
The Kentucky Archivist

Volume 26, Number 1

Newsletter of the Kentucky Council on Archives

Spring 2004

Spring Meeting, etc.

KCA Administrative Board Members for 2003-2004

Bill Kostlevy
Asbury Theological Seminary
Chair, 2003-2004
(term 2000-2002)

Larry LaFollette
Southeast Community College
Vice-Chair/Chair-Elect
(term 2003-2005)

Chad Owen
University of Louisville
(term 2003-2005)

Michael Veach
Filson Historical Society
(term 2003-2005)

Deborah Whalen
Eastern Kentucky University
(term 2003-2005)

Jim Cundy
Kentucky Department
for Libraries and Archives
Ex officio Member
Past Chair

Nancy DeMarcus
University of Kentucky
Treasurer
(term 2001-2004)

Jim Cundy
Kentucky Department for
Libraries and Archives
Newsletter Editor
(term 2003-2006)
and
Web Editor
<http://www.kyarchivists.org>

Over the last two decades, archivists have witnessed the proliferation of electronic record-formats. The development of electronic databases, the Internet and web sites, imaged records and PDF files are but examples of the many developments in electronic record keeping. Further, technology changes rapidly so that what was current five years ago is obsolete today. These developments bring a host of issues for archivists: How do we preserve a long-term record given a transient medium? How do we ensure the authenticity of a record? How do we best assist patrons who may have limited experience with emerging technologies? Conversely, how do we handle patrons who wonder, "Why isn't it on the web?"

The speakers at KCA's spring meeting will address these issues. Jackie Couture, Eastern Kentucky University's Records Officer, will speak to the often fragile nature of electronic records in her talk, "Electronic Records Challenges: Are We Losing Our History?" The KCA Board's own Chad Owen, of the University of Louisville, will give a talk called "Effective People Management for Electronic Records." Chad writes that he will address "dealing with front-line users and their preconceived perceptions of how electronic records work." Finally,

KDLA's Glen McAninch and Mark Myers will address the preservation of websites. There will also be a tour of EKU's archives.

The Board will present a slate of officers for the approval of KCA's membership. Larry LaFollette, the Archivist at Southeast Community College, will take over as Chair. Chad Owen will become Vice Chair/Chair-Elect. Nancy DeMarcus, KCA's current Treasurer, will be nominated for a full Board membership; Mark Myers of KDLA will be nominated for the 2004-2007 tenure as Treasurer.

The meeting will be held on April 30, 2004 at Eastern Kentucky University in Richmond. For times and locations, please see the included agenda and map. For more information, see the agenda on page 2 and registration materials on page 4. We look forward to seeing you at the meeting.

*

The Archives Week tradition in Kentucky continues this year. For more information, please visit the Archives Week Website (<http://archivesweek.ky.gov>) or see the Kentucky Archives Week Page (page 11) of this newsletter.

If you have not set up an event, please do so and let Barbara Teague (barbara.teague@ky.gov) or Jim Cundy (jim.cundy@ky.gov) know so we can help with publicity via the Website.

ELECTRONIC RECORDS

Agenda

Kentucky Council on Archives

Spring Meeting, Friday, April 30, 2004

Eastern Kentucky University

Richmond, KY

- 9:00 – 9:30 a.m. Registration & Breakfast (**Perkins Building**)
Live Wire:
 Bagels & Assorted Cream Cheese
 Cinnamon Rolls, Scones, Fruit, Quiche
 Coffee, Chai Tea, Orange Juice
- 9:30 – 9:45 Welcome
- 9:45 – 10:10 Electronic Records Challenges: Are We Losing Our History?
 Jackie Couture, Eastern Kentucky University
- 10:10 – 10:20 Break
- 10:20 – 11:05 Effective People Management for Electronic Records
 Chad Owen, University of Louisville
- 11:05 – 11:15 Break
- 11:15 – 12:00 Archiving Web Sites
 Mark Myers and Glen McAninch, Kentucky Department for Libraries & Archives
- 12:00 – 1:15 p.m. Lunch and Business Meeting
EKU Catering:
 Baked Lasagna & Baked Vegetable Lasagna
 Caesar Salad, Bread
 Cookies, Brownies
 Iced Tea, Water, Coffee
- 1:15 Meeting Adjourns
- 2:00 – 3:00 Tour of Eastern Kentucky University Archives
- 3:00 Reception at the Main Library
Live Wire:
 Assorted Pastries,
 Coffee,
 Chai Tea

For meeting registration materials, please see page 4 of this newsletter.

