NEH Application Cover Sheet (PG-271705)
Preservation Assistance Grants

PROJECT DIRECTOR
Dr. Samantha Fladd
Assistant Professor, Curator of Archaeology
1030 Broadway
Boulder, CO 80309-0233
USA

E-mail: samantha.fladd@colorado.edu
Phone: 303-492-6671
Fax:

Field of expertise: Archaeology

INSTITUTION
The Regents of the University of Colorado
Boulder, CO 80309-0001

APPLICATION INFORMATION
Title: The Yellow Jacket Archive: Preservation Planning and Rehousing

Grant period: From 2020-09-01 to 2021-08-31
Project field(s): Archaeology; Native American Studies; History of Science

Description of project: The proposed project requests funding to employ an archivist to
develop and implement a processing plan for a collection of original field documentation and research from 21 seasons
of archaeological excavations at the Yellow Jacket complex in Southwest Colorado. Over 300,000 artifacts were
collected during the field seasons. This vast cultural legacy is underutilized however, due to the state of the associated
archival material: papers are stored in binders without hierarchical arrangement and folders bear incomplete or
misleading labels. The current storage of the collection is causing papers to slump, tear, or stick to the binders. This
project would increase access to the collection by providing an arrangement that meets professional archival standards,
improving storage conditions, and paving the way for digitization. These improvements will result in greater interest in
the history of this important series of sites occupied by the Mesa Verde branch of Ancestral Puebloan culture.

BUDGET

| Outright Request | 15,000.00 |
| Matching Request | 0.00   |
| Total NEH        | 15,000.00 |

GRANT ADMINISTRATOR
Janice Salinkas
Office of Contracts and Grants 3100 Marine Street
Boulder, CO 80309-0001
USA

E-mail: janice.salinkas@colorado.edu
Phone: 303-492-6440
Fax:
The Yellow Jacket Archive: Preservation Planning and Rehousing
Project Narrative

A. What activity (or activities) would the grant support?
The University of Colorado Museum of Natural History (UCMNH) houses over 1 million items of cultural significance to people around the world. A major part of this collection and the subject of this grant project are the archaeological items and archives from Yellow Jacket (YJ), a major complex of archaeological sites of the Mesa Verde branch of the larger Ancestral Puebloan culture located in southwest Colorado. The Museum’s extensive archaeological work spanning four decades at YJ represents a research investment that will never be duplicated in the Southwest United States. The collections and archives from these excavations are essential to our ability to illuminate details about the Prehispanic Ancestral Puebloan culture that occupied the Four Corners for millennia and whose descendants continue to reside in the region, as well as the history of archaeological practice in the United States from the 1950s to the 1990s.

The Museum has conducted several projects over the last 10 years to create better accessibility for the YJ collection. This effort began with a full inventory and rehousing of the more than 300,000 artifacts from the excavations. A database of this information and locality data was created in 2006. From 2004 to 2008 the Museum consulted with descendant tribes and ultimately repatriated YJ human remains and funerary items. In 2012, the original Access database was reformatted and prepared for importation into our Re:discovery collections management system. That conversion was completed in 2018.

With the artifact collection rehoused and catalogued, we now need to turn our attention to preserving the field notes, analyses, maps, and other archival documents written by the original excavators, which allow us to connect the objects to first hand accounts of their contexts. This will unlock a wealth of knowledge and research potential. Currently, the collections remain difficult to access and utilize due to the poor state of the archival materials. Despite its importance to the study of Ancestral Puebloan history, the YJ collection has seen few research requests over the last five years due to a lack of intellectual control and preservation concerns. Many documents in the collection show signs of deterioration that will worsen if they are not rehoused, including pages slumping, tearing, and adhering to the plastic of the binders. Compounding preservation concerns, there is often no way to understand the full contents of each binder or folder in the collection without physically opening them. Folders are labeled inconsistently and often have titles that either inaccurately or incompletely describe the contents inside. This results in a lack of intellectual control that limits the ability of researchers, students, and curators to locate information. A preservation and processing plan for new intellectual arrangement will highlight the aspects of the collection most important to researchers including contextual details and prior analyses of the associated artifacts.

