

# CHRISTOPHER J. PROM

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**ASSISTANT UNIVERSITY ARCHIVIST**  
**ASSOCIATE PROFESSOR OF LIBRARY ADMINISTRATION**  
**UNIVERSITY OF ILLINOIS ARCHIVES**

## PERSONAL HISTORY AND PROFESSIONAL EXPERIENCE

### EDUCATIONAL BACKGROUND

- 1991 *Honors Bachelor of Arts*, summa cum laude, Marquette University, Milwaukee Wisconsin. Majors: History, History of Philosophy. Minor: Theology.
- 1994 *Master of Arts (History)*, Marquette University, May 1994.
- 2004 *Ph.D. (History)*, University of Illinois at Urbana-Champaign. Major Field: Britain and Empire–Commonwealth, 1688– ; Minor Fields: Europe 1648-1789, Colonial North America and Early US.

### PROFESSIONAL EMPLOYMENT

- 1999- *Visiting Assistant University Archivist and Visiting Assistant Professor of Library Administration*, University of Illinois at Urbana-Champaign.
- 2001- *Assistant University Archivist and Assistant Professor of Library Administration*, University of Illinois at Urbana-Champaign.
- 2005 Promoted to *Assistant University Archivist and Associate Professor of Library Administration*.
- 2006- *Adjunct Associate Professor*, University of Illinois Graduate School of Library and Information Science. In this capacity, I teach the online course “Administration and Use of Archival Materials.”

As Assistant University Archivist, I plan programs for the transfer, arrangement, and description of archival materials and manuscript collections, administer associational archives funded by contracts, and provide research and reference services. I also develop digitization and automation projects which increase the accessibility of archival materials and have oversight of records management and scheduling functions. Major accomplishments, within a steadily increasing range of responsibilities, include:

- Guiding the development of our “Archon” software platform; implementing the platform for the University Archives, American Library Association Archives, and Rare Book and Manuscript Library; and releasing the software under an academic use license at [www.archon.org](http://www.archon.org).
- Acquiring major manuscript collections, including the George Fell Papers, Tim Nugent Papers, Leon Dash Papers, Larry Smarr Papers, Jerry Hirsch Papers, as well as administrative records of many campus departments.
- Securing funding to process and provide digital access to the Timothy Nugent Papers and records of the Division of Rehabilitation Services, premier collections documenting disabled persons and accessibility standards.
- Securing increased funding for the administration of the American Library Association Archives.
- Assisting campus offices in effectively managing information resources by developing disposal recommendations and identifying records of archival value.
- Developing an active research, service and librarianship portfolio, focusing on issues relating to archival description, online information seeking behaviors, and the appraisal of electronic records.

## **HONORS AND RECOGNITIONS**

- Fulbright Fellow to United Kingdom, 1997-98.
- National Historic Publications and Records Commission Archival Research Fellowship, 2003-04.
- Phi Beta Kappa.
- Nominated for Mellon Award for Collaborative Technology, 2008.

## **SELECTED PUBLIC AND PROFESSIONAL SERVICE**

### **SOUTHERN ILLINOIS UNIVERSITY AT EDWARDSVILLE, 2008.**

Prepared recommendation concerning processing and digitization of Eugene Redmond Collection.

### **NEWBERRY LIBRARY, CHICAGO, IL, 2003-2004; 2007.**

Consultant to "Voices of the Prairie: Preserving and Enhancing Access to Midwest Manuscripts Collections," NEH Grant Number PA-50109-03, and "Preserving and Enhancing Access to Manuscript Collections Documenting Newspaper Journalism in Chicago," NEH Grant PA-51966-06. Developed markup protocols and computer scripts to transform printed finding aids for manuscript collections to EAD-encoded inventories.

### **ILLINOIS STATE ARCHIVES ADVISORY BOARD/ ILLINOIS STATE HISTORIC RECORDS ADVISORY BOARD, 2005-**

Drafted changes to the administrative rules of the State Records Commission concerning digital surrogates of state records; reviewed NHPRC grant applications; advised the Director of State Archives on electronic records issues.

### **NATIONAL ENDOWMENT FOR THE HUMANITIES**

Panelist, 2005.

