

**MISSION STATEMENT AND GOALS
STATE HISTORIC PRESERVATION DIVISION
NEW MEXICO OFFICE OF CULTURAL AFFAIRS**

November 7, 1994

MISSION STATEMENT

The MISSION of the HISTORIC PRESERVATION DIVISION is to protect, preserve and interpret the unique character of New Mexico

by identifying, documenting (recording), evaluating and registering prehistoric and historic properties throughout New Mexico;

by coordinating historic preservation activities at all levels of government in New Mexico and with individuals, private organizations, and traditional communities;

by educating the public about historic preservation; and

by protecting and preserving significant historic and prehistoric sites throughout the State.

This mission is based on a philosophy of preservation, conservation, and beneficial use of historic and prehistoric sites.

PROGRAM PRINCIPLES

The program operates on basic principles, derived through a quarter century of program progress. These include:

that prehistoric and historic resources are a continuum, that the program is concerned with prehistoric and historic resources equally. Each site, building, structure, and object can make its own unique contribution to the understanding and appreciation of this continuum, and;

that historic preservation contributes to the quality of life and is socially, educationally, aesthetically and economically beneficial to the public;

that the program exists to coordinate the preservation activities of all levels of government, with individuals, private profit and non-profit organizations, and traditional communities;

that diversity of site ownership and control, diversity of site type, character, and integrity, geographic diversity, and diversity of site ownership (e.g. public, private and nonprofit ownership of cultural properties) and corresponding public, private and nonprofit participation in the program, benefits historic preservation;

that the public has a definable legal interest in privately-owned historic properties;

that the program is site-specific, investigating the quality of significance in each site; such investigations and evaluations are also comparative, however, and consider the context of each site.

PROGRAM AREA GOALS

The goals of the program are accomplished within the structure of four program areas: Division operations, resources identification and information management, outreach and education, and resource protection/preservation.

Operations

In order for the program goals to be accomplished effectively, the operations of the Division will be carried out according to the following precepts:

The staff of the Division will be treated with respect and receive the support that their professionalism and dedication to the program warrant.

The work of the Division will be organized as effectively and efficiently as possible to enable us to achieve the maximum possible preservation of historic properties with limited staff and funding.

Members of the public and government officials with whom we deal receive prompt, courteous assistance.

Integration and coordination of our activities with those of federal and state agencies, municipalities, traditional communities, private property owners, preservation organizations, and individuals is essential if we are to truly preserve the record of our collective cultural heritage.

Resource identification and information management

The ability to collect, manage, preserve and disseminate information relating to New Mexico's cultural properties is critical to all of the Division's preservation goals and programs. The identification and evaluation of the state's prehistoric and historic sites is an essential function that serves as a basis for developing evaluation criteria, short- and long-range planning, research activities, and preservation initiatives. We recognize the strategic value of the information we maintain for preservation, planning, protection, and public education. To these ends, the Division seeks

to encourage, coordinate, and carry out efforts to identify prehistoric and historic resources;

to serve as an information clearinghouse and source of data for other state and

federal agencies, educational and research institutions, and private entities involved in heritage preservation;

to support a comprehensive information system that can meet the staff's information needs in planning, evaluation, review and compliance, and research activities;

to preserve for future generations, archival resources relating to the state's prehistoric and historic sites;

Education and public outreach

Education is the vehicle through which the preservation of New Mexico's cultural properties is promoted and through which public support for this goal can be achieved. It is necessary for the Division to reach out to the public that we serve and to engage their interest and cooperation in preserving the record of our collective heritage. We recognize education as a vital part of the mission of this office. To these ends, the Division seeks;

to disseminate information to the public concerning cultural properties and the preservation of those resources;

to engage the interest and support of the public through programs designed to promote an understanding of and an appreciation for heritage preservation;

to work with the educational community to develop programs that promote an appreciation of cultural heritage and the preservation of that heritage;

to educate agency personnel, elected officials, and other leaders on the value of heritage preservation;

to conduct outreach programs for those with an interest in and a need to know about preservation issues.

