

NANCY E. LOE

EDUCATION

- 1977 M.A., American History, Catholic University of America, Washington, DC
1977 M.S., Library and Information Sciences, specialization in Archival Administration, Catholic University of America, Washington, DC
1975 B.A., American History, Aurora University, Aurora, IL

AWARDS

- 2000 Distinguished Alumna Award, Aurora University. For significant professional achievements and demonstrated commitment to character and scholarship
- 1997 Mellon Research Fellowship for the Study of Modern Archives, Bentley Library, University of Michigan, Ann Arbor. Research and publication on intellectual property law and the licensing of archival images

EXPERIENCE

1982 – present *Head, Special Collections and University Archives Department, Kennedy Library, California Polytechnic State University, San Luis Obispo, CA*

Responsible for the administration of book, manuscript, and archival collections relating to California architects and architecture, fine printing and graphic arts, California history, and Cal Poly history, including acquisition, collection development, donor relations, grant writing and supervision of arrangement, retrieval, digitization, and reference services.

- Secured \$250,000 Access and Preservation NEH grant for the Julia Morgan Papers and related architectural archives in 2004
- Tenured and promoted to the faculty rank of Associate Librarian, 1986; promoted to the Librarian faculty rank, 1991; Faculty Meritorious Performance Awards, 1986, 1988, 1990, 1995-98, 2000; Sabbatical leave, 1994-95, 2001-02
- Served as historical advisor and interviewee for Academy Award-nominated documentary, “The Battle over Citizen Kane,” *The American Experience*, PBS, 1996

1997 – 2007 *Assistant Dean for Collection Management and Special Collections, Kennedy Library, California Polytechnic State University, San Luis Obispo*

Develop, manage, and preserve collections and resources in all formats that support teaching, learning, research and classroom activity based on Cal Poly’s undergraduate polytechnic curriculum and serve the advanced information needs of the students, faculty and scholarly community.

1986 - 1996 *Principal Consultant, Hearst San Simeon State Historical Monument, San Simeon, CA*

Served as project director and principal consultant on library and archives issues for Hearst Castle, including: completion of Monument-wide needs assessment survey; cataloging and classification of W.R. Hearst's private and guest libraries; design and implementation of staff library, editing oral history series

1977 - 1982 *Head, Local History Department, Pikes Peak Library District, Colorado Springs, CO*

Responsible for the administration of book, manuscript, and archival collections relating to Colorado and the West, fine art photography, and genealogy, including acquisition, collection development, donor relations, grant writing and supervision retrieval and reference services. Supervised 7 librarians and support staff.

- Prepared and served as project director for \$150,000 NEH public programming grant for lecture series on the social history of the Pikes Peak region, including lectures, architectural walking tours, exhibitions and slide shows
- Prepared and served as project director for \$75,000 NEH grant for community women's history series as one of seven libraries in the nation chosen to participate, planned programs in residence at Radcliffe College's Schlesinger Library, prepared exhibitions and program notes, directed disbursement of funds

1979 - 1982 *Lecturer, Department of History, University of Colorado at Colorado Springs*

Taught two undergraduate courses alternately each semester: "Women in American Social History" and "The Role of Women in the Development of the American West"

1976 - 1977 *Intern, National Anthropological Archives, Smithsonian Institution, Washington, DC*

Completed two internships at the NAA, arranging personal papers and photographs in the collection of anthropologist Ales Hrdlicka

1975 - 1977 *Assistant Cataloger, White Law Library, Catholic University of America, Washington, DC*

Staff position (.75 FTE) maintaining card catalog, shelf list, and federal code sets

1974 - 1977 *Student Assistant, Special Collections and University Archives, Philips Library, Aurora College, Aurora, IL*

Inventoried and accessioned the Ritzman Collection of nineteenth-century American manuscripts and books, including primary source Lincoln and Civil War collections; prepared the initial draft of the guide to the collection

1973 - 1974 *Library Assistant, Little Rock Township Public Library, Plano, IL*

Assisted patrons with reference requests, inventoried local history collection, prepared book orders and ILL requests

PUBLICATIONS AND FINDING AIDS

2000s

Loe, Nancy E. *Hearst Castle: An Illustrated History of W.R. Hearst's San Simeon Estate*. Santa Barbara, Companion Press, 1994, 2008 (14th printing)

Levkoff, Mary L. *Hearst the Collector*. New York: Abrams, 2008 [catalog text on Morgan drawings by Nancy Loe]

