

Subscription Information

The *American Archivist* (ISSN 0360-9081) is published semi-annually (Spring/Summer and Fall/Winter) by the Society of American Archivists, 527 S. Wells St., 5th Floor, Chicago, Illinois 60607-3922. Postmaster: send address changes to mailing office. Subscription price: \$85 a year to North American addresses, \$100 a year to other addresses. Single copies are \$25 for magazine copies and \$30 for photocopies.

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Selected volumes of the *American Archivist* are available on 16 mm microfilm, 35 mm microfilm, and 105 mm microfiche from University Microfilms International, 300 N. Zeeb Road, Ann Arbor, MI 48106-1346. Telephone: (734) 761-4700. When an issue is out of stock, article and issue photocopies may also be obtained from UMI. The *American Archivist* is indexed in *Library Literature* and is abstracted in *Historical Abstracts*; book reviews are indexed in *Book Reviews Index*.

Ⓢ The *American Archivist* is printed on an alkaline, acid-free printing paper manufactured with no ground-wood pulp that meets the requirements of the American National Standards Institute—Permanence of Paper, ANSI Z39.48-1992. Typesetting and printing of the *American Archivist* is done by IPC Communication Services of St. Joseph, Michigan.

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Tom Hry is the head of arrangement and description in Manuscripts and Archives in the Yale University Library, where he has worked since 1997. He holds a Master's of Information and Library Studies with an archival concentration from the School of Information, University of Michigan.



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Tom Nesmith is an Associate Dean, Faculty of Arts and an Associate Professor, Department of History, University of Manitoba, where he teaches in the archival studies program. Prior to joining the faculty at the University of Manitoba in 1990, he worked as an archivist at the National Archives of Canada since 1978. From 1984 to 1986, he was editor of *Archivaria*, and he is the editor of *Canadian Archival Studies and the Rediscovery of Provenance* (1993).

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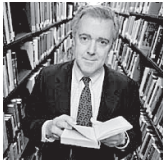
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James M. O'Toole is associate professor of history at Boston College. For fifteen years, he directed the M.A. program in history and archival methods at the University of Massachusetts-Boston. His most recent book, *Passing for White: Race, Religion, and the Healy Family, 1820–1920*, has just been published by the University of Massachusetts Press. He is a fellow of the Society of American Archivists.



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Leon J. Stout is Head, Public Services and Outreach, for the Eberly Family Special Collections Library at Penn State University. He has worked in archives and special collections at Penn State since 1972, serving twenty-seven years as University Archivist. He was president of the Society of American Archivists for 2000–2001, and was named a fellow in 1996.



Christine Weideman is assistant head of Manuscripts and Archives in the Yale University Library and is responsible for directing collection development for the manuscript side of the repository. Before coming to Yale in 1993, she was a member of the staff of the Bentley Historical Library at the University of Michigan for twelve years.



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SOCIETY OF AMERICAN ARCHIVISTS

Council Meeting Minutes

August 28, 2001—Washington, D.C.

President Lee Stout called the meeting to order at 9:00 a.m. Present: Vice President Steve Hensen, Treasurer Elizabeth Adkins, and Council members Thomas Battle, Tom Connors, Jackie Dooley, Mark Greene, Becky Haglund-Tousey, Dennis Harrison, Jane Kenamore, Richard Pearce-Moses, Wilda Logan Willis; incoming Council members Danna Bell-Russel, David Haury, Megan Sniffin-Marino, and Executive Director Susan Fox.

Adoption of the Agenda

Connors moved and Tousey seconded adoption of the agenda. PASSED.

Adoption of the Minutes

Pearce-Moses moved and Greene seconded approval of the May 2001 Council meeting. PASSED.

Report of the Executive Committee

Kenamore reported that the Council discussion list voted in August to join as signatory to the Digital Future Coalition letter to the U.S. Trade Representative's Office commenting on the Draft Treaty for the Free Trade Area of the Americas.

Report of the President

Stout asked that Council prepare for the visit from Archivist of the United States John Carlin later that afternoon. These discussions included the current state of NARA appropriations, NARA's new descriptive system, NARA's relationship with the International Council of Archives, whether NARA could help increase membership in SAA both in terms of raw numbers and in terms of leadership, and background on NARA's developing a means to preserve federal web sites.

