Acknowledgement Statement

We recognize that this year’s Conference of Inter-Mountain Archivists annual meeting takes place on the ancestral, traditional, and contemporary lands of the Numu (Northern Paiute), Wašiw (Washoe), Newe (Western Shoshone), and Nuwu (Southern Paiute) peoples. These lands continue to be a gathering place for Indigenous Peoples, and we recognize their deep connections to these places. We extend our appreciation for the opportunity to live, learn, and gather on their territory.
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President’s Welcome Message

I am honored to welcome you all to the 2024 CIMA Annual Conference at the University of Nevada, Reno Libraries in the Mathewson-IGT Knowledge Center in beautiful Reno, Nevada. Reno’s nickname is “the biggest little city in the world,” which can’t help but make me think of CIMA, an organization that is relatively small in comparison to other regional and national archival organizations, but whose work is just as meaningful and impactful. I would like to extend our sincerest appreciation to the University of Nevada, Reno Libraries for providing in-kind donations of space and use of the University of Nevada, Reno Zoom license, which allowed low registration cost and free virtual attendance, creating a wonderful opportunity for CIMA members across states to attend and participate!

The CIMA conference is something I look forward to every year. It’s a chance to catch up with colleagues (and friends) that I’ve made over the years, to learn about all the wonderful work happening across the intermountain west, and come back to my job invigorated with new ideas and approaches. This year’s theme is Back to the Basics and into the Future, which, to me, encourages us as professionals to be forward-thinking in our approaches while staying rooted in our traditional, strong archival practices. With all the advances the archival profession has made, especially in technology and greater awareness of ethical stewardship of culturally diverse materials, it is exciting to ponder where our profession is headed and about the great advances CIMA members will spearhead.

Reflecting on my time serving as CIMA president, I am filled with honor and achievement. I can with certainty say that I grew as both a professional and a person. I am humbled to have worked alongside the many talented folks in CIMA whose dedication to furthering its organizational mission is a continued source of inspiration. The conference program is filled with wonderful sessions that investigate the myriad of complex predicaments that routinely confront archivists, and offer practical solutions that I am sure we can all incorporate into our work and lives. Here’s to a great conference and the continued success of CIMA!

Excelsior!

Trent Purdy
CIMA President
Scholarship Recipients

Steve Woods Scholarship
Lyuba Basin
Zoe’Swanna McGee
Luke Boardman
Lisa E. Duncan
Randi Leigh Johnson

Nevada State Historical Records Advisory Board (NSHRAB) Scholarship
Emily Fellmer
Sarah Patton
Kassandra Andicoechea
Elizabeth Moore

Award Recipients

Lifetime Achievement Award
Cory Nimer
University Archivist, Brigham Young University

In his career thus far, Nimer has been published more than 30 times at the regional and national level, often in peer-reviewed journals; and done more than 70 presentations at the local, regional, and national level. He is an SAA workshop instructor for Describing Archives: A Content Standard and has an extensive institutional service record at BYU. Regionally, Nimer has been involved with Mountain West Digital Library task forces, the Utah Library Association, the Utah Manuscripts Association, CIMA (including as a past president and past webmaster), and the Journal of Western Archives Editorial Board. Nationally, he has been an active member of SAA and has also participated in the ArchivesSpace User Advisory Committee and the OCLC Research Archives and Special Collections Linked Data Review Group.

Service Award
Trevor Alvord
Curator of 21st Century Latter Day Saint Movements & Western Americana, Brigham Young University

Alvord has been an active participant in regional and national organizations, including CIMA, the Utah Library Association, and SAA. He has served on the CIMA Council for three years and on 15 national committees, over half of those in a leadership role. He is currently the CIMA Newsletter Editor, is on the DEIA Committee, and is a reviewer for the Journal of Western Archives. During Alvord’s 12 years at BYU, he has served on over 60 committees at the library and department level. He has presented at the regional, national, and international level, and was also instrumental in the creation of the SAA Web Archiving Section.
Award Recipients

**Mentor Award**

Lisa Duncan  
*Former Collections Management Lead, Special Collections, University of Arizona*

In the letters submitted on her behalf, it was clear that Duncan has gone above and beyond to advocate for and support student workers, graduate assistants, and interns and ensure they have a meaningful work experience in the archives field. Through training, networking and knowledge sharing events, professional development opportunities, and review of job application materials, among other activities, she has assisted new professionals in starting their careers.