### **SOCIETY OF AMERICAN ARCHIVISTS (SAA)**

Member, 1999-

Technical Subcommittee on Descriptive Standards, Chair, 2005-2007

Description Section, Steering Committee Member, 2001- 2007

Chair, 2003-2004

Encoded Archival Description Schema Working Group, 2004-

Encoded Archival Context Working Group, 2006-

Pease Award Committee, 2007-08

Chair, Nominating Committee, 2008-09 (Elected)

### **MIDWEST ARCHIVES CONFERENCE (MAC)**

Co-Chair, Program Committee, Spring 2006 meeting, 2005-06

Contributing Writer, Electronic Currents column in MAC Newsletter, 2003-

## SELECTED INTERNAL SERVICE

### UNIVERSITY OF ILLINOIS LIBRARY

Access Task Force	2001-02
Library Information Technology Committee	2001-03
Rare Book/Special Collections Library Working Group	2003
Untenured Professional Development Working Group	2003-04
Nominations, Elections, and Voting Procedures Committee	2003-07
<i>Chair</i>	2003-04, 2006-07
Budget Implementation Task Force	2004
NEH Challenge Grant Review Committee	2004, 2006, 2007
Digital Content Creation Team	2004-05
<i>Interim Chair</i>	2005
Research and Publication Committee	2005-
<i>Chair</i>	2006-
Executive Committee	2005-
<i>Secretary</i>	2005-06
<i>Vice Chair of Executive Committee and Faculty</i>	2006-2008
Promotion and Tenure Advisory Committee	2007-
Library Budget Group	2006-2008
Budget Plus Group (evaluated new models for Library services)	2007-2008
IT Policy and Planning Advisory Committee	2006-
<i>Search Committees</i>	
Brittle Books Coordinator	2002
Systems Office Research Programmer	2002
Archival Reference and Operations Specialist	2005-06
Media Preservation Coordinator, <i>Chair</i>	2006-07
Digital Library Research Programmer	2007

### CAMPUS

International Studies, Fulbright Evaluation Committee	1999-02
Electronic Records Working Group	2001-03
Panelist, Symposium on Defining Academic Success, Graduate College	2005
Senate member	2005-07
<i>University Student Life Committee</i>	2005-07

## SELECTED PUBLICATIONS AND PRESENTATIONS

- \* Denotes publication that has undergone stringent editorial review by peers
- + Denotes publication that was invited

### DOCTORAL THESIS

Prom, Christopher J. 2004. *'For the Glorious Privilege of Being Independent': Friendly Societies and Mutual Aid in Great Britain, 1870-1910*. Ph. D. diss, University of Illinois at Urbana-Champaign.

### EDITED BOOKS

\*Christopher J. Prom and Ellen D. Swain. 2008. *College and University Archives: Readings in Theory and Practice*. Chicago: Society of American Archivists Press.

## ESSAYS/CHAPTERS IN BOOKS

- \*Prom, Christopher J. 2003. "Charles F. Gosnell." In *Dictionary of American Library Biography*, 2<sup>nd</sup> Supplement. Ed. Donald G. Davis. Westport, CT: Libraries Unlimited: 110-14.
- \* \_\_\_\_\_. 2008. "Optimum Access? A Survey of Processing in College and University Archives." in *College and University Archives: Readings in Theory and Practice*. Chicago: Society of American Archivists Press: 155-184.
- \*Prom, Christopher J. and Ellen D Swain. 2008. "Preface" In *College and University Archives: Readings in Theory and Practice*. Chicago: Society of American Archivists Press: v-xv.

## ARTICLES IN JOURNALS

- \*Prom, Christopher J. 2001. "Extending the Capabilities of the EAD Cookbook." *OCLC Systems and Services* 17, no. 2: 89-95. Internet: <http://www.staff.uiuc.edu/~prom/Prom--Extending.pdf>
- \* \_\_\_\_\_. 2002. "Does EAD Play Well with Other Metadata Standards?" *Journal of Archival Organization*. 1, no. 3: 52-72
- \* \_\_\_\_\_. 2002. "The EAD Cookbook: a Survey and Usability Study". *American Archivist* 65, no. 2: 257-275.
- +\* \_\_\_\_\_. 2003. "Reengineering Archival Access Through the OAI Protocols." *Library Hi Tech*. 21/3: 199-209.
- \* \_\_\_\_\_. 2004. "User Interactions with Electronic Finding Aids in a Controlled Setting." *American Archivist* 67, no. 2: 234-68.
- +Prom, Christopher J. and Ellen D. Swain. Forthcoming, "Identifying and Capturing Student Organization Web Sites." *Comma, International Journal on Archives*. 20 pp mss.
- \* \_\_\_\_\_. "From College Democrats to the Falling Illini: Identifying, Appraising, and Capturing Student Organization Web Sites." *American Archivist* 70/2 (2007):344-363.
- \*Scott W. Schwartz, Christopher J. Prom, Christopher A. Rishel, Kyle J. Fox. "Archon: A Unified Information Storage and Retrieval system for Lone Archivists, Special Collections Librarians and Curators." *Partnership: The Canadian Journal of Library and Information Science Practice and Research*. [online] 2/2 (2007). 17pp

