

**Train to Share: Interoperability Training for Cultural Heritage Institutions
Laura Bush 21st Century Librarian Program Grant**

Award # RE-06-08-0084

Texas State Library and Archives Commission

Interim Report #4

March 1, 2010 – August 31, 2010

Project Director: Beverley Shirley, Director Library Resource Sharing
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Project Purpose:

In the three-year Train to Share (TtoS) project, the grant partners will address the need, identified nationally but equally evident at the local level, for quality sharable metadata, metadata produced within specific traditions of practice that can nonetheless be shared seamlessly across communities to provide a rich experience for digital library users. Anticipated outcomes for TtoS include:

- Significant increases in knowledge by and among participating metadata specialists, as measured by improved metadata quality and consistency.
- Improved access to the rare and unique materials held by cultural heritage institutions, as measured by the number and type of objects available from project participants at the end of the project.
- New and sustainable partnerships vital to the ongoing development of digital projects across the state.

In order to accomplish the desired project outcomes, TtoS is divided into three phases. Each phase is associated with a set of project objectives and activities against which to measure our progress.

- I. In the first phase, outreach and observation, separate communities of practice from libraries, archives, museum, government agencies, and other cultural heritage institutions will be identified.
- II. In the second phase, education, project trainers will adapt the Library of Congress' "Cataloging for the 21st Century" workshop series to incorporate the needs and traditions of the separate communities of practice. Participant teams will be trained using the adapted workshop series.
- III. In the final phase, production and evaluation, our participant teams will put what they have learned into practice through the development of ten digital products, fully described using an appropriate metadata schema that can be crosswalked to allow interoperability.

Project Activities and Accomplishments, Report Period 4:***Activities in overall support of the grant:***

Project staff have taken advantage of several opportunities to increase their expertise in matters pertaining to the grant. THO training coordinator, Karen Frizzell, participated in a number of training opportunities on Moodle software, gaining the skills she needs to utilize this course management software and to create course Web sites. We utilize Moodle for posting Train to Share course material and for sharing information with our advisory board. These seminars provided us with skills to use the more advanced features in Moodle and improve training and communications in the upcoming year.

Outreach Activities:

- We started a blog for Texas Heritage Online at <http://www.tsl.state.tx.us/tho/blog/>. The blog articles promote the

accomplishments of the Train to Share teams and provide various news updates on both THO and TtoS.

- A short news announcement about the organization's name change was published in the Spring 2010 issue of *Texas Library Journal*. (Appendix A)
- Train to Share participants presented at the Texas Library Association's Digitization Expo, April 14, 2010, in San Antonio, TX. Karen Ellis of the Taylor Public Library, Rachel Howell from the Dallas Public Library, and Leslie Meyer from the Petroleum Museum gave presentations on their Train to Share projects as part of the panel, "Tales from the Trenches: Getting Started with Digital Projects."
- Train to Share participants Claudia Rivers, Head of Special Collections at the University of Texas at El Paso and John Hawthorne, Assistant Director of the Oliveira Library at the University of Texas at Brownsville gave presentations about their Train to Share projects at this year's Society of Southwest Archivists meeting on April 30, 2010, in Santa Fe, NM. Karen Frizzell chaired this panel and gave an overview of the Train to Share project. The panel was entitled, "Border Wars: Materials and Metadata from the Mexican Revolution and the Mexican War." See Appendix B for copies of both presentations.
- 2010 ALA Annual Meeting, Washington, D.C. (June 24-29, 2010). Danielle Cunniff Plumer, Texas Heritage Online coordinator, attended the American Library Association Annual Conference and presented on the Train to Share project at the Metadata Interest Group session "Converging Metadata Standards in Cultural Institutions: Apples & Oranges." Approximately 150 people attended the session, which was co-sponsored by the Joint SAA-ALA-AAM Committee on Archives, Libraries, and Museums and which also featured speakers from the Smithsonian Institution and North Carolina State University.
- Society of American Archivists Annual Meeting, Washington, D.C. (August 10-15, 2010). Danielle Plumer attended this conference to increase the project's visibility in the archival community and to learn about similar projects and additional resources that may be useful in Year 3.

Phase I (Outreach and Observation) Benchmarks:

All Phase I Benchmarks have been successfully completed. Outreach has become a regular and ongoing component of overall grant support. For a summary of outreach activities, refer to the section on "*Activities in overall support of the grant.*"

Phase II (Education) Benchmarks, March 1, 2010 – Aug. 31, 2010:

- A. The release of tools for metadata quality assessment, planned for February 2010, was delayed because a software redesign project at the

University of North Texas left their existing tools inoperable. We are contracting with a software developer to create a new tool for Texas Heritage Online which should be delivered by December 1, 2010.

B. Workshop offerings.

Controlled Vocabulary and Thesaurus Design

The project participants have successfully completed this fourth training module. The Principles of Controlled Vocabulary and Thesaurus Design course prepared digital project staff to use existing controlled vocabularies or to develop their own lists of specialized terms for specific applications in digital projects. (See Appendix C for the course description)

Learning objectives prompted students to:

- Compare and contrast different types of controlled vocabularies, including lists, synonym rings, hierarchies and thesauri.
- Create controlled vocabulary (CV) terms for supplied digital objects
- Apply the *Guidelines for the Construction, Format, and Management of Monolingual Controlled Vocabularies* for refining CV terms
- Develop hierarchies of CV terms for thesauri
- Build associative relationships among the CV terms
- Discuss methods of displaying controlled vocabularies to metadata creators and users
- Examine methods of justifying, building and integrating CVs

The workshop was offered in six locations, reaching 51 participants. An additional 6 participants from Texas governmental agencies served as a test audience for the beta version of the class. Following the successful beta session in Austin, the two-day workshop was offered for the first time in Abilene, and then at the usual locations: Houston, Lubbock, San Antonio, El Paso, and Dallas.

Workshop Name	Workshop Location	# of fully grant-funded participants	# of participants with grant-discounts	# of non-discounted participants	Average Satisfaction Rating (on a scale of 1 to 5)
Controlled Vocabulary and Thesaurus Design	Austin	(Beta Version)	(Beta Version)	6 (not charged)	N/A*

Controlled Vocabulary and Thesaurus Design	Abilene	6	2	5	3.69
Controlled Vocabulary and Thesaurus Design	Houston	4	1	2	4.14
Controlled Vocabulary and Thesaurus Design	Lubbock	6	2	0	4.50
Controlled Vocabulary and Thesaurus Design	San Antonio	4	1	3	4.71
Controlled Vocabulary and Thesaurus Design	El Paso	7	2	3	4.33
Controlled Vocabulary and Thesaurus Design	Dallas	5	0	0	4.20

*There are no written evaluations from the beta class, only our notes from the discussion that followed the class.

Evaluation of Training:

This workshop used the standard evaluation tool for this project, a course evaluation form, which is used as both a formative and summative tool. From the students who attended the fourth Train to Share course, *Controlled Vocabulary & Thesaurus Design*, the following results were found from the pre/post training questionnaire:

Element of training with which students rated their knowledge, familiarity or confidence	Pre-Training Competency (percent rating competency at 3 or better on a 5-point scale)	Post-Training Competency (percent rating competency at 3 or better on a 5-point scale)
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Fundamental concepts of controlled vocabulary and thesaurus design	47.06%	96.08%
Existing thesauri and controlled vocabularies	58.82%	98.04%
Various types of term relationships used in thesauri	45.09%	96.08%
Basic rules and best practices for the construction and maintenance of thesauri and controlled vocabularies	33.33%	96.08%

We value the input of course attendees. Included below are some comments gathered from the course evaluations for *Controlled Vocabulary and Thesaurus Design*. Reviewing feedback helps us determine if the course outcomes are being met, if a shift in perspective needs to be made, or if the curricular content and exercises need to be modified for future students. The pre- and post-test statistics and evaluation comments indicate that students gained a level of confidence and competence in creating an authority file or a controlled vocabulary for their Train to Share project. Some comments from this course include:

“Have participants bring a collection description (finding aid, catalog record, etc.) to use on the exercises—for better application to our own situations. Having access to PP file will help us see the hard-to-read slides.”

“I learned a lot in the Controlled Vocabulary course. I better understand when controlled vocabularies are needed and the advantages of using them. I also learned the primary sources for controlled vocabularies that are used, especially the Thesaurus for Graphic Materials, and look forward to utilizing this for certain aspects of the project.”

“In the Principles of Controlled Vocabulary and Thesaurus Design class we were able to generate, identify, and apply wordstock for the collection, develop a thesaurus with controlled terms, and identify the relationships between the terms, and also had the opportunity to create detailed term records using the information we learned in the workshop. It was valuable to be able to learn about, use, apply, and get feedback from the instructor regarding the project.”

“I think that this workshop was way more helpful than the first one. I was glad that we were able to bring things from our own collections and use them as our examples. Since we were able to do this I had a better idea of what kinds of vocabulary to use in order to create our metadata. I agree with Donald about this should have been the first workshop.”

“This course provided a good contextual overview of controlled vocabularies – from the simple list of terms through full thesaurus creation. The refresher on this was very useful as far as tools for vocabulary creation and how to navigate and implement existing vocabularies. Again, it was most helpful that we were able to use our project as the example in class and thereby get feedback and use the other session participants as a sounding board.”

“My partners and I are at the point where we need to agree on our terminology and organization for our Train to Share Project—this was helpful.”

“Most of the information will probably be implemented during creation of metadata and a data discovery and access website for our data collections.”

Feedback from this course addressed the fact that students are really drawn to the idea of practical application and more interaction inside the workshops. Feedback was evaluated as it was received, and for future sections, students were invited to bring material from their own collections for the exercises. Although most attendees were not catalogers, the statistics show that they learned how to: organize a list of subject terms; create a thesaurus; use local subject headings; and develop a hierarchy.

Course Management

As part of our ongoing commitment to course management, we have added content from the first four Train to Share workshops to the Texas State Library and Archives Commission (TSLAC) to the Moodle virtual learning environment at <https://traintoshare.tsl.state.tx.us>. Anyone may register to view course content. Material added this reporting period includes:

Principles of Controlled Vocabulary and Thesaurus Design

- Social Forum
- Course Materials, including Student Manual and PowerPoint

Fifth Training Module

Based on input from participants and the Train to Share Advisory Board, the fifth training module will differ from the previous modules. This training opportunity is structured into an offering of several “elective” training opportunities. Participants will be given a list of pre-approved training workshops that they can attend in place of the formal two-day workshop format that was used for the previous four modules. Each team will receive 8 vouchers to attend face-to-face training classes of their choosing and an additional 10 vouchers for online training. Approved selections include:

- Digital Preservation Management, which will be offered October 12-13, 2010 in Austin. We have 24 spots available for this class, so up to two people per project will be given the opportunity to register first, before we open the course up to other registrants. The syllabus is attached. The course will be taught by Nancy McGovern, Digital Preservation officer at ICPSR, <http://www.icpsr.umich.edu/icpsrweb/ICPSR/staff/mcgovern.jsp>

Following the workshop, each project will be asked to develop a plan for managing digital objects and associated metadata for their digital project, including at a minimum an assessment of risk, a description of needed policies and agreements, and an estimate of ongoing costs and needed resources.

- A second workshop on a digital preservation topic will be scheduled for Austin in the spring.
- Additional possible face-to-face offerings are listed in Appendix D, Project Modification Request. This list may be expanded as additional workshops are identified and are approved by IMLS.

Online Courses

Online versions of the four workshops in the original series are still being developed. This has put us behind schedule in this area; however, each online workshop will be offered twice in 2010-2011. The beta version of Digital Project Planning and Management will be completed September 28th-October 1st, 2010.

Phase III (Production & Evaluation) Benchmarks, Mar 1, 2010 – Aug 31, 2010:

A. Project Planning

- Grant Oversight Committee (GOC): Members of the Grant Oversight Committee, Danielle Plumer (TSLAC), Dreanna Belden (UNT), and Gina Minks (Amigos), met August 20, 2010 in Dallas. At this meeting, the GOC discussed various options for the fifth course in the series; approved the FY11 budget for the project; and tracked progress on the project deliverables—particularly, creating 1000 metadata records and developing a competency in managing digital projects.
- The ten project teams have each completed a digital project plan, drafted a systems analysis, submitted metadata samples, submitted their controlled vocabulary assignment, and have completed their quarterly reports. Three of the project teams have also received in-depth, face-to-face technical support from staff at the Digital Projects Lab at the University of North Texas, one of our strategic partners. These face-to-face consultations helped to: provide answers to specific technical questions, select appropriate items for the project, and establish realistic timelines for the remainder of the grant period.

B. Thesaurus Development

As part of their assigned work, project participants developed a thesaurus for their project to demonstrate their knowledge of: fundamental concepts of controlled vocabularies and thesaurus design, basic rules and best practices for construction and maintenance of their vocabularies and thesauri. See Appendix E for a sample.

C. Metadata Schema:

All participants have created a scheme for their metadata that can be crosswalked for interoperability as a method for demonstrating a competency level in: formulating functional requirements; creating domain models, developing labels with definitions, and creating best practices for entering data and Dublin Core elements. A sample is appended (Appendix F).

D. Workshop Evaluation

Telephone consultations with participants to review workshop structure and materials were completed in April 2010. Participants provided additional feedback on the courses, gave updates on the status of their projects, and voiced the type of training they would be interested in for the remainder of the grant period. From our conversations, it seemed that participants were interested in workshops on digital preservation, as well

as workshops on scanning basics and specific digital asset management systems.

The Grant Advisory Board met by conference call on April 19, 2010. At this meeting, members discussed ways to improve the fourth training module, *Controlled Vocabulary and Thesaurus Design* and continued to discuss methods of evaluation and decided on Outcomes Based Evaluation.

The GAB also met face-to-face on August 19, 2010 to discuss evaluation of the project using OBE. Members reviewed the data from course evaluations, completed a draft logic model (Appendix G) and generated a list of mini-workshop topics. These training opportunities, along with the Digital Preservation Management course to be taught in October, will serve as replacements for the fifth two-day module, which in the original series focused on cataloging electronic resources and was found to be too narrowly focused for this project.

Anecdotal Information:

The training offered through TtoS may have helped some libraries attract funding for their projects. Organizations from three different TtoS teams received TexTreasures Grants this year, valued between \$20,000 and \$25,000 each. Additionally, one organization that attended the Train to Share trainings also received a TexTreasures award although they were not official partners. TexTreasures grants are awarded to institutions “to preserve or digitize special collections in the state of Texas.” Here are some comments from Cindy Boeke, Digital Collections Developer for Southern Methodist University’s Central University Libraries, one of year’s TexTreasures winners that completed the Train to Share training:

“The Train to Share training helped me write the grant proposal for additional funding for SMU’s Lawrence T. Jones III Texas Photographs digital collection (<http://digitalcollections.smu.edu/all/cul/itx>). In particular, the training session on digital project planning and management gave me a much clearer understanding of how to plan a digital project from start to finish. The sections on selection for digitization, stakeholders, and budgeting were particularly useful. Although I had been completing many of these tasks before, the training helped me provide better documentation in the grant of these activities.”

“I will be using elements from all the training courses throughout the completion of the project. The training on development of outputs

and outcomes will come into play in both the planning and evaluation phases of our TexTreasures project. The courses on metadata and controlled vocabulary development will help us refine our existing metadata profile and cataloging guidelines. The class on digital library systems will help us understand even more clearly how to best meet our expected users' needs with the functional requirements of our digital collections management software."

"I believe the most useful aspect of the Train to Share program transcends the training itself. The biggest benefit I have received from our project is the opportunity to work in a collaborative partnership with other institutions. Of course, collaboration can take many forms, and I look forward to working with our user communities to help ensure the digital collection we develop for the TexTreasures program meets as many of their needs as possible. I also sincerely hope we can continue to expand collaborative partnerships for our Train to Share digital collection, "Texas Artists: Paintings, Sculpture, and Works on Paper" (<http://digitalcollections.smu.edu/cdm4/browse.php?CISOROOT=/tar>), so that this unique set of digitized art work will be augmented beyond the timeframe of the Train to Share program."

One team in particular, the University of Texas at El Paso, showed an improvement in the quality of their application materials this year as compared to last year's application after completing the four Train to Share workshops. To see a blog entry about the award winners and to compare the UT El Paso grant applications before and after the training provided by the Train to Share project, please see Appendix H and Appendix I.

Certification:

In submitting this report, I certify that all of the information is true and correct to the best of my knowledge.



September 30, 2010
Beverley Shirley
Director, Library Resource Sharing

DISASTER RELIEF

The TLA Disaster Relief Committee was created to support libraries in the wake of natural disasters. Since its inception, the Committee has overseen the grant program made possible through the Disaster Relief Fund. Fundraisers for this effort have included art auctions and TLA calendars. Don't forget to purchase your raffle ticket and copy of the *Tattooed Ladies of TLA Calendar* at conference.

We need to replenish this account so that TLA can be positioned to offer support to libraries when the next disaster strikes. To date, the Association has made grants totaling over \$68,000. To find about how to apply for grants and for resources, see the committee's webpage at: www.tsla.org/groups/committees/relief/index.html.