Report of the Vice President

Hensen iterated appointments to date. He noted that the process was an extremely time intensive one.

Report of the Treasurer

Adkins presented the final FY01 budget and said that although SAA budgeted for a \$35,000 deficit the Society would end the fiscal year with a net gain of \$5,000. There were two main reasons for the gain, the annual meeting registrations in Denver were better than expected and publication sales were also higher than expected. As a result, SAA would be able to make a \$5,616 contribution to the publications revolving fund. Foreign sales especially helped to

boost the final numbers. Education income dropped dramatically during FY01 because for most of the year no Education Director was in place to manage the program. However, efforts of the new directors were now paying off, and all workshops at the annual meeting filled to capacity. Adkins anticipated FY02 education income would do well. In publications, the fluctuating numbers for American Archivist subscriptions reflected the need to adjust the association software to account for multi-year subscriptions, once done the three-year spread would reflect more stable income. Adkins asked for questions; hearing none she concluded her report.

Report of the Executive Director

Fox gave an update on the current annual meeting, praising the teamwork in the Chicago office and saying that she anticipated a highly successful meeting. Registration numbers were strong, and, unlike prior years, not one preconference workshop had to be cancelled due to low enrollment.

Fox said that she and the staff would develop action plans to accompany Council's goals articulated during the spring meeting's planning day and would present the action plans for review and approval at the winter meeting.

Fox presented a charge drafted by Teresa Brinati to create a Task Force on Electronic Publishing and requested Council's advice on members. Hensen commended Brinati on her work in outlining the issues. He said the task force should also consider consortia means of publishing. Pearce-Moses suggested that an individual expert in computing be added to the task force membership.

Fox presented a proposed amendment to the discussion list guidelines published on the SAA website. The revisions involved replacing "executive director" with "web master," adding language referring to the web master, including language specifying participation in the Web Liaisons Program, amending the Web hosting lan-

guage to include the SAA remote server, and changing web master or owner to Web Liaison.

Greene moved and Adkins seconded the motion that Council accept the charge to establish the Task Force on Electronic Publishing. PASSED.

Fox said that given the consistent success of attracting record numbers of attendees to annual meetings held in Washington, D.C., Council should consider rotating through Washington at least every four years. The next available date to select a meeting site was in 2006.

Greene moved and Pearce-Moses seconded the motion to hold the 2006 annual meeting in Washington, D.C. PASSED.

NEW BUSINESS

EAD Internationalization Efforts

Dooley directed Council's attention to the Report to SAA Council on the EAD Working Group prepared for the agenda packet. She said the memo provided detailed information on internationalization efforts on behalf of the proposed standard in encoded archival description (EAD). The EAD Working Group activities in this regard were proving very successful. The Working Group counted four non-US members among its number, which proved extremely helpful in the standard's development. Pearce-Moses suggested that Dooley consider authoring a "lessons learned" essay on SAA's EAD internationalization efforts.

Council Participation in SAA Activities

Hensen said he spoke with Ruth Simmons from the Publications Board. Simmons said the Publications Board wanted to ask Pearce-Moses to edit a new glossary. Hensen said he spoke with Fox about the matter, who referred him to the Council Handbook's policy on Council Participation in SAA Activities. He reiterated the policy and clarified its intent, which left

the ultimate decision regarding Council participation to the discretion of Council. Therefore, he said he told Simmons he did not see any problem with Pearce-Moses agreeing to edit the glossary.

In reviewing the policy, Council amended the language to read as follows:

Under a resolution adopted at the January 30–February 1, 1987 meeting of Council, reaffirmed at the June 2–4, 1989 meeting, and amended at the June 11–14, 1992 and August 28, 2001 meetings, elected officers and Council members shall not serve on other SAA bodies as an officer, chair, or member of steering committees, boards, task forces; or as editor of the *American Archivist*, as Publications Editor; or as an official representative to an outside body (except where this service is specifically mandated by the SAA constitution and bylaws or where the SAA Council specifically delegates such service by an officer or Council member of the Society).

Adkins moved and Harrison seconded the policy as amended. PASSED.