For directions to Eastern Kentucky University, please see <http://www.eku.edu/about/ekudirections.htm>

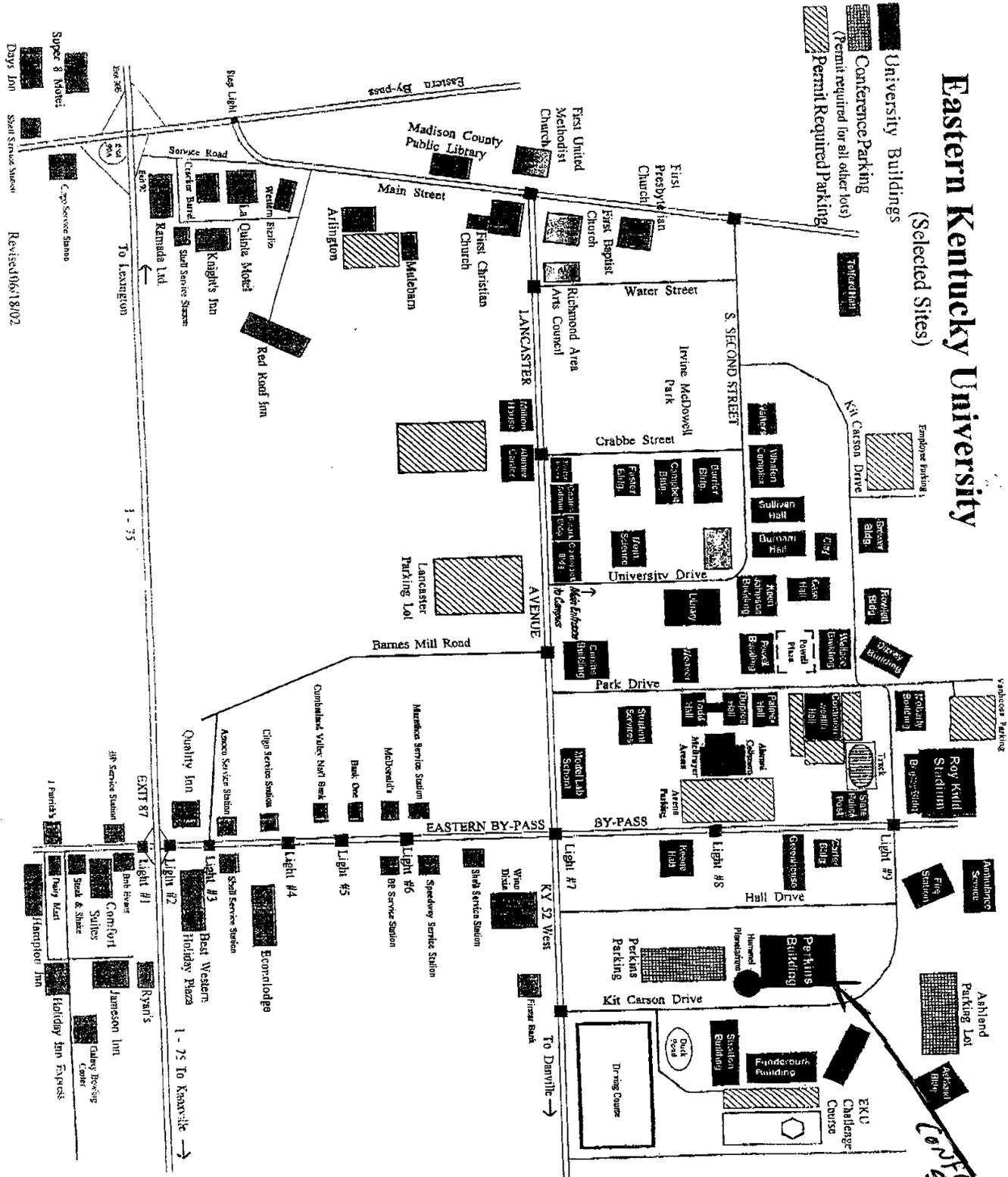
For directions around Eastern Kentucky University, please see the map on the following page.