Texas Heritage Digitization Initiative is now:



The board of directors for the Texas Heritage Digitization Initiative approved a name change to Texas Heritage Online (THO). The announcement was made at its annual meeting held on February 5th, 2010.

The vision and mission of Texas Heritage Online is to offer unified access to cultural heritage resources held by Texas institutions and to promote collaboration among these institutions by establishing common standards, sharing best practices, and facilitating cooperative funding to provide online access to cultural heritage resources. A federated Web search application of the same name is available at: www.texasheritageonline.org.



Celebrate!

El día de los niños/El día de los libros (Children's Day/Book Day), known as Día, is a celebration EVERY DAY of children, families, and reading that culminates each year on April 30. The celebration emphasizes the importance of advocating literacy for children of all linguistic and cultural backgrounds.

Check out these great resources!

American Library Association

www.ala.org/ala/mgrps/divs/alsc/initiatives/diadelosninos/index.cfm

Pat Mora's Website

www.patmora.com/dia/dia_history.htm

TSLAC (Texas State Library & Archives Commission)

<http://www.tsl.state.tx.us/ld/projects/ninos/>

TALL Texans Class of 2010

The newest class of TALL Texan has been selected. Participating in the Leadership Development Institute this summer are:

Stacy Cameron, District Librarian,
Prosper ISD

Marnie Cushing, Librarian, Mesquite
ISD

Joe Dobbs, Virtual Reference
Coordinator, UT Austin

Eric Frierson, Reference & Instruction
Librarian, UT Arlington

Libby Holtman, Library Manager, Plano
Public Library System

Devery Johnson, Outreach Coordinator,
Montgomery County Memorial
Library System

Didi Morganti, Branch Manager, San
Antonio Public Library

Sarah Naper, Government Documents
Librarian, Texas State University

Amy Pittman-Hassett, Access Services
Librarian, William T. Cozby Public
Library, Coppell

Dede Rios, Director of Library
Services, Bruce A. Garrett Medical
Library, San Antonio

Cindy Rogers, PK-12 Librarian,
IDEA Academy, Donna

Martha Rossi, Library Services & Media
Specialist, Education Service Center
20, San Antonio

Roberto Salinas, Branch Manager, Dallas
Public Library

Liz Sargent, Special Collections
Librarian, Houston Public Library
Melanie Scales, Librarian, Spring
Branch ISD, Houston

David Schuster, Library Technology
Coordinator, Plano ISD

Edward Smith, Coordinator, Abilene
Library Consortium

Carrye Syma, Social Sciences Librarian,
Texas Tech University

Teresa Thiim, Youth Librarian, Fort
Bend County Libraries

Laura Tull, Technical Services Librarian,
Northeast Lakeview College

Margy Warner, Public Services Librarian,
St. Edwards University

Craig Wheeler, Head of Reference
Services, Texas A&M Commerce

Lydia Willms, Municipal Librarian,
Carrollton Public Library

Dongxiao (Janine) Zhu, Senior
Public Services Librarian, Plano
Public Library System



From the Other Side of the River: The Mexican Revolution in El Paso Collections



**Society of Southwest Archivists
Annual Meeting 2010: Santa Fe, New Mexico
Train to Share: The El Paso Team**



CA

AZ

NM

TX

Tijuana

Mexicali

Ciudad Juarez

Nuevo Laredo

Matamoros

El Paso's participation in Train to Share

- Train to Share has been important for us because of El Paso's isolation
- Distances to state capitals:
 - To Austin: 566 miles
 - To Phoenix: 429 miles
 - To Santa Fe: 328 miles
 - To Chihuahua: 217 miles



PUENTE INTERNACIONAL REFORMA
INTERNATIONAL BRIDGE REFORMA
EL JUAREZ CHIH. MEX.

33

MEXICAN REVOLUTION



COUNTDOWN TO THE 100TH ANNIVERSARY!

GUIDE TO MEXICAN REVOLUTION EVENTS
IN THE CITY OF EL PASO



JANUARY 2010 - MAY 2010

Centennial of the Mexican Revolution

- November 20, 1910
- Dates usually applied are 1910-1920
- Many activities planned in El Paso
- Exhibits, films, lectures



Francisco Madero and his wife came to El Paso in the spring of 1911 and had their portraits made at Fred Feldman's studio. The Battle of Juárez, which occurred in May of that year, was the first important battle of the Revolution.

The Revolution lasted much longer than anticipated and became a training ground for the U.S. Army during the years leading up to World War I. General John J. Pershing led a Punitive Expedition into Mexico after Mexican rebels under Pancho Villa raided Columbus, New Mexico in 1916.



Train to Share Participants

- El Paso Public Library –
Border Heritage Center
- El Paso County Historical
Society
- University of Texas at El Paso –
Special Collections
Department

To be included in the project, materials should

- Relate to the Mexican Revolution
 - High demand because of anniversary
 - Could be damaged by heavy use
- Come from all three partners
- Represent a variety of formats
- Present no copyright problems
- Not have been previously digitized

El Paso Public Library



- Oldest public library in Texas (founded in 1895)
- Their Border Heritage Center includes many original photographs from the Mexican Revolution.



Claudia Rodriguez and Danny Gonzalez



Claudia working at reference desk

The El Paso Public Library has a large collection of original photographic postcards, especially those by photographer and postcard entrepreneur W.H. Horne.



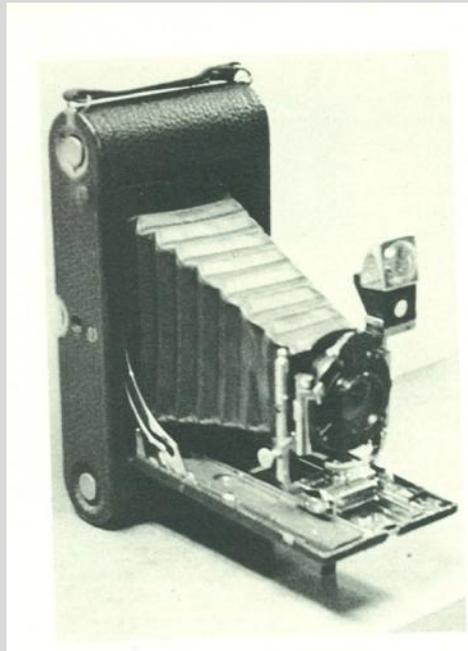
During the Mexican Revolution, there was a military buildup along the U.S.-Mexico border, with National Guard troops and regular Army camped out along the border....



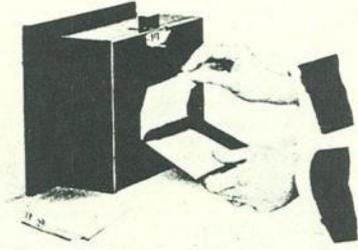
...and eventually invading Mexico in Pershing's
Punitive Expedition.



Photographic postcards were a popular medium: the pictures were easy to take and reproduce.



Early model of Kodak 3A.
Photo by Frank N. Samponaro



In Operation.

THE R. O. C. POST CARD PRINTER.

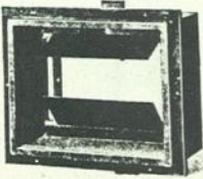
The R. O. C. Post Card Printer is made for the man who desires an inexpensive, yet rapid and trustworthy machine for printing developing-out post cards.

The R. O. C. Post Card Printer may be used with either artificial or daylight, but the use of artificial light is recommended owing to its greater uniformity.

The operation of the R. O. C. Post Card Printer is similar to that of an ordinary hand-printing press, as shown in the accompanying illustration. Drop the card into place against the negative, close the frame by means of the small hand lever; at the expiration of the exposure pull back on the lever, which opens the frame and drops the exposed card. The action of closing the frame automatically opens

the exposed shutter, and opening the frame closes it. Every mechanical feature is positive in action, and practically impossible to get out of order.

The negative is placed in position by removing the front



Showing Interior Construction With Shutter Partly Opened.

of the printer, and lifting out the spring retained back as shown in the illustration page 8. The printing opening is made full cabinet size, and a cut-out is furnished for post card size,

Advertisement for
Rochester Optical Company
postcard printer



El Paso County Historical Society's Burges House

The El Paso County Historical Society's Research Center has many original materials relating to the Mexican Revolution, too.



Patricia Worthington, EPCHS Curator

University of Texas at El Paso Library



- Within sight of the Mexican border
- Special Collections Department was established in 1960s

Photo by Samuel Sisneros

The UTEP Library, El Paso Public Library, and the El Paso County Historical Society have worked on cooperative projects before.



- Otis Aultman photographs

Millard Patterson
1866-1867

JULIAN & JOHNSON,
WHOLESALE LIQUOR DEALERS,
San Antonio Street.

EL PASO PLUMBING SHOP.
E. J. BRADFORD, Proprietor.
Practical Plumber and Gas Fitter.
16 East Overland St., El Paso, Texas.

C. B. MURKHEAD, Pres. J. S. MARGOLIN, V. Pres. W. H. AUSTIN, Cashier
STATE NATIONAL BANK
OFFICE IN THE STATES DEPARTMENT.
EL PASO, - - TEXAS.

DIRECTORS:
H. C. NEWMAN, Geo. E. GALT, S. T. BROWN, C. F. COOPER, W. H. AUSTIN.

JOHN LEBERRY & CO.,
Sole Importers of MURPHY BROS.'S

WHOLESALE & RETAIL BUTCHERS

DEER, ANTELOPE,  POULTRY,
SAUSAGE,  Fresh and Salt Water Fish.

Everything kept in a First-Class Meat Market always on hand.
Wandy Market Building, EL PASO, TEX. BRANCH: Paso del Norte,
El Paso Street.

Millard Patterson

CLASSIFIED

BUSINESS **D**IRECTORY,

—OF THE CITIES OF—

EL PASO, TEXAS AND CIUDAD JUAREZ, MEX.

FOR THE YEARS

1892 AND 1893.

Containing under separate heads information pertaining to these cities—consisting of a Street Guide, Census of Names, Classified Business, Church, Society, and official Directory and other valuable information.

PUBLISHED BY

El Paso and Juarez Directory Co.

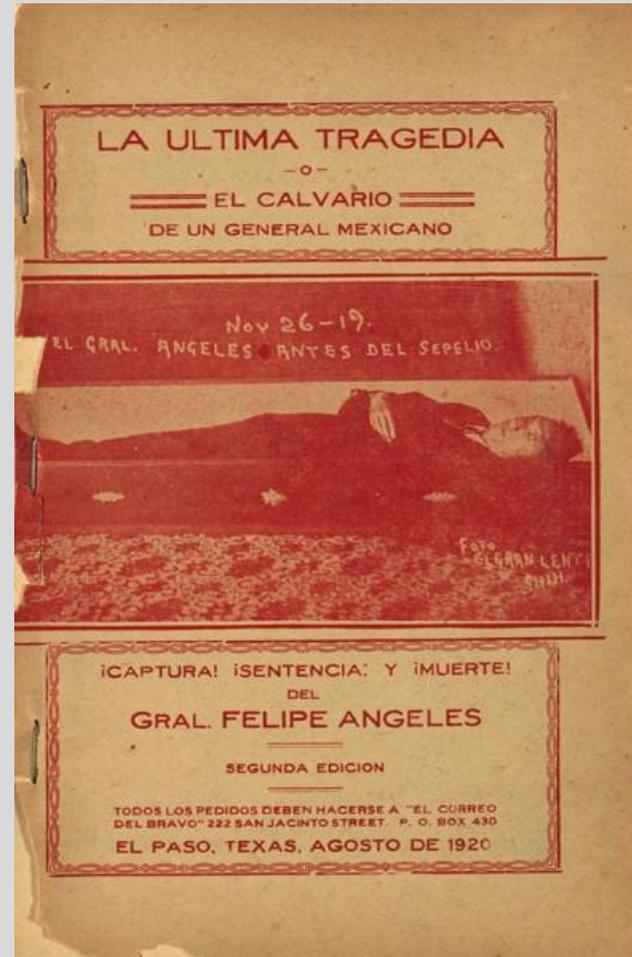
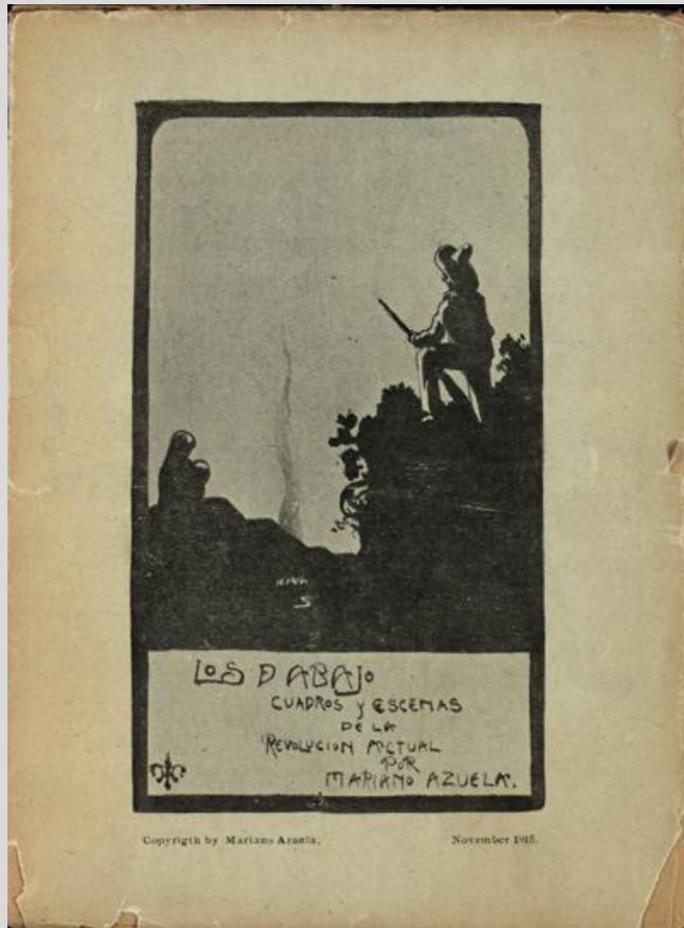
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PRINTED BY REINHARDT AND COMPANY,
EL PASO, TEXAS.

•El Paso City Directories

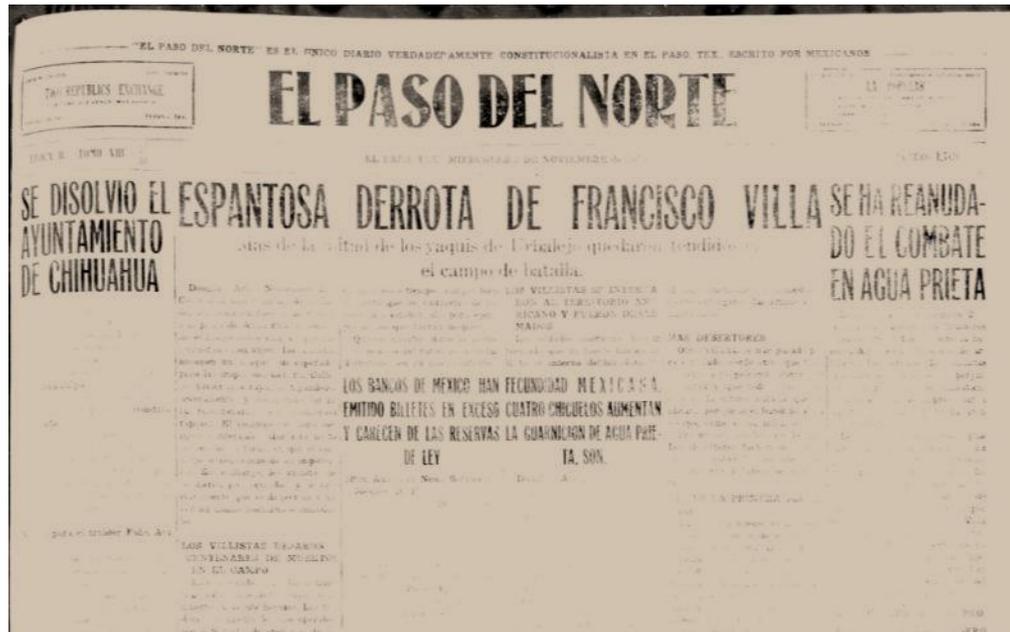


Yvette Delgado, Imaging Specialist



The UTEP Library will digitize up to thirty books and pamphlets published during the Mexican Revolution.

Newspapers in El Paso were the main publishers of the period, so the medium is most often newsprint with high acid content.



Los de Abajo (*The Underdogs*) by Mariano Azuela is a classic novel of the Mexican Revolution, and was first serialized in an El Paso newspaper, *El Paso del Norte*.

