

Six Month Performance Report
Grant No. RD-10090
Digitizing the Herbert H. Humphrey Speech Text Files
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January 31, 2013

We are pleased to submit our interim report at the midway point in our project to digitize the Hubert H. Humphrey speech files. The initial months of the project have been productive beyond our hopes, and we have succeeded in digitizing speech texts very efficiently while managing to meet all of our quality expectations. The remaining six months will see the completion of the speech text digitization work, as well as the digitization of the smaller group of sound recordings. Below are details on the project performance, organized by the ten project deliverables.

1. Submit complete reports by the deadlines in the Grant Award Summary.

This is the first of two reports, the second and final of which will be submitted at the conclusion of the grant period.

2. Acknowledge the National Historical Publications and Records Commission in all print and electronic products that result from grant support.

The NHRPC logo and a statement acknowledging the Commission's support has been added to the Humphrey speech texts inventory. In addition, the logo, a statement about the project, and a link to the NHRPC's website has been included in each month's project post on our *What's New* blog page. The NHRPC was also acknowledged in an August 20, 2012 press release about the project.

3. Amount of cost share meets or exceeds the amount approved by the NHRPC.

We are committed to providing a cost share amounting to 60% of total project costs. Our success in achieving this goal will be measured in our final report. At mid-project, it can be said that we are contributing staff member hours at the projected rate, as well as supplies and materials to the project. The most significant spending will occur over the next couple months, as we purchase equipment and software to facilitate audio digitization.

4. Scan an estimated 32,000 pages of speech texts from the papers of Hubert H. Humphrey.

By the end of December, 29,943 pages had been scanned, converted into PDF/A files, encoded with minimal metadata, and linked as digital archival objects in the EAD inventory to Humphrey's speech files. These pages constitute the speeches dated 1941-1960 that we have already published on our website, as well as those from 1961-1963 that we were holding for an end of January release.

During the course of this project several unanticipated processing issues emerged, the largest of which was the unexpected discovery of a later accession comprising 15 additional cubic feet of master speaking copies dated 1959-1977. In very pristine condition, these masters contain Humphrey's annotations and are on better quality paper than the carbon and photocopies that were evident in the existing series. Acquisition and processing information clearly evidenced that master speaking copies from earlier years had already been integrated with the fuller speech series. So, in this case, we decided to integrate and substitute the master copies for the carbon and photocopies as files were prepared for scanning.

Despite these processing issues, we have nearly reached our target deliverable of 32,000 pages by completing nearly 30,000 pages within the first six months. By collection quantity and chronological content, we are well ahead of target at the half-way point in the project timeline.

5. Digitize audio recordings of at least 50 of the speeches.

During the first six months significant progress has been made on making the sound recordings available through the Society’s website, starting with updating the existing finding aid for Humphrey’s sound and visual materials which, at the start of this project, existed only as a typescript document.

The existing finding aid is arranged, not chronologically by year, but in the order the boxes appear on the shelves. Within the boxes, many recordings were out of order and/or the box itself contained a cross-section of dates. To make the new finding aid more user-friendly and to parallel the description of the Speech Text Files, the new EAD finding aid is arranged chronologically by year and an item-level listing of the contents is provided. Sixty-six boxes spanning the years 1946-1970 have been reprocessed, physically re-ordered, and entered in a draft EAD finding aid. Once digitized, it will be easy to add the sound files to the finding aid directly at the item-level.

Selection criteria have been created to aid in choosing the recordings the Society digitizes. Additionally, the cataloger and archival assistant have been collaborating on background research and physical collection conditions and have kept a running list of recordings with matching text files for potential digitization. See the Appendix for both the selection criteria and the potential selection list.

While we are still in the final planning stages regarding the actual sound digitization, having the EAD framework in place and the selection criteria established will make choosing and including the digitized materials a smoother process and allow us to remain on target.

6. Make the scanned images and recordings available through the Society’s website.

The inventory to Humphrey’s speech texts (<http://www.mnhs.org/library/findaids/00442.xml>) has been updated and reposted each month with PDF/A versions of each speech file that was digitized in the previous month. By January, the finding aid had been reposted five times and all of Humphrey’s speech files dated 1941-1960 had been made publicly accessible.

Compared to the same time period a year ago, web use of the finding aid has more than doubled since we started this project. On average, people are now using the inventory 57 times each month compared to just 21 times a year ago.

	Pageviews		
	FY2012	FY 2013	% change
July	17	36	53%
August	21	36	42%
September	12	83	86%
October	31	83	63%
November	24	51	53%
December	21	51	59%
6 Month Total	126	340	63%

Monthly Average	21	57
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7. Create and keep up-to-date web pages that publicize the project and describe the processes and costs associated with preparing, scanning, and making available online these collections.

To promote the availability of new digital content each month, the *What's New* blog page on our finding aids website has featured a recurring article that focuses on the major themes in Humphrey's speeches (<http://www.mnhs.org/library/findaids/index-WhatsNew.htm>). We plan to repurpose these monthly posts at the completion of the project as an expanded scope and content note in the inventory to the speech files.

