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SPNHHC NEWSLETTER

Society for the Preservation of
Natural History Collections

August 1998
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MAP II: A TOOL FOR COLLECTIONS MANAGEMENT ASSESSMENT AND PLANNING

James M. Bryant, Riverside Municipal Museum,
3580 Mission Inn Avenue, Riverside, CA 95201

In these challenging times for collection-holding institutions of all kinds, one of the chief challenges is the establishment of ever higher levels of accountability, both to the collections professions and to the communities served by those collections. A vital tool in attaining such levels of accountability is an objective, professionally-informed assessment of an institution's collections management policies and procedures.

For over 16 years, the American Association of Museums (AAM) and the United States Institute of Museum and Library Services (IMLS) have worked in partnership to provide the museum professional with such assessment tools, through its joint Museum Assessment Program (MAP). In this partnership, IMLS has functioned as chief U.S. funding source for the process, with AAM developing a network of professionals trained to provide applicant institutions with a suite of assessment and planning tools.

The theoretical framework of MAP combines methods of institutional self-study with peer review. The MAP process includes completion of a detailed, self-study questionnaire, an on-site visit by a museum professional (surveyor), and submission by the surveyor of a confidential report, including recommendations for institutional and procedural change. The services offered through MAP include:

- MAP I Institutional Assessment
- MAP II Collections Management Assessment
- MAP III Public Dimension Assessment

The assessments can be conducted in any order. However, it is strongly recommended that museums that have not previously engaged in institutional assessment

start with MAPI – the Institutional Assessment.

MAP II focuses on collections policies, documentation, and preservation within the context of the museum's total operation. The guided, self-study portion of MAP II structures the accumulation of information that will be submitted to the peer reviewer/surveyor (a sizable packet of documents, including the 20 page MAP questionnaire); such a compendium of information will also assist the museum in planning projects, decision making activities and grant applications. (Until the opportunity to participate in MAP comes along, many institutions have simply never taken the time to accumulate a full background file.) The self-study itself provides a framework for discussing how well you are using resources and a historical record of where the museum is at this stage in its development. An institution should allow between two to five months to complete the self-study questionnaire. Once the self-study is completed, the museum will

continued on page 5

INSIDE...

MAP II	1
www.spnhc.org.....	1
Presidential Profile .	2
Committee Reports	3
Announcements.....	6
Colln's on the Move.	8
Bookmarks	7
Meetings	8
Publications	10
Job Postings	11
..... and more!	

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www.spnhc.org

The Society is in the process of registering its own unique uniform resource locator (url), and by the time you read this newsletter, it may be functional. Along with the url will be a revised site, located on the Geology and Geophysics server at the University of Calgary. The work of Terry Vidal and the support of the University of Northern Iowa, which has hosted the site for the past several years must be noted and Terry in particular deserves special thanks for getting the original site on-line and functional. It is hoped that the site will not live permanently at any one place, but will rotate, partly to limit the volunteer efforts of individuals, but also to renew interest on a regular, if infrequent, timetable. The unique url will

continued on page 7

The **Society for the Preservation of Natural History Collections** was formed in 1985 and is recognized as a non-profit organization [501(c)(3)] in the United States. SPNHC members receive *Collection Forum*, a bi-annual journal of reviewed technical information, and two issues of the *SPNHC Newsletter* each year. The Society for the Preservation of Natural History Collections (SPNHC) is a multidisciplinary organization composed of individuals who are interested in development and preservation of natural history collections. Natural history collections include specimens and supporting documentation, such as audio-visual materials, labels, library materials, field data, and similar archives. Preservation refers to any direct or indirect activity providing continued and improved care of these collections and supporting documents. The Society actively encourages the participation of individuals involved with all aspects of natural history collections.

The **SPNHC Newsletter** (ISSN 1071-2887) is published twice a year, February and August, by the Society for the Preservation of Natural History Collections, c/o Peabody Museum of Natural History, Yale University, 170 Whitney Avenue, P.O. Box 208118, New Haven, CT 06520-8118, USA.

Submissions are welcome. Please forward announcements, articles and notes to Tim White, Newsletter Editor, Invertebrate Paleontology, Peabody Museum of Natural History, Yale University, 170 Whitney Ave., P.O. Box 20-8118, New Haven, CT 06520-8118, USA; telephone, (203) 432-3767; fax, (203) 432-9816 or email, tim.white@yale.edu.

Deadlines for future newsletters are: February 10, 1999, August 11, 1999 and February 9, 2000.

PRESIDENTIAL PROFILE

*Sally Y. Shelton, National Museum of Natural History,
Smithsonian Institution, Washington, DC 20560*

The Society for the Preservation of Natural History Collections wishes to thank the 1998 annual meeting host, the University of Alberta, and particularly the ace team of Lisa Barty, Frannie Blondheim and Leslie Latta-Guthrie, for an outstanding and well-organized week in Edmonton. Thanks, too, to everyone who gave a paper, presented a poster, and lent a hand. This meeting will be difficult to top.

There are several changes on the SPNHC council and committee list. Managing editor John Simmons, conservation committee chair Barbara Moore, newsletter editor Steve Williams, Webmaster Terry Vidal, and archives committee chair Phil Angle have stepped down. These people have contributed a staggering amount of time, resources and energy to SPNHC, and we cannot thank them enough for all that they have done. The new managing editor is Kate Shaw, and Robert Fisher has taken charge of archives. Tim White is the new newsletter editor who doesn't take prisoners. Diana Dicus has accepted the position of conservation committee co-chair, but the size and complexity (and productivity!) of this committee requires another co-chair. If you have nominations or suggestions, please let Diana or me know.

Elizabeth Merritt is the first SPNHC professional liaison to the Registrars' Committee of the American Association of Museums, joining Carolyn Rose (AIC), David von Endt (Heritage Preservation) and Grant Hughes (WCCR). The publications committee has undergone the most change. Besides Tim, Kate has also appointed Mary Ann Andrei as associate editor for SPNHC Leaflets, Jon Greggs as Webmaster, and Jennifer Paduan as a new associate editor, joining Marilyn Massaro, Linda Thomas,

Janet Waddington and Susan Woodward. Collection Forum, the SPNHC Newsletter and SPNHC Leaflets need your contributions: please contact Kate and her committee for information and guidelines. The Professionalism Committee (a sessional committee), under the direction of Elizabeth Merritt is working on the application for SPNHC to become an affiliate society of the American Association of Museums.