## PUBLISHED CONFERENCE PROCEEDINGS

- \*Christopher J. Prom. 2001. "E-content on a Shoestring: Using the EAD Cookbook and Ebind XML to Deliver the James Scotty Reston Papers." Pp. 192-98 in *Computers in Libraries 2001 Proceedings*. Medford, NJ: Information Today.
- \*Prom, Christopher J. and Thomas G. Habing. 2002. "Using the Open Archives Initiative Protocols with EAD." Pp. 171-80 in *Proceedings of the Second ACM/IEEE-CS Joint Conference on Digital Libraries*. Ed. Gary Marchionini and William Hersch. New York: Association of Computing Machinery Press. <http://doi.acm.org/10.1145/544220.544255>
- Prom, Christopher J. and Ellen D. Swain. 2005. "Identifying and Capturing Student Organization Web Sites," in *Proceedings of the International Council of Archives/Section on University and Research Institution Archives*, held in East Lansing Michigan, September 6-9, 2005, 194-207.
- Prom, Christopher J. 2006 "Description in US College and University Archives: Too Much of a Good Thing?" *Proceedings of the International Council of Archives/Section on University and Research Institution Archives*, held in Reykjavik, Iceland, September 14, 2006. Available: <http://www2.hi.is/solofile/1010287>
- \*Prom, Christopher J., Christopher A. Rishel, Scott W. Schwartz, and Kyle J. Fox. 2007. "A Unified Platform for Archival Description and Access." *Proceedings of the 7<sup>th</sup> ACM/IEEE Joint Conference on Digital Libraries*, 157-166. Available: <http://doi.acm.org/10.1145/1255175.1255205>
- Prom, Christopher J. 2007. "Understanding On-line Use Through Web Analytics" *Proceedings of the International Council of Archives/Section on University and Research Institution Archives*, held in Dundee, Scotland, August 14 2007. Available: [http://www.dundee.ac.uk/archives/SUV2007/papers/prom\\_chris.htm](http://www.dundee.ac.uk/archives/SUV2007/papers/prom_chris.htm)

## NEWSLETTER ARTICLES/COLUMNS

- Prom, Christopher J. "The Open Archives Initiative," *Midwest Archives Conference Newsletter*, January 2004
- \_\_\_\_\_. "Metadata Madness," *Midwest Archives Conference Newsletter*, January 2005
- \_\_\_\_\_. "Ten Tips for Usable Websites," *Midwest Archives Conference Newsletter*, Volume 33:3 (January 2006): 22-24.
- \_\_\_\_\_. "The Archon™ System: its Genesis and Future" *Midwest Archives Conference Newsletter* Volume 34:3 (January 2007): 23-24, 26.
- \_\_\_\_\_. "Web Analytics for Archives" *Midwest Archives Conference Newsletter*. Volume 35:3 (January 2008): 22-24.

## BOOK REVIEWS

- +Prom, Christopher J. 1999. Review of *Samuel Smiles and the Construction of Victorian Values* by Adrian Jarvis. *Carlyle Studies Annual*, 19: 114–16.
- +\_\_\_\_\_. 2001. Review of *Who Pays for Universal Service? When Telephone Subsidies Become Transparent* by Robert W. Crandall and Leonard Waverman. *The Bottom Line: Managing Library Finances* 14:2: 99–100.
- +\_\_\_\_\_. 2002. Review of *Encoded Archival Description on the Internet*, Wendy Duff and Daniel V. Pitti, eds. *American Archivist*, 65, no. 2: 290–92.
- +\_\_\_\_\_. 2007. Review of *Metadata: a Cataloger's Primer*, Richard P. Smiraglia, editor. *Journal of Archival Organization*, 4, nos. 3/4:149-151.

