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# The Kentucky Archivist

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Volume 29, Number 1

Newsletter of the Kentucky Council on Archives

Spring 2007

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## KCA Administrative Board Members 2006-2007

**Nancy DeMarcus**  
University of Kentucky  
Chair  
(term 2006-2008)

**Carrie Daniels**  
University of Louisville  
Vice-Chair/Chair-Elect  
(term 2006-2008)

**Jennifer Gregory**  
Northern Kentucky University  
(term 2005-2007)

**Chuck Hill**  
Eastern Kentucky University  
(term 2005-2007)

**Beth Shields**  
Kentucky Historical Society  
(term 2005-2007)

**Chad Owen**  
University of Louisville  
Ex officio Member  
Past Chair

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**Mark Myers**  
Kentucky Department for  
Libraries and Archives  
Treasurer  
(term 2004-2007)

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

## Spring Meeting, etc.

### From the Chair

Dear KCA Colleagues,  
Spring has sprung and the birth of KCA is about to be celebrated! Jonathan Jeffrey, Sue Lynn McDaniel, and other friends at Western Kentucky University are preparing for the 30<sup>th</sup> anniversary of the Kentucky Council on Archives.

On May 11, 2007, we share our past, present, and future as an archival organization. A Founders Day panel discusses the history of KCA, memories of programs, and other thoughts pertaining to the first meeting. Mark Myers will present concerning electronic records and their future within the archival community. An Open Forum group will discuss archival work in their respective institutions. There will be a time for all to report on current projects. Then a reception follows with a chance to visit. You will receive an invitation for this special gathering of current and former members from the early years. Please see the agenda for details of the program.

Chad Owen and Carrie Daniels are chairing the local arrangements committee for the Midwest Archival Conference (MAC) in spring 2008. The Kentucky delegation was asked by the MAC board to host the largest regional archival conference in the nation. KCA members are part of this committee and work has been done with the identification of the Louisville location. Lisa Carter is chairing the MAC spring 2008

program committee. Chad, Carrie, and Lisa need us to attend the conference and be ready to assist when asked. This is a huge undertaking but an honor and opportunity for the archival community of Kentucky to shine. A progress report will be part of the spring business meeting.

This is the end of my tenure as Chair, and I want to express my appreciation for the KCA members who elected and afforded me this opportunity. Also I thank the current KCA board for their cooperation and support. I am grateful for the Past Chair Chad Owen as a consultant. Beth Shields hosted the fall KCA meeting and it was a great affair! Mark Myers maintained our finances which enabled us to function in a professional manner. It was an honor to have Jennifer Gregory both on the KCA board and as a member of the State Archives and Records Commission. Chuck Hill provided wit. Good-bye to these board members as your tenures end. Carrie Daniels did a great job of publishing and posting the anniversary invitations. Look for them in the mail! She also accepted the challenge to be our leader for next year. Thanks to Jim who serves KCA as both webmaster and newsletter editor which are time consuming jobs. I am grateful to these board members for their support this year. See you in Bowling Green, May 11<sup>th</sup>!

Nancy DeMarcus  
KCA Chair, 2006-07

# Agenda

**Spring Meeting of the  
Kentucky Council on Archives**  
Friday, May 11, 2007  
Western Kentucky University  
Bowling Green, KY

- 9:30-10:00 Registration
- 10:00-10:15 Welcome and introduction of First meeting Attendees
- 10:15-11:00 Founders panel: Bill Marshall, Bill Morison, Sister Emma Busam (representing Sister Mary Michael Creamer), and Debbie Skaggs
- 11:00-11:15 Break
- 11:15-12:00 Mark Myers, electronic records analyst, Kentucky Department for Libraries and Archives: "Seeking Electronic Records Solutions"
- 12:00-1:30 Lunch and business meeting
- 1:30-2:15 Open Forum: Sue Lynn McDaniel, Moderator
- 2:15-2:45 Birthday reception

**For meeting registration materials, please see page 3 of this newsletter.**

**For directions to and around Western Kentucky University, please see page 4 of this newsletter.**

**KCA Dues Notice  
(January – December 2007)**

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 2007**

Please register by **May 4, 2007**. Registration is \$20 for members *or* \$25 for non-members

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

**SEND DUES/REGISTRATION TO:**

**Mark Myers**

**Kentucky Department for Libraries and Archives**

**P.O. Box 537, Frankfort, KY 40602-0537**

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.