Eastern Kentucky University

(Selected Sites)

University Buildings

Conference Parking
(Permit required for all other lots)
Permit Required Parking



Conference Site

**KCA Dues Notice
(January – December 2004)**

KCA dues are based on the calendar year and are \$10 per year. Please fill out this form as if it were a mailing label to you. If your membership is for an organization, please indicate on the name line the person who should receive the newsletter and correspondence. **PLEASE DO NOT USE PERSONAL INFORMATION YOU WOULD NOT WANT ON THE KCA WEBSITE!**

Name: _____

Address: _____

For directory (optional)

Phone: _____ Fax: _____

Email: _____

**KCA Meeting Registration
Spring 2004**

Please register by **April 23**. Registration is \$20 for members *or* \$25 for non-members

Name: _____

Address: _____

Phone: _____

Send dues/registration to:

Nancy DeMarcus

University of Kentucky, University Archives & Records Program

204 King Library, Lexington, KY 40506-0039

Make checks payable to: Kentucky Council on Archives

The Kentucky Council on Archives, a professional membership organization, does not discriminate on the basis of race, color, national origin, sex, age, religion, or disability and provides, on request, reasonable accommodation including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities. Persons requiring special accommodation or auxiliary aids must notify a member of the KCA board thirty (30) days prior to a meeting so that the proper arrangements can be made.

COLLECTIONS & EXHIBITS

U of L's Williams-Nichols Collection

The Williams-Nichols Library and Archive for Gay and Lesbian Studies of books, ephemera, and papers supports instruction and research across the curriculum and particularly the new MA degree program in the Women's and Gender Studies. The initial gift in 2001 included 4,000 books; 15,000 issues of periodicals; 10 linear feet mss; and 2,500 items of ephemera. In fall 2003 Cornell University donated 1800 duplicates from their collection of periodicals related to Gay, Lesbian, Bi-Sexual, and Transgender issues, and individuals contribute of books and ephemera. The original donor, gay rights activist David Williams, also continues to add material on a monthly basis, including, most recently, 12 linear feet of his personal papers.

Submitted by Susan M. Knoer

Historical Society Donates Microfilm Money to EKV

The Madison County Historical Society has donated \$820.00 to Eastern Kentucky University Archives. This donation funded the purchase of Madison County Circuit Court case files, 1790-1865, contained on 82 reels of microfilm.

Submitted by Debbie Whalen

U of L's Rare Books Exhibit

"Words and Pictures: Kentucky Authors" is a broad representation of books and photographs from the University of Louisville's Libraries' Department of Special Collections galleries. It will hang in the Photographic Archives and Rare Books galleries in Ekstrom Library until April 2, 2004.

The Rare Book exhibit links portraits of such famous Kentucky authors as Jesse Stuart, Louisville poet Joseph Cotter, and humorist Irvin Cobb with their books. Some of the portraits reflect the close nature of Kentucky authors and photographers, such as the picture of musicologist

John Jacob Niles by music promoter Jean Thomas, as well as a portrait of Annie Fellows Johnston by Kate Matthews, Johnston's friend, neighbor, and collaborator.

The Photographic Archives gallery exhibit centers on the long relationship among Wendell Berry, James Baker Hall, Bobbie Ann Mason, Ed McClanahan, and Gurney Norman. Many of the photographs are by Hall, or his student, Guy Mendes, now a producer at KET. Hall's images span the lives of the authors, and even include Ed McClanahan's "Captain Kentucky" phase in the 1970s.

Among other writers represented in "Words and Pictures: Kentucky Authors" are Kentucky expatriots such as George Wolfe, now director of New York's Public Theater; Marsha Norman, also a New Yorker; and Hunter Thompson, who wanders at will.

The Photographic Archives and Rare Books galleries are free and open to the public from 10 am to 4 pm, Monday through Friday, and on Thursday evenings until 8 pm.

Submitted by Susan M. Knoer

Merton Center News

The Thomas Merton Center at Bellarmine University would like to announce the following:

- Finding aids for Thomas Merton's correspondence are available for the first time on the Internet. A full listing of over 2000 correspondents is now online, with an increasing number of letters described at the item level:

<http://www.merton.org/Research/Correspondence/Correspondents-list.html>

- "The Paradox of Place: Thomas Merton's Photography," an exhibit displayed at Bellarmine University's McGrath Art Gallery last fall, will now be permanently displayed outside of the Merton Center at Bellarmine Library. The thirty-one black and white photographs focus on the places Merton visited

in his final travels of 1968 including California, Alaska, and Asia, and the contrast with his photographs of Gethsemani and his hermitage. The Merton Center is open from 8-5, Monday through Friday, but the exhibit can be viewed any time that the Bellarmine Library is open, seven days a week. The exhibit is free and open to the public.

