

University of Michigan School of Information SI 692 Practical Engagement Workshop in Archives and Records

Winter 2007

@ Bentley Historical Library, North Campus
1150 Beal Avenue, Ann Arbor, Michigan 48109-2113

Usual location: all sessions except for four listed below will be held in the Whiting Room (Room 2215) of Bentley Historical Library, directly across Beal Avenue from SI North.

Other locations:

February 13: Great Hall, Clements Library.

February 20: West Conference Room, 4th floor, Rackham.

March 13: Detroit Observatory at 1398 East Ann Street.

March 20: Ehrlicher Room, School of Information, West Hall.

Instructor: Nancy Bartlett (Bentley Historical Library, Head Archivist for University Archives and Records Program and Assistant Director for Academic Programs), e-mail nbart@umich.edu, voice 734.764.3482

Class time: Tuesday, 1.00 p.m. – 4.00 p.m.

Office hours: Wednesday 10.00 a.m. – noon and by appointment

Course Description

The purpose of this course is for students to gain knowledge and skills in diverse areas of archives administration. Agencies of most relevance to the course are archives, special collections, records centers, and preservation departments. Through engagements at sites, students will be able to experience the daily work of administration in these types of agencies. The internship portion of the course is an intensive practical engagement experience. Through the weekly class meetings, students will examine issues with more than thirty senior administrators in archives and closely related institutions with unique holdings of evidence and historical value. Class meetings will also afford students the opportunity to compare their work experiences. The emphasis in class discussions will be on what is particular to the administration of archives and the nature of archival holdings.

As a Practical Engagement Workshop, the course follows the current Society of American Archivists' "Guidelines for a Graduate Program in Archival Studies"

(http://www.archivists.org/prof-education/ed_guidelines.asp). These guidelines state in part, “Graduate archival education, in contrast to archival training, is both academic and professional; therefore, it includes both original research and experiential learning. Ultimately, archival education creates an intellectual framework that enables students to understand the ideas on which their profession is founded, to engage in the development of archival principles, and to apply this knowledge in a variety of settings.”

Credits: 3

Prerequisites: SI 580 or permission of instructor

Class type: This course provides 3 Practical Engagement Points.

Practical Engagement Experience

All students must prepare four written reports on the progress of their placements and one final, oral report. The four written reports are due January 30, February 20, March 20, and April 10. Oral reports are scheduled for April 10 and April 17.

Assignments and Grading

Students are required to participate in the weekly meetings of the class; to fulfill 98 hours of a Practical Engagement Experience; to prepare four written reports at designated intervals during the semester; and to present a final, oral report to the class at the end of the semester. Participation in class assumes full and undivided attention to each presentation and active engagement in discussion. Weekly readings will inform each week’s presentation and are therefore essential to participation in discussions. Cell phones should be turned off for the duration of the class session and laptops should only be used for notetaking.

Grading will be based upon the following:

Class participation: 20%

Four written reports: 40%

Final oral report: 20%

Successful completion of practical engagement: 20%

Academic Integrity

Students are expected to abide by the provisions of the Rackham Graduate School Policy Statement on Academic and Professional Integrity:

<http://www.rackham.umich.edu/StudentInfo/Publications/GSH/html/APPC.html> - 1

Students with Disabilities

Any student who feels in need of an accommodation for any sort of disability is advised to please contact the instructor, Nancy Bartlett at nbart@umich.edu, phone 734.764.3482, or office address Bentley Historical Library, 1150 Beal Avenue, North Campus.

Terminology

A basic familiarity with archival terminology is assumed for enrollment in this class since SI 580 is a prerequisite. Students are encouraged to refer to the online Society of American Archivists Glossary of Archival and Records Terminology, at <http://www.archivists.org/glossary>.

~ Summary of Schedule ~

January 9: *Course overview*

January 16: *Organizational Complexity, Leadership and Initiative*

January 23: *Collections Development and Finding the Funds*

January 30: *Digital Systems, Digital Archives, Archival Risks and Opportunities* [FIRST REPORT DUE]

February 6: *Digital Systems, Digital Archives, Archival Risks and Opportunities*
Continued

February 13: *Creating and Curating Image Collections* [meet at Clements]

February 20: *Making and Marketing Memory* [SECOND REPORT DUE] [meet at Rackham]

February 27: [winter break, no class]

March 6: *The Bricks and Mortars of Management and Disasters: Defining and Defying*

March 13: *Museums, Archives, and Interdisciplinarity* [meet at Detroit Observatory]

March 20: *Challenging Collections, Challenging History* [THIRD REPORT DUE] [meet at Ehrlicher Room, School of Information]

March 27: *Enabling and Understanding the Use of Archival Records*

April 3: *The Problem with Processing*

April 10: FINAL ORAL REPORTS [FOURTH REPORT DUE]

April 17: FINAL ORAL REPORTS CONT.