The UCMNH requests $10,000 to retain a professional archivist who will create an archival processing and preservation plan for the YJ materials. We also request an additional $5,000 under the “More Perfect Union” initiative, which will allow the archivist to implement the portion of the plan to arrange and rehouse the archive. The results of this grant will prepare the Museum for a future, larger project that will encompass creating database descriptions, finding aids, and a digitization effort. These activities are the first steps toward facilitating research and public access to this valuable collection through our online database, subsequent exhibits, lectures, and publications.

B. What are the content and size of the humanities collections that are the focus of the project?
The UCMNH supports five sections: Anthropology, Botany, Entomology, Paleontology and Zoology. The focus of this project is the anthropology collection, which consists of more than 1.5 million ethnographic
and archaeological objects. The anthropology archive contains the papers of significant archaeologists as well as archaeological site-specific field notes, maps, and other excavation data.

The YJ complex (http://yellowjacket.colorado.edu/) in southwestern Colorado is the largest Mesa Verde culture site. Located in the vicinity of Mesa Verde National Park, a World Heritage site, YJ itself is listed on the National Register of Historic Places (as the Joe Ben Wheat Site Complex). The three archaeological sites that make up YJ have unusual architectural features that have never been seen before in the Mesa Verde region, making them invaluable to understanding the history of the area.

Archaeology as a discipline has evolved over the decades, making it exceedingly important to understand and address the nature and processes of earlier projects, particularly those of this scale, in order to incorporate them into current research. Excavations at YJ yielded over 300,000 artifacts. The accompanying archive consists of 28 linear feet of material and documents 21 seasons of field work (between 1954 and 1991), the largest excavation in the history of the museum. Most of this material is housed in three-ring binders. Additional materials are stored in banker’s boxes and filing cabinet drawers. The majority of these documents were produced during excavation and include informal notes and observations, formal field reports, and locality information for and detailed analyses of artifacts found in the field. Field notes are currently organized by archaeological context, which provides a strong basis for formal intellectual arrangement. Analyses of the associated artifacts require access to the full field notes, which contain data from the only individuals to view the materials in situ.

In addition, due to the destructive nature of archaeological excavations and the preferences of indigenous descendant communities for noninvasive investigations of sites, it is imperative that these collections and their associated documentation be made accessible so that they can be utilized to the fullest extent possible. Excavations cannot be repeated, and first hand accounts of these activities by the excavators provide the best data to understand what they encountered. Furthermore, these accounts provide initial impressions and realizations about the lives of the people who occupied the sites. The story of the indigenous peoples of this nation is one that is often marginalized in U.S. History classes. Quite literally a side note in many text books, the histories of great Native American nations have been largely ignored in favor of a more Euro-centric perspective. YJ represents a wealth of history about the land that became the United States and a dynamic, living culture that is essential to defining who we are as a country and the contributions of the nation’s first peoples. To create a “More Perfect Union,” it is essential to tell the stories of all of its citizens.

Together with the artifact collections, these records chronicle the occupation of three pueblo sites over the course of 700 years (AD 600-1300). The thoroughness of the excavations carried out at the sites produced a wealth of archival documents about their construction, as well as the subsistence strategies, social organization, trade relationships, and ritual practices of the inhabitants. Additionally, detailed analyses of how these sites were closed as they were depopulated can provide important data relevant to their enduring significance in the memory of descendant communities. Assessment of these topics will require the involvement of a range of scholars with differing specializations. While those scholars are prepared and ready to research and publish about the collection, the current state of the archives is such that access and interpretation is extremely challenging.

This project supports the “A More Perfect Union” initiative in that the history represented here is of a historically marginalized people who have made significant contributions to our country – a people who to be marginalized today. The founding of The United States cannot be told without a better and more complete integration of Native American history. The Museum strives to facilitate research on the collections we hold from these originating cultures and to collaborate with those communities to ensure proper care and access. Our efforts with YJ aim to gain intellectual control of the archive in order to
understand the material culture, which will provide education for both scientists and the public with regards to the rich history of our Pueblo citizens. We steward collections to help tell their stories.

