

2010 CTA Fall Meeting, October 22, 2010
Business Meeting—Omni Bayfront Hotel, Corpus Christi, Texas
CTA Careers in Archaeology Social—8:00 PM

Agenda

Registration – 9:00 AM

Call to Order – 9:30 AM

Announcements

Approval of Minutes, Spring 2010 Meeting

Officers' Reports

President (*Mary Jo Galindo*)
 Immediate Past President (*Nick Trierweiler*)
 Secretary (*Carole Leezer*)
 Treasurer (*Marie Archambeault*)
 Newsletter Editor (*Mindy Bonine*)

Standing Committee Reports

Auditing (*Mark Denton*)
 CTA Communications (*Mindy Bonine*)
 Contractors List (*Shelly Fischbeck*)
 Curation (*Carolyn Spock*)
 Governmental Affairs (*Rachel Feit*)
 Multicultural Relations (*Mary Jo Galindo*)
 Nominating (*Bill Martin*)
 Public Education (*David Brown*)

Special Committee Reports

Academic Archeology and CRM (*Britt Bousman*)
 Archeological Survey Standards (*Marianne Marek*)
 History (*Doug Boyd*)
 Membership (*Becky Shelton*)

Agency Reports

Texas Historical Commission (*Mark Denton*)
 State Archaeologist (*Pat Mercado-Allinger*)
 Texas Parks and Wildlife (*Michael Strutt*)
 Texas Department of Transportation (*Scott Pletka*)
 Texas Archeological Research Laboratory
 (*Jonathan Jarvis*)

Old Business

Reports from ad-hoc Protocol committees:
 Provenience and Context - Jonathan Jarvis, TARL
 Integrity and Context - Tom McIntosh, Archaeological Compliance Services
 Lithics - Jon Lohse, Texas State-CAS
 Ceramics - Linda Ellis, PBS&J
 Features - Katherine Turner-Pearson, URS Corp

New Business

To Be Announced

Meeting Adjourns - 12:00 PM

CTA Careers in Archaeology Social – 8:00 PM

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President's Forum

By Mary Jo Galindo

First off, I would like to thank immediate-past president Nick Trierweiler for his expert stewardship of CTA for the two past years. Since taking office at the April meeting, I have designated chairs for the five ad-hoc committees that have been discussing protocols, written two letters on behalf of the CTA membership, and attended two THC Antiquities Advisory Board Meetings as CTA's representative.

The five ad-hoc committees include those studying protocols for Provenience and Context, Integrity and Context, Lithics, Ceramics, and Features. As announced on the list server, the chairs of these committees are Jonathan Jarvis, TARL; Tom McIntosh, Archaeological Compliance Services; Jon Lohse, Texas State-CAS; Linda Ellis, PBS&J; and Katherine Turner-Pearson, URS Corp, respectively. The committees were charged with:

- 1) Identifying the "problem." Why are standards needed? What are we trying to accomplish with them?
- 2) Identifying possible solutions. How do other states approach standards? How would the standards be implemented?
- 3) What resources would it take to address the solutions? Do we have the resources?

A total of 29 individual CTA members volunteered their service on these committees, some serving on multiple committees. I anticipate lively discussion at the upcoming meeting when these five committees will provide the membership with their progress reports.

In July, I wrote a letter that was sent to 16 U.S. Senators and Representative on CTA's behalf addressing Section 405 in Chapter 4 of H.R. 4899, the emergency supplemental appropriations legislation passed by the Senate earlier this year. Section 405 is a dangerous precedent that exempts the Trinity River Flood Control project in Dallas, Texas, from the National Historic Preservation Act (NHPA) and exempts any highway project in the vicinity of the Dallas Floodway from Section 4(f) of the Department of Transportation Act. Theoretically, archeological resources and standing structures within a project footprint would still be protected under the Antiquities Code of Texas, but there would be no protection

for above-ground standing structures adjacent to or within a certain distance from the footprint; thus, placing the historical integrity of urban neighborhoods at risk. For example, Dallas is currently planning a substantial Trinity Parkway tollway project and under the provisions of this legislation, it would be exempt from Section 106 of NHPA.

In August, I responded to an article by Mike Leggett in the *Austin-American Statesman* that listed collecting arrowheads as No. 8 on Leggett's list of 24 Things Every Texan Should Do Before He Dies. The letter to the editor was published in the sports section, where the original article appeared. CTA member Steve Carpenter's eloquent response to Leggett's false assertions is published in this newsletter.

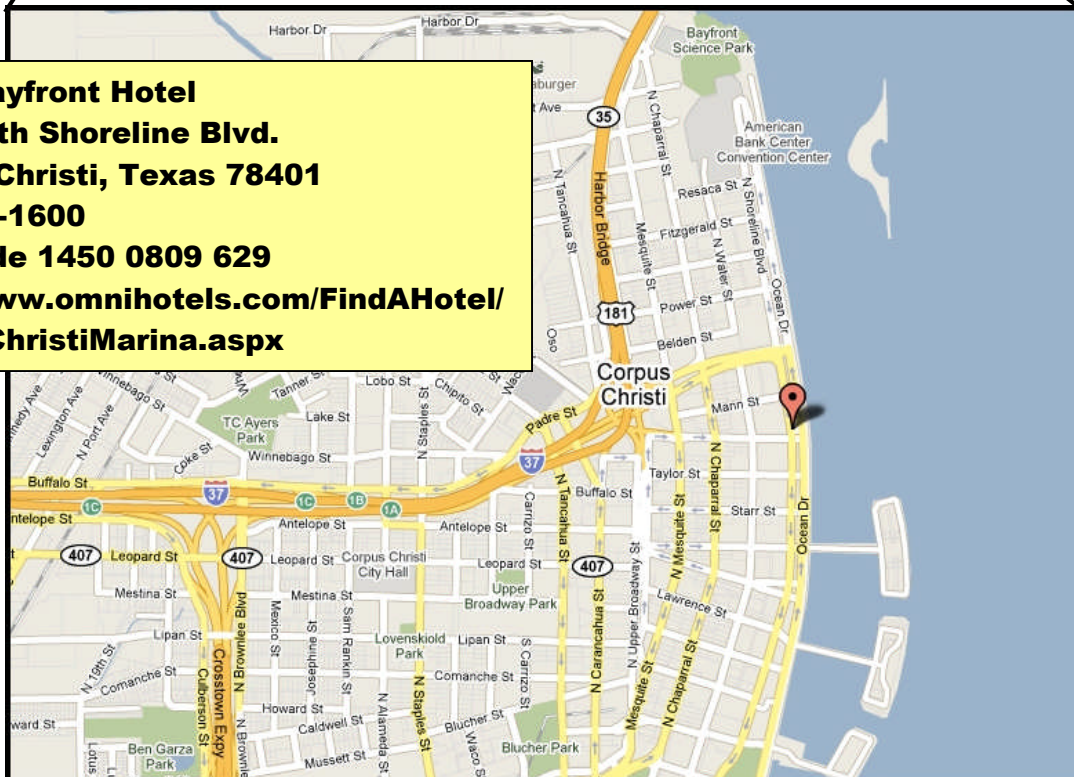
My first Antiquities Advisory Board Meeting as the CTA representative was on April 19 and included a tour of the Governor's Mansion, as the conceptual plans for the Mansion's preservation project were on the agenda for approval. The board also approved four SAL nominations.

The second Antiquities Advisory Board Meeting was on July 29. Six sites on LCRA property and the Karnes County Courthouse were approved for SAL status. Testimony was heard for and against the removal of SAL designation for the Marks Ranch Headquarters and Grounds in Harris County. CTA member Andrea Stahman, whose thesis is about ranching settlements in the area, spoke passionately on behalf of the Marks Ranch. The board recommended that negotiations with the THC staff continue towards resolution, suggesting that reducing the boundary to the ranch's essential elements might be part of the solution. The board also granted several permit extensions, including two involving TxDOT projects that have been put on hold for lack of funding. Jim Bruseth noted that other TxDOT-related permits have been extended recently because of financial constraints and that he was concerned about this trend. He inquired as to where artifacts were being stored in the interim and lamented about the loss of valuable institutional knowledge of a project as personnel changes occur during the delay in completing TxDOT projects.

I look forward to seeing everyone in Corpus Christi!



Omni Bayfront Hotel
707 North Shoreline Blvd.
Corpus Christi, Texas 78401
361-887-1600
TAS Code 1450 0809 629
<http://www.omnihotels.com/FindAHotel/CorpusChristiMarina.aspx>



M A P S

ARCHEOLOGISTS MEET in CORPUS CHRISTI in OCTOBER
Conference Theme: Archeology without Borders

You're invited to join over 300 members of the Texas Archeological Society (TAS) for their 81th annual meeting on October 22-24, 2010. We welcome colleagues south and north of the Rio Grande to attend and share their research. The meeting will be held at the Omni Bayfront Hotel, 900 North Shoreline Blvd., Corpus Christi, 78401.

The conference begins on Friday, October 22 with organizational and agency meetings in the morning. Papers and posters will be featured in sessions Friday afternoon and all day Saturday. Professionals, students and avocationalists report on their latest research and seek information from others to enhance their research. The Public Forum and Career Social will attract regional visitors. The Archeology Forum on Friday at 7:00 PM is free and the public is encouraged to attend. The Speaker will be Jose Medina from the Universidad Iberoamericana, Mexico, who is conducting field work among Indian groups, particularly Apache and Comanche. Following the talk, archeologists will identify artifacts brought by members of the audience. At 8:00 PM archeological firms will set up a booths at a Career Social to encourage networking.

Saturday sessions feature research from Texas and Mexico beginning in the morning. A luncheon/business meeting is followed by additional papers and posters. The banquet speakers will be from Ships of Discovery, associated with the Corpus Christi Museum of Science and History. Toni Carrell and Donald Keith will speak about their underwater excavations and projects from around the world. Awards are presented at the banquet for individual contributions to archeological research and TAS.

Further information is available at www.txarch.org, Activities, Annual Meeting.

Schedule for TAS ANNUAL MEETING 2010 Corpus Christi

Thursday, Oct. 21

Early arrivals (conference rate begins at the Omni Bayfront)

Friday, Oct. 22

8:00 AM – 7:00 PM - Registration
 9:00 – 12:00 Council of Texas Archeologists (CTA) Fall Business Meeting
 10:30 – 12:00 Special Tour at Corpus Christi Museum with Director Rick Stryker
 12:00 – 4:30 Book Room (exhibits and vendors) and Silent Auction (set up 10-12)
 12:00 – 1:00 TAS Executive Committee Meeting
 1:00 – 2:00 Texas Archeological Stewardship Network, Fall Meeting
 2:15 – 3:15 TAS Board Meeting
 3:30 – 5:30 Round Table: Archeology without Borders
 7:00 – Public Forum – "Native Peoples of the Texas Coast: Prehistory to Today"
 8:00 – 10:00 Identification of artifacts and career social

Saturday Oct. 23

7:00 AM – 10:00 AM Registration
 8:00 – 4:00 Book Room and Silent Auction (4:30 check out)
 8:00 – 12:00 Papers, Symposia, Round table & posters*
 12:00 – 1:30 Box Lunch
 12:30 – 1:30 TAS Annual Meeting – Election, Budget approval & Certificates
 1:30 – 4:30 Papers, Symposia, Round tables & posters*
 4:30 Check out for Auction items
 6:00 – Social
 7:00 – Banquet: speakers Toni Carrell and Don Keith, Ships of Discovery

Sunday Oct. 24

7:00 Executive Committee
 8:00 NEW TAS Board Meeting
 9:00 Papers*

* schedule will be posted online by October 1

Officer's Reports

Secretary Report

Carole Leezer

I hope everyone has recovered from their summer field seasons. It was a hot one this year and I am gratefully looking forward to fall and winter projects. With the hint of fall in the air it is also time to think about the upcoming CTA Fall Meeting in Corpus Christi. I look forward to seeing you all there and getting together with old and new friends! I want to remind everyone that it is important to keep your membership current so please make sure your dues and contact information is up to date. Remember that membership dues and contractor's fees are for the calendar year. Get a jump on your 2011 dues by submitting your check as soon as possible, or save the cost of a stamp and submit your dues online through PayPal! Please remember our change of address and submit checks to Carole Leezer, c/o, the Center for Archaeological Studies, Texas State University, 601 University Drive, San Marcos, Texas 78666. And while you are surfing the net, don't forget to join the CTA listserv at <http://groups.yahoo.com>! This is now our primary means of communicating with the CTA membership. Don't be left out in the dark, join the listserv today! We are always interested in gaining new members. If you know of any students or anyone new to the area please encourage them to join our organization! We are only as strong as our membership!

Treasurer Report

Marie Archambeault

As decided during the Spring meeting, professional membership dues (for members earning more than \$20,000 per year) increase to \$30 for 2011. Student memberships, professional memberships for those earning less than \$20,000 per year, and contractor fees will remain the same. The increase still makes CTA one of the most affordable professional organizations you can join! If you haven't paid your membership dues, please do so now.

The CTA membership includes 161 professional members, 54 contractors, and 18 students. We are excited about the increase of student memberships. Hope the trend continues next year, too!

As of August 31, 2010, the Money Market account is at \$8,887.64; our Scholarship Fund contains \$7,995.28; and our Checking account is currently at \$13,675.85.

Newsletter Editor Report

Mindy Bonine

I would like to thank everyone that submitted articles and reports for this Fall 2010 Newsletter. As of this publication, 116 CTA members are signed up on the CTA_org Yahoo! Group. If you are not a member of the group yet, please follow the instructions at the back of this newsletter or contact me at ebony2071@yahoo.com. Please let me know if you have any questions or concerns!

Committee Reports

CTA Supports Native Involvement at 2010 TAS Field School

by Margaret Howard
Multicultural Relations Committee

2010 was great year for the TAS Native American Field School Scholarship Program. Scholarships were awarded to 11 Native Americans from the Lipan Apache Band of Texas, Choctaw Nation of Oklahoma, Seminole Nation of Oklahoma, Sina-tsuaak Native Corporation, and Cherokee Nation. Recipients included an archeology major, a tribal historic preservation office staff member, a teacher, a medical librarian, an artist, and two young people.