~ Schedule ~

January 9: *Course Overview*

Abstract: The purpose of this first session is to introduce students to the general program of the class sessions, to review the practical engagement logistics and obligations as well as all other requirements for the course, and to determine the students' level of understanding of archival fundamentals and terminology.

Course instructor:



Nancy Bartlett, Archivist, Bentley

Sites/sources recommended as review of session:

John Fleckner, Society of American Archivists Presidential Address, 1990, "Dear Mary Jane: Some Reflections on Being an Archivist,"

<http://www.archivists.org/governance/presidential/fleckner.asp>

H. Thomas Hickerson, Society of American Archivists Presidential Address, 2000, "Ten Challenges for the Archival Profession,"

<http://www.archivists.org/governance/presidential/hickerson.asp>

Richard Pearce-Moses, Society of American Archivists Presidential Address, 2005, "The Winds of Change: Blown to Bits,"

<http://www.archivists.org/governance/presidential/rpm2005.pdf>

Tim Ericson, "Still the Accidental Archivist?" Recruiting Professionals for the Twenty-First Century," presented at Choices and Challenges Symposium, October 8-10, 2004,

http://www.hfmvgv.org/research/publications/symposium2004/papers/ericson_precis.pdf

January 16: *Organizational Complexity, Leadership and Initiative*

Abstract: Organizational complexity relates to three challenges for the administrator of archives and other institutions of cultural memory: one is the complexity of the archives, and its parent institution, as an administrative operation; a second is the complexity of the

records themselves; and a third is the connection of a single institution's missions and activities to a larger professional engagement in issues of archival access, preservation, understanding, and advocacy. Francis Blouin, director of the Bentley Historical Library and faculty member both of SI and the Department of History, will lead this session's discussion. In his twenty years as director of the Bentley and faculty member at Michigan, Francis Blouin has engineered four significant changes and additions to the Bentley Historical Library's administrative and academic programs. In doing so, he has established the Bentley as a premier center for the research and practice of archival administration. The Bentley was host for fifteen years (1982-1997) to the Research Fellowship Program for the Study of Modern Archives and in 1988 was awarded the Society of American Archivists Distinguished Service Award.

Individual archivists must often exert leadership initiative in administering successful archival programs in isolation. Mike Smith, Director of the Walter P. Reuther Library, will address the particular challenges of "lone arrangers," or archivists who must administer all dimensions of an archival program.

Presenters:



Francis Blouin, Director, Bentley



Mike Smith, Director, Walter P. Reuther Library

Sites/sources:

Terry Cook, "Byte-ing Off What You Can Chew, Electronic Records Strategies for Small Archival Institutions," http://www.aranz.org.nz/SITE_Default/SITE_publications/papers_online/terry_cook_paper.asp

Karin Wittenborg, Chris Ferguson, and Michael Keller, "Reflecting on Leadership," <http://www.clir.org/pubs/reports/pub123/contents.html>

January 23: *Collections Development and Finding the Funds*

Abstract for Collections Development: New initiatives and ongoing operations in archival administration benefit in equal measure from strategic planning. Over the past twenty years, the Bentley Historical Library has performed a number of deliberate reviews and refinements of its appraisal and acquisition within the library's Michigan Historical Collections division. The reviews have led to strategic planning for new areas of appraisal and acquisition, with current priorities for collecting including African-American churches in Michigan, gay marriage, and Affirmative Action. Tom Powers and Len Coombs will discuss the process of planning through their experiences in leading staff collections reviews and the ongoing field program of the Michigan Historical Collections.