C. How are these humanities collections used?
Artifacts from the Yellow Jacket (YJ) complex together with their archival documentation are an enormous resource capable of producing answers to questions about the history and cultural legacy of the North American Southwest. Archaeologists are increasingly turning their attention back to museum collections rather than exclusively focusing on new excavations in the field as exemplified by the success of recent digitization efforts by the Chaco Research Archive (chacoarchive.org). The increased accessibility of early excavation records from Chaco Culture National Historical Park in New Mexico has resulted in a renewed focus on analyzing the associated collections (Heitman et al. 2017). Together, the reanalysis and archival data have resulted in numerous publications (e.g., Bishop and Fladd 2018; Heitman 2016; Weiner 2018). The result of this is a larger demand for archival records, which provide invaluable contextual information for museum collections.

The collection has a long history of use through archaeology and museum studies graduate and undergraduate courses. Former curator, Dr. Steve Lekson, taught an archaeology course for several years where students learned to identify archaeological ceramics using the YJ collections. New curator of archaeology, Dr. Samantha Fladd, will carry this tradition forward through a cross-listed anthropology and museum studies practicum involving the analysis of additional artifacts from YJ in Fall 2020. The students will utilize the archival documents for their analyses, which will contribute to an exhibit for the museum. This project will facilitate expanded scientific and historical research on Southwest archaeology, as well as provide new outreach and education possibilities.

Dr. Fladd also plans to begin a large collaborative project focused on the complete analysis of the site: the YJ Research Program. As such, the initial processing of the archival materials would be utilized in the drafting of larger research grants to be submitted to the National Endowment for the Humanities, the Andrew W. Mellon Foundation, and the National Science Foundation. In addition to the curator’s interest, this project would incorporate other archaeological specialists, former students involved in the original excavations, archaeologists from the Crow Canyon Archaeological Center, and descendant community members from the tribes that view YJ as their ancestral home. Furthermore, this larger research project would incorporate graduate students from both the department of anthropology and museum studies master’s program. Data from the archives and analyses of collections would be incorporated into numerous MA theses and at least one or two PhD dissertations. Results would be published in edited volumes and prominent academic journals such as American Antiquity, American Anthropologist, Journal of Anthropological Archaeology, Kiva, and PLOS:ONE.

Moreover, this collection – as primary source material documenting a major American excavation – is itself a valuable record in the study of how field archaeology was conducted from the 1950s through the 1990s. Archaeological practice continues to evolve as new scientific techniques have been developed and relationships with descendant community members have shifted towards greater collaboration. Understanding the excavation techniques of archaeology at YJ is imperative to the utilization of these collections at a broader regional scale by allowing for their comparability with other projects.

This research would be ripe for inclusion in ongoing projects in the region by Crow Canyon Archaeological Center and scholars such as Dr. Scott Ortman of the University of Colorado Boulder and Dr. Donna Glowacki of the University of Notre Dame. Additionally, archival documents in the YJ collection provide context for collections housed at the Canyon of the Ancients Repository originally excavated by Crow Canyon Archaeological Center (Kuckelman 2003). Research resulting from the analysis of the archives and associated collections would also increase the accessibility of this resource for the over 20 Native American tribes who have ancestral ties to the region. These archives will reveal
important information not only on the contents and contexts of the complex itself but also on the
treatment of the sites as ancestral homes of these descendant communities.

D. What is the nature and mission of your institution?
The mission of the UCMNH is to “foster exploration and appreciation of the natural environment and
human cultures through research, teaching, and community outreach... [And to] provide academic
training for graduate students in Museum and Field Studies; build, conserve, and interpret research
collections; and offer exhibits and educational programs for the University and the public.”

The Museum is open for free to the public 354 days per year. While the Museum is a part of a large
university, we operate as an institutional unit, employing 23 full-time faculty and staff, 91 part-time and
student support staff staggered over the course of different semesters, and 90 volunteers. Our
institutional budget is $3,212,798 across all sections and programs. The Museum’s individual cognate
sections, of which anthropology is just one, operate with further independence. The anthropology
section currently consists of 4 full-time staff, 3 part-time student staff (which varies year to year), and
typically 1 volunteer. The annual operating budget for the section, excluding salaries, is $5,513.

E. Has your institution ever had a preservation or conservation assessment or consultation?
The anthropology section of the Museum received a Preservation Assistance Grant in 2005 for a
conservation assessment of our Navajo textile collection. This assessment was done by conservator Terri
Schindel and a crew of trained volunteers. The project resulted in a prioritized list of textiles needing
conservation treatments and rehousing, and both have been funded and are complete or underway.

