F. Gerald Ham Scholarship Established

SAA Opposes Copyright Term Extension Act

Rebirth in Bosnia: The National and University Library
WE'RE MOVING!

Effective, February 1, 1998:
The Society of American Archivists
527 S. Wells, 5th Floor
Chicago, IL 60607
Details to follow in next issue.

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President's Message
by William J. Maher, University of Illinois at Urbana-Champaign

Society of Advocating Archivists

In the few months since the Chicago annual meeting, SAA officers and Council members have devoted considerable time in advocacy efforts to respond to current legislative and archival program issues. Letters to the U.S. House and Senate have been written in support of the Digital Copyright Clarification and Technology Education Act (S. 1146) and in support of the House version of the bill for increased funding for NHPRC. We endorsed a letter from the Digital Future Coalition stating opposition to provisions of the Collections of Information Antipiracy Act (HR. 2652). We have also written in opposition to the Copyright Term Extension Act (HR. 2589/S. 505) (see page 8) and are currently considering whether to endorse the proposed Digital Era Copyright Enhancement Act (HR. 3048). Amidst other legislative and Society business, we have written to express SAA's concern about an internal study by the American Institute of Architects that may threaten the continued existence of AIA's important archives and library program.

This spate of advocacy activities reflects a growing movement within SAA that has developed especially since our 1993/94 action in regard to the National Archives and the appointment of the Archivist of the United States. As a non-federal archivist, I am most encouraged by the expansion of SAA's advocacy into areas of broad policy affecting basic archival work, especially relating to copyright, fair use, and electronic records. SAA's increased attention to advocacy is well reflected in the list of position papers that have been prepared by members and approved by Council (see box at right).

For all professional organizations, such advocacy is a fundamental responsibility. For archivists, however, it has not always been an area of great activity. Too often we have been timid and silent. We have seen ourselves as too small to have a staff and a budget to carry on advocacy at a high level and thus have assumed that our smallness means that our opinion on issues will not carry weight. Further, we have labored under a mistaken notion that we should not speak out on issues without universal agreement within SAA on specific positions. Our recent efforts have shown that these assumptions, while not without some basis, have been overdrawn.

The recent record shows that we have effectively moved away from such inhibitions, which threaten to paralyze us when we need most to move quickly on important developing issues. Instead of being concerned with our being too small to have a voice, we have begun to recognize that our opinion can have tremendous weight when we speak authoritatively and emphatically on issues clearly linked to archival goals. In the process, we have earned considerable respect from those in lobbying and public policy circles for the high road we have taken to accomplish the archival mission. From member comments both in general and from those closely affected by issues on which we have taken a stance, I have detected a strong sense of support and appreciation for what SAA has been able to do by weighing in on archival matters. We have heard objections to some positions and even occasional quibbles with details of a particular position statement. Overall, however, there is the clear sense of SAA members' appreciation for the fact that we are actively engaged and for the specific positions we have taken.

Advocacy work is an important component of the membership benefits that your SAA dues provide. There is a critical symbiotic relationship between membership in SAA and such advocacy. First and foremost, it is only because SAA is the national organization for the U.S. archivists that it can speak effectively and have its voice respected on national institutional and policy issues. The participation of archivists from all levels and in all regions is essential to the strength of our advocacy efforts.

SAA Position Papers

All of these papers have been published in Archival Outlook. Dates indicate when positions were adopted by SAA.

- “SAA Resolution on Archivist of the United States,” 6/5/94
- “SAA Resolution in Support of the National Endowment for the Humanities,” 2/15/95
- “Archival Issues Raised by Information Stored in Electronic Form,” 3/10/95
- “Critical Archival Concerns and Interests in the Development and Implementation of the National Information Infrastructure,” 6/4/95
- “The Society of American Archivists Response to the NHPRC Request for Comment,” 5/1/97
- “Copyright, Archival Institutions and the Digital Environment,” 6/9/97
- Amici Curiae: Bruce Craig v. USA (filed 2/3/97) and Tax Analysts v. IRS (filed 2/7/97)

continued on page 25
Copyright and Protecting Fair Use

The National Initiative for a Networked Cultural Heritage (NINCH) is one of SAA's most effective coalitions. NINCH consists of a unique group of organizations such as the Association of Research Libraries, the American Council of Learned Societies, the American Association of Museums, the American Historical Association, as well as many others like ourselves who are deeply concerned about issues related to bringing cultural heritage materials onto the Internet.

Prime among our concerns these days is the issue of copyright and protecting fair use in the digital environment. As you will read in President Bill Maher's column, SAA is an active participant in these matters which are of deep concern to the profession. It is through participation in NINCH and other coalitions that we have been able to clearly articulate the archival perspective and especially how that perspective both agrees and differs from allied professions (see box on page 3).

Last November NINCH held an important meeting that enabled participants to review recent copyright developments and to begin planning a coordinated community-wide strategy for clearly articulating the humanities position in this debate. Because the current state of the copyright debate is as complicated as it is important, I want to take this opportunity to share with you a report of this meeting, as predominantly authored by David Green, NINCH executive director.

At the meeting, participants heard from key witnesses on copyright-related developments over the past two years. These included: copyright legislation; proposed new rights for protection of non-copyright material; the Conference on Fair Use (CONFU); the alternative creation by the public sector of “basic principles” and “best practices” in the use of copyright materials; the response of libraries to publishers’ licensing of digital materials; and new, generous site-licensing projects within the nonprofit cultural community, between museums and universities.

Building on these presentations, participants at the meeting then worked to create the components of a strategy that, forging links between efforts already afoot across the cultural community, could unite it in a pro-active position. The principal suggestion was the creation of a task force to begin planning a national “public interest” campaign that would articulate at many levels (from the article to the soundbite) the critical value of balanced copyright law (including fair use and a robust public domain) for a healthy and creative cultural and economic life.

Other components of the strategy include:

- forming a task force to marshal stories from the community that demonstrate the value of balance between equitable access to material and reasonable cost recovery for owners, within a context framed by shared values and the centrality of fair use. The task force would create a Web space where members of the library, education, scholarly, and cultural community could post their own “best practice” documents that advise and guide constituents in fair and responsible use and management of intellectual property;
- working with other groups to publicize the issues and stimulate discussion around balanced copyright legislation currently before Congress; and
- organizing a coordinated response to the CONFU guidelines among NINCH members.

A summary of the reports given at the NINCH Copyright Meeting is given below. A full report of the meeting is available at http://www-ninch.cni.org/ipmeeting/ipmeeting.html or by sending a request for a hard copy to Susan Fox (312/922-0140).

Presentations

The purpose of the NINCH Copyright Meeting was to review a cluster of inter-related intellectual property issues in order for the community to begin to develop consensus strategies for the future. Uncertainty about the future together with a defensive posture, has slowed down the potential momentum of bringing cultural heritage materials on to the networks. These intellectual property issues are vital to our enterprise of networking cultural heritage. If we lose this fight for a clear and good public policy, we can forget the vision we have of a vibrant cultural life on the Internet.

Legislation

Professor Peter Jaszi presented a review of the development of copyright legislation since the 1710 Statute of Anne in England. He maintained that the initial growth both in the expansion of publishers’ rights and of exemptions and limitations to those rights was made on the understanding that copyright had a clear public purpose: to safeguard an "information commons" for the public good. Especially since the 1976 Copyright Act, which codified fair use exemptions for the first time, Jaszi declared that publishers have been aggressively seeking to expand their rights at the expense of an understanding of the public good that was at the heart of copyright statute.

Even though the Copyright Treaty that emerged from the World Intellectual Property Organization (WIPO) deliberations in December 1996 re-stated the equal importance to the public good of exemptions and limitations to copyright as the rights themselves, the U.S. government’s proposed legislation to implement that treaty ignores those critical aspects.

Jaszi noted in conclusion that the history of copyright legislation since 1710 was one of poorly organized resistance to an overall steady increase in
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Graduate Archival Studies Scholarship Endowed by F. Gerald and Elsie Ham

Graduate archival students continue to have a friend in Dr. F. Gerald Ham. He and his wife Elsie have endowed a scholarship fund in the amount of $75,000 to the Society of American Archivists. The fund will be used to provide graduate archival students with support beginning in 2005.

“This is something Elsie and I have thought about for several years. One of the joys of my career has been the students I have taught—many of whom have become prominent in the profession.” Jerry remarked in a recent telephone interview. “I found archival education to be a rewarding role and the scholarship is a way to continue the role.”

Last summer Jerry and Elsie formally proposed the idea to SAA Executive Director Susan Fox. After working out the details, the F. Gerald Ham Scholarship Fund was officially established in late November. The $75,000 principal will be held in perpetuity. Income earned from investments will be used to constitute the annual scholarship. This magnanimous endowment is the largest gift ever provided to SAA by an individual.

“SAA is delighted to be the recipient of the Hams’ generosity and recognizes the great honor they have paid in entrusting the care of this fund to the Society,” said Susan Fox. “This gift will be significant in the future longevity and vitality of the profession. I know that both SAA members and the profession at large will heartily commend Jerry and Elsie’s munificence.”

The fund will support the graduate archival education of students in universities in the United States who meet the criteria for graduate education set forth by SAA. Application for awards must be made in the final semester of the applicant’s first year. The scholarship is designed to support graduate students in their second year of archival studies. Selection of the recipients of the scholarship awards will be made by the F. Gerald Ham Scholarship Award Committee, which will be composed of three to five SAA members with the rank of fellow.

As word trickled out about the Ham scholarship fund, SAA members were elated to hear the news. “I am recalling how committed Jerry was to the education of archivists,” said his former student John Fleckner, director of the Archives Center of the National Museum of American History. “The scholarship genuinely reflects Jerry’s ongoing personal commitment to the archival profession. So many of us in the profession today are grateful recipients of his generosity.”

Ham received his undergraduate degree from Wheaton College and his Ph.D. in history from the University of Kentucky. He began his archival career as the associate curator of the West Virginia Collections at West Virginia University, then in 1964 moved to the State Historical Society of Wisconsin where he served for over 25 years as the State Archivist and head of the Archives Division. During his tenure, the statewide archival program flourished and became one of the more innovative and highly regarded in the country. From 1967 to 1991, he also taught archival courses as adjunct professor in the University of Wisconsin’s School of Library and Information Studies.

“Back in the 1960s I was part of an early group, along with Philip Mason, Doloris Renze and others, to teach archives. We were hired guns. Our teaching was in addition to our main archival work,” Jerry recalled.

As a teacher, Jerry has influenced a generation of archivists, many of whom are now leaders in the field. His archival education sequence attracted scores of students to Wisconsin who used the rich collections of the State Historical Society as the laboratory for their work. His graduates are found in repositories throughout the country and abroad. His extraordinary success in placing his students reflected the high esteem in which his program was held.