## LECTURES AND CONFERENCE PRESENTATIONS

- "The Friendly Societies of Industrial England." Fulbright Scholars Colloquium, US Embassy, London, England, 28 January, 1998.
- "Friendly Societies, Medical Charities, and Respectability in England's Industrial North." Mid-West Conference of British Studies, Chicago, October 24, 1999.
- "*The EAD Cookbook* and Ebind: a Cost Effective Model for Digitization." Digital Libraries Federation Fall Forum, Chicago, November 18-20, 2000.
- "Using the Open Archives Initiative Protocols with EAD." ACM/IEEE-CS Joint Conference on Digital Libraries, Portland Oregon, July 16, 2002.
- "Does EAD Play Well with Other Metadata Standards?" Birmingham, Alabama, Society of American Archivists Annual Meeting, August 22, 2002.
- "The Usability of Electronic Finding Aids During Searches for Known Items." Los Angeles, California, Society of American Archivists Annual Meeting, August 22, 2003.
- "Total Archival Awareness: the University of Illinois Holdings Database." Dearborn, Michigan, Midwest Archives Conference Meeting, October 24, 2003
- "The Usability of Electronic Finding Aids During Directed Searches." New Orleans, Louisiana, Digital Libraries Federation Forum, April 21, 2004.
- "Documenting Student Life Through Web Capture." NHPRC Archival Research Fellowship Symposium, Northeastern University, Boston, MA, June 11, 2004.
- "Metadata for Archivists Workshop." Des Moines, IA. Midwest Archives Conference Fall meeting. October 28, 2004.
- "Identifying and Capturing Student Organization Web Sites." International Council of Archives/Section on University and Research Institution Archives. East Lansing Michigan, September 6-9, 2005.
- "Top Ten Things Archivists Need to Know about Web Design." Midwest Archives Conference, Bloomington, In. September 30, 2005
- Moderator for session, "Beyond Documents: Unusual Sources of Collective Memory." Midwest Archives Conference Spring Meeting. Bloomington, IL, April 28, 2006 (substitute for Joel Wurl).
- "Description in Us College and University Archives: Too Much of a Good Thing?" International Council of Archives/Section on University and Research Institution Archives. Reykjavik, Iceland, September 14, 2006.
- "A Unified Platform for Archival Description and Access." Mid-Atlantic Regional Archives Conference Meeting, Scranton, PA. April 20<sup>th</sup> 2007.
- Session Chair, "Building Digital Archives Through Archival Context." Mid-Atlantic Regional Archives

- Conference Meeting, Scranton, PA. April 20<sup>th</sup> 2007.
- “A Unified Platform for Archival Description and Access.” Joint Conference on Digital Libraries, Vancouver, British Columbia, June 21, 2007.
- “Understanding On-line Use Through Web Analytics.” International Council of Archives–Section on University and Research Institution Archives, Dundee, Scotland, August 14, 2007.
- “Improving the User’s Experience through Web Analytics,” SAA Research Forum, Chicago, Illinois August 28, 2007
- “On-line Archival Education at the University of Illinois,” Society of American Archivists Annual Meeting, Chicago, Illinois, September 1, 2007.
- “Improving On-line Archival Access: Preliminary Results from a Case Study.” Midwest Archives Conference, Louisville, KY, April 19, 2008.
- “Archon: Facilitating Access to Special Collections” Presented at ALA Rare Book and Manuscript Section Preconference, Los Angeles, CA, June 25, 2008.

## RESEARCH IN PROGRESS

- “Using Web Analytics to Understand User Needs: A Case Study,” for *American Archivist*.
- “Practical Approaches to Electronic Records Management,” including development of tools to facilitate electronic records work.