8. Keep the imaging costs below \$3.55 per scan.

The table below demonstrates our productivity on this project. In the course of five and a half months, our imaging time requires an average 1-1/4 minutes per page and the direct costs average \$1.09 per page.

Digitization Costs per Page						
Month	Total number of pages	Total scanning time (minutes)	Total PDF/A/QC time (minutes)	Total time (minutes)	Average time per page (minutes)	Average cost per page
July 16-31	1576	1425	303	1728	1.10	\$1.22
August	3950	3385	1157	4542	1.15	\$0.97
September	3449	2225	775	3000	0.87	\$1.11
October	11609	4316	1726	6042	0.52	\$0.33
November	1579	606	229	835	0.53	\$2.43
December	7780	2261	826	3087	0.40	\$0.49
Total	29943	14218	5016	19234		
Average	4991	2370	836	3206	0.76	\$1.09

Because this project focuses on the digitization of entire series and the availability of complete files, we are also interested in learning what the average imaging costs are for each file. By January, we had completed 1,603 speech files. On average, each digital file contained about 19 analog pages, required 12 minutes to produce, and cost \$26.88.

Digitization Costs per File				
Month	Total number of files	Average number of pages per file	Average time per file (minutes)	Average cost per file
July 16-31	30	52.53	57.60	\$63.98
August	319	12.38	14.24	\$12.03
September	303	11.38	9.90	\$12.67
October	625	18.57	9.67	\$6.14
November	75	21.05	11.13	\$51.18
December	251	31.00	12.30	\$15.29
Total	1603	18.68	12.00	\$26.88

9. *Present information about project methodologies, results, and the availability of the collection through professional newsletters and other communication devices, and at conferences and local meetings.*

The six-month mark is still early days for this sort of communication effort. Nevertheless, the project blog referred to earlier Affords a web-accessible tool for keeping an interested community apprised of techniques and results associated with the project. The principal investigator has used the opportunity of conference and meeting presentations to point to the Humphrey Project as an example of how digitizing collection materials can be approached successfully at an *archival scale*, rather than a much costlier item-centered scale. As results accumulate over the next six months, more formal communication will be submitted to archival newsletters, scholarly outlets, and other media.

10. *Publicize the project through press releases, public events, exhibits, Web site links, and brochures.*

The Humphrey project has been promoted in several ways. Two press releases coinciding with the start of the project were distributed in August. The first, released on August 20, announced the beginning of the project, explained its purpose, and acknowledged the support of the National Historical Publications and Records Commission (<http://events.mnhs.org/media/news/release.cfm?ID=2723>).

The second, released just a week later on August 27, was aimed at news reporters who would be preparing stories during the 2012 election cycle and promoted both the start of this project as well as a new website about Walter F. Mondale (<http://events.mnhs.org/media/news/release.cfm?ID=2706>). At the same time, a brief article about the project with links to Humphrey's inventory and the finding aids Whats New page was posted on our Collections Up Close blog (<http://discussions.mnhs.org/collections/2012/08/remembering-the-happy-warrior-hubert-h-humphrey-digitization-project/>).

APPENDIX

Selection Criteria for Digitization of Analogue Humphrey Sound Recordings

- *Condition of tape:* A tape that has been neatly wound, safely stored, and is relatively free of crimps will play better than a tape that is falling off its reel, wasn't kept in a box and has lots of crimps and bends in it.
- *Speed:* A tape recorded at 7 ½ ips will have captured sound more fully than a tape recorded at 3 ¾ ips. 1 7/8 ips is the lowest speed the Humphrey reels have been recorded at and would likely yield the lowest sound quality.
- *Available text?:* An argument can be made for digitizing speeches that have complete text and accompanying notes and/or materials. A user can get a fuller picture hearing the speech while following along with the text, particularly if the text has Humphrey's handwritten notes. An argument can also be made for digitizing speeches that have no accompanying text because that is the only way an audience can access the speech.
- *Use/citations:* If the speech has been oft-quoted or referenced frequently, it would be wise to digitize it, particularly since an aim of digitizing his speeches "is certainly the best possible way to let his voice reverberate through the ages." Digitizing the speeches with the most impact and familiarity to audiences achieves that goal.
- *Broad representation:* Already outlined in the project proposal, it's vital that we select speeches from each year possible. It's easy for the 1950s and 1970s to be overlooked in comparisons to Humphrey's contributions to the 1960s political scene, but speeches from all years are a priority for this project.
- *Interaction with the material:* As Meagan digitizes and reads textual speeches, and Jen examines notes about the tapes, suggestions for digitization can be made based on the information they find. Regardless of the speech on a tape, if someone notes it's a "poor quality" recording, it's not worth our time to digitize.
- *Repetition:* If a speech is in video/audio format already from another institution/website and readily available, we may want to consider using another speech unless it's one of Humphrey's most well-known speeches (like the 1948 Convention speech).
- *Rights:* We probably shouldn't consider digitizing audio associated with programs such as *Meet the Press* or *Face the Nation*. We don't have the rights or permission to put these materials on the web and it's possible that their archives have already digitized and preserved the same sound content.
- *Length:* This may or may not be a consideration, although depending on who digitizes the material, cost per minute may be an issue. A mix of short and long speeches might be nice.
- *Importance to Humphrey's career:* We should consider if we want to thoroughly document Humphrey's political career (acceptance speeches, concession speech, major debates), in addition to his other speeches and remarks.

