

Project Summary
Rocky Mountains Cooperative Ecosystem Studies Unit

Project Title: Glacier Archives Project

Type of Project: Technical Assistance
Discipline: Cultural
Funding Agency: National Park Service
Other Partners/Cooperators: University of Colorado at Boulder
Effective Dates: 5/1/2009 - 12/31/2009
Funding Amount: \$10,000

Investigators and Agency Representative:

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Project Abstract: This project focuses on the long-term preservation of Glacier National Park's collection of archival materials that includes paper documents, historic photographs, large format drawings and maps, motion picture films, and other media. It is also an intended objective that this project improves and facilitates access to these materials by park staff, planners, historians, writers, the media, and other potential users and researchers. Although the park's collections had already been accessed frequently by a variety of researchers, it is anticipated that the one hundred year anniversary of the park's establishment in 2010 will result in an increase in museum and archives collection use.

Over the last three or four years, the park has focused on improving collection accountability, storage conditions, and access to its museum and archives collection through collection condition surveys, cataloging projects, visits by the regional archivist, and volunteer and student rehousing and cataloging projects. This project will contribute to this overall ongoing effort to improve the park's management of these important resources.

This project is intended to assist the park's staff with the completion of several smaller components that are part of the larger objective. The tasks assigned to the student intern will include the following types of tasks: 1) improving manuscript collection finding aids and cataloging records by standardizing their format; reviewing their content; or entering them into the park's ANCS+ database, 2) improving storage conditions by the rehousing and rearrangement of some materials as recommended in a recent collection condition survey and by regional and park museum staff, 3) assisting park staff with collection inventories in order to increase accountability and access, 4) assisting park staff with preliminary surveys of selected park resource management records or other manuscript collections, and 5) cataloging small archival collections or individual objects. All tasks will be accomplished according to NPS, regional, and park policies and under the supervision and guidance of park museum staff.

THE UNIVERSITY OF COLORADO AGREES TO:

- 1) If appropriate, prepare archival documents for shipment to the Denver Service Center or other vendors and institutions for scanning, microfilming, and duplication. The Technical Information Center assumes responsibility for the return of the drawings to Glacier National Park.

- 2) Re-house, re-folder, label and conduct preventative maintenance (like fastener removal) on archival files, documents and other media as assigned by the park's curator.
- 3). Catalog processed archival collections or individually cataloged documents into ANCS+ according to NPS and park guidelines.
- 4) Assist park museum staff in the survey and preparation of records for processing and cataloging.
- 5) Provide an overview of the work performed in writing and in person.

THE NATIONAL PARK SERVICE AGREES TO:

- 1) Provide access to NPS locations that house Glacier National Park records for evaluation and inclusion into the GLAC archival collection.
- 2) Provide work space and computer equipment within Glacier National park for the University of Colorado archives intern.
- 3) Provide training to the University of Colorado archives intern NPS archival standards and practices.
- 4) Review the work in progress, provide quality control and review written reports.
- 5) Provide a point of contact in the park and with the Technical Information Center in Denver.

Outcomes with Completion Dates:

Final Report due December 2009

Keywords: Archive, Catalog, Historical Data, Glacier National Park, University of Colorado at Boulder