Presenters:



Len Coombs, Archivist, Bentley and SI alumnus, 1978



Tom Powers, Archivist, Bentley and SI alumnus, 1968

Abstract for Finding the Funds: External funding enables an archival institution to further its program beyond what operational costs would otherwise allow. Successful grant proposals are the result of solid project planning. Persuasive writing, a realistic strategy, competitive concepts, compelling collections, and other assets such as a proven ability to realize grant-funded goals and objectives are all elements of such a proposal. Presenter Bill Wallach has over twenty-five years of experience as author, reviewer, administrator, and principal investigator in projects funded through government and foundation grants. For two and half years, he was a program officer for the National Endowment for the Humanities (NEH) and he continues to serve as an NEH review panelist. He and Francis Blouin administered the Bentley Historical Library's highly successful Research Fellowship Program for the Study of Modern Archives, a program of annual fellowship awards (1982 to 1997) funded by the NEH and the Andrew W. Mellon Foundation. Bill Wallach will outline key concepts and strategies in his presentation on external funding for archives.

Presenter:



Bill Wallach, Associate Director, Bentley

Sites/sources:

Institute of Museum and Library Services

National Leadership Grants for Libraries:

http://www.ims.gov/grants/library/lib_nlg.asp

National Endowment for the Humanities (NEH): <http://www.neh.gov/>

NEH Grants to Preserve and Create Access to Humanities Collections:

<http://www.neh.gov/grants/guidelines/pcahc.html>

National Historical Publications and Records Commission (NHPRC):

<http://www.archives.gov/nhprc/>

NHPRC Archival Projects and Products:

<http://www.archives.gov/nhprc/projects/archival.html>

January 30: *Digital Systems, Digital Archives, Archival Risks and Opportunities*

Abstract for Defining the Digital: Digital technologies both enable and challenge archival administration in almost all of its dimensions. Strategic planning is essential to any operation's approach to digital records and the use of digital technologies for administration. Nancy Deromedi will begin this session with an overview of the history of computing at the University of Michigan and the history of the University of Michigan Archives' engagement with digital technologies. She will review two early case studies in the practice of the University of Michigan archives and its approach to digital manuscripts and digital systems at the university.

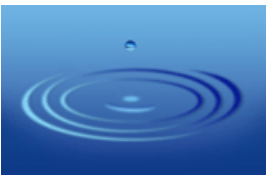
Abstract for Managing Process through Archivists' Toolkits: Archival administrators recognize the need for efficient and effective systems for managing workflow. What had previously been viewed more formally as linear progressions in archival administration—appraisal and acquisition, accessioning, arrangement and description, reference, outreach, and preservation—are now less autonomous and more integrated thanks to digital tools. This second part of the session will consider research at the national level to develop an Archivists' Toolkit and a Bentley Historical Library adaptation of a digital toolset for the management of workflow within the Bentley.

Abstract for Institutional Repositories and Archives: Considerable planning was involved in a new initiative of the University of Michigan Library system, which was to establish an Institutional Repository. (The IR is named DeepBlue, and was launched in 2005). Planning for the IR occurred over two years, with involvement on the part of Bentley archivists as well as University Library administrators, SI faculty and students, and IT support staff of the Library. In this third part of the session, lead project coordinator, Jim Ottaviani, will present an overview of the planning of an identity for DeepBlue, its functionality, relationship to other digital archives on campus, and program for growth over time. Lessons learned from other universities' Institutional Repositories informed the planning and will be a part of the presentation.

Presenters:



Nancy Deromedi, Associate Archivist, Bentley and SI alumna, 1997



Jim Ottaviani, DeepBlue Project Coordinator and SI alumnus, 1992



Polly Reynolds, Assistant Archivist, Bentley and SI alumna, 2005

Sites/sources:

Archivists' Toolkit: <http://archiviststoolkit.org/>

Bentley Historical Library, University Archives and Records Program Case Studies, http://bentley.umich.edu/bhl/practicum/2007/1_30/

DeepBlue, <http://deepblue.lib.umich.edu/index.jsp>

February 6: *Digital Records, Archival Risks and Opportunities, Part II*

Abstract: Continuity and change go hand in hand in any administration of digital archives. Nancy Deromedi will present three case studies of recent digital initiatives in the University of Michigan Archives. She will offer observations on the use and limitations of archival theory vis-à-vis these case studies, and the complexities of integrating digital initiatives into ongoing archival programs. Caryn Wojcik will speak to the issues of e-mail and government records as well as her role in ongoing national research on electronic records.

