

SOCIETY OF CALIFORNIA ARCHIVISTS NEWSLETTER

NUMBER 184

ISSN 1931-5473



FALL 2022

Nevada State Archives Announces American Rescue Plan Act Grant

The Nevada State Archives is pleased to announce that a \$108,570.68 American Rescue Plan Act (ARPA) grant has been awarded to process our backlog of Inmate Files.

The pandemic greatly impacted the Archives' ability to progress with this work. Processing of archival case files for incarcerated persons halted completely in March 2020 and has been incremental since July 2020. In compliance with Nevada State mandates to mitigate the spread of COVID-19, Archives staff worked remotely during the height of the pandemic (some worked remotely for over a year). Subsequently, staff worked only part-time on-site, staggering on-site schedules to ensure social distancing. All staff are now working fully on-site and are attempting to complete the many physical projects that accumulated in 2020 and 2021 as well as keep pace with incoming records transfers.

The purpose of this project is to fast-track processing of the most recent case files of

individuals formerly incarcerated in Nevada correctional facilities to make them more accessible to people who need them. These files are some of the most frequently and urgently requested documents held by the Nevada State Archives and Records. There are currently 5,164 boxes of case files from the 1970s to 2014 in need of archival processing. The Archives requested funds to process 1,090 boxes of the most recently dated files because access to the most recent files has the greatest effect on individuals and families impacted by the justice system. Digitizing the records will enable staff to fulfill records requests via email, better serving individuals and families who are unable to travel to the Archives.

Prior to 2015, all records of incarcerated persons were considered permanent. In 2015, Nevada State Records Disposition Authorization number 2016015 reduced the types of inmate records that are considered permanent to 12 specific types of

(Continued on page 2)

In This Issue

1 Feature	13 News and Announcements	19 Labor Notes— NEW
3 President's Message	15 Exclusives	20 SCA Board and Committees
5 Collections Spotlight	17 SCA Business	21 Calendar

documents. Simultaneously, the Disposition Authorization mandated that the Department of Corrections transfer records of incarcerated individuals to the Archives seven years after the person has been released rather than keeping inactive records in their custody for 25 years. The sudden opening of 18 years' worth of records created a backlog of thousands of files that require review by Archives staff before public records requests for these case files can be fulfilled.

There are currently 5,164 cubic feet (1 box = 1 cubic foot) of case files documenting incarcerated persons to be processed by the Archives, with additional records coming in on a routine basis. The agency requested grant funds to fast-track access to the most recently released records. An award of \$108,570.68 will pay for supplies, equipment, and contract employees to process 1,090 boxes of case files. There are approximately 10-15 case files per box. Existing folders include metal brackets that may rust over time; therefore, records identified as permanent will be transferred to new folders. Staff will reuse original boxes when possible and only replace boxes in poor condition. We anticipate replacing up to 5% of the boxes. We anticipate shredding 85% of the box contents. Significant progress in processing the case files documenting incarcerated individuals will require concentrated effort by contract employees specifically dedicated to this project.

Expected outcome –

- 1) Increase access to the most recent case files documenting people who have been incarcerated:
 - a. Digital versions of records will be readily accessible to individuals and families who have been impacted by the justice system in Nevada.
 - b. The Nevada State Department of Corrections and the State Archives will have ready access to digital versions of the most recent archived case files, facilitating timely response to public information requests and subpoenas duces tecum.
- 2) Protect the privacy of individuals impacted by the justice system by securely destroying confidential non-permanent records.
- 3) Maximize storage space, which is a valuable commodity. Processed case files occupy 85% less space than unprocessed files.
- 4) Bring the state into compliance with the current records retention guidelines by securely destroying non-permanent records.

The project is expected to end December 31, 2024.

Cynthia Laframboise

State Archives Manager/Grant Project Manager

Nevada State Archives

claframboise@admin.nv.gov



PRESIDENT'S MESSAGE

Hello, I hope that everyone survived the extended dog days of summer, especially given our latest record-breaking California heatwave.

Along with coping with unprecedented weather, SCA also started a slew of activities and initiatives. Here are some highlights.

Thanks to the efforts of the Communications and Outreach Committee, there is a new SCA Facebook Community Page. This provides a new social media avenue to keep updated with and post about SCA happenings. Follow the [this page](#) to join the community.

The Records Management Task Force began a survey of SCA's active records. The survey results will inform the development of a new records retention policy and long-term storage solutions for the organization's archives. If you have any old SCA records lurking in your (what I am sure to be climate controlled) basements, closets, or old file cabinets, the Task Force may like to hear from you. You can contact them at recordsmanagement@calarchivists.org.

As an aside and reminder, you can reach out to any SCA leader through their designated @calarchivists.org emails (e.g., president@calarchivist.org). Simply check out the Board and Committee pages on the [SCA website](#) (or page 20 in this newsletter) to find the right address.

I also would like to point out a few efforts made towards labor and career development this past quarter. The Labor, Advocacy, and Public Policy Committee is putting together a working group that will be responsible for developing a Fair Labor Principles document. Sparked by a suggestion from the SCA's Labor Task Force, the Labor, Advocacy, and Public Policy Committee has begun a new column about labor issues, Labor Notes—see the first entry in this issue (page 19). A three-part workshop on *Hacking the Academic Interview* was organized by the Education and Membership committees. The first of the series happened on September 14 and included roundtable discussions with library professionals from University of California, Los Angeles; California State University, Los Angeles; and East Los Angeles College “who have navigated the technical, logistical, and emotional aspects of the academic interview process.” The second and third installments are to be announced in 2023.

Also coming in 2023 is, of course, the next Annual General Meeting. It will be held at the Sheraton Grand Sacramento Hotel, April 6-8. Please contact the Program and Local Arrangements committee chairs if you are interested in helping with the planning of this event.

Finally, Happy Archives Month! Every year SCA, NARA, and the California State Archives work together to plan and produce the California Archives Month poster, which will be fully virtual again this year. I look forward to seeing how our collective archival holdings will support this year's theme of “California Firsts” by illustrating the milestones made in this Golden State.