Train to Share sessions in El Paso

- Digital Project Planning and Management Basics (July 14-15, 2009)
- Digital Library Systems (Oct. 23-24, 2009)
- Metadata Standards and Crosswalks (Jan. 7-8, 2010)
- Principles of Controlled Vocabulary and Thesaurus Design (May 24-26, 2010)
- Advanced topics (to be set up later)



Claudia Rivers, UTEP Library
Email: crivers@utep.edu

Working Together to Save Our History: Brownsville, Texas Matamoros, Tamaulipas and The Mexican-American War

By John Hawthorne

University of Texas at Brownsville and Texas Southmost College



The project

The goal is to digitize at least 1000 objects documenting the Mexican-American War in Brownsville, Texas and Matamoros, Tamaulipas, Mexico. We are one of 10 groups working with the Texas State Library under the “Train to Share” grant funded by the IMLS

Partners:

Casamata Museum and Archives

Palo Alto National Historic Site



Puente nuevo internacional que conecta las “Ciudades Hermanas” Brownsville, Texas y Matamoros, Tamaulipas.



Palo Alto National Historic Battlefield Site

- Working to create a visitor's experience for all military history sites in the region
- MOU with UTB/TSC to host library and now to have park rangers on the campus



Mexican-American War Background

- War began at Palo Alto near present day Brownsville
- 2nd Battle at Resaca de la Palma
- Battle of Fort Texas the site of which became Fort Brown and our campus
- Matamoros was the first occupied Mexican city.

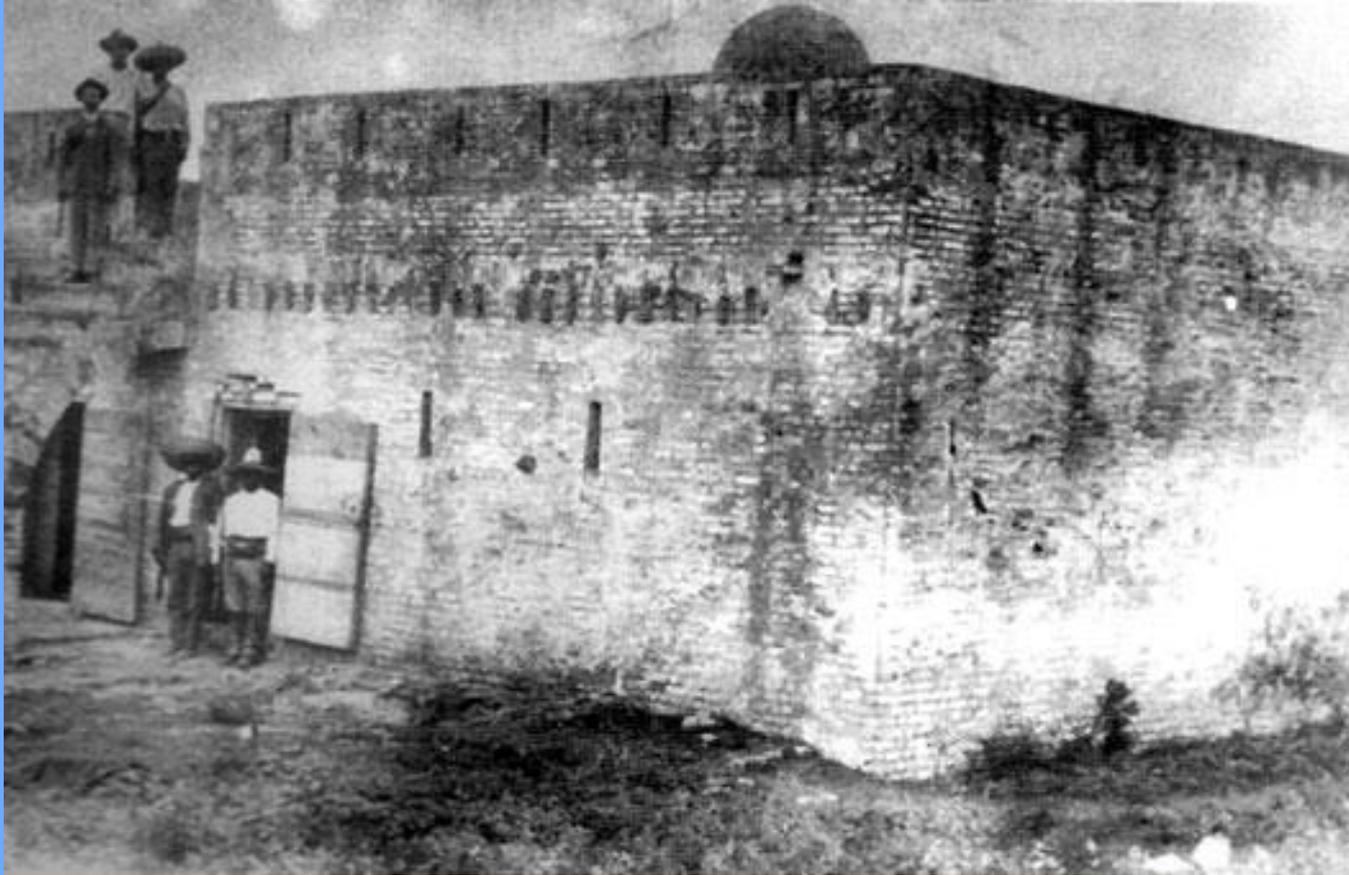


Casa Mata and UTB/TSC a long history

- Many bicultural events for history, Big Read etc held at Casamata
- Relationship with Friends of Casamata
- Years of historical research/digitization efforts



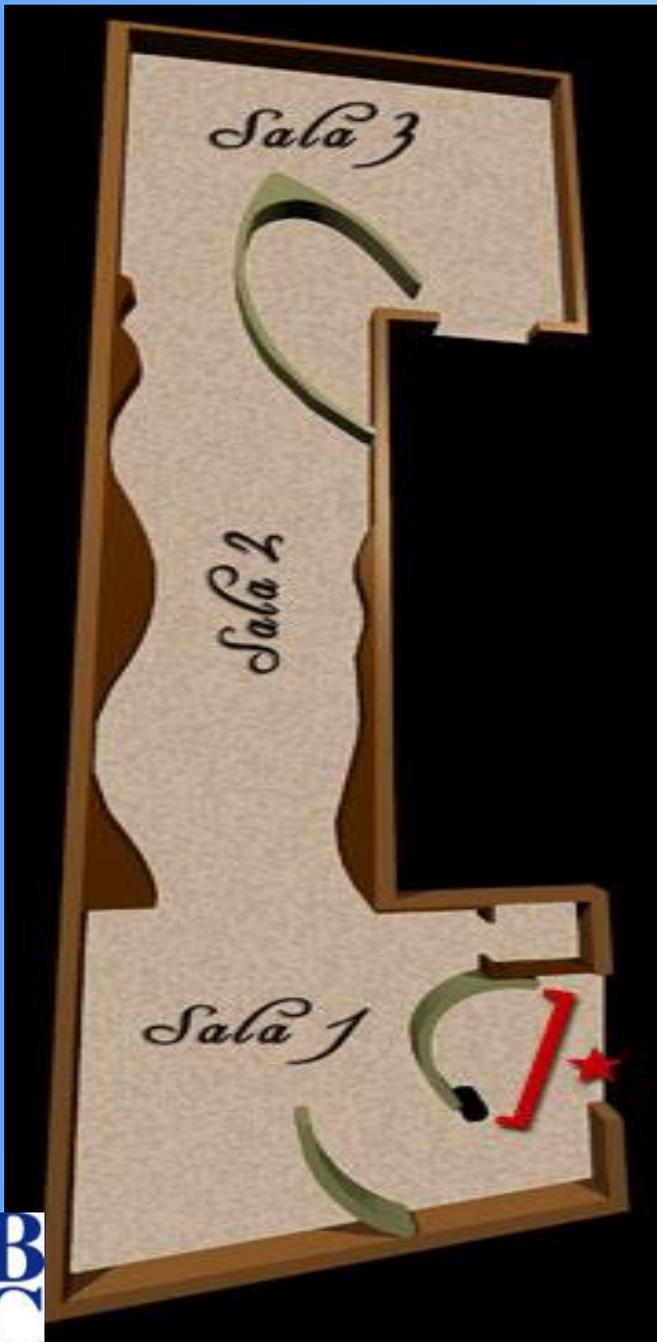
Casa Mata



The key fort of the defenses of the City of Matamoros. Still the emotional heart of the city. Moves people greatly.

Museum

Is divided
in
3
sections
called
Salas



Available Information in each “sala”

- Sala 1: The Construction of Matamoros, The geographic scenario, Origins of the city.
- Sala 2: City’s edification, Fiscal crisis, The era of the Cotton
- Sala 3: City’s destruction

Archives and Newspaper Archives





Summary of Casamata Collection

- Papers of the mayors of Matamoros from 1803 to the present (800 plus boxes)
- Newspapers from the 19th century to the present (600 plus bound books)
- Other rare historical objects and books (much of this in the museum and curatorial areas)

- Examples of Casamata Documents focusing on the American Occupation



Presidencia
cuyo 9

1846.

No. de Inventario 10

Ayuntamiento

LEYES Y DECRETOS DEL CORRIENTE AÑO.

Fojas útiles 14

Exp. 8

**Laws of this
year
1846**

PRESIDENCIA

1846.

No. de Inventario 25

Ayuntamiento

PIDE INFORME EL CORONEL CLARK DE LOS
INDIVIDUOS PERTENECIENTES AL EJERCITO
MEXICANO QUE EXISTAN EN LA PLAZA Y
QUE SE RECOJAN LAS ARMAS Y MUNICIO-
NES QUE PUEDAN ENCONTRARSE, PERTENE-
CIENTES AL MISMO EJERCITO.

Fojas útiles 4

Exp. 16
cuyo 9

Colonel Clark asks
for the summary
of people and
weapons from the
Mexican Army

Presidencia

1846.

INVENTARIO DEL ARCHIVO DE LOS DOCUMENTOS
PERTENECIENTES AL ALCALDE 2º CORRESPONDIENTE
AL AÑO DE 1846.

Exp: 6

Fojas útiles 1

Mayor's Papers
from the year of
1846

"	"	Special	1 axe	107	12
"	"	Revolver	4 Axes	24	96
"	"	Cash	10 Small Trimbles	27	88
"	"	Pigsonmilk	2 Pad Locks	277	62
"	"	Special	6 door Kobs (3 ea)	277	188
"	"	Cash	1 door File	97	172
"	"	"	3 Putehu Knives	1	88
"	"	Gromp	6 R Mats	13	78
"	"	Cash	1 door Scissors	611	87
"	"	"	6 " Side Gomb	237	208
"	"	"	3 Spita Trimbles	177	58
"	"	"	1 R Shop	337	21
"	"	Gromp	1 door File	97	172
"	"	Munoz	5 Pad Locks	197	185
"	"	Cash	2 Bits	1	21
"	"	"	2 door Kobs	277	67
"	"	"	1 Pad Lock	177	21
				Dollars	20045
<u>Charges</u>					
		Dollars Date, 2/1/70 ¹⁸⁵⁵ 10/25		14,66	
"	"	Dollars on Trunk (2 date)		8	"
"	"	1 Coat of Arms 1 R. M. M. 1/2		2	"
"	"	1 Coat of Arms 1 R. M. M. 1/2		1,12	"
"	"	1 Coat of Arms 1 R. M. M. 1/2		56	"
"	"	1 Coat of Arms 1 R. M. M. 1/2		5,50	"
"	"	1 Coat of Arms 1 R. M. M. 1/2		5,56	"
"	"	1 door S. M. 1 R. M. M. 300		4	10,68
"	"	Cash paid on 1/1/70 this date		150	18,534
				Total	1571
E. A. E.					
Matamoros June 12 1858					
J. R. Taylor					

List of soldiers
in the Mexican
Army and their
weapons
turned in

Original Request Letter for Building Use

Head Quarters, Matamoros, Mexico.
August 13, 1846

There being reason to suspect that arms and ammunition are concealed here by Mexicans, the Chief Magistrate of the City is required to make search for the same without delay and inform the Commandant, Col Clarke, of the place or places in which they may be concealed and aid him in his efforts to get possession of them. It is important to the peace and welfare of the Mexican inhabitants of Matamoros, that in this matter, the Chief Magistrate and his subordinate officers deal frankly and candidly, and evince by a proper zeal, a disposition to be on terms of good faith with the United States. A contrary course may involve them in consequences which they may hereafter deeply deplore.

It is believed that Mexican officers and soldiers, or such as were recently in the military service of Mexico, are now in this City. They must be notified by the Chief Magistrate and he will require them, to report to him, in person, forthwith, and give him their names, rank and present occupation - which

report the said magistrate will make record of and submit it to the Commandant of the City for his inspection and consideration.

By order of Col Clarke
M. M. Brannan
Sr Lt Artillery,
Adjr.

Presidencia

1846.

No. de Inventario 33

Ayuntamiento

EL CUARTEL MASTER SOLICITA 500 MULAS
MANSAS PARA EL SERVICIO DEL EJERCITO
DE LOS ESTADOS UNIDOS.

Fojas útiles 4

Exp. 10

cuje 5

Master Quarter
request 500
tame mules

Original Request Letter

Quarter Master's Office
Matamoras, Nov. 11th 1846.

Don Jose Maria Giron
Alcalde, Matamoras.

Sir,

I am instructed by the Quarter Master General of the U. S. Army of occupation, to require of you that five hundred (500) tame mules be brought in as soon as practicable to Matamoras.

Be pleased to give notice of the above to the inhabitants, and that prices will be paid according to value.

I have to request an answer to this communication.

I have the honor to be, Sir,

Very respectfully,

At 2^d Matamoras
11 Nov 1846

Your o^bd servant
Leslie Chase

Lieut. U. S. A.
Act. Asst. Qr. Mstr.

The Alcalde will take the proper steps to have this requisition carried out.

Respectfully
Yours
Leslie Chase

PRESIDENCIA

1846.

No. de Inventario 16

Ayuntamiento

CUADERNO QUE ENCIERRA COMUNICACIONES
HABIDAS CON EL CORONEL CLARK SOBRE
LA DESOCUPACION DE LAS CASAS CONSISTO-
RIALES.

Fojas útiles 10

2 más

Exp: 14

ago 9 -

Communications
by Colonel Clark
about taking over
civilian homes

Original request

147
Office of L. Martin
Matamoros Mexico
July 27th 1846

To
Don Jose M. Giron
Alcalde of Matamoros

Sir I have
the honor to inform you that the
Salvo Constitucional is required
for the accommodation of U. S. Troops
and to request that you will please
make the necessary arrangements
as early as possible.

I am Sir
most respectfully
your obed^t serv^t
Antonio
Capt of the
M. A. A.

~~St.~~
~~24.~~ 24.

Año de 1846.

Libro de entrada y salida de todos los negocios que vienen en consulta de los Jueces de la Intendencia de las Villas de San Fernando, Raymora, Camargo, Alca y Ciudad Guerrero.

Book containing all the movements of businesses from the border region.

Pages 1,2 Business Book

SELO SESTO DE OFICIO.

DE MIL OCHOCIENTOS CUARENTA Y CUATRO Y MIL OCHOCIENTOS CUARENTA Y CINCO.

HABILITADO PARA LOS AÑOS DE MIL OCHOCIENTOS CUARENTA Y SEIS Y MIL OCHOCIENTOS CUARENTA Y SIETE.

CARREÑAS, MATAGOROS, FEBRERO 2 DE 1846. VE LA CARZA.

Unidad y salidas de San Fernando.

Un volante y misiva de Unos de 20 p.
 Salis en punto la causa intrinseca contra
 Juan Serran y Martini por sueldo de
 prendas y suma de 200 p. en plata
 tra intrinseca contra Corella
 Salis en 2 por haber dado muerte a
 Corella y a Managuer.
 Salis en 2 tra contra Francisco Davila
 y Cresencio Alvarado por rindan
 suambos.
 tra contra Ultrabino Uania
 por avigato y vagancia.
 tra contra Jose Maria de
 rique por avigato.
 Salis el 21 tra contra Felisio de
 de illan y Felisio y Maniguel por

Destinado solamente para las causas criminales que se siguen de oficio en todos los juzgados y Tribunales de la Republica.

libro de prendas con 22 p.
 Causa intrinseca contra Felisio
 Uerme Saugui por sueldo enca
 Avilla, compuesto de 291 folios
Unidad en el mundo de illan

Salis el dia 14 de Mayo entro la causa
 de del misa de Don Juan y Felisio, D.
 no causa 199 p. - Oramon Davila y Felisio
 Saldana por homicidio. Entró en
 fue el primer comprobante el primer
 mes de folios 196, el segundo
 de 40, y el 3.º de su suma
 Salis en idem tra por segunda
 idem causa por la causa de Ultrabino de illan
 19 p. - Felisio por sueldo de prendas y
 dineros compuesto de 17 folios

Palo Alto National Historic Site

- Will work with organizers about final selection of documents and about the site.
- Will provide images of items already digitized



Challenges to the project

- Wanting to expand the project
- Narrowing the focus
- Communicating and involving Matamoros persons
- Violence

To inspire Mexican Partners to do the work

- A plan to experimentally hire history students in Matamoros to do the scanning
- We will hold a scanning training day in Summer of 2010
 - Empower people with a scanner and computer
 - Training a summary of what is learned in Amigos classes



Violence Issues

- Matamoros is no longer safe haven for border cities
- Not even allowed to go there at this time as per UT System
- Will revisit soon and develop a plan for Matamoros



Concurrent IMLS project

- UTB/TSC received an IMLS National Leadership Planning Grant to create a Bilingual, Binational, Border Studies Resource Center
- In partnership with the Texas Digital Library we have created a prototype digital resource center
- Grateful to the Texas State Library for allowing us to work on the two projects together. Lessons from Train to Share helped greatly with resource center project.



