

ELLEN M. RYAN CONSULTING LLC

Education

MLIS, San Jose State University

Supporting Areas of Emphasis: Archival Studies; Preservation

MA History, Southeast Missouri State University

Supporting Areas of Emphasis: Historic Preservation

BFA Studio Art, The University of New Mexico

Supporting Areas of Emphasis: painting, drawing, printmaking

Minors: Art history; History of the American West

Certifications and Certificates

Post-graduate certificate, Genealogical, Paleographic & Heraldic Studies, University of Strathclyde-Glasgow

Certified Archivist, Academy of Certified Archivists

Professional Positions

2013-present *Head of Special Collections and Archives/Professor*

Eli M. Oboler Library

Idaho State University, Pocatello, ID

Responsible for the acquisition, preservation and access to manuscript collections, University Archives, Rare Books Collections, Historic Photographs Collections, and the Intermountain West Collection. Oversee the daily operations of the department including responding to reference requests, providing instruction to students and archives staff; maintain a budget for supplies for the department, handling pcard purchases, establishing policies, procedures, and priorities for the department including processing collections, digitization projects, acquiring born-digital collections; responsible for the Library's book budget for History, Special Collections, the Glenn Tyler fund, and the Gary and Carla Domitz endowment, and serving as the Library's liaison with the department of History; provide instruction to students enrolled in various courses and programs across campus, including working with faculty on short and long-term student projects; serve on the Library's Outreach Committee as a representative for the Special Collections and Archives department; supervise and schedule one FTE, Career Path Interns, student workers, volunteers, and student interns. Serve on University committees, actively participate in grant writing, writing RFP's, creating exhibits, cultivating donor relations, and participating in fundraising efforts.

2011-2013 *Digital Project Manager*

Special Collections and Archives, Kent Library

Southeast Missouri State University, Cape Girardeau, MO

Served as Digital Project manager for the LSTA grant-funded digitization project, [*Confluence and Crossroads: The Civil War in the American Heartland*](#), a collaborative project between Special Collections and Archives, Southeast Missouri State University, the Special Collections Research Center, Southern Illinois University-Carbondale, the Cape Girardeau County Archive Center, Jackson, Missouri, the Center for Regional History, Southeast Missouri State University, and the Department of History, Southeast Missouri

ELLEN M. RYAN CONSULTING LLC

State University; supervised one graduate assistant and thirteen student workers. The project entailed locating and identifying primary source materials pertaining to the American Civil War within twenty-three counties in southeast Missouri and five counties in southern Illinois; digitizing the materials; transcribing documents; creating metadata; and uploading the items into CONTENTdm. Assisting with grant writing (specifically, the budget for travel and staff), submitting and presenting reports to the project's board; writing and submitting the final grant report; assisting with writing an RFP for purchasing a planetary scanner. Writing press releases, presenting about the project to local organizations, soliciting materials held in private collections to be included in the project, developing donor relations.

2008-2011 *Community Outreach Director*
Adirondack Architectural Heritage, Keeseville, NY

Provided technical assistance to owners of historic properties within New York State's six-million-acre Adirondack Park, including providing information about State and Federal tax credits, assistance with writing National Register nominations, managing the organization's preservation easements, and organizing the annual preservation awards program. Cultivated stronger working relationships with the town and county historians, historical societies, and museums; actively participated in annual fundraising events; responsible for website content; implementing a new website and newsletter design; producing the organization's newsletters, both in print and e-newsletter.

2007-2008 *Program Director*
Adirondack Architectural Heritage, Keeseville, NY

Charged with overseeing the organization's extensive public education program, including developing and organizing a series of day-long and multi-day tours to communities within and around the Adirondacks; developed and organized preservation-inspired workshops, and lectures. Cultivated stronger working relationships with the town and county historians, historical societies, and museums; actively participated in annual fundraising events; responsible for website content; producing the organization's newsletters, both in print and e-newsletter.

