



**South Carolina Archival Association
Conference and Annual Meeting
Spark Ideas!**

Friday, October 20, 2023

University of South Carolina Upstate Library
Spartanburg, SC

Program Schedule

8:30am - 9:15am

Registration and Continental Breakfast - 2nd Floor, LIB 274

9:15am - 9:30am

Opening Remarks - Tukey Theatre, LIB 002

9:30am - 10:15am

Keynote address - Tukey Theatre, LIB 002

Hidden Gems: Sparking Ideas about Underrepresented Collections and Histories

Local resources and histories tell powerful, intriguing stories about the past. When examining collections through the lens of underrepresented people, narratives emerge that were often overlooked. New voices can energize our efforts and even reshape how we see ourselves and the past—sparking ideas about what stories our archives have to tell.

- ❖ Leah Worthington, Digital Projects Librarian at the College of Charleston, Associate Director of the Lowcountry Digital Library, Co-director of the Lowcountry Digital History Initiative, and Editor and Co-author of *Challenging history: race, equity, and the practice of public history*, USC Press, 2021

10:15am - 10:30am

Break

10:30am - 11:20am

Session A - 2nd Floor Classrooms

A1) LAB 247

Inclusive Description Part 1: Introduction to SC Inclusive Description Group and Planning

This session kicks off a three-part inclusive description track that includes the basics of planning for inclusive description, the process of auditing collections, and documenting and implementing. Session 1 will cover an introduction to a newly formed SC Inclusive Description Group and practical advice on how to plan for inclusive description at your institution. Presenters will discuss how and why the SC Inclusive Description Group was formed, its purpose, and how others can get involved. The session will then present several case studies to demonstrate how three institutions approached this work and made space for challenges encountered. The presenters will conclude by sharing resources that any type of institution may use to inform planning for inclusive and reparative description.

- ❖ Mary Jo Fairchild, Research Services Coordinator for Special Collections, College of Charleston
- ❖ Jessica L. Serrao, Metadata Librarian for Digital Collections, Clemson University
- ❖ Scott Dutkiewicz, Coordinator, Metadata and Monographic Resources Team, Clemson University

A2) LAB 249

How Should We Proceed: Developing Sustainable Guidelines and Workflows for Processing Born-Digital Materials on a Digital Preservation Platform at Georgia State University Library

In the Fall of 2021, GSU Library began the transition from a locally-based network backed up by Duracloud to a turn-key digital preservation system for all of the library's digital assets, whether digitized or born-digital. The first phase of this transition focused

on structuring the repository and ensuring all existing digital assets were in their proper location. As part of the next phase, curators of GSU's collections will begin on-going processing of newly acquired born-digital materials. This presentation will explore the background of transitioning to LibNova's LibSafe Go and then discuss the approach adopted by Special Collections & Archives at GSU Library to ensure that all processed collections meet minimum standards informed by best practices. Attention will be given to workflows and guidelines developed for use by the curators and include tips for developing this crucial documentation.

❖ Joshua Hogan, Digital Preservation Archivist, Georgia State University

A3) LIB 240

I Hear that the Public Library Has a Museum Now

In January 2023, the Spartanburg County Public Libraries took ownership of the collections of the Spartanburg County Historical Association. Staff at the library were given six months to completely move out of the space the Historical Association had previously rented. In this presentation, Gage will go over how they planned the move, packed up the items, and dismantled the exhibitions. She will also cover what went well about the process and what didn't go to plan. She will also discuss next steps now that the collection has been moved and how they plan to integrate the newly acquired collections into our existing ones.

❖ Harrison Gage, Assistant Director of Collection Management – Archives, Spartanburg County Public Libraries

A4) LIB 236

SC SHRAB: Regrant Program Success Stories and Future Plans

The South Carolina State Historical Records Advisory Board (SC SHRAB) Regrant Program, made possible by a grant from the National Historical Publications and Records Commission (NHPRC), provided funding for projects of twelve state institutions during the 2022-2023 cycle. The goals of the SHRAB are: providing increased funding for South Carolina's historical records, preserving and providing access to SC historical records, educating and training records custodians, and supporting archival program development and enhancement. Further funding priorities give special consideration to

traditionally underserved institutions and collections, especially those focusing on SC African American history and rural areas of the state.

This presentation will provide an overview of the SC SHRAB's regrant program, including eligible institutions and funding priorities. It will also highlight successful projects from the 2022-2023 grant cycle, address future regrant opportunities, and publicize the regrant program and to encourage attendees to apply for future grant opportunities.

