

SGA Newsletter

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Society of Georgia Archivists Annual Meeting in Decatur November 13-15, 2002

By Glenn Eskew

The theme "Politics and the Archives" will unify the 2002 Annual Meeting of the Society of Georgia Archivists scheduled for downtown Decatur, November 13-15. A variety of topics will be discussed concerning the intersection of politicians, political memorabilia, and personal politics in the archives. To kick off the annual meeting, a one-day workshop on "Funding Resources and Grant Writing," will be held at Agnes Scott College on Wednesday, November 13, 2002.



Old Courthouse on the Square, Decatur, Georgia

On Thursday morning, Georgia State Senator George Hooks, Democrat from Americus, will talk about state support for historical resources. Following his presentation, a session on creating a Political Action Committee for archivists in Georgia will be led by Winston Walker of the Georgia Records Association, and include Kaye Minchew of the Georgia Historical Records Advisory Board, David Carmichael of the Georgia Department of Archives and History, and Lee Ann Caldwell of the Georgia Association of Historians. A second session on political anecdotes regarding the collection of campaign and related materials will be chaired by Ed Weldon, former head of the Georgia Department of Archives and History, and include Herbert Hartsook of the South Caroliniana Library, Carla Summers of the University of Florida Special Collections, and Sheryl B. Vogt of the Richard B. Russell Library.

Concurrent sessions on Thursday include an analysis of the Presidential Records Act led by Robert Bohanan of the Jimmy Carter Library and featuring Albert Nason of the Carter Library, Robert Lipshutz, former White House Counsel, and historian Christopher Jespersen of North Georgia College and State University. Pamela Hackbart-Dean of the Special Collections Department at GSU will join Sandy Berman of the William Breman Jewish Heritage Museum and Lamonica Sanford and Wesley Chenault of The Herndon Home in a discussion of the "Politics of Processing."

Two sessions on Friday will conclude the annual meeting. Dean McKinney of Blackmon-Mooring Steamatic Catastrophe, Inc., will talk about his experiences reclaiming records from the Pentagon following the terrorist attack on September 11, 2001. A variety of people involved in the planning of the "Without Sanctuary: Lynching Photography in America" housed at the Martin Luther King, Jr., National Historic Site, will talk about the evolution of this powerful exhibit. ❖

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Specifics Regarding the *SGA Newsletter*

The Society of Georgia Archivists is a non-profit organization established to provide an effective means of communication and cooperation among all individuals employed in archives and manuscript repositories in the state; to promote the preservation and use of the manuscripts and archival resources of the state; to increase the knowledge of archival theories and practices; to encourage the publication of finding aids; and to cooperate with professionals in related disciplines.

The *SGA Newsletter* is issued four times a year. All subscriptions are for the

calendar year and are based on membership dues to the Society of Georgia Archivists. Members of SGA and related associations are encouraged to send in announcements of jobs, workshops, conferences, or other information to share. Appropriate and newsworthy notices will be printed as space permits.

The *SGA Newsletter* invites advertisements for archival products and services as space permits and at the editor's discretion. Ads must be accompanied by a check made payable to the Society of Georgia Archivists.

Deadlines for submissions for articles and camera-ready advertisements are March 1, June 1, Sept. 1, and Nov. 15.

For article submission and advertisement rate information, please contact:

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The Herndon Home
587 University Place, NW
Atlanta, GA 30314.

Telephone: 404-581-9813

Email: newsletter@soga.org ❖

Calendar of Events

Exhibitions

October 1-December 9
2002 - **Testimony:
Vernacular Art of the
African American South**,
Tubman African American
Museum; 478-743-8544



Laura Botts

American Photography,
Atlanta History Center;
404 814-4000

Oct. 12, 2002 - Jan. 5,
2003 - **Shootin' Stars:
Music Photography of**

Kirk West, Georgia Music Hall of
Fame; 478-750-8555

Worthy of Note

Through Nov. 22, 2002 - **Legends of
the Dead-Ball Era: Vintage Baseball
Cards from the Collection of
Senator Richard B. Russell**, Richard
B. Russell Library, UGA; 706-542-5766

Oct. 5 - Dec. 1, 2002 - **Reflections
in Black: Smithsonian African**

The Archives of the Atlanta History
Center will be closed October 1,
2002 - January 6, 2003. It will
reopen January 7, 2003 as the
James G. Kenan Research Center

*This calendar includes exhibits
and events at archival repositories
and other institutions of interest to
SGA members. Remember that
schedules can and do change. Call
ahead to confirm dates, times,
fees, etc. Please send calendar
items to Laura Botts, Georgia
Music Hall of Fame, P.O. Box 870,
Macon, GA 31202-0870. Fax:
(478) 750-0350. Email:
lbotts@gamusichall.com*