Liza Posas
SCA President



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.

Journal Contents

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. These include:

- Important Western regional issues in archives and manuscript repositories;
- Unique archival developments in the western United States;
- Technological innovations and their effect on archival theory and practice;
- The history and development of the archival and curatorial professions in the American West;
- Collaborative efforts and projects between various cultural institutions.

Contributing to the Journal

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.

JWA

<http://digitalcommons.usu.edu/westernarchives/>

The Society of California Archivists, Inc.

The Society of California Archivists, Inc. exists to support and develop those who collect, care for, and provide access to the documentary heritage of California and adjoining areas. To this end it:

1. acts as a vehicle for dissemination of information about archival collections, issues, and methodology to the profession and the public;
2. provides a forum for the discussion of matters related to the creation, preservation, and use of historical documents;
3. develops, offers, and supports archival education programs;
4. cooperates with individuals and organizations on matters of common concern; and
5. advocates for the identification, collection, preservation, use, and appreciation of historical records and manuscripts.

The SCA Newsletter is published quarterly in January, April, July, and October. All submissions and advertisements for the newsletter should be directed to the Editors of the Newsletter:

Newsletter Editors
The Bancroft Library
University of California, Berkeley
Berkeley, California 94720-6000
Email(s): newsletter@calarchivists.org

Copy deadlines: September 1, December 1, March 1, and June 1.

Format for Submissions: Articles and other items submitted for consideration should be sent via e-mail attachment.

SCA Newsletter editors
Marissa Friedman, Sue Luftschein, Alison Quirion, Shaula Stephenson, and Sue Tyson

COLLECTIONS SPOTLIGHT

Get Used to It: An LGBTQ+ Television Legacy Now Online

For many gay and lesbian Americans, 1992 was a year of historic change in politics and public discourse: it was the first time that issues affecting their communities were brought to the fore in a Presidential election. Meanwhile, on the state level, equal rights advocates continued to battle to end discrimination, with both hard-fought victories and some setbacks.

Amid this political climate, Sheila Kuehl—who would soon become the first openly gay or lesbian person elected to the California Legislature—co-produced and hosted a new talk show, *Get Used to It* (1992-2012). The series brought together LGBTQ+ advocates and allies for thoughtful conversations, delving into landmark cases and legislation for equal rights, issues related to LGBTQ+ youth, race and racism in the community, immigration, faith and spirituality, HIV/AIDS, and much more.

A collaboration between the City of West Hollywood, which originally broadcast the series on its public access channel, and the UCLA Film & Television Archive has made all 177 episodes available for free viewing on the Archive's YouTube channel. *Get Used to It* joins over 41,000 other holdings in the Archive's Outfest UCLA Legacy Project collection, the largest publicly accessible archive of LGBTQ+ motion pictures and television in the world.

In an interview, Sheila Kuehl, who is currently a Los Angeles County Supervisor, reflected on the series: "I did have a sense that something big was happening in the country. For the first time, we had a shot at being treated like full human beings. But



Clockwise, from top left: Sheila Kuehl, Phill Wilson, Jewel Thais-Williams, Morris Kight, Alec Mapa, Torie Osborn, Kate Clinton, Lily Tomlin.

we didn't know how it was going to turn out. I needed to record these people's stories because someday we were not going to be around."

"I also wanted people to understand that nothing happens unless people do it and do it intentionally," said Kuehl. "There is no magic. There is no inevitability to a movement. Unless these people and others like them put in that energy, put in that thought, prepared that brief, led that demonstration, made that speech, wrote that book, whatever it was, we would not have moved forward."

More information about the collection and online resource can be found at cinema.ucla.edu/GUTI.

Jennifer Rhee
UCLA Film & Television Archive
jenmrhee@cinema.ucla.edu

SLAC Oral Histories Project

The SLAC National Accelerator Laboratory, one of 17 United States Department of Energy National Laboratories, is a multipurpose research facility operated by Stanford University for research in astrophysics, photon science, and accelerator and particle physics. The Archives, History and Records Office (AHRO) seeks to preserve the history of the Laboratory as well as make historical records accessible to SLAC's researchers and the broader public.

In the past, AHRO has organized a variety of outreach events typically geared towards staff, such as a missing newsletters contest (in which participants brought issues of SLAC periodicals to help complete our collection) and giveaways of mugs printed with popular images from our archives during American Archives Month in October. In addition, AHRO shares many resources and materials accessible to the public via its website, including digital collections, online exhibits such as the early World Wide Web, staff biographies, and *in memoriam* stories contributed by colleagues of deceased staff.

Despite limited resources and the COVID-19 pandemic's impact on onsite operations, AHRO has continued to seek creative avenues for engagement. Two weeks after the site shutdown in March 2020, we embarked on a new outreach project. In partnership with the American Institute of Physics (AIP) and SLAC's Communications Department

(who assisted with funding for transcription services), AHRO initiated an oral history project that served as a model for other national laboratories to capture a broad range of voices from scientists, administrators, and staff. Zoom meetings provided a virtual medium for the interviews conducted by the AIP senior oral historian without participants having to deal with travel or mobility issues. This also served as a timely opportunity to reach older retirees—with some of whom we had lost contact—or officials who were more open to engaging with the broader research community. Special efforts were made to reach candidates beyond previously identified senior scientists or high-level administrators. We actively sought to address the goal of greater diversity: research divisions that had received less coverage (such as SSRL or Stanford Synchrotron Radiation Laboratory, renamed Stanford Synchrotron Radiation Lightsource), women in science, and staff in various roles which had previously received less recognition (such as computing, engineering, or administrative support).

Oral history interviews with SLAC staff have been conducted by AHRO since the 1980s. Our partnership with AIP has allowed us to reach far more staff in a relatively short time span than had previously been possible, since interviews by AHRO have been conducted on an irregular basis, as resources have permitted. We maintain an online catalog (<https://www.slac.stanford.edu/history/oralhist.shtml>) of these interviews, as well as past

(Continued on page 7)





Archival services tailored to fit your collections.