Digital Resource Center Components

- Information on multiple servers
- Daily back-up
- DSPACE with Dublin Core metadata
- Spanish-language interface



Login



DSpace Home

Digital Border Studies Repository

This site is the Digital Border Studies Repository. It is the home of information about the United States-Mexico Border Region collected by the University of Texas at Brownsville and Texas Southmost College and its many partners in documenting the region. The inspiration for this project began with a National Leadership Planning Grant awarded to the university library system by the Institute of Museum and Library Services. Additional help has been provided by the Texas Center for Border and Transnational Studies.

Search DSpace

Enter some text in the box below to search DSpace.

Communities in DSpace

Select a community to browse its collections.

- [Image Gallery](#)
- [testing](#)

Search DSpace

[Advanced Search](#)

Browse

- **All of DSpace**
 - [Communities & Collections](#)
 - [By Issue Date](#)
 - [Authors](#)
 - [Titles](#)
 - [Subjects](#)

My Account

- [Login](#)
- [Register](#)

spanish

Este sitio de internet es el Depósito de Estudios de la Frontera Digitales. Es el centro de información acerca de la región fronteriza EUA-México que ha sido recolectada por la University of Texas at Brownsville and Texas Southmost College y sus múltiples socios que también documentan la región. La inspiración para el comienzo de este proyecto viene por parte de una donativo dado por el "National Leadership Planning Grant que le fue donado al sistema bibliotecario por el "Institute of Museum and Library Services. El centro de Estudios Transnacionales y de la Frontera ha proveído ayuda adicional

Buscar en DSpace

Introduzca el texto a buscar en DSpace

Comunidades en DSpace

Elija una comunidad para listar sus colecciones:

- [Image Gallery](#)
- [testing](#)

Buscar en DSpace

[Búsqueda avanzada](#)

Listar

- **Todo DSpace**
 - [Comunidades y colecciones](#)
 - [Por fecha de publicación](#)
 - [Autores](#)
 - [Títulos](#)
 - [Temas](#)

Mi cuenta

- [Salir](#)
- [Registrar](#)

Information for the Digital Resource Center

Multidisciplinary approach

Begins with Train to Share and UTB/TSC resources

Will involve many additional partners

COLEF

CIESAS

University of New Mexico



Potential Partners

- University of Texas El-Paso www.utep.edu
- Archivos del Estado de Tamaulipas
- Archivos del Estado de Nuevo León
- Asociación de Cronistas de las Ciudades de México
- City of Brownsville, Texas
- City of Harlingen, Texas
- University of Texas Pan-American Edinburg, Texas
- Universidad Autónoma de Tamaulipas, México
- Universidad Autónoma de Nuevo León, México
- Universidad Católica de Guadalajara, Jalisco, México



Digital Resource Center seeks

- Advice and opinions about the project
- Additional sources of digital information about the border region
- Financial support



MOU with CIESAS



Other partners

- **COLEF** El Colegio de la Frontera Norte
www.colef.mx
- **CIESAS**, Centro de Investigaciones y Estudios Superiores en Antropología Social
www.ciesas.edu.mx
- **University of New Mexico** www.unm.edu
- **Editorial Miguel Angel Porrúa**
www.maporrúa.com.mx



The Future

- Monterrey
- El Paso
- Tijuana
- Puebla
- Ft. Worth



Project Board Members:

- Ryan Steans- Biblioteca Digital de Texas(**TDL**)
- John Hawthorne- **UTB/TSC**, Director asistente de la Biblioteca
- Dr. Antonio Zavaleta - **UTB/TSC**: Associate Provost for Academic Affairs
- Camilo Contreras Delgado – **COLEF**, Director del Noroeste
- Carlos Rugerio Cazares- **Archivos del Estado de Tamaulipas**, Director
- Evangelina GarciaMoreno - **Mexican Consulate to Brownsville**, Cónsul de Asuntos Culturales
- Dr. Severine Durin- **CIESAS**: Director del Noroeste
- Dr. Cesar Morado Macias –**Archivos del Estado de Nuevo León**, Director



Information:

- John Hawthorne

Assistant Director for the Oliveira Library

University of Texas at Brownsville and Texas Southmost College

956-212-5814

john.hawthorne@utb.edu



SOCIETY OF SOUTHWEST ARCHIVISTS
2010 ANNUAL MEETING
 April 28-May 1, 2010
PRELIMINARY SCHEDULE

Wednesday, April 28, 2010
WORKSHOPS
8:00 a.m. – 12:00 p.m.
Preservation of Photographic Materials Instructor: Rebecca Elder, AMIGOS Library Service
1:00 – 5:00 p.m.
Fundraising 101 Instructors: Steve Hussman, Department Head for Archives and Special Collections, New Mexico State University Library and Kristina Martinez, Library Development Officer, New Mexico State University Library
1:00 – 5:00 p.m.
Caring for Native American Archival Collections in a Culturally Responsive Way Instructors: Karen Underhill, Jolene Dezbah Manus, Ann Massmann, Diana Bird, Eunice Kahn, Stewart Koyiyumptewa and Jonathan Pringle
DOWNTOWN WALKING TOUR - The Downtown Walking Tour begins at 10:15 am. Tours start at the blue gate on the Lincoln Avenue side of the Palace of the Governors. The fee is \$10.00. The tour is guided by museum-trained volunteers with a passion for our history and culture.
OPENING RECEPTION 5:30 – 7:30 p.m.
NEW MEXICO HISTORY MUSEUM An SSA 2010 meeting badge is required to attend the reception. Visit the SSA 2010 registration desk at the Inn At Lorretto to pick up your badge before going to the Museum.

Thursday, April 29, 2010
8:30 – 9:30 a.m.
OPENING PLENARY SESSION Welcome Melissa Salazar, CA, New Mexico State Records Center and Archives, Local Arrangements Committee The Hon. Mary Herrera, New Mexico Secretary of State Brenda McClurkin, CA, University of Texas at Arlington, President I Was a Teenage Packrat for the FBI John Nichols, Author, The Milagro Beanfield War; Nirvana Blues; The Sterile Cuckoo
10:00 - 11:30 a.m.
Get Your Kicks – The Route 66 Corridor Preservation Program Chair: David Dunaway, University of New Mexico U.S. Highway 66, popularly known as "Route 66," is significant as the nation's first all-weather highway linking Chicago to Los Angeles. U.S. Route 66 reduced the distance between Chicago and Los Angeles by more than 200 miles, which made it popular among thousands of motorists who drove west in subsequent decades. Like other highways of its day, Route 66 reflects the origin and evolution of road transportation in the United States. The often romanticized highway represents an outstanding example of the transition from dirt track to superhighway. The Archive and Research Collaboration on Route 66 Kaisa Barthuli, Route 66 Corridor Preservation Program, National Park Service Historical Issues in Route 66 Studies David Dunaway, Department of English, University of New Mexico Archival Issues in Route 66 Studies Sean Evans, Northern Arizona University

10:00 - 11:30 a.m.

The Groves of Academe: University Archives and Special Collections Projects, Studies, and Policies
Chair: Ellen K. Brown, Baylor University

This session will consider topics relating to archives and special collections in universities, including the study of archivists in academic institutions, digitization, documentation strategies, and donor policies.

Defining the Role of Archivists at American Colleges and Universities
Mary Manning, MA, MLIS, Texas A&M University

Digitization and Access of Louisiana Oral Histories
Gina R. Costello, Louisiana State University

Preserving Campus History: 100 Years at Oklahoma State University
Robin Leech, Oklahoma State University

New Donation Acquisition and Research: A Case Thurgood Marshall Lost, 1947
Terrance G. Shults, Ph.D, University of Texas-Permian Basin

10:00 - 11:30 a.m.

With a Little Help from my Friends: Updates on Archives Training and Funding Opportunities

This open discussion will begin with brief presentations and updates on activities and initiatives of the Council of State Archivists, the National Historical Publications and Records Commission, and the Archival Training Collaborative of the Institute of Museum and Library Services.

Kathleen Williams, Executive Director, National Historical Publications and Records Commission
Elizabeth Dow, Ph.D., School of Library and Information Science, Louisiana State University
Sandra Jaramillo, State Records Administrator and Director, New Mexico State Records Center and Archives

11:30 a.m. – 1:00 p.m.

LUNCH ON YOUR OWN

1:00 – 2:30 p.m.

Las Mujeres at the Pass of the North: Preserving the Records of El Paso's Women's Organizations
Chair: Laura Hollingsed, University of Texas at El Paso Library Special Collections

As early as the 1880s and 1890s, women living in El Paso, Texas, on the U.S.-Mexico border, formed clubs and associations to help enrich their lives, as well as to bring culture and progress to the growing city. Many of these women's organizations, such as the Pan American Round Table of El Paso and the Woman's Club of El Paso, are still active forces within the community. Presenters in this session will discuss the challenges involved with acquiring organizational records, establishing good relationships with donors, and preserving and making these valuable records of women's history and local history accessible.

In the Beginning: Preserving the Records of El Paso's Oldest Women's Organizations
Laura Hollingsed, University of Texas at El Paso Library Special Collections

Looking Within: Discovering Women's Organizations' Records in Personal Papers at UTEP Special Collections
Abbie Weiser, University of Texas at El Paso Library Special Collections

Ladies First: Developing Good Donor Relation with El Paso's Women's Organizations
Claudia Rivers, University of Texas at El Paso Library Special Collections

1:00 – 2:30 p.m.

Extra, Extra! Historic Newspapers Online at Chronicling America
Chair: Dreanna Belden, Digital Projects Unit, University of North Texas Libraries

In 2005, the National Endowment for the Humanities and the Library of Congress began an ambitious twenty year project to digitize and provide access to historic newspapers, the National Digital Newspaper Program. Learn about this exciting program from three grant participants who are contributing content and managing the projects for their states: the University of North Texas, Louisiana State University, and the Oklahoma Historical Society. With a million and a half newspaper pages already online at Library of Congress's Chronicling America site, this resource will only get richer each year.

Leveraging the Results of NDNP: the Texas Digital Newspaper Program
Mark Phillips, Digital Projects Unit, University of North Texas Libraries

Red River Rivals Team Up to Deliver the News
Chad Williams, Oklahoma Historical Society

Monkeys and Wikis: Tools for Laying the Foundation for a Successful Multi-year Microfilm Digitization Project
Gina R. Costello for Athena N. Jackson, Louisiana State University Libraries, Special Collections

1:00 – 2:30 p.m.

Current Challenges and Initiatives at the New Mexico State Archives
Chair: Barry Drucker, New Mexico State Records Center and Archives

The New Mexico State Records Center and Archives (SRCA) is charged with maintaining, preserving, and providing access to the permanent public records of New Mexico state government. To accomplish this, SRCA staff must overcome a variety of challenges that begins with the acquisition of materials and continues through the preservation, arrangement, and description of the records for public access. SRCA staff will discuss the challenges they have encountered and the initiatives they have taken to make SRCA collections accessible to the public while maintaining the highest preservation standards based on their individual formats.

Accessioning Public and Private Collections
Felicia Lujan, CDIM, New Mexico State Records Center and Archives

The Spanish and Mexican Land Grants of New Mexico: Public Interest, Public Access and Fraudulent Records
Samuel Sisneros, New Mexico State Records Center and Archives

Digitizing, preserving, and looking at glass negatives of inmate photos from the NM Dept of Corrections
Sibel Melik, New Mexico State Records Center and Archives

BREAK 2:30 – 3:00 p.m.

3:00 – 4:30 p.m.

Laughing Horses, Naked Ears, and the Story of Colors: Small Press Archives in the Southwest
Chair: John H. Slate, CA, Dallas Municipal Archives

Literary archives are commonplace in archival institutions, but the acquisition and preservation of the works of small presses and independent publishers can be a challenging task. What's so special about small presses? Why acquire them? This panel discussion will explore the importance of preserving and making available the literary heritage of the Southwest.

Michael Kelly, Director, Center for Southwest Research, University of New Mexico
Bobby Byrd, Co-publisher and poet, Cinco Puntos Press, El Paso, Texas
John Randall, John Randall Books, Albuquerque, New Mexico

3:00 – 4:30 p.m.

Anticipation is Making Me Wait: Archivists Respond to Media Events and Anniversaries
Chair: Robert Tissing, Lyndon B. Johnson Presidential Library and Museum

Were you ready for the Media when they discovered you had researcher's gold in your institution? Were you surprised when a historic anniversary was just months away, or did you plan for it? Come learn what President Lyndon Johnson's 1965 inauguration has in common with Obama's 2009 event, how a state prepares for a Centennial, and more as a panel of archivists discuss how they've tackled these sometimes daunting, frequently immediate, requests for information.

Robert Tissing, Lyndon B. Johnson Presidential Library and Museum
Doug Campbell, George H.W. Bush Presidential Library and Museum
TBD, Arizona State Centennial Commission
Mary Goolsby, Baylor University
Benna Vaughn, Baylor University

3:00 – 4:30 p.m.

Jewish Archives Aren't Just for Jews: An Exploration of Jewish Archives in the Southwest

Jewish archives exist to safeguard the papers and records of people, businesses, and organizations with one common denominator: creators of those papers and records were rooted in the Jewish community. Those papers and records, however, contain information of enduring value far beyond the Jewish community. Two papers will explore the wealth and significance of Jewish archives to researchers investigating not only the impact of Jews, but also the roles of commerce, social welfare, and individuals on the history of the Southwest.

Documenting the Jewish Community - Impacting the Wider World
Leslie Wagner, Dallas Jewish Historical Society

Lasting Legacy: Building the Archives of the Jewish Pioneers of New Mexico
Sharon Niederman, Author, former president and archivist, New Mexico Jewish Historical Society

Friday, April 30, 2010

8:30 – 10:00 a.m.

New Member/First Timer Welcome/SSA: Past, Present & Future
Brenda McClurkin, CA, University of Texas at Arlington, President

Are you a new member, or is this your first SSA meeting? Bring your coffee and please join us for an informal meet and greet, where you can learn about the organization and our meetings, how to get involved, and make new friends. However, this session isn't just for new members! Your input is valued! We look forward to making your acquaintance and noting your suggestions. Don't forget to bring your ideas for future annual meeting sessions and workshops.

BREAK 9:30 – 10:00

10:00 – 11:30 a.m.

Initiatives and Projects in Tribal Archives and Collections
Chair: Diane Bird, Museum of Indian Arts and Culture

Participants in this session will discuss their respective tribal community archival projects and institutional outreach to native communities.

