American Girl Brands. [August 2008 / 340 pp., Soft cover / List \$69.95 / SAA Member price: \$49.95 / Product Code: BOOKSAA-0530]

Managing Congressional Collections: The personal papers of Congress — SAA members have tremendous and often untapped historic value in documenting each Congressional member’s district or state and its relationship to the federal government. Yet Congressional collections challenge archivists and collecting institutions with every conceivable management problem associated with twentieth- and twenty-first-century records. This book looks at how to solicit the collection, work with the member’s office, and gives detailed processing guidelines. Author Cynthia Pease Miller was the assistant historian of the House of Representatives and has also served as staff archivist for three senators. [August 2008 / 130 pp., Soft cover / List & SAA Member price: \$19.95 / Product Code: BOOKSAA-0535]

College and University Archives: Reading in Theory and Practice — This collection of 13 essays provides commentary and analysis for those working as archivists in academia. Edited by Christopher Prom and Ellen Swain of the University of Illinois in Urbana-Champaign, the book offers ways for archivists to better document college and university campuses and serve their users. Three, intertwined themes run throughout the book: the opportunities and challenges posed by ever-changing technology, the importance of cooperation and collaboration beyond the walls of the archives, and the necessity of a proactive approach in undertaking the academic archival enterprise. [June 2008 / 360 pp., Soft cover / List \$54.95 / SAA Member price: \$39.95 / Product Code: BOOKSAA-0532]

Archival Internships: A Guide for Faculty, Supervisors, and Students — This work examines the world of archival internships from several perspectives. It looks at supervisors, sites offering internships, students preparing to take internships, and the role of the faculty

advisor. Authors Jeannette A. Bastian and Donna Webber provide useful and practical guidelines for successful internships through discussions of pertinent issues and case studies that illustrate problems and solutions. [March 2008 / 126 pp., Soft cover / List \$29.95 / SAA Member price: \$24.95 / Product Code: BOOKSAA-0531]

To order these or other archives titles, contact SAA:

- Online at www.archivists.org/catalog
- By phone at 1-866-722-7858 (toll free)

KANSAS CITY, AMERICA’S CROSSROADS: ESSAYS FROM THE MISSOURI HISTORICAL REVIEW, 1906-2006

Kansas City is often overlooked as Missouri’s “other city,” but it has long been a place of intersection in American life. Mormons, fur traders, business people, laborers, and even presidents have called the city their home and shaped its development over the more than 150 years since its incorporation. The State Historical Society of Missouri celebrates these people and the events surrounding their lives with the publication of, *Kansas City, America’s Crossroads: Essays from the Missouri Historical Review, 1906-2006*.

This work contains 14 articles, previously published in the *Review* and chosen by University of Missouri-Kansas City Department of History faculty members Diane Mutti-Burke and John Herron, that tell the story of Kansas City, Missouri. Mutti-Burke’s and Herron’s accompanying introduction, which broadly sketches the city’s history, also examines how each essay contributes to an understanding of Kansas City’s past.

This 312-page book would make a great gift for anyone interested in Kansas City and its colorful history! The paperbound book is \$15.00 for Society members and \$30.00 for nonmembers, and the hardback book is \$30.00 for members and \$40.00 for nonmembers. For more information or to order a copy, contact the Society at (573) 882-7083 or visit shs.umsystem.edu.

Kansas City, America’s Crossroads is the second volume in the Society’s Century of Missouri History Scholarship Series. The first volume in the series, *The Civil War in Missouri: Essays from the Missouri Historical Review, 1906-2006*, was released in 2006.

FALL SYMPOSIUM IS A HUGE SUCCESS

Thanks to Linda Hall Library, the Education committee (chaired by Kate Rogge), and all participants for making KCAA’s Fall Symposium, “Going Online with Your Digital Collections,” a rousing success. Thanks to the great information provided by our speakers, Nancy Green, Doug Holland, Chuck Haddix, and John Thiesen, and a marvelous turnout of 71 attendees, the symposium was one of our most popular to date. Welcome to new members who joined KCAA at the Symposium — Morgan Davis (Dole Institute of Politics), Deborah Gentry (River Bluffs Regional Library, St. Joseph), Vicky Gray (Pleasant Hill, MO), and Mary Kay Menard (Leavenworth Public Library).