DIRECTIONS TO WESTERN KENTUCKY UNIVERSITY

**DIRECTIONS FROM NORTH AND SOUTH I-65**

Take Exit 26 off of Interstate 65. Turn toward Bowling Green onto Cemetery Road. Continue straight for three miles. Cemetery Road becomes Fairview Avenue. Continue going straight across 31-W Bypass. You will pass a fire station on your left. After passing the fire station, turn left at the third traffic light onto College Street (this is a one-way street). Stay on College Street through downtown Bowling Green and continue until you reach the top of the hill. College Street will dead-end at 15th street at a statue of Henry Hardin Cherry. Turn right onto 15th Street. 15th Street will turn into College Heights Blvd. The Kentucky Building will be on your right.

You can find a map of the WKU campus at <http://www.wku.edu/Tour/campusmap.html>.

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DO YOU NEED A PLACE TO STAY ON THURSDAY NIGHT?

If so...

You can check on the Internet at <http://hotel-guides.us/kentucky/bowling-green-ky-hotels.html>.

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PLEASE NOTE

KCA HAS A NEW TREASURER

Anything you would have sent to Nancy DeMarcus (e.g., dues or meeting registration) should now go to  
Mark Myers  
Kentucky Department for Libraries and Archives  
P.O. Box 537  
Frankfort, KY 40602 - 0537

IF YOU HAVE NOT REGISTERED FOR THE KCA LISTSERV, SEE PAGE 13  
OF THIS NEWSLETTER.

NEWS

*UNIVERSITY OF KENTUCKY GENERAL PRINT  
COLLECTION IS ONLINE FOR RESEARCHERS*

<http://kdl.kyvl.org/> / University of Kentucky /  
University Archives and Records Program / UK  
general print collection

The access for this comprehensive history of the University of Kentucky was greatly improved in January, 2007. Over 8,000 photographs in the UK general print collection were added to the other digital images from the University of Kentucky Collections posted on the Kentucky Digital Library. The general print collection is comprised of images transferred to the University Archives from the UK public relations department with a minimal amount of prints transferred from other accessions. The inclusive date extent is circa 1900 - 2005. The subject matter encompasses UK's campus life whether related to academia, administration, students, or organizations. There are also exterior and interior images of university buildings with the campus in general depicted too. Thank you Eric Weig and Margie Plarr from the Kentucky Digital Library for your assistance with the scanning and posting online of this item level collection.

*Submitted by Nancy DeMarcus*

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*PERSONNEL CHANGES AT THE KENTUCKY  
LIBRARY & MUSEUM, WKU*

Pat Hodges has retired effective January 1, 2007. Jonathan Jeffrey now serves as Manuscripts and Folklife Archives Coordinator. Sue Lynn McDaniel has accepted Jonathan's former role as Special Collections Librarian. A national search is underway for WKU's next University Archivist and Records Officer.

*Submitted by Sue Lynn McDaniel*

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*King Library Press Turns 50*

The King Library Press at the University of Kentucky celebrated its 50th anniversary on 17 November 2006. The featured speaker was Alice Prochaska, Director of Libraries at Yale University and former head of Special Collections at the British Museum. The remarks of Jim Birchfield, Curator of Rare Books at U.K. appeared in *The Fellowship of American Bibliophile Societies*, Vol. 11, No. 1 (Winter 2007), pp. 11-12. Jim's article, "Victor Hammer and the English" appeared in *Matrix* 26 (2006), 119-125, published by Whittington Press, Leominster, Herefordshire. Jim has also published a book, *Clay Lancaster's Kentucky: Architectural Photographs of a Preservation Pioneer* (2007) with University Press of Kentucky.

*Submitted by Jim Birchfield*

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*UK LIBRARIES GARNERS NATIONAL FUNDING  
TO PRESERVE STATE'S LITERATURE ON  
AGRICULTURE AND RURAL LIFE*

LEXINGTON, Ky. (Nov. 2, 2006) – The National Endowment for the Humanities (NEH) has awarded the [University of Kentucky Libraries' Agricultural Information Center \(AIC\)](#) approximately \$40,000 to identify and evaluate published material on historical agricultural and rural life topics for the Commonwealth. The [NEH](#) funding is part of a long-term project known as the National Preservation Program for Agricultural Literature (NPPAL).