Most scholarship awardees stayed for the entire field school. Nine persons excavated at Eagle Bluff, one joined the Hill Country State Natural Area survey, and one worked in the laboratory. A mother and son shared their Native traditions with TAS children too young to dig. Scholarship recipients were featured on the front page of the Hondo Anvil newspaper and interviewed by the Lytle Leader.

The response from Native recipients was enthusiastic, as exemplified by comments from teacher Abby Brown: "I believe that this program is good for the Native American community and archeology – there is so much that can be learned from both sides. Native American involvement will help connect the dots to the past. It all ties back to where we come from and what we can learn because we don't have much of a written history, and we need to preserve as much as possible before it's all gone."

Since 2003, TAS has introduced Indian people to archeological methods of learning about the past, while benefiting from their insights on our work. CTA has been the most long-standing and major donor to this program since its inception. In 2010, Native American scholarships were supported by contributions from the CTA, Clements Foundation, Prewitt & Associates, SWCA, PBS&J, the Travis County Archeological Society, Carol Macaulay, Tim Sullivan, and other generous TAS members. If you would like to support this effort to promote understanding among the many cultures that call Texas home, donations may be submitted to the TAS office in San Antonio.



Vem Abloogalook of the Sina-tsuaak (Inuit) Native Corporation learns about record-keeping from TAS member Tracy Danna. Photograph by Barbara Chadwick.



Can you dig it?... Texas Archeological Society members and volunteers work like busy bees as they dig at different test units at the Eagle Bluff Site next to Hondo Creek on Wednesday. This group, and others at sites along the creek, have been finding artifacts including arrowhead points and cooking stones dating back thousands of years. See story, page 11A.

Jared Johnson of the Seminole Nation of Oklahoma (seated in center foreground) is pursuing a bachelor's degree in anthropology and hopes for a career in tribal historic preservation. Photograph by Evan Ortega, courtesy of Hondo Anvil.

C O M M I T T E E R E P O R T S

Editor's Note: On Saturday, August 21, 2010, the *Austin-American Statesman* e-published a commentary by Mike Leggett entitled "Collecting Native American arrowheads offers an awe-inspiring peek into the past." The article was also included in the Sunday, August 22, 2010 Sports and Outdoors section. The article, including some video, can be viewed here: <http://www.statesman.com/sports/outdoors/collecting-native-american-arrowheads-offers-an-awe-inspiring-872032.html>. Several members of the CTA community believed the article provided erroneous information, and CTA President Mary Jo Galindo and Steve Carpenter submitted rebuttals to the *Statesman*. Copies of their submissions are included below.

Dear Editor,

Archeological resources, whether on private or public land, are finite. Once looted, collected, or carefully excavated and recorded, the resource is gone. That's why archeologists are meticulous about recording, because once the dig is over, all that remains is the written report. Looters and casual collectors like Leggett don't write reports and rarely contribute anything to the archeological written record. Thus, all contextual information regarding the artifact is lost, and its value is reduced to the aesthetic.

Leggett's assertion that projectile points on the ground have no research value is false. Telling others to collect artifacts is irresponsible. Leggett should encourage private land owners to call their local Texas Historical Commission (THC) Steward, who would record the site, free of charge, before it is destroyed.

Each year the THC sponsors and the Council of Texas Archeologists supports Texas Archeological Awareness Month activities during October. We obviously need more coverage of these events to counter the damage done by Leggett's DIY manual.

Sincerely,
Mary Jo Galindo, Ph.D.
President, Council of Texas Archeologists

Defense of Archaeology

By Steve Carpenter

The front page of American Statesman's (Sunday, August 22, 2010) Sports Section contained a factual error, a fairly egregious one considering its potentially destructive ramifications. Though the damage may be done, the facts warrant correction. Mike Leggett wrote that an arrowhead found on the surface does not yield information regarding its maker or its people. He qualified the statement with the caveat that it was his opinion. Regardless, the assertion served as justification for looting archaeological sites, not just his own collecting but also a basis for his recommendation that every Texan should do the same in their lifetime. If even ten percent of the state's population followed Leggett's recommendation, nearly 2.5 million points would be removed from sites, a rather substantial loss of Texas's archaeological record. It is true that there are no federal or state laws against the recovery of artifacts by private citizens from private property, but each person has the right to make an informed decision based on the value of what can be gained or lost by taking artifacts from the land.

Stone points, which served as the lethal business end of Native American spears or arrows, were used for thousands upon thousands of years in Texas, into early historic times. They were used by a bygone people that, at least for the vast majority of the time, left nothing in writing, and now can only be understood from the archaeological record. That record is disappearing fast and will never be replaced. The shapes and the ways in which points were made changed over time and across geographic regions. After nearly a century of study, Texas archaeologists have defined types of points, each with a distinct timeframe, distribution across the landscape, and in many cases affiliations with groups of people. Based on this information, projectile points are known as diagnostic artifacts, cultural index fossils of a sort that provide some of the only information about

(Continued on page 8)

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when a site was occupied and by whom. Archaeologists have an arsenal of ways to date sites from the past, but in many areas the vital information for dating, such as bone and charcoal, has been washed away, leaving only surface scatters of burned rocks used for cooking and stone tools. And so in surface sites, diagnostic artifacts are quite often the only source of data that remains regarding who occupied the site and when.

Texas has always been a crossroads of sorts. Several of the great divisions of the North American landscape converge in this state. The Great Plains, the desert basin and range of the American Southwest, the Eastern Woodlands, the Gulf Coastal Plains, as well as decidedly unique regions such as the central Texas Edwards Plateau contribute to the cultural and natural constitution of Texas. These regions are not static, rather their boundaries ebbed and flowed through time and so did the peoples who lived in them. Peoples from prehistory through history have developed different ways of confronting the different environments. They used different weaponry for different circumstances. Bison, for example, which occupied Texas in substantial numbers at different times in prehistory, quite often required a different type of point—quite often the broad-bladed sort—than smaller game. The points reveal much of this information, and what is learned here applies far beyond our state. One of the objectives of Texas archaeology is to tell the tale of the peoples that came and went, of when the Plains bison hunters reigned, and when influences of the west or the Eastern Woodlands were predominant. For the overwhelming majority of prehistory, points are very nearly the only diagnostic artifact. If rather than removing the information from sites, 2.5 million Texans photographed or drew the point and plotted its location, the resulting information would do quite a bit of good. The Texas Archeological Society is open to all comers and teaches how to extract the information from artifacts and sites.

In recent years, the treasures from the King Tut's tomb passed through Texas, displayed in museums in Houston and Dallas, stops in worldwide tours. King Tut was a fairly minor Egyptian pharaoh. There were undoubtedly greater pharaohs with tombs of truly staggering magnificence far beyond that of King Tut. But these have all long been plundered – the extraordinary aspect about King Tut's tomb is that it was one of the very few

of such caliber that was discovered intact. In 1922, Howard Carter carefully documented every detail of the tomb and its contents and preserved the artifacts. The information and contents are available for public display and study as generation after generation rediscover King Tut. The Texas Antiquities Code, which only pertains to lands owned by the state, was passed in the 1960s after an out-of-state company plundered the vast underwater reserves of the 1554 Spanish treasure fleet from the state waters of our shores. It was unceremoniously dredged for its gold value under a mining permit. It was not excavated scientifically, not recorded, and the artifacts were not permanently curated for future display and study. Much of it has simply vanished, whether melted down or otherwise hidden away where its origins, its historical significance, will fade from memory. Texas lost quite a bit in the plundering. It was more than just gold, these were 1554 golden artifacts replete with historical value and of interest to everyone. Points from the surface of Texas sites are not made of gold, but millions of points can go a long way in telling the tale of Texas prehistory.

I am not a spiritualist, nor an academic. But I am an archaeologist. As a boy, I grew up walking the central Texas countryside with a mighty good dog, searching for points. I can't judge others for what I have done. But in time after quite a bit of learning, I do know that a vast amount of information can be learned from all artifact classes, whether on the surface or buried. Mr. Leggett's assertion to the contrary is untrue. This factual error is significant as it forms his justification for collecting from sites and for the recommendation that every Texas do the same in their lifetime. Landowners have the right to know that preserving the natural and cultural heritage on their lands has value of many sorts.

When Howard Carter discovered the unopened tomb of King Tut, he drilled a small hole in the outer wall and peered in. His patron Lord Carnarvon stood at his shoulder and asked what he saw. After Carter's eyes adjusted to the darkness, he said "things, wonderful things." The same can perhaps be said of the millions of points that could be or will be plucked from Texas sites, in part at Mr. Leggett's prompting. Archaeologists are a small bunch racing against time to say what can be said of a quickly vanishing past. Let the tale of Texas prehistory be told. All that glitters is not gold.

The following letter was sent to 16 U.S. Senators and Representatives on July 8, 2010.

RE: H.R. 4899, Chapter 4, Section 405

On behalf of the Council of Texas Archeologists, I'm writing to express the concern of our membership over Section 405 in Chapter 4 of H.R. 4899, the emergency supplemental appropriations legislation recently passed by the Senate. Section 405 exempts the Trinity River Flood Control project in Dallas, Texas, from the National Historic Preservation Act and exempts any highway project in the vicinity of the Dallas Floodway from Section 4(f) of the Department of Transportation Act.

These two policies are the cornerstones of our national preservation protections. Not only is this exemption problematic for the historic resources in the affected area of Dallas, but it sets a dangerous precedent that undermines preservation programs across the country.

For nearly 50 years, these two preservation policies have worked to effectively balance practical needs with the protection of historic resources. Congressional intervention is unnecessary since the existing law provides mechanisms to address the needs of the Dallas Floodway system and alternative solutions are already being discussed.

There is no evidence that the current preservation scheme is unduly burdensome on the Dallas Floodway or that an exemption from due process is warranted. Allowing a broad exemption from historic preservation laws for the "Trinity River and its tributaries" would potentially endanger historic resources that are core to the development and identity of a major American city. This exemption would set a dangerous precedent and represent the erosion of national preservation protections.

The Council of Texas Archeologists asks you to reconsider the historic preservation exemptions that the Senate put in Chapter 4, Section 405 of H.R. 4899. These exemptions are unnecessarily broad, not warranted, and should not be included in Congress' final bill for emergency supplemental appropriations legislation.

Sincerely,

Mary Jo Galindo, Ph.D.
President, Council of Texas Archeologists

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Come dig with us!

Rancho de las Cabras
Floresville, Texas

It's FREE!!!!

Join archaeologists from the UTSA Center for Archaeological Research and the San Antonio Missions National Historical Park at this 18th century Spanish Mission Ranch just outside San Antonio

Rancho de las Cabras is located in Wilson County within the San Antonio Missions National Historical Park. It was built in the mid 1700s (sources range from 1746-1760) to contain the livestock belonging to the missions. Participants will excavate the courtyard to improve documentation of ranch life, which will assist the National Park Service's effort to interpret the site for visitors.

When:

- Saturday Sept 11
 - Saturday October 2
 - Saturday October 16
 - Saturday November 6
- 8:30 am- 2:00 pm

Open to ages 10 to adult. Children 16 and under must be accompanied by an adult. There must be at least one adult per every three children. Teachers can earn CPE credits for attending! We will limit participants to 50 each day. Individuals are encouraged and groups and interested Scout Leaders must RSVP. Site tours will be available each day.

Please bring your own lunch and snacks, we will provide water and digging tools. Because the site is undeveloped, it contains brushy areas and fire ants; it is recommended that boots and appropriate clothing be worn.

Access Rancho de las Cabras from San Antonio by taking US 181 south to Floresville. Turn west-southwest on State Highway 97 travel approximately 3.5 miles to County Road CR144 (right across from Promise Land Dairy). Turn south onto County Road CR144 and travel approximately 1.6 miles to Rancho entrance.

Call 210-458-7822 or e-mail Marybeth.Tomka@utsa.edu for more information!

SHA 2011 Conference on Historical and Underwater Archaeology The Hilton Austin, Austin, Texas January 5 - 9, 2011



SHA 2011 will be held in Austin, an exciting and dynamic city located in the heart of Texas. It is made up of a diverse blend of cultures and lifestyles, and it has a reputation for being an open, accepting city. The influences of minority communities can be felt in everything, from our music and dining to architecture, art, and history. **It is a perfect location to explore this year's conference theme: "Boundaries and Crossroads in Action: Global Perspectives in Historical Archaeology".**

Over time, Texas has been variously referred to as a frontier, colony, empire, borderland, hub, republic, and state. This changing configuration of Texas' role in the modern world was shaped by multiple factors, including forced and voluntary immigrations and the attempts at empire building by various nations. The contributions of Native Americans, Euroamericans, African Americans, and peoples of diverse nationalities, including Mexicans, Germans, Spaniards, and the French, underscore the state's rich legacy. Boundaries and crossroads both conceptualize and capture the subsequent

exchanges, conflicts, challenges, and accomplishments of a range of individuals and groups as they sought to establish themselves in an ever-transforming world. Yet, we are interested in a broader application of the theme and view it as related to a much wider scope of issues, questions, and practices both in the past and present.

Boundaries and crossroads evoke two distinct but related spheres of engagement and interaction, in geographical, social, and intellectual terms. While "boundaries" seek to demarcate space and cohesiveness, in reality the lines drawn are porous and subject to multiple, and often disputed, crossings. Similarly, while "crossroads," as intersections, imply points of contact and exchange, these processes are often fraught with contestation. Together, boundaries and crossroads are sites of action and simultaneously represent negotiated spaces, processes, identities and change. We propose an inclusive and more universal definition of these concepts and seek theoretical, thematic, and geographical translations of "boundaries" and "crossroads" in session papers and topics that emphasize the global nature of historical and underwater archaeology.

