

A Processing Librarian's Relationship with ArchivesSpace: A Hybrid Position

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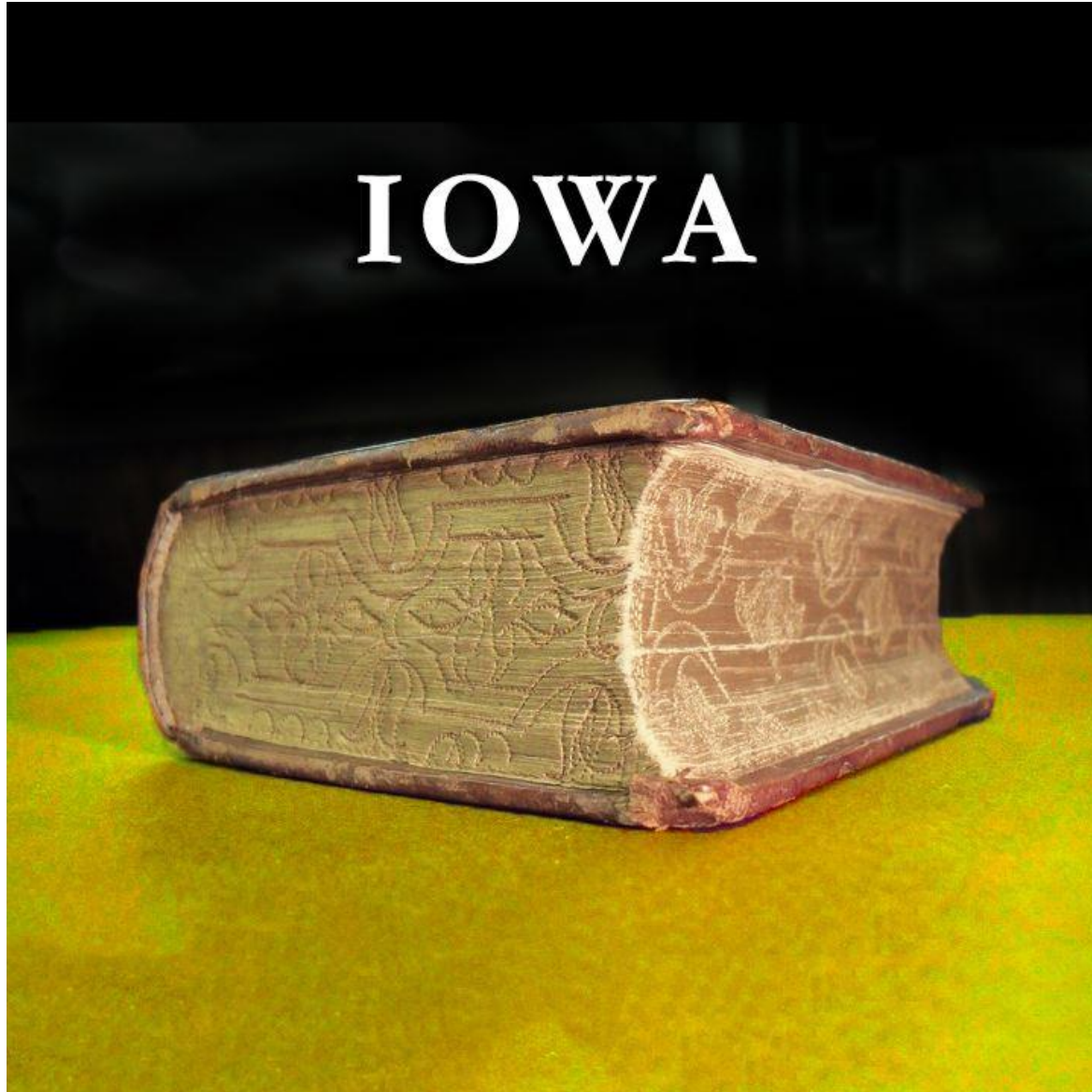
University of Iowa

Overview

- Discuss University of Iowa's Special Collections and their current situation in relation to finding aids, ArchivesSpace, and their collection.
- Dive into the creation of my "hybrid" position, my daily tasks, and the overall benefit of this type of position.



IOWA



Box Contents List

Series I – Biographic Material

Official and Other Documents

Engagement Books

Address Books

Mailing Lists

Unsorted Names and Addresses

Documents Relating to Specific Events

Autobiographic Writings

Autobiographic Aural Tapes and Audio Cassettes

Statements by and Interviews with Lil Picard

Writings about or Mentioning Lil Picard

Photographs

Photographs of Lil Picard

Photographs of Family and Friends, Artists, Art Dealers and Collectors, and Writer

Miscellaneous Photographs

Unidentified Photographs

Material Relating to Silvia Goldsmith's Film, "Lil Picard"

Miscellaneous Memorabilia

Series I - Biographic Material

Box 1

Official and Other Documents

Copies of LP's birth and marriage certificates

Material relating to LP's mother Rosalie ("Friedl") Benedick (née Avellis): 2 cards to LP, death notice, legal notice, testament, 2 b&w photographs of her tombstone

