ARCHON to ASpace: Adventures in Archives Migration

Adam Smith, Archives Technician

Heidi Southworth, Digital Initiatives Librarian

Tom Tran, Systems Librarian

Daniel Vang, Information Technology Specialist

Library Technology Conference – March 19, 2020

Big ideas. Real-world thinking.

Disclaimer

- Open Source Software = ArchivesSpace
- "Free" software vs Membership fee
- Built by our local Library Systems Unit
- Not help you build your own site
- Contact Lyrasis
- Share our plan, process and workflows

Minnesota State University, Mankato

- 85 miles southwest of the Twin Cities

- Founded in 1868

- 13,000+ students with 1600+ faculty and staff

- Memorial Library – 1967

- University Archives – 1961-1962 (Established)

- University Archives – 1979 (Organized)

- Southern Minnesota Historical Center – 1969

Old Main and students from Mankato State Normal School, Mankato State Normal School. MSU-UA-309-10013. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A160

University Archives Organization

- Paper – Accessions
- Access Database – Collections
- Collection Guides
- ARCHON (2012)
  - Locally Hosted
  - Accessions
  - Collections
  - Locations
  - No Public Interface

William Lass looking at a book with student in Lincoln Library at Mankato State College, 1963-01-29. MSU-UA-309-27948. University Archives, Memorial Library, Minnesota State University, Mankato. https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A124953

Technology Changes

- VMware decommissioned and Move to Azure
- Library servers physically moved
- CMS update
- ARCHON end of life

Mankato State University student working at a computer. MSU-UA-309-14522. University Archives, Memorial Library, Minnesota State University, Mankato. https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A6371

Timing is Everything

We need to migrate…

- during a University wide web page migration

- during a migration from Aleph to Alma/Primo

- when the University Archivist = Interim Dean of the Library

Mankato State College business department students using an adding machine, 1961-10-03. MSU-UA-309-30695. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A154422

What Should We Do?!?

- Static webpages

- PastPerfect 5

- Collective Access

- ArchivesSpace
  - Open source
  - Didn't have technical expertise
  - Couldn't afford membership

- Help!

Sandy Mitchell, right, helps a student at Mankato State University. MSU-UA-309-11354. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A2192

ArchivesSpace Requirements

- Supported OS:
  - Windows
  - LINUX
  - Mac OS X

- System requirements:
  - Java 1.8
  - At least 1024 MB ram allocated to the application; at least 2 GB for optimal performance
  - MySQL is not required but is strongly recommended for production use.

Biggest Challenges

- A lot of breadcrumbs

- Learn the ins and outs of LINUX

- Learn how web server works

- Update our existing Archon server

What worked for us

- Debian LINUX

- MariaDB 10.1.44

- Java 1.8.0_232

- Apache 2.4.25

Post-migration

Philip McFarland helping members of debate squad at Mankato State College. MSU-UA-309-29584. University Archives, Memorial Library, Minnesota State University, Mankato. https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A147362