On Thursday, November 6, 2008, in honor of the 90th anniversary of the Armistice, the University of Kansas Medical Center Archives, Department of History and Philosophy of Medicine, in conjunction with the National World War I Museum, presented the program “Armistice and Influenza: Base Hospital #28 Goes from Kansas City to France in 1918.”

Base Hospital No. 28, consisting of doctors and nurses from the Kansas City area — especially the KU School of Medicine — was organized in April 1917, at the Christian Church Hospital, Kansas City, Missouri, and was mobilized January 21, 1918, at Union Station, where it received its preliminary training and equipment. On February 23, 1918, the unit was transferred to Fort McPherson, Georgia, where it continued its training at General Hospital No. 6. On June 2, 1918, the unit left for Camp Merritt, New Jersey, arriving there June 4, 1918, and then sailed on the *Meganic*, June 12, 1918. The unit disembarked at Liverpool, England, on June 25, and proceeded immediately to Southampton, leaving there June 28 for Cherbourg, France, and arriving at Limoges, Department of Haute Vienne, Base Section No. 2, on July 2, 1918. Base Hospital No. 28 was the third and last medical unit to report at the Limoges Hospital Center.

The unit occupied a type-A hospital and also took over from the French a large school building, the Belaire Seminary. The normal capacity of the hospital was 1,780 beds, which in emergency was increased to 2,965. The first patients were received July 23; the total number received was 9,954, of which 6,087 were medical and 3,867 surgical cases. Between July, 1918, when the unit arrived, and February, 1919, when it was relieved, out of nearly 10,000 admissions, there were only 67 fatalities — including influenza patients — a remarkable record.

The program commemorating the Armistice was held at the Clendening Library at the University of Kansas Medical Center and featured:

- Frederick Holmes, MD, speaking on “The Medical Aspects of the Work of Base Hospital #28, with Special Attention Given to the Influenza Pandemic of the Autumn of 1918.”
- Grace Holmes, MD, speaking on “Base Hospital #28: Kansas City’s Medical Contribution to the First World War.”
- Anthony Kovac, MD, speaking on “Anesthesia and Surgical Aspects of Base Hospital #28.”

For more information about KU Medical Center Archives holdings and upcoming events, contact:

Nancy Hulston
University of Kansas Medical Center Archives
913.588.7243
nhulston@kumc.edu

The archives for KCAA (Kansas City Area Archivists Records — KC0066) currently consists of 10 cubic feet of records that are maintained by the Western Historical Manuscript Collections at UMKC Library. The following is an excerpt from the collection inventory.

HISTORY

The Kansas City Area Archivists was first organized in 1978 as the Area Archivists. It changed names twice in 1980, first to the Area Archivists Alliance and later to the Kansas City Area Archivists. The organization’s membership is drawn from an area extending approximately 60 miles around Kansas City including Topeka, Kansas and Columbia, Missouri.

The purpose of the KCAA is to further understanding and cooperation among archival organizations, to exchange information and to render assistance wherever possible. Cooperation is facilitated through educational tours of member facilities. The knowledge gained by tours and discussions increases the services which member archivists can perform for the local research community.

One of the first projects of the KCAA was the compilation and publication of a directory of area archival repositories. Later accomplishments include publication of a disaster planning manual and membership directory. A conservation manual was compiled for local historical agencies, libraries and museums. A special committee was formed to conduct a preliminary survey of the Native Sons Collection currently housed at the Missouri Valley Room at the Kansas City Public Library. Several symposiums have been held covering a wide range of topics, including photograph conservation, marketing historical agencies, use of computers, and how to organize, plan, and implement oral history projects.

DESCRIPTION OF THE RECORDS

These records consist of the official articles of incorporation for the organization, constitution and bylaws, financial records, correspondence, and minutes and proceedings. Included in the committee files are the activities of the steering, education, membership, ad hoc, newsletter, MAC, and publications committees. Copies of the Area Archival Collections Directory, Disaster Planning Manual, Conservation Manual, KCAA brochure, and KCAA Membership Directory, along with photographs and other miscellaneous materials, are included.

