

The Midwest Archives Conference
in partnership with the Society of Indiana Archivists
Presents:

Strategic Planning for Small Archival Programs

Friday, July 18, 2014

1pm – 5pm

**With special tours of Ball State University's Archives and Special
Collections from 11:00am to 12:30pm**

Strategic planning is an essential management tool for all archival programs. The barriers to creating and implementing a strategic plan can seem insurmountable to solo and small-shop archivists. This workshop will provide an overview of the strategic planning process from the perspective of small archival program management, emphasizing relationships and community-building, both within and outside of the archival program's parent organization. Participants will have time to begin work on strategic planning documents for their own archival programs.

Presenter: Colleen McFarland, Director of Archives and Records Management,
Mennonite Church USA

(We encourage you to bring your laptop for working on planning documents.)

**Location: Schwartz Digital Complex at Ball State University's Bracken Library,
Muncie, Indiana**

(Paid parking is available on campus. For directions, parking information, and maps, go to <http://tinyurl.com/BallStateParking>. If you have questions about parking, contact John Straw, Assistant Dean for Digital Initiatives and Special Collections, at (765) 285-5078 or jstraw@bsu.edu)

**This workshop is FREE, but a reservation is required.
Space is limited to 35 attendees.**

To register, or for more information, contact Jackie Shalberg at
(765) 287-1256 ext. 511 or jackies@modelaircraft.org.

A presentation of the MAC Speakers Bureau Basic Workshop Series.