Anthropology also received a 2013 NEH Sustaining Cultural Heritage Collections grant to collaborate
with the Image Permanence Institute and our own facilities management to assess two of our spaces for
the possibility of microclimatizing them for a better preservation environment. The information and plan
produced from this project has gone on to inform our current climate set points and standards and has
informed other space planning consultants as we look toward a new collections facility.

In 2019 the anthropology section was awarded a National Historical Publication and Records
Commission grant through the National Archives to hire our first archivist to assess a separate archives
collection, the Earl H. Morris papers. This project includes the physical arrangement, data descriptions,
and digitization of a portion of this archives. Data entry standards and assessment techniques gained
from this project will inform the YJ assessment and preservation plan.

F. What is the importance of this project to your institution?
As the largest anthropology/archaeology collection in the state, the significance of the artifacts at the
UCMNH is compelling and far reaching. These collections are actively accessed by university classes,
researchers, and Native American tribes and descendant communities; over a period of 7 years,
researchers spent an average of 224 days per year in the anthropology collections. These collections and
their care are also a source of education in best practices in museum studies for our affiliated museum
and field studies graduate program. As such, they serve as examples by which future museum
professionals enrolled in our Museum and Field Studies master’s program learn about artifact research,
collections preservation science and techniques, and tribal consultations.

Preserving these archives is of critical importance in that they are essential to providing contextual data
for and understanding the museum’s collections. As noted in section A, the archives preservation
project is the last major step in creating an accessible YJ collection. And as section C states, the archive
and collections will be utilized in the YJ Research Program, a digitization project, and for a new course to
be offered in Fall 2020. Assessment and care of this archive is a necessary step to facilitate this future
work.
The YJ archives are also essential to the Museum’s continued compliance with the Native American Graves Protection and Repatriation Act (NAGPRA). Portions of collections from the YJ excavations fall under this law. While NAGPRA compliance is complete for the majority of the YJ collections, this is a large collection and staff continue to find more items in need of consultation. Consultations with tribes are ongoing and information found in these archives is essential to identifying which artifacts fall under the law, as well as giving context for cultural affiliation determinations.

G. What are the names and qualifications of the consultant(s) and staff involved in the project?
The Museum currently employs a project archivist, Will Gregg, whose temporary project will be complete October 2020. Using PAG funding, the Museum seeks to retain this archivist on staff to complete the activities outlined in the work plan. We believe that Mr. Gregg’s qualifications are an excellent match for these responsibilities: Mr. Gregg received a Master’s in Library Science with a concentration in archives management from Simmons University, has processed collections at the John F. Kennedy Presidential Library and Whitman College and Northwest Archives, and has provided archival reference and research services at Harvard University’s Houghton Library. Moreover, from his current work he is familiar with the UCMNH’s mission and the needs of its researchers.

Dr. Samantha Fladd, Curator of Southwest Archaeology, will serve as the principal investigator for the grant. Dr. Fladd received her PHD in Anthropology from the University of Arizona and has 12 years of experience working with archaeological collections and archives from the U.S. Southwest, including positions at the Arizona State Museum, Chaco Research Archive, and, most recently, Crow Canyon Archaeological Center. Her research involves utilizing archival data and collections from historic excavations in the Southwest, and she will continue this focus with the YJ Research Program.

Christina Cain, Anthropology Collections Manager, will serve as preservation and organization consultant for the grant. Ms. Cain has served in the permanent position of collections manager at the UCMNH for 11 years. She holds a Master’s degree in Museum Studies and has 21 years of experience in collections care and museums. She is responsible for the preservation and access of both the artifact and archival collections in the anthropology section of the Museum.

H. What is the work plan for the project?
The archivist will work over the course of 10 weeks to write and implement a processing plan for the collection. The stages of this work are as follows.

Week 1: Create an inventory of current binder and folder titles; perform background research
Week 2-4: Create file-level intellectual arrangement according to archival standards
Week 5: Write formal processing plan; meet with curators and staff to gather input
Week 6-7: Rehouse the collection according to the processing plan (Museum to provide supplies)
Week 8-9: Enter metadata for collection, series, and file levels into museum's database, Re:discovery
Week 10: Create finding aid

As mentioned previously, the Museum is requesting support in response to the “More Perfect Union” initiative due to the significance of this collection for understanding the history of the U.S. Southwest. The funds requested as part of the initiative will provide adequate time and labor to physically rehouse the collection. By itself, the processing plan would serve as a guideline for future rehousing efforts.