The election results were formally announced at the 1998 annual meeting. Sue McLaren (President-Elect) and Council members Elana Benamy and Rob Huxley are now on board.

A number of SPNHC projects are especially noteworthy. The By-Laws Committee, under the direction of Grant Hughes, is working on compiling the first complete SPNHC policy and committee manual. This will be a complete handbook for all Council members, committee chairs, and appointed project leaders or liaisons. It will be updated annually and handed out at the second Council meeting at every annual meeting. SPNHC has grown a great deal in the past 12 years, and the By-Laws committee will ensure that your elected and appointed leadership has the information and training to represent your interests effectively.

Along the same lines, the SPNHC five-year plan is approximately at mid-point. This is the time to review and assess where we are now and to start the next plan. I have asked the SPNHC Council Members-at-Large to direct and oversee this project. This is the most important next step for SPNHC. Council Members-at-large are elected to be the most direct link between Council and membership. Your concerns, your needs, and your vision are necessary for this project to work.

You will soon be seeing a membership survey (put together by the Membership
continued on page 3

PRESIDENTIAL PROFILE, CONTINUED FROM PAGE 2...

Committee under the direction of Ann Pinzl and Lori Benson). Please return this with the most complete answers possible. This information will be used by SPNHC to plan and prioritize, especially by the Members-at-large. The Members-at-large will spend this year working with the Membership Committee, reviewing the results of the survey and setting up a strategic planning team, and then spend 1999-2000 preparing the next plan

for review and adoption at the SPNHC 2000 meeting in Halifax. No elected officers other than the Members-at-large will be on this committee. This is your chance to contribute your views and needs as we plan the future of SPNHC.

SPNHC '99 will be held in Washington, DC, at the Ripley Center, Smithsonian Institution. Local committee co-chairs are David von Endt and Elizabeth Merritt.



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CALL FOR AWARD NOMINATIONS

The Awards and Recognition Committee is accepting nominations for the SPNHC Award and the President's Award for 1999. These awards are given only when an appropriate candidate is identified, and neither award may have more than one recipient per year. Final decisions are based on documentary information and approval from the SPNHC Council. The Committee is also accepting nominations for Special Services Awards.

The SPNHC Award recognizes an individual's life-time achievements that have served as a significant contribution to the objectives of the Society. Nominees for the SPNHC Award may be members, previous members or non-members of the Society.

The President's Award is given in recognition of a SPNHC member's distinguished service to the development and continued success of SPNHC. This would normally involve superior, prolonged service to appointed offices, committees, and/or ongoing activities of SPNHC. Nominees must be current or previous members of SPNHC. Nominations for the SPNHC and President's Awards **must be submitted by 30 November 1998**.

Special Service Awards recognize individuals for any special effort leading to the success of an important event or activity of the Society. The nomination process for this award is less formal, and names of nominees may be submitted in writing or verbally at any time before the second meeting of Council at the 1999 Annual Meeting.

Nominations should include the name of the nominee, name of the award proposed, a description of important contributions of the nominee, and other information supporting consideration of the nominee for the award in question.

Nominations and related questions should be directed to Gregory Brown, Chair of the Awards and Recognition Committee, University of Nebraska State Museum, W-436 Nebraska Hall, Lincoln, NE 68588-0514. Phone (402) 472-2657; Fax (402) 472-8949; email gbrown@unlinfo.unl.edu.

Gregory Brown, Chair

CONSERVATION COMMITTEE

To the Membership: GREAT NEWS! Paula T. Work has agreed to be the Citations Subcommittee Chair. Look for her citations in this newsletter issue. Other subcommittees within the Conservation Committee are:

Research: Tom Strang, David VonEndt, Sally Shelton.

Wet Collections: Gene Hess, Rob Waller, John Simmons, Tom Strang.

Resources: Cindy Ramotnik and Janet Waddington.

The Conservation Committee is looking for a Co-Chairman. Man or woman, not necessarily a conservator. Someone with a passion for collection care. I am making the transition into Barbara's big shoes! More news next time. I think this will be a busy year for SPNHC. I look forward to working with you in the care and preservation of collections.

Diana Hobart Dicus, Chair

YOU TOO CAN BORROW THIS!

The Resources Subcommittee of the Conservation Committee now maintains two displays of supplies and materials currently used in museums for the storage and preservation of natural history collections. The second display was compiled by Janet Waddington and Helen Coxon and is now available for loan to borrowers in Canada. Some examples of items included in the displays are: materials used in the construction of storage containers and specimen supports; equipment for monitoring storage environments (e.g., humidity, temperature, air quality, insects); and a selection of containers for the storage of collections and documentation. The displays are available for loan to interested parties for meetings, conferences, and other museum-related activities. For US-based inquiries please contact Cindy Ramotnik (U.S. Geological Survey, Museum of Southwestern Biology, University of New Mexico, Albuquerque, NM 87131; phone (505) 346-2870; fax (505) 346-2870 x18; email ramotnik@unm.edu). In Canada contact Janet Waddington (Royal Ontario Museum, 100 Queen's Park, Toronto, Ontario, Canada M5S 2C6; phone (416) 586-5593; fax (416) 586-5863; email janetw@rom.on.ca). More details about the displays will be soon be available via a Resources Display link to the SPNHC homepage.

Cindy Ramotnik, Chair

MEMBERS-AT-LARGE

The Elections Committee of the Society for the Preservation of Natural History Collections announces the closing date for nominations will be 30 September 1998. Nominations are encouraged for two Members-at-Large to take office in June 1999. Our society has gained great strength from the dedication of our council members and the involvement of our membership in choosing people who serve us so well. To submit a nomination or for information on the election process please contact the committee chair Judith Price, Canadian Museum of Nature, P.O. Box 3443 Station D, Ottawa, Ontario, Canada K1P 6P4; (613) 566-4263 (Voice), (613) 364-4027 (Fax); email: jprice@mus-nature.ca.