Do you have records, photographs, memorabilia from KCAA’s past that you would like to donate to the organization’s collection? If so, contact Dave Boutros at Western Historical Manuscripts Collection. Contact Dave by phone at 816.235.1544 or by e-mail at boutrosd@umkc.edu.

Connie Menninger, a former Lela Barnes archival intern, staff member, and volunteer at the Kansas State Historical Society (KSHS) in Topeka, passed away April 13, 2008. She was renowned for her work with the KSHS collection of Atchison, Topeka and Santa Fe Railway records. After leaving the Society's employ, Connie continued to serve as a KSHS volunteer while also working as the archivist at the Menninger Foundation. A memorial service was held June 19th.

The Nazarene Archives made the move in September from its long-time home in Kansas City, Missouri, to a new location in Lenexa, Kansas. The Archives' host institution, the General Board of the Church of the Nazarene, purchased property at 95th and Renner Boulevard several years ago for the denomination's new Global Ministry Center. The Nazarene Theological Seminary will remain on Meyer Boulevard near 63rd Street and The Paseo, but all other church offices previously located at the Kansas City campus are being vacated, and the non-seminary portion of the campus offered for sale.

The new building's footprint does not accommodate a significant stack room, so the Nazarene Archives will have facilities at two locations. The new building will include Archives offices, audio-visual room, mini-stack room, and a research room. A sizable stack room and a small office-research area is being leased at Lenexa Executive Park, an underground facility owned and operated by Meritex (located immediately beneath the church's Lenexa property).

Driving time from the new Archives offices to the new stack room will be approximately two minutes. The underground stack room will provide a degree of security from water and tornadoes that the collections have never had before. And, with a 16-foot ceiling and plenty of surface area, the stack room is sufficiently large to accommodate an estimated two or three decades of collection development—and very possibly more.

Heidi Hornaday joined the staff of Spencer Research Library at the University of Kansas in September. In her new position as Manuscripts Processing Coordinator, she is responsible for coordinating workflow and supervising staff and students, who process and create finding aids for manuscript, archival, and image collections in the University Archives, Kansas Collection, and Special Collections departments of the Library. Heidi interned at Spencer while completing her MA in Museum Studies at KU in 2006.

At its spring meeting, the National Historical Publications and Records Commission (NHPRC) recommended to the archivist of the United States 78 grants of \$4.66 million for projects across the nation. Included was a recommendation from the Kansas State Historical Society (KSHS) for a requested \$161,187 (partial funding of a two-year project to create or verify high-level content information for 42,000 cubic feet of records and 20,000 rolls of microfilm. Three project archivists are now surveying the manuscript collections and state archives records series as well as microfilm to provide descriptive information in a unified collections management database for all but the smallest collections and series. It is anticipated that surveying and description work will continue through May of 2010.

KCAA Education Chair, **Kate Rogge**, is one of three processing archivists hired by KSHS, with funds from that NHPRC grant, to participate in this 20-month, "more product, less process" project to clear away its processing backlog of over 45,000+ cubic feet of state records and manuscript collections.

Letha Johnson is now the assistant archivist at KU's University Archives, housed in Spencer Research Library. She is responsible for supervising student workers, arranging for the processing of new additions to the archives, performing reference for the public and the university's schools and departments, and serving on the reference desk. Letha will also have limited involvement in maintaining the university's retention schedule once it is completed. She also chairs the KCAA Minority Internship Committee

Prior to taking her new position, Letha was an archivist at the Kansas State Historical Society (Topeka). She graduated this spring from Kansas' Emporia State University (ESU), earning a master's degree in History. Letha's thesis dealt with a history of the Coal Creek Library in Vinland, Kansas, the oldest surviving library in Kansas. Letha also holds a master's degree from the School of Library and Information Management at ESU.

MIDWEST ARCHIVES CONFERENCE MEETING 2009

The Midwest Archives Conference will be holding their Spring 2009 annual meeting in St. Louis, Missouri from April 30 to May 2, 2009. The conference will be jointly hosted by the Association of St. Louis Area Archivists and the St. Louis Area Religious Archivists.