As sites of potential conflict, negotiation is often required when travelling across boundaries, and moving within crossroads. We see this challenge as an opportunity for enriching the discipline with regard to theory and practice, and reconceptualising traditional subject matters. For example, we recognize the need to cross geographical and intellectual boundaries to develop more global, comparative bodies of research in order to address such issues as social inequality, capitalism, trade, and alternative strategies of colonization. Sessions might interrogate the crossroads of identity formation by considering the intersection of ethnicity, gender, race, and/or class. Cultural contact is a nexus of interaction that as a process serves as a vehicle by which people construct, negotiate, and deploy boundaries and crossroads. Yet we also see boundaries and crossroads in the realm of public archaeology, where practitioners work emphatically to transgress boundaries and to establish inclusive, mutually beneficial relationships with various publics. Heritage and archaeological sites and museums often signify cultural crossroads or archaeology/public boundaries. How do we constructively negotiate these spaces? Finally, sessions will explore the boundaries between and crossroads/intersections of academic and CRM archaeology, or terrestrial and underwater archaeology, in search of more productive ways to work together.

SHA Conference Committee:

Maria Franklin, Conference Co-Chair
Associate Professor, University of Texas, Austin
mfranklin@mail.utexas.edu

Jim Bruseth, Conference Co-Chair
Director, Archeology Division,
Texas Historical Commission
Jim.Bruseth@thc.state.tx.us

Program Chair: Carol McDavid (Community Archaeology Research Institute)
mcdavid@publicarchaeology.org

Terrestrial Program Director: Michael Strutt (Texas Parks and Wildlife)
Michael.Strutt@tpwd.state.tx.us

Underwater Program Director: Filipe Castro (Texas A&M)
fvcastro@tamu.edu

Popular Program Director: Pam Wheat Stranahan (Texas Archeological Society)
pamwheatstranahan@gmail.com

International Liasons:

John Carman (University of Birmingham, UK; j.carman@bham.ac.uk)
Gustavo Ramirez Castilla (Centro INAH, Tamulipas, Mexico; ramx36@hotmail.com)
José E. Zapata (Casa Navarro State Historic Site, Texas; jose.zapata@thc.state.tx.us)

Workshops: Jamie Brandon, U of Arkansas
Local Arrangements Chair: Patricia Mercado-Allinger (Texas Historical Commission)
Audiovisual Director: Mark Denton (Texas Historical Commission)
Tour and Events Director: Maureen Brown
Volunteer Director: Nedra Lee (UT-Austin)
Photographer: Bill Pierson (Texas Historical Commission)
Social Networking: Jamie Brandon (U. of Arkansas) and Terry Brock (Michigan State U.)

INSTITUTIONAL SPONSORS

Texas Historical Commission
Texas Parks and Wildlife
Texas A&M University
Community Archaeology Research Institute, Inc.
University of Texas at Austin

Spring 2010 Meeting Minutes

**CTA Spring Meeting
Camp Mabry, Austin, Texas
March 12, 2010
9:00 AM**

President Nick Trierweiler called the meeting to order at 9:00 am.

Announcements

Nick welcomed everyone including new members and guests and reminded everyone that non members and guests are welcome to participate in the meeting, but are not allowed to vote. He thanked the Camp Mabry Command Group and Kristen Mt.Joy for providing the meeting space and stated that by order of the base commander that there is no smoking in the building or near the entrances. Nick also announced the CTA Social will follow the meeting this afternoon at the Camp Mabry Picnic Grounds.

There were no announcements from the officer's table.

Approval of Minutes from the Fall 2009 Meeting

The first order of business was the approval of the Fall 2009 meeting minutes as published in the Spring 2010 Newsletter. A motion to adopt the amended minutes was put forward and Nick entertained a motion that the minutes be approved as amended; the motion was seconded and passed.

Officer's Reports

President

Nick announced that reports along with some nice photographs from the 2009 Texas Archeology Month Grant recipients were presented in the Spring 2010 Newsletter. A total of three grants, each for \$500, was awarded to the Annie Riggs Memorial Museum in Fort Stockton, the Caddo Mounds State Historic Site in Alto, and the Hill Country Archeological Association in Kerrville. The awardees expressed their gratefulness for CTA's assistance with their programs. Nick also announced that CTA is now on Facebook. This is not a formal webpage, but a social networking opportunity for members. The CTA_org Yahoo! Group remains the primary form of communication with the membership.

President Elect

Mary Jo Galindo announced that she was glad to be here at the Spring 2010 Meeting and that she will be assuming her new position at the end of today's meeting. She had no report.

Secretary

Carole Leezer reminded members to renew and update their memberships and to also remember that to be listed on the Contractor's List, contractors must also have a current individual membership. Payments can be made via PayPal through the CTA website (www.counciloftexasarcheologist.org) or by sending a check made out to CTA c/o Carole Leezer, CTA Secretary, Center for Archaeological Studies, Texas State University San Marcos, 601 University Drive, San Marcos, Texas 78666. Please note the change in address.

Carole also asked everyone to take a moment and join the CTA_org Yahoo! Group. To do so, please forward your email to Mindy Bonine at ebony2071@yahoo.com and she will add

your email to the list server. All CTA communication and notices will be posted on the Yahoo! Group list server. We are always interested in gaining new members. If you know of any students or anyone new to the area, please encourage them to join our organization. As of last Monday, there are 91 professional members, 4 student members, and 23 contractors that have paid their 2010 dues.

Treasurer

Marie Archambeault reminded everyone that she will be out of touch in the very near future due to the birth of her baby and asked that the membership check with Carole for assistance with membership dues. She stated that our accounts are holding steady. As of March 10, 2010, the Money Market account is at \$8,882; our Scholarship Fund contains \$7,990; and our Checking account is currently at \$15,180.

Marie also stated that the membership will vote later on in the meeting on the budget presented in the Spring 2010 Newsletter. Last year there was a balance remainder of \$1,100.14. This was money that was not spent on committee expenditures, newsletter printing/postage, and office supplies. Marie also stated that a change in membership dues to \$30 will be open for discussion later in the meeting.

Newsletter Editor

Mindy Bonine announced that the current address for submitting dues and membership forms was presented in the Spring Newsletter. She also stated that over 100 members have joined the CTA_org Yahoo! Group and that this is going very well with lots of request to add names to the list; this appears to be the preferred method of joining. Mindy stated that she will submit your request through the Yahoo! Group and then you will get an invitation to join. Please make sure you have updated your contact information on the group. The calendar on Yahoo! Groups is also updated regularly and is an excellent resource. Please email Mindy at ebony2071@yahoo.com with questions.

Standing Committee Reports

Auditing

Mark Denton reported that the committee successfully met with Marie two weeks ago to review the books; all was in order and the committee signed off on the books. He discussed the need for a motion on the new budget to be brought up during new business.

CTA Communications

Mindy Bonine stated that the committee has not been active in the last six months, but they are trying to get together a form to ask permission from authors and agencies to publish archaeological reports on the CTA webpage. A draft of the form was presented in the Fall 2009 Newsletter, but no comments were received. This form will be updated and used. The Publications Section currently only has a few articles and would like to increase its content to include access to grey literature and old publications that are used a lot but not readily available. If any member has a paper they would like to be published on the CTA webpage, please contact Mindy.

Contractors List

Shelly Fischbeck asked that contractors contact her with updates and changes to their listings. April 12, 2010 is the dead-

(Continued on page 14)

(Continued from page 13)

line for payments for listing on the contractor's page. Listings not paid through 2010 will be removed.

Curation

Carolyn Spock reported that Pat has stepped down from the chairman position and that she has assumed the chair. She suggested that both Marybeth Tomka and Aina Dodge be appointed to the committee, and Nick appointed them both. The committee will meet next week to finalize the curation guidelines.

Governmental Affairs

Rachel Feit stated that activities have been slow the last six months. She asked the membership to review the new rules that have been implemented concerning the cemeteries bill; these have been highlighted and posted online, as well as distributed to interested parties by Mark Denton. HB 2927 was passed and put into law on Sept. 1. HB 2927 amends the Texas Health and Safety Code Sections 711.010 and 711.011. A discussion followed on the general provisions of this bill that are relevant to archeologists and archeological practice.

Multicultural Relations

Mary Jo Galindo stated that a new chair will be need for this committee as she is now serving as CTA President. She reported that the committee is assisting with the Native American TAS scholarship by having a display at the CTA social to raise funds for dig kits. She stated that she will also be attending the upcoming Travis County Pow Wow and will have a booth promoting the scholarship.

Nominating

Bill Martin stated that there was no report from the committee.

Public Education

Bill Martin stated that there are four nominations for the L. Mott Davis award; more than past years. He asked for continued nominations of self or others for projects that contain good public outreach components.

Special Committee Reports

Academic Archeology and CRM

Chairman Britt Bousman was absent; no report was filed.

Archeological Survey Standards

Marianne Marek was absent and there was no report.

History

Doug Boyd stated that there was no official report, but asked that he be given files from committed chairs and/or members. He also stated that the membership consider submitting electronic files on CD to him also.

Membership

Becky Shelton stated that no applications for the Student Research Grant have been submitted as of yet. This may be due to communication problems with university departments. She asked the membership to let students know that a \$750 grant is available for research. The committee continues to increase membership through active recruitment. The committee will now contact CTA members who are also university faculty directly to increase membership and interest in the Student Research Grant.

Agency Reports

Texas Historical Commission

Mark Denton stated that Mark Wolfe is now acting Executive Director. He also announced that the Annual Historic Preservation Conference will be held in Houston on April 22 to 24, 2010. A Section 106 Workshop as well as a section that will focus on a discussion of the new cemetery laws will be available, and he asks for interested members to attend.

Mark also wanted the membership to be aware that the 2011 Society for Historical Archaeology Meetings will be held in Austin, on January 5 to 9, 2011. Maria Franklin, University of Texas-Austin, and Jim Bruseth will be co-chairs. He asked that CTA become an official sponsor and provide a donation. He also asked members to join SHA, volunteer for the meeting and submit papers on archaeology in Texas.

Mark then stated that there is now a new form to be used for submitting for Section 106 related project review requests. This form is targeted at project sponsors and clients, federal agencies and cities. CRM companies are generally good at providing the necessary information, but due to variation in the amount of information submitted, the THC has now developed a form to be submitted. Please contact Mark for more information on this.

State Archeologist

Pat Mercado-Allinger was absent; no report was filed.

Texas Parks and Wildlife

Margaret Howard announced that Michael Strutt will be serving as the Terrestrial Program Director for the upcoming SHA meetings in Austin and asked members to submit papers. She also asked the membership to read the TPWD article on archaeology on TPWD lands presented in the THC's Current Archeology in Texas. Please contact Chris Lintz or Michael Strutt with questions on this process. She also stated that TPWD will be posting contracting opportunities soon.

Texas Department of Transportation

Scott Pletka announced staff changes. Lain Ellis has officially retired and Denis Price has been reassigned with his regions now filled by Eric Oksanen. He also stated that upcoming contracting opportunities will be posted soon and that in the fall a RFP for general services will also be posted. TxDOT will be developing fewer projects in fewer new locations. They will be focusing on completing current projects and the replacement/maintenance of bridges and road widening. New contracts will include more added services, more documentation and background studies. TxDOT recognizes the need for more involvement in data recovery projects.

Scott then discussed the need to establish a Protocols ad hoc Committee to develop standards for reporting concerning provenience and context, integrity and context, lithics, ceramics, and features. The establishment of this committee was then moved to new business.

Texas Archeological Research Laboratory

Jonathan Jarvis asked that those interested in receiving the Friends of TARL Newsletter to forward their email address to Carolyn. He also stated that if you have any digital data needs, please contact him.

(Continued on page 15)

(Continued from page 14)

Old Business

HB 2927

Mark Denton led a discussion on the recent passing of HB 2927 that covers both historic and prehistoric burials and cemeteries in Texas. He stated that this bill is a change to the Health and Safety Code of Texas and not the Texas Antiquities Code. These changes were originally discussed by Jim Bruseth at the Fall 2009 CTA Meeting. The THC anticipates the State Register to transfer the permitting process to the THC concerning the registration of unmarked/unknown graves and that the THC will create a new permitting process for graves located under Section 106. The current changes have direct logistical problems and THC is discussing amendments to the Health and Safety Code to smooth out problems and issues. The THC encourages the CTA to discuss issues with the current bill and how the process could be improved.

Mark Taylor stated that he is working on NAGPRA issues concerning HB 2927 and that he is putting together comments to send to Mark Wolfe and is soliciting input from the membership. He would appreciate comments and assistance to resolve some of these issues.

A discussion on the comments to be made to the Texas State Registrar regarding the cemetery guidelines determined that the CTA must proceed quickly but cautiously. A loose group of concerned CRM firm members was formed to address this issue at the Fall 2009 CTA Meeting. Members include: Nick Trierweiler, Nesta Anderson, Doug Boyd, Andi Stahman, Jason Barrett, Tim Perttula, Alan Skinner, Duane Peter and Mary Jo Galindo. Doug Boyd stated that this group will stay on top of the issue and report back to the CTA in the upcoming Fall 2010 Meeting.

New Business

E.Mott Davis Award

Four nominees were put forth for the E. Mott Davis Award this year: two from TPWD (Lost Midden Site at Seminole Canyon State Park and Brazos Bend Sun Dial Excavations); TxDOT (Vargas Site); and the City of Austin (Zilker Park Project). The winner, following a close vote, was the City of Austin's Zilker Park Project. This was a high profile project that included public interaction, brochures, tours, hands on activities, a web page, a web cam, public screening of sediments and news/media interaction. Congratulations to the City of Austin, Nick Trierweiler, Rachel Feit, and Mason Miller!

TexSite Atlas

Dan Potter announced that TexSite will be updated and solicited the membership for comments on improvements, likes, and dislikes of the system up until April 9, 2010. Please contact him by email: Dan.Potter@thc.state.tx.us.

Budget

A motion was seconded and passed to discuss the proposed 2011 budget. A motion was proposed and seconded to amend the budget by removing the printing and postage cost of the newsletter. This amendment was voted on and passed. A motion was then proposed and seconded to donate \$1000 to the SHA 2011 Meeting in Austin. This donation was taken from the roll-over balance from last year. This motion was voted on and passed. A motion was proposed and seconded to adopt the proposed budget. All voted in favor of the proposed budget as amended. A motion was proposed and seconded to extend the Student Research Grant application process to May 15, 2010. All voted in favor of the measure. A motion to raise professional dues to \$30 for 2010 was proposed and seconded. The measure was passed.