Humphrey Recordings for Potential Digitization

1957:

- 5/28 - Youth Opportunity (tape is missing see if it can be found in a misc. box)

1958:

- 12/1-12/2 – Speeches from Russia (2 reels, box 2)

1959:

- 3/9 – Lack of concern for people with handicaps in the US and world (1 reel, box 3)
- 8/8 – On this day, HHH gave a speech regarding nuclear testing, though this may not be it (1 reel, box 3)

1960:

- 5 – War and Peace discussion of the prospects of nuclear war and alternatives for peace (2 dup reels, box 114).

1961:

- 7/14 – Nuclear testing (1 reel, box 4)

1962:

- 9/7 – Cuba (1 reel, box 5)

1963:

- 6 – Capitol cloakroom, mentions civil rights and the test ban treaty (1 reel, box 6)

1964:

- 5/20 – Peace Making Peace Keeping (1 reel, box 7)
- 6/23 – NAACP National Convention (3 reels, box 7)
- **LOOK FOR 8/12 RE: GREAT SOCIETY GIVEN AT NTL. ASSOCIATION OF COUNTIES**

1965:

- 2/17 - Pacem in Terris United Nations (may contain the following, “pursuit of peace resembles building a great cathedral”) (2 reels, box 8)
- 6/1 – St. Olaf commencement address (MN connection) (3 reels, box 11)
- 6/6 – Syracuse University commencement address (may contain the following, “freedom is hammered out an the anvil of discussion, dissent, and debate”) (1 reel, box 11)
- 8/27 – Curtis Hixon Convention Center (possibly a speech on the anniversary of the War on Poverty) (2 reels, box 13)
- 12/4 – Two speeches relating to Vietnam War defectors and objectors (2 reels, box 14)

1966:

- 6/1 – WH conference (mention of racism) (2 reels, box 18)
- 7/16 – “Views in Vietnam” (whose views? Potential to be interesting) (1 reel, box 19)
- 9/8 – Democratic Convention: O’Connor, Kennedy, Harriman, and HHH (1 reel, box 20)
- 10/11 – Pittsburgh Democratic Rally (if this is the same as the Gannon College speech, it may contain the following, “American public opinion is like an ocean – it cannot be stirred by a teaspoon”) (1 reel, box 22)

1967:

- Report on SE Asia (4 reels, box 161) (how does this differ from the speech on 11/13?)
- 1/6 - Buffalo Club (may contain the following, “This, then, is the test we must set for ourselves; not to march alone but to march in such a way that others wish to join us”) (1 reel, box 23)

- 1/15 – Tribute to Archbishop Iakovos (may mention diversity and its richness) (2 reels, box 24)
- 11/13 - "Report on SE Asia": Grocery Manufacturers' of America (1 reel, box 30)

1970:

- 6 – HHH's remarks at the fund-raising dinner for Roger Blobaum shortly after Kent State (1 reel, box 138)

1971:

- 10/5 – HHH testimony before Senate PO and Civil Service Committees about S. 2445 Voter Registration (provides for nationwide registration of voters for federal offices) (1 cassette, box 80)
- 11/1 – Speech and press conference at 25th anniversary meeting of CROP (may contain “my philosophy has always been that benefits should percolate up rather than trickle down”) (1 reel to reel, box 80)

1972:

- 1/10 – HHH announces OR Capitol Press (hopefully one of these is his announcement of candidacy for the 1972 election) (reel to reels, box 82)
- 2/5 - ??? Mayor Tate dinner address strong on his employment proposals, RMN's unemployment, JFK's work in human rights field (may contain “there is no such thing as an acceptable level of unemployment) (1 cassette, box 82)
- 5/13 - ??? Black neighborhood speech (1 cassette, box 84)

1973:

- 1/23 – HHH remarks on reaction to Vietnam Peace (1 cassette, box 86)
- 9/19 – HHH on foreign policy at USIA and YOPP open forum (2 reel to reels, box 90)

1974:

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1975:

- 4/10 – Comments on Ford's speech, “State of the World” in DC (1 cassette, box 96)
- 5/14 – Congressional symposium on International Women's Year, DC (1 cassette, box 97)

1976:

- 5/15 – Congressional Medal of Honor Dedication, Fort Snelling (1 cassette, box 125)
- 6/5 – HHH acceptance speech of DFL support for Senate seat at state convention (1 cassette, box 125)
- 7/15 – Nomination speech for Senator Walter Mondale for VP (1 cassette, box 126)

1977:

- 11/1 – Dedication of the HHH H.E.W. building (may contain the phrase about the “moral test of government”) (3 cassettes, box 132)