1996-2004 *Senior Security Supervisor*
Metropolitan Museum of Art, New York, NY

Responsible for the safety, health and security of the collections, staff, and visitors throughout the main building, and off-site storage. Supervised anywhere from four to sixty-plus people at any given time; assisted with security during special events, with film crews, and on construction projects.

Consulting

2023 *Archives Consultant*, Nevada State Library, Archives and Public Records. Conducted a state-wide survey and needs assessment of cultural institutions throughout the state, focusing primarily on those in rural and unrepresented areas.

2011 National Register Nomination, *Knollwood*, Star Lake, NY (NR listed, 2012). This was a consulting project while employed with Adirondack Architectural Heritage, Keeseville, NY.

2011 Inventory of private, rare book library for client.

2010-2011 *Grant writer*, Champlain Valley National Heritage Partnership 2010 Champlain Quadricentennial Legacy Grant (\$10,000); PI

ELLEN M. RYAN CONSULTING LLC

- Project Coordinator*, Samuel de Champlain History Center, Champlain, NY.
Grant writing and management; project management; processing collection of records pertaining to the New York State Hudson-Fulton- Champlain Quadricentennial.
- 2009 National Register Nomination, *Alice T. Miner Museum*, Chazy, NY (NR listed, 2010). This was a consulting project while employed with Adirondack Architectural Heritage, Keeseville, NY.
- 2008-2011 *Consultant*, Adirondack History Center Museum/Essex County Historical Society, Elizabethtown, NY. Provided exhibit design and installation, including building supports, matting, and framing.
- 2007 Missouri Humanities Council grant for the exhibit *Cape Girardeau: Then and Now*, Kent Library, Southeast Missouri State University, Cape Girardeau, MO (\$2,500).

Other Relevant Experience

- 2011-2012 *Graduate Research Assistant*
San Jose State University
- 2006 *Keystone Intern*
Bureau for Historic Preservation, Pennsylvania Historical and Museum Commission, Harrisburg, PA
- 2005-2006 *Graduate Assistant*
Special Collections and Archives, Kent Library
Southeast Missouri State University, Cape Girardeau, MO
- Docent*
Cape River Heritage Museum, Cape Girardeau, MO

Grants Secured and Administered

- 2019 Idaho State Historical Records Advisory Board (SHRAB) Grant (\$3,246); PI
Funding for the digitization of the [Idaho State University Oral History Project Collection](#)
- 2015 NEH Preservation Assistance Grants for Smaller Institutions (\$6,000); PI
- 2012 LSTA Digital Imaging Grant, Missouri State Library (\$75,000); Co-PI
- 2011 Champlain Valley National Heritage Partnership 2010 Champlain Quadricentennial Legacy Grant (\$10,000); PI
- 2010 Museumwise, travel grant in aid to attend the Society of American Archivists Annual Meeting, Washington, DC
- 2009 Northern New York Library Network Advisory and Technical Assistance On-Site Review
- 2008 New York State Quadricentennial Mini grant for the exhibit *Race, Gender, and Class: Architecture and Society in Essex County, Elizabethtown, NY* (\$1,000) PI
Honey Bee grant to fund in part, a Cemetery Preservation and Conservation Workshop, Elizabethtown, NY; PI
- 2007 Missouri Humanities Council grant for the exhibit *Cape Girardeau: Then and Now*, Kent Library, Southeast Missouri State University, Cape Girardeau, MO (\$2,500).
- 2006 *Richard S. Brownlee Fund*, grant in aid, State Historical Society of Missouri, for phase two of the documentation of the Post Office Murals and Sculptures within the state (\$1,000); PI
- 2005 *Richard S. Brownlee Fund*, grant in aid, State Historical Society of Missouri, for phase one of the documentation of the Post Office Murals and Sculptures within the state (\$500); PI
Graduate Student Development Fund, grant in aid, School of Graduate Studies, Southeast Missouri State University, for research pertaining to graduate thesis (\$150)