Judith Price, Chair

FINANCE COMMITTEE

The past year has seen the Treasurer's Office move from the University of Iowa to Washington, DC. Since banking issues often vary from state to state, there is always new ground to break when this office is transferred. Past-Treasurer Julia Golden and new Treasurer Lisa Palmer learned a good deal about the peculiarities of the regulations affecting non-profits who do their banking inside the District of Columbia. On occasion, Golden, Palmer and long-past Treasurer Sue McLaren put their heads together to assure that services to the SPNHC membership remained as they have been in the past, while attempting to function within the framework of the banking policies. All funds now have been transferred to the office in Washington, D.C.

continued on page 4

COMMITTEE REPORTS**FINANCE COMMITTEE, CONTINUED FROM PAGE 3...**

There were several discussions during Council meetings this year, regarding the financial health of the organization. An analysis of the actual expenditures against the original 1997 budget revealed several things:

a) Book sales and sales of back issues of *Collection Forum* are doing very well.

b) Membership dues and subscriptions have contributed substantially toward meeting our annual goals. However, many items in the budget, such as allocations for committee expenses, continue to be supported entirely or in part by the home institutions of the Committee Chairs. We are grateful for that support. Without it, we would have to erode the revenue from book sales to carry on regular operations, rather than being able to invest these funds for use in future publications such as *Managing the Modern Herbarium* and a natural history glossary book, both due for publication soon. Fortunately, we came in well under budget again in 1997.

c) The bad news is, overall membership numbers have declined significantly. Subscriptions have slowly increased which actually makes overall membership numbers look better than they otherwise might. It is the individual memberships that are showing a large decline. For several years, total membership hovered around 700. This year's numbers total 567. This is a serious concern to all of us because it is the individual member who makes up the core of our Society. The ability to network with others who share common goals and common problems is very important to each of us. We realize that cutbacks at some museums have contributed to loss of members. We fear that some members have been lost when dues were increased, but by most professional standards, we are still quite a bargain. SPNHC has received increasingly positive recogni-

tion within the museum community in the twelve short years since we were established. We want to be the organization that people turn to when issues of specimen preservation, management, and care are raised. If you know someone who has dropped membership because he or she feels we aren't meeting their expectations, please help us address their concerns by bringing them to the attention of a Council member or Committee Chair. Finally, if each of us successfully recruits one new member this year, we could ensure the health of our organization.

d) On your dues renewal forms to be mailed in September, you will see a category of membership that was newly established in 1995 - Life Membership. As with many other professional societies, we do not use Life Membership payments toward annual operating expenses; these funds are invested toward the long-term goals of the Society. To-date we have four Life Members and we are extremely grateful for the trust and confidence these individuals have placed in SPNHC. Life Membership is set at 25 times the annual rate of membership and is now \$625. Payment may be made in a single lump sum or spread over three years. Please consider a Life Membership at renewal time.

*Julia Golden, Sue McLaren, Co-Chairs,
Lisa Palmer, Treasurer.*

REVIEWERS NEEDED

Reviewers are needed for the Society's journal, *Collection Forum*. If you are interested in being a reviewer, contact the Managing Editor, Kate Shaw at fishes@kuhub.cc.ukans.edu. Be sure to include a note about your background and professional interests.

Kate Shaw, Chair

SPREAD THE WORD.....

Think about your SPNHC membership and how it has helped you. Whether it be from what you learned at one of our meetings or a *Collection Forum* article. Think of how the greater circle of contacts you've developed on-line through NHCOLL-L or at the annual meeting has widened your horizons and stretched your abilities. Shouldn't you share this growth with your colleagues? Speak with your co-workers and colleagues in other disciplinary organizations — encourage them to join SPNHC. They will be better for it, and so will the future of natural history collections.

SPNHC is open to anyone interested in collection care and management. Interested parties should visit our web site at www.uni.edu/museum/spnhc/ or contact Lisa Palmer at palmer.lisa@nmnh.si.edu. All members receive *Collection Forum*, spring and fall, and the *SPNHC Newsletter*, winter and summer. Dues rates are \$25 U.S. for individuals, \$30 U.S. for libraries and \$50 U.S. for associates (companies). Subscriptions and change of address should be sent to Lisa Palmer, SPNHC Treasurer, P.O. Box 797; Washington, DC 20044-0797, USA or email: palmer.lisa@nmnh.si.edu.

Ann Pinzl and Lori Benson, Co-Chairs

NEW AND REINSTATED MEMBERS

Joan Ramon Aromi
Samantha Alderson
Debbie Baker
Carol Bossert
Kerry Button
Jeffrey Camhi
Rene Corado
James Cordeiro
James Cordeiro
Sir Sandford Fleming
Philip A. Hastings
Linda Hollenberg
Errol D. Hooper, Jr.
Bushra M. Hussaini
Jeff Indeck
Jeremy Jacobs
Joan C. Kerik
Shira Khan
Carolyn Kirdahy
Boris Krystufek
Tak-Cheung Lau
Sally Legakis
Lorinda Leonardi
Andrea Maierhoffer
Edie Marsh-Matthews
David Martinez

Karen Mcbee
Cynthia Moore
Laura Morse
Joanna Morton
Peter R. Newthro
Fabio Penati
Jennifer B. Pestovic
Jim Reynolds
Anne F. Sawicki
Brian K. Schmidt
Gwen Spicer
Joseph St Jean
John Strazanac
Alana Sucke
Bonnie Szirtes
Bethany Thomas
C. H. Trost
Lloyd R. Wingate
Jacqueline I. Zak

Anatomical Collections,
National Museum of
Health & Medicine
Biblioteket Konservatorskolen,
Det Kongelige Danske
Kunstakademi

FEATURE ARTICLE**MAPS II, CONTINUED FROM PAGE 1...**

be able to choose a surveyor from a list of professionals provided by the program.

The second step in the process, the surveyor's on-site visit, provides an opportunity for museum staff to discuss in complete confidentiality its ideas for institutional and procedural change. Typically, the on-site visit takes 2 days. During the visit, the surveyor typically follows an ambitious agenda of facilities tours and interviews with all relevant personnel, including directors, officers, and volunteers. The surveyor is supplied with a detailed outline of professional concerns to use in guiding this on-site inquiry. The surveyor's written report (developed from the site-visit findings, the pre-visit documents, and other exchanges between the surveyor and museum personnel) is the final step in the MAP process. It provides the museum with recommendations for institutional change and development, which in turn can be the basis for the development or evaluation of the museum's strategic plans, and serve as a tool for Board training and orientation. The value of this third-person assessment cannot be over-stressed.

