



Baylor Collections of Political Materials



REPORT: APRIL 2003

COLOR COPIER TRAINING

On April 3, Jerrie Norman traveled to Waco from Austin to conduct training on the color copier located in Political Materials. Ten people attended this training from various department and libraries.

PROGRESS

ACCESSIONS:

Challenger Disaster, 1987 – A scrapbook of news articles about this event has been loaned to BCPM for scanning by Barbara Hodge in Acquisitions.

Hightower – Texas Collections continues to send publications from Judge Hightower. Most of these are being cataloged.

John Hogan continues to prepare his materials from the Agriculture Committee for shipment to Waco.

Iraqi Freedom – Janet Pence has been saving newspapers for BCPM about the war in Iraq.

Tiller Papers – Frank Jasek in Preservation prepared a number of newspapers from the Tiller Papers for cataloging.

Pence Maps – Steve Pence donated a collection of maps from his parents' estate in their memory. These will be placed in the maps vertical file.

BOB BULLOCK EXHIBIT

A temporary exhibit was put together for the 100th anniversary of the Baylor libraries. This exhibit will probably remain up until next summer when a more permanent exhibit needs to be in place for the formal opening. A number of folks helped with the exhibit including Janet Pence, Susan Bowlin, and Candace Spain from Special Collections Cataloging, three maintenance men who hung banners and flags, and five student workers here. Flags hung represent the Six Flags over Texas and seven early Texas battle flags.

CATALOGING, April: Janet Pence: 88 titles and 94 volumes.

EQUIPMENT:

- ❖ **Wide Format Scanner:** Availability of the scanner to other departments was announced in P-Slips. The Geology Department has requested assistance in scanning two oversize maps.
- ❖ **Color Copier** – Training took place on April 3 with Jerrie Norman. Numerous color copies were made for the Bullock Exhibit.

MEETINGS, WORKSHOPS:

- ❖ **Giving and Receiving Feedback,** April 2 - Ben
- ❖ **Physical Facilities** meeting with Bill Hair and Sherry Cook, April 2 - Ben
- ❖ **Xerox training** with Jerrie Norman, April 3 – Ten attendees.

- ❖ **Larry Brumley** has set up a Bullock Collection committee which will begin meeting in May.
- ❖ **First Thursday,** April 3 – Benna
- ❖ **Student Worker Supervisor** training, April 7-8 – Ben, Benna
- ❖ **Bullock Consultant** Carolene English visit, April 10
- ❖ **Reference Services** teleconference, April 11 – Ben, Benna
- ❖ **Library 100th Anniversary,** April 24 – Ben
- ❖ **Open House,** Bullock Archive, April 24
- ❖ **Recognizing Positive Results,** April 30 – Benna
- ❖ **Amigos annual conference,** April 30-May 1 - Ben

PROCESSING

Hyde Murray – Students have finished the finding aid and the index to the finding aid. They have also created web pages for the Index and for photographs. All that remains is the writing of the Scope and Content Note and Series Statements.

Bob Bullock – Benna Ball continues to process the Comptroller papers. These are especially difficult because the papers were boxed in no particular order. The graduate assistants continue to sort out the microfilm puzzle, three students continue to re-fold the mammoth 1994-1996 Alpha correspondence, and one student continues to work on organizing over 6,000 photographs.



PROJECT OFFICE:

- ❖ *No word has been received on any of our Project Office initiatives.*

STUDENT WORKERS:

- **Cassandra Fuller:** Began printing final copies of Murray Finding Aid and making notebook.
- **Grace Cromeens,** GA: Bullock Papers – Completed Media microfilm analysis notebook. Began editing of Lt. Gov microfilm analysis notebook.
- **Julia Howard:** Bullock Papers - Alpha corr, 1994-1996.
- **Kim Mathis:** Bullock Papers – Alpha corr, 1994-1996.
- **Matt Gonzales** – Working with wide format scanner. Prepared large photos for Bullock exhibit.
- **Naadei Nikoi:** Bullock Papers - Alpha corr, 1994-1996.
- **Sandra Lee:** Processing Bullock photographs and recent framed photo accessions.
- **Stephanie Lott:** Guttery Materials – processed all new additions..
- **Tiffany Tsang,** GA: Bullock Papers – Matching 1994-96 Issue files with microfilm.