Liaison to Association for Computing in the Humanities

Fox asked Council whether or not Council was amenable to establishing an official liaison with the Association for Computing in the Humanities (ACH). She said the organization primarily consisted of English and History faculty who used computing in their coursework. Sniffin-Marinoff said most ACH presentations were by archivists, but also included a number of individuals discussing visual materials.

Council tabled the discussion upon the arrival of Archivist of the U.S. John Carlin.

Discussion with John Carlin, Archivist of the United States

Stout welcomed Carlin and Deputy Archivist Lewis Bellardo to the Council meeting. Carlin gave an update on NARA's budget and appropriations, saying that the budgetary conference committees would meet

September, when he expected an across-the-board cut of approximately 3–4%. Hensen inquired about the possibility of revisiting the imbalance between NHPRC's electronic records funding and funding for documentary editions. Carlin said the key to resolving the imbalance would be to secure additional funding for NHPRC in general.

Stout asked about the status of NARA's relationship with the International Council on Archives. Carlin said that NARA staff participated in ICA committees and that he envisioned an international role for NARA; especially in light of NARA's participation in the INTERPARES research project and other international initiatives.

Stout inquired about the NARA's work with the Library of Congress Advisory Board on Digital Initiatives. Carlin said that continuing communication between NARA and the Library of Congress had been established via a joint liaison group, and that steps to work out closer coordination between the two agencies would occur in the near future.

Carlin spoke on NARA's efforts to produce federal guidelines for preserving agency web sites. The guidelines had made it through several discussion drafts, much more work would be needed, especially to determine what other institutions and other countries have accomplished in this regard. The first matter to be determined would be establishing at what level the guidelines should occur, how high a level of generality such as principles or frequently asked questions versus a middle level guideline on how to conduct risk assessment and how to develop a decision tree.

Carlin said he appreciated the opportunity to meet with Council on a regular basis and found the discussions valuable. Stout thanked Carlin and Bellardo for their time and for their willingness to keep an open dialogue with the Society.

Discussion with Bruce Craig, Executive Director of the National Coordinating Committee for the Promotion of History

Stout welcomed Craig, who thanked Council for the opportunity to meet and

said he had also had successful meetings with the boards of the Midwest Archives Conference and the Mid-Atlantic Regional Archives Conference.

He discussed the current status of congressional affairs in the archives and history fields, including funding for NARA and NHPRC, the Official Secrets Act hearing scheduled by the Senate Intelligence Committee, State Department Access to Kissinger Transcripts, the Supreme Court ruling in the Tasini Case (7 to 2 in favor of freelance authors and artists, who had petitioned for the right to control electronic reproduction of articles), and he gave an update on the pending release of Reagan papers.

At the conclusion of his report he said he would be holding a strategic planning meeting of NCC at the Washington Hilton during SAA's annual meeting in order to make it accessible to the archival community and to receive archival input into the strategic planning process.

Stout thanked Craig for taking the time to meet with Council and for bringing them up to date on NCC plans and activities.

OLD BUSINESS

Dooley said she would defer her discussion of SAA student benefits for the winter 2002 Council meeting.

Harrison reported that Scott Schwartz would be conducting a fundraising raffle at the annual meeting to help raise funds for the Donald Peterson Student Scholarship. Harrison commended Schwartz's drive and enthusiasm and said he expected him to generate much interest and positive response from membership.

The meeting adjourned at 5:10 p.m.

SUSAN FOX

Executive Director

Approved by Council on Jan. 11, 2002

SOCIETY OF AMERICAN ARCHIVISTS

Council Meeting Minutes

September 1, 2001—Washington, D.C.

President Steve Hensen called the meeting to order at 5:30 p.m. Present: Vice President Peter Hirtle, Treasurer Elizabeth Adkins, and Council members Thomas Battle, Danna Bell-Russel, Tom Connors, Jackie Dooley, Mark Greene, Becky Haglund-Tousey, David Haury, Richard Pearce-Moses; Megan Sniffin-Marino, Executive Director Susan Fox, Karen Benedict, Chair of the Committee on Ethics and Professional Conduct.

Adoption of the Agenda

Adkins moved and Tousey seconded adoption of the agenda. PASSED.