Nov. 13-15, 2002 - **Annual Meeting**,
Society of Georgia Archivists ❖

President's Column

The Society of Georgia Archivists made a grand showing at the Society of American Archivists annual meeting in Birmingham in August. We had over 60 members in attendance, with many participating in sessions, program committee activities, and leadership positions. Consider a sampler of the SAA/SGA

Membership Survey

By Nancy Davis Bray

The SGA Membership Committee plans to distribute a membership survey/needs assessment in early November. Members will be asked for feedback on such topics as professional development, leadership and service opportunities, the newsletter, **Provenance**, and many other aspects of SGA. For more information, contact Nancy Davis Bray at 478-445-0988 or nbray@mail.gcsu.edu

participation for this year: Susan Potts McDonald took her position as chair of the Manuscripts Repository Section, with Pam Hackbart-Dean recently elected to serve as vice-chair, chair elect of same. Pam also served on the 2002 Program Committee. Herb Hartsook was elected vice-chair of the Oral History Section; Susan McDonald and Jim Baggett served on the Host Committee; Ginger Cain on the Oliver Wendell Holmes Award Committee; Glenn Eskew and Kaye Lanning Minchew participated in a panel discussion titled, "Saving our Cities' Records;" Karen Jefferson and Cynthia Lewis participated in a session titled, "Empowerment: Documenting African Americans Since the Civil Rights Movement;" Margery N. Sly, "Reengineering Archives;" Brenda Banks, "Sustaining the Human Mosaic: Diversity Activities in Libraries and Archives;" and Julia Marks Young, "Archival Irregulars: Contractors and Consultants."



Susan Dick

Since it was founded in 1969, SGA has grown to dominate the southeastern archival community and to contribute significantly to the leadership of SAA. This is evident by looking at those who have served both organizations as president including Ed Weldon, David Gracy II, Brenda Banks; those who have been recognized as SAA fellows for distinguished service: the three aforementioned, Ann Pederson, Linda Matthews, and Phil Mooney. There are dozens of SGA members who have served on SAA committees, roundtables, panels, focus groups, and editorial boards. Many of these women and men got their start in professional service at SGA. There are many ways to become involved in the Society of Georgia Archivists, ways which teach leadership skills and encourage professional growth. There are few if any state organizations with better track records for parenting future leaders to national

See President on page 8

Internet Corner : Internships in Archives

By Pamela Coleman

The purpose of an internship is to promote critical thinking, development of skills and personal and professional growth. Academic internships are related to the student's major and credit is awarded. Non-credit or "career internships" can also be an enriching and valuable experience. These may be paid or volunteer positions depending largely on the type of institution offering them. An internship is not just a temporary or part-time job, but rather a carefully monitored work or service experience in which an individual has intentional learning goals, and



Pamela Coleman

reflects actively on what she or he is learning throughout the experience.

Self-Initiated Staff Internships: How to Create Your Own Internship

<http://hrweb.berkeley.edu/learning/sip/sipself.htm>

This website is written for UC Berkeley staff to create their own internships. However, there are excellent points that can be adapted in creating an internship program in your facility. The website also assists in designing projects, formalizing agreements, and includes a readiness checklist.

Internship Program Development 101

<http://careerservices.rutgers.edu/interndev.htm>

This is a guide to the benefits of

hiring Rutgers University interns and designing an effective internship program. Topics covered include why to hire interns, initial planning, designing your program, compensation, legal issues, recruiting strategies, and employment policy.

National Archives Internships

<http://www.archives.gov/careers/internships/internships.html>

The National Archives describes the benefits of a NARA internship, who is eligible, what is required to apply, and provides a list of current internship opportunities.

Smithsonian Institute Internships

<http://www.si.edu/archives/intern.htm>

The Smithsonian explains who would benefit from an internship, what types of internships are available, and what is needed to apply.

Comments and suggestions about the Internet Corner can be directed to Pamela Coleman at webmaster@soga.org

See Internet Corner on page 8

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Institutional Profile : Digital Library of Georgia

By Mandi Johnson

Digital Library of Georgia <http://dlg.galileo.usg.edu>

The Digital Library of Georgia (DLG) was established in 1999. The production center is located at the University of Georgia Libraries in Athens. The DLG was created to collaborate with libraries, archives, museums, and other institutions of cultural heritage to provide access to the cultural and historical resources of the state of Georgia. This mission is accomplished through the on-going development, maintenance, and preservation of digital collections and online digital library resources. The DLG also acts as a resource for institutions wishing to embark on digitization projects and sponsors the state's Newspaper Project.



Digital Library of Georgia

The DLG digitizes collections that focus on the history and culture of the state of Georgia. The collections currently include digitized books, printed materials, manuscripts, artwork, and photographs and cover such topics as city government, politics, African-Americans and Native Americans in Georgia, the Civil War and Reconstruction, and education. Materials range in date from the 1700s through the present. Fourteen collections are available online.