Processing | Metadata Collection | Finding Aid Encoding

1.800.288.1265
www.bslw.com

Backstage
LIBRARY WORKS

(Continued from page 6)

interviews at SLAC and at other institutions concerning the history of physics, including audio recordings and interview transcripts when available.

These oral histories supplement primary source materials collected by AHRO. They provide background regarding the lives and careers of SLAC staff, as well as insight into SLAC history by capturing numerous stories and revealing previously unknown details. Examples of feedback received include: “What a wonderful person and a remarkable source of institutional memory”; “Thank you all for helping to make it real and meaningful”; “Just fantastic, and I’m not sure if such a clear and

elegant story of this breakthrough is already part of the historical record.” The partnership has also facilitated shared learning regarding the physics community and best practices from different perspectives between allied professions.

More than three dozen interviews have been completed to date. Not only do these fill gaps in the written record, but they also provide an enrichment of first-hand source material that can be repurposed for SLAC’s 60th anniversary celebration later this year.

Dorothy Leung

*Archives, History & Records Office
SLAC National Accelerator Laboratory
slacarc@slac.stanford.edu*

Documenting JPL Memorabilia: Pin It to Win It

Background

The Jet Propulsion Laboratory (JPL) has a longstanding tradition of creating and internally distributing memorabilia—namely pins, buttons, patches, stickers, medallions, ornaments, and artwork—to celebrate achievements of various milestones, missions, and teams that support the work of JPL and the greater NASA community. Historically, there has been minimal documentation on the cultural significance of these items. Metadata with details on designers, years of creation, and production information have not been recorded. This has created a gap within the JPL Archives’



JPL memorabilia, including pins, buttons, coasters, ornaments, stickers, and patches.

(Continued on page 8)

memorabilia collection. The JPL Archives has begun a partnership with the JPL PhotoLab and JPL DesignLab to photograph and document the rich historical significance of these items, which are often researched and always beloved within the JPL community. Our end goal is to provide researchers with the most accurate information on these items, and we aim to accomplish this by working toward creating a comprehensive collection supplemented with robust contextual information.

Challenges

Collecting

The JPL Archives consistently strives to seek out materials that will represent the total organizational, mission, and cultural histories of our institution. Memorabilia is where these efforts and workflows are currently being tested. Most often, we receive memorabilia as components of materials transfers from former JPL staff and/or their family members. But, as these items are notably special and rare due to limited production, we find that many contributors would like to retain possession of them. Because these items can be so difficult to part with, a significant hurdle in the collecting process has been locating these limited edition items in order to incorporate them into a comprehensive collection.

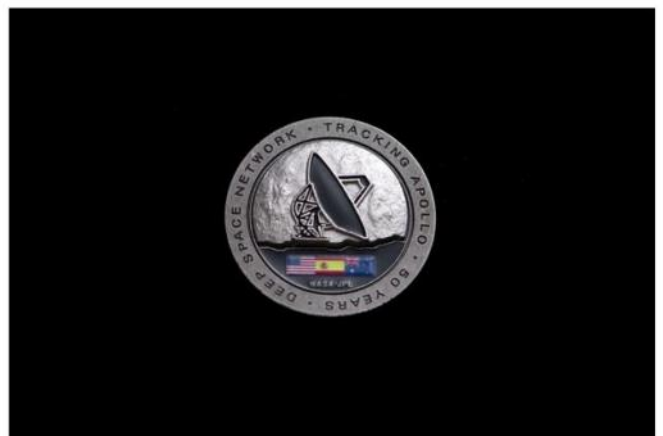
In addition, when some of these items are disseminated throughout the JPL community—primarily the mission pins—they are delivered in a packet with a signed and dated letter from the JPL Director. The letter describes the mission or instrument and its significance to JPL and the scientific community. Usually, by the time the Archives receives pins in a materials transfer, they have been stripped of this extremely beneficial context, as the pins themselves are often separated from their letters in order to be worn or otherwise displayed. This presents our team with the unique challenge of sourcing this information, be it through crowd-sourcing efforts, diligent investigation, or collaboration with other teams across JPL.

Documenting

Physical custodianship of these items presents an additional element to this project. Since JPL staff often retain these types of memorabilia for personal display and use, we are challenged to create a process to both sufficiently document and return items to their original owners. Our current workflow to address this includes borrowing the item(s) to photograph, collecting the information that we can, and then returning

(Continued on page 9)

- **Pin:** Deep Space Network Tracking Apollo 50 years
- **Classification:** Pin
 - **Subclassification:** Cloisonné
- **Details:** 1.25"D circle, 3D with soft enamel, antique nickel plating, CMYK print on hard enamel, matte lacquer spray finish, and standard military clutch
- **Year Issued:** 2019
- **Designer:** Barbara Insua, JPL
- **Production Information:** Good as Gold Promotions, LLC
- **Additional Details:** 30,000 produced



Example of documentation.

them. The digital assets created are high quality JPG files.

Future Development

As these items are photographed and documented, our team is tasked with creating a hybrid collection of tangible items, photos, and their associated records. This is an iterative process and workflow that will continue to evolve as our partnerships grow and access to technology improves. Our team is actively collaborating with other NASA centers on an agency-wide instance of the content management system Access to Memory (AtoM), which we intend to utilize as a more permanent space for a compiled collection of memorabilia. Ideally this collection will be widely accessible to both JPL and public audiences, and will evolve with the production of new pieces.

If you have any questions or information regarding JPL memorabilia, please contact the JPL Archives at archives@jpl.nasa.gov. CL#22-4148

This work was carried out at the Jet Propulsion Laboratory, California Institute of Technology, under a contract with the National Aeronautics and Space Administration.

© 2022 California Institute of Technology. Government sponsorship acknowledged.