Time Exposures: A Photographic History of Isleta Pueblo
Stephanie Zuni, Isleta Pueblo

Salt River Pima-Maricopa Indian Community Digitization Project
Jennifer Young, Salt River Pima-Maricopa Indian Community

Libraries, Records, Archives: Which is What; What is Which?
Lotsee Patterson, Professor Emerita, University of Oklahoma

10:00 – 11:30 a.m.
<p>Quality Without Cost: Working Within Your Means Chair: Brian Robertson, Butler Center for Arkansas Studies</p> <p>In 2008, the Butler Center for Arkansas Studies, a department of the Central Arkansas Library System, initiated “FORGOTTEN: The Arkansas Korean War Project” to document and preserve Arkansas’s role in the war by collecting oral history interviews, photographs, letters and other materials. Placed between two more widely recognized wars, the stories and veterans from the Korean War are often a footnote in history. Join us as three archivists discuss how these materials are being preserved for educators, researchers, and family members to help future generations understand more about the war and our veterans’ experiences in it.</p> <p>Brian Robertson, Butler Center for Arkansas Studies, Central Arkansas Library System Stephanie Bayless, Butler Center for Arkansas Studies, Central Arkansas Library System Sara Thompson, Butler Center for Arkansas Studies, Central Arkansas Library System</p>
10:00 – 11:30 a.m.
<p>University of Texas School of Information Student Forum Chair: Patricia Galloway, Ph.D, University of Texas at Austin</p> <p>This session will consist of presentations from students at the School of Information, UT-Austin, who are participating in the Spring 2010 digital archiving class. The class will undertake projects this year for the Center for American History, the Alexander Architectural Archives, and dealing with additional School of Information faculty papers. Students will describe and present three archiving projects selected from the work of the class, providing a chance to hear about ongoing research on the future of permanently valuable digital materials.</p>
11:30 a.m. – 1:00 p.m.
LUNCH ON YOUR OWN
1:00 – 2:30 p.m.
<p>Border Wars: Materials and Metadata from the Mexican Revolution and the Mexican War Chair: Karen Frizzell, Texas Heritage Digitization Initiative, Texas State Library & Archives Commission</p> <p>Two Texas university special collections departments have unearthed documents, manuscripts, photos and artifacts from their archival collections and have partnered with the El Paso Public Library, the El Paso Historical Society, along with the Palo Alto National Historic Battlefield and the Casamata Museum, to digitize material concerning the history of these borderlands. As part of the Train to Share project of the Texas Heritage Digitization Initiative, both of these groups are working together with their regional partners to create interoperable metadata records enabling the newly digitized items to be searchable and sustainable beyond the borderlands.</p> <p>An Overview of Train to Share: A Collaborative Digitization Program to Promote the Creation of Sustainable and Interoperable Metadata Karen L. Frizzell, Texas Heritage Digitization Initiative, Texas State Library & Archives Commission</p> <p>From the OtherSide of the River: The Mexican Revolution in El Paso Collections Claudia Rivers, Director, University of Texas at El Paso Special Collections</p> <p>Working Together To Save Our History: Brownsville, Texas, Matamoros, Tamaulipas and the Mexican-American War John Hawthorne, University of Texas - Brownsville</p>

1:00 – 2:30 p.m.
<p>Maps 101: Understanding the Cartographic Materials in Your Collections Chair: Brenda S. McClurkin, CA, University of Texas at Arlington</p> <p>Not certain what to do with the maps in your collection? This session will provide an overview of what a map is, plus the basics of description, storage, and preservation of cartographic materials.</p> <p>What is a Map? Dennis Reinhartz, Ph.D, University of Texas at Arlington</p> <p>Getting Control of Your Maps: Basics of Description Ann E. Hodges, CA, University of Texas at Arlington</p> <p>Caring for Maps Laura K. Saegert, Texas State Library and Archives Commission</p>
1:00 – 2:30 p.m.
<p>Museum Archives: Partnerships, Planning and Management Chair: Warren Stricker, CA, Panhandle-Plain Historical Museum</p> <p>Museum archives involve all of the basic activities of the profession – appraisal, accessioning, arrangement, description, preservation and reference. Some aspects of archival work, however, take on an added complexity within a museum archives. One paper will explore the partnership between the University of Texas at Austin and the Goodwill Computer Museum in the addition of library and archives components to the existing Museum, including publications, original computer design and user documentation, and digital collections of the computers' software legacy. A second paper will look at the special issues challenging museum archivists, such as cataloguing of collections employing a variety of data structural and descriptive standards; clearing rights when artist works are involved; and balancing preservation and access when historic records are active and digital photography inactive. The third paper concerns the challenges of providing reference to scholars and staff at an elite museum/library complex and its attendant expectations.</p> <p>Powering Up the Past in a LAM Preserving Computer History Patricia Galloway, Ph.D, School of Information, University of Texas at Austin</p> <p>Archives in a Museum Setting – An Added Dimension Lorraine A. Stuart, CA, Museum of Fine Arts, Houston</p> <p>Schizophrenic Archives, Or Are They? Gerrienne Schaad, Curator, Dumbarton Oaks Research Library and Collection, Washington, D.C.</p>
MUSEUM TOURS 3:00 – 5:00 p.m.
Shuttles run every 15 minutes. The first shuttle leaves the hotel at 2:45 p.m.
EVENING RECEPTION 5:00 – 7:15
The last shuttle leaves Museum Hill at 7:30 p.m.

Saturday, May 1, 2010
7:30 – 10:00 a.m.
<p>BREAKFAST BUSINESS MEETING & SLOTTO Brenda McClurkin, CA, University of Texas at Arlington, President</p>
10:30 – 11:30 a.m.
<p>Academy of Certified Archivists Forum Chairs: Daphne O. DeLeon, CA, ACA Regent for Examination Administration / Nevada State Library & Archives Mary Elizabeth Ruwell, PhD CA, ACA Regent for Examination Development / US Air Force Academy Special Collections</p> <p>Are you looking to further professionalize through accreditation in the Academy of Certified Archivists? Are you planning to take the exam in August or in the future? [Hint: Albuquerque is a 2010 test site.] Please join the ACA Regents for Examination Administration and Development and recent and past examinees for an informal forum on exam development, discuss study strategies, and learn more about what to expect.</p>

10:30 – 11:30 a.m.

Undocumented History: Initiating a U.S.-Mexico Border Archives Program

Chair: Steve Hussman, Rio Grande Historical Collections, New Mexico State University Library

This session will discuss the need for preserving the documentation of events and activities regarding social justice and activism (and related violence) on the U.S./Mexico Border for future research. One paper will deal with documenting social activism within Dona Ana County (Las Cruces) and a 75 square mile area with many rural communities); El Paso, and Ciudad Juarez, Mexico. Another paper will explore the social, legal, ethical, and professional issues related to acquiring and maintain collections relating to social activism and social justice.

The Truth That No One Wants to Know: Preserving the Record of Unprecedented Violence in Ciudad Juarez and the Border Region, 2008-Present

Molly Molloy, Rio Grande Historical Collections, New Mexico State University Library

Moving Targets: Current Justice Activism in Dona Ana County, El Paso and Ciudad Juarez

Charles Stanford, Rio Grande Historical Collections, New Mexico State University Library

On the Border: Dilemmas faced by Archivists in Acquiring and Keeping Papers of U.S./Mexico Origin

Steve Hussman, Rio Grande Historical Collections, New Mexico State University Library

TOURS 2:45 p.m. –

Principles of Controlled Vocabulary & Thesaurus Design ~ FACE-TO-FACE -- NEW

The Principles of Controlled Vocabulary and Thesaurus Design prepares digital project staff to use existing controlled vocabularies or to develop their own lists of specialized terms for specific applications in digital projects.

Learning objectives include:

- Compare and contrast different types of controlled vocabularies, including lists, synonym rings, hierarchies and thesauri.
- Create controlled vocabulary (CV) terms for supplied digital objects
- Apply the *Guidelines for the Construction, Format, and Management of Monolingual Controlled Vocabularies* for refining CV terms
- Develop hierarchies of CV terms for thesauri
- Build associative relationships among the CV terms
- Discuss methods of displaying controlled vocabularies to metadata creators and users
- Examine methods of justifying, building and integrating CVs

Intended Audience

This course is designed for archivists, librarians or museum staff faced with the challenges of applying existing controlled vocabularies or building new vocabularies to provide access to their digital collections

Course Hours

The workshop meets on two consecutive days.

[Go to Registration](#)

[Details](#)

Project Modification Request
RE-06-10-0089

Train to Share: Interoperability Training for Cultural Heritage Institutions

In our application for the “Train to Share: Interoperability Training for Cultural Heritage Institutions,” the Texas State Library and Archives Commission (TSLAC) proposed adapting the “Cataloging for the 21st Century” workshop series from the Library of Congress for a mixed audience of librarians, archivists, and museum professional, incorporating the needs and traditions of these separate communities of practice. The five workshops in this series, now called “The Digital Library Environment,” are:

- Rules and Tools for Cataloging Internet Resources
- Metadata Standards and Applications
- Principles of Controlled Vocabulary and Thesaurus Design
- Metadata and Digital Library Development
- Digital Project Management Basics

Early in our project, our Grant Oversight Committee, consisting of representatives from the grant partners, TSLAC, Amigos Library Services, and the University of North Texas Libraries, expressed concerns about the suitability of the “Rules and Tools for Cataloging Internet Resources” workshop for our audience, given that its focus was on traditional library cataloging as applied to electronic materials.

Since that time, the Train to Share Grant Advisory Committee, which includes faculty from museum and library studies programs as well as representatives of continuing education providers for museums and libraries in Texas, has also recommended replacing this workshop. Their recommendation was to include a workshop on digital preservation and, funds permitting, supplementary workshops on specific metadata standards and applications.

We have now completed the in-person trainings for the remaining four workshops and are beginning to offer the online versions of the workshops. This has allowed us to make more accurate estimates of the funds available to us in the remaining year of the project. Based on these estimates, we propose the following modifications to our original proposal:

1. In place of the “Rules & Tools for Cataloging Internet Resources” workshop, which was to have been offered a total of eight times by Amigos Library Services and TSLAC staff, offer the following in-person workshops:
 - a. “Digital Preservation Management,” taught by Nancy McGovern, Digital Preservation Officer, ICPSR, to be offered in Austin on October 12-13, 2010. This two-day workshop enables participants

to explore the organizational infrastructure, technological infrastructure, and requisite resources needed to develop an effective digital preservation program. For more detail, see <http://www.icpsr.umich.edu/dpm/workshops/topical.html#a>.

While this workshop is not a part of the “Digital Library Environment” series, Dr. McGovern is working with the Library of Congress’s Digital Preservation Outreach and Education (DPOE) initiative (<http://www.digitalpreservation.gov/partners/dpoe/dpoe.html>).

The total cost for this workshop is approximately \$11,000, including travel and course fees. Amigos Library Services will use funds from their services agreement to contract with ICPSR to provide the workshop. This will not require transfer of funding across grant categories.

- b. “Digital Preservation Tools and Workflows,” taught by Nancy McGovern, Digital Preservation Officer, ICPSR, to be offered in Austin in Spring 2011. This two-day workshop assists managers in understanding the organizational, technological, and funding issues associated with developing or incorporating tools and workflows into an organization's digital preservation program. The examples used reflect recent research and developments in the digital preservation community. For more detail, see <http://www.icpsr.umich.edu/dpm/workshops/topical.html#b>.

Although discussions regarding this workshop are still preliminary, the cost for this workshop is again expected to total approximately \$11,000, including travel and course fees. Amigos Library Services will use funds from their services agreement to contract with ICPSR to provide the workshop. This will not require transfer of funding across grant categories.

If for any reason Amigos is not able to contract with ICPSR for this workshop, IMLS pre-approval will be obtained to offer an equivalent workshop will be substituted instead.

2. Increase the travel funding available to participants in the 10 collaborative projects to allow them to travel to Austin for the two digital preservation workshops. The first four workshops were each offered in 6 or 7 locations, reducing travel expenses for the participating institutions. Because we will not have the funds to offer the Digital Preservation workshops at additional locations, we will instead offer the 10 collaborative projects additional funding to allow them to travel to Austin.

The additional funding for student travel in year three will come from savings in student travel in years 1 and 2. Any transfer of funding across grant categories will be minimal.

3. To supplement the workshops in the “Digital Library Environment” Series plus the two digital preservation workshops, offer participants in the 10 collaborative projects tuition vouchers through Amigos Library Services that can be used for a variety of workshops.
 - a. Each of the 10 collaborative projects will receive 8 vouchers worth up to \$250 each, or a total of up to \$2,000 per project, for in-person workshops, including the two digital preservation management workshops listed above. Other workshops for which vouchers may be used must be pre-approved by TSLAC staff based on their relevance to the intended outcomes of the Train to Share project. To date, the following workshops are proposed for pre-approval:
 - i. Describing Archives: A Content Standard (DACS) #1119. SAA. October 22, Dallas, TX.
“Get an in-depth, practical consideration of the key concepts and descriptive elements in Describing Archives: A Content Standard, the U.S. standard. Explore strategies for incorporating this standard into workflows for accessioning, arrangement, and description through discussions and hands-on work with a variety of exercises, culminating in a DACS-based analysis of existing finding aids. This workshop, a basic introduction to the standard, focuses on application of DACS rules and concepts, which participants can apply to repository processes and descriptive outputs.” [Course Information](#).
 - ii. Understanding Photographs: Intro to Archival Principles & Practices #1126. SAA. October 25-25, College Station, TX.
“This introductory workshop teaches the basics of how to manage and care for photographs. You will discover how standard archival techniques can be applied successfully to photographs in eight modules: appraising and acquiring; reading and researching; identification and handling; preservation, storage and housing; accessioning and arrangement; description and cataloging; copying; and public service and outreach.” [Course Information](#).
 - iii. Digital Storytelling. Museum Computer Network Workshop. October 27, Austin, TX.
“It was not long ago that producing multimedia digital content required expensive equipment and deep levels of

technical expertise. We are at the point now where anyone can create and publish very compelling content with nothing more complex than a web browser. The point is not that there are professional level production tools, but that the barrier of entry to content creation can be drastically low. This workshop will cover a basic story development process that can be used to create a story in a web 2.0 tool using images, audio, and/or video.” [Workshop Information](#).

- iv. Digital Asset Management Forum for Heritage and Culture. Museum Computer Network Workshop. October 27, Austin, TX.

“This workshop focuses on digital asset management (DAM) strategies and solutions for the needs of heritage and cultural organizations. The workshop is intended for those with an interest in managing image and document libraries. Whether you're new to the world of DAM or more advanced, you'll walk away with valuable user tools, tips, and tricks.” [Workshop Information](#).

- v. Helping Interdisciplinary Vocabulary Engineering (HIVE) Workshop. Spring 2011, Denton, TX.

“The IMLS-funded Helping Interdisciplinary Vocabulary Engineering (HIVE) project has been working with the W3C's Simple Knowledge Organization Systems (SKOS) in the linked data environment. The SKOS-2-HIVE seminar focuses on using semantic web technologies for representing and describing interdisciplinary collections, with a strong emphasis on the basic understanding and usage of SKOS, linked data, and the HIVE library of open source applications. Seminar components will address the conceptual design of structured vocabularies, including a range of semantic relationships; domain representation and issues central to identifying useful vocabularies; the application of basic SKOS tags; techniques underlying the HIVE vocabulary server for enriching digital resource descriptions; and steps for implementing a HIVE server.” [Project Information](#).

It is probable that additional face-to-face workshops will be identified in Spring 2011, particularly in conjunction with the American Association of Museums meeting scheduled for May 2011 in Houston and with various regional conferences.

The amount available for tuition for face-to-face workshops represents an increase of \$1,000 per collaborative project over the

amounts originally proposed in the grant for the fifth workshop. Some of the funding will come from tuition funds not spent by the projects on the first four workshops. Additional funding will be transferred from salary funds not spent in the first year of the grant due to the delay in hiring an Outreach and Training Coordinator.

- b. Each of the 10 collaborative projects will receive 10 vouchers worth up to \$300 each, or a total of up to \$3,000 per project, for online workshops, including the four workshops offered in the “Digital Library Environment” series. Other workshops for which vouchers may be used must be pre-approved by TSLAC staff based on their relevance to the intended outcomes of the Train to Share project. To date, the following workshops are proposed for pre-approval:
 - i. Ahead to RDA Webinar Series. Association for Library Collections and Technical Services. October 15-December 15 (4 hours; must register for all four webinars). Catalogers, librarians and staff, department heads who will be planning RDA implementation, and library directors who need to understand the benefits and importance of implementing RDA should attend these webinars. [Series Information](#).
 - ii. What is EAC-CPF? SAA Web Seminar. October 28, 2010. “Get an in–depth look at the emerging international standard: Encoded Archival Context – Corporate Bodies, Persons, and Families (EAC–CPF)! This session will provide the nuts and bolts of EAC–CPF, its structure and its possibilities. Using a variety of examples, the seminar covers the schema from start to finish and concludes with a brief discussion of existing data sources that can be leveraged for the creation of EAC–CPF records.” [Course Information](#).
 - iii. Introduction to the Encoded Archival Description. Amigos Live Online. December 14-17, 2010. “The Encoded Archival Description (EAD) is an internationally recognized XML -based standard for encoding archival finding aids. This live, online workshop will provide a solid introduction to EAD from deciding whether or not to implement EAD to displaying your encoded finding aids on the web. Topics covered include: History of EAD; Factors to consider when deciding to implement EAD at your institution; Relationships between EAD, The General International Standard Archival Description (ISAD(G)), and the principles stated in the

Canadian-US Task Force on Archival Description (CUSTARD) Project; The structure of an EAD document. Participants will markup a supplied finding aid in EAD and transform it using XSLT into an HTML document for displaying the finding aid online.” [Course Information](#).

- iv. METS: The Basics. Amigos Live Online. Spring 2011. “The Metadata Encoding Transmission Standard (METS) is an XML schema that binds complex digital objects and their descriptive and administrative metadata together. Objects and metadata can reside within the METS object, either as XML or Base64 encoding, or, the METS object can link to the digital objects and their metadata. This workshop introduces the METS standard; discusses the role of METS profiles in defining specific applications of METS; and outlines the sections of a METS object, presenting alternative methods for storing or linking to digital objects and their metadata. For homework, students will build a METS object using supplied image files and XML metadata records.” [Course Information](#).

It is probable that additional online workshops will be identified in Spring 2011. Sources of training will include Amigos Library Services; the Society of American Archivists; American Library Association divisions including ACLTS, LITA, and ACRL; NEDCC; and other reputable continuing education providers.

The amount available for tuition for online workshops has not changed from the original grant proposal, but the application assumed that many of the collaborative projects would need to repeat workshops due to staff turnover or other causes, which has not proven to be the case. Adding additional allowed online workshops will allow us to use more of our available grant funds.

As additional face-to-face or online workshops which would advance grant objectives are identified, project staff at TSLAC will request pre-approval of the workshops from IMLS.

For both face-to-face and online workshops, attending project participants will be asked to complete a short evaluation prior to receiving tuition funds. This evaluation will ask the participants to describe the benefit their collaborative project received through attendance at the workshop and specific learning outcomes appropriate to the Train to Share project. This evaluation will be submitted to TSLAC staff, who will then authorize Amigos Library Services to process the voucher payment.

If these modifications are approved, they will go into effect immediately.