- ❖ Erin Lowry, Records Management Services Supervisor, SC Department of Archives & History

11:20am - 11:30am

Break

11:30am - 12:20pm

Session B - 2nd Floor Classrooms

B1) LAB 247

Inclusive Description Part 2: Methods and Approaches for Conducting a Manual DEI Audit of a Digital Collection: A Pilot Case Study

Furman University campus communities are benefitting from a pilot DEI audit of the Furman Special Collections & Archives historical records, as the pilot helps them expand inclusive access to their digital materials, spark dialogues about what happens as they process and exhibit these materials, and identify gaps related to DEI in their current archival descriptive and presentation practices. In this presentation, which represents the second session of the three-part inclusive description track, Jeff Makala, Nashieli Marcano, and Alyssa Nance will discuss the ways Furman has used its archival collections to support teaching, learning, research, and scholarship. They will then provide an overview of their pilot DEI audit project, as well as an outline of the series of steps they have taken to: (1) select a digital collection as their pilot corpus, (2) validate and implement the DEI audit rubric, (3) collate and interpret raters' responses, and (4) document and conceptualize workflows for flagging and repairing records and for conducting future audits. This session will include a short auditing exercise to exchange ideas among audience members on how they could implement this type of assessment at their home institutions.

- ❖ Alyssa Nance, Cataloging and Metadata Librarian, Furman University
- ❖ Jeffrey Makala, Associate Director for Special Collections and University Archivist, Furman University
- ❖ Nashieli Marcano, Archivist for Digital Collections, Furman University

B2) LAB 249

HIPs in the Archives: Providing Collaborative, Service, and Community-Based Learning Opportunities for Students

This presentation will focus on three distinct projects in three different disciplines that are providing students enrolled in various courses at USC Upstate with the opportunity to engage in HIPs (High Impact Practices) that involve Collaborative Learning, Service Learning, and Community-Based Learning. Each class project requires varied but significant partnership with the University Archives and Special Collections. They range from a student-led oral history project with members of the LGBTQ+ community, to a German language translation course using letters and historical documents, to a history course building a digital exhibit using transcribed handwritten letters from a community Historical Association along with contextual historical research. The presentation will focus on partnerships between teaching faculty and the archives, as well as the design of the projects to maximize the benefits to the students enrolled. Successes, challenges, and lessons learned from all three projects will also be discussed.

- ❖ Ann Merryman, Coordinator of Archives and Special Collections, USC Upstate

B3) LIB 240

Collecting in a crisis: The United Methodist Schism comes to South Carolina

In 2023, the South Carolina United Methodist Archives at Wofford College had to acquire the records of 113 congregations that had chosen to separate from the United Methodist Church. How does a small, one -person archive manage such a task - from developing a plan, to determining what records to request, to acquiring them, to processing them? What format would meet the requirements? As the conference's archivist, Stone had to figure all of that out in a matter of weeks, and he would like to share that experience of managing this project, and how he managed to outsource a mass digitization project.

- ❖ Phillip Stone, Archivist, Wofford College

B4) LIB 236

Oral Histories: Trust it or Take it with a Grain of Salt

Oral histories are great starting points for research, but how much value do we assign them, and what efforts should we take to verify their accuracy? Over two years of processing collections about the history of Piedmont Manufacturing and its builder, H.P. Hammett and writing a biographical history of Hammett, the session presenter found very little written about him, aside from 19th century news articles on his work in the textile industry. Working with local oral stories of Hammett highlighted the reality that most stories on Hammett were filled with many inaccuracies.

This presentation will discuss examples of inaccurate oral histories of Hammett and his life, and the methods and archival materials used to separate fact from fiction. Strategies for presenting findings that killed some local myths in a truthful but respectful manner will also be shared..

❖ Joe Hursey, Piedmont Historical Preservation Society

12:20pm - 12:30pm

Break followed by Box Lunch Service (LIB 274)

12:30pm - 1:00pm

Lunch and chat - anywhere on 2nd Floor or outdoors

1:00pm - 1:30pm

SCAA Business Meeting - Tukey Theatre, LIB 002

**See agenda at the end of the Program Schedule. All are invited to join!*

1:30pm - 2:20pm

Session C - 2nd Floor Classrooms

C1) LAB 247

Inclusive Description Part 3: Recommendations That Work for Us All

While the inclusive description movement is not new, the body of literature on the subject has surged, and planning and beginning this work locally can seem

overwhelming. In this third installment of the inclusive description track, the co-chairs of the Cooperative Metadata Team (CoMeT) at the University of South Carolina will share their inclusive description recommendations, a single document that condenses the most comprehensive resources on the subject, is highly applicable to South Carolina collections, and is metadata platform- and standards-independent. Intended for anyone describing collections, the recommendations ensure that metadata practitioners recognize the harmful potential of words and images, and they offer guidance on describing resources accurately, honestly, and consciously. Participants will be invited to engage in an open conversation about best practices, their own efforts, the current state of descriptive practices in South Carolina, and the potential for statewide collaboration.

- ❖ Katie Hoskins, Digital Collections Librarian, University of South Carolina
- ❖ Craig Keeney, Cataloging Librarian at South Caroliniana Library, University of South Carolina

C2) LAB 249

Talking About Newton When You're Bad at Math: Outreach Strategies for Engaging STEM Audiences

How can archives and special collections better reach those outside the humanities and social sciences? This presentation will explore strategies for archives and special collections to effectively engage with community members in STEM fields. It will highlight three successful engagement methods- the creation of a temporary exhibit, a social media campaign, and faculty field trips to Special Collections. Through the execution of these three projects, the College of Charleston Special Collections successfully expanded its outreach efforts to engage with College community members in STEM departments. This presentation serves as a valuable resource for archivists and outreach specialists seeking innovative approaches to connect with audiences outside of the humanities and social sciences. Similar strategies can help archivists effectively bridge the gap between archival collections and diverse academic communities.