Over the next 18 months, AIC will develop a comprehensive ranked bibliography of published materials relevant to the study of agriculture and rural life in Kentucky for the period 1820 to 1945. The bibliography is the first of two phases to preserve this literature that will become The Kentucky Chapter for NPPAL.

AIC is well-suited to take on the NPPAL project for the Commonwealth, as [UK Libraries](#) maintains extensive collections of monographs, serials and dissertations focused on various aspects

of agriculture, forestry, human environmental science and land sciences. Another unique strength of the UK Libraries' collections is its holdings in equine and tobacco industries literature. These industries hold special importance in the Commonwealth's history and heritage due to their economic power and cultural influence.

To meet the all-encompassing nature of the preservation effort, UK will also work with other Kentucky libraries and organizations, including the Kentucky Department for Libraries and Archives, Kentucky Historical Society, Kentucky State University and the UK College of Agriculture. UK staff members will also create a database and promotional materials for the valued resources.

The [National Preservation Program for Agricultural Literature \(NPPAL\)](#) is funded by the NEH and directed by Cornell University's Albert R. Mann Library. The [United States Agricultural Information Network](#) and the [National Agriculture Library](#) developed the program in 1993. Since its inception, 29 states have become involved in the effort to identify and preserve delicate state agricultural publications. To date, nationwide, a total of 22,417 monographic and serial titles in 37,289 volumes, published between 1820 and 1945, have been preserved.

Jo Staggs-Neel, an agriculture librarian at AIC, will coordinate UK's efforts in this preservation effort. Other UK staff participating in this project are Valerie Perry, head of AIC, and Becky Ryder, head of [UK Libraries' Preservation Reformatting Center](#).

The scholarly review panel includes experts in human environmental science, rural sociology, agricultural history, animal science, agronomy and veterinary medicine. The following UK faculty are serving on the panel: Suzanne Badenhop, extension faculty in Family and Consumer Sciences Extension; C. Milton Coughenour, emeritus professor of sociology; Mary Wilma Hargreaves, emeritus professor of history; Virgil Hays, emeritus professor of animal sciences; James Rooney, emeritus professor of veterinary sciences; and Norman L. Taylor, emeritus professor of plant and soil science.

For more information on UK Libraries' efforts as part of NPPAL, contact Jo Staggs-Neel or Valerie Perry at (859) 257-2758.

*Submitted by Whitney Hale*

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### *THE SCRAPBOOK AS HISTORICAL DOCUMENT*

Creating scrapbooks is inherently connected to the physical manifestation of memory. Scrapbooks are able to document the life of the creator, the society in which they lived, and the culture of that time. They can contain nearly any item you could imagine from labels, scraps, medals, photographs, clippings, to personal writings. Yet, they are often overlooked in a historical framework. Despite the role they play in history, it must be acknowledged that some may be less autobiographical than others, that they may offer just a glimpse of history, and that they are created for a variety of reasons. Some are created for personal reasons, some to document clubs or organizations, and some may document a specific event. At times, the scrapbook can document a person's ideals rather than their reality and they can be compiled by another person entirely. As stated in *The Scrapbook in American Life*, "They are eccentric and idiosyncratic, making them impossible to pick up and read as one would a published book." (p.12) Historically, an unmounted photograph was referred to as a scrap and so albums that contained these scraps eventually came to be known as scrapbooks. Keeping photograph albums was extremely popular in Victorian times and the desire for families or individuals to document the key events of their lives grew. Scrapbooks can be examined to explore how this phenomenon has changed over time. Scrapbooking continues to be popular today as evidenced by the growing number of stores dedicated to the art and craft of this hobby.

Scrapbooks contain papers, writings, photographs, artifacts, and ephemera. Each of these has its own preservation requirements yet they are all together in one "document." Additionally, the adhesives and fasteners present their own preservation challenges; the scrapbook itself may

pose problems with its paper or binding. Each of the issues are complex and when combined further complicates the preservation of scrapbooks. These challenges also make patron access difficult. The University Archives in Special Collections and Digital Programs has many scrapbooks documenting clubs and individual student experiences. They are a rich resource in the documentation of our history as a University and also of student life and culture.

One such collection is the Susan Margaret Settle scrapbooks. Susan Margaret Settle was born on August 7, 1900 in Elizabethtown, Kentucky. In 1918 she entered Hamilton College, a Junior College for Young Women that was associated with Transylvania University and graduated in June 1920. She continued her education by entering the University of Kentucky that same year. In June of 1922, she graduated with a Bachelor of Arts degree and returned to Elizabethtown to begin a career at Elizabethtown High School teaching the subjects of English and French.