Spring Meeting Location

A discussion on changing the location of the Spring Meeting was presented. A move to change the location away from Austin was put forth based on a need to recruit more members from universities and it was suggested that the meeting be moved to a university location. Steve Black proposed to have the meeting at Texas State University San Marcos and will present a formal proposal at the Fall 2010 CTA Meeting and a formal vote will occur at that time. The Panhandle Plains Historical Museum will also present a proposal.

City of Austin

Matt Dugan from gave a presentation on the City of Austin's Comprehensive Development Plan that focused on the growth and development of Austin over the next 20 years. Following the presentation, Matt asked that concerned CTA members participate in surveys and meetings presented by the City of Austin. There was a motion for David Brown to spearhead a CTA response. The motion was seconded and passed.

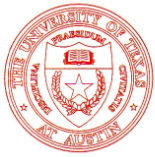
Protocols Ad Hoc Committees

A motion was extend to formally establish ad hoc committees for protocols concerning provenience and context, integrity and context, lithics, ceramics, and features. The motion was seconded. Nick then appointed Jason Barrett as the point of contact for the committees and requested a broad representation from universities, CRM companies and TXDOT. Reports from the committees will be presented at the Fall 2010 CTA Meeting.

Transfer of Power

Prior to adjourning for lunch, current CTA President, Nick Trierweiler transferred presidential power to incoming CTA President Mary Jo Galindo.

Mary Jo officially entertained a motion to adjourn the meeting, the motion was seconded, and the meeting was adjourned at 1:00 pm.



COLLEGE OF LIBERAL ARTS
THE UNIVERSITY OF TEXAS AT AUSTIN

Texas Archeological Research Laboratory, 1 University Station, R7500 • Austin, TX 78712-0714
(512) 471-5960 • Fax (512) 232-6563

June 9, 2010

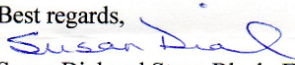
RECD JUN 11 2010

Council of Texas Archeologists
Marie J. Archambeault, Treasurer
Texas Historical Commission
P.O. Box 12276
Austin, TX 78711-2276

Dear Marie and Members of the Council of Texas Archeologists,

I write to thank you for your generous contribution of \$2,000 for the public education website, *Texas Beyond History*. Your annual contribution is greatly appreciated, as it helps expand our program and enables us to tackle significant projects for which there is no major funding. In this case, your contribution will be used toward the development of an exciting educational exhibit on Horn Shelter, including previously unpublished information, imagery, and radiocarbon dates. With its unique dual human burials and grave items, Horn Shelter holds important information for Paleoindian researchers in Texas and the U.S., and we are pleased to be able to share these findings broadly via the World Wide Web.

Thank you again for your continuing support.

Best regards,

Susan Dial and Steve Black, Editors, *Texas Beyond History*

T H A N K Y O U L E T T E R S



COLLEGE OF LIBERAL ARTS
THE UNIVERSITY OF TEXAS AT AUSTIN

Office of the Dean • Dorothy L. Gebauer Building • 1 University Station G6000 • Austin, Texas 78712-0579
(512) 471-4141 • FAX (512) 471-4518

July 1, 2010

Council of Texas Archeologists
C/O Center for Archaeological Studies
Attn: Mrs. Linda W. Ellis
601 University Drive
San Marcos, TX 78666-4684-01

Dear Mrs. Ellis:

Thank you for your council's recent gift of \$2,000 towards *Texas Beyond History*. The continued support of friends like you allows our virtual museum of Texas's cultural heritage to further develop as a vital resource and education tool for our students, faculty and community at large.

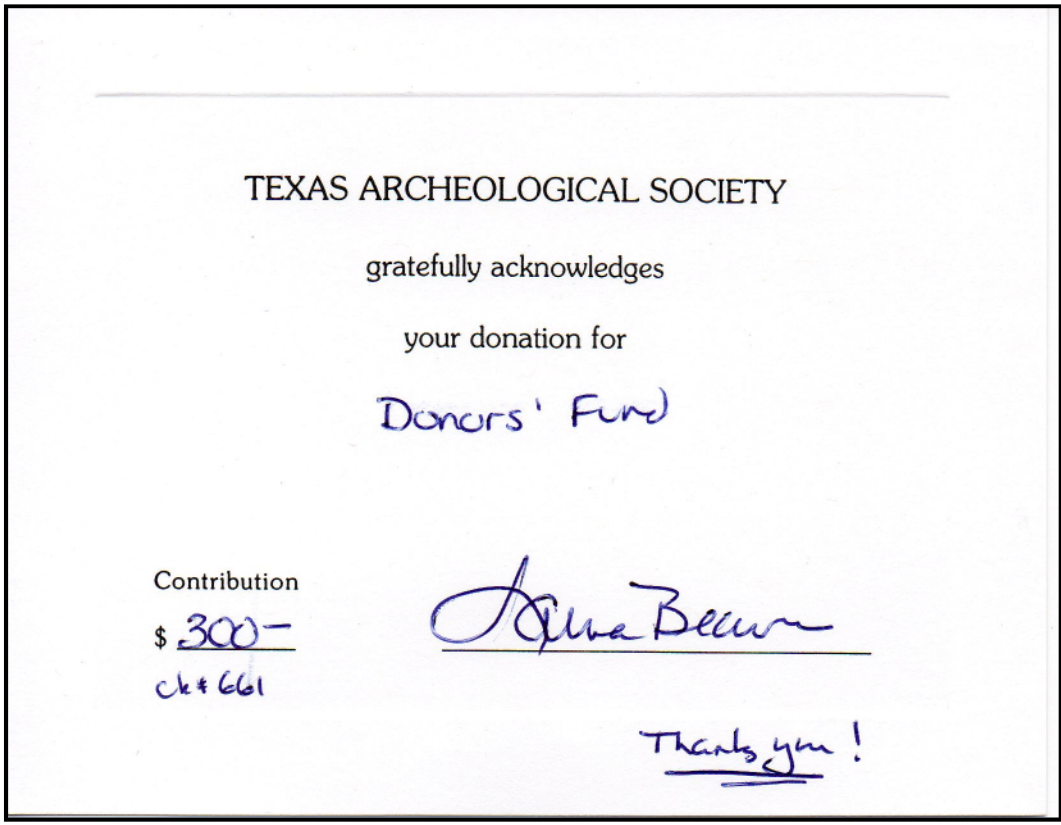
Thank you for partnering with us to become one of the premier liberal arts colleges in the country.

Sincerely,

A handwritten signature in cursive script that reads "Randy L. Diehl".

Randy L. Diehl, Dean
David Bruton, Jr., Regents' Chair in Liberal Arts

T H A N K Y O U L E T T E R S




TEXAS
ARCHEOLOGICAL
SOCIETY

PRESERVING OUR HERITAGE

UTSA Center for Archaeological Research
 One UTSA Circle
 San Antonio, Texas 78249-0658

August 5, 2010

Mary Jo Galindo, President
 Council of Texas Archeologists
 c/o SWCA Environmental Consultants
 4407 Monterey Oaks Blvd., Suite 110
 Austin, Texas 78749

Dear Mary Jo:

I am happy to report that 2010 was great year for the Texas Archeological Society (TAS) Field School Native American scholarship program, thanks in part to CTA support. Scholarships were awarded to 11 Native Americans from the Lipan Apache Band of Texas, Choctaw Nation of Oklahoma, Seminole Nation of Oklahoma, Sinatsiak Native Corporation, and Cherokee Nation. Recipients included an archeology major, a tribal historic preservation office staff member, a teacher, a medical librarian, an artist, and two young people.

Most scholarship awardees stayed for the majority of the field school. Nine persons excavated at Eagle Bluff, one joined the Hill Country State Natural Area survey, and one worked in the laboratory. A mother and son shared their Native traditions with TAS children too young to dig. Scholarship recipients were featured in a front-page article in the Hondo Anvil newspaper, and interviewed by the Lytle Leader.

The response from scholarship recipients was enthusiastic, as exemplified by comments from one individual: "I believe that this program is good for the Native American community and archeology - there is so much that can be learned from both sides. Native American involvement will help connect the dots to the past."

The Council of Texas Archeologists' generous donation to the 2010 Native American Field School Scholarship program helped to make this all possible. Since 2003, the program has introduced Indian people to archeological methods of learning about the past, while offering TAS members an opportunity to experience common ground with them. Many thanks for CTA's long-standing support of this effort to promote understanding among the many cultures that call Texas home.

Sincerely,

Margaret Howard

Margaret Howard
 TAS Multicultural Committee Chair

www.txarch.org
tasoffice@txarch.org

T H A N K Y O U L E T T E R S

2010 CTA Membership List
(As of Sept. 25, 2010)

Any questions or corrections, please contact Marie at marie.archambeault@thc.state.tx.us

Abbott, Jim	Galindo, Mary Jo	McGhee, Fred L.	Szarda, Heather
Acuna, Laura	Garcia-Herreros, Jorge	McGraw, Al	Taylor, Matthew S.
Ahr, Steven	Gardner, Karen	McIntosh, Tom	Thomas, Sunshine
Anderson, Nesta	Garrett, Stephen	Meir, Holly	Thoms, Alston
Anthony, Dana	Gauger, Christine	Mercado-Allinger, Patricia	Tiemann, Marc
Archambeault, Marie	Gilow, Katherine	Miller, Kevin	Tine, Angela
Arnn, John	Godwin, Molly	Miller, Mason D.	Todd, Jesse
Banks, Cynthia	Green, Melissa	Moore, Roger	Tomka, Marybeth
Barrett, Jason	Guevin, Bryan	Moore, William	Tomka, Steve
Barry, J. Christopher	Haefner, Joseph	Mt.Joy, Kristen E.	Trierweiler, Nicholas
Basse, Karissa	Hannum , Sandy	Nash, Michael	Troell, Stephen "Waldo"
Beck, Abigail P.	Hanselka, Kevin	Nash, Sean	Tryon, Tabatha
Black, Steve	Hanson, Casey	Nelson, Bo	Turner-Pearson, Katherine
Bond, Clell	Hanson, Jeffery	Nickels, David	Turpin, Jeff
Bonine, Mindy	Harwood, Matthew	Nightengale, Laura	Uecker, Herbert
Boyd, Doug	Hatfield, Virginia	Norwood, Lorraine	Voellinger, Leonard
Boyer, Brooke	Hickman, Barbara	Nuncio, Katrina	Voellinger, Melissa
Briscoe, James	Hood, Larkin	O'Halloran, Laura Short	Walker, Chester
Brown, David	Howard, Margaret	Oksanen, Eric	Welch, Ransley
Brown, Kenneth	Hughes, Jean	Osburn, Tiffany	Whitley, Catrina
Brownlow, Russell	Hughey, James	Owens, Jesse	Willers, David
Bundy, Paul	Iruegas, Melinda Tate	Padilla, Antonio	Williams, Jeffrey
Bush, Leslie	Iruegas, Sergio	Perttula, Tim	Wishoff, Robert
Campbell, John	James, Stephen R.	Peyton, Abby	Wood, Sunny
Canavan, Katie	Jarvis, Jonathan H.	Pletka, Scott	Worrell, Emory
Carpenter, Steve	Jones, Bradford	Potter, Dan	Wurtz, Michelle
Cason, Samuel	Jones, Richard	Prewitz, Elton	Yakubik, Jill-Karen
Clabaugh, Patricia	Julien, Dan	Prilliman, Keith L.	Yelacic, David
Cockrell, Brian	Kamiya, Masahiro	Quigg, Mike	Young, Brandon
Cooper, Eben	Karbula, James	Ralph, Ron	
Cooper, Judy	Katz, Paul	Ricklis, Robert	
Crow, Michael	Keller, John E.	Ringstaff, Christopher	
Cruse, Meg	Kenmotsu, Nancy	Rose, Daniel	
Darnell, Craig	Kibler, Karl	Rush, Haley	
Davis, Cody	Kirchhoff, James	Saner, Bryant	
Davis, Steven	Klinger, Timothy	Sanders, Calvin	
Dayton, Chris	Lang , Brett	Schroeder, Eric	
Denton, Mark	Latham, Mark	Scott, Ann	
Dial, Susan	Laurence, Andrew	Scott, Tony	
Dixon, Lynette	Lawrence, Ken	Selden, Robert Zachary	
Dobson, Susie	Leezer, Carole	Shafer, Harry	
Dowling, Jon	Lintz, Christopher	Shelton, Becky	
Durst, Jeff	Lohse, Jon	Skiles, Bob	
Ellis, Linda W.	Malof, Andrew	Skinner, Alan	
Feit, Rachel	Martin, Bill	Snow, Susan	
Few, Joan	Mason, James Bryan	Spock, Carolyn	
Fields, Ross	Mathews, Ruth	Soltysiak, Kristi	
Fischbeck, Shelly	McClain, Maggie	Stone, Kevin	
Frederick, Charles	McCulloch, Samuel D.	Sundborg, Gregory	
Galan, Victor	McDonald, Krista	Swenson, Charles	

CTA Officers and Committee Chairs

Committees

Academic Archeology and CRM

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bousman@txstate.edu

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steve_ahr@baylor.edu

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Mary Jo Galindo
mgalindo@swca.com

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Publications Webpage

Scott Pletka
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Survey Standards

Marianne Marek
marianne@nstci.com

*Indicates a Standing Committee

Officers (Executive Committee)

President

Mary Jo Galindo
mgalindo@swca.com

Immediate Past President

Nick Trierweiler
nickt@ecommcorporation.com

Secretary

Carole Leezer
cl21@txstate.edu

Treasurer

Marie Archambeault
marie.archambeault@thc.state.tx.us

Newsletter Editor

Mindy Bonine
ebony2071@yahoo.com

*Please send any corrections to the Newsletter
Editor.*

Archaeological Protocol Committee Members

Jim Abbott, TxDOT

Jon Arnn, TxDOT

Catrina Banks Whitley, independent bioarchaeological consultant

Jason Barrett, TxDOT

Allen Bettis, TxDOT

Steve Black, Texas State

Cody Davis, AR Consultants

Linda Ellis, PBS&J

Shelly Fischbeck, PBS&J

Charles Frederick, independent geoarchaeological consultant

Jim Hughey, HRA Gray & Pape

Jonathan Jarvis, TARL

Nancy Kenmotsu, GeoMarine

Chris Lintz, TPWD

Jon Lohse, Texas State-CAS

Al McGraw, TxDOT

Tom McIntosh, Archaeological Compliance Services

Kevin Miller, SWCA

Mason Miller, EComm

Tim Perttula, AEC

Scott Pletka, TxDOT

Ann Scott, aci

Harry Shafer, Texas A&M

Becky Shelton, AR Consultants

Kevin Stone, EComm

Alston Thoms, TAMU

Steve Tomka, UTSA-CAR

Waldo Troell, TxDOT

Katherine Turner-Pearson, URS Corp

Join the CTA Yahoo! Group

Joining the CTA_org Yahoo! Group is easy. Just choose one of the three ways to join outlined below.