Submitted by Mark C. Meade

Changes in Administration Marked by Smooth Transition

In June and August of 2003, prior to the departure of outgoing Kentucky Governor Paul E. Patton, KDLA personnel were able to address staff of the Governor's Office, Executive Branch cabinet secretaries, and members of the state's Information Technology Advisory Council (a group of the cabinet CIOs) about records management considerations to keep in mind during the transition. They were asked to pay special attention to the requirement to transfer records from their offices with continuing value, including electronic records and e-mail. As a result of these conversations, staff was able to ensure that a substantial volume of records was transferred to the State Archives. In addition to a quantity of records series in paper formats, KDLA received a variety of records in electronic form, including comprehensive runs of official correspondence, photographs, press releases, speech files, and other records from the Governor's website (1995-2003) and from the Office of the Governor.

Submitted by Richard N. Belding

EVENTS

Fr. Dan Berrigan, S.J.

**"Thomas Merton, Non-violence and Me."
Friday 16th April 2004 - 7 pm
Frazier Hall, Bellarmine University**

Sponsored by the Thomas Merton Center and the Cathedral Heritage Foundation

Daniel Berrigan, S.J. Catholic priest, social activist, and poet, he was active in opposing the Vietnam War. With his brother, Philip Berrigan, he gained national attention for destroying draft registration files in Catonsville, MD, in 1968. He wrote over 50 books, including *The Trial of the Catonsville 9* (1970), an autobiography (1987), and at least four films. This event is free and open to the public.

Submitted by Mark C. Meade

Exceptional work of State Auditor recognized by Friends organization

Former State Auditor Edward B. Hatchett, Jr., who served two four-year terms as Kentucky's Auditor of Public Accounts (1995-2003), was among those receiving the Award of Merit of the Friends of Kentucky Public Archives, Inc. at the organization's 2003 annual meeting in November at Georgetown College. Hatchett was recognized for implementing a broad range of audit measures to improve the security and accessibility of government records, including initiating many performance audits that suggested improvements in record keeping and records management and investigating the security of government computers. In addition, the award noted his many important contributions to the work of the State Archives and Records Commission through his personal participation in its quarterly meetings and his understanding of the value of documenting government actions and policies. Also recognized with Awards of Merit were Pam Hodges Browning, Barren County Clerk, and Corine Cox Woolums, Woodford County Clerk, who received the award in 2002. The Friends organization annually recognizes public officials for outstanding contributions to government records management in Kentucky.

Submitted by Richard N. Belding

**Thomas Merton Book Festival
Saturday 22nd May 2004 - 7 pm
Cralle Theater, Bellarmine University**

A distinguished entourage of Merton Scholars will discuss their publications and the current direction of Merton scholarship and publication. Book

signings and refreshments will follow the discussion. This event is free and open to the public.

Participants will include:

- Christine Bochen. *Learning to Love, The Thomas Merton Encyclopedia, The Courage for Truth, Thomas Merton: Essential Writings.*
- Kathleen Deignan. *When the Trees Say Nothing: Writings on Nature.*
- Donald Grayston. *Thomas Merton: Pilgrim in Process, Thomas Merton, The Development of a Spiritual Theologian.*
- Jonathan Montaldo. *The Intimate Merton, Entering the Silence, Dialogues with Silence, Merton and Hesychasm.*
- Patrick F. O'Connell. *The Thomas Merton Encyclopedia, The Vision of Thomas Merton.*
- Paul M. Pearson. *Seeking Paradise: The Spirit of the Shakers, Thomas Merton: A Mind Awake in the Dark.*
- Dianne Aprile. *The Abbey of Gethsemani: Place of Peace and Paradox, Making a Heart for God, The Things We Don't Forget.*
- Paul Quenon. *Terrors of Paradise, Monksript.*
Submitted by Mark C. Meade

Nature of Underground Railroad in Kentucky featured at Public Archives Symposium

Dr. J. Blaine Hudson, chairman of the Department of Pan African Studies and Associate Dean of the College of Arts and Sciences, University of Louisville, was the featured speaker at the fifteenth annual Public Archives Symposium in November at Georgetown College. A crowd of more than 80 enjoyed Professor Hudson's discussion of the research for his recent book, *Fugitive Slaves and the Underground Railway in the Kentucky Borderland* (Jefferson, NC: McFarland and Co., 2002.) The book has been called "an important documentary of the movement of fugitive slaves north across the Ohio River and of the network of people who aided them."

Hudson reexamined a story that is becoming better known to Kentuckians and Americans

generally, thanks to research efforts like his own in recent years. The annual Symposium, jointly sponsored by the Friends of Kentucky Public Archives, Inc., and KDLA, brings the products of recent historical scholarship to a wider audience and underscores the valuable role of archives and archivists in supporting research in primary sources.