Birth announcement for Roland Benedick, Lugano-Suvaghana, 8 October 1946

LP's restitution case: 1961 correspondence with Öffent. Anwalt für Wiedergutmachung

LP's widows pension: correspondence with Entschädigungsamt, Berlin, 1976 -- 1983

LP's living will, December 21, 1975

LP's last will, August 19, 1976

"Lebensbescheinigung," October 27, 1988

Statements of accreditation as a journalist from various publications

Grants and awards

CAPS (Creative Artists Public Service): 1975 correspondence; lists of panelists and recipients; April 18, 1976 LP application with supporting documents

International Women's Year Award, February 26, 1976 award celebration announcement and catalog

NEA (National Endowment for the Arts): NEA literature; copy of October 12, 1979 LP application, notification of grant award; September 8, 1980 award acceptance agreement

Listings in biographic directories

Social Security card, passports, press passes, membership cards, calling cards, stationery, return address labels

Guide to the Mariellen (Ming) Wathne Fanzine Archives Collection

[Print this Collection Guide](#) | [Email this Collection Guide](#)

Collection Overview

Date Span: 1966-2005

Creator: Wathne, Mariellen (Ming)

Extent: 141.00 linear feet.

Collection Number: MSC0313

Repository: University of Iowa Special Collections

Summary: Large assemblage of fanzines and works of fan fiction relating to multiple media fandoms, including Star Trek, Star Wars, and other movies and television shows.

Administrative Information

[+/-]

Access: This collection is open for research.

Use: Copyright restrictions may apply; please consult Special Collections staff for further information.

Acquisition: This collection was acquired from Ming Wathne and her associates, in cooperation with the Organization for Transformative Works, in April 2009. Thanks are due to fan Pepper Ckua for providing necessary corrections to the boxlist.

Preferred Citation: Mariellen (Ming) Wathne Fanzine Archives Collection, The University of Iowa Libraries, Iowa City, Iowa.

Repository: University of Iowa Special Collections

Address: Special Collections Department
University of Iowa Libraries
Iowa City, IA 52242

Phone: 319-335-5921

Curator: Greg Prickman

Email: lib-spec@uiowa.edu

Website: <http://www.lib.uiowa.edu/sc>

Biographical Note

[+/-]

The Fanzine Archives, a non-profit organization, was founded by Ming Wathne in May 1988. Wathne operated the FA out of her home in Santa Barbara, California, until her retirement for health reasons in the fall of 2008. The Fanzine Archives was designed to preserve and circulate fanzines and other fannish material through the maintenance of a extensive permanent archive. The archive served as a source of research by interested parties, and complemented the FA's active circulating library of titles. The library collection consisted of copies of original zines (housed in the permanent archive), and were available for borrowing by members, who laid down money deposits to secure borrowing

Collection Overview

Biographical Note

Content Description

Administrative Information

Detailed Description of the Collection

ASSORTED

BATTLESTAR GALACTICA

BEAUTY AND THE BEAST

BLAKE'S 7

MARION ZIMMER BRADLEY
(DARKOVER)

CROSSOVER

DOCTOR WHO

FAN FICTION (ORIGINAL)

HARRISON FORD

FOREVER KNIGHT

GENZINES

HIGHLANDER: THE SERIES

KUNG FU: THE LEGEND
CONTINUES

THE MAN FROM UNCLE

ANNE MCCAFFREY (PERN)

MULTIMEDIA

THE PROFESSIONALS

QUANTUM LEAP

THE REAL GHOSTBUSTERS

ROBIN OF SHERWOOD

THE SENTINEL

SIMON & SIMON

STARGATE SG-1

STARSKY AND HUTCH

STAR TREK

STAR WARS

STAR WARS COMIC BOOKS

STAR WARS PROZINES

WAR OF THE WORLDS (TV)

THE X-FILES

CONVENTION MATERIALS

MISCELLANEOUS

SCRIPTS

Subjects

Papers of Ruth Suckow

 **Collection** Identifier: MsC0706

University of Iowa Special Collections | Papers of Ruth Suckow

Collection Overview

Collection Organization

Container Inventory

The Suckow collection is an extensive collection of manuscripts, correspondence, photographs, and artifacts from the life of an important regionalist author. The collection is divided into four series. Series I is Ruth Suckow Subject Files and Correspondence. Here are kept items from her personal life, such as artwork and needlework, recipes, bookplates, and her spectacles. Here also are kept clippings, records from her days as an apiarist, biographical materials, address books, and other personal materials. There is a large subseries of photographs here, as well as a collection of clippings. Suckow's correspondence comprises an important subseries, as do the records of the Ruth Suckow Memorial Association.

Series II is comprised of Suckow's manuscripts. This series contains manuscripts for most of her work, including some unpublished work. Usually included are the typescript, but sometimes there are extensive notes on characters, and some short stories include the published piece.

Series III, Other Writers and Family Members encompasses materials from members of Ruth's extended family. Here are included items from the Washburn, Suckow, Kluckhohn, and Dafoe families, as well as materials from Ruth's husband, Ferner Nuhn, a writer himself and a painter. Also included here are scholarly essays on Ruth Suckow by students as well as international scholars.