According to data accumulated by the MAP staff at AAM, as of 1997, almost 3000 museums had participated in one or more of the MAP assessments. Past participants in MAP have had budgets ranging from \$20,000 to over \$20 million. Aquariums, zoos, science and technology centers, botanical gardens, nature centers and museums of natural history all participate in MAP. In a recent evaluation of institutions receiving MAP II services, the many short- and long-term benefits cited have included the following:

- 79% of those surveyed indicated they realized increased understanding of collections management practices.
- 71% noted improved care of collections.
- 83% indicated improved collections management procedures.
- 65% claimed to have developed plans for facilities upgrades.
- 58% cited improvement in their board's understanding of collection issues.
- 40% gained positive publicity for the project.
- 35% indicated improved ability to raise funds for collections projects.
- 13% claimed increases in scholarly research into their collections.

During 1996/1997, seven institutions holding natural history collections participated in MAP II. Their comments on the utility and effectiveness of this process include the following direct quotes:

- "It gave us the opportunity to arouse interest and educate our board and staff on collections issues."
- "It is a great program; non-threatening, very helpful."
- "Ammunition for revitalizing the museum."
- "...the climate for understanding our problems is better now."
- "Realization of the importance of our collection by our governing body."
- "Opportunity to have peer review of collections and review of specific concerns and policies."
- "Opportunity to involve board and educate them on collections management."
- "[University] administration recognizes the value of the museum and understands the need to keep supporting it financially."
- "The administration is more willing to listen with regard to upgrading the museum and its budget ..."
- "Increased momentum for improved staffing, policies, and procedures."
- "Increased knowledge and awareness of our collection responsibility."

Institutions eligible to participate in MAP must have collections, exhibit them on a regular basis, have at least one professional staff (or the full-time equivalent, paid or un-paid), and be open and providing museum services to the general public. Institution size is not a factor; in fact, the number of mid-sized to large museums applying is increasing.

For U.S. museums, grants from IMLS are available on a non-competitive basis to cover most of the cost of participation in MAP. Awards are distributed "first come, first served" to the extent funds allow. IMLS awards one grant per institution per assessment category, but follow-up assessments in any category are available from AAM/MAP on a fee-per-service basis. Institutions that are not eligible for federal grants may also obtain an assessment using this fee-for-service option. The program's registration fee is a sliding scale based upon the applicant museum's annual operating budget. Museums participating in the program on a fee-per-service basis may apply at any time; grant-supported MAP assessments may be applied for on an annual schedule. And often institutions seek a MAP follow-up as a means of preparing for accreditation.

To receive more information on the MAP II assessment and other elements of the Museum Assessment Program, contact the American Association of Museums, 1575 Eye Street NW, Suite 400, Washington, DC 20005, (202) 289-1818.



NEW NSF PROGRAM: BIOLOGICAL RESEARCH COLLECTIONS (BRC)

Starting this past June, a new program for Biological Research Collections (BRC) is available in the United States from the National Science Foundation (NSF). Information on the BRC is available at the NSF web site <http://www.nsf.gov/>. The BRC program provides support in the categories detailed below: collection improvement, collection computerization, research on curatorial and collection management techniques, and community-based development activities. A proposal may request support for a research collection that is circumscribed taxonomically (e.g., mammals, insects, plants, fungi), curatorially (e.g., a vertebrate osteology or tissue collection, pollen slides, collections of bird or frog calls, MR images of dinosaur bones, alcohol-preserved invertebrates) or in limited cases geographically (e.g., particularly for site-based voucher collections). In either case, projects should be designed so that the most reasonable economy of scale and cost- and time-efficiency can be achieved. Proposals are accepted from U.S. institutions, including colleges and universities that maintain research collections, natural history museums including herbaria, and other collections administered by independent organizations or by state, county, or local governments; non-federal and non-profit research organizations that maintain collections; and botanical gardens, zoological parks, and aquaria that maintain research collections that document biological diversity. Supplements are also provided to underwrite the involvement of undergraduate and high school students in collections-based research. Applicants are strongly encouraged to consult with the Program Director prior to preparing a proposal to the BRC program.

You may access the BRC via the NSF homepage by going through the document search function and requesting "NSF 98-126." Questions about the program may be directed to James T. Callahan, Program Director, BRC jcallaha@nsf.gov. Deadline for Receipt of Proposals is the first Friday in September annually; deadline for supplement requests is the first Friday in February annually.

NATURAL HISTORY COLLECTIONS: BANKS OF BIODIVERSITY FIRST ANNOUNCEMENT AND CALL FOR PAPERS

The theme of this symposium will be the status of natural history collections on the African continent. Everybody who works with or uses natural history collections for research or education is cordially invited to participate in this symposium. Our aim is to bring together all parties with an interest in natural history collections, whether these collections are already in existence, or still to be setup. Interactive exchange of ideas and experiences can help us to overcome problems facing collections, for example, lack of funding, manpower, equipment, expertise, theft of material and also disaster preparedness. Maintenance and upgrading of collections, as well as user policies, for example, loans will also be highlighted.

The symposium will cover five days (August 15-21, 1999) with a mid-conference excursion. Mornings will consist of formal presentations by delegates and invited speakers. After lunch there will be open discussions on matters of interest. Formal presentations (20 minutes), research reports (10 minutes) and posters will be welcome. The symposium fee of R600-00 includes, registration fee, workshop materials, transport to and from Johannesburg International Airport, teas, and evening meals. Information about air travel and accommodation will be included in the second circular.

Interested parties should contact Paul Bayliss, Transvaal Museum, PO Box 413, Pretoria 0001, South Africa. Tel: +27 12 322-7632. Fax: +27 12 322-7939 bayliss@tm.up.ac.za. Further information about the meeting is posted at <http://www-tm.up.ac.za/info/cmmmtg.htm>.

MUSEUM MOUNTS AVAILABLE

The Ohio Historical Society has mounted specimens, which are several non-Ohio and outside of our collection goals. We wish to find a new, appropriate home for these specimens. Included are: a family group of three bighorn sheep (*Ovis canadensis*); one California sea lion (*Zalophus californianus*); 2 northern (Alaskan) fur seals (*Callorhinus ursinus*); and one mounted walrus head with tusks (*Odobenus rosmarus*). All are in good condition, except the walrus, which needs some age-related repairs. Several additional non-Ohio mounts may become available shortly. For more information contact: Bob Glotzhober, Associate Curator, Natural History, Ohio Historical Society, 1982 Velma Avenue, Columbus, Ohio 43211-2497; telephone: 614/297-2633; e-mail: bglotzhober@ohiohistory.com.

