



Department Annual Report for

July 01, 2012 to June 30, 2013

Submitted by Laurence S. Creider

Instructions:

- Deadline for submission is July 15, 2012
- Submit no more than 2 pages.
- Use bullets.

Major Accomplishments:

- Organizational

Moved second floor staff to offices on the third and fourth floors of Branson East

Involved in transfer of second floor collections to 4th floor west

Transferred vault contents to 3rd floor.

Susan Barry and the Silver City MainStreet project donated 11 boxes in August to RGHC. In December, Cinco Puntos Press gave another 42 boxes to the collection of their papers (MS 0452).

E.O. Wooton field notebooks digitized

Several sub-series of the Domenici papers have been pre-processed; progress is being made on Budget and Finance, Commerce, and Administrative subseries.

In University Archives papers of Presidents Kent and Foster and of Music Professor Werner Hutchison were processed. Progress has been made in preparing the University Communication News Releases for digitization.

- Personnel

Matt Friedberg hired to replace Cecilia Carrasco in Political Papers and as supervisor of department's student employees, Aug, 2012

Elizabeth Flores, now Elizabeth Villa, hired to replace Lenny Silverman in Reprographics, August 2012

Teddie Payne-Riehl hired to replace Elizabeth Flores as department administrative assistant, Oct. 1, 2012

Elizabeth Flores on maternity leave Jan-Feb-18, 2013

Caitlin Wells hired as RGHC Archivist to start in August, 2013

Larry Creider hired as permanent department Head, effective May 21, 2013

Members of the department served on these search committees as well as on the searches for a Major Gifts Officer and a Digital Librarian.

- Programs

Program for Rick Hendricks Casad Book, July 12

Lecture by Prof. Fred Woods of BYU on the Mormon Exodus to El Paso, July 25

- Strategic Goals/Targets

Maintained services at a high level even though collections were harder to get to after the move of 2nd floor collections to 4th floor


Staffing completed with a new RGHC archivist and department head, unfortunately, the latter move creates another vacancy

Index to Durango Microfilms Collections put on the department website

PDFs of the Pre-Nuptial Investigations mounted on the department website

Course catalogs scanned, UA photographs scanned, still need to be placed in a database

Fees Working Group established, work in progress



Trends/Issues:

- The new Rio Grande Historical Collections archivist will require training. One of her first tasks will be to conduct a collections assessment of the RGHC.
- Return to the second floor of staff and collections will require planning and good will.
- There will be increasing digitization of University Archives materials with, when appropriate, destruction of originals.
- Digital curation and preservation is becoming increasingly important, but neither faculty nor staff are trained. We have only a faint idea of the dimensions of the problem. We need to conduct an inventory of e-materials we are responsible for and begin to take first steps. The new RGHC archivist should be able to help with this.
- The archivists need to move accession and processing to ArchivesSpace and make materials more accessible through CONTENTdm or the departmental web pages.
- Cooperation with Systems and Technical Services (particularly on cataloging the Dime Novel collection) will continue to be a high priority.
- The department needs to develop security and disaster procedures before something happens and as portions move back into the renovated second floor.
- We will be involved in assessing Archive-It as a tool for preserving NMSU web pages

Significant Faculty/Staff Accomplishments:

- Degree Completion
N/A
- Grants Awarded
N/A
- Presentations
Martha Andrews made an exhibit on women of southern New Mexico from the illustrations used in the book *Out of the Shadows: the Women of Southern New Mexico*.
- Publications
Cary Osborn had an article, "Book Banning in New Mexico," accepted for publication in the *Southern New Mexico Historical Review*.
Martha Andrews contributed scripts to the Centennial Journeys audio project of the NM State Historian's Office , made a presentation on the archival attributes of personal letters, and delivered a paper on Winfred Garrison, NMCAMA president during the statehood year of 1912
- Other (e.g. awards, etc.)
Jennifer Chavez received a Non-Exempt Staff Bonus Award
Elizabeth Flores, part of Team Award for The Store
Dean Wilkey, part of Team Award for Moving 2nd Floor collections and materials to the 4th floor
Matt Friedberg, part of Team Award for Moving 2nd Floor collections and materials to the 4th floor