Loe, Nancy E. and Laura Sorveti. *Descriptive Guide to the Pan-American Exposition Photograph Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

Loe, Nancy E. and Ken Kenyon. *Descriptive Guide to the Messinger Pacific Theater World War II Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

Loe, Nancy E. and Ken Kenyon and Catherine Trujillo, *Descriptive Guide to the Charles E. Butner Papers*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

Loe, Nancy E. *Descriptive Guide to the California Fairs Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

---. *Descriptive Guide to the Descriptive Guide to the McMillan-Wreden California Condor Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

---. *Descriptive Guide to the Neutra Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

---. *Descriptive Guide to the California Fairs Collection*, San Luis Obispo: Kennedy Library, Cal Poly, 2008

---. *Descriptive Guide to the Kathleen Goddard Jones Papers*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

---. *Descriptive Guide to the Manzanar Collection*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

Loe, Nancy E. and Denise Fourie, *Descriptive Guide to the Julia Morgan Papers*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

Loe, Nancy E. and Denise Fourie, *Descriptive Guide to the Julia Morgan-Sara Holmes Boutelle Collection*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

Loe, Nancy E. and Denise Fourie, *Descriptive Guide to the Julia Morgan-Walter T. Steilberg Collection*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

Loe, Nancy E. and Denise Fourie, *Descriptive Guide to the Sara Holmes Boutelle Papers*. San Luis Obispo: Kennedy Library, Cal Poly, 2007

Loe, Nancy E. *William Randolph Hearst: An Illustrated Biography*. Santa Barbara, Calif.: Sequoia Communications, 1988, 2004 (2nd edition)

---. "Avoiding the Golden Fleece: Licensing Agreements for Archives," *American Archivist*, Spring-Summer 2004

- . *Hearst Castle: A Visitor's Tour for International Travelers*. Santa Barbara: Companion Press, 1992, 2004
- . *Descriptive Guide to the Lee Wilson Papers*. San Luis Obispo: San Luis Obispo County Environmental Archives, 2003
- . *Cal Poly: The First Hundred Years*. Santa Barbara: Companion Press, 2001

1990s

- Loe, Nancy E. *Descriptive Guide to the Ian McMillan Collection*. San Luis Obispo: San Luis Obispo County Environmental Archives, 1997
- . *Descriptive Guide to the Harold Miossi Papers*. San Luis Obispo: San Luis Obispo County Environmental Archives, 1996
- . *Hearst Castle: An Illustrated History of W.R. Hearst's San Simeon Estate*. Santa Barbara, Companion Press, 1994
- . *Hearst Castle: The Official Pictorial Guide*. Santa Barbara, Companion Press, 1991 (7th printing)
- Moore, Colleen. *The Jazz Age's Movie Flapper: An Oral History Interview*. Edited by Nancy E. Loe. San Simeon, Calif.: Hearst San Simeon State Historical Monument, 1991
- Vidor, King. *Work and Play with Hearst and Davies: An Oral History Interview..* Edited by Nancy E. Loe. San Simeon, Calif.: Hearst San Simeon State Historical Monument, 1990

1980s

- Bellamy, Ralph. *San Simeon as a Guest: An Oral History Interview*. Edited by Nancy E. Loe. San Simeon, Calif.: Hearst San Simeon State Historical Monument, 1988
- Hearst, William Randolph, Jr. *Memories of San Simeon and the Hearst Family: An Oral History Interview*. Edited by Pendleton Harris, Robert C. Pavlik and Nancy E. Loe. San Simeon, Calif.: Hearst San Simeon State Historical Monument, 1988
- Loe, Nancy E. "Wartime Films Forged a Brave New Woman." *Cal Poly Today* 29.3 (Spring, 1988) 4
- McCrea, Joel. *Hearst, Hollywood and San Simeon: An Oral History Interview*. Edited by Nancy E. Loe. San Simeon, Calif.: Hearst San Simeon State Historical Monument, 1988
- Loe, Nancy E., ed. *San Simeon Revisited: The 1919 Correspondence Between Architect Julia Morgan and William Randolph Hearst*. San Luis Obispo: The Library Associates, 1987 (letterpress limited edition)
- Loe, Nancy E. and Denise Fourie. *Library Needs Assessment Survey for Hearst San Simeon State Historical Monument*. San Simeon: Hearst San Simeon State Historical Monument, 1986
- Loe, Nancy E. *Life in the Altitudes: A Social History of the Pikes Peak Region*, Woodland Hills, Calif.: Windsor Publications, 1983
- Loe, Nancy E., ed. "A Sense of Community: A Framework for Women's Oral History." *Working Papers Series #12*, Southwest Institute for Research on Women, University of Arizona, 1982