## SELECTED GRANTS AND OTHER FUNDING RECEIVED

+ = external grant

\* = competitive grant

- \*Christopher Prom. 2000. “Encoding and Web Access for Archival Finding Aids.” UIUC Library/NEH Challenge Grant: \$3,656.
- +\*Timothy Cole, Christopher Prom, William Mischo and Beth. Sandore. 2001-2002. “OAI Harvesting Service for Cultural Heritage and Archival Metadata.” Andrew Mellon Foundation: \$180,000.
- \*Susan Searing and Christopher Prom. 2002. “Processing, Arrangement, and Description of St. Louis Public Library Vertical File Items.” UIUC Library/NEH Challenge Grant: \$1,308.
- \*Christopher J. Prom. 2002. “Preservation and Access Microfilm for Avery Brundage Papers.” Library Friends Preservation Competition: \$11,212.
- \* \_\_\_\_\_. 2002. “Processing, Arrangement, Description, and Access for Doris Duke Indian Oral History Project Files.” UIUC Library/NEH Challenge Grant: \$3,930.
- \* \_\_\_\_\_. “Archival Usability in an Experimental Setting: a Study of User Interactions with Archival Finding Aids.” Library/Research and Publication Committee: \$2,174.
- +\*Christopher J. Prom and Ellen D. Swain. 2003. “An Investigation of Student Organization Websites for the Development of Appraisal and Capture Guidelines.” National Historic Publications and Records Commission: \$10,000.
- Christopher J. Prom. 2004. “Preservation and Digitization of Board of Trustees Proceedings.” University of Illinois Board of Trustees: \$7,000
- \*Christopher J. Prom and Scott W. Schwartz. 2005. “A Unified, Standards-Compliant System for Describing Archives and Manuscript Collections.” UIUC Library ICR Competition: \$9,620.
- \*Christopher Prom. 2005. UIUC Scholar's Travel Fund, \$260. Travel to Present at ICA Meeting in East Lansing, Michigan.
- \*Christopher Prom, 2006. UIUC Scholar’s Travel Fund. \$1,240. Travel to Present at ICA Meeting in Reykjavik, Iceland.
- \*Christine D’Arpa and Christopher J. Prom. 2006. “Reprocessing and Preservation of Third Armored Division Assn. Records.” UIUC Library NEH Challenge Grant: \$,2315.
- \*Christopher Prom, William Maher, Thomas Teper. 2006. “Funding for half-time preservation archivist to

- Conduct Assessment in UIUC Archives.” UIUC Library NEH Challenge Grant: \$27,000.
- \*Christopher Prom. 2005. UIUC Scholar's Travel Fund, \$260. Travel to Present at ICA Meeting in East Lansing, Michigan
  - \*Christopher Prom, 2006. UIUC Scholar's Travel Fund. \$1,240. Travel to Present at ICA Meeting in Reykjavik, Iceland
- Christopher J. Prom. 2007. “Processing and Digitization of DRES Records and Timothy Nugent Papers.” University of Illinois President's Office: \$110,691.

## **SELECTED PROFESSIONAL DEVELOPMENT (CONTINUING EDUCATION/WORKSHOPS)**

- “Electronic Records, Preservation and Access for Colleges and Universities.” Arizona State University, October 7-8, 2000.
- “Thinking and Working Together.” Association of Research Libraries, September 19-20, 2000. Sponsored by University of Illinois Library
- “Knowledge Access on the Web: Metadata Applications.” OCLC Institute, October 26-27, 2000. Sponsored by University of Wisconsin-Milwaukee.
- “Fundamentals of Digital Imaging.” Illinois Digitization Institute. October 1, 2001. Sponsored by University of Illinois Library.
- “Oral History.” Ron Grele, 2001. Sponsored by University of Illinois Library.
- “Beyond the Static Finding Aid: EAD with Open-Source XML Tools.” August 19, 2002, Birmingham, AL. Sponsored by Society of American Archivists.
- “Basic Statistical Concepts for General Comprehension of the Research Literature in Librarianship and for Elementary Applications: A Short Course.” Robert Burger, Spring 2002. Sponsored by University of Illinois Library.
- “MARC According to DACS: Archival Cataloging to the New Descriptive Standard.” Lynn Holdskom and Katherine Wisser, Washington, DC, May 18-19, 2005. Sponsored by Society of American Archivists.
- “The State of Fair Use in Academia Today.” Wesley Blakeless, September 2006. Sponsored University of Illinois at Urbana Champaign Office of Technology Management.
- “Preservation Management of Machine-Based Legacy AV Collections.” Alan Lewis, Consultant in Audio Visual Archives, July 18, 2007. Sponsored by University of Illinois at Urbana-Champaign Cultural Engagement Council.
- “Case Studies and the Effective Management of University Digital Records,” Bentley Historical Library, University of Michigan, September 27-28, 2007

## **TECHNICAL SKILLS**

Proficient “power user” of all standard desktop applications and utilities.

PHP, ASP, SQL Server, MySQL, XML/XSLT and EAD programming experience.