We are committed to providing further access to this collection. The Museum’s next step is applying for a Colorado State Historical Fund grant. Utilizing the intellectual and physical control made possible by the PAG, the Museum will seek to digitize approximately 8,000 pages of documents from the collection. This step will greatly enhance public visibility of the records and interest in the YJ object collections.
<table>
<thead>
<tr>
<th>Computational Details/Notes</th>
<th>(notes)</th>
<th>Year 1</th>
<th>(notes)</th>
<th>Year 2</th>
<th>(notes)</th>
<th>Year 3</th>
<th>Project Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>01/01/20__- 12/31/20__</td>
<td>01/01/20__- 12/31/20__</td>
<td>01/01/20__- 12/31/20__</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

1. Salaries & Wages

<table>
<thead>
<tr>
<th>Archivist Will Gregg</th>
<th>(b) (6) base@</th>
<th>100%</th>
<th>$10,997</th>
<th>%</th>
<th>%</th>
<th>%</th>
<th>$10,997</th>
</tr>
</thead>
</table>

2. Fringe Benefits

<table>
<thead>
<tr>
<th>Archivist Will Gregg</th>
<th>36.4% of base salary</th>
<th>$4,003</th>
<th>$4,003</th>
<th>$0</th>
</tr>
</thead>
</table>

3. Consultant Fees

|                          | $0 |

4. Travel

|                          | $0 |

5. Supplies & Materials

|                          | $0 |

6. Subawards

<p>|                          | $0 |</p>
<table>
<thead>
<tr>
<th>7. Other Costs</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th>$0</th>
</tr>
</thead>
<tbody>
<tr>
<td>8. Total Direct Costs</td>
<td>Per Year</td>
<td>$15,000</td>
<td>$0</td>
<td>$0</td>
<td>$15,000</td>
</tr>
<tr>
<td>9. Total Indirect Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>a. Rate:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Federal Agency:</td>
<td>Per Year</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Effective Period: mm/dd/yy-mm/dd/yy</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10. Total Project Costs</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
<tr>
<td>(Direct and Indirect costs for entire project)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>11. Project Funding</td>
<td>a. Requested from NEH</td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
<tr>
<td>Outright:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Matching Funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL REQUESTED FROM NEH:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
<tr>
<td>b. Cost Sharing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Applicant's Contributions:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Third-Party Cash Contributions:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Third-Party In-Kind Contributions:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Project Income:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>Other Federal Agencies:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL COST SHARING:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$0</td>
</tr>
<tr>
<td>12. Total Project Funding</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$15,000</td>
</tr>
</tbody>
</table>

Total Project Costs must be equal to Total Project Funding ---->$15,000 = $15,000
Third-Party Contributions must be greater than or equal to Requested Federal Matching Funds ---->$0 ≥ $0
The Yellow Jacket Archive: Preservation Planning and Rehousing

Budget Justification

SALARIES & WAGES
Salaries for all named personnel are based upon current University of Colorado Boulder staff salaries. Salaries for personnel are based upon current University salary and wage scales appropriate to the positions. All personnel budget calculations include salary range adjustments and merit increases as applicable for each year of support in accordance with University policy.

100% effort of 1680 hours’ salary is requested for the Archivist (Will Gregg) and is calculated at the institutional base salary. This employee will act as the Project Manager and will create a processing and preservation plan and will rehouse the archive.

FRINGE BENEFITS
Fringe benefits are calculated on requested salary per the University’s federally negotiated Indirect Cost Rate Agreement with the Department of Health and Human Services (DHHS). The FY2020 rate used for research personnel (the PI and the research associate) is 36.4%.