CALL FOR THE 1999 FABER AWARD

The **Awards and Recognition Committee** is requesting proposals for the Faber Award, a cash grant of up to \$1000, to support the best project addressing issues on the management, care, conservation, or use of natural history collections. Applicants for the Faber Award must be SPNHC members in good standing for at least one year prior to the award date.

The successful applicant will be expected to 1) present a final or interim report at the 2000 Annual Meeting of the Society and 2) publish the results, with the understanding that the manuscript will be sent first to the SPNHC Publications Committee for first right of refusal.

Each applicant may submit only one proposal per funding period. The cover sheet should include a project title, name(s) of project personnel (including title, address, and phone/fax numbers), and a single-line spaced 100-word abstract describing the proposed project. The proposal text should include a statement of purpose, project plan (e.g., participants, methods, materials, schedule of completion, etc.), and proposed use of funds. The text should have one-inch margins, 10-12 characters per inch, and double-line spacing. The application, including cover page, should not exceed 10 pages. Curriculum vita of the principal investigator and letters of commitment may be single-line spaced and attached as an appendix.

Proposals and questions regarding proposals should be directed to Gregory Brown, Chair of the Awards and Recognition Committee [see committee reports for address]. **Proposals must be postmarked before 30 November 1998.**

SECOND CONFERENCE ON PARTNERSHIP OPPORTUNITIES FOR FEDERALLY-ASSOCIATED COLLECTIONS CONFERENCE ANNOUNCEMENT AND CALL FOR PAPERS

Millions of objects, specimens, documents and other records are managed in the public trust of the United States. These come from Federal lands and sites, agencies, and programs. Federal and non-Federal institutions often share the responsibility for care of and access to these collections. In 1996, the U.S. Department of the Interior and the Phoebe Hearst Museum of Anthropology at the University of California, Berkeley, sponsored the first conference designed to explore the issues surrounding Federal and non-Federal partnerships to manage such collections. This conference, November 18-20, 1998 in San Diego, California will build on the results of the 1996 meeting with the intention of providing practical strategies for fostering practical and useful partnerships among Federal, tribal, institutional and amateur interests. There will be two days of pre-conference activities, followed by three days of formal presentation sessions. This conference is sponsored by the U.S. Department of Interior and San Diego Natural History Museum Interested parties should contact Paisley Cato at pcato@sdmnh.org or visit <http://www.doi.gov/pam/futcolco.html> for the most up-to-date information on this conference.

**MUSEUM COMPUTER NETWORK (MCN) '98 CONFERENCE:
KNOWLEDGE CREATION-KNOWLEDGE-SHARING**

The Annual Museum Computer Network Conference is a key professional event for all concerned with information technology and museums—managers, educators, registrars, curators, archivists, librarians, conservators, designers, systems analysts, writers, lawyers. The meeting will be held September 23 - 26, 1998, Santa Monica, California, USA. Technology, administration, legal issues, design concerns, research and commercial implications will all be discussed from the perspective of museum applications and the diverse audiences for which they are created. MCN'98 session topics may address infrastructure, software tools, hardware innovations, successful approaches to problems, or any of a variety of technical solutions to knowledge creation, sharing, and preservation issues. Proposals may address ideas and issues in any area of museum computing. Many varied, informative sessions with engaging speakers on the latest topics in information technology in museums: one of main reasons the 1998 Museum Computer Network Conference is an event that you should not miss! The schedule of sessions has been announced, with confirmed speakers and brief descriptions given of each session. You can find it now at <http://www.mcn.edu/MCN98>.

CHECK YOUR BOOKMARKS.....

Check your bookmarks is a column devoted to interesting websites focusing on natural history collection management, computerization and conservation. Interesting sites or suggestions may be submitted to Tim White, Newsletter Editor (tim.white@yale.edu).

**INTRODUCING THE GETTY
THESAURUS OF GEOGRAPHIC NAMES**

The Getty Information Institute released the latest vocabulary tool, the Getty Thesaurus of Geographic Names™ (TGN), in December 1997. The TGN is intended to be a source of geographic names for documenting and retrieving cultural heritage information. For example, geographic names may be used to record the current location of an art object, its place of origin and the sites of an artist's birth, activity and death. The TGN is the product of eight years of research and is based on data provided by several Getty projects. The nearly 900,000 places in the TGN are arranged in a hierarchical structure representing all nations of the modern world. This hierarchy is arranged from broader to narrower context (e.g., continents, nations, states, provinces, cities etc.). The TGN provides vernacular and English names of places, variant names in other languages, and whenever possible, historical names. The record for a place may also contain geographical coordinates, dates, and notes. The TGN is available in three formats: on the Web, as tagged ASCII files, and in relational tables. The Web version is available at http://www.gii.getty.edu/tgn_browser. The relational tables and tagged ASCII files may be licensed. The TGN will be expanded with the addition of new names and historical places. While we continue to collaborate with various Getty contributors, the growth of the TGN depends on our forming partnerships with other institutions interested in contributing their expertise to the development of the resource. If you are interested in becoming a

contributor to the TGN, please contact the Getty Information Institute's Vocabulary Program at (310) 440 6353 or send e-mail to pharpring@getty.edu. Comments and questions about the TGN may be sent to tgn@getty.edu. The Vocabulary Program also plans to host several training sessions on the TGN. If you are interested in training, please e-mail vocab@getty.edu.

**WORKSHOP ON GUIDELINES AND STANDARDS FOR CURATION AND
COMPUTERIZATION OF INVERTEBRATE
PALEONTOLOGICAL COLLECTIONS**

In June 1996, the National Science Foundation sponsored a workshop to develop a set of standards and guidelines for the management, curation, and computerization of invertebrate fossil collections. The goals of the workshop were to develop a consensus within the invertebrate paleontological community on curatorial priorities, adoption of orphaned collections, deaccessioning guidelines, and computerization protocols.