ELLEN M. RYAN CONSULTING LLC

Publications

Survey Reports and National Register of Historic Places Nominations

- 2011 National Register Nomination, *Knollwood*, Star Lake, NY (NR listed, 2012)
2009 National Register Nomination, *Alice T. Miner Museum*, Chazy, NY (NR listed, 2010)
2006 National Register Historic District Nomination, *Middle-Broadway Historic District*, Cape Girardeau, MO
2005-2006 Survey Report for the *Middle-Broadway Historic District*, Cape Girardeau, MO
2005 Documentation of New Deal-era Post Office Murals and Sculptures, MO
2005 Survey Report for the city of St. Joseph, Missouri for the expansion of their Historic District, as a graduate assistant under the direction of Dr. Bonnie Stepenoff

Peer-reviewed

- 2014 Ryan, Ellen M. *Identifying Culturally Sensitive American Indian Material in a Non-Tribal Institution: A Case Study*. Case Studies in Archival Ethics (pp. 7). Chicago, Illinois: Society of American Archivists.
www2.archivists.org/groups/committee-on-ethics-and-professional-conduct/case-studies-in-archival-ethics

Non-Peer-reviewed

- 2013 Speer, Lisa K., Ryan, Ellen M. and Medlock, A. J. [*Confluence and Crossroads: The Civil War in the American Heartland*](#). Southeast Missouri State University.

Book Reviews

- 2016 Ryan, Ellen M. Review of *Educational Programs: Innovative Practices for Archives and Special Collections* by Kate Theimer, ed. *Archival Issues* 37, no. 2 (2016): 99-100.

Presentations

- 2023 *Pocatello Chamber of Commerce Records: Images of Pocatello*, Bannock County Historical Society, Pocatello, ID
2022 *Better Together: Making Collaborative Work Work for Your Museum*, Idaho Heritage Trust, Pocatello, ID
2020 *Talk to Me (How to Manage Oral Histories)*
Bannock County Historical Society, Pocatello, ID
2019 *New Deal Architecture: The University of Idaho Southern Branch, 1933-1939*
Pocatello Historic Preservation Commission Annual Conference, Pocatello, ID
Caring for Your Historic and Family Records
Bannock County Historical Society, Pocatello, ID
Vacationing in Yellowstone: Selections from the Stedtfeld Family Collection
Conversations on Collecting Yellowstone Conference, Cody, WY
2018 *The Stedtfeld Family: Pocatello Business and Land Owners, 1904-1984, or, Following One Man's Migration West Using Restaurant Menus*, Pocatello Historic Preservation Commission Annual Conference
2017 *Connecting Collections to the Classroom: Students from Idaho State University College of Business and Publishing with Arcadia Press*
Conference of Intermountain Archivists/Northwest Archivists, Inc., Boise, ID
Closing the Loop: Project Assessment and Leveraging Goals for Future Planning

ELLEN M. RYAN CONSULTING LLC

- CLIR (invited to present as part of the webinar series, *Strategies for Advancing Hidden Collections*)
Accumulating the Traditional, Disseminating the Digital: Information Access and the End-User, co-presented with Dr. Paul Sivitz, Assistant Lecturer, Department of History, Idaho State University, at the Digital Humanities Utah 2 (DHU2) Symposium
University of Utah, Salt Lake City, UT
- 2016 *The Road [that] Must be Built: Documenting the History of Railroads and Their Impact on the Intermountain West*,
Conference of Intermountain Archivists Annual Conference, Ogden, UT
Archivists as Project Managers: Lessons Learned Working on a LSTA Digital Imaging Grant
Conference of Intermountain Archivists Annual Conference, Ogden, UT
- 2015 Conference Panel, Lone Arrangers Roundtable
Society of American Archivists Annual Meeting, Cleveland, OH
Gold, Land Claims, and the Civil War: Identifying Collections at Idaho State University
Western Roundup Conference, Denver, CO
- 2014 Conference Panel, Idaho Genealogical Society/Utah Genealogical Association Joint Conference, Idaho State University
- 2012 *Confluence and Crossroads: The Civil War in the American Heartland*
Kent Library, Southeast Missouri State University
- 2010 *Vernacular Architecture in Glens Falls: The Fredella Avenue Historic District*
Warren County, New York Historical Society, Glens Falls, NY
- 2009 *New Deal Projects in Franklin County*
Franklin County, New York Historical and Museum Society
Architecture and Society in Essex County
Adirondack History Center Museum/Essex County, New York Historical Society
Elizabethtown, NY
- 2006 American Association of History and Computing First Annual Conference (presented e-poster)
Women, Labor and Class During the Great Depression: The Type II Sewing Rooms of Cape Girardeau County, Missouri
Mid-America American Studies Association Annual Conference, St. Louis, MO
Nineteenth Century Architecture in Cape Girardeau, Missouri, Dexter, MO
- 2005 *Twentieth Century Architecture in Cape Girardeau, Missouri*, Cape Girardeau, MO