Resource Protection and Preservation

The record of our collective past is what defines us as a people and, therefore, we are dedicated to preserving this record for the benefit of future generations. The preservation of New Mexico's cultural properties is a vital part of the mission of this Division, and we recognize our responsibility to advocate their preservation. To these ends, the Division seeks

- to promote legislation that strengthens heritage preservation;
- to cooperate and consult with federal and state agencies to ensure compliance with federal and state laws concerning historic preservation;
- to recognize and protect eligible historic properties by nominating them to the National Register of Historic Places and placing them on the State Register of Cultural Properties;
- to regulate the conduct of archaeological investigations on state lands through a system of permits;
- to establish programs to monitor and protect cultural properties through site steward programs and other public education initiatives;
- to provide technical and financial assistance to create and sustain local heritage preservation programs;
- to provide technical and financial assistance to owners of cultural properties to help them preserve these resources;
- to seek funding from state, federal, and private sources for the acquisition, stabilization, and restoration of cultural properties so that they may be preserved;
- to enhance the enforcement of state and federal laws to protect cultural properties for the future; and
- to acknowledge and support international initiatives and conventions to protect cultural heritage.

MISSION GOALS BY PROGRAM AREA

The Division staff has identified the following long-term goals for the four program areas of Internal Operations, Resource Identification and Information Management, Education and Public Outreach, and Resource Preservation and Protection.

I. Goals Internal to the Operation of the Division

A. Staff Development Opportunities

1. Provide opportunities for in-service training for all staff members: e.g., tax workshops, Getty training courses, law enforcement and legal training, etc.
2. Provide flexible hours and other assistance to staff members pursuing additional education
3. Provide release time for professional development for staff members: e.g., preparing and presenting papers at professional meetings, conducting research intended for publication, etc.
4. Recognize and acknowledge each staff member's unique contributions to the operations of the Division, including but by no means limited to;
 - recognition in Division staff meetings,
 - recognition by written memorandum to individual's official personnel record,
 - recognition in Division Annual Report and Newsletter,
 - emphasizing in-house advancement and promotion,
 - dealing with each employee on a positive and respectful basis at all times, without regard to race, sex, age, ethnicity, disability, or educational achievements.

B. Coordination of Program Activities

1. Review staff work loads and time-to-task allocation periodically to ensure equitable division of work and preservation payoff
2. Develop a process for identifying and solving problems of organization and efficiency

3. Ensure that both prehistoric and historic properties are considered in all compliance reviews
4. Make annual grant list an accurate reflection of division planning process

II. Resource Identification and Information Management Goals

A. Identification and Registration Goals

1. Develop guidelines/plans for utilizing local groups for resource identification and monitoring
2. Develop a long-term policy for identification and registration of cultural properties
3. Identify more historic and prehistoric properties on non-federal lands
4. Update regulations and guidelines for resource identification

B. Information Resources Goals

1. Develop, preserve, and backup critical records at ARMS
 - inventory and organize ARMS files according to NMCRIS entity-relationships
 - enter inventory data in Archive Index component of NMCRIS to reduce handling of records
 - pursue grants in concert w/ MNM to solve preservation/conservation problems in the survey room records (e.g., copy and dispose of all nitrate negatives, rehouse all records in acid free materials, microfiche or scan critical maps and records, etc.)
 - pursue grants in concert w/ MNM to solve space and environmental problems in survey room (procure compact shelving, upgrade heating and cooling, install fire suppression, etc.)
2. Develop, preserve, and backup critical State and National Register and architectural survey files.
 - inventory and organize existing files

institute basic records management procedures that keep information resources standardized, organized, relevant, and current

duplicate and store on a stable medium the National Register and architectural survey records

develop and implement a plan for preserving HPD's drawings, slides, photographs

develop the library by adding a HABS section and collecting all NM recorded projects

C. Information System Management Goals (NMCRIS)

1. Bring information systems at ARMS and LVR offices closer together

link ARMS and LVR computer systems into a single extended network

migrate all mission critical databases (e.g., DOE, State and National Registers) to NMCRIS and provide easy access to staff and (where appropriate) other outside users

investigate the possibility of moving other office automation type additions to NMCRIS (e.g., permit management, mail log) components to NMCRIS

2. Enhance NMCRIS information sources and services offered to staff and (where appropriate) other outside users

develop a surveyed space (and other polygon data) data layer and incorporate into basic query procedures

develop GIS capabilities to support map production and predictive/analytical studies

develop historic architecture (HARMS) component and incorporate into basic query procedures

develop Traditional Cultural Property (TCP) component and incorporate into basic query procedures

III. Education and Public Outreach

A. Formal Education

1. Create opportunities for preservation-related education and training at the post-secondary and technical/vocational level: e.g., supporting university courses, internship opportunities, teaching, development of curriculum materials
2. Work with K-12 teachers to create interest and awareness among students about historic preservation: e.g., through teacher training, fieldschools, workshops; curriculum development; development of supporting materials
3. Develop an educated and interested constituency for preservation by encouraging the teaching of high-quality adult and continuing education courses statewide: e.g., by teaching classes, developing publications to be used in such classes, grant support for continuing education.