Controlled Vocabulary

TSLAC's "Train to Share: Interoperability Training for Cultural Heritage Institutions"

History of Houston Waterways Digital Archives Project (Houston Area Team)

authored by

Marie Wise, Digital Projects Manager, Houston Public Library

Lauren Meyers, Project Archivist, Woodson Research Center, Rice University

Houston Area Team Members:

- Fondren Library, Rice University
- Houston Metropolitan Research Center, HPL
- Houston Yacht Club
- Museum of Houston

Exercise 1: Using Wordstock

Identify the Scope and Purpose of Your Controlled Vocabulary

Define the scope of your controlled vocabulary, which is the universe of objects to which it can be applied, and briefly state why such a controlled vocabulary is needed.

Scope

The following controlled vocabulary contains terms to describe materials in the “History of Houston Waterways” collection. These terms identify broad, high-level subject themes for use in organizing browsing access to the collection. This is not intended as an exhaustive treatment of sailing, yacht clubs, or Houston waterways.

In general, broader terms are preferred to narrower so that terms in the word cloud will return a good, browseable sample of the collection. Likewise, the cloud should present terms that will appeal and make sense to both general and specific audiences.

Purpose

The terms in this vocabulary will populate the subject.local metadata field which has been included in the metadata set specifically for this use. The terms will be displayed on the portal page so that users can browse the collection by subject and understand the subject content of the materials included.

Identify the Potential Users of Your Controlled Vocabulary

Identify both internal and external users of your controlled vocabulary and briefly state how you expect them to use the terms.

Internal Users	Methods of Use
Project staff including metadata librarians and project managers	Project staff will use the controlled vocabulary to apply terms to the subject.local metadata field for future organization of the collection into broad, browsable themes.
External Users	Methods of Use
Users accessing the online resource, including historians, researchers, and interested community members	Terms in the subject.local metadata field will populate a word cloud that online users can select from in order to browse the collection by broad themes

Identify Content-Bearing Terms from Your Wordstock

Using the wordstock you have provided, identify as many potential content-bearing terms as possible. When you have as many terms as possible, transfer likely candidates to Post-It Notes.

Term

Raw wordstock from collection (April 5, 2010)

**** NOT completed controlled vocabulary ****

Boats Sailboats Steamboats
Celebrations Galveston Bay Barges
Houston Yacht Club Houston Launch Club
Allen's Landing Trophies
Harrisburg Ragnots
Youth sailing Weather
Hurricanes Storms
[Port of Houston] Buffalo Bayou
Powerboats Regattas
WW I and ww ii Spanish American War
Morgan's Point Seabrook
Galveston Flags
Clubhouses (interior and exterior)
Yacht Commodores
Mayors of Houston Jones
Rice, Baldwin
Allen brothers
Moody family
Kirby
Olympic sailing
Roosevelts
Events/parades

Genre:

Charts

Maps

Newspaper clippings

Drawings

Announcements

Correspondence

Exercise 5: Front Matter

Title
History of Houston Waterways Concept Terms List
Introduction
<p>The History of Houston Waterways Concept Term List is intended to provide broad subject access to the collection. The terms will be presented to users for browsing through materials in the collection. As a simple list, this controlled vocabulary will be included in the subject.local metadata field.</p>
Scope
<p>The following controlled vocabulary contains terms to describe materials in the “History of Houston Waterways” collection. These terms identify broad, high-level subject themes for use in organizing browsing access to the collection. This is not intended as an exhaustive treatment of sailing, yacht clubs, or Houston waterways.</p> <p>In general, broader terms are preferred to narrower so that terms in the word cloud will return a good, browseable sample of the collection. Likewise, the cloud should present terms that will appeal and make sense to both general and specific audiences.</p>
Users / How to Use
<p>Project staff will apply terms from the controlled vocabulary to the subject.local field as part of the metadata workflow. It is important to note that multiple terms can be applied to any of the materials.</p> <p>External users, the broader online community, will use the word cloud based on the vocabulary to browse and access the collection by subject.</p>
Term Submission / Revision Schedule
<p>Terms will be added based on user and literary warrant while working with the collection. After project completion, users can request other terms for browsing or project administrators can add additional terms as needed</p>

Exercise 6: Term Records

Term Record	
<i>Choose three terms from your controlled vocabulary and develop a full term record for each term.</i>	
Term: Regattas	
Preferred term	USE FOR: Races
SN (Scope Note) Applies to all boat races, power and sail. Use also for literature, announcements and trophies from specific races	
Relationships	
BROADER TERM (BT)	TERM
	Events
NARROWER TERM (NT)	TERM
	Sailboat Races
RELATED TERM (RT) / TYPE	TERM
	Trophies
	Announcements
Term Creator: Project team	Date Created: April 2010

Term Record

Term: Wartime

Language:

Preferred term

USE FOR: WWI, WWII, Spanish American War

SN (Scope Note)

Applies to all materials of or about wartime related activities

Relationships

NARROWER TERM (NT)	TERM
	Patrols
	Flights
	Training
RELATED TERM (RT) / TYPE	TERM
	WWI
	WWII
	Spanish American War

Term Creator:

Date Created:

Term Record

Term: Powerboats

Language:

Preferred term

USE FOR motor vessels, motorboats

SN (Scope Note)

For vessels not powered by sail, mainly pleasure or recreational boats

Relationships

BROADER TERM (BT)	TERM
	Boats
RELATED TERM (RT) / TYPE	TERM
	Sailboats
	Ships

Term Creator:

Date Created:

List of Terms Reference Sheet

See: *Controlled Vocabulary Terms.xls*

Preferred Term	Use For/Narrower Terms	Scope Note	Facet/Category
Announcements	race notices		Ephemera
Charts			Ephemera
Correspondence	letters, notes		Ephemera
Drawings			Ephemera
Flags			Ephemera
Maps			Ephemera
Newspaper Clippings			Ephemera
Celebrations			Events
Regattas			Events
Wartime	WWI, WWII, Spanish- American War	use for any wartime activity or event,	Events
Weather	Hurricanes, Storms		Events
Allen's Landing			Locations
Buffalo Bayou			Locations
Clubhouses			Locations
Galveston			Locations
Galveston Bay			Locations
Harrisburg			Locations
Morgan's Point			Locations
Seabrook			Locations
Houston Launch Club			Organizations
Houston Yacht Club			Organizations
Port of Houston			Organizations
Allen brothers			People
Baldwin Rice			People
Commodores			People
Houston Leaders	mayors, significant people,		People
Jones			People
Kirby			People
Moody family			People
Roosevelts			People
Olympic Sailing		people and events related to Olympic sailing	Subjects
Powerboats	motorboats, steamboats	use for any type of boat not powered by sails, can be used in combination with the term sailboat	Subjects
Sailboats		use for any specific type of sailboat	Subjects
Trophies		use for any specific trophy as well as for events related to trophies such as presentations, deeds of gift, etc.	Subjects
Youth Sailing	Ragnots,		Subjects

Other Controlled Vocabularies

The History of Houston Waterways project makes uses of several controlled vocabularies in order to create the most useful metadata set.

Dublin Core Element

Dublin Core Element	Recommended Controlled Vocabularies
dc.contributor	Library of Congress Name Authorities File (LCNAF) http://authorities.loc.gov/
dc.coverage.spatial	Getty Thesaurus of Geographic Names (TGN) http://www.getty.edu/research/conducting_research/vocabularies/tgn/
dc.format.medium	Getty Art & Architecture Thesaurus (AAT). http://www.getty.edu/research/conducting_research/vocabularies/aat/
dc.subject.lcsh	Library of Congress Subject Headings (LCSH)
dc.type	DCMI type vocabulary http://dublincore.org/documents/dcmi-type-vocabulary/

Exercise 5: Application Profile

Class of Materials: Digital images of paintings, sculptures, and works of art			
<p>Create a Dublin Core application profile for a class of materials similar to the item they described in the previous exercises. For your collection:</p> <ul style="list-style-type: none"> • Formulate three functional requirements for your collection. • Create a domain model for your collection that expresses at least three relationships to the type of item in your collection. • Create three labels with definitions, best practices for entering data, and equivalent Dublin Core elements. 			
Functional Requirements			
1	Keyword searching and interlinked terms: Apply searchable metadata to retrieve image files, such as title, subject, and date. Searchable terms are hyperlinked to other records with the same terms.		
2	OAI harvesting: Metadata will display in fields with customized names that are mapped to Dublin Core.		
3	Pre-determined Sort Order: The default browse page will sort by the following fields, in the following order: Creator, PartOf, Page Number, Title, and Upload File Name.		
Domain Model			
(You may also provide a drawing on the reverse of this page)			
Relationship 1	work of art → is known by → title		
Relationship 2	work of art → was created in → year		
Relationship 3	work of art → is about → subjects		
Metadata Profile			
Element	Label	Definition	Best Practices
dc:title	Title	The title by which the object is known.	Capitalize proper nouns; get title from document or describe in square brackets
dc:date	Date	The date on which the original work of art was created.	Date artwork was created; use year only; for circa us "ca."
dc:subject	Keywords	Keywords that describe the subject matter of the item	Use Thesaurus for Graphic Materials:

		(not the form/genre, which is contained in a different field).	http://www.loc.gov/rr/print/tgm1/ as a suggested source, but add free-text keywords as needed. These are descriptive keywords, not those relating to the form/genre. Separate by a semi-colon. Do not capitalize unless they are proper nouns.
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Logic Model

I. Situation: program partners and stakeholders	
What is the program's name?	<i>Train to Share: Interoperability Training for Cultural Heritage Institutions</i>
What partners are involved?	<ul style="list-style-type: none"> • Texas State Library & Archives Commission • University of North Texas • Amigos Library Services • IMLS
Who are you and what does your organization hope to gain from the program?	We are an IMLS grant-funded program designed to train library and museum professionals across the state to create metadata for digital objects, while developing sustainable and collaborative partnerships.
Who are the program's stakeholders ?	What does each stakeholder want to know?
<ul style="list-style-type: none"> • Texas State Library & Archives Commission 	The state library is supporting the grant project by acting as an organizational home base. They have a stake in the success of the program because their staff wrote the grant and they are providing office space and staff time. Can or should this program be sustained after the grant period is over? What will it cost? What will it do for us? To what extent will the training be absorbed into the Library Development Division's training program?
<ul style="list-style-type: none"> • Texas Heritage Online 	Can librarians and museum professionals be trained to create high-quality metadata that is interoperable and shareable? Can the project succeed? Can the project be sustained after the grant period is over? Will more people be utilizing Texas Heritage Online? Where will the final projects be stored? What will it cost? What will it do for us? What staff time or organizational resources will be consumed? Will this project succeed so that more funding can be secured? Can the project be expanded?
<ul style="list-style-type: none"> • University of North Texas 	Will project participants be using UNT to host their digital collections? How can we be of service? Did we meet our obligation as a strategic partner? What will it cost? What will it do for us? What staff time or organizational resources will be consumed?

<ul style="list-style-type: none"> Amigos Library Services 	<p>Will project participants refer others to Amigos Library Services for the same type of training? Was the training offered successful? Did we meet our obligation as a strategic partner? What will it cost? What will it do for us? What staff time or organizational resources will be consumed?</p>
<ul style="list-style-type: none"> Institute of Museum & Library Services 	<p>IMLS is funding the project and would be interested to know if a plan for creating a statewide initiative for creating interoperable metadata will succeed, and if so, could it be used as a national model? Was it worth funding? Should more funds be spent in this area? How will this program help achieve IMLS's objectives and mission? Will the work be sustainable beyond the grant period?</p>
<ul style="list-style-type: none"> The Train to Share Project Participants 	<p>Will it cost us anything? How much time will be required? What will we get out of it? How will we accomplish the goals set out in the contract? Will it be worth the investment of our staff's time and energy? What will our team need to do in order to complete and sustain the project? Where will future funding come from?</p>



Logic Model

II. Program planning: connecting needs, solutions, and results	
Who is the direct audience for the training program?	Librarians, museum professionals, and archives professionals involved in or interested in digitization projects. Project participants are grouped into ten teams of three organizations each. On each team, there is at least one library and one museum.
What are the needs of the audience?	Participants are in need of training in order to create interoperable metadata. There is a significant statewide need for training to create consistent and interoperable metadata as determined in a 2005 survey conducted by the Texas Heritage Online Training Work Group.
What are some audience considerations ?	Teams need to know why they are getting involved in a pilot program. Participating individuals are in training for two full days for each of the workshops, where they are able to focus and are not competing with other assignments—in other words; time has been carved out for this project. Librarians and museum professionals are used to working with their own systems; there is a need to account for the fact that they don't understand each other's way of creating metadata, so finding a 'common language' will be vital. This audience is not accustomed to working on cross-organizational teams so that should be taken into consideration. This audience will want to know how much time it will take and "What's in it for me?"
What solution fulfills the needs?	Training in the form of five two-day workshops (Digital Project Planning & Management Basics, Digital Library Systems & Applications, Metadata, Controlled Vocabulary & Thesaurus Design, Digital Preservation and/or other projects related to digitization) will be offered at 6 locations across the state through our strategic partner, Amigos Library Services. Each team will learn about project management and cross-organizational collaboration by completing a 1000-item digital project (before the end of the grant period) with the hope of: learning all the skills necessary to continue on a larger scale; continuing with the project and team formulated under this grant; and/or by building new sustainable projects and partnerships.
What will be the desired results ?	Desired short-term results: The majority of teams will complete the training program and gain the skills necessary to continue creating metadata for digital projects. The majority of teams will have digitized 1000 items for their digital projects and published them online for the public to utilize.

	<p>Desired long-term results: Teams will start new digital projects working with other organizations. The courses created for this project will be sustained and offered on a regular basis; the vital and useful partnerships among institutions will be sustained; and the digital projects created during the grant period would be sustained as accessible online resources.</p>
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III. Logic model summary: program purpose statement

<p>We do what?</p>	<p>We (the Train to Share staff, Oversight Committee, and Advisory Board) develop and deliver the Train to Share project—composed of ten teams of participating organizations made up of library, museum and archives professionals across the state. We offer training for participants through a training program on creating metadata for their digitized items. We offer a total of five workshops to train participants on managing, describing and providing access to their digital objects. The information is intended for project participants and the “next-generation”—the professionals trained by them.</p>
<p>For whom?</p>	<p>The project participants are creating metadata for digitized objects that can be accessed by anyone, Project participants are grouped into ten teams with three organizations each. Each team is composed of at least one library and one museum.</p>
<p>For what outcome/benefit(s)?</p>	<p>Desired short-term outcome/benefit(s): An increase in knowledge of metadata creation as measured by an improvement in the quality of metadata records (created before and after the training). Overall, we hope to: improve the quality of metadata being created statewide; increase the quantity of interoperable metadata created in Texas; foster the groundwork for future partnerships; and develop digitization resources for anyone to use—including internal metadata guidelines, XSLT documents, templates for websites, and training materials.</p> <p>Desired long-term outcome/benefit(s): Although the main outcome is that teams learn to create metadata that is shareable and interoperable [skills], we have the added hope that teams will learn something from the cross-organizational collaboration [attitudes], and that these teams continue their partnerships with new projects into the future [long-term behavior].</p>

IV. Program elements: Inputs, Activities, Services, and Outputs	
Inputs	Outputs (or counts)
THO Staff: THO Administrative Contact THO Coordinator THO Outreach Coordinator	5% FTE (96 hours per year) 50% FTE (960 hours per year) 100% FTE (1920 hours per year)
Partnering with Amigos Library Services Amigos will provide a trainer to prepare and teach each of the five workshops (Approximately 500 hours) and will appoint a representative to serve on the oversight committee and advisory board. The appointee will also travel to meetings and workshops for the project.	Five face-to-face workshops and online versions of the workshops (Digital Project Planning and Management, Metadata Standards and Crosswalks, and Controlled Vocabulary, Thesaurus Design, and Digital Preservation Management) courses taught by Amigos. Assistance will also be provided for the details of other digitization training opportunities during the grant period
Partnering with University of North Texas UNT will provide technical assistance such as displaying digitized images on Texas Heritage Online and the Portal for Texas History (Approximately 500-1000 hours) and will appoint a representative to serve on the oversight committee and advisory board. The appointee will also travel to meetings and workshops for the project.	Up to 10,000 images hosted on the Portal to Texas History and a wiki installment. Technical consultations for project participants will also be provided.
Advisory Board	10-20 hours of evaluation person for a total of 60-120 hours of guidance and feedback per year via quarterly meetings
Activities	Outputs (or counts)
Composing Teams Cultural heritage institutions in the state have a need for training as indicated by a 2005 survey conducted by Texas Heritage Online. This	First we compose ten teams consisting of three organizations with at least one library and one museum per team. Other partners can

<p>grant will provide entry-level training for these organizations to develop a competency level in dealing with digital projects, and more importantly, will create a standard for creating high-quality metadata that is interoperable among different types of institutions.</p>	<p>come from archives, government agencies, etc. We will need to have an awareness and promotion initiative in order to obtain the participants, who will then be trained on how to create metadata for their digitized items which will be showcased on Texas Heritage Online and other online resources.</p>
<p>Marketing and Outreach Promote Train to Share and THO within the state of Texas, focusing on organizations that cater to museum and library professionals (like the Texas Library Association and the Texas Association of Museums).</p>	<p>By spending approximately 400 staff hours per year on outreach and promotion, we promote the work teams are doing toward their goal of creating 1000 metadata records. Disseminating information by offering 2 panel presentations at affiliated conferences and distributing 1000 brochures will be a part of this project's outreach initiative.</p>
<p>Services</p>	<p>Outputs (or counts)</p>
<p>Provide Support for Teams The THO staff will provide technical and logistical support for teams participating in the project with the expected outcome that they would become self-sufficient in their ability to create metadata for their digital projects. UNT will also offer technical support.</p>	<p>100-300 hours of support will be provided for teams. Approximately 400 hours per year will be spent on creating and maintaining a web tool on Moodle, a wiki, and other project documentation (like this evaluation tool) for project participants to use as a resource.</p>
<p>Training Plan and implement a training program for project participants. The plan would be for 100% of the teams to be trained through the Train to Share project through a series of five workshops. From the training, participants will experience an increase in knowledge in the area of creating metadata for digital objects (a change of skill sets). In addition, the online courses will continue to be offered regularly for three years beyond the end of the grant period.</p>	<p>Provide the teams with 5 two-day workshops and online versions of those courses during the 3-year grant period. Training will include assignments and exercises to be completed as a team, which will help solidify their collaboration efforts, management and development of their projects, planning efforts, and competency level. Ultimately, 30 or more participating organizations will have the knowledge to complete digital projects independently.</p>
<p>Develop Evaluation Tools Devise methods of evaluating whether course participants improved their competency level in creating and managing digital projects.</p>	<p>Evaluation materials and statistics can be made available to stakeholders.</p>

V. Outcomes

Outcome 1: Participants will report an improvement in their ability to create quality, interoperable metadata as measured by a continuous output of metadata; even more encompassing, participants will report an improvement in their competency level in dealing with all aspects of digital projects addressed in the training program, specifically: Digital Project Planning and Management, Digital Library Systems, Metadata Standards and Crosswalks, Controlled Vocabulary and Thesaurus Design, and Digital Preservation Management.

