

## Sharon Carlson

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<https://www.archivesconsultant.com/>

### Professional Experience

- 2020- Professor Emerita, Western Michigan University, and Archival Consultant
- 2016-2020 Professor, University Libraries, and Director of the Western Michigan University Archives and Regional History Collections
- Major activities and accomplishments:  
Digitization of Kalamazoo African-American newspaper *Focus News* and additional Kalamazoo newspapers *Augustinian* and *Kalamazoo News*.  
Implementation of web archiving (WMU) using Archive-it.org
- 2008 -2016 Associate Professor, University Libraries, and Director of the Western Michigan University Archives and Regional History Collections
- Major activities and accomplishments:  
Digitization of *Western Herald*, WMU student newspaper, 2016  
Digitization of South Haven, Michigan Light House Logs, 2015  
Planning of the Zhang Legacy Collections Center and move of collections, 2013.  
Higher Learning Commission digital collection vault, 2010.
- 1998 - 2008 Director/University Archivist, Western Michigan University Archives and Regional History Collections
- Major activities and accomplishments:  
Project director, Upjohn Company Papers Archival Project, 2008.  
Principal investigator, Michigan Electronic Libraries grant to digitize Civil War diaries, 2005.  
Digitization of Ward Morgan photographic collection in Making of Modern Michigan, including preparation of descriptions and assistance with metadata, 2004.
- 1996-1998 Acting Director/University Archivist, Western Michigan University Archives and Regional History Collections
- 1991 - 1995 Archives Curator, Western Michigan University Archives and Regional History Collections
- 1991 Archivist/Research Assistant, Thirty Year History Project, Kalamazoo Nature Center, Kalamazoo, Michigan.

### Education

Doctor of Philosophy, Western Michigan University, Kalamazoo, Michigan, 2002. Courses and comprehensive exams completed in nineteenth century American history. Dissertation: *Ladies' Library Associations of Michigan: Women, Reform, and Use of Public Space*.

Master of Library and Information Science, Wayne State University, Detroit, Michigan, 2001.

Master of Public Administration, Western Michigan University, Kalamazoo, Michigan, 1991.

Bachelor of Science, Western Michigan University, Kalamazoo, Michigan, 1987. Major in political science. Minors in women's studies and religion.

### **Certification**

Academy of Certified Archivists, 1994. Recertification 1999, 2004, 2009, 2014, 2019.

### **Selected Consultations**

Allegan Historical Society, 2008, conservation of photographs, paper, and textiles, with Paula Metzner of the Kalamazoo Valley Museum.

Suggs Historical Society, 1996, basic archival techniques, funding sources.

Historical Society of Battle Creek, 1996, mission statement and collection development policy. Photograph preservation and access procedures. Architectural drawings.

Kalamazoo Nature Center, 1995, off-site storage issues and records retention.

### **Selected Digital Projects**

*WMU Campus History*, Digital story mapping project focusing on the history of the campus.  
<https://wmugeography.maps.arcgis.com/apps/Cascade/index.html?appid=3b1055a422d64d84abdab3f1fe9725e8>

*United States Civil War Collection*, The collection consists of 8 diaries and 29 letters from the collections at the Western Michigan University Archives and Regional History Collections. The handwritten originals have full transcriptions that are searchable with comprehensive metadata.  
<http://web.library.wmich.edu/digidb/cwc/>

### **Selected Instruction and Workshops**

“Archives 102,” 3 hour workshop on caring for personal and genealogical papers provided for Historical Society of Michigan geared toward small historical societies, numerous dates.

History 4060, Archival Administration, Western Michigan University, 2000-2020. Upper level public history course and cognate course for students in Business Information Systems.

### **Selected Grants and Funding**

Project Director, Irving S. Gilmore Foundation, Upjohn Company Papers Archival Project, 2008, \$30,000.

Principal Investigator, Civil War Diary Digitization, Michigan Electronic Libraries Initiative, 2005, \$95,619.