The *Susan Margaret Settle scrapbooks* consist of two books. One, a personal scrapbook created by Settle in September 1918 at the beginning of her attendance at Hamilton College; continuing through 1922 when she graduated from the University of Kentucky. The second book is a pictorial yearbook; the Hamilton College Book of Views, printed in 1921. The personal scrapbook opens with a statement by Susan Margaret Settle, "It is to be the combination of a diary and memory book which I hope will bring me many pleasant memories of good times in years to come." The scrapbook contains items of her daily social and academic life while attending Hamilton College and the University of Kentucky.

There are many examples of Settle's cultural interests: weddings, fashion shows, various social functions, and dances on the campus, music and theater productions, and war activity notices. As was customary for the era, there are calling cards from fellow students, notes and letters from suitors, and dance cards. A booklet entitled "Common Sense Pointers – Marriage for all Singles and Married Folks"; includes tips on dating, selection of partner, and marriage. The items relating to her

academic life include Grade Slips, payment stubs for tuition with room and board (in 1920 she paid \$25 for her room in Patterson Hall), and other items. It also includes a guidebook for female students entitled Women's Self Government Association of the University of Kentucky 1920 mission "to enact and enforce regulations to promote the welfare and further the best living conditions of the women of University of Kentucky."

A letter from her father demonstrates the current events of the period. Settle must have thought this letter was indeed significant or that someone would one day be looking through her memories since she inscribed on the envelope, "the only real letter received from my father." The subject matter of the letter was the teaching of Evolution in the Kentucky school systems, dated January 25, 1922. Her father expressed that while he was happy that she was taking an interest in the subject, "I want to say to you that evolution is a great study and it would be a calamity to have it discontinued in the schools of Kentucky, but I do think that the legislature should withhold any public moneys from the State University or any other institution asking for public moneys until they are sure that the teachers who undertake to interpret evolution do not make this an opportunity for a tirade against the Bible and Christianity." Settle's scrapbook is packed with ephemera, correspondence, and other materials; it is an excellent documentation of her academic and social life.

Another scrapbook from the same time period is the Ida Kenney Risque Harper scrapbook. Ida Kenney Risque Harper was a student at the University of Kentucky from 1921-1925. She was a member of the Lambda Alpha chapter of Chi Omega Women's Fraternity, the Strollers, the Rifle Club (1923), and Su-Ky Circle. She graduated in 1925 with an A.B. degree majoring in Arts/Education and went on to become a high school teacher. She married Henry Alexander Harper on December 26, 1928.

The *Ida Kenney Risque Harper scrapbook* includes items related to Harper's student life at the University of Kentucky during the years 1921-1925.

There are dance invitations and dance cards, theatre programs, correspondence, newspaper clippings, and photographs. Many of the items relate to Ida Kenney Risque Harper's involvement in the Lambda Alpha chapter of Chi Omega Women's Fraternity. From the scrapbook one can decipher clues about Ms. Risque. She played Lady Paisley in "Lady Windermere's Fan" and there are many ephemeral items from the University of Kentucky strollers. Based on telegrams from Henry Harper, she and her then future husband were college sweethearts. There are several indications that Ida Kenney Risque broke some of the University's rules. Included within the scrapbook are many citations from the Woman's Self Government Association at UK. Risque was written up for dancing at the Chi Omega House between 6:30 and 7:30 pm, for walking to and also from the library with a man, and for going to the Greeks after a dance after 1 o'clock. The fact that she kept these citations and glued them into her scrapbook seems to suggest that they were in fact significant in her college experience. Where Margaret Settle had the guidebook for female students entitled Women's Self Government Association of the University of Kentucky in her scrapbook - Risque did not. As a related aside, the library citation is signed by Margaret Settle. While there is little to no documentation of her academic life the scrapbook does provide a glimpse of Ida Kenney Risque's social life as well as campus culture in the 1920s.

Last is the Virginia Clay McClure scrapbook. Virginia McClure graduated from the University of Kentucky with an A.B. from the College of Arts and Sciences, 1912. She was vice-president of her senior undergraduate class, a member of Y.W.C.A. and President from 1911-1912, a reporter for the *Idea*, editorial staff for the *Kentuckian*, and a student assistant in German. McClure received her M.A. degree from UK in 1928, and later returned to UK to earn her Ph. D., making her the first woman to earn a Ph.D. at UK in 1934. She was a teacher for over 25 years at schools in Middlesboro, Paducah, Cynthiana, and Henry Clay high schools, and retired from teaching in 1959. She died in 1980 at the age of 91.