Indicator(s)	Applied to	Data Source	Data Interval	Target
The number and percentage of participants who claim an increase in competency in: Digital Project Planning and Management, Digital Library Systems, Metadata Standards and Crosswalks, Controlled Vocabulary and Thesaurus Design, and Digital Preservation Management..	All project participants	Immediate: pre/post workshop questionnaires (reporting an increase in knowledge of one point or more on a scale of 1 to 5)	Before and after the project period	80% of participants report an increase in their competency level
The number of participants who show an improvement in the ability to create quality, interoperable metadata	All project participants	Intermediate: an evaluative improvement in the metadata itself as measured by the quality of metadata records for the digital projects(measured both before and after the training) with special	Before and after the project period	80% of organizations show an improvement in the quality of metadata produced (Ex. contributed metadata records can be used on THO without

		attention paid to completeness as defined by the number of metadata fields, the quality of the content, and the use of authority files. A metadata analysis tool may be used for this assessment.		significant modification)
A change in organizational behavior	All project participants	Long term: an evaluation of impacts on other areas within the organization such as a change in policies and procedures or their training and development initiatives as measured by survey questions	Before and after the project period	50% of organizations report a change in organizational direction, knowledge, or employee behavior as a result of the training
Outcome 2: Collaborative, cross-organizational relationships initiated during the project period could be maintained after the grant period was over.				
Indicator(s)	Applied to	Data Source	Data Interval	Target
Teams continue to work together.	All ten Train to Share teams	Survey	1 year after the grant period is over (which ends August 2011)	75% of participants will discuss sustaining the project, data curation, expanding the project, or putting the project online after the end of the grant period as measured by a self-

				reported survey questionnaire.
Participants are more likely to collaborate with another organization on a cross-organizational project as compared to before the project	All participants	Survey	1 year after the grant period is over (which ends August 2011)	75% of participants will forge new collaborative relationships or express an interest in doing so.
Outcome 3: Improved access to digitized images of rare books and materials held by Texas cultural heritage organizations—made available online through an organization’s site or through a system that aggregate the material such as a content management system.				
Indicator(s)	Applied to	Data Source	Data Interval	Target
More material is available online with improved access to the content as indicated by: the amount of material available on web pages and through other harvesters, and an increased number of items in shared repositories.	All participating organizations	Self-reported data/statistics about the amount of material available on Texas Heritage Online	At the beginning and end of the grant period	85% of teams will show an increase in the number of materials published online during the grant period.
More digital material is produced and put online after the end of the grant period	All participating organizations	Self-reported data/statistics about the amount of material available on Texas Heritage Online	At the beginning and end of the grant period	70% of participating organizations will publish additional material with associated, interoperable metadata online

Texas State Library and Archives Commission

TexTreasures FY2010

Organization Information

Name: University of Texas at El Paso
 Legal Entity: University of Texas at El Paso
 Address: 500 University Avenue
 City, St Zip: El Paso, TX 79968-0582
Employer Identification Number: 746000813

Grant Information

Name: TexTreasures
 Fiscal Year: 2010
 Application ID: 123
 Term: 09-01-2009 to 08-31-2010

Please submit your grant application electronically using the TSLAC Grant Management System, <http://gms.tsl.state.tx.us>.

March 3, 2009

Organization Information

Library Name: University of Texas at El Paso

Applicant/ Legal Entity: University of Texas at El Paso

Employer Identification Number: 746000813

U.S. Congr. Distr No.: 16

State Senate Distr. No.: 29

State Houston Distr. No.: 77

Contact Persons

Director/ Coordinator: Michelle Kistenmacher

Contact 1: Claudia Rivers

Financial Contact: Guadalupe Gomez

Is the applicant delinquent on any Federal debt? NO

Signature

I certify, to the best of my knowledge, that the statements made in this application are true, that the information provided is correct, and that I am authorized to enter into legally binding commitments on behalf of the applicant organization.

Application Completed by:

Michelle Kistenmacher **Date:**02-26-09

Application Approved by:

Michelle Kistenmacher **Date:**02-27-09

Approved by Signature Name:

_____ **Date:** _____

Approved by Title:

Budget Table for Fiscal Year 2010

Capitalization Level: 15503

Budget Category	Grant Funds	Other Funds(if applicable) (\$)	Description	Total Costs (\$)
Personnel	8841	13308		22149
Fringe Benefits	1362	4615		5977
Travel	0	0		0
Equipment/ Property	0	0		0
Supplies (incl. Library Materials)	500	0		500
Library Materials: 0				
Contractual Services	0	0		0
Other	4800	0	laptop, data storage	4800
Totals	15503	17923		33426

Narrative

1. Please list the eligible TexShare member institution(s) and other project partners (if applicable).

- University of Texas at El Paso Library (UTEP Library)
- El Paso Public Library (EPPL)
- El Paso County Historical Society (EPCS)

2. Program Abstract:

- The University of Texas at El Paso Library, the El Paso Public Library, and the El Paso County Historical Society hold unique and scarce materials that document the history of the Mexican Revolution (1910-1920) on the U.S.- Mexico border and the military buildup that occurred on the U.S. side of the border during those years. We request funds to make the resources on this subject more accessible by creating a bibliography, scanning selected documents and photographs, and developing a web exhibit that will feature the bibliography and images. To help make these resources available, we would hire a graduate student research assistant and purchase computer equipment for processing and storing the digital files.

3. Significance of the Collection (0-30 Points) - Describe the significance of the collection to be made accessible.

- El Paso played an important part in the Mexican Revolution because of its strategic location on the border where rail lines from both north and south met. It was a theater for revolutionary activity, a transit point for the movement of arms and people, and a destination for refugees. Moreover, due to the military buildup along the U.S.- Mexico border in the years before the United States entered World War I, the El Paso region served as a testing ground for many new military technologies and as a training opportunity for military personnel who later participated in the war in Europe, including John J. (Black Jack) Pershing. Photographic images and primary documents relating to the Mexican Revolution are among the most-requested materials in the UTEP Special Collections and at the El Paso Public Library's Border Heritage Collection. With the approach of the centennials of the Mexican Revolution in 2010 and the Punitive Expedition in 2016, we anticipate an increase in the demand for this subject matter.
- Manuscript collections at the UTEP Library that contain material on the Mexican Revolution or the military buildup along the border include the Millard G. McKinney papers, the John H. McNeely papers, the Zork Hardware records, the Larry Lewis collection on Pancho Villa, the Haldeen Braddy papers, the Carlos Reyes Aviles papers, the Claude Hudspeth papers, the H. B. Stevens business records, the Edward Hinkle papers, the Edwin Parsons papers, and the Kohlberg family papers. Photograph collections that contain images of the Mexican Revolution or the military buildup along the border include the Otis Aultman photographs (the originals are at the El Paso Public Library, with reference prints at the UTEP Library), Mexican Revolution-era photo albums, the Mexican Revolution photo collection, the Gertrude Fitzgerald photographs, the Leigh W. Osborn photograph collection, the Wayne Brendt photograph collection, the Franklin Cleavenger photographs, and the McMaster postcard collection. Scattered items relating to the Mexican Revolution are also found in such diverse collections as the H. E. Van Surdam papers, the Frank S. Ross papers, and the C. E. Waterhouse papers. The El Paso County Historical Society holds many original photographs from the Mexican Revolution and original copies of the numerous "special editions" of local newspapers produced during the Battle of Juárez in 1911. The El Paso Public Library has the heavily used Aultman Photograph Collection and many other original photographs and photographic postcards from the period.
- The UTEP Library also holds important print materials that are contemporary with the Mexican Revolution and the military buildup along the border. These materials include short books or pamphlets printed in El Paso by Mexican authors during the Revolution because the writers were political refugees in the United States or because printing was difficult in Ciudad Juárez. The library also holds printed items in English documenting the reaction of American citizens to the uprising in Mexico. These items-- printed over ninety years ago and mostly on newsprint paper-- are extremely fragile.

4. Availability (0-30 Points) - Explain how access to the collection's materials will be provided.

- This project will make many resources on the Mexican Revolution and the U.S. military buildup along the border accessible on the websites of the UTEP Library, the EPPL, and the EPCS. The temporary staff person (a graduate student with academic training relating to the Mexican Revolution) will prepare a detailed bibliography of photograph, manuscript, and print materials relating to the Mexican Revolution in the UTEP Library, the El Paso Public Library, and the El Paso County Historical Society. This bibliography will enable students and scholars to make greater use of the materials since they are dispersed in diverse collections and because subject access is currently limited. Some of the manuscript collections only have inventories as finding aids, and published items with older cataloging have few, if any, subject headings. The bibliography will be available from the UTEP Special Collections web site and linked to a planned city-hosted web site that will list resources and events related to the one-hundredth anniversary of the Mexican Revolution.
- The temporary staff member will also scan selected photographs, flyers, and other documents that illustrate important events or aspects of the Mexican Revolution on the border. These images will be added to the UTEP Special Collections Photo Database and will be used to create an on-line exhibit that will also be available on the UTEP Library web site. While several of the photograph collections at the UTEP Library have already been scanned, there are small collections and photographs within manuscript collections that have not been digitized. The El Paso Public Library has digital copies of most of the Otis Aultman negatives, but most of the files lack descriptive data, and the EPPL also has many resources on the Mexican Revolution that have not been digitized.
- Fragile pamphlets will be scanned and posted as searchable PDF files on the UTEP Library's web site, linked to the catalog records and to the on-line exhibit. Moreover, some original documents will be selected for display in a major exhibit on the Revolution currently being planned by UTEP's Department of History and the El Paso Museum of History, scheduled to open in October 2010. This exhibit will also include electronic access to the newly digitized material.

5. Copyright Statement - I hereby certify that all applicable activities related to TexTreasure Grants will be in compliance with the Copyright Law of the United States (title 17, U.S. Code). Please indicate Yes or No.

- Yes

6. Project Design (0-20 Points) - Describe how the project will be conducted.

- During the fall of 2009, UTEP Special Collections staff will identify the collections containing significant resources on the Mexican Revolution and military buildup along U.S.- Mexico border and advertise the temporary research assistant position. The Library Systems office will order the computer and install the enhanced storage capability in the fall of 2009. The laptop computer selected will be a Dell Latitude E6400 Laptop, with 2.0GB of memory and a 160GB hard drive. The laptop computer will have a docking station for work within the UTEP Library and a carrying case, 9-cell battery and a 90W AC adapter for use in remote storage locations or at other repositories. The server upgrade to provide sufficient storage for the documents and photos to be scanned will include ten Compaq HP Proliant 72.8 GB 10K U3 SCSI hard drives and three Seagate external 1.5TB hard drives for backing up the files.
- The temporary staff person (a research assistant hired to work half-time for five months) will start work in January 2010 and begin by preparing a detailed bibliography of photograph, manuscript, and print materials relating to the Mexican Revolution in the UTEP Library, the El Paso County Historical Society, and the El Paso Public Library. The bibliography will be put up on the UTEP Library's web page, linked from the Special Collections page and stored in the UTEP Digital Commons institutional repository. This stage of the process will be facilitated by the Special Collections Imaging Specialist and the Library's Systems Librarian.
- The temporary staff member will also scan selected photographs, flyers, and other documents that illustrate important events or aspects of the Mexican

Revolution on the border and Pershing's Punitive Expedition. With the assistance of the Imaging Specialist, the temporary staff person will add these images to the UTEP Special Collections Photo Database and use them to create a web exhibit that will also be available on the UTEP Library web site.

- The temporary staff member, with the assistance of the Imaging Specialist or a student employee, will scan fragile pamphlets and post them as searchable PDF files on the UTEP Library's website, linked to the catalog records and to the on-line exhibit. After scanning, most usage of the fragile pamphlets and books will be limited to the digital surrogates, and the pamphlets will be re-housed in acid-free four-flap pamphlet binders.
- After the temporary staff person's employment ends in May, 2010, any unfinished scanning and posting of digital files on the web site will be completed by UTEP Library staff in the summer of 2010.

7. Cost Effectiveness (0-15 Points) - Describe the rationale for the methodology chosen.

- Providing web-based access to rare collections is a cost-effective method of protecting fragile originals from the wear and tear of heavy usage.
- Web-based access will open archival resources to a wider range of students and other researchers than could have used them in their current locations.
- Special Collections staff and Library Systems staff will prepare the preliminary list of resources and order and install the hardware and software for the project prior to the time that the temporary staff person will begin.
- The hiring of a temporary staff person (a graduate student with a background in border history and/or archival training) for a short time period will allow the person to concentrate on the project without having to perform other library tasks.
- The equipment requested includes a laptop computer since the temporary staff person may have to work in several different parts of the library and at the El Paso Public Library and El Paso County Historical Society.
- The problem of storing large digital files at the UTEP Library will be solved by upgrading an older server with new hard drives rather than the purchase of a new server.
- The Library will provide the software and technical support needed to complete the project because it has staff and resources available to help solve problems that may arise.
- Although the cost of the equipment listed on the budget is an estimate, the final cost, as purchased through the University, will likely be less.
- The three participating repositories (UTEP Library, EPPL, and EPCHS) hope to also participate in the Texas Heritage Digitization Initiative project, Train to Share, which will provide training in scanning technologies and metadata appropriate for sharing. The Train to Share grant will ensure that the participants are familiar with best practices in creating digital files intended for wide distribution, and the Train to Share grant may even provide limited funding to be used for software or up-to-date equipment.

8. Evaluation (0-5 Points) - Describe your methodology for evaluating the successful completion of the project and the methodology for estimating the level of usage.

- The success of the project will be determined by the completion of three different products:
 - * a detailed bibliography of the resources in the El Paso area relating to the Mexican Revolution and military buildup along the border;
 - * a web exhibit about the Mexican Revolution on the U.S.-Mexico border in the far West Texas-Southern New Mexico region; and
 - * the availability of selected fragile Mexican Revolution-era pamphlets in digital format from the Library's web site.
- Success will also be evaluated based on usage of archival materials on the Mexican Revolution in the three years following completion of the project, based on requests to use the materials in the libraries and historical society's research center and on requests to borrow materials for physical exhibits in El Paso area museums.
- A counter will also be installed on the on-line exhibit page to count visits by users.

Questions? Email [GMS Help](#).

Texas State Library and Archives Commission

TexTreasures FY2011

Organization Information

Type: University of Texas at El Paso
 Legal Entity: The University of Texas at El Paso
 Address: 500 University Avenue
 City, State Zip: El Paso, TX 79968-0582
Employer Identification Number: 746000813

Grant Information

Type: TexTreasures
 Fiscal Year: 2011
 Grant Number: 723-11010
 Term: 09-01-2010 to 08-31-2011

Organization Information

U.S. Congr. Distr No.: 16

State Senate Distr. No.: 29

State House Distr. No.: 77

Contact Persons

	Name	GMS User Role	E- mail
Director/ Coordinator	Claudia Rivers	Program Manager	crivers@utep.edu
Contact 1	Michelle Kistenmacher	Grantee Official	michsmi@utep.edu
Contact 2	Roberto Osegueda	Legal Entity Official	osegueda@utep.edu
Financial Contact	Guadalupe Gomez	Financial Manager	gmgomez@utep.edu

Is the applicant delinquent on any Federal debt? NO

Signature

I certify, to the best of my knowledge, that the statements made in this application are true, that the information provided is correct, and that I am authorized to enter into legally binding commitments on behalf of the applicant organization.