---. "Community History and Oral History: Defining the Community Through Neighborhoods," *Working Papers Series #12*, Southwest Institute for Research on Women, University of Arizona, 1981

PAPERS PRESENTED

- 2003 "Julia Morgan and San Simeon: Beaux Arts Goes Hollywood," Society of American Archivists, Los Angeles
- 2002 "Julia Morgan and the Architectural Record of Los Angeles," Association for Women in Architecture, Los Angeles
- 2002 "Avoiding the Golden Fleece: Rights Licensing for Architectural Archives," Society of American Archivists, Birmingham, Alabama
- 1997 "The Art and Architecture of Julia Morgan," Architectural Records Roundtable, Society of American Archivists, Chicago
- 1997 "No Easy Money: Rights Licensing in Archives and Libraries," Michigan Archival Association, Bloomfield Hills, Michigan
- 1996 "Archival Designs on the Architectural Record," Society of American Archivists, San Diego
- 1996 "The Sporting Life: San Simeon in the 1930s," The Costume Society of America, San Luis Obispo, California
- 1994 "The Great Outdoors Indoors: Documenting Local Environmental Movements," National Council on Public History, Sacramento
- 1994 "Through Hollywood's Eyes: The Lives of Women in 1930s & 1940s American Films," Cuesta College Women's Week, San Luis Obispo
- 1993 "A Woman's Castle: The Drawings and Papers of Architect Julia Morgan," Society of American Archivists, New Orleans
- 1992 "Documenting Diversity: Collection Development Policies and Strategies for Multi-Cultural Materials," Society of California Archivists, Pasadena
- 1990 "Behind the Scenes at Hearst Castle: Setting Up and Staffing a Special Library," with Denise Fourie and Judy Anderson, California Library Association, San Diego
- 1987 "Between Castle and Campus: A Cooperative Archival Program between Hearst San Simeon State Historical Monument and Cal Poly State University," Society of American Archivists, New York City

- 1984 "Sharing the Wealth: Working Effectively with Friends' Groups," Society of California Archivists, Long Beach
- 1981 "The Concept of Neighborhoods in Community Definition: One Approach to Women's Oral History," Southwest Institute for Research on Women, Denver
- 1981 "The Concept of Neighborhoods in Community Definition: One Approach to Women's Oral History," Methodologies and Strategies for Women's Oral History in the Rocky Mountains/Southwest, Loretto Heights College, Denver.
- 1981 "Strategies for Local and Regional History Collection Development," Colorado Library Association, Colorado Springs

CONTINUING EDUCATION

- 2008 37th Annual Institute for the Editing of Historical Documents, NHPRC-funded intern, University of Wisconsin, Madison
- 2007 Designing New and Remodeled Archival Facilities, Society of American Archivists Continuing Education series
- 2005 Basic Encoded Archival Description, Society of American Archivists Continuing Education series
- 2004 Administration and Preservation of Photographic Collections
- 2003 Security in Archives and Manuscript Repositories, Society of American Archivists Continuing Education series
- 2001 Copyright, Archivists and the Law, Society of American Archivists Continuing Education series
- 2000 Architectural Records, Conservation Center for Art and Historic Artifacts, Philadelphia
- 1997 Electronic Resources Licensing, UC Berkeley Graduate School of Information Management and Systems
- 1995 Internet Ethical and Access Issues, UC Berkeley Graduate School of Information Management and Systems
- 1995 Prestidigitization: Magic and Science with Digital Resources, LA Chapter of American Society for Information Science