- Migrated locations and basic accession information
  - What we had in ARCHON
- Where did it go?
- Need to add data to make it a public search engine
  - Takes time
- How do we share our information so patrons can utilize collections?
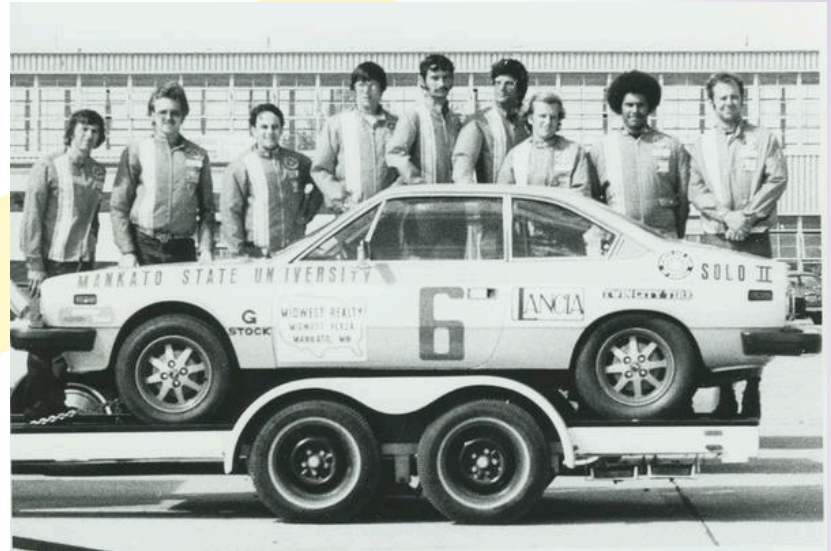
Stop-gaps and student workers
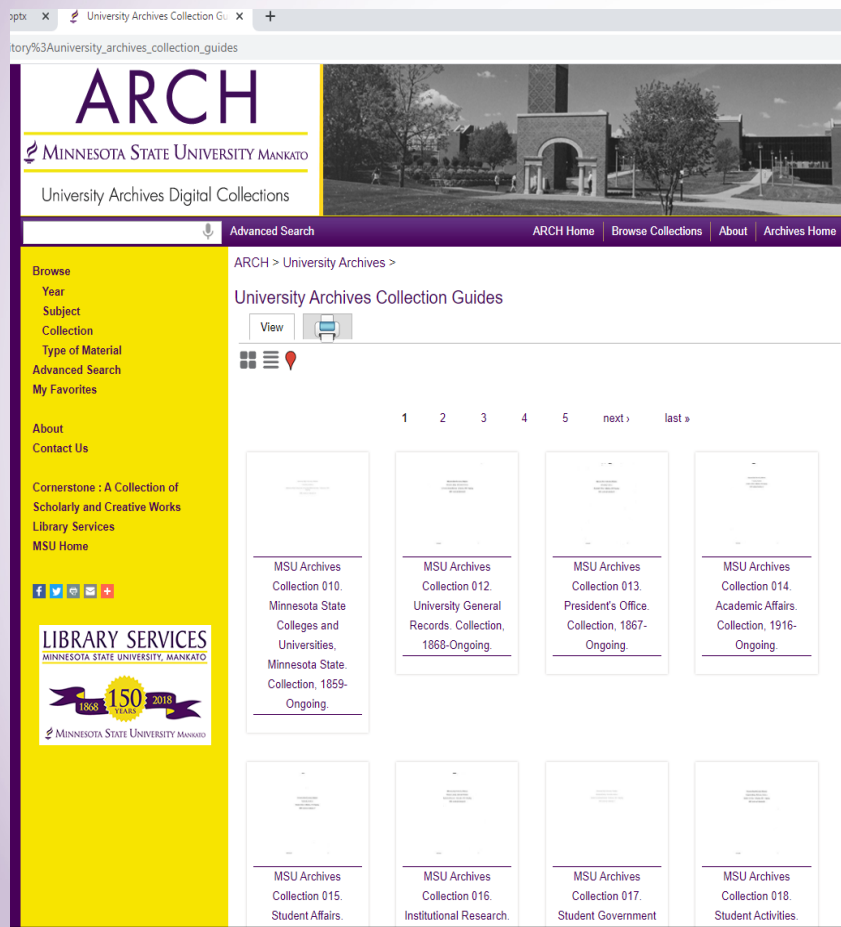
- Thank goodness for student workers!

- Scanned collection guides as PDFs and put on ARCH
  - https://arch.lib.mnsu.edu/

- Copied and pasted collection level information into ASpace

Projects

- Where to begin!

- Inventory
  - Physical comparison with ASpace
  - Reset

- Series and Folder level information (Adding Children)

- Subjects and Agents

MSU ITS Vehicle Performance team with 1976 Lancia Beta Coupe Automobile. MSU-UA-309-11909. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A3452

The Unexpected

- Terminology = learning curve

- Archival Box vs. Records Box?