B. Public Awareness - attracting a constituency for preservation

1. Sponsor, coordinate, and participate in public events to raise public awareness of the importance of historic properties and the value of historic preservation: e.g., Heritage Preservation Week, archaeology fairs, public lectures
2. Create, produce, and distribute publications and visual media for the general audience about the history and prehistory of New Mexico and about preservation issues and methods
3. Increase media coverage to inform the public about preservation in general and our program in particular

C. Outreach - informing, training, and rewarding the preservation constituency developed through public awareness as well as public entities and officials with a statutory responsibility for historic properties

1. Offer training for agency officials and property managers (e.g., museum staff, parks and monuments staff), property owners, preservation professionals, members of the public: e.g., course in current thinking, procedures, and techniques of historic resource management; rehabilitation techniques; preservation law; cultural resource theft and vandalism as a crime
2. Develop a program of statewide preservation conferences to serve as a showcase for new techniques and products, to permit information exchange, and to serve as a basis for unifying the preservation community in New Mexico
3. Develop mechanisms for involving the general public and targeted "publics" in our

planning process

4. Enhance HPD's function as an information clearinghouse through the Newsletter, special bulletins, participation in bulletin boards, etc.
5. Pursue cooperative relationships with professional and amateur societies in preservation-related disciplines
6. Provide technical assistance and other incentives to Native American and other traditional communities to assist them in preserving historic and prehistoric sites; assist traditional communities in developing historic preservation programs

IV. Resource Protection and Preservation

A. Legal Protection

1. Promote legislation requiring the identification and protection of cultural properties affected by state and local undertakings
2. Review and update all HPD and CPRC regulations relating to protection and preservation
3. Develop a conservation easement program for cultural properties in New Mexico
4. Issue permits for archaeological survey and excavation on state lands in an efficient fashion and develop a program for monitoring performance under those permits.
5. Carry out compliance reviews under state and federal laws in a timely, efficient manner, with an emphasis on problem agencies and on reviews that have a high potential to contribute substantially to the preservation of historic and cultural properties.

Federal agencies - develop cooperative arrangements for carrying out mutual responsibilities and for streamlining the Section 106 process, and find ways to get maverick agencies to meet their responsibilities

State agencies - create opportunities for SHPO review of projects conducted or reviewed by other state agencies and for SHPO input into their planning process

Update regulations and guidelines in keeping with changing preservation needs

Local governments - develop mechanisms for involving HPD in the planning stage

rather than the enforcement stage of local government projects

- work with local governments to develop local review process and preservation incentives
- work with local governments to get compliance with federal and state preservation law
- update regulations and guidelines in keeping with changing preservation needs

6. Nominate historic and prehistoric sites to the National Register of Historic Places and the State Register of Cultural Properties to provide recognition, protection, and access to benefits for historic and cultural properties.

B. **Partnerships**

1. Create a site stewardship program through which interested members of the public can become involved in the preservation of archaeological sites: e.g., site identification and monitoring, certification program, field schools
2. Administer the Cultural Properties Restoration Fund for the preservation of cultural properties on state lands; pursue grants, appropriations, donations and other sources for this fund.
3. Pursue public/private acquisition of threatened cultural properties on private lands and restoration of threatened properties on public and private lands
4. Foster the development of a statewide historic preservation organization
5. Serve as a point of coordination and source of information in support of local preservation efforts.
6. Offer training to local review boards
7. Establish cooperative programs with law enforcement agencies
8. Develop mechanisms for coordination among OCA divisions on preservation-related issues
9. Pursue establishment of partnerships with other preservation organizations

10. Ensure continuation of the Architecture Conservation Lab

C. **Incentives** - develop a systematic way to inform the public about incentive programs and to follow up on requests; create new incentive programs, especially for archaeological sites

1. Provide technical assistance and other incentives to private owners of cultural properties
2. Promote and improve the tax credit and loan programs
3. Develop an incentive program for archaeological site preservation
4. Provide technical and financial assistance to state agencies to encourage the preservation of cultural properties