Report from Chair of the Committee on Ethics and Professional Conduct

Benedict reported that the Committee on Ethics and Professional Conduct received a letter asking that SAA investigate a possible ethics violation. Benedict said the Ethics Committee would meet to review the submitted materials and the committee planned to respond to Council with recommendations on whether or not there were grounds to move forward with mediation. She asked Council to advise. Since the Ethics Committee did not have a full committee

convened and would need to deliberate fully, would it be agreeable to do so via email as a primary means of communication and as a method of documenting the process?

Council agreed that it would be best for the Ethics Committee to do so and to conduct some of its deliberations via conference call.

Report of the President

Hensen reported that he contacted as many SAA units as possible during the annual meeting, including the SAA-ARMA Joint Committee and a separate meeting with ARMA Executive Director Peter Hermann. He gave great praise to Scott Schwartz, Chair of the Membership Committee, for his work in raising funds for the Donald Peterson Student Scholarship and for making the business meeting such fun. He said that the 2002 Program Committee had met and was putting together a dynamic program for the Birmingham annual meeting.

He said he also had breakfast with Ann Newhall, Executive Director of NHPRC. They discussed the status of conference committee negotiations on the NHPRC budget and the composition of the Commission. Hensen said if necessary SAA would need to be prepared to issue a letter of support on behalf of the Commission's budget allocation.

Report of the Vice President

Hirtle said his first task as Vice President would be appointments. Michael Fox and Janice Ruth agreed to co-chair the Program Committee for the Los Angeles Meeting in 2003. They discussed themes, and wanted to stress the diversity of the profession and the different types of archival enterprises encompassed within the profession. He was open for suggestions regarding plenary speakers. He spoke with Paul Duguid, co-author of *The Social Life of Information*, and was optimistic about his participation. He said he was beginning to construct a Host Committee, some individuals had already agreed to serve, but he still needed a chair. He planned to approach the appointments process by issuing a call on the Archives & Archivists and SAA leadership discussion lists for nominations. He asked that Council liaisons serve as his appointments committee. Council members would be expected to contact their units and solicit suggestions for new chairs/members once the final list of 2001 appointments were ready. Special provision would be made for the Awards Committee, given the size of the committee. His goal was to complete all appointments by March 1, 2002.

Report of the Executive Director

Fox reviewed possible dates for the Winter Council meeting and asked that Council respond to her as soon as possible upon return from the annual meeting. She said that Fynnette Eaton recommended that a Washington, D.C. based member of Council observe NHPRC Commission meetings. She asked that Council liaisons help solicit new leadership information for the 2002 leadership list, always a large task post meeting.

NEW BUSINESS

Greene reported on items emerging from the Committee on Education and Professional Development (CEPD) meeting. SAA still needed to appoint a representative

to the American Library Association Task Force on Accreditation. Up until recently, Bob Martin had looked out for SAA's interest, but with his appointment as Director of the Institute for Museum and Library Services, it was especially important that SAA have an official representative.

CEPD approved the mission statement for the SAA Education Office: *To develop and offer quality continuing education that is relevant and accessible to professional archivists via a variety of delivery methods. To promote and uphold standards of education as stated in the Archival Education guidelines.*

Greene said that CEPD was concerned about EAD workshop participants receiving a coupon for \$100 off the retail price of XMetaL Software. The coupon included the SAA logo as cosponsorship. CEPD did not think the endorsement appropriate and requested that Council approve a policy on how to handle such requests in the future. Fox said that she would work with the education directors to develop a policy and would present it to Council for discussion at the winter meeting.

Greene said that in the Forum on Graduate Archival Studies several archival educators expressed significant concerns and comments about the proposed revised M.A.S. Guidelines. It was quite possible that the next draft of the guidelines would be somewhat different than the last.

Pearce-Moses said the Nominating Committee made a great deal of progress. He was optimistic that they would achieve a full slate within the next few weeks.

Hirtle said he wanted to give early notification of discussion occurring within the Working Group on Intellectual Property with Laurence Lessig, the lawyer for Eldred v. Ashcroft. Lessig was taking the case to the Supreme Court and had indicated he would appreciate an amicus brief in support of SAA's position on copyright extension. Hirtle was now exploring the cost of developing the brief and said he may have a proposal on how to proceed at the winter Council meeting.

Battle reported that the Museum Archives Section wanted to expand the ALA-

SAA Joint Committee to include a member from the American Association of Museums.