Service/Profession

- 2023-2024 Historic Preservation Commission, Pocatello, ID
- 2022-present Special Collection and Archives Standing Committee, Network of Idaho Academic Libraries (NIAL)
- 2021-2022 Ex-Officio, Conference of Intermountain Archivists/Chair, Nominating Committee
- 2021 Public History Professionals Panel, Ouachita Baptist University
- 2020-present Advisory Board and Founding Board Member, [Digital Library of Idaho](#) (DLol)
- 2020-present Interviewee for students in graduate level archives/library science programs (Utah State University, Central Washington University, College of Eastern Idaho, Ouachita Baptist University)
- 2020-2021 President, Conference of Intermountain Archivists/Chair, Program Committee
- 2020 External Grant Reviewer, NEH CARES: Cultural Organizations program
External Grant Reviewer, Catalyst Fund, LYRASIS
External Grant Reviewer, NEH Preservation Assistance Grants for Smaller Institutions
- 2019-present Subject Matter Expert Reviewer, State of Idaho

ELLEN M. RYAN CONSULTING LLC

2019-2022	Planning Committee, 2022 Idaho Heritage Trust Conference
2019-2020	Vice President/President-elect, Conference of Intermountain Archivists/Chair, Education and Training Committee
2019	External Grant Reviewer, National Historical Publications and Records Commission
2015-2019	Secretary, Conference of Intermountain Archivists (two, 2-year terms)
2015	External Reviewer, University of Hawai'i at Mānoa
2014	Selection Committee, Idaho Newspaper Digitization Project, Idaho State Historical Society Awards Committee, Conference of Intermountain Archivists
2012-2013	History Day Judge, Southeast Missouri State University
2010-2011	Archives volunteer, Special Collections and Archives, Feinberg Library, SUNY Plattsburg
2007	Archives volunteer, Adirondack History Center Museum, Elizabethtown, NY
2005-2006	History Day Judge, Southeast Missouri State University

Service/Community

2019-present	Board Member, Bannock County Historical Society
2011-2013	Board Member, Cape River Heritage Museum, Cape Girardeau, MO
2011-2012	Board Member, The Glenn House, Cape Girardeau, MO
2009-2011	Board Member, Clinton County Historical Association, Plattsburgh, NY Chair, Collections Committee, Clinton County Historical Association, Plattsburgh, NY Education and Exhibits Committee, Clinton County Historical Association, Plattsburgh, NY
2007-2011	Steering Committee, Tahawus Project, AuSable Forks, NY
2007-2011	Champlain Valley Heritage Network (CVHN) Stewardship Committee, Adirondack Architectural Heritage, Keeseville, NY
2006	Cemetery Clean-up, Old Lorimer Cemetery, Cape Girardeau, MO
2005	Centenary Methodist Church time capsule, Cape Girardeau, Missouri
2004	Cemetery cleanup, Ste. Genevieve, MO