Currently, the Digital Library of Georgia is leading three grant projects. Vanishing Georgia, a collaborative project with the Georgia Department of Archives and History, will digitize 18,000 photographs collected by the State Archives. The DLG is working with the College of Environment and Design at the University of Georgia to digitize images of important buildings and landscapes in the state. DLG is also digitizing approximately 50,000 aerial photographs of Georgia counties and participating in two Mellon-funded Open Archives Initiative demonstration projects, AmericanSouth.org and MetaArchive.org.

The DLG website allows access to its collections to anyone at anytime. A

See Institutional Profile on page 8

Membership Spotlight : Jill Swiecichowski

By Sheila McAlister

NAME: Jill Swiecichowski

SGA MEMBER SINCE: 1999

VITAE: BS Historic Preservation - Southeast Missouri State University; Master of Heritage Preservation - Georgia State University; Graduate Assistant - Georgia State University, Special Collections Department; Contract Archivist - Wachovia Bank of Georgia; Processing Archivist - Atlanta University Center; Grant Project Archivist - Georgia Department of Archives & History; Company Archivist - United Parcel Service; SGA Program Committee for 2000-2002; SGA Treasurer 2001-2003.



Jill Swiecichowski

JOB DESCRIPTION: Collect, process, and develop finding aids for material relevant to the history of UPS. Answer all reference requests. Maintain environmental controls for the collection. Serve on the Human Resources record retention committee. Submit material or stories of historical relevance to various employee publications in both print and electronic forms. Promote awareness of the 95 years of rich UPS history.

MOST ENJOYABLE ASPECT OF YOUR JOB: Helping people find answers to their questions. Teaching

employees about the vast heritage behind UPS.

FAVORITE PASTIME: Reading, photography, traveling, baking.

COMMENTS ON WORK OR PROFESSION: It is important, especially in a one-person shop, to belong to organizations such as the Society of Georgia Archivists and the Society of American Archivists to continue growing in your career. Not only are these organizations a way to gain access to workshops and conferences, but a way to gain access to the many people in our profession with so much knowledge to share. ❖



Sheila McAlister

Washington Beat

Washington Beat reports on federal legislation and agency initiatives of interest to archivists. Resources include NCC "Washington Update"; THOMAS, the Library of Congress' federal legislation database; Federal Register; "Records and Archives in the News;" and postings from the Archives & Archivists Listserv. Contact Jim Cross him at jcross@clemsun.edu

By Jim Cross

NATIONAL ARCHIVES AND NHPRC BUDGETS: The House passed H.R. 5120, which includes the budget for the National Archives and NHPRC, on July 24, 2002. The bill provides nearly \$250 million for operations, which includes nearly \$12 million for the Electronic Records Archives initiative. An additional \$2.9 million funds increased security costs, and

\$1.5 million will go towards improving records scheduling and appraisal. This is a nearly \$4 million increase from last fiscal year. The bill also includes almost \$10.5 million for repairs and restoration, allocating \$1.25 million for preliminary design studies for the proposed Military Personnel Records Center and \$3.25 million for repairs to the LBJ Library. NHPRC sees an increase of \$2 million for grants, for a total of \$7 million. This bill will need to be reconciled with its Senate counterpart, S.2470, which has yet to be voted on by the Senate. This bill increases the National Archives' operating budget slightly and provides a little over \$14.2 million for repairs and restoration, including \$3.75 million to construct a new regional archives in Alaska.



Jim Cross

VIETNAM WAR DATABASE: On June 5, 2002 the National Archives accepted the donation of an electronic database that lists all U.S. military personnel who died during the Vietnam War. The database, which was compiled by the research team of Richard Coffelt, Richard Arnold, and David Argabright, includes additional information about the soldiers who were casualties in the war that is not available in a centralized source elsewhere. In most cases it identifies the ship or company/battery/troop the soldier belonged to and notes whether a soldier was decorated posthumously. The research team used both electronic and textual records held at the National Archives and by the armed services.

See Washington Beat on page 8

Scholarships

SGA Announces Scholarship Winners

By Sheila McAlister

The Society of Georgia Archivists is pleased to announce the winners of its Carroll Hart and Ed Weldon scholarships: Amy Summerlin of Berry College and Mandi Johnson of the Georgia Historical Society.



Amy Summerlin

As the recipient of the Hart scholarship, Summerlin will have her tuition for the Georgia Archives Institute paid by SGA and receive a complimentary membership to the society next year. Summerlin, the archives technical assistant at Berry College, previously worked as the curator of the Rome Area History

Museum. In 2001, she oversaw the Berry College Archives during their search for a new archivist. Summerlin hopes to deepen her understanding of archival

principles in preparation for the Academy of Certified Archivists certification exam. Summerlin will describe her experiences at the Institute in the next newsletter.