Bell-Russel, Connors, Dooley and Pearce-Moses agreed to serve on Council's Archives & Archivists Listserv Committee.

Pearce-Moses bequeathed the shovel to Dooley.

Adkins read the To Do List.

The meeting adjourned at 7:00 p.m.

SUSAN FOX

Executive Director

Approved by Council on Jan. 11, 2002

SOCIETY OF AMERICAN ARCHIVISTS

Council Meeting Minutes

January 11–12, 2002—Washington, D.C.

President Steve Hensen called the meeting to order at 2:10 p.m. Present: Vice President Peter Hirtle, Treasurer Elizabeth Adkins, and Council members Thomas Battle, Danna Bell-Russel, Tom Connors, Jackie Dooley, Mark Greene, Becky Haglund-Tousey, David Haury, Richard Pearce-Moses; Megan Sniffin-Marinoff, Executive Director Susan Fox, Meetings Director Debra Mills Nolan, and guests John Carlin, Lori Lisowski, and Bruce Craig.

Adoption of the Agenda

Hirtle moved and Tousey seconded adoption of the agenda as revised. PASSED.

Approval of the Minutes

Bell-Russel moved and Greene seconded approval of the minutes as revised. PASSED.

Discussion with John Carlin, Archivist of the United States

Council engaged in a wide-ranging discussion with John Carlin and Lori Lisowski. Topics discussed included issues surrounding presidential papers, the NARA budget, priorities, and strategic plan, and NHPRC funding. Carlin then entered into

a question and answer session, discussing the ratio of funding electronic records initiatives vs. state initiatives, the possibility of exerting national leadership in the development of descriptive standards, and the value of NARA institutional support for staff involvement in SAA activities.

Discussion with Bruce Craig, Executive Director of the National Coalition For History

Immediately following John Carlin, Bruce Craig, Executive Director of the National Coalition for History [previously known as the National Coordinating Committee for the Promotion of History (NCC)], joined the meeting to give an update on activities. Craig reiterated Carlin's report on the NARA budget, which received excellent funding for FY02. Craig said Carlin was good about negotiating with the Office of Management and Budget to negotiate higher funding levels for NHPRC. He also discussed the status of NCH's lawsuit regarding release of Reagan records and the Presidential Records Act. The suit seeks to compel the National Archives to abide by the terms of the 1978 PRA and to release to the public some 68,000 pages of records of former President Ronald Reagan, that should have been released in January, 12 years after President Reagan left office. Hirtle noted

SAA's involvement in filing an Amicus Brief with the Supreme Court regarding *Eldred v. Ashcroft* on copyright extension. He asked if historians were also interested in the issue. Craig said that he posted an article on the brief in one of his NCC reports, but the issue did not come up at the most recent NCH meeting at the American Historical Association's annual meeting.

Report of the Executive Committee

Greene reported on Council actions that took place between meetings. On the issue of Bush's Presidential Records Executive Order, Council endorsed Congressional testimony given by Anna Nelson, a letter to Rep. Stephen Horn, and an op-ed written by Steve Hensen published in the Washington Post. Council also agreed to enter into an amicus brief in the *Eldred v. Ashcroft* case before the Supreme Court, endorse a response drafted by the Electronic Records and Government Records Sections in response to NARA's Advanced Notice on Proposed Rulemaking for electronic records, and to endorse a metadata seminar organized by the Research Libraries Group for SAA's annual meeting in Birmingham. Council also agreed to send a letter to Colin Powell requesting that the U.S. add a representative from the library, archival, or information science sector to the official U.S. delegation to the Hague Convention on Jurisdiction and Enforcement of Judgments in Commercial and Civil Cases. In particular, SAA was concerned that the Hague Convention, as currently written, would abrogate rights guaranteed by the U.S. Constitution (Article I, Section 8) regarding public use of copyrighted material.

In addition, the Executive Committee endorsed the Library of Congress' Veterans History Project, UNESCO's initiative to protect and preserve electronic cultural heritage material, and released funds to enable the development of a web content management system.

Adkins moved formal approval of Council and Executive Committee actions. Greene seconded. PASSED.