1.

Search for CTA_org in Yahoo! Groups, and request to join. The group administrator receives a message asking for approval, which they will grant if you are a CTA member. You will then receive notice that you have been approved. This method enables group members to access the webpage for CTA_org, look at the calendar, change their settings, review old messages, etc., as well as send and receive messages. It does require a Yahoo! ID, but is the easiest way to join.

2.

E-mail the group administrator at ebony2071@yahoo.com and ask to join. They will then send you an invitation to join the group, which side-steps the approval process and you can join automatically. This method also enables group members to access the webpage for CTA_org, look at the calendar, change their settings, review old messages, etc., as well as send and receive messages. This method requires a Yahoo! ID, but is also a very convenient way to join.

3.

For those that absolutely DO NOT want to create a Yahoo! ID, there is one more way to join. This method involves the group administrator adding the person to the group manually. In this case the requestor will receive an e-mail welcoming them to the group, and provides e-mail addresses to post messages and to unsubscribe. If you choose this method, you can only post messages via the e-mail address and receive copies of messages sent to the group. You will not be able to change their settings (such as requesting a daily digest of messages), nor will you be able to access the webpage for the group. This method of joining can only be used to send and receive messages, nothing else. If this method is your choice, e-mail ebony2071@yahoo.com for more details.

**Council of Texas
Archeologists**

**Membership and
Renewal Form**

Return to:
 Carole Leezer
 Center for Archaeological Studies
 Texas State University
 601 University Drive
 San Marcos, Texas 78666

- Address correction only (see below)
 - I wish to join or renew my membership in CTA.
 - Company/Contractor to be listed \$100.00
(Company listing also requires one of the following professional categories.)
 - Professional (annual income more than \$20,000 per year) 30.00
 - Professional (annual income less than \$20,000 per year) 15.00
 - Student (annual income more than \$20,000 per year) 25.00
 - Student (annual income less than \$20,000 per year) 15.00
 - Institution/Library (receive CTA newsletter only, no voting privileges) 25.00
- Total amount remitted to CTA** \$ _____
- Automatically add my email to the CTA_org Yahoo! Groups Listserv.

Name (please print): _____

Company/Institution: _____

Address: _____

City/State/Zip: _____

Phone: _____ FAX: _____

e-mail: _____

For additional information or questions, please contact the following:
cta-members@c-tx-arch.org
cta-contractor@c-tx-arch.org
cl21@txstate.edu

Membership is based on the calendar year Jan-Dec.

FOR REVIEW ONLY
COUNCIL OF TEXAS ARCHEOLOGISTS
GUIDELINES AND STANDARDS FOR CURATION

Prepared by the Council of Texas Archeologists Curation Committee
September 2010

(2010-09-24 NL)

**COUNCIL OF TEXAS ARCHEOLOGISTS
GUIDELINES AND STANDARDS FOR CURATION**

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COUNCIL OF TEXAS ARCHEOLOGISTS GUIDELINES AND STANDARDS FOR CURATION

The Council of Texas Archeologists Curation Committee and its predecessors have a long history in developing curatorial standards. This document replaces the *Council of Texas Archeologists Guidelines for Curation Standards and Procedures* as amended. Professional archeologists can refer to these updated guidelines when preparing and organizing archeological research collections for long-term curation.

1. INTRODUCTION

Archeological sites are unique, destructible, and nonrenewable cultural resources. The mode of investigation often results in their partial or total destruction. The archeological record contains: (1) materials (i.e., artifacts, samples); (2) associated documentation (e.g., permits, field/laboratory records, photographs, reports); and (3) records only (i.e., permits, field notes, photographs, reports assembled for no-collection surveys). They become the data sources for both present and future. Accordingly, it is necessary to systematically document, process (e.g., clean, label), inventory, use, and permanently house these collections in perpetuity. Selecting a museum or repository [herein repository] to provide professional, systematic, and accountable curatorial services on a permanent basis should be of utmost concern and consideration to all members of the archeological community.

Archeologists working on projects/research are encouraged to integrate these guidelines into project budgets, schedules, and personnel requirements. Repositories are also encouraged to refer to these guidelines when considering institutional staff and policy development, long range planning, and physical plant modification/expansion.

When a qualified archeologist conducts a prehistoric or historic resource survey, excavation, or other study, the collection strategy should be stated in the research design and approved by the lead agency responsible for the enforcement of environmental laws and regulations in consultation with the Curator or Collections Manager of the selected repository. The research design should be governed by a field collection strategy that addresses the management and research goals of the project, the types of materials to be collected and curated, and a systematic sampling that is acceptable to the principal investigator, review agencies, and recipient repository. Each field collection strategy should also be periodically reviewed so that future needs can be considered. As a minimum, the field collection strategy should include provisions that a representative sample of all classes of cultural materials should be retained unless there is an overarching concern (e.g., health risk, repatriation of human burial remains to culturally affiliated groups, or impracticality of stabilization). Complete finished objects are generally rare and should receive high priority for research and interpretive display. Fragmentary objects with diagnostic attributes (e.g., patterns, complete dimensions, temporal attributes, stylistic attributes, makers' marks, use-wear marks, etc.) are important for comparative analysis and should generally be saved. Material with residues, chemicals, or elements potentially useful for future studies should be considered for retention.

When cultural materials are encountered as the result of a prehistoric or historic resource survey, excavation, or other study, archival procedures must be followed and decisions must be made by qualified archeologists as to what must be recorded, discarded, or saved for a permanent collection. When eliminating material, archeologists may have to consider hazards to health and safety, deterioration of material beyond its ability to be preserved, importance for scientific research, heritage appreciation, educational value, or its age being too recent to qualify as historical. [This could lead to us not curating materials at one point so that when they would be considered historical, we don't have them. I would prefer a statement that suggests sampling and not wholesale disposal of "recent" materials.] Such decisions also must consider practical factors, such as

weighing the costs of curation against the present and potential heritage and research values of the collections. As it is extremely difficult to predict the potential for research, a conservative approach is recommended.

What amounts and percentages of materials should be saved? Considerations should include heritage values, future research potential, sampling theory, and practical storage limits. Can organic and metallic materials survive untreated, or will they require conservation treatment? If treatment is required, what type of treatment is appropriate and at what cost? If treatment cannot be assured, then all reasonable efforts should be taken to document the material attributes. Conservation measures for initial preservation should be completed before acquisition by the permanent repository, as part of the project proposal costs. Permanent conservation and maintenance measures are the responsibility of the repository.

Recordation practices and procedures should be coordinated with the Curator or Collections Manager and included in the archeological budget. Of particular concern should be the following:

1. All paper products used for field notes, catalogs, labels, tags, and reports should be of archival quality.
2. Where curated, electronic records should be compatible with the repository's computerized database management system(s).
3. Photographs should be archivally processed and placed in archival holders.

Identifying labels and/or numbers should be affixed to each artifact with reversible but stable archival materials whenever feasible. For example, it is noted that some organic materials are not suitable for direct labeling.

When preparing a collection for curation following field investigations, further consultation with repository staff may be necessary in order to better preserve the nature of the cultural resource in its variance from what was discussed in the research design. Such considerations might be concerns of culturally affiliated groups, emergency discoveries in the field, and other factors.

1.1 Authority

These guidelines are written to supplement, not supersede, state and federal historic preservation or environmental laws, regulations, and guidelines.

1.1.1 Federal Laws

Antiquities Act of 1906 provides for the protection of historic, prehistoric, and scientific features located on federal lands. It authorizes the President to designate as National Monuments historic and natural resources of national significance located on federally owned or controlled land. The Secretaries of the Interior, Agriculture, and Defense are authorized to issue permits for archeological investigations on lands under their control to recognized educational and scientific institutions for the purpose of systematically and professionally gathering data of scientific value.

<http://www.cr.nps.gov/local-law/anti1906.htm>

<http://www.nps.gov/archeology/tools/laws/AntAct.htm>

National Park Service Act of 1916 establishes the National Park Service to manage our nation's parks and to "conserve the scenery and the natural and historic objects and the

wild life therein and to provide for the enjoyment of the same in such a manner and by such a means as will leave them unimpaired for the enjoyment of future generations."

<http://www.nps.gov/legacy/organic-act.htm>

National Historic Preservation Act of 1966, as amended, establishes a program for the preservation of historic properties throughout the United States. It created the National Register of Historic Places, State Historic Preservation Offices, and the Section 106 Review Process.

http://www.nps.gov/history/local-law/FHPL_HistPrsrvt.pdf

<http://www.nps.gov/archeology/tools/laws/NHPA.htm>

Historic Sites Act of 1935 establishes as a national policy preservation for public use of historic sites, buildings, and objects. This act led to the eventual establishment within the National Park Service of the Historic Sites Survey, the Historic American Building Survey (HABS), the Historic American Engineering Record (HAER), and the National Historic Landmarks Program.

http://www.nps.gov/history/local-law/FHPL_HistSites.pdf

Curation of Federally-Owned and Administered Archeological Collections (36CFR Part 79)

<http://www.nps.gov/archeology/tools/laws/36CFR79.htm>

<http://www.nps.gov/archeology/tools/36CFR79.htm>

http://www.nps.gov/archeology/collections/laws_04.htm

Reservoir Salvage Act of 1960 provides for the recovery and preservation of "historical and archaeological data (including relics and specimens)" that might be lost or destroyed in the construction of dams and reservoirs.

http://www.cr.nps.gov/local-law/fhpl_archhistpres.pdf

Department of Transportation Act of 1966, Section 4(f) states that the Secretary of Transportation shall cooperate and consult with the Secretaries of the Interior, Housing and Urban Development, and Agriculture, and with the States in developing transportation plans and programs that include measures to maintain or enhance the natural beauty of the lands traversed. The Secretary of Transportation shall not approve any program or project that requires the use of land from a public park, recreation area, wildlife and waterfowl refuge, or historic site unless there is no feasible and prudent alternative.

http://www.cr.nps.gov/local-law/fhpl_dotact.pdf

National Environmental Policy Act of 1969 declares that it is a federal policy to "preserve important historic, cultural, and natural aspects of our national heritage. It requires federal agencies to use a systematic and interdisciplinary approach that incorporates the natural and social sciences in any planning and decision making that may impact our environment.

http://www.cr.nps.gov/local-law/fhpl_ntlenvirnpolcy.pdf

<http://www.nps.gov/archeology/tools/laws/AHPA.htm>

Archaeological and Historic Preservation Act of 1974 amends the 1960 Reservoir Salvage Act by providing for the preservation of significant scientific, prehistoric, historic and archeological materials and data that might be lost or destroyed as a result of flooding,

the construction of access roads, relocation of railroads and highways, or any other federally-funded activity that is associated with the construction of a dam or reservoir.

http://www.cr.nps.gov/local-law/FHPL_ArchHistPres.pdf

American Indian Religious Freedom Act of 1978 states that it is a policy of the United States to protect and preserve for American Indians their inherent right of freedom to believe, express, and exercise the traditional religions of the American Indian, Eskimo, Aleut, and Native Hawaiians, including but not limited to access to sites, use and possession of sacred objects, and the freedom to worship through ceremonial and traditional rites.

http://www.nps.gov/history/local-law/FHPL_IndianRelFreAct.pdf

Archaeological Resources Protection Act of 1979 defines archeological resources as any material remains of past human life or activities that are of archeological interest and at least 100 years old, requires federal permits for their excavation or removal and sets penalties for violators.

http://www.nps.gov/history/local-law/FHPL_ArchRsrcsProt.pdf

<http://www.nps.gov/archeology/tools/laws/ARPA.htm>

Abandoned Shipwreck Act of 1987 asserts United States Government ownership of three categories of abandoned shipwrecks: those embedded in a state's submerged lands; those embedded in coral formations that are protected by a state; and those located on a state's lands that are included or are eligible for inclusion in the National Register of Historic Places. The law then transfers title for most of the shipwrecks to the respective states and stipulates that states develop policies to protect the shipwrecks.

http://www.nps.gov/history/local-law/FHPL_AbndShipwreck.pdf

<http://www.nps.gov/archeology/tools/laws/ASA.htm>

Native American Graves Protection and Repatriation Act of 1990 gives ownership and control of Native American human remains, funerary objects, sacred objects and objects of cultural patrimony that are excavated or discovered on federal land to federally-recognized American Indian tribes or Native Hawaiian organizations. The law also establishes criminal penalties for trafficking in human remains or cultural objects, and requires agencies and museums that receive federal funding to inventory those items in their possession, identify any descendants, and consult with appropriate tribes about repatriation.

<http://www.cr.nps.gov/nagpra/MANDATES/25USC3001etseq.htm>

<http://www.nps.gov/archeology/tools/laws/NAGPRA.htm>

Executive Order 13007, Indian Sacred Sites instructs all federal land management agencies, to the extent practicable, to accommodate access to and ceremonial use of Indian sacred sites by Indian practitioners and to avoid adversely affecting the physical integrity of those sacred sites.

<http://www.cr.nps.gov/local-law/eo13007.htm>

1.1.2 Texas State Rules, Regulations, and Codes

Antiquities Code of Texas (Amended Sept. 1, 1997) The Texas Historical Commission is the legal custodian of the Antiquities Code, including all cultural resources, historic and prehistoric, within the public domain of the State of Texas. Permits to conduct archeological investigation of cultural resources are granted to qualified individuals and

institutions who demonstrate the capability and willingness to obtain the maximum scientific archeological and educational information from such investigation. In addition, materials recovered from such investigations must be properly stored and available to the public for study.