Graduates of the program hold their former professor in equally high esteem. “If you asked Jerry to rate his many contributions to the archival profession, I think that he would select as his most important the students he guided through the archival education program at Madison,” noted Timothy L. Ericson, one of Jerry’s former students who is now the director of Archives and Special Collections at the Golda Meir Library, University of Wisconsin-Milwaukee. “I know that when I reflect on my own career it becomes clear to me that I am the beneficiary of the tremendous loyalty, concern, and affection that Jerry always felt—and still feels—toward his former students, some of whom spent one summer learning to be archivists by struggling through the records of the Wisconsin School for the Visually Handicapped. That is a wonderful gift for which I will always be grateful.”

Another former student, Margaret Hedstrom who is now an associate professor in the School of Information at the University of Michigan, fondly remembered her first impressions of Jerry. “I, like many others entering the archival profession, had little knowledge of the field or the players when I enrolled in the archival administration program at the University of Wisconsin..."
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SAA Opposition to Copyright Term Extension Act

November 7, 1997

Dear Senator [Representative]:

On behalf of the Society of American Archivists, I write to express our vigorous opposition to S. 505 [HR. 2589], the Copyright Term Extension Act of 1997, and to urge you to oppose it. The proposed law disrupts the balance between public and private interests and will have a severe negative impact on the public’s use of unpublished materials for teaching, scholarship, and research.

The Society of American Archivists is the oldest and largest association of archivists in the United States, representing more than 3,300 individuals and 500 institutions. It is the authoritative voice in the United States on issues that affect the identification, preservation, and use of historical records.

Because of archivists’ commitment to making the documentary heritage of our nation widely available to the public, the Society is particularly concerned about the effect that copyright has on how readily and completely this documentary heritage can be used. We are firmly convinced that in order to meet the purpose of copyright as expressed in the Constitution, namely the promotion of “the progress of science and useful arts,” it is necessary to have both a vigorous public domain as well as protections for the rights of holders of intellectual property. Too short a period of copyright protection may discourage authors from developing new works; too long a period of copyright protection may limit the creation of new discoveries and new products that must draw on the works of others. The challenge facing Congress is to maintain the delicate balance between the interests of current authors and the rights of the public at large now and into the future.

Currently, the Copyright Act of 1976 provides a reasonable period of protection of rights as well as a workable schedule for expanding the public domain availability of unpublished archival material. Any attempt to lengthen the term of copyright should be judged on whether the proposed change is likely to promote “the progress of science and useful arts.” It is our belief that increasing the term of copyright protection from its current term of life of the author plus fifty years to the life of the author plus seventy years may accommodate corporate special interests, but it is unlikely to generate any new spurt of creative energy for the public at large. Instead it will only delay by twenty years the period when the public can draw fully on the material for inspiration. No extension of copyright term should be contemplated until there are available solid analyses of the likely impact of such an extension on the creation of new knowledge. To our best knowledge, no such analyses of the impact of the copyright term extension exist.

We are particularly troubled by the effect such an extension may have on the use of unpublished material of the sort frequently found in archives. Most of the individual items found in archives are of limited commercial value. However, when studied within the context of the documentary record, archival documents contribute immeasurably to the understanding of our cultural heritage at the same time they ensure the accountability of government to its citizens.

The “fair use” provisions of the current act are the basis for most current research in unpublished materials. Yet the courts have been increasingly more restrictive in the application of the principle of “fair use” to unpublished material. Consequently, many archivists and other scholars have been reluctant to make some documentary material broadly available because of the slight risk that doing so would entail, and we have eagerly anticipated expiration of its copyright. The proposed legislation would delay, for two decades, full public and archival use of such documents.

For example, consider the case of Charles Townsend Copeland (1860–1952), the great Harvard English professor whose students included Heywood Broun, T.S. Eliot, and Walter Lippman. Under the current law, letters and early writings authored by Copeland during his formative period of intellectual development starting in the late 1870s are scheduled to enter the public domain on January 1, 2003. Under the proposed legislation, these documents would remain under control of Copeland’s literary heirs until 2023. If the heirs choose to publish the documents, control over them could extend to December 31, 2047. Scholars could thus be denied the full use of these materials for over 160 years from the time of their creation.

The inability of the public to exploit, in a timely manner, the unpublished material found in archives will have a negative impact on its preservation as well. It is currently difficult for archivists to justify the expense of maintaining large collections of documentary materials that are of such limited use for fifty years following the author’s death. Adding another twenty years to the term of copyright for deceased authors further diminishes the rationale for preserving them. Thus, any legislation that delays the transfer of material to the public domain would starve our documentary heritage of the everyday voices of the average citizen. The timely transfer of such materials to the public domain is the best way to ensure they will be saved and used by others to enrich the cultural heritage of all citizens.

Even if it were proven that the acquisition of new knowledge might be enhanced with an extension of copyright protection, there is no reason for extending the protection to authors who are already deceased. Simply put, dead authors are unlikely to generate new works regardless of the length of copyright protection. Therefore, any increase in the copyright term should affect only those works created after the passage of the law and only cover living authors.

In our daily work, archivists seek to maintain the delicate balance between the rights of the creator and the rights of the public to have access to information for the benefit of all the people. Our experience has convinced us that only certain corporations or the heirs of a few individuals, and not the public as whole, would benefit from the proposed legislation’s “gift” of twenty more years of copyright protection. We sincerely doubt that extending the term of copyright for twenty more years for living authors would in any way advance the intellectual and cultural progress of our nation. Instead, the proposed law so disrupts the balance between public and private interests mandated by the Constitution, that we urge you to reject this bill, which benefits a few at the expense of the public at large.

Sincerely yours,

WILLIAM MAHER
President, Society of American Archivists
Council Report

Editor’s note: The following Council actions resulted from meetings held last August during the Society of American Archivists annual conference in Chicago. Council meets again this month in Washington, DC. The unofficial minutes of that meeting will be published in the March/April issue of Archival Outlook. The lengthier official minutes will be published in a forthcoming issue of American Archivist.

Resolution on Access to Annual Meeting Facilities

Whereas SAA annual meetings shall be accessible to all attendees, be it therefore resolved that SAA shall make every effort to meet in hotels whose facilities are ADA-compliant, that SAA staff and host committees will acquire and use a standard checklist for meeting accessibility such as that used by the American Association for the Advancement of Science, that the SAA host committee shall include persons with disabilities whenever possible, that SAA staff and host committee shall use suasion with any site that is discovered to have shortcomings according to the checklist.

Adopted by SAA Council, August 30, 1997

Resolution on the Committee on the Status of Women

Resolved that the abolition of the SAA Committee on the Status of Women be postponed until the SAA Council, in consultation with the committee, shall have formulated and enacted an appropriate mechanism to ensure continuing SAA attention to and engagement with the issues embedded in the resolution presented to the 1997 business meeting concerning the continuation of the committee.

Adopted by SAA Council, August 26, 1997

Task Force on Diversity

Background. As the Society of American Archivists has acquired more demographic data about its members and their positions, more knowledge exists, as well as questions have arisen about diversity of SAA’s membership base. As SAA as increasingly sought to play a national leadership role by adopting positions on and advocating professional, local, and national policy relating to records and archives, it needed to address the diversity implications of that policy. As pre-and post-employment archival education has expanded, educators find themselves confronting issues of diversity in areas such as the recruitment of new students, the coverage of course and workshop content, and the delivery of that content to expanded audiences through local and distance education. At the same time, SAA has been engaged in an extensive examination of its own structure, finances, and strategic directions through activities such as the work of the Task Force on Organizational Effectiveness that also has diversity implications.

Charge. The task force will investigate issues relating to diversity currently being addressed by SAA. The task force will examine:

- What aspects of diversity are important to SAA;
- The mechanisms in SAA structure through which diversity issues are already being addressed;
- The mechanisms in SAA structure through which diversity issues might be addressed;
- Trade-offs between costs and benefits of SAA addressing different diversity issues.

Composition. The task force shall be composed of no more than eight individual members and shall include the chairs of committees that have traditionally addressed the issue, such as: Archivists and Archives of Color Roundtable, Lesbian and Gay Archives Roundtable, Committee on the Status of Women, and the Council liaison. At least two members of the task force shall be from the South, Southwest, or West. The chair of the task force is Brenda S. Banks of the Georgia Department of Archives and History.

Schedule. The task force shall deliver its final report and conclude its duties by SAA’s winter 1999 Council meeting. An interim progress report shall be delivered to Council at its June 1998 meeting.

Adopted by SAA Council, August 30, 1997

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Archival Outlook— January/February 1998 9
The 1998 Nominating Committee of the Society of American Archivists has proposed the following slate of candidates for election this year. Individual members of SAA will vote for three Council members and three Nominating Committee members. Those elected to Council will serve three-year terms beginning in August and running through the annual meeting in 2001. Those elected to the Nominating Committee will serve one-year terms.

All candidates are required to answer questions related to their prospective offices. The questions were formulated by this year’s Nominating Committee, which included Robert Spindler (chair), Danna Bell-Russel, Leon Miller, and Council members Lori Hefner and Sharron Uhler.

“The Nominating Committee strived to secure professional, ethnic, geographic, and gender diversity in identifying SAA members who were willing to serve the SAA and stand for election,” Robert Spindler said. “I am very grateful to those who agreed to stand for election and to the members of the committee who worked very hard to insure continued leadership in SAA.”

Candidates’ responses to the questions posed, along with vitae, will appear in the ballot. Voters will have the opportunity to write in candidates on the ballot, which will be mailed to all individual members later this month. If you have not received a ballot by March, please contact the SAA office at (312) 922-0140 or info@archivists.org. The deadline for returning ballots will be April 6, 1998.

An eligible member may also be placed on the ballot by submission of a petition signed by 50 individual members. Such petitions must be received at the SAA office by February 10, 1998.

There will be no election for vice president/president elect this year. Last year both candidates—Luciana Duranti of the University of British Columbia and H. Thomas Hickerson of Cornell University—received an equal number of votes from the 902 ballots cast in the election for that post. Per a decision made by the SAA Executive Committee last April, Duranti currently serves as vice president and will become SAA’s 54th president in September. Hickerson will serve as vice president beginning in September and then become SAA’s 55th president in 1999-2000.

In addition, there will be no election for treasurer this year. The current treasurer, Robert Sink of the New York Public Library, is in the first year of his three-year term of office.

**Candidates for Council**

Elizabeth Adkins, *Ford Motor Company*

Dennis Harrison, *Case Western Reserve University*

Sue Hodson, *Huntington Library & Art Gallery*

Jane Kenamore, *Consultant*

Faye Phillips, *Louisiana State University*

Wilda Willis, *National Archives and Records Administration*

**Question:**

In your opinion, what SAA programs and services best meet the needs of most members?