Victoria R. Castañeda, MMLIS
Records & Archives
NASA Jet Propulsion Laboratory
victoria.r.castaneda@jpl.nasa.gov

Kylie Neal, MLIS, MA
Records & Archives
NASA Jet Propulsion Laboratory
kylie.i.neal@jpl.nasa.gov

Madison Teodo, MMLIS
Records & Archives
NASA Jet Propulsion Laboratory
madison.michelle.b.teodo@jpl.nasa.gov

RESOLVE YOUR ArchivesSpace CHALLENGES

with Atlas Systems

TO LEARN WHY MORE THAN 50 INSTITUTIONS NOW TURN TO ATLAS SYSTEMS FOR ARCHIVESPACE SUPPORT, CONTACT US AT SALES@ATLAS-SYS.COM.

ArchivesSpace is an open source, web application for managing archives information. Atlas Systems is an **ArchivesSpace Registered Service Provider**, committed to providing the help you need—large project or small.



You have a job to do. We help you do it.

> Implementation & Training.

Atlas implementation experts will manage your implementation project, helping to align your goals with your ArchivesSpace installation.

> Hosting & Support.

Atlas technical specialists ensure your installation remains secure and current. Atlas software specialists provide unlimited support to answer all of your questions.

> Data Conversion & Migration.

Archivists' Toolkit? ARCHON? MARC? EAD? Spreadsheets? Atlas can convert your data and migrate it for you.

> Custom Consulting.

Atlas can help you optimize your use of ArchivesSpace as well as take on your custom project work. Just ask!

Swiss Posters Acquisition at HMCT/ArtCenter College of Design

In late 2021, Ramone Muñoz, professor of design and design history at [ArtCenter College of Design](#), contacted [Hoffmitz Milken Center for Typography](#) (HMCT) to gauge our interest in acquiring posters from his longtime friend, renowned poster designer [Bruno Monguzzi](#). Thus began an adventure in poster-collecting across Switzerland in late April of this year.

designer whose work resides in our Archive, is known for helping bring Swiss design to the United States. In addition, ArtCenter had a satellite campus in Vevey, Switzerland from 1986 to 1996. So, of course, we are always eager to expand the [HMCT Archive](#) collection of the work of esteemed [Swiss designers](#).



Bruno Monguzzi and Ramone Muñoz at Bruno's Meride studio.

The ties between Swiss design, the College, Southern California, and HMCT are deep. Many faculty members, including HMCT Creative Director Simon Johnston, studied at Kunstgewerbeschule in Basel with Armin Hofmann and Wolfgang Weingart; Leah Hoffmitz Milken, educator and designer (and namesake of HMCT), pursued graduate studies there as well. April Greiman, another acclaimed

Ramone not only began a conversation regarding donation with Bruno in Meride, but also set up meetings between HMCT and two other legendary designers: [Pierre Neumann](#) in Vevey and [Werner Jeker](#) in Lausanne. We were fortunate to arrive in time to attend the premiere of a documentary on Werner's life work and legacy as a poster designer at the Lausanne University of Art and Design (ECAL), where his vast personal archives now reside.

In addition, we met with master printer [Dafi Kühne](#), who offers popular letterpress workshops that explore alternative techniques and unusual materials for creating posters

at his impressive printing facility in the Alps. The HMCT [Dafi Kühne Collection](#) is updated regularly and contains a sample of every poster that Dafi has produced since 2009. He has also served as artist-in-residence at [HMCT Archetype Press](#) twice; his next Pasadena-based [workshops](#) are slated for January 2023.

(Continued on page 11)

In the two weeks spent with Ramone traveling throughout Switzerland meeting the designers, their families, and studio assistants, we established donor relationships, collaborations, and friendships. We also discovered that the art of poster design and display is alive and well throughout Switzerland—perhaps owing to urban spaces designed to be conducive to foot travel. In fact, the Swiss consider posters to be such an essential means of communication that their Federal Department of Home Affairs has been conferring a “Best Poster Award” (based on artistic value, effective advertising techniques, and quality of printing) every year since 1941. Several of these award-winning works will now be represented in the HMCT collection.

As of this writing, we are still documenting and accessioning the generous donation of the designers: over 300 posters, numerous books, plus 24 hours’ worth of video-recorded interviews with them in their



Dafi Kühne at work in his studio in Näfels.



Pierre Neumann at his studio in Vevey.

studios. This material, while intrinsically valuable, includes rare and out-of-print works that we would not otherwise be able to add to our Archive. We are grateful to the designers, their studios, and our friend Ramone for making this happen, and we look forward to exhibiting the work in 2023.

Susan Malmstrom
 Director/Archivist
 Hoffmitz Milken Center for Typography at ArtCenter
 College of Design
Susan.malmstrom@artcenter.edu



HOLLINGER METAL EDGE

Archival Storage Materials

We Care About Our Quality! We Care About Our Service!
We care About Your Professional Needs.



The Quality Source

hollingermetaledge.com

1-800-862-2228

1-800-634-0491



NEWS AND ANNOUNCEMENTS

Come Intern at the San Diego Archives!

The San Diego County Archives (County Archives) is excited to announce the launch of our student internship program. The program is designed to present the next generation of students interested in pursuing a career in the archival profession with the opportunity to gain hands-on experience with the analysis, arrangement, description, and storage of archival records in local government.

The internships are paid, 20-hours per week, temporary work placements to help students gain entry-level skills and apply theoretical knowledge in a practical setting.

The County Archives program at the San Diego Assessor/Recorder/County Clerk was created in February 2020. It is the first formalized archival program within the County government structure and is located in the newly constructed, LEED Gold certified, zero-net energy East County Office and Archives facility in Santee, CA. Our current collecting scope is focused on the official records with permanent retention at the Recorder/County Clerk and our long-term goal is to expand our services to include archival records from all County departments. Our holdings include approximately 600 cubic feet of official and historic vital records, over 170,000 sheets of maps, and a microfilm collection with more than 50,000 rolls from across County departments. In addition, we provide departmental records management services and serve as an information resource to the broader community to facilitate research.



ARCC ECO exterior dusk entrance front. Photography by Chipper Hatter.