Presenters:



Nancy Deromedi, Associate Archivist, Bentley and SI alumna, 1997



Caryn Wojcik, Government Records Archivist, Records Management Services, Michigan Historical Center and SI alumna, 1995

Sites/sources:

Bentley Historical Library, University Archives and Records Program Case Studies, http://bentley.umich.edu/bhl/practicum/2007/2_6/

Bentley Historical Library, University Archives and Records Program, Records Policy and Procedures Manual, <http://bentley.umich.edu/bhl/uarphome/ppmanual.htm>

Michigan Department of History, Arts, and Libraries, Policies, Standards, and Guidelines, http://www.michigan.gov/hal/0,1607,7-160-17445_19273_21738-96210--_00.html

February 13: *Creating and Curating Image Collections*

Location: Great Hall, Clements Library

Abstract: In her article “Coming to Terms with Photographs: Descriptive Standards, Linguistic ‘Othering,’ and the Margins of Archivy” (*Archivaria* 54), scholar Joan M.

Schwartz writes that, “visual illiteracy ... not just outside but more importantly within the profession has relegated photographs to the margins of archivy. Prevailing technology and current scholarship now make it both possible and, indeed, imperative to bring them into the mainstream.” What is visual literacy? How do prevailing technology and current scholarship enable integration of photographs into archival theory and practice? What are the particular challenges of establishing film-based photographic collections and of developing digital image banks? What are the core skill sets required of an archivist or curator responsible for photographic collections? What are some of the particular concerns of professional photographers as they consider donating images to archives? A panel of administrators, archivists, and curators from both public and private institutions will address these questions.

SI 692 alumnus Seth Shaw will present a brief overview of an initiative at the Bentley Historical Library to test a new approach to collecting digital photographs, through the Michigan Daily Alumni Photographers project.



Mark Harvey, State Archivist, State Archives of Michigan



Clayton Lewis, Curator, Clements Library



Rebecca Price, Senior Associate Librarian, Art, Architecture, and Engineering Library, University of Michigan



Cynthia Read-Miller, Senior Curator, Photography and Prints Division, The Henry Ford



Seth Shaw, SI 692 alumnus and Bentley manuscripts assistant

Sites/sources:

Archives of Michigan, http://www.michigan.gov/hal/0,1607,7-160-17445_19273_19313--00.html

The Michigan Daily Alumni Photographers Project,
<http://bentley.umich.edu/bhl/uarphome/mdaily/>

Currier-McCombs Photographs Division, Clements Library,
<http://www.clements.umich.edu/Photos.html>

Benson Ford Research Center, The Henry Ford, <http://www.hfmgv.org/research/>

Visual Resources Collection, Art, Architecture and Engineering Library, University of Michigan, <http://www.lib.umich.edu/aael/division.php?divisionID=33&d=v>

Karin Becker, "Picturing Our Past: An Archive Constructs a National Culture," *The Journal of American Folklore*, vol. 105, no. 415 (Winter 1992): 3-18, available online through JSTOR

Youngok Choi and Edie M. Rasmussen, "Searching for Images: The Analysis of Users' Queries for Image Retrieval in American History," *Journal of the American Society for Information Science and Technology* 54 (6): 498-511, 2003 (available online through MIRLYN)

James Curtis, "Making Sense of Documentary Photography,"
<http://www.historymatters.gmu.edu/mse/Photos/photos.pdf>

Sara Shatford Layne, "Some Issues in the Indexing of Images," *Journal of the American Society for Information Science*, 45 (8): 583-588 (available online through MIRLYN)

Joan M. Schwartz, "Negotiating the Visual Turn,"
<http://www.archivists.org/conference/neworleans2005/readings/609-schwartz.pdf>

Subcommittee on Courts, the Internet, and Intellectual Property, Committee on the Judiciary, U.S. House of Representatives, Executive Summary and Prepared Statement of Victor S. Perlman, General Counsel and Managing Director, American Society of Photographers, <http://judiciary.house.gov/OversightTestimony.aspx?ID=588>

February 20: *Making and Marketing Memory*

Location: West Conference Room, 4th Floor, Rackham

Abstract: Archives are often the seedbed for creative, commercial enterprises. Original source materials serve as information, inspiration, and illustration in the making and marketing of historical film documentaries, printed commemorative items such as calendars and posters, and even “branding” devices such as logos and “slogos” (corporate slogans). This session will feature two creators of film and media designs with experience in the use of local repositories along with the archivist in charge of the University of Michigan Athletic Department archives. They will collectively address the appeal of archives in the marketplace, the role of mediation by archivists in commercialized use of archives, and perceptions of archives from the business of cultural heritage.