What works within SAA and what doesn’t and why?

**Candidates for Nominating Committee**

Tim Blevins, *New Mexico State University*

Jim Byers, *Smithsonian Institution*

Mark Martin, *Temple Memorial Library*

Tom Ruller, *New York State Archives and Records Administration*

Megan Sniffin-Marinoff, *Simmons College*

Nancy Zimmelman, *California State Archives*

**Question:**

With the need for a balanced slate as a given, what qualities will you look for in potential candidates for next year’s slate?
In the Magic Kingdom:
SAA Annual Meeting at Walt Disney World

by the 1998 SAA Host Committee

The SAA Host Committee extends a warm Florida invitation to all its colleagues. Join us August 31 – September 6, 1998, at the Walt Disney World Dolphin Hotel.

For you veteran SAA conventioneers, this year’s meeting in Florida will be something out-of-the ordinary. The 1998 meeting will be the first held in a non-urban, resort location. If you have been to Disney World recently, you have an idea of what to expect. For the uninitiated, though, this may be an unsettling experience.

Unlike previous SAA convention sites, there is no city surrounding the hotel. The Dolphin is located in the Walt Disney World Resort, a sprawling forty-six-square-mile complex fifteen miles southwest of Orlando. The Dolphin is one of several hotels in the EPCOT resort area, one of three resort areas at Disney. It is linked directly to two of Disney’s three (soon to be four) amusement parks, EPCOT and Disney-MGM Studios, via a water bus. Adjacent to the Dolphin is Disney’s Boardwalk Entertainment District. The Boardwalk has several restaurants, a nightclub, a sports bar, and other eating and drinking establishments. The EPCOT resort area is, in turn, linked to the other resort areas (Magic Kingdom and Disney Village) via Disney’s vaunted transportation network.

This year’s meeting is also something out-of-the ordinary for a Host Committee. Needless to say, the committee is not composed of Disney archivists waiting to escort you around the premises. (The Disney Archives is, alas, in Burbank, Calif.) Nor do the committee members hail from one host city. Instead, the 1998 Host Committee draws on the human resources of a number of archives in the central Florida area as well as institutions in north and south Florida. In all, nine different cities are represented.

Much of the Host Committee’s work will center on places outside Disney. Tour selections have been made and there will be plenty for the non-Disney enthusiasts to do and see. The committee is also exploring ways to shuttle colleagues to places outside of the Disney property. Information regarding tours and nearby cultural attractions, as well as unofficial Disney tips, will be posted on the Host Committee’s Web site at http://mailer.fsu.edu/~baltman/host.html. It is also linked to the SAA Web site. For detailed and up-to-date information on the wonderful world of Disney, we recommend that you tune into the official Disney Web center at http://www.disney.com/DisneyWorld/index.html.
A New Door

I am pleased to report that I will return full-time to SAA on January 5, 1998. I am deeply grateful to the SAA staff and membership for seeing me through this most difficult time in my life. Although I have not worked for SAA long enough to claim comprehensive knowledge of the organization, I certainly have learned about the heart of its people. I can never express fully my gratitude for all of the beautiful cards, letters and notes of support Wayne and I received from members during the last five months of his life and at the time of his passing. For example, Brother Michael Grace of Loyola University wrote:

“...through this intense period of suffering for him, you were with him, and, I suspect, the love which you and he had for each other grew more deeply. May you find consolation that he died on Sunday, the Lord’s Day, and now he is with the Lord, his father, and brother and all the holy people. As he was in my prayers daily during his illness, now he will be in my prayers that he is enjoying the peace of heaven...”

Words of comfort such as these have helped me every day. As I pause on the threshold to a new door in my life, these words have also allowed me to find the courage to open the door and step forward. I hope to take one of my first, positive strides with SAA.

Successful new endeavors are almost never smooth in the beginning. What is of special importance to remember, however, is that when difficulties confront us that are not of our own creation, odds are that we will be successful if we have the faith to persevere. I am more determined than ever to implement educational plans for SAA that were put on hold these last months. I am looking forward to your walking through a new door with me. God bless you all in the New Year.

Joan Sander
SAA Education Director

SAA Continuing Education Workshops
Spring/Summer 1998

Encoded Archival Description
Milwaukee, Wisconsin
March 12–13, 1998
Fee: $329; SAA Members: $269
Continuing Education Units: 1.5
Enrollment in this course is limited to 20 participants.
Instructors: Kris Kiesling and Michael J. Fox

Digital Imaging Technology
Smithsonian Institution
Washington, D.C.
March 26, 1998
Fee: $235; SAA Members: $189
Continuing Education Units: .75
Instructor: Paul Conway

The Descriptive Standards Institute
Lowell, Massachusetts
April 20–24, 1998
• Archival Cataloging as a Component of Description
  April 20–21, 1998
  Fee: $342; SAA Members: $269
  Continuing Education Units: 1.5
  Instructors: Kris Kiesling and Steven Hensen
• Application of the USMARC Format
  April 22, 1998
  Fee: $215; SAA Members: $169
  Continuing Education Units: .75
  Instructor: David Carmichael
• Access Points
  April 23–24, 1998
  Fee: $342; SAA Members: $269
  Continuing Education Units: 1.5
  Instructors: Susanne Warren and Peter Wilkerson

For more information about the workshops, contact Tara Shimandle at (312) 922-0140 or tshimandle@archivists.org

Copyright and Fair Use for Archivists
Chicago, Illinois
April 29, 1998
Fee: $215; SAA Members: $169
Continuing Education Units: .75
Instructor: Peter Jaszi

Archives in Cyberspace: Applying Techniques to Improve the Business of Archives
Pocatello, Idaho
May 20, 1998
Fee: $215; SAA Members: $169
Continuing Education Units: .75
Instructor: Peter Jaszi

Encoded Archival Description
New York City
May [21-22 OR 28-29], 1998
Fee: $329; SAA Members: $269
Continuing Education Units: 1.5
Enrollment in this course is limited to 20 participants.
Instructors: Kris Kiesling and Michael J. Fox

Digital Imaging
New Haven, Connecticut
May 1998
Fee: $235; SAA Members: $189
Continuing Education Units: .75
Instructor: Paul Conway

Sound and Light: The Administration of Sound Recording and Moving Image Materials in Archives
New Orleans, Louisiana
June 1998
Fee: $342; SAA Members: $269
Continuing Education Units: 1.5
Instructors: Chris Paton, Barbara Sawka, Maxine Fleckner Ducey
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1998 Leadership Directory

Please note the following changes to the 1998 SAA Leadership Directory (the green insert in the center of the previous issue of Archival Outlook):

COUNCIL
Valerie Browne’s tenure should read: (1996-1999)

STANDING COMMITTEES
1997 Program Committee should read: 1998 Program Committee
Elizabeth Adkins’ new e-mail address: eadkins@ford.com

SECTIONS
A&A News Editor
Alfred Lemmon
Historic New Orleans Collection
533 Royal St.
New Orleans, LA 70130
504/598-7124
Fax 504/596-7168
alfred@hnoc.org

Description Section
Lora Bloom, Vice-Chair
Minnesota Historical Society
345 Kellogg Blvd. West
St. Paul, MN 55102-1906
612/296-5574
Fax 612/296-9989
lora.bloom@mnhs.org

1998 Publications Catalog

The new edition of the SAA Publications Catalog is currently in production and should be available in February. Print copies will be mailed to all SAA members and the catalog will be eventually posted on SAA’s Web site (www.archivists.org). The catalog will feature more than 120 titles covering a broad spectrum of topics vital to archivists, records managers, historians, curators, librarians, and other allied professionals committed to successfully managing their collections.

Membership Directory

Production of the 1998-99 SAA Directory of Individual and Institutional Members is also in progress. The directory, which is a benefit of membership in SAA, is slated for printing and mailing in March.

Directory of Archival Organizations

The finishing touches are being added to the 1998 Directory of Archival Organizations in the United States and Canada. This handy reference will contain more than 65 listings. Each entry includes a contact information for the organization and the newsletter editor (if applicable), plus membership totals and dues information. Look for your copy in the center of the March/April issue of Archival Outlook.

Archival Outlook Rate card

The new display advertising rates are in effect for Archival Outlook. To receive a copy of the 1998 rate card for the newsletter, contact Teresa Brinati at (312) 922-0140, tbrinati@archivists.org.

American Archivist

The Fall 1996 issue of the American Archivist (59:4), a special issue on diplomatics and modern records guest edited by Francis X. Blouin and Nancy Bartlett of the Bentley Historical Library, University of Michigan, is in production and should be published by March. Prospective articles should be sent to the journal’s editor, Philip B. Eppard, State University of New York at Albany, School of Information, Science & Policy, 135 Western Ave., #113 Draper, Albany, NY 12222, (518) 442-5128, pbe40@cnsibm.albany.edu.

TERRY COOK, who is currently director of the Records Disposition Division at the National Archives of Canada, will be joining TOM NESMITH in September 1998 on the faculty of the Master’s Program in Archival Studies at the University of Manitoba in Winnipeg. Cook will be teaching in the program’s electronic records and appraisal areas among others, and he will share in supervision of student thesis research.

THOMAS J. FRUSCIANO of Rutgers University and MARILYN H. PETTIT of St. John’s University have co-authored New York University and the City (Rutgers University Press, Dec. 1997), which chronicles the spirited history of one of America’s premier private universities.

EDIE HEDLIN, director of the Office of Smithsonian Archives, was the subject of a profile in The Torch, the monthly magazine for staff of the Smithsonian Institution.

MARY IDE, director of the Media Archives and Preservation Center at the WGBH Educational Foundation in Boston, has been elected to a two-year term on the Executive Board of the Association of Moving Image Archivists.

RUSSELL S. KOONTS has been named university archivist at the North Carolina State University Libraries. Koonts formerly worked at Duke University as its reference and information access archivist with the Special Collections Library.

WAVERLY LOWELL, formerly director of Customer Service at the National Archives-Pacific Region, is the new head of the Documents Collection at the College of Environmental Design at the University of California at Berkeley.

WILLIAM M. ROBERTS, university archivist and librarian at the Bancroft Library, received the 1996/97 Distinguished Librarian Award from the Librarians Association of the University of California at Berkeley. Throughout his long career, which began at the Bancroft in 1966, Roberts has been an innovator who retains a deep and abiding respect for history and scholarship. He has taken the university archives into the age of automation and has been instrumental in the California Heritage Digital Image Access Project, which has begun to provide bibliographic control and electronic access to the Bancroft’s pictorial collections and will enrich Berkeley’s Digital Library.