**Archival Projects Award**

**Amador Family Correspondence Digitization Project**  
*New Mexico State University*

Funded by an NEH grant, the multi-year project is digitizing over 15,000 pages of family correspondence, largely written in Spanish, and adding metadata in both English and Spanish. The [website](#) for the project includes information about the Amador family, the collection, and the digitization project, in addition to the digitized material. From the nomination letter submitted on the project’s behalf, “…students working on the project need to understand the technical aspects of the work, but they [also] need to translate and understand Spanish-language handwriting from over 100 years ago. This makes the Amador Digitization Project truly focused on multiple areas of student learning, critical thinking, and engagement with archival collections and history in addition to the digitization goals of the project.”
Award Recipients

Special Commendation
University of Nevada, Las Vegas, University Libraries

The faculty and staff of the University of Nevada, Las Vegas University Libraries, including Special Collections and Archives staff members Su Kim Chung, Stefani Evans, Stacey Fott, Michael Don Fraser, Sarah Jones, Tammi Kim, Emily Lapworth, Aaron Mayes, Sarah Quigley, and Claytee White, are the recipient of a special commendation in recognition of their response to the December 6, 2023 shooting on the UNLV campus. The CIMA Awards Committee felt it was important to acknowledge the traumatic experience they went through and honor the way they stepped up to support the students and each other, as well as the ongoing work being done to document this occurrence for the historical record. From the nomination letter submitted on their behalf, “The staff worked together as a team. Everyone stood their ground in the face of adversity. They provided calm and comfort and compassion.” Thank you to the UNLV University Libraries team for the particular grace and bravery they showed in a difficult situation.

Journal of Western Archives

The Journal of Western Archives is a peer-reviewed, open access journal sponsored by Western regional archival organizations. The journal focuses on contemporary issues and developments in the archival and curatorial fields, particularly as they affect Western archives and manuscript repositories.

The Journal of Western Archives gives archivists, manuscript curators, and graduate students in the American West a place to publish on topics of particular interest and relevance to them. The journal features research articles, case studies, and review essays on regional topics.

If you are interested in contributing to the journal or serving as a peer reviewer for journal content, please contact the managing editor at jwa.editor@gmail.com. Article submissions may also be made online at the journal website.

http://digitalcommons.usu.edu/westernarchives/
Getting to the Mathewson-IGT Knowledge Center

The Mathewson-IGT Knowledge Center (MIKC) is located on the campus of the University of Nevada, Reno at 1664 N. Virginia Street, Reno, NV 89557 near the intersection of 15th Street and Virginia.

Arriving by bus

- Take the RTC Virginia Line north to Lawlor Station
- From the bus stop, walk south to 15th Street and turn left into campus
- Follow 15th Street through the roundabout and follow the sidewalk in front of the Joe Crowley Student Union (JCSU); the MIKC is the building (large building with a rotunda at the north entrance) directly to the south of the JCSU

Arriving by car

UNR Visitors Parking Information

Parking on the UNR campus requires a parking pass or day pass and is enforced Monday-Thursday from 7:30am-8:00pm and Friday 7:30am-5:00pm.