*The Virginia Clay McClure papers* include a diary/scrapbook, a photograph album, and other assorted photographs related to Virginia Clay McClure's time as an undergraduate at the University of Kentucky from 1910-1912. The scrapbook includes clippings, small artifacts, programs and invitations, but the bulk of the material is McClure's many personal writings; it follows this experience from her junior through her senior year, 1910-1912. The loose scrapbook items were stuffed in the front of the album and were removed to folders. The photograph album also seems to document this same relevant time period and includes photographs of her classmates many of whom are identified and also mentioned in her scrapbook. It also includes Arbor Day photographs and women playing basketball among other casual snapshots. The loose photographs include pictures of Virginia Clay McClure, classmates at the University of Kentucky, and class trips and events that Virginia attended.

McClure's scrapbook is more diary than artifact. The book is full of her personal thoughts and accounts of her college life; it follows this experience from her junior through her senior year. She speaks of football games, going to picture shows, being lonely when her friends are away, indulging in cream, having banana sandwiches, shopping with her friends, dreading her logic exams, and feeling nostalgic prior to graduation. This excerpt from June 2, 1912 reads, "Sunday, and the Sunday of our Baccalaureate sermon. We all look very dignified in our caps and gowns, with high collars and white gloves. The boys begin to come in bunches and stand about the lawn in funny, embarrassed looking groups, waiting to go to church. Nearly everybody comes around to our room, and everybody you see says, 'how nice you look!' While you stand there and feel like an idiot instead of a dignified A.B.... The sermon was splendid as I knew it would be. Afterwards Addie and I walked slowly back to old Patt. Hall and every senior we see says 'Were you ever so hot?' and we never were."

McClure's scrapbook, that she refers to as her "good time book" is excellent documentation of her social and academic life, as

well as the customs of the era. Amidst the writing she has attached correspondence, clippings, and ephemera that serve to provide added context to her words. Some of these document an event, a song, or even an artifact. Many of her thoughts and experiences seem relative to feelings that I had when I was in college and while many of the social customs have changed this account is priceless in terms of the view that it gives the reader into McClure's life.

Scrapbooks pose many problems in an archival environment. They are often filled with a variety of papers, photographs, or organic matter. Each one of these may be highly acidic, prone to fading, be attractive to pests, or deterioration. The scrapbook could be held together with rusting pins, unstable glues, tape, and other fasteners. The glue can become brittle over time, fasteners fall off, and then items become disassociated with their context. Additionally, they may be so packed full of items some of which may be three-dimensional that their bindings are bulging. Despite the preservation challenges and the possibility that their content may be questionable scrapbooks can be vital to understanding portions of history. The examples above, I feel, show the benefits outweigh the challenges and that allowing the public to become aware of the collections will help disseminate the information that they hold. With the current popularity of scrapbooking I think archives and historical societies will continue to see them as part of their collections and that by educating them now on the importance perhaps scrapbookers can make more informative documents for future generations.

*Submitted by Deirdre A. Scaggs*

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## **EDUCATIONAL AND PROFESSIONAL OPPORTUNITIES**

### *KENTUCKY TO HOST CONFERENCE*

The Southeastern Archives and Records Conference (SARC) is coming to Kentucky. The longtime event

is a gathering of representatives from state archives in our region, and is an opportunity for exchange of ideas and practices among equivalent organizations throughout the Southeast. The meeting will take place April 24<sup>th</sup> through April 26<sup>th</sup> in Frankfort. There will be fifty-one attendees, representing nine states: Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee and Virginia. The meeting will include a gathering of state archivists and separate discussion sections on records management, digital access, emergency management, and reference.

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### *CATHOLIC LIBRARY ASSOCIATION SPONSORING INTRODUCTORY ARCHIVES WORKSHOP FOR RELIGIOUS COMMUNITIES IN JULY 2007*

The Catholic Library Association and the Center for the Study of Religious Life are pleased to announce the first biennial Introductory Archives Workshop for Religious Communities. The 5-day intensive program is directed toward individuals who are interested in learning about archival theory and practice or who wish to update their archival training.