NANCY CARLSON SCHROCK has been appointed chief collections conservator for the Harvard College Library. She has closed her private conservation practice and has left the Gaylord Preservation Help Line in the capable hands of MILLIE O’CONNELL.

I wish to thank you for your readiness to provide hard-earned financial support to make SAA a stronger and more capable archival organization. Best wishes for the New Year.

WILLIAM J. MAHER
SAA President

1998 ANNUAL APPEAL

Enclosed is my contribution to SAA’s 1998 Annual Appeal.

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☐ Patron $250
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Please use my gift for:

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Please note the addition of the Minority Student Award to the above gift list. Thank you in advance for your generosity.
American Television and Videotape Heritage

Librarian of Congress James H. Billington recently released the first comprehensive five-volume study on the present survival status of American television and independent video productions. Two years in the making, the report paints a picture of losses already sustained and looming problems for an important part of America’s cultural heritage. Information for the report was gathered through hundreds of interviews, public hearings and written statements from 100 individuals and organizations, and the deliberations of three task forces. Volume 1 contains the report; volumes 2-4 contain transcripts of six public hearings; and volume 5 reproduces the written statements. Ordering information as well as an online version of the report can be found at http://lcweb.loc.gov/film/tv.html. For additional information contact: Steve Leggett (202) 707-5912, fax (202) 707-2371, sleggett@loc.gov.

ICOS Online

The American Institute of Physics Center for History of Physics has recently published an online version of the International Catalog of Sources for History of Physics and Allied Sciences (ICOS) at http://149.28.112.25/pdi/icos.htm (or for an easier address, link from the center’s home page at http://www.aip.org/history/). ICOS includes information about primary source material—papers of scientists, records of major institutions, oral history interviews, etc.—preserved in the center’s Niels Bohr Library and over five hundred other repositories worldwide. The collections described (currently over 5,000 records) document physics and related fields, such as astronomy, acoustics, optics, and geophysics, chiefly from the late nineteenth century to the present. Please contact nb1@aip.org if you have any questions or comments about ICOS online, or if you can provide any new or updated information to add to the catalog.

Discussion Listserv for Business Archivists

At the International Business History Conference in Glasgow last July, a goal was set to create a business archives listserv. It is currently up and running. To subscribe to the list, send an e-mail message to <majordomo@glad.gla.ac.uk> with the subject field blank and the command <subscribe busarch> in the body of the message. There is a Web archive of the business discussion list by thread at: http://www.gla.ac.uk/External/BusArch. If you have any questions, contact: Lesley Richmond, Archives & Business Records Centre, University of Glasgow, 77-81 Dumbarton Road, Glasgow G11 6PP, Scotland, U.K. Tel. 0141-330-6494; fax 0141-330-4158; L.Richmond@arts.gla.ac.uk.

Archives of Nursing Leadership

The Archives of Nursing Leadership, a new program at the University of Connecticut, is jointly sponsored by the School of Nursing and the Thomas J. Dodd Research Center. The program seeks to preserve the records of nursing organizations and nursing leaders in Connecticut and the New England Region. Such materials are made available to nursing researchers and to those interested in studying the history and development of the nursing profession. For more information, contact Thomas Wilsted at (860) 486-2524, twilsted@lib.uconn.edu.

Emergency Response and Salvage Wheel

Museums, libraries, and archives now have a simple, concise and clear set of instructions for protecting valuable materials before and saving them in the first 48 hours after a flood, hurricane, tornado or other disaster. The “Emergency Response and Salvage Wheel” provides quick access to essential information on protecting and salvaging collections. The user-friendly slide chart is designed to match types of collections and types of disaster. One side covers general preparedness and response steps: setting up off-site restoration facilities, stabilizing the building, documentation, damages assessment and salvage priorities. The reverse side addresses specific measures for handling different types of objects: damaged books, photographs, textiles, furniture, natural history specimens, framed artworks, electronic records, and other materials.

The Salvage Wheel is the product of a multi-year effort by a National Task Force on Emergency Response, which included, the Federal Emergency Management Agency the National Endowment for the Humanities, the Getty Conservation Institute, and the National Institute for the Conservation of Cultural Property.

Complimentary wheels were distributed last June to nearly 43,000 nonprofit cultural institutions. Additional wheels are available for purchase at $9.95 each, including postage and handling. Reduced rates for orders of ten or more wheels are $8.45 or $4.95 for nonprofits. To place an order or request an order form, call toll-free (888) 979-2233, or write the National Task Force on Emergency Response, National Institute for the Conservation of Cultural Property.

Archives and Restitution Problems in Eastern Europe

in 1976. Before I met Jerry Ham on the first day of class, my mental image of him was of a stodgy, gray-haired old man who would bore us all with the technical details of the trade. Much to my surprise and delight, Jerry was on top of the latest issues in archives and historiography and he was adept at making even the most boring and mundane aspects of archives interesting and engaging. From that moment on I was hooked.”

Hedstrom paid tribute to Jerry as a mentor as well. “Jerry has continued to influence my career by pushing me into my first professional position working with ‘machine-readable’ records in 1979. His early recognition of the significance of new technologies for archives is indicative of his foresight and his great ability to distinguish the profound from the trivial. I was encouraged by his passion for teaching and his commitment to archival education to seek the rewards of an academic career. Jerry has been the best kind of mentor—generous with his time and ideas and always willing to listen to alternative perspectives and interpretations. Elsie has been an essential part of all of this as a gracious hostess and patient partner who has given generously to students and to the profession.”

Teacher is just one of the many professional roles Jerry has filled in a career spanning four decades. Ham’s influence as a scholar has been even greater.

Nicholas Burckel, director of libraries at Marquette University, provided the following summation of Ham’s achievements. “Each profession needs its gurus, those who both challenge standard shibboleths and chart new directions. Jerry’s writings have helped define the archival profession. In his widely reprinted address as president of the Society of American Archivists, ‘The Archival Edge,’ he urged his colleagues to take a more active role in shaping the archival record of the future, to bequeath to posterity a more useful and representative documentary heritage. Subsequent articles further defined strategies for the archivist’s role in what Ham coined ‘the post custodial era.’ His provocative article on ‘Managing the Historical Record in the Age of Abundance’ won SAA’s prestigious Fellows’ Posner Prize, while in 1994 he received the coveted Waldo Gifford Leland Prize for ‘writings of superior excellence and usefulness in the field of archival history, theory, or practice’ for his book, Selecting and Appraising Archives and Manuscripts.’”

Ham has contributed significantly to the development of the profession through his leadership in SAA. He has served as a member of the governing Council, executive secretary (a position predating that of full-time executive director), president, and chairman of key committees, including the Committee on Education and Professional Development at the time it developed the first curricular guidelines for graduate education, and the original Task Force on Goals and Priorities. Ham was elected a fellow of SAA in 1968.

In 1997 Jerry won the Distinguished Service Award of the National Historical Publications and Records Commission. This award recognizes individuals whose careers have demonstrated exemplary accomplishment and extraordinary commitment in forwarding the mission of NHPRC and individuals who have made notable accomplishments in the fields touched by the commission’s work.

Jerry’s honors are not limited to this country. In 1988 he was selected to participate in an exchange program established by the Commission on Soviet-American Archival Cooperation, organized to fulfill the specific provisions of the 1985 Geneva agreement on scientific, technical, and educational cooperation. He spent the month of October that year lecturing in the Soviet Union, mostly in Moscow and Baku, Azerbaijan.

“My objective was to inform Soviet archivists about American archival institutions’ theory and practices, particularly how new information technology is affecting work in the United States,” Ham said in an interview at that time. “It was an overwhelming experience.”

Jerry offered the following words of wisdom to today’s students, “In your training don’t let the lure of the process—the technical or hands-on aspects of archival activity—obscure and dilute the intellectual aspects of archival work, such as determining the content of the historical record and understanding its potential uses. Don’t confuse tools with goals.”
Nixon, the Navy, and GRS-20: Behind the Headlines

Archivists have been seeing the National Archives and Records Administration (NARA) in the news a lot recently. Let me offer some insight into several issues of interest to SAA members.


Recently I announced formation of an Electronic Records Work Group to review issues relating to the creation, maintenance, and disposition of certain types of electronic information. NARA’s strategic plan calls for a general review of our guidance to federal agencies on computer-generated records, and I am asking the Work Group to review in particular what we call “General Records Schedule 20, Electronic Records,” which has recently been challenged in court. GRS-20 authorizes agencies to dispose of the “live” versions of e-mail, word processing documents, and other computer-generated material if first saved by copying to a paper, microform, or electronic recordkeeping system. The group will review GRS-20, identify appropriate areas for revision, explore alternatives for authorizing disposition of electronic records, identify methods and techniques that are available with current technology to manage and provide access to electronic records, and recommend practical solutions for their scheduling and disposition. By the time you read this, the group will be on its way to meeting my request for a report by the first of August. Much help already is available, such as the SAA Position Statement on GRS-20, published in the July/August 1997 issue of Archival Outlook, for which I am grateful. It will help us look candidly at changes we know must be considered.

The Work Group’s membership will combine NARA specialists and representatives of federal agencies. Also the group will solicit technical assistance on specific issues from experts with practical experience in the private sector and the archives of other governments. Among those who have agreed to help are SAA Vice President Luciana Duranti of the University of British Columbia, and SAA members Margaret Hedstrom of the University of Michigan, Alan Kowlowitz of the New York State Archives and Records Administration, and Charles Robb of the Kentucky Public Records Division. We will provide information on the Work Group in a Web page at http://www.nara.gov/records/grs20, and solicit public comment by electronic mail to grs20@arch2.nara.gov.

Naval Research Laboratory Records.

Also recently, I asked my deputy, veteran archivist Lewis Bellardo, to head an inquiry into the disposal by NARA of some naval laboratory records that may have been of historical value. Appraisal, scheduling, and notification procedures adopted in consultation with naval research authorities seem to have been followed, but if we find them to be flawed we will take remedial action. We ask our fellow archivists to suspend judgment until completion of the inquiry, with which the Office of Naval Research is collaborating, and on which we will report publicly.

Nixon White House Tapes.

A couple of press items have portrayed NARA as involved in some diabolical plot to give away the Nixon White House tapes and other records to a Nixon presidential library controlled by the estate of the former president. The facts are that courts have ordered the federal government to compensate the estate financially for “taking” Nixon records in the “Watergate” period, and have ordered NARA to provide to the estate portions of the tapes containing “personal or private conversations” concerning family matters and non-governmental activities, including political activities not connected to the former president’s constitutional or statutory duties. Though the material remains with NARA pending appeal of the tape-return order, we will have to abide by final court decisions. As for a Nixon library, if a proposal arises to add one to our Presidential Library system, which would require Congressional approval, NARA would accept it only (1) if it met our professional standards for such facilities, (2) if NARA continued to control all Nixon presidential historical materials that we are legally entitled to control, and (3) if we concluded that such a library would enhance access to the Nixon materials.