Submitted by Richard N. Belding

UK to Dedicate Tuska Papers

The University of Kentucky Libraries, in cooperation with the University of Kentucky Art Museum, is proud to announce the dedication of the John Regis Tuska Papers to be held at an invitation-only ceremony. A reception and exhibit from the papers will be held April 25. The dedication program will be held April 26, with reception to follow at the UK Art Museum, where there will be a private viewing of the Tuska and A Ceramic Continuum Exhibits. The dedication's keynote speaker will be internationally known artist Val Cushing.

John Tuska was a professor of art at the University of Kentucky from 1963 until 1993 and one of Kentucky's most distinguished artists. To view the collection's scope and content note, series descriptions, and photographs, please visit this site: <http://kdl.kyvl.org/cgi/f/findaid/findaid-idx?type=simple;c=kycad;view=text;subview=fulltext;id=kukuar2002UA014>

Bill Marshall, Director of UK's Special Collections and Archives, and Gail Kennedy, Director of UK's Fine Arts Library, organized the dedication program. Nancy DeMarcus, UK's Acting University Archivist and Aron Swan, a UK graduate assistant, processed the collection, created the online finding aid, and mounted the Dedication of Papers Exhibit.

Submitted by Nancy DeMarcus

OTHER NEWS

Digitize Now! KDLA Expands Scanning and File Conversion Services

In the past year, the Kentucky Department for Libraries and Archives (KDLA) has greatly expanded its capacity to convert government records through its Document Management Digitization System (DMDS). KDLA's new range of services (converting paper records to a digital file, converting a digital file to microfilm, and converting microfilm to a digital file) provide economical options for state and local government agencies to more efficiently manage and preserve their records.

Thanks to a capital appropriation from the General Assembly in 2000, KDLA worked with consultants to develop the DMDS design and subsequently purchase equipment and software to provide this service. The new format conversion services draw on KDLA's experience over several decades in protecting and preserving government records through its extensive, archival quality microfilming operations. Since 1958, KDLA has been explicitly directed by Kentucky statute to serve as the state's centralized services facility for micrographics services. The expanded imaging services recognize and build directly on KDLA's lengthy experience with creating a product that accurately reproduces the original and is easily accessible. KDLA conducts quality assurance so that the copy is correct, while still providing services at an economical rate.

The service has shown that by increasing low cost, quality conversion services available to state and local agencies on a fee-for-service basis, KDLA is improving management of records and recovering the cost of maintaining the conversion operation. The service has increased paper scanning from 30,000 images per month to over 200,000 per month over the past year. The paper scanned includes wide format and bound book materials. In addition, DMDS can scan from microfilm (all

formats) and produce 16mm microfilm from scanned images.

Agencies use new services in variety of ways

Among the dozen or more active conversion projects that use the service, examples from the Department of Insurance's Property and Casualty Division, the Transportation Cabinet's Division of Bridge Design, and the Office of the County Clerk in Kenton County provide an interesting perspective on possible approaches. In an effort to improve access capabilities for Insurance, KDLA is now providing it with both electronic and microfilm copies of the records produced each month. The microfilm satisfies preservation requirements, and the scanned documents, which are converted into Acrobat PDF readable files, provide Insurance with a low cost and simple means of retrieving records by filing number.

Transportation requested that KDLA create additional electronic image copies of plans that KDLA has been microfilming for over ten years. Using a newly acquired film scanner that permits scanning of microfilm, microfiche, and aperture cards, KDLA is creating high quality images that are imported and indexed directly into Transportation's own Filenet system via a password protected Internet connection. Taking advantage of a common use of the Filenet software by both agencies, the process provides an efficient way to create, index and transfer images that Transportation can distribute more widely than it could with paper and microfilm images.

The County Clerk of Kenton County, among several other agencies, uses the Internet to transfer images to KDLA for creation of microfilm as a backup for local records imaging projects. This procedure insures preservation of an eye-readable copy of the archival record at a cost that is comparable to creation of microfilm from paper. For projects such as this, imaged records are accumulated until KDLA staff has sufficient images to produce a whole roll of microfilm.

*Managing archival records in the 21st century:
new possibilities*

KDLA's new digital services facility, named the Thomas D. Clark Center for Digital Imaging last July, is an integral part of the department's plan for managing archival records in the 21st century. The services offered by the Clark Center complement the continuing need to store some records in original paper form. Digitization assists in KDLA's plan to develop an Electronic Records Archives for managing and maintaining a portion of the increasing quantity of electronic records of continuing value. To facilitate research, staff is already planning to acquire other archival data that was created in electronic formats, as well as to convert high use records in the State Archives to digital format. Many of these records will be made available to the public for research via the Web, and a preservation copy will be stored in microfilm format.