- MARC Subject/Authority Records

- Metadata standardization and clean up

A picture of a section of the Mankato State Teachers College Old Main building after a 1922 fire destroyed the building. MSU-UA-309-10273. University Archives, Memorial Library, Minnesota State University, Mankato. https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A435

Benefits

- Quicker access to information
- Search before they visit!
- Search by subjects and agents

People searching in a haystack during Greek Week at Mankato State College 1968-12-18. MSU-UA-309-15708. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A7375

Next Steps

- System maintenance and updates

- Lots of metadata to add and update

- EADs for ALMA and WorldCat

- Barcoding Archives Boxes

- Container Profiles

- Digital Collections

A picture of a Mankato State Teachers College student holding his two children in the MSTC barracks dormitory, 1950s. MSU-UA-309-11211. University Archives, Memorial Library, Minnesota State University, Mankato.
https://arch.lib.mnsu.edu/islandora/object/MSUrepository%3A2086

DEMO

**MNSU
ArchivesSpace
Version 1.0**

https://archivesspace.lib.mnsu.edu/public/

Repositories   Collections   Subjects   Names   Digital Materials   🔍

Search **all record types** where
   keyword(s): `institutional research`

Showing Results: 1 - 10 of 1709

| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | ... | 171 | →Next |

Institutional Research. Collection 1921-Ongoing

🗄 **Collection — Multiple Containers**   **Identifier:** MSU Archives Collection 016

Overview Institutional Research is a collection of the reports and data compiled by Institutional Research to better understa
conferred, program reviews, accreditation material and different surveys and studies of departments on campus between 19
university to help show the composition of the student body.
Dates: 1921-Ongoing

Found in: Minnesota State University, Mankato University Archives / Institutional Research. Collection 1921-Ongoing

Moultrie, C. M., 1974-. Oral History Interview and Collection, 2010

🗄 **Collection — Multiple Containers**   **Identifier:** SMHC Manuscript Collection 1781

Overview The C. Maxille Moultrie collection consists of an audio recording, biographical form, and interview outline of an ora
Moultrie began as a graduate student in 1999 at Minnesota State University, Mankato. In 2002 he became employed by MSL
Diversity Recruitment. In this interview, Moultrie talks about his decision to attend MSU,...
Dates: 2010

Found in: Southern Minnesota Historical Center / Moultrie, C. M., 1974-. Oral History Interview and Collection, 2010

Upper Midwest Regional Honors Council. Collection, 1967-2014.

🗄 **Collection — Multiple Containers**   **Identifier:** SMHC Collection 0257

Overview The Upper Midwest Regional Honors Council (UMRHC) collection includes materials from conferences, membersh
Upper Midwest Honors Council, began in 1967 and the collection materials end in 2014. The main function of the organizatio
finance conferences. A government board of students and faculty also runs yearly meetings where...
Dates: 1967-2014

Filter Results

Search within results

From year | To year

Search

Additional filters:

Repository
Minnesota State University, Mankato University Archives **1595**
Southern Minnesota Historical Center **761**

Type
Archival Record **1699**
Collection **655**
Organization **26**
Person **22**
Subject **19**

∨ more

Subject
Oral history **251**
Educational change **123**
Minnesota **87**
Teachers **87**
Teachers -- Minnesota **76**

∨ more

Names
Minnesota State University, Mankato **93**
Mankato State College **76**
Mankato State University **76**
Mankato State Teachers College **45**
Veterans History Project (U.S.) **37**

∨ more

Hughes, Thomas, 1854 - 1934, and Family. Papers, 1855 - 1946

🗄 **Collection — Multiple Containers**   **Identifier: SMHC Manuscript Collection 0101**

Southern Minnesota Historical Center | Hughes, Thomas, 1854 - 1934, and Family. Papers, 1855 - 1946

| Collection Overview | Collection Organization | Container Inventory |

Scope and Contents

Correspondence 1855-1946: These letters are arranged chronologically and pertain to Hughes's research into historical topics as well as his pers
biographical details and other factual information. These letters provide insight into Hughes's research for the History of the Welsh in Minnesota a
Traverse des Sioux,...See more ›

Dates

1855 - 1946

Creator

- Hughes, Thomas, 1854-1934 (Person)

Conditions Governing Use

There are no restrictions on use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, pr

Biographical / Historical

Thomas Hughes, a well-known historian from Blue Earth County and Southern Minnesota, was born in Minersville, Ohio on 23 September 1854. H

Hughes attended Carlton College in Northfield, Minnesota, and after graduation, he studied law. He practiced law primarily in Mankato, Minnesota
Thomas Hughes wrote about the...See more ›