<http://www.thc.state.tx.us/rulesregs/RulesRegsPDF/AntiqCode.pdf>

Rules of Practice and Procedure for the Antiquities Code of Texas

<http://www.thc.state.tx.us/rulesregs/RulesRegsword/Chapter26.doc>

Texas Administrative Code Title 13, Part II, Chapter 25 Rule 25.6—Collections

[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=4&ti=13&pt=2&ch=25&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=4&ti=13&pt=2&ch=25&rl=Y)

Texas Administrative Code Title 13, Part II, Chapter 29—Management and Care of Artifacts and Collections

[http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac_view=4&ti=13&pt=2&ch=29&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=4&ti=13&pt=2&ch=29&rl=Y)

1.2 Applicability

These guidelines pertain to all archeological material collections and documenting records regardless of their origin.

Archeological material collections and their documenting records that are generated by compliance with historic preservation or environmental laws, regulations, and guidelines must be housed at a museum or repository that has the capability to ensure adequate permanent storage, security, and ready access to collections by qualified users.

1.3 Definitions

Accessibility – The capability of records/collections to be easily and quickly located, organized and indexed/cleaned and cataloged, and be usable by someone other than the original investigator.

Accessioning – The process of transferring title, ownership, or stewardship from the providing source (fieldwork, purchase, gift, transfer, etc.) to the repository/museum.

Accession number – A tracking number unique to a group of incoming collection objects/records, whose purpose is identification, not description; the most common form is the year and order in which the collection is accessioned (e.g., 1997-1).

Accredible standards – Currently acceptable practices and procedures that are greater than minimal; periodically upgraded.

Acid-free – Refers to paper or paper-board products having a chemical pH of 7.0 or higher; loosely-used term referring either to neutral pH or alkaline-buffered materials. However free of acid a paper may be immediately after manufacture, over time the presence of residue chlorine from bleaching, aluminum sulfate from sizing, or pollutants in the atmosphere may lead to the formation of acid unless the paper or board has been buffered with an alkaline substance.

Acid-free alkaline-buffered – Refers to paper or paper-board products to which various alkalines have been added to neutralize acids or serve as an alkaline reserve for the purpose of counteracting acids that may form in the future. Packaging in such materials creates a safety barrier against the migration of acids both into and out of an object. Cellulosic materials (paper, cotton, linen, etc.) require alkaline-buffered or inert surroundings (wrappings, packaging, boxing, etc.).

Acid-free neutral – Refers to paper or paper-board products that have a chemical pH of 7.0, neither acidic nor alkaline. Proteinaceous materials (wool, silk, hair, leather, feather, etc.) require neutral or inert surroundings, as do most photographic materials.

Acquisition – The act of gaining physical possession of an object, specimen, or sample and associated records.

Acryloid B72 (or Paraloid B72) – An acrylic resin (polymethyl acrylate/polyethyl methacrylate copolymer) used as an adhesive or a consolidant; stable and soluble under normal conditions (environmentally-controlled); recommended uses include metals (silver and iron), textiles, lacquer work and wood. Acrylates are known to cross-link (become irreversible) with ultraviolet exposure.

– Chemically an ethyl methacrylate co-polymer, Paraloid B-72 is a durable and non-yellowing acrylic polymer used for consolidating wall paintings (1-5%), fragile wood (5-20%), etc. It may be used as a fixative when diluted with a solvent to secure markings on artifacts and as an adhesive (50%+) for a variety of substrates. Paraloid B-72 is soluble in acetone, toluene, and isopropanol.

Archeological Collections – Material remains and/or documenting records generated by an archeological investigation. (See also *Documenting or Associated Records* and *Material Collections*.)

Archival/Archivally sound/Archivally stable – A non-technical term that suggests that a material or product is permanent, durable, or chemically stable and, therefore, can be used safely for preservation purposes.

Associated funerary objects – Objects that, as a part of the death rite or ceremony of a culture, are reasonably believed to have been placed with individual human remains either at the time of death or later, and both the remains and associated funerary objects are presently in the possession or control of a Federal agency or museum, except that other items exclusively made for burial purposes or to contain human remains shall be considered as associated funerary objects.

Baked-enamel – Refers to a finish on metal cabinets used in the past (replaced by powder coating; however, still approved). Liquid enamel is painted on the surface and baked to form a hard coating.

Blueboard – Refers to acid-free, lignin-free corrugated board used for packaging and housing material (boxes, supports, etc.).

Board of Directors – An elected or appointed group of people charged with operating an organization; responsible for setting policy that ensures the organization's charter and bylaws are followed, seeing that the organization acts within the law, establishing fiscal policy and boundaries, providing adequate resources for activities of the organization, selecting and evaluating the chief executive (director), and promoting the work of the organization.

Cataloging – Assigning an object to an established classification system and initiating a record containing identification, provenience, accession and catalog numbers, and location of that object in the collection housing area; each object in a group may be assigned a unique number.

Collection – A related group of objects or specimens and/or associated documents and data in the care of a repository/museum.

Collections Management Policy – A detailed written statement that explains why a repository/museum is in operation and how it goes about its business. It articulates the repository/museum's professional standards regarding objects and records left in its care. It serves as a guide for the staff and a source of information for the public.

Collections Manager – A person who possesses knowledge, experience and demonstrable competence in collections care and maintenance including archival methods and techniques appropriate to the nature and content of the collection. A collection management professional should, as a minimum, have experience in collection management and a graduate degree from an accredited institution in anthropology, history, museum studies, or related discipline, or equivalent experience.

Concerned party – A recognized and authorized representative of a tribe, community, or an organization linked to culturally sensitive materials by ties of culture, descent, and/or geography.

Conservation – The treatment of an object to return or enhance its chemical or physical stability; uses interventive methods. Conservation is different from restoration, which is the process of returning an object to its original or previous condition or appearance mainly for aesthetic purposes.

Conservation report – Written report usually combining facts and narrative to describe the current state of a collection object; includes information regarding the object's provenience, description, and general condition; may include a rough sketch or a photograph of the object. This type of report is done when an object first enters a collection, and thereafter, if it is exhibited, loaned, needs conservation care, etc.

Conservator – A specialist, educated and trained in *the preservation and treatment of physically or chemically unstable objects*.

Culturally sensitive materials – Objects or materials including human remains whose treatment or use is a matter of profound concern to living peoples who can demonstrate cultural affiliation. Other sensitive components of a collection may include notes, books, drawings, other artworks, photographic media, depictions of human remains, religious objects, and sacred or religious events, and other images relating to culturally sensitive materials.

Curation/Curatorial Services – Managing and preserving a collection according to professional museum curation and archival practices, including, but not limited to:

1. Accessioning, inventorying, cataloging, and labeling a collection;
2. Handling, cleaning, stabilizing, and conserving a collection in such a manner to preserve it;
3. Identifying, evaluating, and documenting a collection;
4. Housing and maintaining a collection using appropriate methods and containers, and under appropriate environmental conditions and physically secure controls;
5. Periodically inspecting a collection and taking such actions as may be necessary to preserve it; and
6. Providing access and facilities to study a collection.

Curator – A specialist educated in a particular academic discipline relevant to the repository/museum's collections and trained in collections care and maintenance. The Curator is

directly responsible for the care and academic interpretation of all objects, materials, and specimens belonging to or lent to the repository/museum; makes recommendations for acquisition and deaccessioning; is responsible for attribution, authentication, and research on the collections and the publication of the results of that research. The Curator also has administrative and (if appropriate) exhibition responsibilities and should be sensitive to sound conservation practices; makes policy in all of these areas.

Deaccessioning – The process of legally removing objects from a repository/museum’s collections.

Documenting or Associated Records – Original records that are prepared, assembled, and document the efforts to locate, evaluate, record, study, preserve, or recover a prehistoric or historic resource. Some records such as field notes, artifact inventories, and oral histories may be originals that are prepared as a result of the field work, analysis, and report preparation. Other records such as deeds, survey plats, historical maps and diaries may be copies of original public or archival documents that are assembled and studied as a result of historical research. Classes of documenting records (and illustrative examples) that may be in a collection include, but are not limited to:

1. Records relating to the identification, evaluation, documentation, study, preservation, or recovery of a resource (such as site forms, field notes, drawings, maps, photographs, slides, negatives, films, video and audio cassette tapes, oral histories, artifact inventories, laboratory reports, computer cards and tapes, computer disks and diskettes, printouts of computerized data, manuscripts, reports, and accession, catalog, and inventory records);
2. Records relating to the identification of a resource using remote sensing methods and equipment (such as satellite and aerial photography and imagery, side scan sonar, magnetometers, sub-bottom profilers, radar, and fathometers);
3. Public records essential to understanding the resource (such as deeds, survey plats, military and census records, birth, marriage and death certificates, immigration and naturalization papers, tax forms, and reports);
4. Archival records essential to understanding the resource (such as historical maps, drawings and photographs, manuscripts, architectural and landscape plans, correspondence, diaries, ledgers, catalogs, and receipts); and
5. Administrative records relating to the survey, excavation, or other study of the resource (such as scopes of work, requests for proposals, research proposals, contracts, antiquities permits, reports, documents relating to compliance with Section 106 of the National Historic Preservation Act (16 U.S.C. 470f), and National Register of Historic Places nomination and determination of eligibility forms, curation documents and agreements).

Electrostatic finish – See *Powder-coat*.

Federally-associated collections – Archeological collections excavated on Federal lands and Held-in-Trust for the Federal government by designated repositories/museums.

Flammable liquids – Solvents such as ketones (acetone), alcohols, benzines; should be stored in a fireproof (e.g., concrete-lined) cabinet, closet, etc. Labels on containers for all liquids used should be checked for such warnings, and those liquids found to be flammable should be stored appropriately.

Flammable materials – Any materials capable of being ignited easily and of burning with extreme rapidity; should be stored in fire-proof storage area (same as flammable liquids above).

Heating, Ventilation, and Air-Conditioning system (HVAC) – A ducted system that controls temperature, relative humidity, and possibly pollution (gaseous and particulate). The system includes fans with heating and cooling elements mounted in air handlers, humidifiers and/or

dehumidifiers, screen filters for filtering particulates (dust), and vapor-phase filters (charcoal, etc.) for filtering gases. HVAC systems range from top-of-the-line systems that accomplish all of the above to ordinary heater/air conditioners similar to those found in residences.

Held-in-Trust collections – Collections generated from public lands that have Federal or State ownership but repository/museum stewardship.

Housing – Safe, appropriate furniture and fittings within which collections are placed for long term storage and preservation.

Human remains – Osteological remains of the species *Homo sapiens sapiens*.

Humidity card indicators – Paper cards that change color as the relative humidity changes.

Hygrometer – A compact instrument that measures the relative humidity through the expansion and contraction of moisture-sensitive elements (hair or paper) that react to changes in relative humidity.

Hygroscopic – A material that absorbs or attracts moisture from the atmosphere.

Hygrothermograph (recording hygrothermograph) – A battery-powered instrument that continuously measures and records both temperature and relative humidity; uses a moisture-sensitive hair to measure changes in relative humidity.

Inert – Refers to products made of non-reactive, chemically stable materials that are not easily decomposed; has no pH value, such as polypropylene or polyethylene.

Inventory – A physically-checked, itemized list of the objects in a repository/museum's collections.

Letter of Acceptance – A document from the repository/museum stating acceptance of collections and indicating that the Submitting Archeologist has met minimum curation obligations.

Letter of Request for Housing – A document from a Submitting Archeologist to a repository/museum requesting that the facility curate the materials from a specified project/collection; it provides basic information describing the history of that project/collection.

Letter of Transfer/Ownership – Documents the transfer of ownership or specific custodianship of a collection being curated.

Lig-free or lignin-free – Refers to products that are acid-free and have had the lignin removed. Lignin is a naturally-occurring organic acid that acts as a binding agent in woody plants. It is easily oxidized, resulting in yellowing, embrittlement, and weakening of the products. Lignin has been replaced by alpha-cellulose, a stable form of cellulose derived from cotton.

Material Collections – Artifacts, objects, specimens, samples, and other physical evidence that are excavated or removed in connection with efforts to locate, evaluate, document, study, preserve or recover a prehistoric or historic resource. Classes of material remains (and illustrative examples) that may be in a collection include, but are not limited to:

1. Components of structures and features (such as houses, platforms, enclosures, terraces, fortifications, and mounds);

2. Intact or fragmentary artifacts of human manufacture (such as tools, weapons, pottery, basketry, and textiles);
3. Intact or fragmentary natural objects used by humans (such as rock crystals, feathers, and pigments);
4. By-products, waste products or debris resulting from the manufacture or use of man-made or natural materials (such as dumps, cores, and debitage);
5. Organic material (such as vegetable and animal remains, and coprolites);
6. Human remains (such as bone, teeth, hair, and cremations);
7. Components of petroglyphs, pictographs, or other works of artistic or symbolic representation;
8. Components of shipwrecks (such as pieces of the ship's hull, rigging, armaments, apparel, tackle, contents, and cargo);
9. Environmental and chronometric specimens (such as pollen, seeds, wood, shell, bone, charcoal, tree core samples, soil, sediment cores, obsidian, volcanic ash, and baked clay); and
10. Paleontological specimens that are found in direct physical relationship with a prehistoric or historic resource.

Melinex – Archival polyester film from DuPont; dimensionally stable, chemically resistant, non-yellowing (replaces Mylar).

Microfoam – An expanded resin of polypropylene, an inert stable plastic; can be used for padding of objects in boxes or on shelves.

Mission statement – A written document that states a repository/museum's institutional philosophy, scope, and responsibility.

Mobile compactor units – Metal storage units mounted on tracks in the floor allowing units to be moved where needed. This system eliminates the need for several aisles, using instead a single "floating" aisle; also known as high-density storage due to the utilization of valuable space usually taken up by aisles.

Museum – A legally-organized and permanent not-for-profit institution, essentially educational or aesthetic in purpose, with professional staff, that owns and utilizes tangible objects, cares for them, and exhibits them to the public on some regular schedule. A museum may have Held-in-Trust collections generated from public lands.

Mylar – A common trade name from DuPont for a polyethylene terephthalate, an inert, chemically stable plastic. Its characteristics include transparency, colorlessness, and high tensile strength. It is commonly used in sheet or film form to make folders, encapsulations, and book jackets.