Brian Whalen Parking Complex (closest to MIKC)

- Garage entrance on the east side of Virginia Street just south of 15th Street
- Public parking on the 1st floor only
- Fee: $2/hour, 4 hours max. Note: You will have to renew your parking permit after 4 hours

West Stadium Parking Complex (short walk uphill from the MIKC)

- Garage entrance is on the east side of Virginia Street just north of 15th Street in the roundabout
- Public parking on the top level only
- Fee: $10/day

Arriving by foot (directions from the Virginia Street Reno Arch)

- Walk north on N. Virginia Street toward Commercial Row (1.1 miles)
- Turn right onto East 15th Street
- Cross at the roundabout and continue in front of the Joe Crowley Student Union (JCSU); the MIKC is the building (large building with a rotunda at the north entrance) directly to the south of the JCSU
Registration Information

Check-in will take place in the lobby of the first floor*, in the Whittemore Gallery, of the Mathewson-IGT Knowledge Center. Conference attendees will be able to enter the building beginning at 8:00am.

Coffee, tea, hot water, and breakfast snacks will be available each day in the Whittemore Gallery. Water bottle filling stations are available by the bathrooms.

*Please note that the main entrance of the Mathewson-IGT Knowledge Center is the second floor of the building.

Have a Question or Concern? Need Help?

Throughout the conference you can contact conference organizers with a question or concern by texting (775) 902-9131. Members of the Local Arrangements Committee will be monitoring messages sent to this number and will respond to your inquiry.

Wi-Fi Access

Wi-Fi via eduroam is available throughout University of Nevada, Reno campus buildings. Visitors from other eduroam participating campuses can easily access this signal using the same credentials they use at the institution they are from. Guest access is also available and requires the use of either an SMS text message or email to verify.

A Message for Virtual Attendees

We are excited that you will be joining us virtually. Before the start of the conference, you should receive an email (sent to the email address you used to register for the conference) containing connection information. We will be using Zoom to broadcast the virtual sessions. Each physical classroom and the auditorium (MIKC 104 / MIKC 107 and MIKC 124) will have unique Zoom links; these links will be different each day of the conference. Please check your email for more information.

Each session will have a moderator who will monitor the chat in Zoom. Please use the chat feature to let the moderator know about any tech issues and to ask questions during the Q&A section at the end of each session. The moderator will read your question aloud, time permitting.

All sessions will be hybrid presentations; most will be recorded for later viewing.

Thursday, May 30

MIKC 104 Zoom Link  
MIKC 107 Zoom Link  
MIKC 124 Zoom Link

Friday, May 31st

MIKC 104 Zoom Link  
MIKC 107 Zoom Link  
MIKC 124 Zoom Link
Conference Map
## Schedule at a Glance

### Wednesday, May 29

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30am-9:00am</td>
<td>Registration</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>9:00am-5:00pm</td>
<td>Workshop: Preserving Digital Archives</td>
<td>MIKC 114</td>
</tr>
<tr>
<td>7:00pm-9:00pm</td>
<td>Dine-around</td>
<td>Various</td>
</tr>
</tbody>
</table>

### Thursday, May 30

<table>
<thead>
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<tr>
<td>8:00am-9:00am</td>
<td>Registration</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>9:00am-10:30am</td>
<td>Welcome, Acknowledgements, Plenary, and Keynote</td>
<td>MIKC 124</td>
</tr>
<tr>
<td>10:15am-10:45am</td>
<td>Morning break</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>10:45am-12:00pm</td>
<td>Education Session 1</td>
<td>MIKC 104 and MIKC 107</td>
</tr>
<tr>
<td>12:00pm-1:30pm</td>
<td>Lunch</td>
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<tr>
<td>1:30pm-2:45pm</td>
<td>Education Session 2</td>
<td>MIKC 104 and MIKC 107</td>
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<tr>
<td>2:45pm-3:15pm</td>
<td>Afternoon break and Poster Session</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>3:15pm-4:30pm</td>
<td>Education Session 3</td>
<td>MIKC 104 and MIKC 107</td>
</tr>
<tr>
<td>5:30pm-7:30pm</td>
<td>Reception</td>
<td>Wilbur D. May Center Garden Court</td>
</tr>
</tbody>
</table>
## Schedule at a Glance