Extent

7.00 Cubic Feet (14 Hollinger Boxes and 1 Oversize Box) : Paper

Search Collection

From year | To year

Search

Collection organization

Hughes, Thomas, 1854 - 1934, and Family. Papers, 1855 - 1946

∨ Correspondence, 1855-1946

  Correspondence, undated

  Correspondence, 1855-1863

  Correspondence, 1882-1894

  Correspondence, 1895

  Correspondence, 1901-1903

  Correspondence, 1905-1920

  Correspondence, 1924-1925

  Correspondence, 1926

  Correspondence, 1927

  Correspondence, 1928

  Correspondence, 1929-1931

  Correspondence, 1932-1936 and 1946

> Research Notes

> Manuscript Drafts

> Miscellaneous

> Volumes

Search Collection

From year

To year

Search

Collection organization

Minnesota State Colleges and Universities/Minnesota State. Colle...

> State Normal School System

∨ State Teachers College System

Committee on Proposed Plan of Operation, Report, 2 Dec...

General Publications, 1936-1937, 1951, 1955, and 1957

Minutes of Accountants and Business Managers Meetings,...

Revised Report of Committee on Minnesota State Teacher...

Salary Committee, Report, 6 September 1952

Special Committee on Four Year Curriculum, c. 1940

∨ Minutes Sub-Series

Board of Presidents, 1920-1929

Board of Presidents, 1930-1940

State Teachers College Board Meetings, February 192...

State Teachers College Board Meetings, April 1924-Jul...

State Teachers College Board Meetings, September 1...

State Teachers College Board Meetings, May 1945-No...

State Teachers College Board Meetings, February 195...

State Teachers College Board Meetings, January 1955...

> State College Board

> State University System

> Minnesota State Colleges and Universities (MnSCU)/Minnesot...

Select Repository ▾ System ▾ 👤 heidi ▾ ❓

Minnesota State University, M ▾

Accessions
Minnesota State University, Mankato University Archives
Southern Minnesota Historical Center

⚙▾ ❓

Minnesota State Univerity, Mankato Home | Library Services Home | Archives Home | Email Us | Public Interface | v2.7.0

MINNESOTA STATE UNIVERSITY MANKATO

Search Results

Showing **1** - **10** of **416** Results, Sort by: Relevance ▾

Record Type	Title	Found in	Identifier		
Resource	Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.		MSU Archives Collection 010	**Created by admin** 2019-01-24 13:03:17 -0600 **Last Modified by heidi** 2019-10-11 09:09:50 -0500	View Edit
Top Container	MSU Archives Collection 010, Archives box 01	Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.		**Created by admin** 2019-01-24 13:03:17 -0600 **Last Modified by heidi** 2019-10-07 09:54:43 -0500	View Edit
Top Container	MSU Archives Collection 010, Archives box 02	Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.		**Created by admin** 2019-01-24 13:03:17 -0600 **Last Modified by heidi**	View Edit

Browse ▾   Create ▾   Search All Records   🔍   ▾

Enable Reorder Mode   Rapid Data Entry   Add Child

Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.	Collection	Text, Text, Text, Text, Text,
❯ State Normal School System	Series	Text, Text, Text
❯ State Teachers College System	Series	Text, Text
❯ State College Board	Series	Text, Text, Text, Text, Text

Basic Information ›
Languages ① ›
Dates ① ›
Extents ① ›
Finding Aid Data ›
Revision Statements ③ ›
Related Accessions ›
Agent Links ⑧ ›
Subjects ⑫ ›
Notes ⑥ ›
External Documents ① ›
Rights Statements ›
Instances ⑱ ›
Deaccessions ›
Collection Management ›
Classifications ›
User Defined ›

Save Resource

Save

Minnesota State Colleges and Universities/Minneso

Basic Information

Title *   Minnesota State Colleges and Universities/Minnesota State. Collect

Identifier *   MSU Archives

Level of Description *   Collection

Resource Type   Records

Publish?   ☑

Restrictions Apply?   ☑

Repository Processing Note
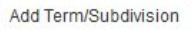
Role *	Subject	▾	✖
Relator		▾	
Agent *	🗎 Minnesota State University Board	✕ ▾	