Rather than trying to “give away” Nixon tapes, we negotiated an agreement with the Nixon estate under which we have been accelerating release of taped conversations that by law can be made public. Recently we opened 154 hours of conversations recorded in the Cabinet Room of the Nixon White House from 1971-1973. This brings the number of hours of Nixon White House tape recordings made public by NARA to more than 400, and we are processing additional tapes for opening on a regular schedule.

We also are making significant progress in providing increased access to other documentary material. Our Electronic Access Project is enabling anyone, anywhere, with a computer connected to the Internet to search descriptions of NARA’s nationwide holdings and view digital copies of particularly important documents. The project is producing a virtual card catalog of all NARA holdings, including those in our Presidential Libraries and regional archives. In addition, copies of many of NARA’s most popular and significant manuscripts, photographs, sound recordings, maps, drawings, and other documents will be digitized and available for online viewing through the catalog. Already more than 300,000 descriptions and 20,000 digitized documents are available in the NARA Archival Information Locator (NAIL), accessible on the World Wide Web at: http://www.nara.gov/nara/nail.html. Through January 31, 1998, we are requesting public comments on NAIL’s ease of use, functionality, and terminology, which may be e-mailed to: nail.mailbox@arch2.nara.gov.

Many other achievements could be listed, but let me conclude by citing just one of which I am particularly proud. President Clinton and Vice President Gore have issued a report on progress in the Federal Government’s National Performance
Archivist Orders An Investigation of Recent Destruction of Naval Laboratory Records—Responding to a letter from the Chief of Naval Research regarding the tremendous loss that the Naval Research Laboratory (NRL) feels over the destruction by the National Archives of records that they considered of permanent historical value, Archivist John Carlin has ordered an investigation of the matter. “If the process is flawed, or the evaluation criteria are inadequate, then obviously the situation must be fixed,” Carlin said. Additionally Carlin stated that he would “be grateful for the Navy’s cooperation in determining where the problem lies so that together we can take appropriate action.”

Paul Gaffney, the Chief of Naval Research, wrote to Carlin on November 13, 1997, stating that “the historical record of our nation’s scientific and technical heritage has suffered a serious and irreparable loss.” The destroyed records included bound and numbered laboratory notebooks as well as 600 cubic feet of correspondence and technical memoranda that documented the work of the pioneers of American radar, path-breaking acoustic and oceanographic research, early sonar research, the first U.S. satellite program, and the early rocket-based astronomical research. Gaffney contends that the Naval Research Laboratory personnel received no notification of the National Archives’ plan to destroy these records that they considered permanently valuable and which constituted the core of the agency’s corporate memory. The major thrust of Gaffney’s letter was to seek “to understand how this great misfortune occurred and to devise a method of administration control that will prevent its recurrence.” Gaffney proposed in his letter that the National Archives and the Navy Research Laboratory together “form an independent ad hoc advisory group to review the case of NRL’s record destruction and to evaluate records disposal policies and processes.”

Carlin contends that the records in question were destroyed “following procedures established years ago for evaluating naval laboratory records” and that Navy officials were consulted in the development of the disposition schedule. National Archives staff did not consider the material that was destroyed “to meet the tests for permanent value.” Additionally Carlin has pointed out that the Navy had been notified about the pending destruction and had “raised no objection.”

Clearly the National Archives and the Naval Research Laboratory have different interpretations of the schedule for preserving and disposing of records and have different views on the notification process. Considering the divergent views of the two agencies, Gaffney’s recommendation of an ad hoc independent review group seems useful. The American Historical Association, the Organization of American Historians, and the Society of American Archivist have indicated to Gaffney that they would be willing to recommend individuals who have the appropriate professional expertise to serve on such an independent review panel.

New Copyright Legislation Introduced in House—On November 13, 1997, the day before adjourning until January, Representative Dick Boucher (D-VA) and Tom Campbell (R-CA) introduced HR. 3048, the Digital Era Copyright Enhancement Act. This bill not only provides for the implementation of the World Intellectual Property Organization’s (WIPO) Copyright Treaties adopted in Geneva last December, but also addresses in a more comprehensive fashion issues of fair use, first sale, and distance learning. The bill would enable educators to use computers in the same way that they currently use television to foster distance learning. Furthermore, Campbell has noted that the legislation would also mean that librarians would “be able to use the latest technology to preserve and to share great works of literature and scientific discoveries with their patrons.” This legislation would protect the legitimate concerns of copyright owners by focusing on “infringing conduct” instead of using “circumvention devices,” a strategy that is part of HR. 2281 and S.1121, the legislation introduced earlier this year to implement the WIPO treaties.

Court Rules Against NARA in Case on Regulations for Destroying Electronic Records—On October 22 U.S. District Judge Paul L. Friedman ruled that the Archivist of the United States was wrong to allow federal agencies routinely to destroy the electronic versions of word processing and electronic mail records even if paper copies were made. The ruling came in the case of Public Citizen v. John Carlin (Civil Action No. 96-2840) in which the Organization of American Historians, the American Historical Association, and the American Library Association were co-plaintiffs. The case involved a challenge to General Records Schedule 20, a regulation issued by the U.S. Archivist in 1995 which gave all federal agencies blanket approval to destroy all types of electronic mail and word processing records if paper copies exist, without any review of the value of the electronic records.

Page Putnam Miller is the executive director of the National Coordinating Committee for the Promotion of History (NCC), a coalition of 49 member organizations and 29 state coordinating committees. NCC functions as a central advocacy office and clearinghouse for historical and archival associations by monitoring legislation, issuing alerts, and coordinating strategic efforts at the national level. The SAA executive director is secretary of the NCC Board.
Rebirth in Bosnia: The National and University Library

by Andrea Markov, Minneapolis Public Library

In the recent war against Bosnia, cultural institutions as well as houses of worship were targeted for destruction by nationalist forces, in an attempt to destroy the country’s pluralistic culture and erase its history. In Sarajevo these targets included the Oriental Institute, the headquarters of Oslobođenje (Liberation, the city’s daily newspaper), and the National and University Library.

The library was built in 1896 to serve as Sarajevo’s city hall—Vijecnica—and quickly became a routine stop on tours by visiting dignitaries and statesmen, including the Archduke Franz Ferdinand, who spoke to the city from its balcony on the morning of his assassination in June of 1914. After World War II, the Nacionalna i Univerzitetska Biblioteka (NUB) was founded and housed in Vijecnica. The Balkans are a crossroads of history, and Sarajevo has long been home to many peoples, cultures, and confessions. The library’s pre-1992 collection reflected this diversity and included books and manuscripts in Arabic, Turkish, Persian, Hebrew, European languages and English, as well as maps, photographs, and an extensive collection of Slavic newspapers in both the Cyrillic and Latin alphabets.

In late August of 1992, Vijecnica was heavily shelled by the fascist forces surrounding Sarajevo. The resulting conflagration gutted the building and destroyed 90 percent of the library’s 1.5 million-item collection, and virtually all of its support services, which included an in-house bindery.

I am a bookbinder at the Minneapolis Public Library. In 1996 I began to hear about international rehabilitation efforts for the NUB, and with an early gift of advice from Andras Riedlmayer at the Fine Arts Library of Harvard University. I undertook a project of collections maintenance assistance to what remained of Sarajevo’s library. Initially I had a vague notion of visiting Sarajevo, bone folder in hand, to pitch in on the repair of the war-damaged collection. However, the main objective quickly changed to bindery rebuilding after learning from Dr. Enes Kujundzicæ, NUB’s director, that the library now had nothing with which to work on the surviving collection, “not even a knife.”

It is instructive to draw up a shop inventory from absolute zero—omitting neither board shear nor suture scissors—unnerving to tot up the cost, and alarming to watch that figure creep steadily upward almost to the very day of departure. In the end the total hovered around $10,000, excluding shipping. About one third of this was donated by Plymouth Congregational Church of Minneapolis; the rest was filled in with contributions by friends from all over the country, and offset by generous donations of materials by over a dozen American suppliers and manufacturers.

Most of this largesse left the country in August, traveling by container ship and shepherded by AmeriCares, who also very generously donated their services. Finally, off I went, too, and spent part of September and most of November in Sarajevo skirting shell holes, listening to survival stories, and assisting at the birth of a new bindery.

Like any real birth, it was painful, exciting, frightening, uplifting, untidy, exhausting, and very, very hopeful. I had the good fortune to work with NUB’s bookbinder, who survived the war but who is “in front of” retirement and so will probably not be there when I make my next visit. I have been invited back, and now have a vague notion of recruiting a small team to visit Sarajevo, bone folders in hand, to pitch in on the repair of the war-damaged collection.

Of special interest to SAA members may be a parallel project that Jeffrey B. Spurr, cataloger at the Fine Arts Library at Harvard University, hopes to undertake in the coming months. Spurr has been involved in assisting in the restoration of NUB’s collections, and is in the early stages of an effort to enlist paper conservators to travel to Bosnia to work and share their expertise. He can be contacted at spurr@fas.harvard.edu or (617) 495-3372.

Now, five years after its destruction, Vijecnica has a new glass dome in its roof, and an elaborate network of scaffolding in its empty shell. It is hoped that its resurrection can be completed in ten years. The library, in its current location, consists entirely of two corridors and about six small offices, and the staff are managing to offer limited public service while still climbing over stacks of rescued or donated books. There are several locations of off-site storage of the collection, and, thanks to the generous assistance of UNESCO, renovations are underway in a large building in the Marshall Tito Barracks complex. The staff expect to move into this, their final temporary location, in the new year, and against all odds stand upright once again as a living library.

Inshallah (if God wills).
The Swiss Independent Commission of Experts, held a conference in Ascona, Switzerland, on October 28–29, 1997, to discuss records and research in various countries relating to looted Nazi gold, restitution efforts, and related issues. Attending the conference were some 25 representatives from Belgium, the Netherlands, France, Great Britain, Argentina, Canada, Portugal, Sweden, Switzerland, and the United States. The latter was represented by Greg Bradsher, assistant chief, Archives II Textual Reference Branch, National Archives and Records Administration (NARA), and William Slany, chief historian, Department of State, both members of the United States Government’s Interagency Group on Looted Nazi Assets, headed by Under Secretary of State Stuart E. Eizenstat. This Interagency Group in May 1997 issued its first report entitled “U.S. and Allied Efforts to Recover and Restore Gold and Other Assets Stolen or Hidden by Germany During World War II.” Bradsher prepared the appendix to the report, which is a finding aid to many of the pertinent records.