The Conference will take place at the Hyatt Regency St. Louis Riverfront, which has a stunning view of the Gateway Arch and the Mississippi River.

For more information visit the MAC Web site at <http://www.midwestarchives.org> or contact Scott Grimwood, the Local Arrangements Chair, at Scott_Grimwood@ssmhc.com.

HEADING IN NEW (DIGITAL) DIRECTIONS

BY DANIELLE CONKLIN, KCKPL TECHNICAL SERVICES

Editor's Note: The following article comes from KCAA member, Danielle Conklin of Kansas City, Kansas Public Libraries. Danielle reports on an important conference on digitization held this past summer and sponsored by the Northeast Document Conservation Center (NEDCC). Thank you, Danielle, for taking the time to share this great information with us.

The first ever “**Digital Directions: Fundamentals of Creating and Managing Digital Collections**” conference has been referred to as the “NEW School for Scanning.” And with good reason. It is a renewed and updated successor to the School for Scanning, bringing digitization into the 21st-century. This three-day conference presented by the Northeast Document Conservation Center (NEDCC) on June 10-12, 2008 covered a number of topics related to the task of digitization, from planning a project to making that project a fully functional digital reality.

Hosted at the Hyatt Regency in Jacksonville, Florida, the conference attracted professionals from a multitude of organizations across the country. There were **146 participants, excluding vendors and instructors, representing academic institutions, libraries, museums, and other cultural heritage institutions.** The reported professions of attendees ranged from librarian, cataloger, and archivist, to preservation photographer, museum registrar, and Web specialist. Interestingly, there were multiple participants from Kansas and Missouri, demonstrating that professionals in our region are showing a great interest in digitization.

In the keynote address, Simon Tanner of King's College emphasized **the value of collaboration** when undertaking a digital project. The goal of any such project, of course, is to make the materials more widely available to the expected audience, as well as any unexpected audiences. Through collaboration, Tanner suggested, cultural institutions may be better equipped to face such a complex, yet ultimately beneficial, endeavor. Partners must establish a plan at the outset and communicate with one another throughout the process. Ultimately, working in a collaborative arrangement can open the door to resources that wouldn't have been available otherwise.

For those with little or no experience in digitization, Scott Kehoe's “Scanning 101” was a tremendous boon. He demystified some terminology that many people had probably heard before, but couldn't quite define. Participants gained a greater understanding of the all-important pixel, bit-depth, DPI (dots per inch), resolution, and OCR (optical character recognition). Not all digital images are created equal, so it is important to understand the terminology and basic principles of scanning before delving into the world of digitization.

To outsource, or not to outsource, that is the question many institutions face before embarking upon a digital project. Robin

Dale of the University of California tackled this issue, noting that even if an institution chooses to outsource a project, there will still be an “in-house component.” In other words, even when working with vendors, the institution's staff must be involved in certain aspects of the process, including selection of materials and on-going quality control checks. This session reinforced the idea that individuals planning digital projects should know their goals, be prepared to articulate the vendor's responsibilities, and, of course, utilize the expertise of colleagues who have been down that road before.

Because of the exceptional quality of each session, it was difficult to select one as the high point of the conference. However, Peter Hirtle of Cornell University gave a presentation on copyright and intellectual property management that exceeded all expectations. It was both informative and thoroughly engaging. (My pencil scarcely stopped moving through the entire session).

Hirtle began with these words of wisdom: “Don't expect definite answers, just strategies.” Before digitizing materials, an institution must recognize that copyright owners control the right to copy, distribute, or display their works. A library's physical ownership of a photograph, for example, does not necessarily translate into intellectual property rights. The creator of that work may still hold legal rights to it. This is where knowledge of copyright terms and Sections 107 (fair use) and 108 (reproduction

by libraries and archives) of the Copyright Act come into play. Unfortunately, these rules are not always clear-cut; therefore, institutions should seek legal counsel as needed. In short, copyright management is a complex topic, but one that must be addressed in order to protect an institution once its digital collections have been made available to the public.