**Friday, May 31**

<table>
<thead>
<tr>
<th>Time</th>
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</tr>
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<tbody>
<tr>
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<td>Registration</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>9:00am-10:15am</td>
<td>Education Session 4</td>
<td>MIKC 104 and MIKC 107</td>
</tr>
<tr>
<td>10:30am-10:45am</td>
<td>Morning break</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>10:45am-11:45am</td>
<td>Education Session 5</td>
<td>MIKC 104 and MIKC 107</td>
</tr>
<tr>
<td>11:45am-12:00pm</td>
<td>Break with vendors</td>
<td>Whittemore Gallery</td>
</tr>
<tr>
<td>12:00pm - 12:45pm</td>
<td>Business Meeting and Awards</td>
<td>MIKC 124</td>
</tr>
<tr>
<td>12:45pm -1:45pm</td>
<td>Lunch</td>
<td>Frank and Joan Randall Rotunda</td>
</tr>
<tr>
<td>1:45pm-2:45pm</td>
<td>Education Session 6</td>
<td>MIKC 104 and MIKC 107</td>
</tr>
<tr>
<td>3:00pm-4:15pm</td>
<td>Repository Tours</td>
<td>Various</td>
</tr>
</tbody>
</table>
Conference Program

Wednesday, May 29th

Registration - Lobby of @One
8:30am - 9:00am

Pre-Conference Workshop - Computer Teaching Lab, MIKC 114
9:00am - 5:00pm

Preserving Digital Archives
Dan Noonan

How do you start a digital preservation program? This course is designed to help practitioners move from understanding the core vocabulary, standards, and best practices of digital preservation toward program planning, policy development, and systems evaluation. Through presentation, discussion, and hands-on exercises, the course will build on core concepts, explore organizational aspects of digital preservation, introduce tools and standards for technical and preservation metadata, and examine factors to consider in evaluating and selecting digital preservation systems.

Dine Around Reno
7:00pm - 9:00pm

On your first night in town, let us help you choose dinner! We’ll have reservations at two delicious local eateries: The Depot Brewery & Distillery and Old Granite Street Eatery. Sign up here to join a group of your colleagues for dinner at a local restaurant.
Conference Program

Thursday, May 30th

Registration - Whittemore Gallery
8:00am - 9:00

Welcome and Acknowledgements - Wells Fargo Auditorium, MIKC 124
9:00am - 9:15am

Plenary Session and Keynote - Wells Fargo Auditorium, MIKC 124
9:15am - 10:30am

Jon Ralston is the founder and CEO of The Nevada Independent. He has been covering politics in Nevada for more than 35 years. His blog, Ralston Reports, launched in 2012. Jon wrote for the Las Vegas Review-Journal for 15 years, the last seven as a freelance columnist. In 1999, Greenspun Media Group purchased his political newsletter, The Ralston Report, and hired him as a columnist for the Las Vegas Sun, where his byline appeared until September 2012. He was also a columnist for the Reno-Gazette Journal from January 2015 until November 2016, when he left to start The Indy.

Morning Break with Vendors - Whittemore Gallery
10:30am - 10:45am

Education Session 1
10:45am - 12:00pm

Track A - MIKC 107
Molly Rose Steed, Claire A. Kempa (The University of Utah)

Claire A. Kempa (Photograph Archivist) will present two case studies: about changing collection-level access for legacy photograph collections related to archaeology in Utah; and second, about strategies implemented to restrict and recontextualize items previously uploaded to a digital library.

Molly Rose Steed (Head of Multimedia Archives) will present a contrasting case study of two Indigenous audio collections recorded by University of Utah scholars 50+ years ago and recent attempts to reconnect with their originating communities to determine what, if any, access it should be the archive’s role to provide.
An archivist’s job is big and broad.

“To appraise, acquire, arrange and describe, preserve, authenticate, and provide access to permanently valuable records.”

Source: Society of American Archivists.

You do all of this with one primary goal—to increase visibility of, and access to, your collection.