Report of the President

Hensen reported on progress with the NEH CUSTARD grant to reconcile existing North American standards with ISAD(G). The group just held its second meeting and the progress to date exceeded best expectations. The 2002 annual meeting planning was also progressing well. He said there would be a reception at the Civil Rights Institute with a world famous gospel quartet and another reception, "Blues, Brews and Barbeques," at the Sloss Furnace. He praised the work of Alden Monroe, Chair of the Host Committee, and that of Kris Kiesling and Bill Landis, Program Committee Co-Chairs, in developing a very strong program that would include three plenary sessions.

When Hensen reported on his activities surrounding the Bush Executive Order on Presidential Records, Pearce-Moses formally recognized the work of Greene and Hensen in developing the Washington Post op-ed. Hensen said it was a collaborative effort and that Connors also deserved high praise for his work in facilitating placement of the piece in the Washington Post.

Hensen also thanked Duke University for their support during his SAA Presidential year. Pearce-Moses suggested that Duke would be an excellent recipient of the Jameson Award and encouraged Council members to submit Duke as an entry in the competition.

Hensen reported on his participation in meetings as a representative from SAA. He attended the ICA CITRA meeting in Reykjavik, gave the plenary address at the 30th anniversary meeting of New England Archivists, and was recently elected to the board of the National Initiative for a Networked Cultural Heritage (NINCH).

He said he appointed members to the Task Force on Electronic Publishing. The task force had a very strong set of members and would hold its meeting in early spring. The task force planned to submit a preliminary report to Council for the summer meeting.

He said he planned to make an appointment of an SAA representative to serve as liaison to the ALA Task Force on Accreditation. Bell-Russel urged that whoever

would be appointed should be either on or have served on SAA's Committee on Education and Professional Development.

Hensen brought to Council attention a recently published ARL Action Agenda for Special Collections. He saw the document as one of interest to archivists and instructed Fox to distribute a link to the document via SAA's leadership listserv.

He also appointed Lee Stout to an NHPRC group tasked with revising their electronic records agenda.

Report of the Vice President

Hirtle reported that Michael Fox and Janice Ruth would serve as Co-Chairs of the 2003 Program Committee, with Luke Swetland and Sue Hodson as Host Committee Co-Chairs. One of his goals for the meeting was to increase the number of vendors involved. He reminded Council that they had agreed to serve as his Appointments Committee, and gave Council the assignment of giving him information about their groups with suggestions or recommendations about who should be appointed to fill vacancies. He said he would also send an announcement to the SAA leadership list to encourage Sections and Roundtables to think about who should be moving into other areas of involvement. He asked that Council send him their responses by mid-February.

Report of the Treasurer

Adkins reviewed the FY02 budget versus actual revenue and expense. The budget currently showed a healthy net gain, but she expected the year-end net to be much closer to projection. Income from the annual meeting and publications was higher than expected. Adkins noted that while Debra Nolan had done a good job attracting donations from sponsors for receptions, there had been an increasing trend toward more elaborate evening receptions and SAA needed to keep costs down as far as possible. While SAA was slightly behind in education revenues, she expected that this budget line would meet projections by

year-end. She complimented the Education Directors, Patti O'Hara and Solveig DeSutter, for keeping costs in line. In the general and administrative area, costs paralleled projections. She made special note of the technology line item, which had expenses running below budget due to outsourcing computer support costs to a programmer rather than depending on the software vendor's expensive services.

Adkins introduced the auditors' FY02 report and recommended rejection until they clarified accounting for lease payments. Council agreed. She then introduced the audit management letter that recommended SAA clarify its investment policy. Adkins said she would work with Fox and Carroll Dendler on revisiting the policy and submitting an update at the next Council meeting. She said she was pleased with how the Society's investments held up under market pressure so she did not anticipate major changes in the policy. She noted that the letter contained the fewest number of management points in several years, a testimony to the quality of Dendler's financial and administrative management.

The meeting then adjourned for the day.

JANUARY 12, 2002

Hensen called the meeting to order at 9:00 a.m.

Report of the Executive Director

Fox presented action plans as developed by the directors of the Meetings, Publications, and Education departments. She said she had asked the directors to include both a timeline and a budget for the plans in order to convey the breadth and scope of vision in each of the programmatic areas. While the Society did not have the resources to accomplish all that was described in the plans, it did have some resources via the special funds to begin work in some of the areas. She said that while she was introducing the plans at this meeting, Council would discuss them in more detail at the spring Planning Day.