Each student intern will be paired with an Archivist mentor and will help enhance the discovery and use of collections at the County Archives through the arrangement, description, and management of records as per archival standards. Applicants must be full-time students in a graduate program in library or information studies at an ALA-accredited school. They must be currently enrolled in at least six semester/nine quarter units, continue to be full-time students and maintain at least a 2.0 semester/quarter grade point average (GPA). For additional information about the Student Worker/ Internship Program at the County of San Diego and the hourly pay rate, please consult with this resource: https://www.sandiegocounty.gov/hr/employment_ops/student_worker_packet.pdf

If you are interested in being considered for this opportunity, please send a resume and cover letter to Aditi.Worcester@sdcounty.ca.gov.

Aditi Worcester

Manager

San Diego County Archives at the Assessor/Recorder/County Clerk

aditi.worcester@sdcounty.ca.gov

2023 National Council on Public History Call for Awards

National Council on Public History (NCPH) awards recognize excellence in the diverse ways public historians apply their skills to the world around us. The purpose of the award program is to promote professionalism and best practices among public historians and to raise awareness about their activities. Submissions for the Book Award are due November 1, 2022; all other awards (the Outstanding Public History Project Award, Robinson Prize for Historical Analysis, Grassroots Public History Award, New Professional Award, Excellence in Consulting, and Student Awards) are due December 1. Help us acknowledge extraordinary work by nominating yourself or a colleague. A full list of awards and submission details can be found at <http://ncph.org/about/awards/>.

Louthen Accepts New Position as Archivist for the Diocese of San José, CA

In June 2022, Erin Louthen accepted a new position as the first full-time professional archivist for the Diocese of San José, CA. Previously, she was the University Archivist & Historical Records Manager at Santa Clara University for 12 years, where she was responsible for the management and coordination of activities in the University Archives, as well as the care and management of archival collections in the Archives & Special Collections department. Erin holds a Bachelor's degree in Modern Literature from the University of California, Santa Cruz and an MLIS from San José State University. She can be reached at the Diocese of San José's Archives & Records Center at erin.louthen@dsj.org or 408-970-9474 .



DIGITAL **revolution**

www.digitalrevolution.tv

Digitize your Tapes, Film, Photos, Slides etc.

- **Preserve**
- **Access**
- **Repurpose**

High Resolution Archival Quality Imaging

Our clients: NASA, Chevron, Disney Films,
UC Berkeley, Chapman University, UC Davis
Levi Strauss, SF Opera....

www.digitalrevolution.tv

69 Green Street 3rd Fl., San Francisco, CA 94111
(415) 398-1200

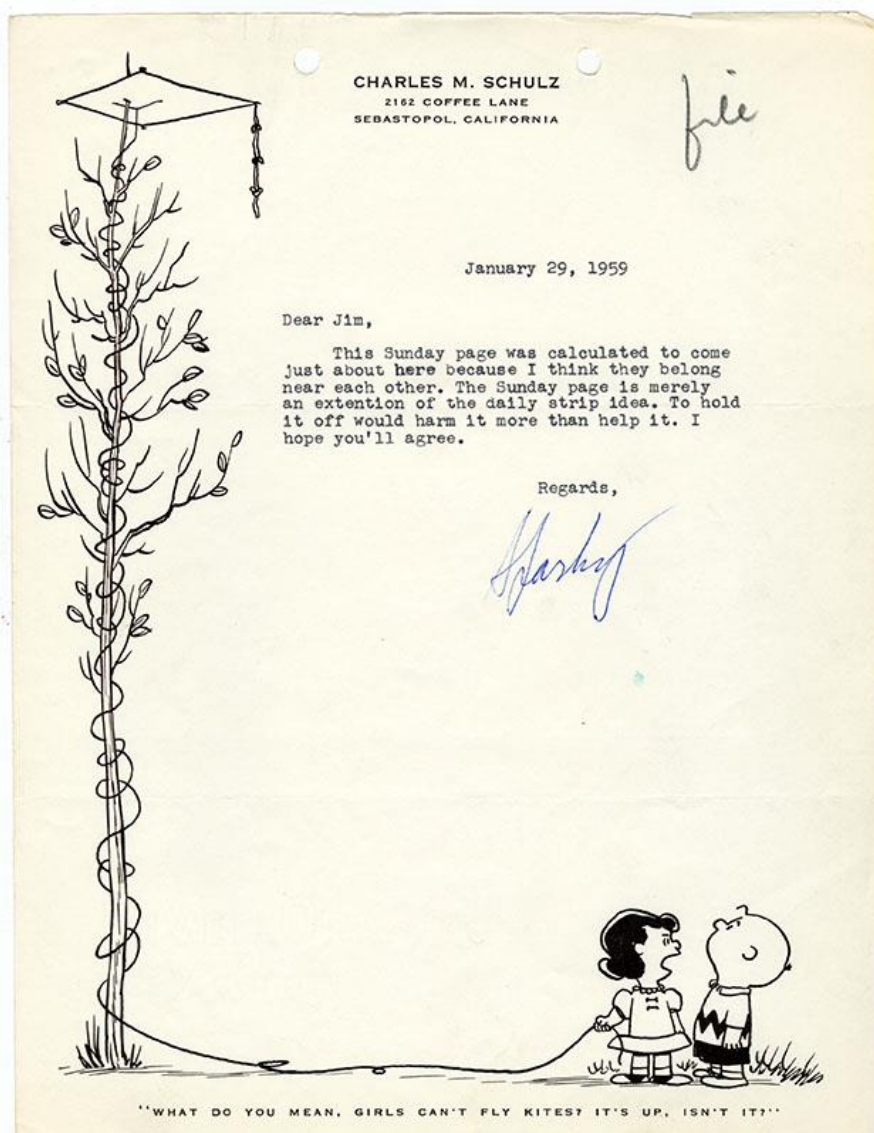


EXCLUSIVES

Charles M. Schulz, *Peanuts*, and United Feature Syndicate

The Charles M. Schulz Museum and Research Center, located in Santa Rosa, is dedicated to giving depth to the funny pages through the preservation, display, and interpretation of the life and art of *Peanuts* comic strip creator, Charles M. Schulz. After joining the Museum staff as the Assistant Archivist, I began work on processing the United Feature Syndicate (UFS) Collection. The collection consists of over 3,800 letters and telegrams as well as newspaper clippings, newsletters, and other ephemera relating to the early syndication and licensing of the *Peanuts* comic strip and spans 1954 to 1961. As UFS syndicated the comic strip, most correspondence in this collection concerns business matters related to *Peanuts*. This includes requests to reprint strips in various publications like company magazines and books; requests to license the strip or its characters for products, advertisements, and animations; requests for original strips; and correspondence between UFS and Schulz.