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Conference Program

Thursday, May 30th (cont’d)

Education Session 1 (cont’d)

Track A - MIKC 107 (cont’d)

*What’s the Harm?: Creating a Harmful Content Statement at the University of Nevada, Reno.*
Challen Wright, Shelly Johnson (University of Nevada, Reno)

Harmful content statements inform users of the existence of potentially harmful or problematic content and descriptive metadata within a library or archives. This type of document has garnered interest over the past few years, as information professionals attempt to introduce new, more inclusive workflows into their traditional practices.

The presentation will describe the work of the Harmful Content Working Group at the University of Nevada, Reno Libraries, in creating an online harmful content statement regarding our library materials and descriptive metadata. We will discuss the makeup, structure, and goals of the group as well as the writing and approval process for the statement itself. We will also provide a brief description of the definition, purpose, and reasoning behind harmful content statements for libraries in general and for our institution.

Track B - MIKC 104

*Uniting Forces: Integrating Archives, Digitization, and Special Collections for Enhanced Access and Preservation.* Jamie Weeks, Sarah Langsdon, Kandice Harris (Weber State University)

In 2023, the WSU Stewart Library Special Collections, University Archives and Digital Collections departments successfully merged their areas into a combined SCUA department. The merger included physically relocating all collections, personnel, and public access points. The move required a massive weeding of the book collections, ensuring all publications fit into the current collection policy, re-cataloging from Dewey to LC; re-imagining, rewriting and rebuilding all job descriptions; relocating all personnel, the public reading room and display and exhibit spaces; and last but not least, moving the combined collections and print materials to one central location. This presentation discusses the struggles, barriers, processes, successes and lessons learned.

*Reevaluating Everything - Fresh vs. Existing Perspectives.* Kathleen Broeder, Sally McDonald (Southern Utah University)

Employee turnover in archives can mean the loss of vast institutional knowledge, as well as being an opportunity to reconsider the way things have always been done. This session will challenge new and long-term employees to reevaluate their policies, processes, funding, and relationships that impact archivists daily work. To think beyond the archives and the impact we have on the organization and community as a whole. This is a chance to look retrospectively at what has been done before and to anticipate future needs that may be coming down the pipeline. While realizing change takes time and willingness to change perspective. New processes will overlap with business as usual. This session will use the appreciative inquiry model as a decision-making method to build community with our teams and partners.
Lunch on your own
12:30pm - 1:30pm
Check out our Local Information Guide for nearby and on-campus dining options.

Education Session 2
1:30pm - 2:45pm

Track A - MIKC 107
Creative Solutions: Archiving the Archive. Rachel A. Ernst, Lyuba Basin (Marriott Library, University of Utah)

For the curators, archivists, and librarians working in Special Collections Divisions across the country, maintaining a historical record through the collection of manuscripts, multimedia, and printed forms is not only important to their work, but also necessary to their institutions. Despite this, we are often unaware of the need to consistently maintain our own records for future use and reference. In the fall of 2023, we curated an exhibition on the History of Special Collections at the J. Willard Marriott Library, in an effort to preserve institutional knowledge and promote collaboration among our colleagues. Using this exhibition as a model, this presentation considers the positive benefits of “archiving the archives” — methods that engage the community, break down barriers of accessibility, and herald a new era of institutional collaboration.

Track B - MIKC 104
Case Studies in Community Collaboration: The Tucson Jewish History Museum and Holocaust Center and the University of Arizona Libraries, Special Collections. Steve Hussman, Michelle Boyer (University of Arizona, Special Collections)

Our session will offer discussion on the importance of community collaboration and rebuilding of long-dormant relationships; introduction of supporting collections such as the Bloom Family/Southwest Jewish History Collection (one of most prominent in the southwest), and the need for continued community interaction and fostering collaborative exhibits, events, and other educational outreach between the University of Arizona Libraries and the Tucson Jewish community both on and off our university campus. While our case study is a specific case with the local Jewish community of Tucson, we encourage fellow archivists to seek out organizations, museums, and historical societies who may also be in need of collaborative activities and re-visit potential projects.
Conference Program

Thursday, May 30th (cont’d)

Afternoon Break with Vendors and Poster Session - Whittemore Gallery
2:45pm - 3:15pm

Posters will be available for viewing throughout the conference. Take this opportunity to chat with presenters about their posters. Poster session will include refreshments.