Application Completed by:

Michelle Kistenmacher **Date:**02-26-10

Application Approved by:

Michelle Kistenmacher **Date:**02-26-10

Approved by Signature Name:

_____ **Date:** _____

Approved by Title:

Texas State Library and Archives Commission

TexTreasures FY2011

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Narrative

1. Please list the eligible TexShare member institution(s) and other project partners (if applicable).

- University of Texas at El Paso Library (UTEP Library)
 El Paso Public Library (EPPL)
 El Paso County Historical Society (EPCHS)

2. Program Abstract:

- The University of Texas at El Paso Library, the El Paso Public Library, and the El Paso County Historical Society hold unique and scarce materials that document the history of the Mexican Revolution (1910-1920) on the U.S.- Mexico border and the military buildup that occurred on the U.S. side of the border during those years. We request funds to make the resources on this subject more accessible by creating a bibliography, scanning selected documents and photographs, putting the scanned materials on easily accessible web sites, creating or revising library catalog records, and developing a web exhibit that will feature the bibliography and images. To help make these resources available in time to meet an anticipated increase in demand created by publicity surrounding anniversaries of the events, we would hire a graduate student research assistant. To help preserve the originals, we would also purchase preservation supplies to improve their storage environment after scanning. The project will produce digital images of approximately 800-900 photographic postcards, 24 sheets of rare newspaper issues, and 32 fragile books or pamphlets and make them accessible over the web.

3. Significance of the Collection (0-30 Points) - Describe the significance of the collection to be made accessible.

- El Paso played an important part in the Mexican Revolution because of its strategic location on the border where rail lines from both north and south met. It was a theater for revolutionary activity, a transit point for the movement of arms and people, and a destination for refugees. Moreover, due to the military buildup along the U.S.- Mexico border in the years before the United States entered World War I, the El Paso region served as a testing ground for many new military technologies and as a training opportunity for military personnel who later participated in the war in Europe, including John J. (Black Jack) Pershing. Photographic images and primary documents relating to the Mexican Revolution are among the most- requested materials in the UTEP Special Collections and at the El Paso Public Library's Border Heritage Collection. With celebration of the centennial of the Mexican Revolution starting in 2010 and the approach of the centennial of the Punitive Expedition in 2016, we anticipate an increase in the demand for this subject matter.

- At least thirteen manuscript collections at the UTEP Library include material on the Mexican Revolution or the military buildup along the border, including family papers, personal papers, business and railroad records, and artificial collections. In addition to the manuscript collections, at least nine photograph collections contain images of the Mexican Revolution or the military buildup along the border. Although some of the photograph collections have already been digitized and made available through the Internet, hundreds of photographs remain that have limited access.

- The El Paso County Historical Society holds many original photographs from the Mexican Revolution, scrapbooks from individuals and organizations that collected materials on the Mexican Revolution, and paper copies of the numerous "special editions" of local newspapers produced during the Battle of Juárez in 1911. Some special editions of events preceding the Mexican Revolution (for instance, the Taft- Diaz presidential meeting on the border) have already been scanned, but the special editions reporting on the Battle of Juarez remain generally inaccessible.

- The El Paso Public Library has the heavily used Otis Aultman Photographs, a large collection of photographic postcards including a collection produced by W. H. Horne, and many other original photographs from the period. The EPPL has already digitized a large number of Aultman photographs and placed them on their website, but much important visual material remains to be digitized.

- The UTEP Library also holds important print materials that are contemporary with the Mexican Revolution and the military buildup along the border. These materials include short books or pamphlets printed in El Paso by Mexican authors during the Revolution because the writers were political refugees in the United States or because publishing was difficult in Ciudad Juárez. The library also holds printed items in English documenting the reaction of American citizens to the uprising in Mexico. These items-- printed over ninety years ago and mostly on newsprint paper-- are extremely fragile.

4. Availability (0-30 Points) - Explain how access to the collection's materials will be provided.

- This project will make significant and previously hard- to- find resources on the Mexican Revolution and the U.S. military buildup along the border more accessible to researchers in the rest of the state and to the public in general. El Paso, on the far western tip of Texas, remains relatively isolated from the rest of the state — over six hundred miles from most major urban centers in Texas. Providing online digital surrogates of important resources on the history of the border will help researchers and students who cannot travel to El Paso use the documents and photographs. The materials digitized will be made available on the websites of the UTEP Library, the EPPL, and the EPCHS; cross links from the three sites will lead researchers to resources at the various repositories. Additionally, because the three participating institutions are also partners in the Texas State Library and Archives Commission's "Train to Share" project, materials digitized as part of that project will also be put on the University of North Texas (UNT) "Portal to Texas History" site. UNT's "Portal to Texas History" is an important online resource for digital access to primary sources across the state, and UNT is a partner in the "Train to Share" project.

- Access will also be improved to materials not included in the digitization portion of this project because the temporary staff person (a graduate student with academic training relating to the Mexican Revolution) will prepare a detailed bibliography of photograph, manuscript, and print materials relating to the Mexican Revolution in the UTEP Library, the El Paso Public Library, and the El Paso County Historical Society. This bibliography will enable students and scholars to make greater use of the materials since they are dispersed — in effect "hidden"— in diverse collections and because subject access to those materials that are cataloged is currently limited. Some of the manuscript collections only have inventories as finding aids, and published items with older cataloging have few, if any, subject headings. The bibliography will be available from the UTEP Special Collections web site and linked to a planned city-hosted web site that will list resources and events related to the one- hundredth anniversary of the Mexican Revolution.

- Based on the research and descriptions developed as part of the temporary staff person's work, Library staff will create new catalog entries for manuscript and photograph collections that include references to the Mexican Revolution- related materials that will lead researchers to these resources. These records will be added to the OCLC WorldCat database and appear in the UTEP Library's online catalog. Where older catalog entries already exist, they will be reviewed to see whether they have enough subject headings or notes to indicate that they contain materials about the Mexican Revolution, and have additional notes and subject headings added if needed.

- The temporary staff member, under the supervision of the UTEP Library's Imaging Specialist, will also scan selected photographs, flyers, and other documents that illustrate important events or aspects of the Mexican Revolution on the border. These images will be added to the UTEP Special Collections Photo Database and the UNT Portal to Texas History and will be used to create an on-line exhibit that will also be available on the UTEP Library web site. Fragile pamphlets will be scanned and posted as searchable PDF files on the UTEP Library's web site, with links from the catalog records and the on-line exhibit. Access to the scanned books and pamphlets will be through the Digital Commons institutional repository, currently administered by Berkeley Digital Press. The searchable PDF documents can be found with a web search using common search engines, and they will also have metadata attached that will include keywords and subject headings.

- Some of the original documents will be included in a major exhibit on the Revolution currently being planned by UTEP's Department of History and the El Paso Museum of History, scheduled to open in late 2010. This exhibit will also promote electronic access to the newly digitized material. The materials that will be used as originals in the exhibit will be among the first documents to be digitized, and the digital copies may be used in later traveling exhibits planned for schools and other venues.

5. Copyright Statement - I hereby certify that all applicable activities related to TexTreasure Grants will be in compliance with the Copyright Law of the United States (title 17, U.S. Code). Please indicate Yes or No.

- Yes

6. Project Design (0-20 Points) - Describe how the project will be conducted.

- Because key staff members have been involved in the TSLAC's Train to Share project, much of the preliminary work in selecting the materials to be digitized in this project has already been done. If this Texas Treasures proposal is funded, Special Collections staff members will write and disseminate the job description for the temporary staff member before the project starts in the fall of 2010. Staff of the UTEP Library, in consultation with the UTEP Department of History, will hire the temporary research assistant with knowledge of the Mexican Revolution who will work half-time on the project from September 2010 until May 2011. Special Collections staff will identify the collections containing significant resources on the Mexican Revolution and military buildup along U.S.- Mexico border and guide the temporary staff person through the initial stages of examination and description of these materials. Materials requested for loan to local museums for Mexican Revolution exhibits will have priority for digitization, and serve as a training opportunity as the temporary staff person (in conjunction with the Imaging Specialist) scans the materials.

- The project will build on the work of the "Train to Share" project; the El Paso group (UTEP Library, EPPL, and EPCHS) received funds that are being used to purchase a laptop computer with enhanced storage capability that can be used at UTEP, in remote storage locations, or at other repositories. Because the temporary staff person will be working with materials at diverse sites, portable equipment is necessary.

- The temporary staff person (a research assistant hired to work half-time for nine months) will prepare a detailed bibliography of photograph, manuscript, and print materials relating to the Mexican Revolution in the UTEP Library, the El Paso County Historical Society, and the El Paso Public Library. This bibliography will be used to identify materials appropriate for digitization in subsequent years. The bibliography will be put up on the UTEP Library's web page, linked from the Special Collections page and stored in the UTEP Digital Commons institutional repository. This stage of the process will be facilitated by the Special Collections Imaging Specialist and the Library's Systems Librarian.

- The selected photographs and photographic postcards have not been previously scanned in UTEP Library, Historical Society, or El Paso Public Library projects. The W. H. Horne photographic postcard collection at the EPPL has the highest priority for scanning. Project staff estimates that between 800 and 900 photographic postcards or snapshots from scrapbooks or albums will be digitized by the end of the project.

- The newspaper materials that will be digitized are the "extra" editions from May, 1911, El Paso newspapers documenting the Battle of Juarez. These are held at the EPCHS, but will be loaned to UTEP for scanning on the UTEP Library's face-up Book Eye scanner. The number of pages totals approximately 24 sheets.

To select the books and pamphlets to be scanned, Claudia Rivers, Project Director and Head of the UTEP Library's Special Collections Department, developed a list of books and pamphlets relating to the Mexican Revolution published between 1911 and 1920 in the UTEP Library, a list of 137 titles. These titles were searched to determine how widely they were held in other libraries and whether they had been previously digitized (for example, in the Google Books initiative). Books with more than 200 pages, books and pamphlets that had been previously digitized, and titles that had more than 25 holdings in Worldcat were eliminated. For items that had between 10 and 25 holdings, items published in El Paso were given preference. The books and pamphlets tentatively selected for scanning include 32 items totaling an estimated 1900 pages. The printed material would be approximately 68% of the material to be scanned in this project, and the photographs would be approximately 32%.

- The temporary staff member will scan the selected photographs, flyers, and other documents illustrating important events or aspects of the Mexican Revolution on the border. With the assistance of the Imaging Specialist (who also has training in web design), he or she will create a web exhibit that will be available on the UTEP Library web site. The digitization process will be aided at the EPPL by staff from the Border Heritage Collection. The photographic postcards from the EPPL will be added to the EPPL website and the UNT Portal to Texas History site. The postcards, mostly 5.5" by 3.5", will be scanned at 600 dpi on a flatbed scanner. TIFF files of all images will be the storage medium, while the online access versions will be lower-resolution JPEG copies.

- The temporary staff member, with the assistance of the Imaging Specialist or a student employee, will scan fragile pamphlets and post them as searchable PDF files on the UTEP Library's website, linked to the catalog records and to the on-line exhibit. After scanning, most usage of the fragile pamphlets and books will be limited to the digital surrogates, and the pamphlets will be re-housed in acid-free four-flap pamphlet binders.

- The face-up scanner that will be used to digitize the newspapers, pamphlets, and books uses proprietary software, Opus 3 (created by the Digital Library Systems Group) that works with Adobe Acrobat to perform Optical Character Recognition (OCR) on the text to make it searchable within the PDF format. Most search engines now read and index the contents of PDF files. We will also add keywords and subjects as metadata to the PDF versions of the documents. The digitized books, pamphlets, and newspaper extra editions will be placed in Digital Commons @ UTEP, an institutional repository, with the catalog records linked to Digital Commons. Preservation copies of the images in TIFF format will be stored on University servers and backed up on an accessory hard drive. The newspaper images will be mounted on the EPCHS web page and also be added to UNT's Portal to Texas History.

- The temporary staff person's employment will end in May, 2011. UTEP Special Collections staff will complete wrap-up activities in the summer of 2011. These activities will include any unfinished scanning and posting of digital images, creating and reviewing catalog records, and designing and implementing evaluation tools such as statistical reporting.

TIMELINE:

September - October 2020 Hire and train graduate assistant
 November 2010 - February 2011 Prepare bibliography
 November 2010 - May 2011 Digitize photographic materials
 November 2010 - May 2011 Digitize newspaper materials
 November 2010 - May 2011 Digitize books and pamphlets
 February 2011 - May 2011 Design web exhibit
 March 2011- August 2011 Create and review catalog entries
 June 2011- August 2011 Design and implement statistical reporting and evaluation tools

7. Cost Effectiveness (0-15 Points) - Describe the rationale for the methodology chosen.

- Because of the participation of the three participating repositories in the Texas State Library and Archives Commission's "Train to Share" project, the stipend given as part of the grant participation can be used to purchase equipment and software that may be needed as part of the project. Training provided key staff as part of the "Train to Share" project will assure that standards are followed and that the resulting images and metadata will be of high quality.

UTEP Special Collections, EPPL, and EPCHS already have a preliminary list of resources, and have selected several groups of materials for scanning; the temporary staff person will be able to start working immediately after being hired.

- The hiring of a temporary staff person (a graduate student with a background in border history and/ or archival training) for a short time period will allow that person to concentrate on the project without having to perform other library duties. The UTEP Library will provide the software and technical support needed to complete the project because it has staff and resources available to help solve problems that may arise.

- Cost- share for this project consists of UTEP Library staff time: percentages of the work time of the head of Special Collections, Claudia Rivers, the Manuscripts Librarian/ Archivist, Laura Hollingsed, the Processing Archivist, Abbie Weiser, and the Imaging Specialist, Yvette Delgado. Staff at the EPCHS (Curator Patricia Worthington) and at the EPPL's Border Heritage Collection (Danny Gonzalez and Claudia Ramirez) will also contribute expertise.

- Because the digitization process will involve handling and light exposure to the fragile materials, this grant includes a line for preservation supplies. Protective enclosures will help protect them from future damage after the digitization. The preservation supplies include fold- lock polyester enclosures for the photographs on postcard stock, archival boxes that are the correct size to hold the postcard- sized photographs, four- flap acid- free pamphlet enclosures for the book and pamphlet materials, and oversized buffered stock folders for the newspapers.

- The "Train to Share" project is providing training in scanning technologies and metadata appropriate for sharing, and seven of the key staff members at the participating repositories have already attended three training sessions. The "Train to Share" grant will ensure that the participants are familiar with best practices in creating digital files intended for wide distribution.

8. Evaluation (0-5 Points) - Describe your methodology for evaluating the successful completion of the project and the methodology for estimating the level of usage.

- The success of the project will be determined by evaluating collection usage and usefulness. The goal of the project is to increase the visibility and to provide access to unique or scarce materials that document the history of the Mexican Revolution (1910-1920) on the U.S.- Mexico border and the military buildup that occurred on the U.S. side of the border during those years. To achieve this goal, by the end of the grant period the project will generate measurable results by completing three different products: a detailed bibliography of the resources in the El Paso area relating to the Mexican Revolution and military buildup along the border; the digitization of original photographic and newspaper material relating to the Mexican Revolution on the U.S.- Mexico border in the far West Texas- Southern New Mexico region; and the availability of selected fragile Mexican Revolution- era books and pamphlets in digital format from the UTEP Library's web site.

- The success and impact of the project during the grant period and beyond will be measured and will be evaluated based on usage of archival materials on the Mexican Revolution and military build- up in West Texas in the three years following completion of the project. UTEP staff will monitor requests to use the materials in the libraries and historical society's research center and requests to borrow materials for physical exhibits in El Paso area museums. A counter will also be installed on the on- line exhibit page to count visits by users. Usage of materials in the UTEP Library's Digital Commons generates monthly reports, and usage will be monitored during the three years following the completion of the project to count numbers of downloads from the site.

Texas State Library and Archives Commission

TexTreasures FY2011

Organization Information

Type: University of Texas at El Paso
 Legal Entity: The University of Texas at El Paso
 Address: 500 University Avenue
 City, State Zip: El Paso, TX 79968-0582
Employer Identification Number: 746000813

Grant Information

Type: TexTreasures
 Fiscal Year: 2011
 Grant Number: 723-11010
 Term: 09-01-2010 to 08-31-2011

Budget Table for Fiscal Year 2011

Capitalization Level: 19815

Budget Category	Grant Funds	Other Funds(if applicable) (\$)	Description	Total Costs (\$)
Personnel	16391	18758	Nine months for a temporary half- time research assistant, cost- share for contributions of UTEP Library staff	35149
Fringe Benefits	2624	6958		9582
Travel	0	0		0
Equipment/ Property	0	0		0
Supplies (incl. Library Materials)	525	3000	Preservation supplies; laptop from Train to Share grant	3525
Library Materials: 0				
Contractual Services	0	0		0
Other	0	0		0
Totals	19540	28716		48256