The Ascona conference provided a means by which various national commissions could explain their mandates and explain what research was being conducted in their countries (e.g., Argentina looking into the issue of Nazis entering their country after World War II; Belgium looking into the issues surrounding restitution to Jewish victims of Nazi persecution; and Switzerland looking at, among other things, the looted gold and refugee issues). The conference also provided a means of learning about where records are located, what records have been destroyed, and what records are missing. The conference also provided a forum for discussing research methodologies and definition of terms.

During the past two years researchers representing various groups in numerous countries have been conducting research in archives in efforts to not only write histories but to right wrongs that happened during the World War II period. NARA has been at the forefront of the efforts, and has been commended by both the U.S. government’s executive and legislative branches for its efforts in making records and information about the records available. At times, the textual research room has had as many as 30 people conducting research in what is loosely termed “The Nazi Gold Records.” The NARA home page (www.nara.gov) contains an article entitled “Searching for Documents on Nazi Gold” that explains NARA involvement during the March 1996-May 1997 period.

The research efforts will continue for years, as there is litigation involved, as well as various national commissions have been established with relatively long tenures and are expected to prepare detailed and comprehensive reports.

**Preservation News**

The Commission on Preservation and Access (CPA), in partnership with the Brazilian Arquivo Nacional and the Fundacao Nacional de Arte, has completed translation into Portuguese of 52 English-language publications on all aspects of preservation activity. An advisory committee composed of representatives of various Brazilian cultural institutions selected the texts for translation. Six regional seminars have been held to familiarize preservation personnel with the concepts and methods discussed in the publications and full sets of the translations have been deposited in 1,000 Brazilian archives and libraries. A similar effort is underway in Venezuela and one is being planned for Eastern Europe.

In addition, CPA has published an English translation of a report from the German Research Association on issues involved in using digitization for preservation purposes. Entitled *Digitization as a Means of Preservation?* and written by Harmut Weber and Marianne Dorr, the report acknowledges that the digital medium is unstable and investigates how digitizing and microfilming can be combined to achieve both optimal access and maximum preservation. The report is available for $10 from: Council on Library and Information Resources, 1755 Mass. Ave., N.W., Suite 500, Washington, DC 20036-2188; (202) 939-4754.

**Raising CAIN**

The Canadian Council of Archives has developed a strategy for the creation of a national archival information network. The strategy, entitled “Raising CAIN: Building Canada’s Archival Information Network,” outlines a framework for the development of a network that would provide access to information about every archives and archival fond/collection in Canada as well as addresses many issues raised by the archival community regarding the use of information superhighways by archives. “Raising CAIN” is available for review at: www.CdnCouncilArchives.ca/cain.html.

**Vatican Archives Volume**

Vatican Archives, An Inventory and Guide to Historical Documents of the Holy See, edited by Francis X. Blouin, was recently published by Oxford University Press. The volume is the product of ten years of survey and inventory work conducted by the University of Michigan under the auspices of the prefect of the Vatican Archives. It is organized into seven agency groups (offices, congregations, etc.) and presents histories of more than 500 Vatican agencies since the year 800. Included in each entry is the purpose of the agency, listings of records series, dates of creation, bulk, organization, finding aids, scope, content note, and related bibliography. For ordering information, contact (800) 451-7556.

**ICA**

The Section of University and Research Institution Archives of the International Council on Archives held its fourth seminar in May 1997 in Barcelona. Sessions addressed convergences and differences between university archives and a common typology for archival units. The section meets again this September in Stockholm, Sweden.
April 27-30
4th International Records Management Congress in Edinburgh, Scotland. Contact: Judy Awdry 44 1494 488599 e-mail: rms@awdry.denon.co.uk.

May 6-9
National Genealogical Society Conference Denver, Colorado. Contact: NGS, (800) 473-0050 or 76702.2417@compuserve.com.

May 7-9
Mid-Atlantic Regional Archives Conference (MARAC) and Lake Ontario Archives Conference (LOAC) joint spring meeting in historic Saratoga Springs, New York. For further information contact: Geof Huth, Local Arrangement Chair, New York State Archives and Records Administration, (518) 798-5717, ghuth@mail.nysed.gov or fax (518)798-6119; Robert C. Morris, Program Chair, National Archives and Records Administration-Northeast, robert.morris@newyork.nara.gov, (212) 337-1303/1306.

May 10-14
American Association of Museums annual meeting in Los Angeles. Contact: (202) 289-9113.

June 1-7

June 8-19

July 6-17
The Central European University Summer Program, "Management Issues in Archival Preservation," directed by Trudy Huskamp Petersen of the Open Society Archives. The course is intended for professional archivists with two-to-four years of experience. It is free of charge for professionals from East Central Europe and the former Soviet Union. Eastern participants will receive a grant to cover their costs during the course. Tuition for western participants is $200 per week of instruction. The course will begin with an exploration of how to plan a preservation program. It will also address disaster prevention, preservation issues during archival moves, preservation formats, selecting appropriate measures and setting priorities, reformatting, and initiatives that are harnessing expertise across international borders. Deadline for applications is February 1, 1998. Contact: CEU Summer University Office, 1051 Budapest, Nador u. 9, Hungary; tel. 36-1 327-3811; fax 36-1 327-3124; sunreq@ceu.hu; www.ceu.hu.

July 8-11
National Association of Government Archives and Records Administrators 1998 annual meeting in Philadelphia. Contact: NAGARA, (518) 463-8644, e-mail: nagara@caphill.com.

August 31-September 6
62nd annual meeting of the Society of American Archivists in Orlando, Florida. (See page 11). Contact Bernice Brack (312) 922-0140, bbrack@archivists.org.

FELLOWSHIPS & GRANTS

Colonial Dames of America Scholarship
The Society of American Archivists invites nominations for its 1998 Colonial Dames of America Scholarship Awards. The award, funded by the Colonial Dames of America, Chapter III, covers up to $1,200 of the total tuition, travel and housing expenses at the National Archives' two-week Modern Archives Institute (tuition is $525). To be eligible, an applicant must be an employee of a repository with a fair percentage of its holdings predating 1825; have been employed less than two years as an archivist; and actually be working with archives or manuscripts regardless of title. Qualified employing institutions can be either public or private, and include federal as well as state and local governments; schools, colleges, and universities; businesses; hospitals; arts and cultural organizations; religious institutions; libraries and museums; historical and genealogical societies. Resumes accompanied by two letters of recommendation from a person having qualifications should be submitted in triplicate by February 28, 1998, for the institute held June 2-13, 1998. Send applications to: Anne P. Diffendal, SAA Awards Committee Co-Chair, 3131 S. 41st St., Lincoln NE 68506, or (402) 489-2368.

U.S. Capitol Historical Society Fellowship
Applications are invited for the thirteenth year of the United States Capitol Historical Society Fellowship. This fellowship is designed to support research and publication on the history of the art and architecture of the United States Capitol and related buildings. Graduate students and scholars may apply for periods ranging from one month to one year; the stipend is $1,500 per month. Applications must be postmarked by February 15, 1998. For further information contact: Dr. Barbara Wolanin, Curator, Architect of the Capitol, Washington, D.C. 20515, (202) 228-1222.

Grants-in-Aid for History of Modern Physics and Allied Sciences
The Center for History of Physics of the American Institute of Physics has a program of grants-in-aid for research in the history of modern physics and allied sciences (such as astronomy, geophysics, and optics) and their social interactions. Grants can be up to $2,500 each. They can be used only to reimburse direct expenses connected with the work. Preference will be given to those who need...
UNIVERSITY OF MARYLAND
COLLEGE OF LIBRARY AND INFORMATION SERVICES

Preparing for Archival Careers of the 21st Century

The University of Maryland College of Library and Information Services invites applications to its graduate program that prepares archivists, records managers, and related information professionals for successful careers in the new century. We offer an Archives concentration within the MLS degree program and the History/Library Science (HiLS) dual degree program with the University Department of History. Both programs are highly regarded and draw students nationally and internationally.

At Maryland, you’ll have an opportunity to learn about archival principles and practices and experience the unparalleled archival resources of Archives II, the Library of Congress, and other important repositories in the Baltimore-Washington, D.C., area.

Want to know more? We’ll be glad to send you information about our program and courses. Please contact:

Office of Student Services
CLIS
4110 Hornbake Building
University of Maryland
College Park, MD 20742-4345
Phone: 301/405-2038
Fax: 301/314-9145
E-mail: clisumcp@umdacc.umd.edu

June 8 - 19, 1998
Atlanta, Georgia
Tuition is $500. Enrollment is limited and the deadline for receipt of application and resume is April 1, 1996. For more information and application, write:

Dr. Donald E. Oehlerts
3110 Nottaway Court
Chamblee, Georgia 30341
770-938-6372

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Georgia Department of Archives and History
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The University Center in Georgia

part of the funds for travel and subsistence to use the resources of the center’s Niels Bohr Library in College Park, Maryland (easily accessible from Washington, D.C.), or to microfilm papers or to tape-record oral history interviews with a copy deposited in the library. Applicants should either be working toward a graduate degree in history of science (in which case they should include a letter of reference from their thesis adviser), or show a record of publication in the field. To apply, send a vitae plus a letter of no more than two pages describing your research project, and including a brief budget showing the expenses for which support is requested. Send to: Spencer Weart, Center for History of Physics, American Institute of Physics, One Physics Ellipse, College Park, MD 20740, (301) 209-3174, fax (301) 209-0882, sweart@aip.org. Deadlines for receipt of applications are June 30 and December 31 of each year.

Visiting Scholars Program
The Carl Albert Congressional Research and Studies Center at the University of Oklahoma seeks applicants for its Visiting Scholars Program, which provides financial assistance to researchers working at the center’s archives. Awards of $500-$1,000 are normally granted as reimbursement for travel and lodging. The center’s holdings include the papers of many former members of Congress, congressional leadership, national and Oklahoma politics, election campaigns, as well as government policy affecting agriculture, Native Americans, energy, foreign affairs, the environment, and the economy. Topics that can be studied include the Great Depression, flood control, soil conservation, and tribal affairs. At least one collection provides insight on women in American politics. Most materials date from the 1920s to the 1970s, although there is one nineteenth century collection. The Visiting Scholars Program is open to any applicant. Emphasis is given to those pursuing post-doctoral research in history, political science, and other fields. Contact: Archivist, Carl Albert Center, 630 Parrington Oval, Room 101, University of Oklahoma, Norman, OK; (405) 325-6372; fax (405) 325-6419; kosmerick@ou.edu; http://www.ou.edu/special/albertctr/archives.htm.