To accomplish all this, KDLA is developing partnerships with other organizations interested in making historical records available to the public, including other public agencies, institutions of postsecondary education, and other parties with an interest in the preservation and dissemination of the historical record. These kinds of alliances will be essential if the Commonwealth is to ensure survival of the records of this generation.

Submitted by Richard N. Belding

U of L Libraries Receive Grant

The University of Louisville Libraries have received a Preservation Assistance Grant. This money will be utilized to engage a consultant for developing the libraries' preservation program. We thank University of Kentucky Preservation Librarian Rebecca Ryder for her assistance in writing the grant.

Submitted by Susan M. Knoer

EKU Archivists Receive Grant

Eastern Kentucky University's Jackie Couture and Debbie Whalen recently received a \$3,200 transcription grant from the Kentucky Oral History

Commission. The grant will fund the transcription of about 60 African American oral history interviews at Eastern Kentucky University Archives. The transcripts will be available to researchers by the end of the year.

Submitted by Debbie Whalen

U of L Portrait to Appear on Stamp

A portrait of Agnes DeMille from U of L's Ned Scott Collection will grace a new US postage stamp. Scott was a Hollywood studio photographer 1935- 1948; the collection of his prints was donated by his son.

Submitted by Susan M. Knoer

Who is Mary Margaret Bell?

That is a rhetorical question for anyone in Kentucky's archival community. It will be an especially appropriate one on April 15, however. Mary Margaret, archivist for Jefferson County Public Schools, will be appearing on the game show *Jeopardy* on that date. Once you have dropped your tax forms in the mail, tune in to see Mary Margaret buzz in and ask questions.

State Archives to participate in grant to SDSC

Thanks to a two-year grant from the National Historical Publications and Records Commission (NHPRC) to the San Diego Supercomputer Center (SDSC), Kentucky's State Archives and several other archival institutions from across the country will collaborate with SDSC to conduct case studies that test the ability to implement the SDSC's Storage Resource Broker (SRB) data grid technology (<http://www.npaci.edu/DICE/SRB>) using a variety of archival collections. For this Persistent Archives Testbed (PAT) project, KDLA is offering eight or more permanent records series in three categories as potential case studies. KDLA staff wants to test the persistent archives' ability to perform all archival functions from appraisal to access using data grid technology.

Submitted by Richard N. Belding

EDUCATIONAL AND
PROFESSIONAL OPPORTUNITIES

SOLINET Workshops at University of Louisville

The University of Louisville Libraries will host a SOLINET workshops of interest to archivists this spring: Disaster Preparedness on April 28. Registration is through SOLINET: <http://www.solinet.net/>.

The University hosted a SOLINET workshop on Digital Imaging of Library Materials on March 4 & 5.

Society of American Archivists
Education Schedule

Archival Perspectives in Digital Preservation
New York, NY
4/15/2004–4/16/2004

Encoded Archival Description
Washington, DC
4/21/2004–4/22/2004

Grant Proposal Writing
Milwaukee, WI
4/28/2004

Basic Electronic Records
Richmond, KY
4/29/2004

**Advanced Electronic Records: Design,
Implementation and Evaluation**
Cambridge, Massachusetts
5/3/2004–5/4/2004

**Style Sheets for EAD – Delivering Your Finding
Aids on the Web**
Olympia, WA
5/5/2004–5/6/2004

**Advanced Electronic Records: Design,
Implementation and Evaluation**
Laramie, WY
5/17/2004–5/18/2004

**EXPANDED! Copyright: The Archivist and the
Law**
Los Angeles, CA
6/7/2004–6/8/2004

Encoded Archival Description
New Orleans, LA
6/10/2004–6/11/2004

Oral History: From Planning to Preservation
Park Ridge, IL
6/19/2004

**Understanding Archives: An Introduction to
Principles and Practices**
Louisville, KY
9/29/2004–9/30/2004

The Administration of Photographic Collections
Tucson, AZ
10/1/2004–10/2/2004

**Business Archives...Establishing and Managing an
Archives**
Atlanta, GA
10/6/2004–10/8/2004

For more information see
<http://www.archivists.org/>.

Note that SAA is holding two workshops in Kentucky: One on April 29 in Richmond, the other on September 29-30 in Louisville. These workshops are the result of a grant to the State Historical Record Advisory Board, through NHPRC, and are sponsored by the SHRAB and KCA.