Unlike other archival workshops, the sessions will focus on the unique types of records found in the archives of men's and women's religious communities. These records document not only the communities themselves, but also the evolution of Catholicism in the United States, and its impact on educational, social and charitable institutions that shaped the nation's history.

The program, directed by professional religious archivists, will include lectures, tours, and opportunities for sharing experiences. The workshop will be held from July 15-20, 2007 at the National Shrine of Our Lady of Snows in Belleville, IL, located across the Mississippi River from St Louis, MO.

Complete program and registration information and a registration form are posted on the Catholic Library Association website at

[www.cathla.org/preservation.php](http://www.cathla.org/preservation.php), or contact the  
CLA at [cla@cathla.org](mailto:cla@cathla.org) or phone 413-443-2252.

*Submitted by Malachy McCarthy*

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### *STATE ARCHIVES STAFF CONDUCTS TRAINING*

Jim Cundy and Mark Myers, of KDLA's Public Records Division (PRD), have been spreading the word about e-mail management. Jim and Mark have conducted several training sessions aimed at state employees to make them aware of their records management responsibilities under Kentucky law, to advise them of the issues surrounding the use of e-mail as a communications medium, and to demonstrate the tools already available to them that facilitate management of e-mail.

These sessions were prompted by a change approved by the State Archives and Records Commission to the General Schedule for State Agencies. The change is to general or routine correspondence. Currently, the retention for that records series reads "Retain no longer than two years," which allows agency staff to destroy general correspondence at any point in that two year period. To facilitate consistency across state agencies, that retention period will be changed to two years, so that all agency staff must maintain all general correspondence for two years. The Commission approved the change at its meeting on December 14, 2007, with a delayed implementation date of July 1, 2007.

The delayed implementation date resulted from reluctance on the part of commission members to approve the change without assurance that affected employees had received appropriate training to help them implement it. There was significant concern that state agency employees may not be aware of their records management responsibilities, the change itself, and the tools they have to implement the change. The result was that PRD staff was charged with raising awareness among state workers of their records management duties and the means at their disposal to implement the change to general correspondence.

As of press time, Jim and Mark had conducted the training for over 300 state employees, representing over 100 different executive branch state agencies (including the governor's office), all the public universities, and the legislative and judicial branches of government. Those in attendance have included a Deputy Cabinet Secretary, information technology staff, numerous attorneys and supervisory personnel, state agency records officers, and several folks who work on open records requests.

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*SAA Education Calendar*

<http://www.archivists.org/>

#### **Online On-Demand Programs**

[Electronic Records: Preservation Options of PDF \(Online/On-Demand\)](#)

#### **Online Real Time Programs**

[Thinking Digital...A practical session to help you get started!](#)

Web seminar

6/19/2007

#### **Face to Face Programs**

[Building Digital Collections](#)

Baton Rouge, LA

4/12/2007

[Understanding Photographs: Introduction to Archival Principles and Practices](#)

St. Meinrad, IN

4/12/2007-4/13/2007

[Describing Archives: A Content Standard \(DACS\)](#)

Austin, TX

4/23/2007

[Describing Archives: A Content Standard \(DACS\)](#)

Birmingham, AL

4/23/2007

[Copyright: The Archivist and the Law](#)

University Park, PA  
5/10/2007–5/11/2007

10/4/2007

[Describing Archives: A Content Standard \(DAC5\)](#)

Moscow, ID (Spokane)  
5/17/2007

[Preserving Your Historical Records: An Archival Holdings Maintenance Workshop](#)

Columbia, MO  
10/5/2007

[Legal Aspects of Photography Rights, Archive Management, and Permissions](#)

Princeton, NJ  
5/18/2007

[MARC According to DAC5: Archival Cataloging to the New Descriptive Standard](#)

College Station, TX  
10/18/2007–10/19/2007

[Leadership and Management of Archival Programs](#)

Chicago, IL  
5/21/2007

[Security in Archives & Manuscript Repositories](#)

Chicago, IL  
10/22/2007–10/23/2007

[Describing Photographs in the Online Environment](#)

Bloomington, IN  
5/24/2007

[Security in Archives & Manuscript Repositories DAY 1 Only](#)

Chicago, IL  
10/22/2007

[MARC According to DAC5: Archival Cataloging to the New Descriptive Standard](#)

University Park, PA  
6/18/2007–6/19/2007

[Security in Archives & Manuscript Repositories DAY 2 Only](#)