- 1995 Digital Dilemmas: Access and Ethics, Society of California Archivists and The Huntington Library
- 1993 Donor Relations Workshop, Society of American Archivists Continuing Education series
- 1993 Advanced Appraisal Techniques Workshop, Society of American Archivists
- 1992 Crash Course on Book Production, Bookbuilders West, San Francisco
- 1990 Rare Book School, Columbia University, New York
- 1990 Fund Raising School, Center on Philanthropy, Indiana University
- 1988 Searching RLIN, CLASS
- 1986 MARC-AMC Format Workshop, Society of American Archivists and The Huntington Library
- 1985 Space Planning and Management for Archives, Society of California Archivists and the American Film Institute
- 1985 Ethical Considerations and Responsibilities in the Archival Setting, Society of California Archivists and The Bancroft Library
- 1985 AMC Format on the OCLC Database, OCLC and the Los Angeles Natural History Museum
- 1984 Conservation Techniques for Archivists, Society of American Archivists and The Huntington Library
- 1984 Administration and Preservation of Photographic Collections, Society of American Archivists and Stanford University
- 1983 Management Techniques for Archival Administrators, Society of American Archivists
- 1982 Advanced Studies in Visual Resources: Preservation of Black-and-White Photographic Materials, Humanities Research Center, University of Texas and the Rochester Institute of Technology
- 1981 Women in the Community, NEH fellowship participant, Schlesinger Library, Radcliffe College
- 1981 Re-examining America's Past: The New Social History and Interpretive Programs, NEH fellowship participant, sponsored by AASLH

- 1980 Seminar in Library Conservation Management, Western States Conservation Congress
- 1979 Disaster Planning, Western States Conservation Congress
- 1978 Seminar in Community History, NEH fellowship participant, Newberry Library

PROFESSIONAL MEMBERSHIPS

- Society of American Archivists
 Past Chair, Architectural Records Roundtable
 Member, Description Section
 Member, College and University Archives Section
- Society of California Archivists
 Member, California State University Archivists Group
 Member, Publications Committee
 Membership Secretary (1985-1987)
- California Committee for the Promotion of History
 Technical Editor, *California History Action* (1987-1990)

BOARDS AND COMMITTEES

Library

- 1996 – present Library Leadership Team
- 1991 – 2008 Tenure, Promotion and Peer Post-Tenure Review Committees
- 2008 2009 Intellectual Property Committee, Academic Senate
- 2008 Faculty Affairs Committee, Academic Senate
- 2004, 2006-2007 Chair, Library Faculty Personnel Policies Committee
- 2003 Chair, Library Professional Leave Committee
- 1997-98 Strategic Planning Group
 Mission, Vision, Values Task Force
 Collection Development Task Force
- 1988 Chair, LAC Retreat Committee
- 1988 – present Polycat Committee on Public Relations
- 1985 – 1990 Chair, Librarian Personnel Policies Committee
- 1986 – 1996 Space Allocation Committee
- 1986 – 1987 LTAC Subcommittee on OLPAC
- 1983 – 1986 Library Poly Royal Committee
- 1983 – 1994 Executive Secretary, Board of Directors, Library Associates
 Publications, Programs, Membership, and Executive Committees (all *ex-officio*)
- 1982 – present Library Faculty Council
- 1982 - 1996 Library Advisory Council

University

1993 University Professional Leave Committee
 1985 – 1988 Campus Writing Skills Advisory Committee
 1987 & 1988 Search Committees, Writing Skills Coordinator
 1986 - 1987 Ad Hoc Committee on Women's Studies Curriculum Minor
 1987 - 1988 PCS Representative, Academic Senate Standing Committee on
 the Status of Women
 1986 - 1987 Founding Chair, Academic Senate Standing Committee on the Status of
 Women
 1986 - 1987 PCS Representative, *Ad Hoc* Academic Senate Committee on the
 Status of Women
 1986 - 1987 Commencement Speaker Selection Committee
 1986 - 1987 Alternate Commissioner, California State University Systemwide
 Women's Council
 1985 - 1986 Commissioner, California State University Systemwide Women's
 Council
 1984 - 1987 Academic Senator

Community

1991 – 2002 Women of the West Museum Board of Directors, Boulder, CO
 1990 - 1992 Hearst Castle Fundraising Committee
 1987 - 1988 Hearst Castle Library Advisory Council (*ex-officio*)
 1985 - 1987 Commissioner, District 2, San Luis Obispo County Commission on the
 Status of Women (County Supervisor's appointment)
 1982 - 1983 Historic Sites Inventory Board, City of San Luis Obispo
 1980 - 1982 Colorado Springs Historic Resources Advisory Board (City Council
 appointment)
 1980 - 1982 Project Review Board, White House Ranch Living History Project,
 Colorado Springs, Colorado
 1979 - 1980 Board of Directors, Women's Resource Agency, El Paso County,
 Colorado