- Dusting Off the Shelves: How a Little TLC Can Revitalize Library Collections. Paul Daybell, Zoe’Swanna McGee (Utah State University)
- Keeping Momentum: Collaborations in Teaching with Primary Sources. Lisa Duncan, Mary Feeney, Niamh Wallace (University of Arizona Libraries)
- Preserving Student Folklore Fieldwork in the William A. Wilson Folklore Archive. Paulee Shakespear (Brigham Young University)
- Tackling collection projects as a solo museum archivist. Adrian Johnson (University of Colorado Boulder Natural History Museum)
- Press Play: Launching the Wildcats Memory Lab. Stacey Erdman (University of Arizona Libraries)

Education Session 3
3:15pm - 4:30pm

Track A - MIKC 107
Starting with the basics: Two case studies in email preservation programs. Taylor Chase (Nevada State Archives), Nathan Gerth, Ian McGlory (University of Nevada, Reno)

For many repositories, email preservation is a novel process with many unanswered questions. This presentation will attempt to address some of those questions by looking at email preservation through the lens of two case studies. The first will draw from the experience at the Nevada State Archives with respect to the preservation of email accounts maintained by constitutional officers. The second will focus on the experience of archivists at the University of Nevada, Reno Libraries who worked with email accounts in the collection of Senator Harry Reid. Each example will touch on key points in the lifecycle of these records, from donor relations to preservation and access. The presentation will conclude with a discussion of lessons learned and an overview of resources available to help with email preservation programs.
Conference Program

Thursday, May 30th (cont’d)

Education Session 3 (cont’d)
3:15pm - 4:30pm

Track A - MIKC 107
What’s in a (file) name? File naming approaches at three institutions. Darcy A. Baskin Pumphrey (Utah State University), Katherine Dirk (University of Nevada, Reno), Randi Johnson (University of Arizona Libraries)

Let’s talk about how we name our digital assets. File naming conventions are frequently homegrown but are often based on established guidelines and paired with internal decisions about what works for each organization. During this panel, we will explore the file naming conventions and practices established at each of our institutions, discuss how those conventions are implemented and documented, share some examples of our conventions, and highlight cases of what not to do when naming files. We will also review some of the tools we use to automate file naming and streamline batch naming/re-naming and provide tips on how to develop your own file naming conventions. While this is a presentation format, we also welcome any tips or examples from the audience.

CIMA All Attendee Reception - Wilbur D. May Center, Garden Court
5:30pm - 7:30pm

We have a fun evening planned to celebrate all of our CIMA attendees! Held in the Wilbur D. May Center Garden Court (located at 1595 N Sierra St, Reno, NV 89503), the celebration will include light hors d’oeuvres provided by Wheyfarer Cheese & Specialty Shop, locally produced and sourced beer, wine, and non-alcoholic options, and the UNR Jazz Trio led by Dr. Josh Reed. Each guest will receive two drink coupons with a cash option also available.

Parking: Ample free parking is available. The entrance to the park is located on Sierra Street. Please note that the Washington Street entrance closes at 5:00pm.

Shuttle: A UNR Campus shuttle will begin picking up participants at the Silver Legacy Resort Casino Valet (407 N. Virginia Street, Reno, NV 89501) at 5:00pm, with a second trip made approximately 15 minutes after the first. Return shuttle service will begin at 7:00pm with a second trip scheduled approximately 15 minutes after the first.
Where Do YOU Do Archives?

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Proud to be a Sponsor of the 2024 Conference of Inter-Mountain Archivists

SJSU SAN JOSÉ STATE UNIVERSITY
School of Information
Conference Program

Friday, May 31st

Registration - Whittemore Gallery
8:30am - 9:00am

Education Session 4
9:00am - 10:15am

Track A - MIKC 107
An Army of Archivists: The Modern Pioneer Oral History Project at Draper Park Middle School. Nathaniel Ricks (Clayton State University)

This virtual conference presentation will detail the ongoing “Modern Pioneer” oral history project at Draper Park Middle School, where 7th Grade Utah Studies students identify and interview community members who they consider to be pioneers in some way: business leaders, refugees, immigrants, and forerunners of other kinds. Attendees will be provided with resources, strategies, and considerations for engaging local communities in similar student-centered oral history projects.