This conference, designed for those with a beginning knowledge of digitization, was an outstanding introduction to the subject. In addition to addressing the issues of collaboration, outsourcing, scanning, and copyrights, “Digital Directions” covered a wide variety of other useful topics, including planning, materials selection, metadata, and disaster preparedness. There truly was something for everyone.

The next NEDCC digitization conference entitled, “Persistence of Memory: Sustaining Digital Collections,” will take place in Chicago on December 9-10, 2008. For more information, visit the NEDCC Web site at www.nedcc.org.

MARK YOUR CALENDARS!

NEDCC DIGITIZATION
CONFERENCE COMING UP IN
DECEMBER

WHERE: CHICAGO, IL

WHEN: DECEMBER 9-10,
2008

INFO: WWW.NEDCC.ORG

NEW DISTANCE LEARNING MASTER'S AND PHD PROGRAMS FROM SAN JOSÉ STATE UNIVERSITY

New advanced degrees are now available through San José State University's (SJSU's) School of Library and Information Science (SLIS) — both an online Master's degree in Archives and Records Administration and the Gateway PhD Program in Library and Information Science. In addition, a recent survey suggests that graduates of San José State University's SLIC programs make higher salaries with lower tuition investments.

FIRST ONLINE MASTER'S DEGREE IN ARCHIVES AND RECORDS ADMINISTRATION (MARA)

Using the convenience and flexibility of a fully online format and cohort model, students will learn sophisticated technologies for organizing, preserving, and accessing the growing volume of both digital and analog assets (paper, film, and photographic negatives) and records that must comply with government regulations and industry best practices.

The MARA degree prepares students for careers in records and information management and the certification exams administered by the Academy of Certified Archivists and the Institute for Certified Records Managers (work experience also required to sit for this exam). Significantly, a Master's Degree in Archives and Records Management will increase mobility in the field. MARA graduates will work in a variety of settings worldwide, including corporations, government agencies, libraries, museums, historical societies, and non-profit organizations, as well as in the entertainment and education sectors.

Director Ken Haycock noted that the School developed the MARA program in response to a market study conducted for the School. SJSU MARA faculty members are award-winning scholars and leaders in their academic and professional communities.

For more information, visit the SJSU MARA Web site:
<http://slisweb.sjsu.edu/mara/index.htm>.

NEW SAN JOSÉ GATEWAY PHD PROGRAM IN LIBRARY AND INFORMATION SCIENCE

This new, doctoral degree will be offered through a partnership with the Queensland University of Technology (QUT) — a top Australian university with global connections and leading scholars in the information science community. Responding to demand from graduates for a high-quality, flexibly delivered doctoral degree program, the part-time doctoral program will be delivered through distance learning with short residencies in San José. Students will focus on well-defined research areas in Library and Information Science (LIS), such as archives and records administration, information retrieval, information systems and technologies, information use, LIS education, management and leadership, and youth services. For more information, visit <http://slisweb.sjsu.edu/gatewayphd/>.

SAN JOSÉ SLIS RANKS FIRST IN SALARIES FOR LIBRARY SCHOOL GRADUATES

According to a recent *Library Journal* salary survey, graduates of San José SLIS earn one of the highest average starting salaries of any library school. With an average starting salary of \$49,293, San José SLIS graduates also benefit from an excellent return on investment — their starting salaries are high, and their tuition is considerably more affordable than most other library schools.

When compared with information schools, the *Library Journal* salary survey ranked San José SLIS third for average starting salaries. However, the first ranked school, the University of Michigan, has local tuition costs that are nearly four times higher than those of San José SLIS — \$43,584 for Michigan's in-state students and \$11,997 for local San José students, known as "regular session" students. Out-of-area students have an even better return on investment when they choose San José SLIS. At Michigan, out-of-state students pay more than double what local students pay, or \$88,176 in total tuition. San José's out-of-area or "special session" students pay just a few thousand dollars more than local students, or \$18,877.