INDIRECT COSTS
No IDC is being charged for this grant project.
EDUCATION

Simmons University, Boston MA
Master’s in Library and Information Science, Archives Management concentration
May 2019

International Training Institute, Istanbul, Turkey
Certificate in teaching English to speakers of other languages (CELTA), Pass A
Aug. 2015

Whitman College, Walla Walla, WA
B. A. Classics, minor Philosophy, magna cum laude, Phi Beta Kappa
May 2014

ARCHIVES & LIBRARY EXPERIENCE

Museum of Natural History, University of Colorado at Boulder
Processing and digitization archivist
Oct. 2019 – present
Arranged, described, rehoused, and digitized the papers of an influential early archaeologist of the North American southwest, Earl H. Morris.
- Developed and implemented file-level processing plan for collection of 30 linear feet.
- Described collection in museum database, Re:discovery, and created best practices guidelines.
- Created protocol and supervised digitization of textual items, prints, and glass plate originals.
- Balanced concerns for access and cultural sensitivity in placing restrictions on digitized materials.
- Supervised volunteer and Museum and Field Studies graduate student in all stages of project.

Houghton Library, Harvard University, Cambridge MA
Public services assistant
2018 – 2019
Provided reference services in a large rare books and special collections library.
- Instructed patrons in locating resources and navigating library and archival catalogs.
- Advised readers on proper handling, monitored reading room, and administered security measures.
- Quoted prices for photoduplication orders of bound and unbound items while applying copyright restrictions and bringing items of concern to the attention of a conservator.

John F. Kennedy Presidential Library and Museum, Boston, MA
Textual processing intern
Jan. – Aug. 2018
Arranged, described, and preserved two textual collections and provided reference services.
- Processed the Robert S. Greene Personal Papers and performed initial processing on the Torbert MacDonald Personal Papers while applying basic conservation.
- Screened interview transcripts in the Jean Stein Personal Papers for sensitive and classified material.
- Recommended collections for research based on patrons’ interest over email and informed them of relevant policies.

Dept. of Conservation and Recreation Plans Library, Boston, MA
Intern
Sep. – Nov. 2017
Indexed and selectively digitized large-format architectural and engineering plans at the Department of Conservation and Recreation Plans Library to meet requirements of the Americans with Disabilities Act.
- Arranged 533 architectural and engineering plans into 63 sets based on location and date created.
- Generated metadata for each set including date, creator agency, location, paper type, and medium.
- Digitized 180 plans using large-format scanner and adjusted settings for quality control.
Whitman College and Northwest Archives, Walla Walla, WA 2011 – 2014

Student Assistant
Arranged and described textual materials and aided in projects to establish broader control of collections.

- Processed 3 collections of 15, 10, and 2 linear feet to file or item level.
- Audited collections' shelf list for location, date, and extent; proposed plan for consolidating space.
- Wrote documentation for batch importation of excel-based descriptions into Archivists’ Toolkit.
- Created and maintained archives blog; distributed information to student organizations.

RELATED EXPERIENCE

Simmons University, Boston, MA 2017 - 2019

Graduate Student Assistant
Assisted faculty member, Rong Tang, with research in LIS topics, presentations, and grant applications.

- Moderated, coauthored, and presented a study evaluating the usability of the website for PBCore, a cataloging and descriptive standard for audiovisual resources.
- Researched and wrote literature reviews on open government data, heuristics, embedded librarianship, remote usability testing, evaluation of technical websites, mobile news consumption, and information need.

Metadata 2020, inter-institutional collaboration 2018 - 2019

Project Assistant
Authored a 20-page literature review on current trends in metadata for scholarly communications.

- Evaluated current applications of metadata to publications, research data, and citations.
- Collaborated with stakeholders to assess metadata challenges and opportunities from multiple perspectives.

British Side Language School, Istanbul, Turkey 2015 - 2016

English Instructor
Taught English to groups of adults, teenagers, and children ages 9-11 at a private language school.

- Utilized latest ESL theory to create dynamic, student-centered plans for three-hour lessons.
- Employed cultural sensitivity in working with students and colleagues from nine different countries.

PUBLICATIONS


TOOLS & TECHNOLOGIES

Library and Archives: Aeon, Archivists’ Toolkit, Documentum, DACS, EAD, MARC, METS, MODS, TEI
Other: CSS 3, HTML 5, Adobe InDesign, Adobe Photoshop, Javascript, Microsoft Office, Leaflet, QGIS
Samantha Gallagher Fladd  
Henderson Building, Room 217  
University of Colorado, Boulder  
1030 Broadway, Boulder, CO 80302  
303-492-6671, Samantha.fladd@colorado.edu

Education:

2018          Ph.D. in Anthropology (Archaeology), University of Arizona  
2012          M.A. in Anthropology (Archaeology), University of Arizona  
2009          B.A. in Anthropology and Archaeology (minor in East Asian Studies) University of Virginia, with high distinction