NEW PUBLICATIONS!
The Records of American Business edited by James O’Toole
(SAA, 1997) 412 pp., hard cover
$39.95 (SAA members $34.95)

Research and the Manuscript Tradition
by Frank G. Burke
(Scarecrow Press and SAA, 1997)
310 pp., hard cover
$52.50 (SAA members $47.50)

Contact:
Society of American Archivists
Publications Dept.
312/922-0140 ext. 21
tsturdivant@archivists.org
copyright protection. In many ways, he registered the keynote of the meeting, which was the importance of educating a wider public about the public interest component of copyright and of protecting the public domain of cultural heritage materials as we move into the digital environment.

Jaszi together with Prue Adler, of the Association of Research Libraries, also spoke of other forms of extending rights over material: these included an attempt to create a new right in the compilation of material (as embodied in the “Collections of Information Antipiracy Act” (H.R. 2652) now before Congress) and the revision of the Uniform Commercial Code that threatens to give “click-through” licensing rights supremacy over exemptions such as fair use granted through federal copyright law.

CONFU

Several speakers described their experience with the Conference on Fair Use, both in itself and in relationship with an important experimental model developed for limited site licensing of museum images for educational use by higher education institutions—the Museum Educational Site Licensing project (MESL).

Douglas Bennett, former vice president of the American Council of Learned Societies, gave the main presentation on CONFU. Still theoretically interested in working on guidelines in certain areas, Bennett felt that the CONFU forum was now best left behind. Although there were moments of good faith negotiation, there was generally a mismatch between comparatively disorganized librarians representing the nonprofit sector on one side against specialized corporate copyright lawyers on the other.

Bennett bore witness to the sense of fair use not being understood as a bona fide sharing of resources for the public good, but rather as an obstacle for corporate lawyers to weave around as much as possible. Bennett agreed with others that the establishment of CONFU appeared to be an effort to keep fair use out of the legislative process in general.

Pat Williams, vice president for policy and programs at the American Association of Museums, mostly concurred with Bennett and alluded to the value of the opportunity of having such a dialogue with the commercial, proprietary community and that this dialogue needs to continue in some form.

There were several lessons to be learned from the CONFU experience: perhaps the chief for Bennett was the need to be more effectively organized and more pro-active about the centrality of fair use and of an “intellectual commons” for the public good.

Licensing

Increasingly, publishers were using licensing as the means to deliver digital content. The experience of research libraries with commercial publishers was described by Mary Case, director of the Office of Scholarly Communication at the Association of Research Libraries. Libraries were learning to work together, forming negotiating consortia, learning negotiating strategies in dealing with publishers, and working on the issue of contract law versus copyright law.

Some of libraries’ lessons in this arena (especially as transmitted via the LibLicense Web site and listserve) were used in compiling the matrix of concerns and issues that emerged from the MESL project. This project (and its two real-life descendants, the Art Museum Image Consortium (AMICO) and the Museum Digital Licensing Collective (MDLC)) operated in a very different environment from libraries engaged with commercial publishers. It was a closed system that built a relationship of trust and reassurance between museums and universities in establishing ground rules and mechanisms for delivering high quality, well documented digital images of museums’ collections to universities for educational use.

A report on the multifaceted MESL project will be published soon (earlier on the Web site of the Getty Information Institute: http://www.gii.getty.edu/index/mesl.html).

CONFU & MESL

In comparing the experiences of participating in both CONFU and MESL, Melissa Levine and Kathe Albrecht felt the differences in terms of shared values and the construction of a shared space. Although MESL was predicated on a system in which universities would pay (on a cost-recovery basis for long-term and very generous use of images), and CONFU was about the determination of the practice of being able to use copyright material without payment or permission, the quality of work and of the final product in MESL was highly superior. Neither guidelines nor licensing solve all the challenges, and efforts will continue to develop new workable models.

There is a likely need for collective bargaining, yet there will be no one solution. One of the chief points that commentators made was the high degree of constructive work that can be achieved within the community. MESL succeeded in producing the foundation for two site licensing projects that are now being launched. Agreements were crafted, issues were honed. CONFU produced stressed situations and some degree of understanding but ultimately only a few documents that a minority of participants supported.

Fair Use Town Meetings

One issue to emerge from the CONFU experience was the urgent need to educate constituencies and the general public about fair use and copyright law. David Green reported on a series of “Fair Use Town Meetings” organized by the College Art Association, the American Council of Learned Societies and NINCH. Four meetings have taken place: in New York, Indianapolis, Atlanta and Portland, Oregon, with a fifth scheduled for Toronto in February. A detailed report on these meetings is available at: http://www-ninch.cni.org/News/CurrentAnnounce/TownMeeting-Report.html. Briefly, Green saw six principle themes or strands at these meetings: the presentation of what fair use and the copyright law are; debate over whether to accept or reject the proposed CONFU guidelines; debate over whether to engage the commercial world and its values or not; personal experiences of working with copyright material in educational settings; an introduction to licensing in some of its guises and how it fits with fair use; and overall advice (largely to develop one’s own principles and policies for the use of copyrighted materials and fight for the principle of fair use). Plans for continuing these meetings in a new (post-CONFU) series are currently afoot and should be seen within the broader context of NINCH’s educational strategies.
Principles & Best Practices

The final presentations were of recent drives to formulate such principles and policies that present for an institution, an association, or a sector of the community the beliefs and values behind the use of copyrighted materials. Duane Webster, executive director of the Association of Research Libraries and John Hammer, executive director of the National Humanities Alliance, addressed the formation of four sets of principles produced by libraries, archives and higher education.

As with MESL, such principles need to embody and illustrate how access can be broadened when creators and owners of cultural materials design ways to access copyrighted materials that, beyond fair use, can recover costs while ensuring generous usage.

Kelley White, Americans for the Arts (AFA), spoke of a new partnership developing between AFA and the National Assembly of State Arts Agencies that would include developing policies on electronic issues. One of the first tasks of this partnership would be in producing a “Copyright Primer for the Arts” as part of the first major challenge of getting the arts community to pay attention to this issue and its implications.

This meeting was felt to be important in bringing together several disparate but related developments in an attempt by this community to begin to articulate its shared values. A later meeting was organized to develop a NINCH statement of its core values, but from this meeting there would appear to include a belief in wide and equitable access to cultural heritage materials; the protection of the public domain; the fundamental instrumentality of fair use in promoting our cultural life; a commitment to understanding the importance of balance between fair use and cost-recovery; and an interest in experimenting with new schemes and relationships shaped by shared values that would continue to stimulate the production of creative works and allow the widest possible access to them.

President's Message

continued from page 3

Canada and other countries in SAA lends authority to our voice through the additional cultural and governmental perspectives they offer on common issues in the current information age. In all cases, the strength of SAA's position in advocacy is linked to the size of our membership base. Thus, to increase the strength of SAA's voice, we need to maintain, if not increase, the size of our membership.

At the same time, as members we need to understand better that one of the fundamental products we receive in return for our dues is the voice we lend to the largest North American professional archival organization. In the current era where electronic media can provide at no cost some of the information which previously provided the predominant justification for payment of membership dues, it is increasingly clear that the significant advocacy benefits that SAA can deliver require a strong base of members who recognize they must invest in the national organization to ensure that it has the strength to speak out on behalf of archives and archival issues.

By the time the newsletter containing this column reaches SAA members, I will be reviewing my annual dues renewal notice. As president, it will be easy for me to see all the tangible products that my renewal provides—further issues of an informative newsletter, another volume of the American Archivist (which is close to being back on schedule), a national office that provides stimulating annual meetings and workshops, as well as maintains a valuable Internet Web site. However, the exclamation point on my dues renewal check will be for SAA's success in advocacy and in recognition that part of the "dues" we all must pay as professionals is support for an organization to serve as the authoritative voice for archivists on policy and resource issues that enable us collectively to fulfill a critical societal role.

In a future column, I hope to address the human resource dynamics of the relationship between membership and SAA's ability to have a strong advocacy voice for archives. In the meantime, I welcome your comments both on the specific positions SAA has taken, or should be taking, and on my comments on advocacy as a membership benefit and service. Contact: William J. Maher, Room 19 Library, 1408 West Gregory, Urbana, IL 61801; w-maher@staff.uiuc.edu.

Archivist of the United States

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Review. Entitled Putting Customers First '97, the report opens with a quote from a NARA customer complimenting our staff on improved service. And in the report, NARA appears in a list of eight agencies that are "delivering on big time promises" to meet customer service goals. I hope that occasional headline-making controversies will not obscure the facts that we are implementing our strategic plan, acting vigorously to address problems, and serving our constituencies with recognized effectiveness.

Winners will be selected by subcommittees of the SAA Awards Committee, which is co-chaired by Anne Diffendal and Alfred Lemmon. Awards will be presented next September during the 1998 SAA annual meeting in Orlando, Florida.

Descriptions of the awards are listed on this page. *An awards nomination form is on page 28*. The SAA awards policy is described in the *American Archivist* vol. 39, no. 3, pp. 415-417; copies are available from the co-chairs.

Requests for additional information and forms should be addressed to: Anne Diffendal, 3131 S. 41st Street, Lincoln, NE 68506, (402) 489-2368, adiffendal@navix.net; or Alfred Lemmon, Historic New Orleans Collection, 533 Royal St., New Orleans, LA 70130, (504) 598-7124, fax (504) 522-5108, alfredl@hnoc.org. **The deadline for award nominations is February 28, 1998.** Nominations will not be considered unless all materials, including books and other supporting documentation, are postmarked by that date.

**Distinguished Service Award**

*Created in 1964, this award recognizes a North American archival institution, organization, education program, or non-profit or governmental organization that has given outstanding service to its public and has made an exemplary contribution to the archival profession. Each nominee must be supported by three SAA members, each representing a different institution. A person may not nominate his/her own institution. This award was established through the generosity of three SAA Fellows: Leon de Valinger, Jr., Mary Givens Bryan, and Dolores Renze.*

**C.F.W. Coker Prize**

*Established in 1983, this award recognizes finding aids, finding aid systems, projects that involve innovative development in archival description, or descriptive tools that enable archivists to produce more effective finding aids. To merit serious consideration, the nominee must, in some significant way, set national standards, represent a model for archival description, or otherwise have substantial impact on descriptive practices. This award honors SAA Fellow C.F.W. Coker.*

**Philip M. Hamer-Elizabeth Hamer Kegan Award**

*Established in 1973 and subsequently modified by Council, this award recognizes an individual, organization, institution, or group of individuals, organizations, or institutions who have increased public awareness of manuscripts and archives through compilation, transcription, public presentation, exhibition, or publication. The award honors two SAA Fellows and former presidents, Philip M. Hamer and Elizabeth Hamer Kegan.*

**Theodore Calvin Pease Award**

*Created in 1987, this award recognizes superior writing achievements by students enrolled in archival administration classes or engaged in formal archival internship programs. Eligible manuscripts must be unpublished, 15-20 pages in length, and conform to stylistic guidelines of the *American Archivist*. Papers examining major trends and issues in archival administration are preferred. The award honors Theodore Calvin Pease, first editor of the *American Archivist.*

**Waldo Gifford Leland Prize**

*Created in 1959, this prize encourages and rewards writing of superior excellence and usefulness in the field of archival history, theory, or practice. Monographs, finding aids, and documentary publications published in North America are eligible. Periodicals are not eligible. The award honors Waldo Gifford Leland, an American archival pioneer and SAA's second president.*

**Oliver Wendell Holmes Award**

*Established in 1979, this award enables overseas archivists already in the United States or Canada for training, to travel to or attend the SAA annual meeting. The award honors SAA Fellow and former president Oliver Wendell Holmes.*
Sister M. Claude Lane Award
Created in 1974, this award recognizes individual archivists who have made a significant contribution to the field of religious archives. The award honors Sister M. Claude Lane and is funded by the Society of Southwest Archivists.