NAGPRA – Native American Graves Protection and Repatriation Act. This act was adopted in 1990 and requires any federally-funded institution (except the Smithsonian) to inventory collections, develop a list of all human remains and sacred objects for federally-recognized Native American groups. The institution is to send this list to the Department of the Interior in order to make it available to Native American and Hawaiian groups (who may request repatriation of such objects). If an institution is involved with NAGPRA, researcher access, inventorying, and deaccessioning procedures may be affected by NAGPRA. However, the actual care of collections is the focus of accreditation concern, rather than NAGPRA matters themselves.

Nitrate negative – An unstable cellulose-based film whose degradation and extreme flammability can harm or destroy photographic collections; long-term preservation of a collection of cellulose-based film negatives would be a frost-free freezer.

Packaging – Archival-quality materials within which objects are surrounded, contained, and enclosed for long term storage and preservation.

Perpetuity – When applied to certain materials bequeathed to or accepted by a repository/museum, to be held and cared for forever.

Polyethylene – An inert, chemically stable, highly flexible, transparent or translucent plastic; comes in the form of sheeting or bags.

Polypropylene – A thermoplastic polymer used in a wide variety of applications, including packaging, textiles, laboratory equipment, plastic parts, and reusable containers of various types; it is rugged and unusually resistant to many chemical solvents, bases and acids. For archival purposes, it is relatively rigid when in its untreated (oriented) sleeve format, soft when surface-treated in its binder storage pages format.

Powder-coat – Refers to the preferred finish on metal housing units; consists of an exterior baked-on coating of a non-reactive, solvent-free powder that is electrostatically applied.

Preventive conservation – Non-interventive collection care to minimize conditions that may cause damage; includes maintaining proper environmental controls, screening for air-borne particulates, monitoring for pests, and stressing proper handling and good record-keeping.

Provisional Housing Agreement – A written agreement between a repository and a submitting archeologist stating conditions under which the repository will accept and curate the materials from a project turned in for curation by the submitting archeologist.

Psychrometer – A device for measuring relative humidity using the differences in the measurements from dry- and wet-bulb thermometers in moving air; air can be moved by human physical action as in a sling psychrometer or with the aid of a battery-operated fan as in a battery-operated psychrometer.

PVA (or PVAC) – The copolymer polyvinyl acetate. It is a colorless transparent plastic, widely used in years past both as an adhesive and consolidant based on the formula selected. It comes in bead form and is mixed with a liquid carrier (solvent such as acetone). Conservators no longer routinely recommend PVA, as it has proven unstable at high temperature and humidity. Acryloid (Paraloid) B-72 is the appropriate replacement for PVA.

Repatriation – The return of culturally sensitive materials to concerned parties. Repatriation is a collaborative process between scientists and concerned parties in their attempts to interpret and protect people and cultures with respect, dignity, and accuracy. Repatriation is a partnership created through dialogue, cooperation, and mutual trust.

Repository – A permanent, not-for-profit education or research-oriented agency or institution that provides in-perpetuity legal housing and curation of records and material collections.

Research Design – A written plan that provides the rationales, goals, and methods for investigations of archeological sites including, but not limited to:

1. The scientific and anthropological reasons for pursuing the proposed investigation;
2. Hypotheses to be tested and the questions to be asked of the data; that is, what the investigator hopes to determine about past human activity, including such items as occupational sequence, settlement patterns, subsistence strategies, chronology, trade and social networks, alliances, etc.;
3. The explicit manner in which data will be collected and analyzed, and how these relate to the research goals;
4. Plans for consultation with affiliated Native Americans, and/or other cultural groups;
5. Inferential techniques to be used to interpret the data; and
6. Schedule and work effort estimates.

Reversible – Able to return to a previous state. A process that can be undone; a method of treating or coating an object that is not permanent and can be removed without damaging the item.

Sacred objects and objects of cultural patrimony – Specific items that are needed by traditional religious leaders for the practice of an ongoing religion by present-day adherents.

Scope of collections – Defines the purpose of a repository/museum's collection and sets agreed-upon limits that specify the subject matter, geographic location, and time period to which the collections must relate.

Smithsonian Institution Trinomial Site Designation System – Provides a state number, then a county abbreviation, and finally a sequential number that identifies a particular site recorded in the county. For example, 41LU1 (Lubbock Lake Landmark): “41” designates the state of Texas; “LU”, stands for Lubbock County; and “1” indicates the first site in Lubbock County recorded with the Texas Archeological Research Laboratory at The University of Texas at Austin (state repository for site forms).

Specimen-level inventory – A specimen-level inventory should be project- and site-specific and include:

1. Trinomial (and field site number, if used);
2. Lot/catalog number;
3. Description of materials and quantity;
4. Provenience, including horizontal and vertical values, as well as unit, feature, shovel test, notations, as appropriate;
5. Date of collection; and
6. Names of collectors and names of catalogers.

Stabilizing – Treating materials to prevent or greatly limit their deterioration.

State-associated collections – Archeological collections excavated from State lands

Sticky trap – Small paper trap treated with a sticky substance to catch and hold crawling insects and very small animals; used mainly for monitoring pest activity rather than actually ridding the premises of them.

Systematic – Using a methodical and thorough set of guidelines and procedures to gather archeological collections, to house and document archeological records and material collections, etc.

Thermohygrometer – See *Hygrothermograph*.

Tyvek – A trade name for a form of polyethylene sheeting; used for wrapping, lining drawers, interleaving, or draping open shelves.

Unassociated funerary objects – Objects that, as a part of the death rite or ceremony of a culture, are reasonably believed to have been placed with individual human remains either at the time of death or later, where the remains are not in the possession or control of the Federal agency or museum and the objects can be identified by a preponderance of the evidence as related to specific individuals or families or to known human remains or, by a preponderance of the evidence, as having been removed from a specific burial site of an individual culturally affiliated with a particular Indian tribe.

UV light filter – Transparent film that comes in the form of sheets that adhere to windows or sleeves that wrap around fluorescent tubes; blocks a percentage of the ultraviolet light emitted through windows or from fluorescent lighting; sleeves usually should be replaced when bulbs are changed.

Volunteer/Docent – A person who renders aid, performs a service, or assumes an obligation voluntarily.

2. GUIDELINES FOR SUBMITTING COLLECTIONS FOR CURATION

Archeological collections consist of records, which document the history of the project, and materials, which are the artifacts, samples, and other tangible remains collected during the course of a project. Collections may consist of records and materials, or they may consist of records only. Typical types of records and materials are discussed in further detail below.

2.1 Arranging for Curation with an Archeological Repository

2.1.1 Choice of Archeological Repository

In choosing a repository, the archeologist should consider the existence of previously excavated collections, with the aim of keeping collections from the same site together when at all possible. In particular, it is most important that materials be housed in the state of origin. The archeologist should confer with the selected repository as early as possible in the project planning process regarding specific curation guidelines required by that particular facility.

2.1.2 Letter of Request for Housing

A letter of request for housing should be submitted to the repository by the archeologist prior to fieldwork. This letter provides advance notice to the repository that the archeologist intends to submit collections for curation. By requesting housing at the start of a project the archeologist will know in advance if the selected repository agrees to take the resulting collection for curation. Basic information typically included in the letter is:

- Name of submitting archeologist
- Name of sponsoring individual/agency/institution
- Nature of investigation
- Date of investigation
- Project area and/or site(s) location(s)
- A need for housing material and documenting records collections (e.g., a collection may include records only)
- Projected date for curation
- Specifications of ownership and legal responsibilities

Examples:

Texas Archeological Research Laboratory (TARL):

<http://www.utexas.edu/research/tarl/curation/Form1.pdf>

Center for Archaeological Research (CAR):

http://car.utsa.edu/curation/Curation_webpage.htm

The Museum, Texas Tech University:

<http://www.depts.ttu.edu/museumttu/CM%20Procedures2006.pdf>

2.1.3 Provisional Housing Agreement

After the archeologist submits a letter of request for housing, the repository will provide a provisional housing agreement. This document is the agreement that the repository will provide curation for the collection, assuming that the repository's curation requirements are met.

2.1.4 Letter of Transfer/Ownership

Appropriate documents delineating transfer of ownership or specific custodianship must accompany the collection into curation. These documents let the repository know that the archeologist has the permission of the individual or agency to turn over the collections to the repository for curation. Upon transfer of materials from the archeologist to the repository, the archeologist must submit this transfer of ownership which specifies ownership of the collections to be curated, and clarifies any legal responsibilities to be assumed by the repository.

Examples:

TARL: <http://www.utexas.edu/research/tarl/curation/Form6.pdf> (for a private sponsor)
<http://www.utexas.edu/research/tarl/curation/Form7.pdf> (for a public agency)

Center for Archaeological Research (CAR):
<http://car.utsa.edu/curation/curationprocedures.htm>

The Museum: <http://www.depts.ttu.edu/museumttu/CM%20Procedures2006.pdf>

2.1.5 Letter of Acceptance

The archeologist should ask the repository to provide a letter stating acceptance of the collections, thus indicating that the archeologist has met all applicable curation obligations and that the collection is now the responsibility of the repository. A repository is not obliged to provide such a document until accessioning is completed and the curation bill is paid, if such has been sent. As a separate document, repositories may provide a receipt indicating that a collection has been received upon its arrival at the facility.

2.2 Standards for Preparing Archeological Records

Records submitted for curation should be organized and in good condition. Minimally, records submitted to a repository should be sufficient to document the project and its collections.

Examples of records that may be included are:

- Site form with accompanying USGS map section
- Daily journal
- Photographic log
- Survey or excavation notes
- Photographs (e.g., prints and negatives, color slides, infra-red, digital images)
- Maps and mapping notes (e.g., transit, plane table, floor plans, sketches)
- Field catalog of specimens
- An itemized specimen inventory
- Analysis notes
- Special studies notes
- Drafted plates and illustrations
- Final report, manuscript draft
- Copies of correspondence
- Microfilm or microfiche data
- Computer media (disks, code sheets, computer printouts)
- Transcripts, tapes; oral/historical documentation
- Copies of historic documents

- Bibliographic records
- News clippings, miscellaneous published materials
- Financial and budget records
- Explanation of cataloging system used
- Letter specifying ownership of curated materials

While each repository will have its own policies and procedures for the organization of records, all archeologists should:

- 2.2.1 Include original documents unless an alternate agreement has been reached with the repository. All curated records must be on archivally stable (lignin-free, acid-free) material and must be in archivally stable folders or binders, as appropriate. Large individual records such as maps and profiles are to be on archivally stable paper or polyester film or in archivally stable folders.
- 2.2.2 Review all records submitted for curation before submission to ensure that they are legible and reproducible, particularly if they are handwritten or in pencil. Special care should be taken to ensure that secondary documents (typed or rewritten) are accurate.
- 2.2.3 Include, as minimum documentation of a site, a completed site form and the location shown on a USGS topographic map (1:24000). The completed site form must have all blanks filled or reason for omission noted so that the researcher can distinguish among unavailable, unknown, ignored, or overlooked data.
- 2.2.4 Provide Universal Transverse Mercator coordinates [note which NAD is used], at least to site centerpoint, or latitude and longitude if no UTM ticks are marked. The map plotting should indicate the approximate extent of a site and note any possible continuations. If a site is part of a survey, unless the project contract specifies otherwise, survey boundaries and coverage should be indicated. These data are of assistance to researchers, as negative survey results are often overlooked.
- 2.2.5 Whenever feasible, continue consecutive ordering of number series used in previous investigations. Thus lot numbers, photo numbers, excavation units, etc., would be continuous, and retain logical, non-duplicated designations. Archeologists should check with the chosen repository concerning previously recorded sites.

Examples of curation standards for records:

TARL: <http://www.utexas.edu/research/tarl/curation/CurStipsRecords.pdf>

CAR: <http://car.utsa.edu/curation/curationprocedures.htm>

The Museum: <http://www.depts.ttu.edu/museumttu/CM%20Procedures2006.pdf>

2.3 Standards for Preparing Material Collections

2.3.1 Biological Attack

Insects are attracted to any dirt that may be found on objects; mold and mildew thrive in darkness on damp surfaces. These microorganisms can attack items that are not cleaned properly or dried completely. Relative humidity should be controlled in order to prevent conditions conducive to microorganism growth.

- 2.3.1.1 Specimens must be completely dried after cleaning and before packaging and housing.
- 2.3.1.2 Relative humidity must be controlled to prevent mold and mildew.

2.3.1.3 Proper ventilation is necessary to insure air movement.

2.3.2 Cleaning

Because some specimens are fragile and hygroscopic, material such as bone should never be soaked in any cleaning agent, and it should be allowed to air dry after cleaning. Force-drying causes additional stress, which can damage the specimen.

2.3.2.1 Procedures for specimens in good physical condition:

1. Dust or lightly brush off surface dirt.
2. Additional cleaning may make use of water, acetone, or a similar cleaning agent.
 - a. Dampen surface with a soft brush or cotton swab and rub gently.
 - b. Dry area with a clean cotton swab or soft cotton cloth.
 - c. Allow to air dry; blow dryers or heaters can cause additional stress and cracking.
 - d. Dry completely before storage.

2.3.2.2 Procedures for specimens in poor physical condition:

1. Consult with a conservator.

2.3.3 Labeling

2.3.3.1 The catalog number should be small, located in an inconspicuous spot, and placed so as not to obscure any distinctive feature. Never place a label on the retouched edge of a lithic tool, the exterior surface of pottery, or the maker's mark or other diagnostic feature of an artifact. Always try to label the ventral (smooth) face of a flake or tool. For bifacial lithic items, and for all items where there may be a question, try to label the least photogenic surface.

2.3.3.2 Use a two-coat labeling system to insure reversibility while providing stability and imperviousness to moisture.

1. Never write directly on the specimen.
2. Never use fingernail polish, white-out, or other such substance.
3. Apply a base coat of 10% Paraloid B-72 solution for most specimens; use white titanium pigment in B-72 as a base coat for dark-colored specimens. Allow to dry before labeling.
4. Use black India ink, Pigma or Millennium pigmented pens for the number. If the base is a dark color, use white-pigmented ink or use a white-pigmented undercoat prior to labeling with black ink or pigment pens. Allow to dry.
5. Cover the number with a top coat of 10% Paraloid B-72 solution.