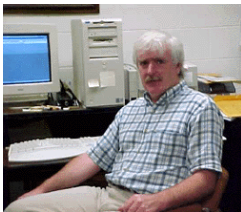
Presenters:



Chris Cook, President, Metrocom International



Kathy Horn, Vice President, Metrocom International



Greg Kinney, Associate Archivist, Bentley and SI alumnus, 1986

Sites/sources:

Thomas Cripps, “Historical Truth: An Interview with Ken Burns,” *The American Historical Review*, 100 (no. 3), June 1995, 741-764, available online through JSTOR

Bentley Historical Library, Michigan Wolverine Athletics,
<http://www.bentley.umich.edu/athdept/athhist.htm>

Metrocom International, <http://www.metrocominternational.com/about.htm>

Robert Rosenstone, "History in Images/History in Words: Reflections on the Possibility of Really Putting History onto Film," *The American Historical Review*, vol. 93, no. 5 (Dec. 1988), 1173-1185, available online through JSTOR

February 27: [winter break, no class]

March 6: *The Bricks and Mortar of Management and Disasters: Defining and Defying*

Abstract for *Bricks and Mortar*: The physical infrastructure of an archive requires an expert administration with a full grasp of all core activities and concerns of an archival operation. Bill Wallach was project archivist and administrative liaison for the recent design and construction of a 34,000 square foot addition to the Bentley Historical Library; this addition--including a suite of offices and open work area, two three-level stacks, a conservation area with a cold room for preservation, and a penthouse for mechanical equipment--was completed in 2006. This session will introduce the class to the bricks and mortar of archives, including the important role for archivists at the table in any development of an architectural program; security and other risk-avoidance requirements for an archival facility; and preservation standards.

Presenter:



Bill Wallach, Associate Director, Bentley

Sites/sources:

Bentley Historical Library Construction Images:
<http://www.umich.edu/~bhl/bhl/exhibits/bhlconst/bhlconst.htm>

Abstract for *Disasters*: Archives around the world have within the past few years been severely challenged by acts of aggression and natural disasters. Headline disasters have resulted in a more urgent dissemination among archivists internationally of recommendations for best practices and warnings of worst experiences. Two conservators from the Bentley Historical Library, Jim Craven and Ann Flowers, will address individual instances of damage by fire and by mold of local collections and personal manuscripts. Ann Flowers and Nancy Deromedi will also discuss maintaining and updating disaster plans for both physical and digital assets. SI 692 alumnus Kyle Conner will offer observations on his experiences during Alternative Spring Break in New Orleans in March 2006.

Presenters:



Kyle Conner, Bentley Student Manuscripts Assistant and SI 692 alumnus



Jim Craven, Conservator, Bentley



Nancy Deromedi, Associate Archivist, Bentley and SI alumna, 1997



Ann Flowers, Associate Archivist, Bentley and SI alumna, 1976

Sites/sources:

Tom Clareson, "NEDCC Survey and Colloquium Explore Digitization and Digital Preservation Policies and Practices," RLG DigiNews, February 15, 2006, http://www.rlg.org/en/page.php?Page_ID=20894 - article1

Conservation Online, Disaster Preparedness and Response, <http://palimpsest.stanford.edu/bytopic/disasters/>

March 13: *Museums, Archives, and Interdisciplinarity*

Location: Detroit Observatory, 1398 East Ann Street

Abstract: Professions associated with archives, museums, and other cultural institutions of collective memory have undergone tremendous change lately. Both theory and practice for these professions have engendered wide-ranging discussions about the very nature of curatorial practice. Archival studies and museum studies parallel each other more than ever in their examinations of the professions' associated intellectual and material assets, their meanings and purposes. "Appraisal," "access," "provenance,"

“context,” “curatorship,” “processing,” “source communities,” rights, and restrictions are all concepts and operational terms germane to these professions which are subject to scrutiny and revision as new expectations, new technologies, new educational programs, and new partnerships emerge.

This session will meet at the Detroit Observatory, a “three dimensional archive” under the administration of the Bentley Historical Library. The Observatory, built in 1854 as the first research unit of the University of Michigan, is located at 1398 East Ann Street. The session will begin with a brief tour of the recently restored building, a structure whose original research telescopes are still in place and operational. The building compliments the archival record of the Observatory; together they serve as the session’s first example of the interdisciplinarity of museum and archival curatorships, along with historic preservation. Francis Blouin will briefly discuss this interdisciplinarity.