Teaching Archival Skills to Patrons and Stakeholders. Sarah Berry, Darcy A. Baskin Pumphrey (Utah State University)

Many institutions have patrons and stakeholders who are interested in taking on personal archiving projects but do not know where to start! As archivists, we can share our skills, knowledge, and passion for the field by focusing on the basics to make archiving more accessible to mixed audiences. Workshops designed to meet the participants at their comfort level(s) will inspire them to adopt sound archival principals in their own personal and professional lives. This presentation discusses ways to engage with students and stakeholders in a personal archiving workshop, and tips for presenting practical ideas and organizational tools to an audience with limited to no previous archival experience. Sample hand outs and workshop outlines will be included.

Track B - MIKC 104
Publishing archival film on YouTube in an Institutional Repository. Daniel Davis (Utah State University, Special Collections and Archives), Erica Finch (Utah State University, University Libraries), Luke Boardman (Utah State University, History Department)

In this 30 minute panel discussion the presenters detail a project to make USU student films from 1967 to 1973 available online to the public. The presenters discuss the digitization process, the steps needed to make them compliant with USU and Youtube standards, and how we added them to our Institutional Repository using Youtube links. This method offered a more streamlined process than our existing CONTENTdm and Omeka platforms, but also offered new challenges in terms of meeting modern accessibility standards.
Conference Program

Friday, May 31st (cont’d)

Education Session 4 (cont’d)

Track B - MIKC 104 (cont’d)
What in the backlog? Melissa Lawton, Sam Meier (Northern Arizona University)

Every archives has a backlog, but how do we manage those unprocessed accessions and prioritize processing of material that may have been on the shelf for decades, particularly in an era of low staffing and resource constraints? Melissa Lawton (Archivist for Collections Management) and Sam Meier (Archivist for Discovery) at NAU Cline Library’s Special Collections and Archives have undertaken a multi-year project to improve management of backlogged accessions and implement accessioning-as-processing policies and procedures. This dual approach has allowed Cline Library SCA to better understand what is in our backlog, determine processing priorities within resource constraints, make new acquisitions accessible more quickly, and carefully add new material to the backlog with the aim to address it on a shorter timeline than has historically been possible. Our presentation will be in the form of a case study, with a discussion of methodology, application of archival theory to policy and procedure development, balance of backlog and new accession management, lessons learned along the way, and our vision for future activities.

Morning Break with Vendors - Whittemore Gallery
10:15am - 10:45am

Education Session 5
10:45am - 11:45am

Track A - MIKC 107
Reimagining Archival Finding Aids for Discoverability, Usability, and Readability. Elizabeth Pineo (University of Maryland, College Park)

Article 19 of the Universal Declaration of Human Rights is interpreted to grant individuals the right to information access, which includes access to information in archives—and, therefore, in finding aids. Finding aids are often the first points of contact between archival users and materials, but they are not currently created in wholly accessible manners, which impedes this right. Using examples from music archives, I assess the accessibility of finding aids by applying three metrics: discoverability, usability, and readability. This presentation focuses on accessibility from a disability perspective, but the discussed findings and ways of reimagining finding aids are applicable more broadly.
Conference Program

Friday, May 31st (cont’d)

Education Session 5 (cont’d)

Track B - MIKC 104
Bridging the Gap: Collaborative Preservation Efforts at the University of Arizona Libraries. Randi Johnson, Lisa Duncan (University of Arizona Libraries)

Over the last few years, the University of Arizona Libraries has been building a Digital Preservation Lab to preserve content from obsolete media in Special Collections. The Digital Preservation Lab is located in the Collections Services department, outside of Special Collections, requiring us to work together to establish workflows and best practices. While we don’t have an access platform for our born digital content, to make the newly available digital content more accessible we have created a born digital accessioning and processing manual and workflows between Special Collections and the Digital Preservation Lab that assists in providing patrons detailed information about this digital content. We will share what we accomplished so far and the challenges and success of working cross-departmentally to preserve these materials.