Documentation of the results of the workshop are currently available electronically (www.english.cornell.edu/pri/ProBltn/fProBltn.html) and will be available in a published report in the near future.

**INTERNATIONAL UNION FOR BIOLOGICAL SCIENCES
TAXONOMIC DATABASE WORKING GROUP (TDWG)**

Historically, the International Union for Biological Sciences (IUBS) Taxonomic Database Working Group (TDWG) has addressed data standards for plant taxonomic databases. In 1994, the Work Group was given the role by the IUBS to encompass taxonomic databases in general and now has members in zoology and microbiology. Their website, <http://trident.ftc.nrcs.usda.gov/npdc/18tdwg.html>, has references and links to variety of biological authority files and taxonomic databases.

www.spnhc.org, CONTINUED FROM PAGE 1...

enable the Society to have consistency in its print advertising, and members will not need to follow a trail of 'please-update-your-bookmark' notices when the site changes servers.

Posting protocols will be described at the site, but will be relatively simple for contributors. The web master can take soft copy (electronic) documents in just about any form, and will be responsible for coding either html files or portable document files. The site will feature relatively simple coding, as the webmaster has an aversion to javascript, but also so that members reaching the site via modem won't be frustrated by long loads times. The site will feature content over appearance. All members are invited to make suggestions for the site, it is our home page, and we are a member driven organization! Please send any comments to Jon Greggs, the University of Calgary, and be sure to visit <http://www.spnhc.org> soon!

Jon Greggs, Webmaster

SPNHC '98 - COLLECTIONS ON THE MOVE,
MAY 25-30, 1998, EDMONTON, CANADA

*Elana Benamy, Invertebrate Paleontology, Academy of Natural Sciences of Philadelphia,
1900 Benjamin Franklin Parkway, Philadelphia, PA 19103-1195.*

SPNHC '98 got off to a wonderful start early in the morning on Monday, 25 May with an on-time departure of the pre-conference trip to the Royal Tyrrell Museum and geology field trip through the Willow Creek valley. Participants were treated to tours of the public galleries, collections and some were fortunate enough to get a sneak-preview of the new Burgess Shale diorama. After a lovely lunch, we received a tour of the nearby valley and explanation of the Cretaceous paleoenvironments in the region.

Tuesday was devoted to committee and council meetings, Wednesday to on-campus collection tours and trips to The Devonian Botanic Garden and the Provincial Museum of Alberta. Wednesday evening, the meeting had its official welcoming event: brief remarks from the hosts followed by the icebreaker.

The oral presentations got underway Thursday morning, headed by a keynote address by

Dr. Owen Beattie. Dr. Beattie discussed his fascinating historic forensic research on the bodies of members of Sir Franklin's expedition as well as the heartbreaking work he's done documenting the extent of the recent genocide in Rwanda and the former Yugoslavia. This was followed by a panel discussion of the Changing Roles of Natural History Museums. Panelists from the University of Alberta and the Provincial Museum of Alberta represented some diverging but not necessarily discordant views on what natural history museums will need to do to be successful in the next millenium.

During lunch, a meeting on the WCCR was held during which future directions of WCCR and SPNHC's role in it was discussed. The afternoon's contributed talks were grouped under the topics

computerization and roles of natural history collections. Computerization included database functions, and visual documentation of conservation treatments. Natural history collections have a role in supporting environmental conservation and education. Thursday ended with a rollicking good time at the Great Edmonton Barn Dance.

Friday started off with everyone broken out for moderated discipline-specific discussions. Summaries of these talks were submitted and will be made available. Some interesting topics emerged

that may be explored more fully at future SPNHC meetings. The Annual General Meeting rounded out the morning. Contributed papers Friday afternoon fell under the headings of conservation research and managing/moving collections. The conservation papers discussed sealants used in fluid collections, oxygen barrier films, laser cleaning, slide mounting media, and

changes in organic chemistry in wet specimens. The final series of talks on managing and moving collections provided a nice segue into the workshop to be held the following day.

This year's workshop, *Moving Collections*, completed the meeting with a series of diverse presentations. There was a video of a well-planned and executed move, slide shows of moves in progress, a tour of the on-campus collection soon-to-be-moved and the quarters being renovated to receive it, and a couple hands on/role playing exercises in practical problem solving addressing situations of a physical or administrative nature.

Thanks to the Local Committee for a well planned, interesting meeting, lovely facilities and a wonderful time.

SPNHC '99 IS COMING TO WASHINGTON

Plans for SPNHC '99 are well under way. Co-Chairs Beth Merritt and David von Endt are developing the program for the Washington, DC meeting. Research and Collections will be the theme of the 14th annual meeting. Housing will be available at George Washington University dormitories and an unspecified hotel at this point. Technical sessions, workshops, field trips and social events promise to make Washington, DC an exceptional meeting. See you there!

MEETINGS OF INTEREST

Meetings of Interest is an attempt to list conferences and symposium relevant to collection management, computerization and conservation of natural history collections. Conferences, meetings and workshops may be submitted to the Newsletter Editor, Tim White; tim.white@yale.edu.

September 7-8, 1998, **8th Symposium of palaeontological preparation and conservation**, Bournemouth University, England. For information contact Mrs. Jane B. Clarke, 65 Oakmount Road, Chandler's Fork, Hampshire SO53 2LJ, phone 01703 252309, fax 01703 904364; jane@geoden.demon.co.uk.

September 9-11, 1998, **MDA 1998 Conference: The cultural grid: content and connections**, Chancellors Conference Centre, University of Manchester, England. For information contact Katherine Futers, MDA, Jupiter House, Station Road, Cambridge CB1 2JD, phone 01223 315760, fax 01223 362521; kfuters@mdocassn.demon.co.uk.

September 12 - 15, 1998, **TDWG 98 and the Workshop on Metadata and Interoperability in Biodiversity Data Systems**, Centre for Plant Diversity and Systematics University of Reading, United Kingdom. See the TDWG website, <http://trident.ftc.nrcs.usda.gov/npd/18tdwg.html>, for further information.

September 15-16, 1998, **CAL short course: Just in Time: Disaster Preparedness for Paper-Based Collections**, Washington, DC. For information contact Donald Williams or Francine Lewis at 301/238-3700 or email cal.etp@cal.si.edu.

MEETING OF INTEREST, CONTINUED FROM PAGE 8...