Local students at San José SLIS pay the lowest tuition of any of the top ten ranked schools in the *Library Journal* salary survey. San José's out-of-area students pay significantly less in tuition than all of the other top ten schools, except for Southern Connecticut State University. "While there may be a perception that salaries for our graduates are higher because they live in California, that simply isn't the case," says Director Ken Haycock. "Because students can earn their degree with us through a fully online program, our students live in 45 states and 12 countries."

For more information on the salary survey, visit <http://www.libraryjournal.com/article/CA6604383.html>.

ABOUT THE SAN JOSÉ SCHOOL OF LIBRARY AND INFORMATION SCIENCE

SLIS offers the world's largest accredited master's degree program in Library and Information Science, with more than 2,700 graduate students. The School is a recognized leader in making effective use of leading-edge technologies for distance learning. *US News and World Report* named it the #1 e-learning service provider in its discipline. In addition, the School received the 2007 Faculty Innovation Award from the Association for Library and Information Science Education in recognition of the School's leadership in applying emerging technologies in a Web-based learning environment.

KCAA Membership Application

Membership is for a calendar year based on the month in which you join or renew. Complete the information below as you want it to appear in the KCAA Membership Directory. List postal and e-mail addresses (home or institution) where information should be sent.

Name _____

Institution _____

Address _____

City/State/Zip _____

Phone _____

Fax _____

E-mail _____

Check One: New Membership Renewal

Membership Classification/Annual Dues

(Check appropriate classification below):

- Individuals (\$15.00)
- Students (\$10.00)
- Affiliates of Member Institutions (\$10.00)
- Institutional Members (\$30.00)
- Sustaining Institutional Members (\$50.00)
- Supporting Institutional Members (\$100.00)

Contributions (Specify any amount you wish to donate):

- **To the Scholarship Fund** (financial support for KCAA members to attend conferences and other educational events) \$_____
- **To the Minority Internship Program** (stipend for a qualified intern to work in a participating repository for a 10-week, summer program) \$_____

Make checks payable to KCAA; mail your check with this form to Maggi Mueller, KCAA Treasurer, c/o St. Paul's School of Theology, 5123 Truman Rd., Kansas City, MO 64127-2499.

Individual, Student, and Affiliate Member Benefits:

- ◆ Free admittance to all KCAA educational symposia, programs, and events
- ◆ *The Dusty Shelf* newsletter, distributed throughout the year
- ◆ KCAA Membership Directory
- ◆ KCAA scholarships for continuing professional education; minority internship programs for students
- ◆ Discounts on KCAA publications and products

Institutional Member Benefits:

- ◆ **All** – The same benefits of other membership categories plus discounted membership for the institution's staff (Affiliate member category) and listing on a KCAA bookmark to be disseminated to local history libraries and museums.
- ◆ **Sustaining** – all the benefits of Basic Institutional members PLUS a feature article in one issue of KCAA's newsletter.
- ◆ **Supporting** – All the benefits of a Sustaining Institutional member PLUS a featured write-up for one month on KCAA's Web site about news or special events at the institution.

KCAA Membership Application — Committee Involvement

Please review the committee information below and indicate your preference by checking the box to the left of the committee name. Questions? Please contact the committee chair(s) indicated.

Membership

Contact:	Heidi Hornaday — membership@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Conducts the annual membership drive• Maintains the membership database• Compiles information for Communication to develop the membership directory and makes the published directory available to all members• Welcomes new members and helps them become acquainted with other members at KCAA functions

Education

Contact:	Kate Rogge — education@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Plans and coordinates programs for the membership meetings• Creates and continually develops educational events, including the Fall Educational Symposium, Archives Fair, and History Day

Communication

Contacts:	Kathi Whitman — communication@kcarchivists.org Jonathan Casey — publicity@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Strengthens all aspects of the organization's public identity• Produces the membership brochure and annual membership directory• Researches, writes, and publishes <i>The Dusty Shelf</i> several times a year as well as other publications developed for membership and the profession• Develops and maintains the organization's Web site and related activities• Publicizes meetings and events• Cultivates relationships with vendors and prospective sponsors

Minority Internship

Contact:	Letha Johnson — internship@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Distributes information about the summer internship to undergraduate and graduate degree programs in Kansas and Missouri• Solicits host institutions from among KCAA member institutions• Selects an intern through an application and interview process• Directs the funding of the internship and payment of student stipends