Hirtle suggested that the education department compile a list of grant application deadlines. Council also requested that the education directors give a report analyzing the value of SAA's online course in electronic records. Pearce-Moses recommended that the education office collaborate with universities for online education, and suggested that a colleague at the University of Illinois would be willing to come to the office and discuss lessons learned.

Fox presented a draft education policy statement on product endorsement for Council approval: "This workshop uses [product name], kindly donated by [manufacturer], as a tool to facilitate teaching the content of the workshop. Use of [product name] does not constitute an endorsement of this product."

Pearce-Moses moved and Greene seconded the motion to accept the policy. PASSED.

Nolan discussed the 2005 annual meeting to be held in New Orleans and said that the meeting would take place August 13–22 at the Hilton New Orleans Riverside.

Fox concluded by reporting that the office technology system was finally under control, due to the excellent work on the part of Carroll Dendler to identify a consultant expert in the software system who charged a rate far lower than that of the vendor.

NEW BUSINESS

Change in Name of RLIN Users Roundtable

Dooley moved and Hirtle seconded the motion to change the name of the RLIN Users Roundtable to the RLG Roundtable. PASSED.

Endorsement Request from Science, Technology and Health Care Roundtable

Sniffin-Marinoff presented a resolution approved by the Science, Technology and Health Care Roundtable regarding the In-

ternational Union of History and Philosophy of Science (IUHPS) taking the step of encouraging the preservation of valuable paper and electronic records of modern science and making them accessible for researchers. The Science Technology and Health Care Roundtable requested that Council formally endorse the resolutions and communicate that endorsement to the appropriate officers of IUHPS. Greene moved and Tousey seconded Council endorsement. PASSED. Dooley encouraged the Science, Technology and Health Care Roundtable to put together an action plan to market the resolution to scientific societies.

Endorsement Request from SAA/ARMA Joint Committee

Fox introduced a draft SAA/ARMA Joint Committee Statement of Joint Purpose and Cooperation for Council endorsement. Bell-Russel moved to table endorsement until a subcommittee of Council could revise some of the language in the statement. Adkins seconded. PASSED.

Establishment of Fellows Steering Committee

Fox introduced a letter from Bill Joyce addressing concerns among SAA Fellows that earlier fundraising initiatives may be falling by the wayside. Fox suggested that Council establish a permanent Fellows Steering Committee to help keep this and other Fellows initiatives on track. Greene moved that the President appoint an ad hoc committee of Fellows that would develop a steering committee and proposed agenda and structure for the steering committee. Haury seconded. PASSED.

Donna Cutts Scholarship Fund

Fox requested Council approval of a second Colonial Dames Scholarship, the Donna Cutts Scholarship Fund, as established and requested by the Colonial Dames (Chapter III, Washington, D.C.). Greene so moved and Bell-Russel seconded. PASSED.

SAA Student Benefits

Dooley introduced a list of existing SAA student benefits and requested guidance on how to proceed with the issue of attracting and retaining students within the Society. Council discussed existing benefits and potential new benefits. Hirtle suggested that the Colonial Dames might want to sponsor a student to the SAA annual meeting in place of subsidizing attendance at the Modern Archives Institute.

Greene moved and Pearce-Moses seconded the motion that the Society provide a means of recognizing student members at annual meetings, either through a ribbon or some other form of identification. PASSED with Bell-Russel against.

At the conclusion of the discussion Dooley said she would circulate the list of benefits to the student chapters seeking their ideas and priorities for new benefits. Dooley then introduced a proposed schedule of visits to student chapters by Council members. She saw the visits as a valuable means to discuss membership benefits, evaluate student response to them, and solicit their feedback. She suggested that SAA fund whatever travel costs would be necessary to cover the visits since many, if not most, could be accomplished via local visits. Council agreed to visit the chapters. Dooley said she would prepare a report for the summer Council meeting and propose an agenda of items to cover on each visit.

Hirtle moved that Elizabeth Adkins be appointed liaison to student chapters for the remainder of her term, effective immediately. Tousey seconded. PASSED.