Awards and Distinctions

2022	Be a Bengal recipient , April 2022
2020	Spring semester, nominated for Supervisor of the Semester, Career Path Internship program Fall semester, nominated for Supervisor of the Semester, Career Path Internship program
2018	Fall semester, nominated for Supervisor of the Semester, Career Path Internship program Awarded funding to attend the <i>Photographic Process Identification Workshop</i> , Image Permanence Institute, Rochester Institute of Technology, Tucson, AZ
2013	<i>Arthur H. Mattingly Award</i> , Southeast Missouri State University Historic Preservation Association; awarded for outstanding professional achievement by a graduate of the program

Professional Development

Conferences Attended

2023	<i>Conference of Intermountain Archivists Annual Meeting</i> , Logan, UT <i>SnowFall Caucus</i> , Conference of Intermountain Archivists, Virtual Conference
2022	<i>Idaho Heritage Trust Conference</i> , Pocatello, Idaho <i>Conference of Intermountain Archivists Annual Meeting</i> , Salt Lake City, UT
2021	<i>Conference of Intermountain Archivists Annual Meeting</i> , Virtual Conference <i>Fall Caucus</i> , Conference of Intermountain Archivists, Virtual Conference
2020	<i>Fall Caucus</i> , Conference of Intermountain Archivists, Virtual Conference <i>Conference of Intermountain Archivists Annual Meeting</i> , Virtual Conference
2019	<i>Conversations on Collecting Yellowstone</i> , Cody, WY <i>Crossing Borders, Blazing Trails</i> , Conference of Intermountain Archivists/Society of

ELLEN M. RYAN CONSULTING LLC

- Southwest Archivists, Tucson, AZ
Pocatello Historic Preservation Spring Conference, Pocatello Historic Preservation Commission and Idaho State University, Department of History, Pocatello, ID
- 2018 *Conference of Intermountain West Archivists Annual Meeting*, Conference of Intermountain Archivists and the Northwest Archivists, Inc., Salt Lake City, UT
Pocatello Historic Preservation Spring Conference, Pocatello Historic Preservation Commission, Pocatello, ID
- 2017 *Society of American Archivists Annual Meeting*, Society of American Archivists, Portland, OR
Conference of Intermountain West/Northwest Archivists, Inc., Joint Annual Meeting, Conference of Intermountain Archivists and the Northwest Archivists, Inc., Boise, ID
Adventures in Idaho, Pocatello Historic Preservation Commission, Pocatello, Idaho *Digital Humanities Utah 2 (DHU2) Symposium*, University of Utah, Salt Lake City, UT
- 2016 *Planning and Digitizing Yesterday to Preserve it for Tomorrow*, Central Plains Network for Digital Asset Management (virtual conference)
CIMA Fall Caucus, Conference of Intermountain Archivists/BYU, Provo, Provo, UT
Conference of Intermountain Archivists Annual Meeting, Ogden, UT *Oregon-California Trail Association Conference*, Fort Hall, ID
- 2015 *2015 Annual Meeting*, Society of American Archivists, Cleveland, OH
Western Roundup 2015, Conference of Intermountain Archivists, California Society of Archivists, Society of Rocky Mountain Archivists, Northwest Archivists, Inc., Denver, CO
- 2014 *2014 Annual Meeting*, Conference of Intermountain Archivists, Reno, NV
- 2012 *History Conference*, Missouri
MARAC Conference
- 2010 *National Trust for Historic Preservation*, Austin, TX
- 2011 *New York Archives Conference*, Saratoga Springs, NY
- 2006 *National Trust for Historic Preservation*, Pittsburg, PA