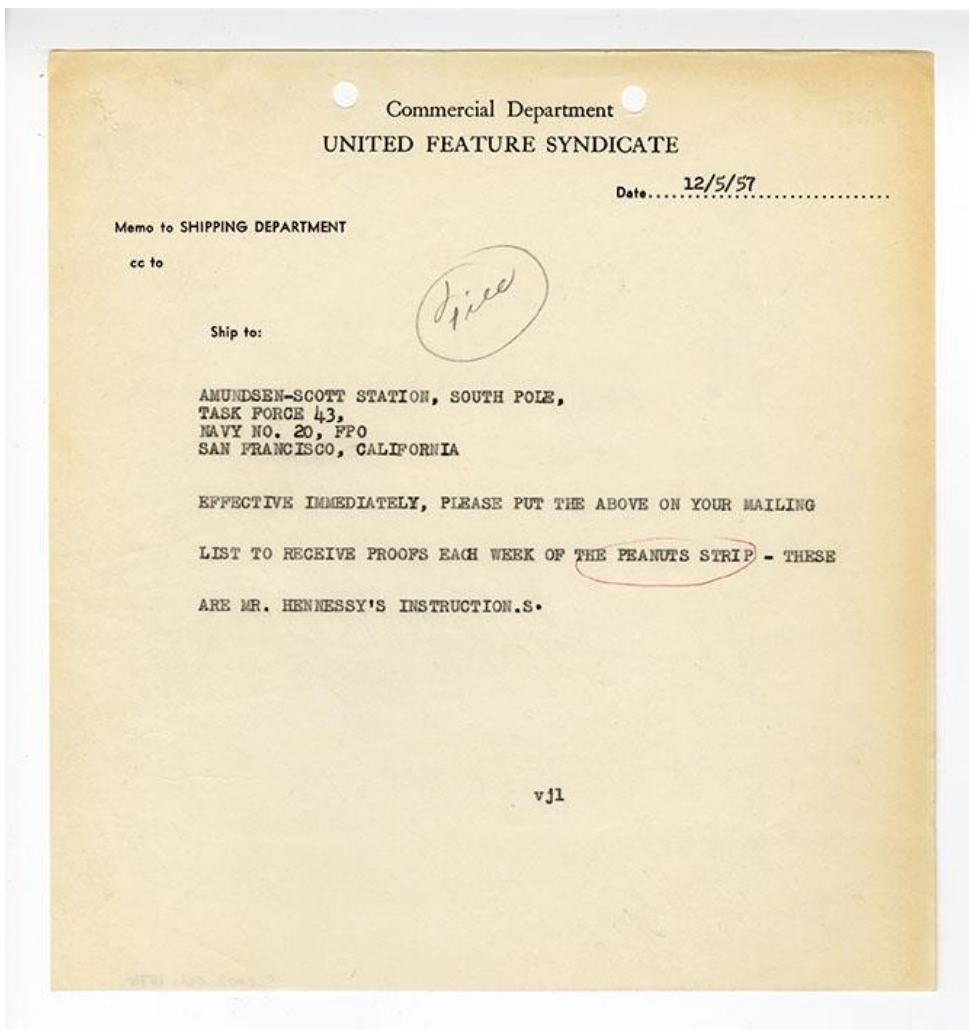
The collection itself is not large: It is just under seven linear square feet and is housed in eight document boxes, one half size document box, two oversized boxes, and one oversized flat file folder. Given the nature of the Museum, which focuses on a single artist, all description must be done at the item level. This allows the archival materials to be utilized effectively and efficiently. With the level of descriptive detail required and delays due to COVID, processing the collection was completed in about 18 months.



Letter to Jim [James Hennessy or James L. Freeman?],
January 29, 1959.

While the UFS Collection is considered one of the most important collections in the Museum Archives, it had not been fully processed before I started at the Museum. A number of people, from archival professionals to volunteers, worked on processing the collection after it was donated to the Museum in

(Continued on page 16)



Memo to the [United Feature Syndicate] Shipping Department,
December 5, 1957.

2002. Because of this, my work included varying degrees of reprocessing approximately 800 items in the collection. This was done to ensure the previously-cataloged items were described consistently using the appropriate standards and enhanced when necessary. Some of the items were also rehoused for proper preservation and their digital files were updated with high resolution images. Once I reprocessed the first part of the collection, I worked through the remaining boxes to digitize and describe the materials and added them to the item-level inventory. The information was input into the Museum's PastPerfect database. During my time processing the collection, I also was able to reconcile items that were previously

separated and removed during initial processing and make note of any items that could not be located.

Processing the UFS Collection was beneficial to the Museum because of its research potential. I contributed to and created a number of internal research guides and created a finding aid that totals 1,756 pages. The collection contains information that was not previously documented, such as early subscribing newspapers, circulation numbers, and the provenance of original strips. It is through my work processing the collection that we discovered *Peanuts* made it to all seven continents, as weekly proofs were sent to the Amundsen-Scott South Pole Scientific Research Center in Antarctica to be hung on a bulletin board in lieu of a printed newspaper, and that seven original daily strips and three original Sunday pages were stolen while on exhibit at the University of

Minnesota in March of 1958. The collection also shows the evolution of Schulz's early relationship with UFS, going from Charles or Charlie Schulz, a timid artist, to Sparky, a confident award-winning cartoonist who stood up for his ideas. Now that the collection is completely processed, the Archives team looks forward to welcoming researchers to use the materials and the Museum Curator looks forward to displaying them in future exhibitions.