Three specialists in the cultural heritage of Cranbrook Academy will provide the focus for the next part of the session. The Archives and Museum Directors at Cranbrook as well as the former Campus Landscape Architect will address the distinctions and intersections of their work in curating, interpreting, and reinterpreting the Cranbrook campus as an organic and living entity, or “gesamtkunst.”

Questions for discussion may include: What are the persistent distinctions between archival administration and museum administration? How have both museum studies and archival studies confronted the “canons” of earlier practice? How have both archives and museums privileged “form” over “content” in their material assets? What are the commonalities of change in access systems for both museums and archives? Are the museum and the archives “objects?” How does the ultimate organic practice of landscape architecture address cultural heritage?

Presenters:



Francis Blouin, Director, Bentley



Mark Coir, Director, Cranbrook Archives



Peter Osler, former Campus Landscape Architect, Cranbrook and U-M Associate Professor of Architecture



Ray Silverman, Director, Museum Studies Program, U-M



Karen Wight, Project Coordinator, Detroit Observatory



Greg Wittkopp, Director, Cranbrook Museum

Sites/sources:

Terry Cook, "Archival Science and Postmodernism: New Formulations for Old Concepts," *Archival Science*, 1: 3-24, 2001,
<http://www.springerlink.com/content/g538g613q485j843/>

Margaret Hedstrom and John Leslie King, "On the LAM: Library, Archive, and Museum Collections in the Creation and Maintenance of Knowledge Communities,"
<http://www.si.umich.edu/~jlking/OECD-LAM-published.pdf>

Kent Kleinman, "Archiving/Architecture," *Archival Science* 1: 321-332, 2001,
<http://www.springerlink.com/content/x4771047868011u6/fulltext.pdf>

Susan Vogel, "Always True to the Object, In Our Fashion," in *Exhibiting Cultures: The Poetics and Politics of Museum Display*, eds. Ivan Karp and Steven D. Lavine (Washington: Smithsonian Institution Press, 1991), 191-204.

Bentley Historical Library Detroit Observatory:
<http://www.detroitobservatory.umich.edu/>

Cranbrook: <http://www.cranbrook.edu/>

March 20: *Challenging Collections, Challenging History*

Location: Ehrlicher Room, School of Information, West Hall

Abstract: The benefits, roles, and needs of archives as institutions are not necessarily self-evident to stakeholders or the general public. Archives figure in the news most often as backdrop to celebratory anniversaries, in stories based on information within collections rather than on the institution itself. Archives as subject can reach the front page, through skillful public relations, on the occasion of new initiatives, major acquisitions, or timely stories about the changing nature of institutional records.

Archives can at times also figure prominently in revived interests in injustices of the past. Archivists Elizabeth Adkins, Ford Motor Company Archives, and Paule René-Bazin, French Ministry of Defense Archives, present both auspicious and challenging evolutions in their archives' parent institutions, specifically in relationship to the Holocaust. Paule René-Bazin will be assisted in her presentation by Bérangère Dumalle, an intern at the Bentley Historical Library from the Institut national du Patrimoine.

Presenters:



Bérangère Dumalle, Institut national du Patrimoine student and Bentley intern



Elizabeth Adkins, Archivist and President, SAA



Paule René-Bazin, Archivist, Ministry of Defense, France

Sites/sources:

Elizabeth Adkins, "Ford Motor Company's Investigation of Its German Subsidiary During World War II,"

http://www.wien2004.ica.org/imagesUpload/pres_23_ADKINS_SBL01.pdf

Lawrence Dowler, "An Independent Assessment of the Ford Motor Company Research Project on Ford-Werke Under the Nazi Regime,"

http://media.ford.com/article_display.cfm?article_id=10374

James J. Hastings, "Access to Holocaust-Era Records in the National Archives of the United States,"

http://www.wien2004.ica.org/imagesUpload/pres_122_HASTINGS_SBL01E.pdf

Wulf Kansteiner, "Television Archives and the Making of Collective Memory: Nazism and World War II in Three Television Blockbusters of German Public Television," in *Archives, Documentation, and Institutions of Social Memory*, eds. Francis Blouin and William Rosenberg (Ann Arbor: University of Michigan Press, 2006), 368-379.