Migration conversation: A Preservica update from USU Libraries. Darcy A. Baskin Pumphrey, Sarah Berry, Andrea Payant (Utah State University)

In July 2023, USU Libraries began the process to migrate to Preservica, a content management and preservation platform for digital collections. Perhaps you are wondering: How’s that going for you? Well, we would love to tell you! During this presentation we will provide an update on our migration to Preservica including what has worked, where we have run into issues, what we have learned, and how to stay positive during this process.

Break - Whittemore Gallery
11:45am - 12:00pm

Business Meeting and Awards - MIKC 124
12:00pm - 12:45pm

Luncheon - Frank and Joan Randall Rotunda
12:45pm - 1:45pm
Conference Program

Friday, May 31st (cont’d)

Education Session 6
1:45pm - 2:45pm

Track A - MIKC 104
Fresh Eyes on Fundamentals: Redefining Policies and Procedures. Courtney Cochley (Hyrum City Museum), Heather Housley and Sarah Berry (Utah State University), Kathleen Broeder (Southern Utah University)

Policies and procedures form the backbone of archival work. Having defined policies and procedures can help an institution deal with many of the common frustrations it may encounter when establishing proper legal and intellectual control of their collections and communicating this control to the public. Our panel of presenters represent institutions of varying sizes, but all are in the process of assessing their organization’s documentation, from developing these core documents for the first-time to re-evaluating existing policies to adapt to changing circumstances and advancing technology. Panelists will discuss real-world tips on building policies and procedures that are rooted within the mission, vision, and core values of their institutions. Whether you manage an archive, special collection, museum, or digital repository, our panel’s discussion will support you in creating documentation that will benefit your institution’s current and future staff.

Track B - MIKC 107
Value Statement: Employing Archival Values for User Education. Meggie Lasher (Davidson College)

Learn how to add another tool to your reference toolbox in this workshop about translating archival value concepts into education opportunities. In access and research services, we work with patrons with varying levels of comfort and familiarity with archival materials. Sometimes we get lost in translation! This workshop will introduce practical ways to demonstrate how, what, and why we collect in a reference appointment. Understanding the answers to the how, what, and why can empower users to be ethical and efficient researchers and even advocates for archives! You’ll leave the session with resources to incorporate in your reference appointments and ideas about implementing discussions about archival value in your context. While a college archives will be the example, all are welcome in this workshop!

Tours - Jon Bilbao Basque Library (JBBL), UNR Special Collections and University Archives (SCUA), Nevada Historical Society (NHS)
3:00pm - 4:15pm

Tours will meet in the Whittemore Gallery after the last session finishes. Participants interested in attending the Nevada Historical Society (NHS) tour will be walked to the site, which is approximately 0.5 miles slightly uphill. Those who wish to drive should use 1650 N Virginia St, Reno, NV 89503 as the address for navigation (the NHS is on the UNR campus at 16th Street). For parking: please use a designated NHS spot and obtain a parking pass from the front desk.

JBBL and SCUA tours will use either the stairs or elevators to access the 3rd floor of the Mathewson-IGT Knowledge Center.
Conference Program

Saturday, June 1st

Virginia City Excursion
9:00am - 12:00pm

Step back in time and visit one of Nevada’s eight historic landmark districts. Explore the local attractions and spend some time learning about the Comstock Lode.

The tour will depart from the Silver Legacy Hotel (407 N. Virginia Street, Reno, NV 89501) at 9:00am and return at 12:00pm.

Advance ticket purchase required.

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Thanks for joining us in Reno.

See you next year in Boise, Idaho!
(Tentative Dates: April 30-May 3, 2025)