Terms and Subdivisions

<div align="right">Add Term/Subdivision</div>

Role *	Subject	▾	✖
Relator		▾	
Agent *	🗎 Minnesota State College Board	✕ ▾	

Terms and Subdivisions

<div align="right">Add Term/Subdivision</div>

Role *	Creator	▾	✖
Title			
Relator		▾	
Agent *	👤 Mitau, G. Theodore, 1920-1979	✕ ▾	

Role *	Subject	▾	✖
Relator		▾	
Agent *	👤 Mitau, G. Theodore, 1920-1979	✕ ▾	

Subjects

Add Subject

Subject * 🏷 Education, Higher

Subject * 📍 Minnesota

Subject * 🏷 Higher education and state

Subject * 🏷 Higher education and state -- Minnesota

Subject * 🏷 Universities and colleges

Subject * 🏷 Universities and colleges -- Minnesota

Subject * 🏷 University cooperation

Subject * 🏷 University cooperation -- Minnesota

Subject * 🏷 Teachers colleges

Subject * 🏷 Teachers colleges -- Minnesota

Subject * 🏷 Universities and colleges

Subject * 🏷 Universities and colleges -- Minnesota

Notes

Abstract
Expand ✖
The Minnesota State Colleges and Universities (Minnesota State) collection contains information about the state's universities and their predecessor institutions since 1859. The collection is made up...

Biographical / Historical
Expand ✖
The governing bodies of Minnesota's schools of higher education have changed names as the missions of these institutions have changed since the late 1850s. The first governing body was the State...

Scope and Contents
Expand ✖
This collection is divided into five different series based upon governing structures of the state's normal schools, colleges, and universities. Each series is further arranged alphabetically or...

Conditions Governing Use
Expand ✖
There are some restrictions on use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, property and libel laws as they apply.

Preferred Citation
Expand ✖
Minnesota State Colleges and Universities. Collection, 1859-Ongoing. MSU Archives Collection 10, University Archives, Memorial Library, Minnesota State University, Mankato.

Conditions Governing Access
Expand ✖
There are some restrictions on use of this collection for research purposes. The researcher assumes full responsibility for observing all copyright, property and libel laws as they apply.

Add Container Instance   Add Digital Object

Type *   Text

Top Container *   ▣ Archives box 01   ✕

Child Type   Folder

Child Indicator   01-17

Grandchild Type

Grandchild Indicator

Type *   Text

Top Container *   ▣ Archives box 02   ✕

Child Type   Folder

Child Indicator   01-09

Grandchild Type

Grandchild Indicator

Edit   Delete

Archives box 01 Top Container

Indicator	01
Container Type	archives box
Exported to ILS	Not exported

Locations

Status	Current
Start Date	2019-01-24
Note	1.00 Archives box

Location

⊙ ML2051 (Archives Storage) [Range: 08, Section: 01, Shelf: 02]

Active Restrictions

Linked Record	Note Type	Restriction Begin	Restriction End	Local Access Restriction Type
▦ Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.	Conditions Governing Access			• 1 - Donor/university imposed access restriction

 MINNESOTA STATE UNIVERSITY MANKATO

ML2051 (Archives Storage) [Range: 08, Section: 01, Shelf: 02] `Location`

Building	ML2051 (Archives Storage)
Location	ML2051 (Archives Storage) [Range: 08, Section: 01, Shelf: 02]
Coordinate Label 1	Range
Coordinate Indicator 1	08
Coordinate Label 2	Section
Coordinate Indicator 2	01
Coordinate Label 3	Shelf
Coordinate Indicator 3	02

Linked Records

`Go to Search Results`

Showing **1** - **6** of **6** Results, Sort by: `Select`

Record Type	Title	Identifier		
Top Container	MSU Archives Collection 012, Archives box 01		**Created by admin** 2019-01-24 13:03:19 -0600 **Last Modified by heidi** 2019-11-04 09:09:30 -0600	`View` `Edit`
Top Container	MSU Archives Collection 012, Archives box 02		**Created by admin** 2019-01-24 13:03:19 -0600 **Last Modified by heidi** 2019-11-04 09:21:05 -0600	`View` `Edit`
Top Container	MSU Archives Collection 012, Archives box 03		**Created by admin** 2019-01-24 13:03:19 -0600 **Last Modified by heidi** 2019-11-04 09:21:45 -0600	`View` `Edit`