Scholarship

Contact:	Shelly Croteau — scholarship@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Publicizes available scholarships for KCAA members, working with Communication and Membership committees• Reviews scholarship applications from KCAA members and makes awards in keeping with selection criteria• Grants funds on an as-needed basis and directs payment

Awards and Nominations

Contact:	Joe Laframboise — awards-nominations@kcarchivists.org
Committee Duties:	<ul style="list-style-type: none">• Selects nominees for the offices of Junior and Senior Co-Chair, Secretary, and Treasurer and presents slate to the membership for election at the annual meeting• Recommends replacements for vacated committee chairs to the Steering Committee• Solicits nominees and selects recipients for the Holly, Fellow, and Emeritus awards and presents these awards at the annual meeting

MOSAIC SCHOLARSHIP ESTABLISHED BY SAA — APPLY BY FEBRUARY 28, 2009

The Society of American Archivists (SAA) has established a new scholarship for minority students pursuing graduate education in archival science. The Mosaic Scholarship will provide **\$5,000 in financial aid and offer mentoring support to encourage students to pursue a career as an archivist.** It will be awarded to two applicants for the first time in 2009.

Archives contain historical records and artifacts, and archivists work to ensure the identification, preservation, and availability of the nation's historical record. The Mosaic Scholarship was established in 2008 to promote diversification of the American archives profession. The award will be given to applicants who demonstrate potential for scholastic and personal achievement and who manifest a commitment both to the archives profession and to advancing diversity concerns within it.

"SAA is committed to recruiting and developing a diverse archives workforce, and the Mosaic Scholarship is one important step toward achieving that goal," said SAA President Frank Boles.

Scholarship applicants must be United States citizens or permanent residents of the U.S. or Canada, and be of American Indian/Alaska Native, Asian, Black/African American, Hispan-

ic/Latino, or Native Hawaiian/Other Pacific Islander descent. They must be currently enrolled in a graduate program or a multi-course program in archival administration, or have applied to such a program for the next academic year. For more detailed information on eligibility requirements and application procedures, go to: <http://www.archivists.org/governance/handbook/section12-mosaic.asp>.

THE APPLICATION DEADLINE IS FEBRUARY 28, 2009. In addition to the scholarship, awardees will receive a one-year membership in the Society of American Archivists and complimentary registration to the 2009 SAA Annual Meeting in Austin, Texas.

The Society of American Archivists (SAA) is a Chicago-based national professional organization representing more than 5,400 individual and institutional members. Founded in 1936, its mission is to serve the education and information needs of its members and to provide leadership to ensure the identification, preservation, and use of the nation's historical record.

For more information, contact Nancy Beaumont, Executive Director at 312.606.0722 or via e-mail at nbeaumont@archivists.org.

JOIN US FOR AN INFORMATIVE WINTER MEETING AND 30TH ANNIVERSARY CELEBRATION AT FORT LEAVENWORTH, KANSAS!

DIRECTIONS:

From Topeka — Take I-70 east to the Bonner Springs exit, and upon leaving the interchange, turn right (north) on Highway 73. Follow 73 for about 15 miles, through Lansing and Leavenworth, until you come to Metropolitan. Turn left and go to the next light, where you will turn right into the Fort. After passing security, go straight through two lights; then make the first available right turn, on to Sedgewick. After one block, turn right into a large parking lot. Eisenhower Hall is the large, new, three-story building to the east of the lot, and CARL is the south wing.

From Kansas City and environs — Take I-70 west. Exit at the Bonner Springs/Sandstone ramp. Proceed as above.

From the north — Go to Atchison and take K-7 south. Eventually, you will make a sharp turn to the east, and go past the Federal Prison. You are now on Metropolitan, so watch for the gate to the Fort, and turn left into the Fort and proceed as above.

About the Security Check: You will only need a photo ID (e.g., driver's license); however, **ONLY** the far right lane (which may represent the longest line) is available for those without a DOD windshield sticker. You may have to get out and open up your trunk, etc. Plan on an extra 10 to 15 minutes depending on the traffic.