Chicago, IL  
10/23/2007

[Advanced Electronic Records: Design, Implementation and Evaluation](#)

South Hadley, MA  
6/25/2007–6/26/2007

[Becoming a Film-Friendly Archivist](#)

Loma Linda, CA  
11/5/2007

[Understanding Photographs: Introduction to Archival Principles and Practices](#)

Manalapan, NJ (Princeton)  
6/28/2007–6/29/2007

[Understanding Archives: An Introduction to Principles and Practices](#)

Baltimore, MD  
11/15/2007–11/16/2007

[Arrangement and Description of Manuscript Collections](#)

Loma Linda, CA  
7/23/2007–7/24/2007

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*SOLINET OPPORTUNITIES*

[Electronic Records "Summer Camp"](#)

San Diego, CA  
8/6/2007–8/10/2007

SOLINET offers training that is often relevant to the work of archivists, such as those on micrographics or disaster planning. You can see what SOLINET has to offer by taking a look at their Educational Services page, found on their website at [http://www.solinet.net/workshops/workshops\\_home.cfm](http://www.solinet.net/workshops/workshops_home.cfm).

[Legal Aspects of Photography Rights, Archive Management, and Permissions](#)

Stillwater, OK

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*LOCAL RECORDS TRAINING SESSIONS*

September 20, 2007  
Directors of Pupil Personnel Association  
Embassy Suites  
Lexington, KY

The Kentucky Department for Libraries and Archives's Local Records Branch Manager Jerry Carlton and his staff, along with KDLA's Electronic Records Archivist and KCA member Mark Myers, will offer records management training workshops for local government officials in the following locations before the end of 2007:

May 10, 2007  
Kentucky Human Resources Association  
Risk Management  
Sheraton Suites  
Lexington, Ky

June 18, 2007  
Kentucky County Clerk's Association  
Covington, Ky

June 19, 2007  
Central Kentucky Special Education Coop  
Directors of Special Education  
Embassy Suites  
Lexington, KY

June 20, 2007  
Criminal Justice Training  
Eastern Kentucky University  
Richmond, KY

July 13, 2007  
Kentucky School Boards Association  
School Board Attorneys  
Marriott  
Lexington, KY

July 18, 2007  
Bluegrass Municipal Clerks Association  
Lawrenceburg, KY

July 24, 2007  
Kentucky Municipal Clerk's Institute  
Radisson  
Lexington, KY

# 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) 589-3131  
[larry.lafollette@kctcs.edu](mailto:larry.lafollette@kctcs.edu)

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# *The Kentucky Archives Week Report*



The **2006 Kentucky Archives Week** was held October 8-14, 2006. The theme was "Family Heritage." The Archives Week Coordinating Committee and the State Historical Records Advisory Board set broad themes for the next several years for the Archives Week celebrations, to aid archivists in planning events. These are: "Leisure," 2007; "The 50<sup>th</sup> Anniversary of the Kentucky Public Records Act," 2008; "Abraham Lincoln," 2009; and "Horses," 2010. Kentucky Archives Week 2007 will be held during the week of October 7<sup>th</sup>-13<sup>th</sup>. Further information will come from the Archives Week Coordinating Committee soon! Be sure to check the Archives Week Website (<http://archivesweek.ky.gov/>).

The Kentucky Department for Libraries and Archives featured three lunch-time speakers during Archives Week 2006: The three staff-members of the Archives Research Room gave talks on their then-current research topics. Jim Prichard spoke on church records in "Clergymen and Congregations: Church Records as Genealogical Sources. Walter Bowman discussed military records in "The Great War: World War I Military Resources at KDLA" Finally, Lisa Thompson addressed immigration records in: "The Path to Citizenship: Immigration and Naturalization Records."

**2006 Certificates of Merit.** Among the highlights of the week were presentations of the 2006 Kentucky Archives Week Award Certificates of Merit. 2006 winners included Cheryl Beckley of Western Kentucky University, recognized for producing a series of public service announcements (PSAs) about WKU's history that make extensive use of research in archival materials; James A. Nelson, state librarian from 1980-2006, recognizing his many years of service to government archives, both as commissioner of the Kentucky Department for Libraries and Archives and chair of the State Archives and Records Commission; and Beverly Calvert, Allen County Clerk, cited for her work in preserving the records of her office, including documents relating to a cholera epidemic in Scottsville in 1833.