September 21-25, 1998, **CAL short course: "Applied Optical Microscopy"**, Washington DC. For information contact Donald Williams or Francine Lewis at 301/238-3700, or email cal.etp@cal.si.edu, or see website <http://www.si.edu/cal>.

September 21-25, 1998, **Museums Association Annual Conference**, Portsmouth, England. For information contact Sue Robinson, Museums Association, 42 Clerkenwell Close, London EC1R 0PA, phone 0171 608 2933, fax 0171 250 1929.

September 23-25, 1998, **Third International conference on Bioaerosols, Fungi, and Mycotoxins: Health Effects, Assessment, Prevention, and Control**, Saratoga Springs, New York. Organized by Eastern New York Occupational and Environmental Health Center. For information contact Christine Grosse at 518/436-5511; grossec@crisny.org.

September 23 - 26, 1998, **Museum Computer Network (MCN) '98 Conference: Knowledge Creation-Knowledge-Sharing**, Santa Monica, California, USA. The schedule of sessions has been announced, with confirmed speakers and brief descriptions given of each session. You can find it now at <http://www.mcn.edu/MCN98>.

September 24, 1998, **GCG/History of Geology Group/Geoconservation Commission meeting: Has the past a future?**, Geological Society, Burlington House, Piccadilly, London, England. Speakers include: David Oldroyd—J.E. Marr and the Lake District, Matthew Parkes—Site protection in Ireland, Philip Doughty—Survey of progress in conservation of specimen collections, Steve McLean—Rescuing an orphan mineral collection – the Newcastle University Mineral Collection at the Hancock Museum.

September 24-25, 1998, **Third Nordic Symposium on Insect Pest Control in Museums**, Stockholm, Sweden. Presented by a Swedish working group on pest control and the Swedish national committee of ICOM. There will be a workshop on low oxygen on Sept 26. For information

contact Monika Akerlund, Swedish Museum of Natural History, Box 50007, S-104 05 Stockholm; email monika.akerlund@nrm.se; phone 46 8 666 4201; fax 46 8 666 40 85

October 1, 1998, **GCG training course: New technologies for long-term storage of oxidising pyrite – a solution?**, Geological Conservation Unit, Sedgwick Museum, Cambridge, England. Chris Collins, Geological Conservation Unit, Cambridge.

October 10-16, 1998, **International Council of Museums (ICOM) '98**, Melbourne, Australia. For further information contact: Noelene Galloway, Executive Officer ICOM '98, c/o Museum Victoria, P.O. Box 666E, Melbourne, Victoria 3001, nagallow@pioneer.mov.vic.gov.au Tel: 61 03 9651 6783, Fax: 61 03 9651 6321.

October, 1998, **Conference '98: The British Columbia Museums Association Conference**, Cranbrook, British Columbia. Email: BCMA@MuseumsAssn.bc.ca, Tel: (250)387-3315, Fax: (250)387-1251

November 7-8, 1998, **Entomological Collections Network**, Si Redd's Oasis Resort Hotel and Casino, Mesquite, Nevada. For further information see the ECN webpage at <http://iris.biosci.ohio-state.edu/newsletters/ecn/>.

December 7-9, 1998, **School for Scanning: Issues of Preservation and Access for Paper-Based Collections**, New Orleans, Louisiana. For information see Website <http://www.nedcc.org> To register contact Gay Tracy at NEDCC, 100 Brickstone Square, Andover MA 01810-1494; 978/470-1010, or email tracy@nedcc.org

May 13-16, 1999, **Looking at Paper: Evidence and Interpretation**, Toronto, Canada. A conference sponsored by the Canadian Association for Conservation (CAC) and the Institute of Paper Conservation. For information contact: "Looking at Paper", Box 956, Station F, Toronto, Ont. M4Y 2N9, Canada; fax 416/204-2692; email john.oneill@ago.net. Papers will be published.

May 20, 1999, **GCG Seminar: 25 Years of GCG!**, Geological Society, Burlington House, Piccadilly, London, En-

gland. May 1999 is GCG's 25th anniversary. If you would like to give a talk please contact Steve McLean, The Hancock Museum, Barras Bridge, Newcastle upon Tyne, NE2 4PT, phone 0191 222 6765, email s.g.mclean@ncl.ac.uk.

June 28-July 3, 1999, **Society for the Preservation of Natural History Collections**, Washington, DC. Contact Beth Merritt, Cincinnati Museum Center, 1720 Gilbert Ave. Cincinnati, OH 45202-1401, (513) 345-1401 (voice), 74437.462 @computerserve.com.

August 14-19, 1999, **Preserving Photographs in a Digital World**, Rochester, NY. A course from the Image Permanence Institute, combining traditional preservation techniques with digital methods in lectures, demonstrations, and workshops. For information and registration, call 1-800-724-2536, ext. 339; fax 716-475-7000; or send a letter to Rochester Institute of Technology, T&E Center Registration, 67 Lomb Memorial Drive, Rochester, NY 14623-5603.

August 15-21, 1999, **Natural History Collections: Banks of Biodiversity**, Transvaal Museum of Natural History, Pretoria, south Africa. Interested parties should contact Paul Bayliss, Transvaal Museum, PO Box 413, Pretoria 0001, South Africa. Tel: +27 12 322-7632. Fax: +27 12 322-7939 bayliss@tm.up.ac.za. Further information about the meeting is posted at <http://www-tm.up.ac.za/info/cmmtg.htm>.

August 29-4 September, 1999, **ICOM-Committee for Conservation 12th Triennial Meeting**, Lyon, France. For more information please contact Jean-Pierre Mohen (mohen@culture.fr), Laboratoire de Recherche des Musees de France, 6 rue des Pyramides, 75041 Paris Codex, 01, France, 33 1 4020 5650 (Voice), 33 1 4703 3246 (Fax).

September 8-10, 1999, **Reversibility—Does it Exist?**, British Museum Department of Conservation. London, England. For information contact Sara Carroll, Dept. of Conservation, British Museum, Great Russell St., London WC1B 3DG; fax 44 171 323 8636; email: conservation@british-museum.ac.uk.

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POSITION ANNOUNCEMENTS

If you would like to submit job descriptions, please send postings to the SPNHC Newsletter editor, Tim White, Invertebrate Paleontology, Peabody Museum of Natural History, Yale University, 170 Whitney Ave., P.O. Box 208118, New Haven, CT 06520-8118, U.S.A.; (203) 432-9816 (Fax); tim.white@yale.edu.