- ❖ Catherine Stiers, Special Collections Research and Outreach Specialist, College of Charleston

C3) LIB 240

Reviving “Friendship” By Design: The Story of an HBCU Through Vintage College Sweatshirts

In December 1981, Friendship College - a Historically Black College (HBCU) in Rock Hill, South Carolina permanently closed its doors due to financial problems and low enrollment. The closure of the then 90-year-old institution was a blow to Black Rock Hillians, its alumni, and backers. While the college no longer exists, its legacy and historical significance to the Rock Hill community as well as the state and nation lives on. In this moment of racial reckoning in the United States where HBCUs are part of the national discourse, there presents an opportunity to remember those institutions who are now defunct. In collaboration with Corin DeMarco, a fashion line that markets premium quality sportswear apparel featuring HBCUs, this presentation outlines the design concepts of vintage sweatshirts telling the story of Friendship College.

- ❖ Travis Boyce, Chair, Department of African American Studies, San Jose State University

C4) LIB 236

Digital History: “Women and WWII: the letters of Margaret Payne”

Digital projects expand the field of history by providing students the opportunity to present their research in a digital format, allowing access to a broader audience than a physical exhibit. In the digital exhibit “Women & WWII: the Letters of Margaret Payne,” students in Professor Tammy Pike’s HIST 391 course worked with the University Archivist Ann Merryman, and Senior Instructor Librarian Laura Karas using the library’s content management system, LibGuides, to present transcriptions of 71 letters between Margaret Payne and John R. Dolin, an enlisted Army soldier.

In this session, students from HIST 391 will describe their partnership with the Piedmont Historical Preservation Society as part of the service-learning component of the course, and discuss the additional background research each student completed, giving context and nuance to the letters. They will also discuss how this project has provided them with a digital work example for their resume that will benefit them in future job searches.

- ❖ Lauren Henderson, senior History major, USC Upstate
- ❖ Mallory Stoop, senior History major, USC Upstate
- ❖ Edwin Waters, junior History major, USC Upstate

2:20pm - 2:30pm

Break

2:30pm - 3:20pm

Session D - 2nd Floor Classrooms

D1) LAB 247

EPADD+, and the Email Archiving Effort at the SC Department of Archives and History

The South Carolina Department of Archives and History (SCDAH) has been processing electronic mail for the better part of the past decade. They have used a variety of methods throughout the years, including archiving printed emails, the creation of PDFs from databases, the creation of HTML files from emails, direct ingestion and navigation of Outlook PSTs, and now they have begun using the software EPADD+ to assist in appraising, preserving, and allowing accesses to email records from State agencies. This talk will begin with a brief survey of the previous processes and move into a short demonstration of EPADD+, and what is seen as the future of email archiving in the State of South Carolina.

- ❖ Grant Robertson, Electronic Records Archivist, SC Department of Archives and History

D2) LAB 249

Attacking the Backlog: Implementing Efficient Processing

Over a year into a two-year project aimed at shrinking the backlog of Special Collections at College of Charleston, Lauren Bickel will talk about the experience of implementing an efficient processing approach as well as lessons learned.

CofC has moved from a granular, time-consuming, and inflexible approach to processing to one that is flexible, extensible, and researcher-focused. The new workflows and policies allow the processor to determine the needs of the specific collection and tailor the processing to those needs. This, in turn, has made processing much more efficient and resulted in getting collections into the hands of researchers.

- ❖ Lauren Bickel, Visiting Faculty Project Archivist for Special Collections, College of Charleston

D3) LIB 240

From Concept to Clicks: Lessons from Building MUSC's Bicentennial Online Exhibit Series with DCX

Developing engaging online exhibits can be a time-consuming and tedious process, especially if designed in house and “from scratch.” Aiming to design a series of online exhibits to highlight significant moments in the history of the Medical University of South Carolina for its 2024 Bicentennial, the staff of the Waring Historical Library discovered the challenges of meeting this goal while managing the competing interests of stakeholders and while working under ever-changing timelines. In this session, Tabitha Samuel and Anna Schuldt will discuss the lessons learned from challenges they encountered in designing the first of the exhibit series, “Men of Unsullied Reputation: The Founders of the Medical College,” the saving grace of the DCX exhibit web application, and the tricks they used to customize the user interface of DCX while maximizing the efficiency of the system.

- ❖ Tabitha Samuel, Digital Archivist, Waring Historical Library, Medical University of South Carolina
- ❖ Anna Schuldt, Administrative Assistant, Waring Historical Library, Medical University of South Carolina

3:20pm - 3:30pm

Close and Thank you! - 2nd Floor open area

Informal Open House of 2nd Floor Archives Rooms after close of conference, beginning at 3:30 pm



SCAA Annual Business Meeting

Friday, October 20, 2023

1:00-1:30pm

Tukey Auditorium

University of South Carolina Upstate Library

1. Call to Order
2. State of Organization Report
3. Treasurer's Report
4. Election
5. New Business
6. Announcements