Series IV, the 2007 addendum, is comprised of photocopies of a scrapbook of the extended Suckow family. This is accompanied by a CD of the images contained in the scrapbook.

Series V, 2001 addendum, was acquired long after the original collection, in 2011. It is a gift of Barb and Scott DePenning via Bob Suckow and the Ruth Suckow Memorial Association. It is comprised of letters from Ruth to her partner in the Earlville apiary business, Laura Werkmeister. It deals mostly with bees and cats, but there is a letter here that starts, "Ferner and I were married yesterday." In previous letters she had made reference to "the boy who visited us at the apiary last year" presumably meaning Nuhn. There is also a photograph here of the method, apparently originated by Suckow, that was used at the Orchard Apiary for wintering their beehives.

Series VI: Association books. These are books owned by Suckow or, in some cases, her father.



Citation



Print

Search

Collection organization

Papers of Ruth Suckow

▼ BIOGRAPHICAL MATERIAL AND CO...

▶ ArtWork

▶ Clippings

▶ Correspondence

▶ Miscellaneous

▶ Personal and Biographical

▶ Photographs and Slides

▶ The Ruth Suckow Memorial Asso...

▼ WRITINGS BY SUCKOW

▶ Manuscripts and Articles

▼ OTHER WRITERS AND FAMIL Y MEM



Excuse Me Mom But You'll
Have To Get Out, There Are
Just Too Many Cooks In The
Kitchen

HELLO



IT'S ME



The Hybrid: What is it and Why?

- ▶ Why?
 - ▶ ArchivesSpace management is a job position itself.
 - ▶ It should be noted, this type of management is separate from the IT perspective.
 - ▶ This is a management of collection/data within archivesSpace to prepare of patron use.
 - ▶ Special Collections needed a dedicated individual to ensure access to collection materials/data.
- ▶ What is this position exactly?
 - ▶ Processing librarian + ArchivesSpace = Processing librarian/ArchivesSpace Manager.
 - ▶ A mix of physically organizing and handling the collection, while simultaneously managing the finding aids/data electronically.



Job Duties: Digital

- ▶ Digital
 - ▶ “Clean up” legacy collections
 - ▶ Removing box numbers as the main title of items.
 - ▶ Removing folders (we do not work at folder level)
 - ▶ Reorganizing within each hierarchy (if needed).
 - ▶ Adding in additional notes
 - ▶ Collection entry
 - ▶ Physically processed collections:
 - ▶ Spreadsheet method vs. Manual entry
 - ▶ Data
 - ▶ Update locations, containers, container profiles, etc.
 - ▶ Assist with Aeon duties



Job Duties: Physical Handling

- Physical
 - Legacy collections
 - Re-process legacy collections that have not been addressed for 15-30 years.
 - Re-box, re-label, re-organize series/hierarchies.
 - Unprocessed collections (legacy/new)
 - Rough process the collection
 - Final process
 - Box and folder materials
 - Format into spreadsheet for upload into Aspace.

Job Duties: Aeon

- Implemented Aeon August 2018
- Aeon: a request and workflow management system.
 - It allows patrons to request materials via their account ahead of visiting special collections. (It does many other amazing things as well).
- Aeon, ArchivesSpace plugin
 - This plugin allows patrons the option to request an materials directly from the finding aid in ArchivesSpace.
 - This is a fantastic option, however because of our three formats of finding aids it has it's issues.

The screenshot shows the ArchivesSpace interface. At the top, there is a navigation bar with the following links: Repositories, Collections, Digital Materials, Subjects, Names, Special Collections, and a search icon. The main header area contains the text 'ArchivesSpace at the University of Iowa' and the University of Iowa Libraries Special Collections logo. Below the navigation bar, the page displays the following information:

- Sketches**: A section with a document icon, 'Item - Box: 1', and 'Identifier: 1'. Below this is a breadcrumb trail: 'University of Iowa Special Collections | Papers of Ruth Suckow | BIOGRAPHICAL MATERIAL AND CORRESPONDENCE | ArtWork | Sketches'. To the right of this section are two icons: 'Citation' and 'Aeon Request' (the latter is highlighted with a red border).
- Dates**: '1887 - 1988'.
- Conditions Governing Access**: 'This collection is open for research'.
- Extent**: 'From the Collection: 34 Linear feet'. Below this is an 'Expand All' button.
- Collection organization**: A sidebar on the right showing a hierarchical tree structure:
 - Papers of Ruth Suckow
 - ▼ BIOGRAPHICAL MATERIAL AND CO...
 - ▼ ArtWork
 - Childhood drawings
 - Christmas and Valentines car...
 - Embroidery
 - Paper dolls
 - Sketchbook
 - Sketches**
 - Stencils

- Related Names**
- Physical Storage Information**
- Repository Details**



Conclusions

- Consistency
 - Fluidity
 - Liaison between other processing librarians and ArchivesSpace needs
 - Collections are actively being entered/managed
 - Increased access
 - ArchivesSpace/Aeon Data management
- 