Kelly Schulz (No Relation)

Assistant Archivist

Charles M. Schulz Museum and Research Center

kelly@schulzmuseum.org

SCA BUSINESS

SCA Welcomes Nominations for the SCA Board of Directors

Society of California Archivists' Nominating Committee is pleased to announce that the nomination period for elected positions in SCA is now open. SCA is a volunteer-run organization that relies greatly on its members to not only operate as an organization but also to remain relevant and useful to archives professionals throughout the state of California. Serving on the SCA Board is an excellent way to both become more familiar with the archival profession in California and to have an impact on its future and the future of its members.

Please consider serving in SCA or nominating a colleague for a leadership position.

Complete the [SCA 2022 Candidate Nominating Form](#) with your own name or the name of a colleague that you think would make a good candidate for service in SCA.

For more information about each of these positions and their responsibilities, review sections [2-3, 2-4, 2-7, 2-8 and 3-12 of the SCA Handbook](#).

Please submit all nominations by October 31, 2022.

SCA Nominating Committee
past-president@calarchivists.org
Leilani Marshall (Chair)
Azalea Camacho
Azatuhi Babayan

We are accepting nominations and self-nominations for the following positions on the SCA Board and Nominating Committee:

3-year term:

Vice President/President Elect

2-year term:

Secretary

Membership Director

Director at Large

Nominating Committee Member

Serving Clients Nationwide

Conservation Treatment

For books, photographs, manuscripts, maps, parchment, and works of art on paper

Imaging Services

Digitization of cultural heritage collections.
Careful handling of fragile materials

Audio Preservation

Digitization of audio media using traditional and optical-scanning technologies

Preservation Services

Assessments, training, consultations, disaster assistance



100 Brickstone Square | Andover, MA 01810 | (978) 470-1010

www.nedcc.org

Opportunities and Accolades from the SCA Awards Committee

SCA Members: remember that there is funding available that can support your continuing education. The Walter P. Gray III Scholarship funds members' attendance at SCA and other workshops and related training opportunities in California or online. Additionally, the Lynn A. Bonfield Scholarship funds SCA members' participation in in-person, non-SCA sponsored continuing education. And we have new Continuing Education Funding for archivists of color, established as part of SCA's Advancing Equity initiative. This funding may also be used by community organizations planning an archival education event centered on the records of communities of color. All of these may be applied for throughout the year, allowing at least 21 days prior to a scheduled event. See the Awards Committee pages at calarchivists.org for details.

The Awards Committee is also making plans to celebrate deserving colleagues and archival programs at the Spring 2023 AGM. Formal nominations will open this Fall, with early 2023 deadlines announced via the West_Arch listserv.

Please consider honoring a colleague with a nomination for the Career Achievement Award, or recognizing service to SCA over a twelve-year period with a Sustained Service Award. The Archives Appreciation Award recognizes an agency, organization or institution that has provided extraordinary support for archival programs of all sorts. We are very open to considering "special awards," would be happy to hear your ideas informally or as formal nominations. Please contact Awards Committee Chair Lisa Crane (awards@calarchivists.org) any time.

SCA also has several scholarships for students to keep in mind. The James V. Mink Scholarship enables an archival studies student or recent graduate to attend the SCA Annual General Meeting. The Advancing Equity: Graduate Education Scholarship provides financial support to students of color pursuing graduate archival education.

Details on all awards and scholarships can be found at https://calarchivists.org/Awards_Scholarships.

Announcing New Committee Chairs and Co-Chairs

The SCA Board is delighted to announce new committee chairs and co-chairs:

Development: New co-chair Presley Hubschmitt (2022-2025), University of California, Berkeley, presleyh@berkeley.edu. Presley will be joining continuing co-chair Jaime Henderson.

Awards: Lisa Crane (2022-2025), Claremont Colleges, Lisa.Crane@claremont.edu. Lisa will be replacing James Eason, who is stepping down.

Labor, Advocacy & Public Policy: New co-chair Melissa Haley (2022-2025), Huntington Library, MHaley@huntington.org. Melissa will be joining continuing co-chair Marissa Friedman.

Education: New co-chair Emily Homolka (2022-2025), San Francisco Symphony, ehomolka@sfsymphony.org. Emily will be replacing Adrienne Story, who is stepping down.

The Education Committee is currently seeking a new vice-chair for Online Education. If interested, please contact current co-chairs Emily Homolka and Sandy Enriquez at educationcommittee@calarchivists.org.

For the complete list of SCA Committee Chairs and Vice-Chairs along with contact information, [see page 20](#).

LABOR NOTES

A recurring column featuring labor and advocacy-related news for SCA members

Welcome to the Society of California Archivists' newsletter's new recurring column, *Labor Notes*. Inspired by the recommendations of SCA's Labor Task Force, each quarter members of the SCA's Labor, Advocacy, and Public Policy Committee will be using this space to share information, resources, and updates about labor and advocacy issues relevant to SCA members.

For now, a brief update on the activities of SCA's newly revamped Labor, Advocacy, and Public Policy Committee. Following a successful brainstorming session at the 2022 AGM that generated many ideas for future advocacy and actions and resulted in the addition of several new members, the committee has mapped out a few paths for the near future. Subcommittees plan to tackle the drafting of Fair Labor Principles for the archival profession, communicate labor-related resources with SCA members in a variety of ways, generate ideas for professional development and education opportunities, and create a mentoring program. The committee will also revisit the survey conducted by the Labor Task Force in 2019-2020 with the aim of administering it on a regular basis. In addition, the committee will continue to research and discuss labor practices; diversity and equity; and the role of our profession within society; as well as monitor legislation, policy, and political issues of interest to archivists. We hope to collaborate with a number of other SCA

committees in many of these efforts, and will be reaching out in the coming months. Meanwhile, please get in touch with any ideas, concerns, or advocacy needs, or if you're interested in becoming a member. Stay tuned for more from Labor, Advocacy, and Public Policy in upcoming newsletters.