Jennifer S. Milligan, "The Problem of Publicité in the Archives of Second Empire France," in *Archives, Documentation, and Institutions of Social Memory*, eds. Francis Blouin and William Rosenberg (Ann Arbor: University of Michigan Press, 2006), 20-35.

Paule René-Bazin, "The Influence of Politics on the Shaping of Memory of States in Western Europe (France)," in *Archives, Documentation, and Institutions of Social Memory*, eds. Francis Blouin and William Rosenberg (Ann Arbor: University of Michigan Press, 2006), 353-361.

Francois Rochat, "Psychology, Archives, and Memory,"

http://www.wien2004.ica.org/imagesUpload/pres_356_ROCHAT_C-USA-BEN04_EN.pdf

March 27: *Enabling and Understanding the Use of Archives*

Abstract: Archivist Mary Jo Pugh has observed that, "The archival profession has moved from a custodial role, in which the archivist's primary duty was to protect repository collections by limiting use, to a more activist role promoting the wider use of archives... Today, most archivists emphasize service to a broad public and seek to develop new constituencies to support archival programs." What constitutes a progressive program for promoting the use of archives? How do archivists document use and understand research based on archival sources? This session will include representatives of three special collections and archives on the University of Michigan campus as well as Ph.D. candidates involved in new research on perceptions and use of digital archives.

Presenters:



Barbara DeWolfe, Curator, Clements Library



Ulla Varnke Egeskov, Ph.D. candidate, Aalborg University, Denmark



David Horrocks, Supervisory Archivist, Gerald R. Ford Presidential Library



Karen Jania, Head of Reference, Bentley, and SI alumna, 1997



Polly Reynolds, Assistant Archivist, Bentley and SI alumna, 2005



Xiaomu Zhou, Ph.D. candidate, School of Information, U-M

Sites/sources:

David Horrocks, "The American Presidential Libraries System at Age 50,"
http://www.wien2004.ica.org/imagesUpload/pres_321_HORROCKS_A_USANARA01.pdf

Mary Jo Pugh, "Information-Seeking in Organizations and Archives,"
<http://crm.cr.nps.gov/archive/21-6/21-6-3.pdf>

Mary Jo Pugh, "Managing Reference Services and Evaluating the Use of Archives,"
Chapter 9 in *Providing Reference Services for Archives and Manuscripts* (Chicago:
Society of American Archivists, 2005), 249-270.

Elizabeth Yakel and Polly Reynolds, "The Next Generation Finding Aid: The Polar Bear Expedition Digital Collections,"
http://rpm.lib.az.us/NewSkills/CaseStudies/8_Yakel_Reynolds.pdf

April 3: *The Problem with Processing*

Abstract: The article "More Product, Less Process: Revamping Traditional Archival Processing" by Mark Greene and Dennis Meissner (*The American Archivist*, volume 68, number 2, pages 208-264) has led to considerable discussion and debate within the American archival profession. What exactly is archival "processing?" When is a collection or record group considered "processed?" Why has there been, according to Greene and Meissner, a "persistent failure of archivists to agree in any broad way on the important components of records processing and the labor inputs necessary to achieve them?" What is "the golden minimum?" Why has the Greene and Meissner article been called "liberation theology?" How have archivists embraced or rejected the findings and recommendations of Greene and Meissner?

Two archivists will review the overall characteristics of traditional "processing" and then proceed through case studies to discuss the changing nature of processing inspired in part through the Greene and Meissner article. Mark Greene and Dennis Meissner will take part in the session through webcast and blog communications, as will the following archivists who spoke at the 2006 SAA conference on applying minimal processing guidelines to visual materials collections: James Eason (The Bancroft Library, University of California, Berkeley), Megan K. Friedel (Oregon Historical Society), and Helena Zinkham (Library of Congress).

Presenters:



Christine Weideman, Interim Director, Manuscripts and Archives, Yale University



Brian Williams, Associate Archivist, and SI alumnus, 1990

Sites/sources:

Bentley Historical Library, University Archives and Records Program Processing Manual, 2006 draft version, http://bentley.umich.edu/bhl/uarphome/processing_guide.doc

Mark Greene and Dennis Meissner, "More Product, Less Process: Pragmatically Revamping Traditional Processing Approaches to Deal with Late 20th Century Collections," <http://ahc.uwyo.edu/documents/faculty/greene/papers/Greene-Meissner.pdf>

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April 10: FINAL REPORTS

April 17: FINAL REPORTS cont.