THE KENTUCKY ARCHIVES WEEK PAGE

Dear Colleague:

The Kentucky State Historical Records Advisory Board (SHRAB), the Kentucky Council on Archives (KCA), and the Kentucky Department for Libraries and Archives (KDLA) will again co-sponsor Archives Week in Kentucky, October 10-16, 2004. Last year's celebration of Archives Week in Kentucky, held October 5-11, 2003, saw a diverse range of archival institutions hold open houses and related events during the week to promote the activities and importance of archivists and archives in Kentucky. Dr. Lowell Harrison received the Thomas D. Clark Archives Week Award during a ceremony at Western Kentucky University. Archives Week again saw a strong response and was a successful undertaking.

The SHRAB, KCA, and KDLA invite other organizations to join with them to celebrate Kentucky's Archives Week in 2004. A joint SHRAB/KCA Archives Week Coordinating Committee will produce promotional materials and will be available to assist archival institutions with their events.

If you already have something planned for this time period, this will be an opportunity to garner additional exposure or publicity for it. If you do not have anything planned, we would encourage you to schedule an event. It does not have to be a large event, but could include an exhibit, an open house for the public, or a workshop, etc. The purpose is to raise community awareness of our institutions and their holdings, and of what archivists do.

For your information, I have attached a link to a website with information on Archives Week celebrations in other states: <http://www.coshrc.org/arc/archweek.htm>

Our Kentucky Archives Week Website address is <http://archivesweek.ky.gov>. It will be updated soon. The site will contain a form you can use to let us know how your institution will celebrate the importance of archives and archivists in Kentucky. Once we know, we can post notice of the event on the Website. You may also send notice of your event to Barbara's e-mail address, listed below.

If you have any questions, please contact one of the Archives Week Coordinating Committee Co-chairs, Barbara Teague, (Barbara.Teague@ky.gov) or Jim Cundy (Jim.Cundy@ky.gov).

We look forward to working with you during the third annual Kentucky Archives Week.

Sincerely,
Barbara Teague and Jim Cundy
Co-Chairs, Archives Week
Coordinating Committee

COMMITTEE ACTIVITIES

The Archives Week Coordinating Committee has been busy preparing promotional and other materials for October's big event.

Committee members include KDLA's Barbara Teague and Jim Cundy; JCPS's Mary Margaret Bell; KHS's Mary Winter; WKU's Sue Lynn Stone; the Filson's Jim Holmberg; Southeast Community

College's (and incoming KCA Chair) Larry LaFollette; Lexington Public Library's Robin Rader; and Morehead's Clara Keyes. The committee lost a valuable member recently when UK's Nancy DeMarcus resigned.

Mary Margaret Bell has been working on the awards to be given during Archives Week. At this point, there will be no Thomas D. Clark Award given. The Committee is accepting nominations for Certificates of Merit. To submit a nomination, please see pages 8-9 of this newsletter.

Mary Winter has been hard at work on the poster that will serve as the centerpiece of this year's publicity (in lieu of the bookmarks that have served this function the last two years). The poster should be ready for delivery by July.

The website will be updated soon. If you have any ideas about how the website can be more useful to your organization, please contact us.

The website is not the only means of publicity. Radio and public access television offer opportunities to get out the message, while joint ventures with other organizations such as last year's Archives Week Proclamation by the Lexington/Fayette Urban-County Government can also be fruitful. Any help fellow archivists can offer along these lines would be greatly appreciated.

If you have any questions or suggestions, feel free to contact Barbara, Jim, or any member of the Coordinating Committee.

The 2004
Kentucky Archives Week
Certificates of Merit

Do you know someone whom you feel deserves recognition for his or her work involving archival records in the Commonwealth?

The Kentucky State Historical Records Advisory Board invites nominations for its 2004 Kentucky Archives Week Certificates of Merit. Recognitions are offered for the following:

- Writing or other production, recognizing notable achievement in writing or other production based on research in records in Kentucky archival repositories
- Teaching (all grade levels included), recognizing notable achievement in using Kentucky archival resources in the classroom
- Notable service to and advocacy of archives in Kentucky by a private citizen or organization
- Notable service to and advocacy of archives in Kentucky by a public official

Nominations should be for activity within **the past five years**. Nomination forms are available at <http://archivesweek.ky.gov> . If materials cannot be accessed on the Web, please see the reverse of this notice (page _____ of the newsletter) or contact Barbara Teague, Kentucky Department for Libraries and Archives, P. O. Box 537, Frankfort, KY 40602-0537. Forms, supporting documentation, and letters of support should be submitted by June 1, 2004. Awards will be announced during the celebration of Kentucky Archives Week, October 10-16, 2004.