Contact us!

advocacypublicpolicy@calarchivists.org

Co-chairs:

Marissa Friedman

marissa.friedman@berkeley.edu

Melissa Haley

mhaley@huntington.org



SCA BOARD OF DIRECTORS AND COMMITTEE CHAIRS

BOARD OF DIRECTORS 2022-2023

President:

Liza Posas
Head of Research Services and Archives
Autry Museum of the American West
president@calarchivists.org

Vice President/President Elect:

Lisa Mix
Director of University Archives and Special Collections
California State University, Fullerton
vicepresident@calarchivists.org

Secretary:

Christine Kim
OAC/Calisphere Service and Outreach Manager
California Digital Library
secretary@calarchivists.org

Treasurer:

Alex Post
Special Collections Research Assistance,
Outreach, and Instruction Team Lead
J. Paul Leonard Library Special Collections and Archives
San Francisco State University
treasurer@calarchivists.org

Membership Director:

Alix Norton
Archivist
University of California, Santa Cruz
membership@calarchivists.org

At-Large Board Members:

Mallory Furnier
Archivist
Urban Archives and Old China Hands Archives
California State University, Northridge
membersatlarge@calarchivists.org

Kate Dundon
Supervisory Archivist
Special Collections and Archives
University of California, Santa Cruz
membersatlarge@calarchivists.org

Immediate Past President:

Leilani Marshall
Archivist
Sourisseau Academy for State and Local History
past-president@calarchivists.org

COMMITTEE CHAIRS

Awards:

Lisa Crane, 2022-2025
Claremont Colleges
Lisa.Crane@claremont.edu

Communications and Outreach:

Steve Kutay, 2021-2024
California State University, Northridge
stephen.kutay@csun.edu

April Feldman, 2022-2025
California State University, Northridge
april.feldman@csun.edu

Vice-Chair, Communications and Outreach

Anna Martino, 2021-2024
Nickelodeon Animation
anna.martino@nick.com

Development:

Jaime Henderson, 2020-2023
jmehen@gmail.com

Presley Hubschmitt, 2022-2025
University of California, Berkeley
presleyh@berkeley.edu

Education:

Sandy Enriquez, 2021-2024
University of California, Riverside
sandy.enriquez@ucr.edu

Emily Homolka, 2022-2025
San Francisco Symphony
ehomolka@sfsymphony.org

Vice-Chair for Online Education:

Karina Cardenas, 2021-2024
California State University, Fresno
karina@mail.fresnostate.edu

Election:

Cesar Gallegos, 2022-2025
The Walt Disney Company
Cesar.Gallegos@disney.com

Ethics and Inclusion:

Stefani L. Baldivia, 2020-2023
California State University, Chico
sbaldivia@csuchico.edu

Jennifer Ho, 2022-2025
California State University, San Marcos
jho@csusm.edu

Finance and Investment:

Alex Post
San Francisco State University
treasurer@calarchivists.org

Labor, Advocacy, and Public Policy:

Marissa Friedman, 2021-2024
University of California, Berkeley
advocacypublicpolicy@calarchivists.org

Melissa Haley, 2022-2025
Huntington Library
MHaley@huntington.org

Local Arrangements (AGM):

Alex Post, 2022-2023
San Francisco State University
alexpost@sfsu.edu

Sara Gunasekara, 2021-2024
University of California, Davis
sgunasekara@ucdavis.edu

Membership:

Alix Norton, 2021-2023
University of California, Santa Cruz
abnorton@ucsc.edu

Nominating:

Leilani Marshall, 2022-2023
Sourisseau Academy for State and Local History
past-president@calarchivists.org

Program (AGM):

Lisa Mix
California State University, Fullerton
vicepresident@calarchivists.org

Publications:

Amanda Mack, 2021-2024
UCLA Film and Television Archive
amanda.mack@cinema.ucla.edu

CALENDAR

WORKSHOPS AND TRAINING:

FREE Webinar - Writing Your Preservation Assistance Grant ([register by Oct 18th](#))

October 20, 9:30 am-10:30 am

Northeast Document Conservation Center (NEDCC)

Training program schedule posted through June 2023: <https://www.nedcc.org/pt>

EVENTS:

[Storytime for the Apocalypse podcast live show](#) (ONLINE)

October 11, 6:30 pm

[Registration](#) required

[Los Angeles Archives Bazaar](#) (IN-PERSON)

October 22, 10:00 am-3:00 pm

Doheny Memorial Library, University of Southern California

California State Library's [California History Speaker Series](#) (ONLINE)

- October 19, 4:00 pm-5:30 pm – Royal Chicano Air Force – Viva La Lucha: Conversations with RCAF Artists Rudy Cuellar and Louie “the Foot” González, moderated by Terezita Romo
- October 27, 4:00 pm-5:00 pm – Sarah M. A. Gualtieri discusses her book: *Arab Routes: Pathways to Syrian California*
- November 2, 4:00 pm-5:30 pm – Royal Chicano Air Force – Viva La Lucha: Conversations with RCAF Artists Juan Carrillo and Juanishi Orosco
- November 16, 4:00 pm-5:30 pm – Damon Akins and William Bauer, Jr. discuss their book: *We are the Land: A History of Native California*

EXHIBITIONS:

[For Race and Country: Buffalo Soldiers in California](#)

Open through October 30, 2022

California African American Museum

[Something in Common](#)

Open through November 6, 2022

Los Angeles Public Library, Central Library, Getty Gallery

[It Really is a River: Documenting an Iconic Urban Waterway](#)

Open through January 23, 2023

Los Angeles Public Library, Central Library, History and Genealogy Department

[Regeneration: Black Cinema 1898-1971](#)

Open through April 9, 2023

The Academy Museum of Motion Pictures

Society of California Archivists
c/o California State Archives
1020 “O” Street
Sacramento, CA 95814