As the recipient of the Ed Weldon scholarship, Mandi Johnson, the Visual Materials Archivist of the

Georgia Historical Society, attended the 2002 Society of American Archivists meeting in Birmingham, Alabama. A graduate of the Armstrong Atlantic State University public history program, Johnson has worked at the Georgia Historical Society since 1997 and was the Project Archivist for the Screven-Jenkins Regional Library.

Johnson is an active member of the Society of Georgia Archivists and serves as the Institutional Profile editor for the SGA Newsletter. ❖



Mandi Johnson

Preservation News

By Christine Wiseman

Disaster Wheel Now Available in Spanish

Just in time for the 2002 hurricane season, the Spanish-language version of the Emergency Response and Salvage Wheel is now available. The Wheel is one of the most recognizable tools for use in disaster planning in libraries and cultural institutions. A



Christine Wiseman.

number of free Spanish wheels are available on request for non-profit institutions. It is also available for purchase for \$10.95 (\$6.95 for nonprofits and

government agencies). For order forms or more information call 1-888-979-2233 or email Taskforce@heritagepreservation.org.

AASLH Workshops

The American Association for State and Local History recently received an IMLS grant for the project *Archival Basics Continuing Education* to develop online and on-site basic archival training targeted at the non-traditional archivist. A one-day workshop is being designed as a model so that various groups and organizations can provide the course with minimal preparation and

adjustment. AASLH is looking for potential host sites for the ten pilot workshops slated to start in Fall 2002. For more information contact Terry Davis at davis@aaslh.org or (615) 320-3203.

Heritage Preservation Study about September 11th

Heritage Preservation, one of the nation's leading advocates for the protection of cultural property, has just released *Cataclysm and Challenge*, the results of the first comprehensive study on the impact of September 11, 2001 on our nation's cultural heritage. The publication reports the results of a survey of 122 museums, libraries and archives in lower Manhattan following the September terrorist attacks. The survey included questions related to disaster

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Preservation News is a quarterly column intended to disseminate timely and newsworthy information about preservation, particularly items of interest to archivists and librarians in the Southeastern U.S. Submit preservation news to Christine Wiseman at 800-999-8558 extension 4936, or cwiseman@solinet.net.



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President *from page 3*

positions within the profession. SGA is committed to serving the needs of its members through educational workshops, annual meetings with instructive sessions, and hands-on mentoring of new professionals. If you would like information about getting more involved in SGA, please feel free to contact any of the board members, past or present; we are eager to share the enthusiasm for such an important and sustaining organization. We hope you will join us at the upcoming annual meeting in Decatur and take advantage of the wonderful programs and speakers on the program. ❖

Internet Corner *from page 4***Mercer University. Department of Political Science Internship Guidelines**

<http://www.mercer.edu/polisci/intern.htm>

This site describes internships from the university's perspective. It provides information to the Mercer student about what to expect from an internship. Of particular help, is the "Grading and Evaluation of Interns" section. ❖

Institutional Profile *from page 5*

digitization guide and FAQ can also be found on the website. For more information about the Digital Library of Georgia, its projects, digitization, or to discuss potential online collections from your repository, please contact Stephen Miller, Director, 706-583-0213, sdmiller@arches.uga.edu; or Sheila McAlister, Digital Metadata Coordinator and Project Manager, 706- 542-5418, mcalists@arches.uga.edu. ❖

Washington Beat *from page 6*

ARCHIVIST SENTENCED: On July 31, 2002 a federal archivist was sentenced to 21 months in prison for stealing documents, including presidential pardons and space photographs signed by American astronauts, from the Mid Atlantic Regional Archives in Philadelphia, Pennsylvania. Sixty of the documents and nearly all of the space photos have been recovered, but the majority of the documents—stolen between 1996-1999—remain missing. Shawn P. Aubitz was also fined \$73,793, the value of the missing material.

TEACH ACT: On July 17, 2002 the House Committee on the Judiciary's Subcommittee on Courts, the Internet, and Intellectual Property approved the Technology, Education, and Copyright Harmonization (TEACH) Act of 2001 and ordered that it be reported to the full House. The bill had earlier passed the Senate on June 7, 2001. It will make the use of films and songs in online instruction by non-profit institutions easier, by revising copyright law to extend the exemption from infringement liability for instructional broadcasting to digital distance learning or distance education. Only those works specifically designed for online instruction, or a copy not lawfully made, are excluded. The bill is expected to pass the House and President Bush has indicated he will sign it. ❖

Preservation News *from page 7*

preparedness and recovery that reveals significant information that should aid in protecting cultural collections from future disasters. For more information, and a pdf version of the entire report, see www.heritagepreservation.org. ❖



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