2.3.3.3 Artifacts too small to be labeled

1. Usually sort these artifacts by artifact class or analytic unit.
2. Place in 4-mil polyethylene self-sealing bags (or other archivally-stable containers).
3. Label clearly. Provenience information must be on a tag made of Tyvek or acid-free paper and enclosed in the container.
4. Include information regarding artifact counts and weight totals.

2.3.3.4 Items not directly labeled; these include organic materials such as human remains, matting, wood, and fur, and deteriorating materials such as metal and flaking/patinated glass or eroding ceramics

1. Label with Tyvek or acid-free paper tags.
2. Affix tags without endangering delicate materials. They should not be in direct contact with the material, but may be enclosed in a poly bag or inserted between double bag enclosures.

3. Treat small items in this category as described in 2.3.3.3 above.
- 2.3.3.5 Illustrated or photographed artifacts
1. Consider identifying artifacts illustrated or photographed in reports and/or publications. They should not be separately housed, but kept with the appropriate analytical groups that they represent.
 2. This information (that an artifact is represented in an illustration) should be noted in the associated document catalog; reference to the report and the figure number would be helpful.

2.3.4 Packaging

- 2.3.4.1 Specimens should not be allowed to roll loosely, bump into each other, or be stacked on top of each other in their container.
- 2.3.4.2 Specimens are not to be packaged or housed in acidic boxes.
- 2.3.4.3 All packaging should be done with acid-free materials, lignin-free materials, or polyester/ polyethylene/ polypropylene materials. Poly bags should be 4-mil.
- 2.3.4.4 Padding or a similar protective barrier should be used as needed to protect individual specimens within a larger container.

Additional details concerning packaging materials:

All packing materials must be archivally stable and acid-free. The materials listed below are some of the most common items used for packaging:

Acceptable Materials:

- Acid-free corrugated board and mat board, preferably unbuffered
- Clear, polyethylene self-closing plastic bags without pleats
- Clear, polyethylene plastic containers
- Unbuffered, acid-free cardboard boxes, various sizes
- Unbuffered, acid-free tissue paper
- Polyethylene foam, preferably foamed with nitrogen
- Polystyrene – rigid boxes only
- Unbleached muslin, washed 5 or 6 times to remove sizing
- Silica gel (packaged)

Unacceptable Materials:

- Colored or clear plastic bags with pleats and/or twist ties
- Colored plastic containers
- Plastics containing PVCs
- High acid content or buffered cardboard boxes
- High acid content or buffered tissue paper
- Paper towels
- Newspaper
- Any acidic paper products
- Glass containers
- Rubber bands
- Pressure sensitive tapes (scotch, masking, mailing, etc.)
- Bubble pack
- Cotton Wool

- Polystyrene peanuts or beads

Non-archival quality pressure-sensitive tape (e.g. scotch, masking, strapping) fasteners and glues should never be used on documents. Any material in contact with paper records should be of archival quality, reversible, non-yellowing and should not cause damage to the paper.

2.3.5 Conservation

Any conservation treatment should be done in consultation with the repository. Items in very fragile condition should be sent to an experienced conservator for treatment. In any conservation procedure, all work should be reversible both in the short-term and long-term.

2.3.5.1 Adhesive: use a reversible mending agent such as Paraloid B-72.

1. Coat the edges of the break with a 10% Paraloid B-72 solution and allow to dry.
2. Apply a 20-25% Paraloid B-72 solution as an adhesive to conjoin the pieces; allow to dry thoroughly.

2.3.5.2 Consolidant: use a reversible product such as Paraloid B-72.

1. Apply a Paraloid B-72 solution from 1% to 10% depending on condition and porosity.
2. Allow to dry thoroughly.
3. Apply second (or more) treatment(s) if necessary, allowing thorough drying between treatments.
4. Conservation treatment records should be maintained as part of the documentation of the specimen.

Examples of curation standards for material collections:

TARL: <http://www.utexas.edu/research/tarl/curation/materialprep.php>

CAR: <http://car.utsa.edu/curation/curationprocedures.htm>

The Museum: <http://www.depts.ttu.edu/museumttu/CM%20Procedures2006.pdf>

2.4 Checklist for Submitting Archeological Material Collections

Material collections submitted for curation should be organized and in good condition. Archeological materials submitted for curation could include the following categories:

- Ceramics (e.g., vessels, figurines, sherds, pipes)
- Lithics (e.g., stone tools, debitage, burned rock, comparative materials)
- Glass (e.g., window panes, bottles, beads)
- Metal (e.g., nails, buttons, armaments)
- Synthetic materials (e.g., plastic, nylon)
- Faunal materials (e.g., human and animal osteological, shell, horn)
- Microfossils
- Vegetal materials (e.g., charcoal, wood, seeds, pollen, phytolithic, matting, basketry)
- Coprolites
- Burned rocks
- Matrix samples

- Soil samples
- Radiocarbon samples
- Archeomagnetic samples
- Thermoluminescence samples
- Other samples

It is held that, with only rare exceptions, material collections to be housed have been analyzed, and therefore artifact cleaning, cataloging, preservation, and site-specific specimen-level inventories have been completed according to established guidelines. While specific handling guidelines are formulated by each repository, all repositories require an archeologist to see that:

- 2.4.1 Material collections are accompanied by all documenting records, including any analysis records.
- 2.4.2 An explanation of the cataloging system is provided.
- 2.4.3 All materials are cleaned and preserved using appropriate reversible, nondestructive techniques. The materials should be accompanied by documents listing these techniques.
- 2.4.4 Specimens needing ongoing conservation are separated and documented. If ongoing preservation costs are not included in the initial fee, additional charges may be assessed.
- 2.4.5 All specimens are labeled in accordance with the accessioning, cataloging, and labeling systems of the repository.
 - 2.4.5.1 Unless alternate arrangements have been made with the repository, all specimens should be labeled (indelible stamp, India ink, etc.) with a site designation and intrasite provenience. Specimens too small to be numbered and/or large groups of similar specimens retaining original provenience groupings are to be placed in labeled containers to ensure against loss of provenience and/or analysis groupings.
 - 2.4.5.2 Fabric or paper tags should be affixed to perishable or fragile specimens that are not to be directly marked upon.
 - 2.4.5.3 Tags in bulk samples (e.g., matrix, soil, burned rock) should be enclosed in small plastic bags within bags.
 - 2.4.5.4 Boxes should be labeled with permanent markers on their exterior surfaces.
 - 2.4.5.5 All paper labels and tags should be acid- and lignin-free.
 - 2.4.5.6 Labels in or on containers should provide the following information: site designation, project name and date, provenience data, analytical group, and number of specimens.
- 2.4.6 The quantity of bulk samples (e.g., matrix, soil, burned rock, etc.) to be curated is set before submission to the repository. These determinations should give consideration to the potential of samples and specimens for future research and to the limited space for housing in most repositories. There was a Department of the Navy sponsored study that showed that the viability of samples curated in less than ideal conditions were virtually useless. The authors recommend keeping small (less than 6X6 sized) bags for chemical studies. Sampling is highly recommended.
- 2.4.7 All artifact bagging is done with polyethylene plastic bags, rather than paper bags, in accordance with the packaging system of the repository.
- 2.4.8 The use of plastic or cardboard containers in addition to plastic bags is considered when they are appropriate for protection, separation, and/or future use of the collections. Boxes should be sturdy and should fit the size/shape requirements of the repository.
- 2.4.9 Following analysis, analytical categories are maintained and not disassembled and returned to field provenience separations for housing.
- 2.4.10 If unusual circumstances exist and a collection is not analyzed, it is packaged according to its field provenience and accompanied by a corrected and updated field catalog.

- 2.4.11 A specimen inventory accompanies each collection. Where required by the facility, this inventory must accurately reflect the quantity of material, the analysis, and packaging order. Analytical group designations on inventories should correspond to those used in the final report and on packaging labels.
- 2.4.12 Collections should be hand transported to the repository, if at all possible. Where shipping is unavoidable, wrap and pad artifacts well to withstand impacts and use a carrier with a tracking system. The box-within-a-box packaging method is preferred. If materials must be shipped, contact the repository in advance for guidance.

3. STANDARDS FOR THE ARCHEOLOGICAL REPOSITORY

Because the quantity of archeological records and material collections in Texas is substantial and growing, and due to the traditionally wide variability of housing and accessibility of these collections, standards have been established for repositories that assume the responsibility of permanent custodianship. These standards were finalized by the Texas Historical Commission as the Curatorial Facility Certification Program in 2005 (<http://www.thc.state.tx.us/archeology/aacfcf.html>). All repositories, whether accepting state-associated held-in-trust collections for curation or not, are urged to adhere to the standards set in this program. Archeologists too should be mindful that the repository they select adheres to the standards of this program. The following is a snapshot of the current (2010) standards from those documents:

3.1 Characteristics of a Certified Curatorial Facility

A certified curatorial facility has a number of important characteristics that it shares with all other certified curatorial facilities. These are:

- It is a museum or repository.
- It is a non-profit, institutional organization.
- It has a mission statement, statement of purpose, and scope of collections statement that guides its collecting.
- It has a clear fiscal plan with sufficient funding to properly care for collections.
- It has a written, integrated Collections Management Policy that guides collections activities and addresses acquisitions, scope of collections, legal title, held-in-trust agreements, contract of gift, accessioning, deaccessioning and disposal, cataloging, loans, destructive loans, inventory, insurance, appraisals, access to collections, record keeping, collections care, conservation, emergency preparedness, integrated pest management, and security.
- It has written, integrated Collections Management Procedures that guide the implementation of policy and address acquisitions, scope of collections, legal title, held-in-trust agreements, contract of gift, accessioning, deaccessioning and disposal, cataloging, loans, destructive loans, inventory, insurance, appraisals, access to collections, record keeping, collections care, conservation, emergency preparedness, integrated pest management, and security.
- It has a well-maintained facility with environmental controls and security and fire protection systems.
- It has a staff trained in collections objects care that abides by an institutional code of ethics.
- It provides safe, supervised access to collections to visiting scholars and researchers.
- It has functional accession, catalog, inventory, and photo documentation systems.
- It has an updated and current list of state-associated held-in-trust collections that it curates.
- It has a baseline inventory of each held-in-trust collection.
- It provides collections housing with archival housing units and packaging materials and with sufficient space to house collections safely.
- It has a complete and signed Held-in-Trust Agreement for a minimum of 80% of the state-associated held-in-trust collections at the facility.
- It has a minimum of 80% of its state-associated held-in-trust collections accessioned.
- It has a minimum of 65% of its state-associated held-in-trust collections cataloged.
- It has insurance or an insurance waiver from the THC for its state-associated held-in trust collections and facility.

4. GUIDELINES FOR TREATMENT OF HUMAN REMAINS

4.1 Respectful Treatment, Handling, and Curation during Temporary and/or Long Term Housing of Human Remains and Associated Funerary Objects

Human remains and objects associated with funerary practices that are either intentionally excavated and deposited for curation or identified in extant collections through consultation must be handled with respect, cared for, and preserved during temporary and/or long-term housing. Where cultural affiliation is known, consultation with the appropriate group or descendants may identify special handling or housing requests that the curation facility will do its best to accommodate.

After excavation, it is important that individuals are kept together and not commingled. In the same way, the remains of a given individual and their associated funerary objects should be kept together (or physically nearby) for temporary and/or long-term housing.

4.1.1 Cleaning

Human remains are fragile and hygroscopic (attract moisture from the atmosphere). Poorly preserved human remains should not be washed. Always consult with a bioarcheologist or bone conservator for post-excavation treatment. Remains that are not washed should be allowed to dry at room temperature and kept away from direct sunlight, hot light sources, ultraviolet lighting, ventilation or heat ducts, exterior walls, and windows. Temperature and humidity fluctuations should be avoided.

- 4.1.1.1 Loose earth and dust can be removed by careful, soft brushing and not require washing.
- 4.1.1.2 If necessary, washing should be done with extreme care using lukewarm water to dampen soft brushes and sponges.
- 4.1.1.3 Never completely immerse bone or allow it to become saturated.
- 4.1.1.4 Water should be changed frequently and after each individual.
- 4.1.1.5 Take care not to damage tooth enamel or to remove deposits of dental calculus; always use a damp sponge, never use a brush.
- 4.1.1.6 Handle the cranium with particular care and ensure that all soil is removed from its interior; soil left in any hollow bones will shrink and harden, causing considerable damage.

4.1.2 Drying

Once the remains have been dry brushed or washed, dry completely at room temperature and out of direct sunlight and away from hot light sources, ultraviolet lighting, ventilation or heat ducts, exterior walls, and windows.

- 4.1.2.1 Bones should be laid out to dry in such a way as to minimize the possibility of the remains of different individuals being mixed.
- 4.1.2.2 Never apply preservative agents, consolidants, varnish, glue, or adhesive tape to human material.

4.1.3 Cataloging and Labeling

- 4.1.3.1 Do not write directly on the bones or associated funerary objects.
- 4.1.3.2 Use an acid- and lignin-free paper label or other archival labeling material (e.g., Tyvek tags).
- 4.1.3.3 Attach label inside and outside of the bag or other packaging.

4.1.4 Packaging

- 4.1.4.1 Bones must be completely dry before they are packaged.
- 4.1.4.2 Ideally keep human remains and funerary objects from a single individual burial together.
- 4.1.4.3 Bones should be individually wrapped securely with enough padding to prevent damage.
- 4.1.4.4 Ensure that the bones cannot fall out of bags or boxes and become lost or commingled.
- 4.1.4.5 All packaging and padding should be done using acid- and lignin-free or polyester/polyethylene/polypropylene materials.
- 4.1.4.6 While it is best to avoid stacking containers that hold human remains, it can be done if the boxes are sturdy and descendant groups are not adverse. If at all possible, requests by descendant groups bearing on packaging and housing of human remains should be accommodated.
- 4.1.4.7 Padding or a similar protective barrier should be used to protect individual bones that are stored within a larger container.
- 4.1.4.8 Human remains and associated funerary objects should always be in kept in a secure, nonpublic area away from activity.