Workshops Attended

- 2022 *(Re)Cultivating & (Re)Newing Reciprocal Research*, Ft. Hall and Pocatello, Idaho
C2C Care Webinar: NAGPRA
Introduction to AV Preservation (6-part series), Northeast Document Conservation Center
Digital Curation (6-part series), Society of American Archivists
- 2021 *Surface Cleaning Techniques*, Northeast Document Conservation Center
Introduction to PREMIS, Society of American Archivists
Fundamentals of Photograph Preservation, Northeast Document Conservation Center
Building Advocacy, Society of American Archivists
- 2020 *Digitizing Scrapbooks*, Northeast Document Conservation Center
Strategies for Nitrate and Acetate Negatives and Film, Northeast Document Conservation Center
Introduction to Email Preservation, Society of American Archivists
Basics of Managing Digital Records, Society of American Archivists
Introduction to Processing Digital Records and Manuscripts, Society of American Archivists
Standards for Digital Archives, Society of American Archivists
Digital Records: The Next Step, Society of American Archivists
Providing Access to Digital Archives, Society of American Archivists
Preserving Digital Archives, Society of American Archivists
Fundamentals of Research Data Curation, Society of American Archivists
- 2018 *Photographic Process Identification Workshop*, presented by the Image Permanence Institute through NEH funding, Tucson, AZ, March 14, - March 16, 2018
- 2017 *21st Century Materials and Technologies*, Image Permanence Institute

ELLEN M. RYAN CONSULTING LLC

- 20th Century Materials and Technologies*, Image Permanence Institute
19th Century Materials and Technologies, Image Permanence Institute
Writing a Preservation Plan, Northeast Document Conservation Center
Collection access: Describing, cataloging, and processing with the future in mind, Part 4 of the CLIR Strategies for Advancing Hidden Collections webinar series, Council on Library and Information Resources
Overcoming project hurdles: Approaches to identifying and managing collection red flags, Part 5 of the CLIR Strategies for Advancing Hidden Collections webinar series, Council on Library and Information Resources
Making the most of people: Recruitment, retention, and recognition, Part 3 of the CLIR Strategies for Advancing Hidden Collections webinar series, Council on Library and Information Resources
Building resources and relationships: Determining what and who you need, Part 2 of the CLIR Strategies for Advancing Hidden Collections webinar series, Council on Library and Information Resources
CLIR Strategies for Advancing Hidden Collections, Part I of the CLIR Strategies for Advancing Hidden Collections webinar series, Council on Library and Information Resources
- 2016 *Planning and Digitizing Yesterday to Preserve it for Tomorrow*, Central Plains Network for Digital Asset Management, November 15, - November 16, 2016
Protecting Cultural Collections: Disaster, Prevention, Preparedness, Response & Recovery, Western States & Territories Preservation Assistance (WESTPAS) July 5, 2016 - July 6, 2016
- 2015 *The Modern Repository: Aligning the Library with the University Mission*, bpress Digital Commons
- 2014 *Writing Your NEH Preservation Assistance Grant*, Northeast Document Conservation Center
Grant Writing Seminar, ISU Office for Research and Economic Development
Understanding Rights for Cultural Heritage Content, Mountain West Digital Library
Preserving Scrapbooks, ALCTS
- 2013 *Electronic Records: The Next Step*, Society of American Archivists.
Access and Ingest of Electronic Records, Society of American Archivists

Professional Memberships

Academy of Certified Archivists
Society of American Archivists
Conference of Inter-Mountain Archivists
Association of Tribal Archives, Libraries, and Museums
Sustainable Heritage Network
Phi Alpha Theta, National History Honor Society
Sigma Pi Kappa, National Historic Preservation Honor Society

Special Skills/Knowledge

Grant writing; historical research; digitization; digital curation; digital preservation; vocabulary design; EAD; HTML; XML; XSLT; DACS; METS; MODS; PREMIS; PRONOM; Thesauri (LCSH; AAT, etc.); OAIS; W3C; CONTENTdm; Dublin Core; Oxygen; PastPerfect; ArchivesSpace; Adobe PhotoShop; Microsoft Office Suite; photography (SLR and digital); currently meet the Secretary of the Interior's (SOI) Professional Qualifications Standards ([36 Code of Federal Regulations, CFR Part 61](#)) for architectural history; National Register of Historic Places nominations; cultural resources surveys; drawing; general office skills; exhibit design and installation, including matting, framing, wiring, hanging, and building supports.