Professional Appointments (selected):

2019 – Present  Assistant Professor, Department of Anthropology, University of Colorado, Boulder  
2019 – Present  Curator of Archaeology, Anthropology Section, Museum of Natural History, University of Colorado, Boulder  
2018-2019     Supervisory Archaeologist, Northern Chaco Outliers Project, Crow Canyon Archaeological Center, Cortez, CO  
2016–2018     Pre-Doctoral Research Associate, Chaco Water Management Project, Department of Anthropology, University of Cincinnati  
2013–2016     Graduate Research Assistant, Arizona State Museum  
2009–2010     Senior Researcher, Chaco Research Archive, University of Virginia

Grants (selected):

2017          Arizona Archaeological and Historical Society Research Grant ($500)  
               Project: Assessing Social Relationships in Late Prehispanic Villages: The Digital Homol’ovi Project  
2016          National Science Foundation Doctoral Dissertation Improvement Grant ($13,193)  
               Project: Spatial Manifestations of Social Identity, PI: E. C. Adams, Co-PI: Samantha Fladd  
2015          Social and Behavioral Sciences Research Institute (SBSRI) Dissertation Grant ($1,980), University of Arizona. Project: The Accumulation of Practice: Content and Context of Cultural Deposition by Social Groups at Homol’ovi I

Awards and Fellowships (selected):

2018          Julian D. Hayden Student Paper Competition Winner ($750) with Katelyn J. Bishop, Arizona Archaeological and Historical Society and Arizona Archaeological Council  
2010 – 2011   UA Excellence Fellowship ($50,000), Graduate College, University of Arizona  
2009          Phi Beta Kappa, University of Virginia Chapter  
2005 – 2009   Echols Scholar, University of Virginia

Peer-Reviewed Publications (selected):

Fladd, Samantha G. and Claire S. Barker  
2019          Miniature in Everything but Meaning: A Contextual Analysis of Miniature Vessels at Homol’ovi I.  

Fladd, Samantha G., Claire S. Barker, E. Charles Adams, Dwight C. Honyouti, and Saul L. Hedquist  
Bishop, Katelyn J. and Samantha G. Fladd  
Invited Presentations (Selected):

November 13, 2018 Identity Accumulation at Homol’ovi. Hisatsinom Chapter of the Colorado Archaeological Society. Cortez, CO.

May 21, 2018 Accumulating Identities at the Homol’ovi Settlement Cluster. Arizona Archaeological and Historical Society Lecture Series. Tucson, AZ.


Service

2019 Girls At the Museum Exploring Science (GAMES) Program at University of Colorado Museum of Natural History

2019 Reviewer for American Antiquity and Cambridge Archaeological Journal

2017 Facilitator for “Monuments and Historical Memory” at AAA sponsored Understanding Race after Charlottesville Teach-in. University of Cincinnati.

2017 Grant Reviewer, Graduate and Professional Student Council, University of Arizona.

2013 – 2016 Archaeology Assistant Editor for Arizona Anthropologist

Professional Memberships:

Arizona Archaeological and Historical Society
Colorado Archaeological Society
Society for American Archaeology
PROFESSIONAL EXPERIENCE

**University of Colorado Museum of Natural History**

**Anthropology Collections Manager**

Boulder, CO

- Manage access to the collections, archives and collections information by researchers
- Manage departmental budgets (totaling over $270,000) and grant budgets (currently totaling over $150,000)
- Wrote and successfully applied for 5 federal grants and contracts for collections management projects (totaling over $360,000)
- Supervise four professional and student collections assistants and up to four volunteers
- Maintain data and collections information using Access and Re:discovery databases for archives and objects
- Manage database conversion project from Access to Re:discovery Proficio for over 37,000 records, growing database from 2,500 records to a total of over 41,000 including new cataloging
- Direct development of database cataloging and digitization work flows and protocols
- Manage monitoring and mitigation of environmental conditions and Integrated Pest Management for exhibit and storage areas
- Developed and continue updates and training for museum Emergency Preparedness Plan
- Manage projects for compliance with the Native American Graves Protection and Repatriation Act (NAGPRA)
- Assist with preparation and implementation of National Parks Service NAGPRA consultation and repatriation grants (totaling over $700,000)
- Managed the latter half of NAGPRA compliance activities, which included repatriation of a total of 648 individual sets of Native American human remains
- Assisted with curation of 19 Anthropology exhibits, including object selection and managed shipping, insurance, and conservation of all loans and in-house objects
- Managed rehousing and collections move projects, including storage design, install and rehousing of over 1000 woven textiles, 300 baskets, 400 square feet of bulk archaeological collections and 105 linear feet of archives