Attracting Candidates for Vice President

Pearce-Moses reported on the difficulty encountered by the Nominating Committee in attracting a full slate of candidates to the position of Vice President. This situation was becoming chronic and needed Council attention. He said several individuals expressed serious interest but the timing was not right. Other reasons cited included lack of institutional support (both financial and human resources) and over commitment to

other projects. He also noted the issue of individuals who agreed to run would not run a second time if their candidacy proved unsuccessful. He said he thought this would be a good issue for the Fellows. He saw a need to communicate the sense that running for elected office should be part of an individual's career track. Other ideas floated included instituting a parliamentary approach of running a single candidate, who would serve as Chairman of the Board. It appeared the perception was that the office of President was mythologized as an enormous commitment when it was in fact a matter of the amount of commitment a President wanted to make to it. While he did not want to minimize the commitment necessary, he felt it necessary to counter the perception that it was an all consuming task.

Council agreed that the issue needed to be addressed and asked Pearce-Moses, as a start, to develop a list of presidential duties for the Nominating Committee to share with potential candidates. Council also discussed the tradition of appointing the person who received the top number of votes as Nominating Committee chair.

Hirtle moved that the Nominating Committee guidelines be changed to remove the phrase "by lot" and state that the President will appoint the Chair from among the three elected members; deleting all text following the phrase "by tradition." Battle seconded. PASSED.

Committee on Ethics and Professional Conduct

Council discussed an issue raised before the Committee on Ethics and Professional Conduct (CEPC). A member of the Society requested SAA to mediate a dispute with an institution. In examining the case, Council decided the chair of the committee should write a letter to the affected parties informing them that SAA had been asked to mediate and to indicate to them that the next step in the committee guidelines is to ascertain whether or not both parties agree to mediation. Hensen said he was impressed with the amount of

work the committee had put into the case and said he would write the committee thanking them for their efforts. Council asked Fox to provide a set of URLs to SAA minutes discussing the development of CEPC guidelines and asked that the issue of the guidelines be placed on the planning day agenda.

Committee on Education and Professional Development Guidelines for a Graduate Program in Archival Studies

Greene presented the final revision of the CEPD Guidelines for a Graduate Program in Archival Studies. He remarked on the collegiality of the process and said everyone on the committee was comfortable with the totality of the emergent guidelines. Adkins moved approval of the guidelines. Bell-Russel seconded. PASSED.

Hirtle asked about next steps. Would they be used for accreditation purposes of programs to meet the guidelines? Greene said that the committee, by the middle of the process, was aware of the ALA Task Force on Accreditation. The guidelines were created to fall within that structure, but were nonetheless freestanding.

Greene said much of the credit for the guidelines coming out as good as they did

was due to Rand Jimerson's chairmanship. It was a model committee experience.

Liaison to the Association for Computing in the Humanities

Dooley moved and Greene seconded that SAA establish a liaison to the Association for Computing in the Humanities. PASSED.

Committee to Select Fellows

Council voted by ballot that Bruce Bruemmer, Fynnette Eaton, and Rand Jimerson be appointed to serve on the Committee to Select SAA Fellows.

SAA/ARMA Joint Committee Statement

Greene moved and Battle seconded the motion to endorse the SAA/ARMA Joint Committee Statement of Joint Purpose and Cooperation as revised. PASSED.

Next Council Meeting

Council agreed to hold its next meeting May 30–June 1, 2002.

Adkins read the to do list.

The meeting adjourned at 4:00 p.m.

SUSAN FOX

Executive Director

Approved by Council on May 31, 2002

THE AMERICAN ARCHIVIST EDITORIAL POLICY

The *American Archivist* is the semi-annual journal of the Society of American Archivists. It seeks to reflect thinking about theoretical and practical developments in the archival profession, particularly in North America; about the relationships between archivists and the creators and users of archives; and about cultural, social, legal, and technological developments that affect the nature of recorded information and the need to create and maintain it.

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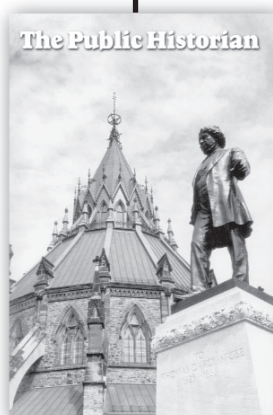
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