Browse ▾   Create ▾   Search All Records   🔍 ⌄

Home / Resources / Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing. / Edit

Enable Reorder Mode | Rapid Data Entry | Add Child | Add Sibling | Transfer ▾

Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.	Collection	Text, Text, Text, Text, Text, Text, Text,
▾ State Normal School System	Series	Text, Text, Text
"Minnesota State Normal Schools Quarterly Journal," 1915-1916	File	Text
Minutes and Inventory of Publications, State Normal School Board, 1859-1970	File	Text

Basic Information ›
Languages ① ›
Dates ›
Extents ›
Agent Links ›
Subjects ›
Notes ›
External Documents ›
Rights Statements ›
Instances ③ ›

Save Archival Object

Save

State Normal School System `Archival Object`

Basic Information

Title * : State Normal School System

Ref ID : cfa353f5bcf64750707da513a3c843ce

Component Unique Identifier :

Level of Description * : Series

Publish? : ☑

Restrictions Apply? : ☐

Repository Processing Note :

MINNESOTA STATE UNIVERSITY Mankato

Enable Reorder Mode | Rapid Data Entry | Add Child | Add Sibling | Transfer ▾

Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing.	Collection	Text, Text, Text, Text, Text, Text, Text, Text, Te
▾ State Normal School System	Series	Text, Text, Text
"Minnesota State Normal Schools Quarterly Journal," 1915-1916	File	Text
Minutes and Inventory of Publications, State Normal School Board, 1859-1970	File	Text

Basic Information ❯
Languages ① ❯
Dates ❯
Extents ❯
Agent Links ❯
Subjects ❯
Notes ❯
External Documents ❯
Rights Statements ❯
Instances ① ❯

Save Archival Object

Save

Minutes and Inventory of Publications, State Normal School

Basic Information

Title ＊ | Minutes and Inventory of Publications, State Normal School Board, 1859-1970

Ref ID | af769ba0b6871284b18d98c69c198590

Component Unique Identifier |

Level of Description ＊ | File

Publish? ☑

Restrictions Apply? ☐

Repository Processing Note

Browse ▾ Create ▾   Search All Records 🔍 ▾   🏛 Minnesota State Unive

Home / Resources / Minnesota State Colleges and Universities/Minnesota State. Collection, 1859-Ongoing. / Edit

Enable Reorder Mode | Rapid Data Entry | Add Child Add Sibling | Transfer ▾

▾ Minnes Sub-Series	Sub-Series	Text, Text, Text	archives box: 04, Folder: 17-18; a
Board of Presidents, 1920-1929	File	Text	archives box: 04, Folder: 17
Board of Presidents, 1930-1940	File	Text	archives box: 04, Folder: 18
State Teachers College Board Meetings, February 1922-January 1924	File	Text	archives box: 01, Folder: 11

Basic Information ›
Languages [1] ›
Dates ›
Extents ›
Agent Links ›
Subjects ›
Notes ›
External Documents ›
Rights Statements ›
Instances [3] ›

Save Archival Object

Save

Minutes Sub-Series `Archival Object`

Basic Information

Title *
Minutes Sub-Series

Ref ID
448c5de2774b2cf74cd83d3234119d31

Component Unique Identifier

Level of Description *
Sub-Series

Publish? ☑

Restrictions Apply? ☐

Repository Processing Note

Helpful Links

- Our ArchivesSpace = https://archivesspace.lib.mnsu.edu/public/

- ArchivesSpace = https://archivesspace.org/

- ArchivesSpace Sandbox = https://archivesspace.org/application/sandbox

- ArchivesSpace GitHub = https://github.com/archivesspace

- ArchivesSpace YouTube = https://www.youtube.com/channel/UCxR6D-UlSx6N6UWTeqHTjzA/featured

Contact Us!

- Adam Smith = adam.smith-3@mnsu.edu
- Heidi Southworth = heidi.southworth@mnsu.edu
- Daniel Vang = daniel.vang@mnsu.edu
- Archives email = archives@mnsu.edu
- Archives phone = 507-389-1029

- Presentation available at:
  https://cornerstone.lib.mnsu.edu/lib_services_fac_pubs/178/