**Denver Art Museum**

**Collections Manager**

Denver, CO

- Managed four staff members and up to 20 volunteers and interns
- Managed IMLS conservation grants for 2006-2010 to move to a new storage space in the Hamilton wing of the museum and to relocate 6,000 objects for the renovation of North building storage space
- Designed layout for 10,000 square foot collections storage space and oversaw successful move and rehousing of 23,000 paintings, 2D art and ethnographic collections
- Coordinated inventories of collections (60,000 art objects)
- Coordinated with Registrar’s office, Conservation and Security departments to develop disaster preparedness plan
- Conducted seminars on safe art handling practices for museum staff, volunteers and interns
- Developed intern program, recruiting and managing five graduate and undergraduate interns, four of whom continue to work in high level collections and art positions today
- Managed facilities and object preservation environment for three on-site and three off-site art storage facilities
- Managed all art access by curatorial departments, researchers, tour groups and staff
- Managed departmental budget ($10,000) and individual grant budgets
- Effectively lobbied for and maintained core staff positions through six rounds of institutional layoffs

**Assistant Registrar**

2004-2006

- Processed, numbered, and conditioned incoming and outgoing loans and acquisitions
- Coordinated transport via fine art shippers for loans and gifts
- Coordinated disposition stage of textile deaccession (2,800 objects)
- Developed and implemented integrated pest management program for both buildings of the museum
- Updated collection records using Argus Open Edition
Astor House Museum
Curator, Golden, CO
2003-2004

- Directed all collections management and registration activities
- Developed and implemented integrated pest management program
- Implemented databasing of collections using PastPerfect database
- Developed and implemented educational programming, events, and tours
- Supervised and trained guest curator, collections and education volunteers, and gift shop employees
- Managed gift shop, collections, and gardening budget, as well as $150,000 State Historic Fund budget
- Acted as liaison between AHM, the City of Golden (building and site owner), and the Golden Landmarks Association (collection owners)
- Sought out funding and managed historic preservation projects for 1867 building
- Managed HVAC installation and crew

University of Colorado Museum of Natural History
Collections Assistant, Boulder, CO
2002-2003

- Inventoried, catalogued, and databased objects using Access database
- Re-housed and updated storage of archives and cultural resource management collections
- Built storage and transport mounts for objects

Eiteljorg Museum of American Indians and Western Art
Collections Manager, Indianapolis, IN
2000-2001

- Performed registration duties, including accessioning, gift and incoming and outgoing loan agreements, insurance procurement, shipping arrangements, and packing and unpacking
- Updated collections records using an Access database
- Acted as liaison between curatorial department and the Eiteljorg collections council
- Responded to inquiries involving the Native American Graves Protection and Repatriation Act

Indiana State Museum
Archaeology Laboratory Collections Supervisor, Indianapolis, IN
1999-2000

- Supervised lab assistant and processing of artifacts
- Identified, cleaned, and catalogued artifacts

Ball State University Museum of Art
Registrar, Muncie, IN
1998-1999

- Accessioned and catalogued items and updated collection records using an Oracle database
- Handled information requests involving the Native American Graves Protection and Repatriation Act

EDUCATION

University of Colorado, Boulder, CO
Master of Science - Museum and Field Studies
MS, 2003

Ball State University, Muncie, IN
Bachelor of Arts - Anthropology
BA, 1999

SELECT PROFESSIONAL ASSOCIATIONS/ACTIVITIES

Cultural and Historic Resources Task Force (2012-Present)
Association of Registrars and Collections Specialists (2013-Present)
Association of Tribal Archives, Libraries, and Museums (2014-Present)
Institute of Museums and Library Services – Grant Reviewer (2016-Present)
Greenwood Fund – Grant Reviewer (2012-Present)
The Yellow Jacket Archive: Preservation Planning and Rehousing

Works Cited