COLLECTION MANAGER - ORNITHOLOGY ACADEMY OF NATURAL SCIENCES OF PHILADELPHIA

The Academy of Natural Sciences of Philadelphia seeks a Collections Manager for the Department of Ornithology to oversee the conservation and day-to-day use of the Department's collection of some 165,000 study skins. Some assistance in similar duties pertaining to the Department's tissue collection of 8,700 samples may be required occasionally. Applicants should have a sound general knowledge of avian systematics; particular knowledge of Neotropical birds is desirable. Previous collections' care and experience in maintaining databases are essential. Minimum level (or equivalent) of formal qualifications necessary is an M.Sc. or a B.Sc., preferably with some later research experience involving field and museum study in ornithology. Resumes and the names of up to three references should be sent by 31 August 1998 to Mr. Charles Smith, Director, Human Resources, Academy of Natural Sciences of Philadelphia, 1900 Benjamin Franklin Parkway, Philadelphia PA 19103-1195. For further information, contact Dr. Leo Joseph at (215) 299 3797 or by email at joseph@acnatsci.org.

IMAGING COORDINATOR POSITION NEW YORK BOTANICAL GARDEN HERBARIUM

This new position has been created as a result of the Garden's efforts to increase accessibility of its collections. As of this date, data from nearly 50,000 of the Garden's vascular plant types have been entered into the specimen-database, and most of these data are available on the Internet (<http://www.nybg.org/bsci/hcol/>). Typical job duties include Photography of specimens in the New York Botanical Garden Herbarium with a digital camera, beginning with the approximately 75,000 vascular plant type specimens, and make these images available on the Garden's web site (<http://www.nybg.org/bsci/>). Catalogue data from type specimens. Education: B.S. or M.S. in Botany or Biology, preferably with an emphasis on plant taxonomy, or equivalent experience. Contact Barbara M. Thiers, Senior Administrative Curator for more information at bthiers@nybg.org. To apply send application, resume, and names of three references to: Lourdes M. Reyes, Human Resources Department, New York Botanical Garden, Bronx, NY 10458-5126.

RESEARCH INFORMATION MANAGER - CENTER FOR BIODIVERSITY RESEARCH & INFORMATION CALIFORNIA ACADEMY OF SCIENCES

Primary responsibility is development, management and coordination of CAS Research Division information management tools and databases. The successful candidate will be responsible for providing general support in information management and information technology to the Research Department and its projects and will be responsible for implementation of a unified collections database for the Research Division. This will require the selection and application of the best available software and other technologies appropriate to the task. This position also offers the opportunity to participate in the development of integrated interfaces between various types of biological and natural historical databases. A B.S./M.S. with demonstrated experience in using and managing bioinformatics tools and databases is required. Experience with GIS, UNIX, SQL, Windows 95 and Windows NT and Web development is required. Knowledge of PERL and C programming highly desirable. Send a letter of interest and resume to California Academy of Sciences, Human Resources Department #RIM, Golden Gate Park, San Francisco, CA 94118. Open until filled. No calls please. The California Academy of Sciences is an Equal Opportunity Employer committed to diversity.

CURATORIAL SPECIALIST INVERTEBRATE PALEONTOLOGY OKLAHOMA MUSEUM OF NATURAL HISTORY

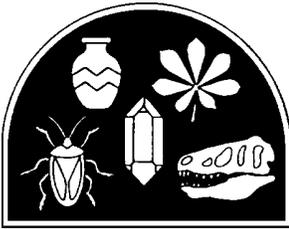
Position requires either a Bachelors Degree in Geology, but will accept Biology or Zoology with a strong background in paleontology; and 48 months experience of preparation and management of specimens and specimen records in accordance with established standards in the museum field; or a Master's Degree in Geology, but will accept Biology or Zoology with a strong background in paleontology, and 24 months experience. Duties will include responsibility for the technical supervision, management, and maintenance of an invertebrate paleontology collection in assistance to a Curator. Applicants must submit a resume, cover letter and three references (phone number and address) to Personnel Services, 905 Asp Avenue, Norman, Oklahoma 73019.

ASSISTANT/ASSOCIATE REGISTRAR

The American Museum of Natural History located in New York City is seeking a museum professional to fill the position of Assistant/Associate Registrar. The position will require the candidate to develop a record management system with the Registrar; process and manage manual and computerized records pertaining to permanent collections including acquisitions, deaccessions and repatriations; assist with temporary and traveling exhibitions when necessary; and assist the Registrar as required. The candidate should be versed in all aspects of registrarial work including collections and records management, processing loans, insurance issues, legal issues, packing, object handling, shipping and customs procedures and will have at least three to five years experience in a similar position. Natural history or science background and/or experience with zoological collections preferred. Minimum educational requirements include either a B.A., B.S. or M.A. in Museum Studies. Immediate start, competitive salary and benefits. Please send letter of application including the names of three referees to Registrar, American Museum of Natural History, Central Park West at 79th Street, New York, NY 10024-5192.

COLLECTIONS MANAGER - VERTEBRATE ZOOLOGY YALE PEABODY MUSEUM

The Peabody Museum of Natural History is anticipating a Collections Manager position in Ornithology/Vertebrate Zoology (VZ) will be posted by Yale University this Fall. The Collection Manager will be responsible for developing a curation program for the Ornithology/VZ collections and planning the day-to-day activities. Prospective candidates must have a strong background in modern vertebrate systematics, especially ornithology, collecting and field techniques, and modern museum practices. Visit the Peabody web site, www.peabody.yale.edu/collections, for descriptions of the collections and historical background. For further information contact Jacques Gauthier, Curator, Division of Vertebrate Paleontology, Peabody Museum of Natural History, 170 Whitney Ave., New Haven, CT 06520-8118; (203) 432-3150 (voice); jacques.gauthier@yale.edu (email).



SPNHC Newsletter
Invertebrate Paleontology
Peabody Museum of Natural History
Yale University
170 Whitney Ave., P.O. Box 208118
New Haven, Connecticut 06520-8118

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1998 ♦ SOCIETY FOR THE PRESERVATION OF NATURAL HISTORY COLLECTIONS ♦ 1999

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