Award Nomination

Certificate Name: _____

Nominee: _____
(individual or organization as appropriate)

Nominator: _____

Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Email: _____

Please submit a one-page letter of nomination, expressing why the nominee should be awarded the certificate. Please submit appropriate documentation for the particular certificate, as outlined below, and two letters of reference from supporters of the nomination.

Deadline: June 1, 2004

Please send nomination materials to:

Barbara Teague
Kentucky Department for Libraries and Archives
Public Records Division
P.O. Box 537
Frankfort, KY 40602-0537

Documentation:

Writing or other production – please provide bibliographic citation for the work being nominated.

Teaching (all grade levels included) – please provide relevant lesson plan or syllabus.

Notable service to and advocacy of archives in Kentucky by a private citizen or organization – please provide a few news clippings or other documentation to show relevant service.

Notable service to and advocacy of archives in Kentucky by a public official - please provide a few news clippings or other documentation to show relevant service.

Historic Information Management At Southeast Community College

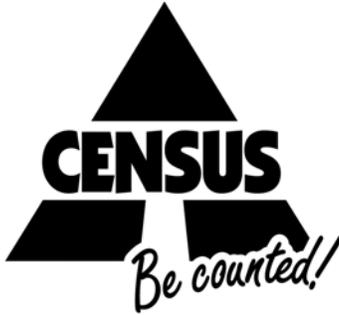
Southeast Community College announces the introduction of The Historic Information Management Program. The program consists of separate certificate programs in each of three concentrations: **Archival Management**, **Museum Management**, and **Records Management**. The HIM program is developed to meet the needs of busy adults desiring to further their education while working from home or office.

All classes in the Historic Information Management Certificate Program are available on-line and designed to deliver a fundamental technical grounding in each profession. They are not intended to be a short cut or substitute for undergraduate or graduate professional education in any of these areas. Rather, the courses are designed to specifically aid those individuals who are:

1. Currently employed in one or more areas of Historical Information Management and may not have the resources to pursue undergraduate or graduate training, but still desire to grow in their profession and improve their job skills...
2. Anticipating a professional career in an area of Historic Information Management. These individual can learn about their chosen profession and gain the job skills to work part-time in that field while completing their undergraduate or graduate education...
3. Anticipating a career change or simply want to know more about the professions of archives management, museum management, or records management...

For further information regarding the Historic Information Program please visit <http://www.secc.kctcs.edu/AppalachianCenter/archives/HIM/index.htm> or contact:

Larry LaFollette, Archivist
Southeast Community College
(606) 589-2145 ext. 2049
larry.lafollette@kctcs.edu



Archival Census & Education Needs Survey in the U.S.

BE COUNTED!

Watch for Your A*CENSUS Survey - Coming April 15, 2004!

How will I receive notification?

Check your mailboxes and email accounts for notification to participate in A*CENSUS (Archival Census and Education Needs Survey in the U.S.) **if you:** are an archivist, have archives-related responsibilities, teach in an archival graduate-level or continuing education program, manage archivists, are a retired archivist, or are an archives student. Most individuals will be contacted by email first with information on how to access the survey on-line. Those who do not respond to the email notification (or who do not have a known email address) will be contacted by post with this information. The email and mail notifications will be clearly identified with the A*CENSUS logo and related text. **If you are a member of any of the organizations listed on the reverse of this page, you are already on the A*CENSUS mailing list.**

Make sure you're counted in this unprecedented effort to gather baseline data about the archival profession! If you don't receive the census survey via mail or email by April 15, 2004, please contact the census project assistant at a-census@archivists.org. At that time your name can be added to the list if it is not already on it.

What are the goals of A*CENSUS?

To define the universe of archivists currently in the workforce, determine the knowledge and skills they need to do their jobs now and in the future, and provide graduate and continuing education programs with data to support recruitment and training of new archivists. The project seeks active participation by all individuals who bear significant responsibility for historical records, including archivists, librarians, local historians, records managers, and museum curators.

A*CENSUS is funded by the Institute of Museum and Library Services (IMLS), an independent federal grant-making agency dedicated to creating and sustaining a nation of learners.

Preliminary reports of the census findings should be available by the time of the Society of American Archivists annual meeting in Boston in August. A more comprehensive final report will be developed later in the year, and the data gathered will be shared broadly with participating organizations and interested individuals in the Spring of 2005.

For more information about A*CENSUS, go to <http://www.archivists.org/a-census>.

**KENTUCKY DEPARTMENT FOR
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