Preservation Publication Award
Established in 1993, this award recognizes the author(s) or editor(s) of an outstanding work, published in North America, that advances the theory or the practice of preservation in archival institutions. Eligible publications include articles, reports, chapters, and monographs in print, audiovisual, or electronic form.

Fellows' Posner Prize
Established in 1982, this award recognizes an outstanding essay dealing with some facet of archival administration, history, theory, and/or methodology that was published during the preceding year in the American Archivist. There are no nominations for this award. The winner is selected by a subcommittee composed of three SAA Fellows. The award honors SAA Fellow and former President Ernst Posner.

Minority Student Award
Established in 1993, this award encourages minority students to consider careers in the archival profession and promotes minority participation in SAA. The award provides complimentary registration to the SAA annual meeting to a minority student enrolled in a postsecondary institution. Nominees must have a minimum scholastic grade point average of 3.0 (B) while enrolled in the academic year preceding the award. Preference will be given to full-time students.

Colonial Dames Scholarship Award
Established in 1974, this award, given in conjunction with the Colonial Dames of America (Chapter III, Washington, D.C.), assists two archivists each year to attend the National Archives' Modern Archives Institute. The institute is held twice each year: January/February and June. The award covers up to $1,200 of the total tuition, travel, and housing expenses at the institute (tuition is $525). To be eligible, an applicant must be an employee of an archival institution or agency with a fair percentage of its holdings in a period pre-dating 1825; have been employed less than two years as an archivist or archives trainee; and actually be working with archives or manuscripts regardless of title. A scholarship to the Modern Archives Institute, to be held June 2-13, 1998, is now available. The deadline for application is February 28, 1998. Resumes accompanied by two letters of recommendation from persons having definite knowledge of the applicant's qualifications should be submitted in triplicate (original and two photocopies) to: Anne Diffendal, 3131 S. 41st Street, Lincoln, NE 68506, (402) 489-2368.

Fellow Nominations

SAA Fellow Nominations Sought for 1998

The Committee on the Selection of SAA Fellows invites members to nominate colleagues for selection as fellows of the Society of American Archivists in 1998. Nominees must be individual members of SAA in good standing for the past seven years. Other criteria on which the committee evaluates nominees are:

- appropriate academic education, and professional and technical training;
- a minimum of seven years of professional experience in any of the fields encompassed in the archival profession;
- writing of superior quality and usefulness in advancing SAA's objectives; and
- contributions to the profession through work in and for SAA.

The Committee on the Selection of SAA fellows includes the five most recent past presidents of the Society and three additional members—all fellows who are elected annually by SAA officers and Council. This year, past presidents Nicholas Burckel, Brenda Banks, Maygene Daniels, and Anne R. Kenney will be joined by three Fellows elected at the SAA Council meeting in January.

A nomination form is on pp. 29-30 of this newsletter. Completed forms must be postmarked by February 28, 1998, and addressed to the chair:

Brenda S. Banks
Georgia Dept. of Archives and History
330 Capitol Ave., S.E.
Atlanta, GA 30334

Banks may also be reached at (404) 651-6547, fax (404) 651-8471, bbanks@sos.state.ga.us.

A nomination submitted in 1997 that did not result in the election of a fellow may be renewed by the nominator(s) by writing to the chair by the deadline. Enhancements or updates may be submitted if desired.

Fellows are elected by a three-quarters vote of the committee. In accordance with SAA's constitution, the total number of fellows may not exceed five percent of the SAA membership as of the previous annual business meeting.
Name of Award: __________________________

Person/Organization to receive award: __________________________
Address: ___________________________________________________
City/State/Zip/Country: _________________________________________
Phone: __________________________ E-mail: ______________________

Person making the nomination: __________________________
Address: ___________________________________________________
City/State/Zip/Country: _________________________________________
Phone: __________________________ E-mail: ______________________

Has nominee been informed of this nomination? □ Yes □ No

Please answer the following questions about the nominee. Attach additional pages if necessary.

How does the nominee meet the criteria of the award?

What are the outstanding characteristics of the nominee?

List supporting documents (three copies of all supporting documents, including nominated publications, must accompany this form).

PLEASE SUBMIT FIVE COPIES OF THIS FORM AND THREE COPIES OF ALL SUPPORTING DOCUMENTS BY FEBRUARY 28, 1998. Nominations for the Theodore Calvin Pease Award must be submitted by May 1, 1998. Send nominations for the Distinguished Service Award, C.F.W. Coker Prize, Oliver Wendell Holmes Award, and Minority Student Award to: Anne Diffendal, 3131 S. 41st Street, Lincoln, Nebraska 68506, (402) 489-2368, adiffendal@navix.net. Send nominations for the Theodore Calvin Pease Award, Philip M. Hamer and Elizabeth Hamer Kegan Award, J. Franklin Jameson Archival Advocacy Award, Sister M. Claude Lane Award, Waldo Gifford Leland Prize, and Preservation Publication Award to: Alfred Lemmon, Historic New Orleans Collection, 533 Royal St., New Orleans, LA 70130, (504) 598-7124, fax (504) 522-5108, alfredl@hnoc.org.
Nominators must be members of the Society of American Archivists. Please complete the form below or submit the same information in typed or computer-generated copy.

**Guidelines** - A member of the Society of American Archivists (SAA) may be elected a Fellow if he/she has been an individual member of SAA in good standing for at least seven years immediately preceding his/her election; a duly-elected Fellow shall retain this designation so long as membership in good standing is maintained in SAA; and election of Fellows shall be seventy-five percent of the vote of the Committee on the Selection of SAA Fellows.

**Criteria** - Appropriate academic education, and professional and technical training in any fields of SAA’s interest; professional experience in any of the fields of SAA’s objectives for a minimum of seven years, which shall include evidence of professional responsibility; contributions to the profession demonstrating initiative, resourcefulness, and commitment; writings of superior quality and usefulness; contributions to the archival profession through active participation in SAA and innovative or outstanding work on behalf of SAA.

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<th>Name of Candidate</th>
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Archival Outlook — January/February 1998
SAA Fellow Nomination Form - continued

Major Published Materials (list publisher, date, and title)

SAA Activities (offices held, committee activities, annual meeting program appearances, special projects, etc.)

Other Contributions to the Archival Profession (include regional and international activities)

> Attach a one-page narrative of professional activities showing the nominee to be a distinguished and worthy candidate.
> In addition, on a separate sheet, list the names and addresses of three persons familiar with nominee's work (need not be SAA members) and willing to submit a letter in support of the nominee. Nominators can attach the letters to their nomination, or can request that those writing on behalf of the nominee send their letters directly to the committee chair. If sent directly, the letters should be postmarked no later than February 28, 1998.

Submitted by (please print) ________________________________________________________

Signature ______________________________________________________________________

Institution _____________________________________________________________

Address ______________________________________________________________________

City/State/Zip __________________________________________________________

Phone ___________________________ E-mail ______________________________________

Date _____________________________________________________________________

SEND NOMINATIONS TO:

Brenda Banks, Georgia Dept. of Archives and History, 330 Capitol Ave., S.E., Atlanta, GA 30334

NOMINATION DEADLINE: FEBRUARY 28, 1998
This form provides one means for students and those newer to the profession to volunteer for services as interns on the committees and boards of the Society of American Archivists. Individuals are eligible to serve as interns if they have been members of SAA for less than five years. Your preferences will be considered whenever intern vacancies occur. Please mail the form to SAA Vice-President Luciana Duranti, c/o SAA, 600 S. Federal, Suite 504, Chicago, Illinois 60605. To ensure considerations, forms should be received by March 15, 1998.

Intern appointments are of a one-year duration, commencing at the end of the annual meeting following notification of appointment. Interns are encouraged however, to attend the committee meetings held during the annual meeting. Interns must belong to SAA and are expected to assist in the work of the committee throughout the year. Attendance at the subsequent annual meeting is required and interns are encouraged to attend the mid-year meeting if one is scheduled.


Name ____________________________  Title ____________________________
Address ____________________________  City/State/Zip ____________________________
Daytime phone ____________________________  Fax ____________________________
E-mail ____________________________

Are you currently employed?  ____Yes  ____No   If so, please describe position.
________________________________________________________________________

Are you currently a student?  ____Yes  ____No   If so, what school are you attending?
________________________________________________________________________

Will you attend the 1998 and 1999 SAA annual meetings?  ____Yes  ____No

Are you a member of SAA?  ____Yes  ____No   (SAA membership is a prerequisite to serving as an intern)

List three committees and/or boards in which you would be interested in serving as an intern. List them in order of preference, with a brief statement of why you are interested in each, including relevant work experience and/or educational background. Use additional sheets if necessary. A copy of your resume and the names of references would be helpful.

1. ____________________________________________
2. ____________________________________________
3. ____________________________________________

If none of the choices that you have listed are available, are you interested in serving on another group?  ____Yes  ____No

Please describe previous professional association experience, including work in regional and local archival associations. Include papers presented, committee assignments, and publications. Use additional sheets if necessary.
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
ASSISTANT UNIVERSITY ARCHIVIST  
(NEW POSITION)  
Emory University  
Atlanta, Georgia

The new Assistant University Archivist will arrange, describe, and provide services for university archives in all formats housed in Woodruff Library, Oxford College Library, Health Sciences Library, and the Law Library.

**Responsibilities Include:** Accessing archival materials transferred to the libraries; preparing inventories and other descriptions; providing reference assistance for archives materials; working with the conservation unit to provide proper housing and preservation of materials; participating in professional activities; and some supervision of assigned staff. Reporting to the University Archivist, the position works closely with the University Records Management Coordinator and with donors as needed.

**Qualifications:** Requires graduate archival education acquired either through an ALA-accredited M.L.S. degree or other relevant graduate degree program, and experience in arrangement and description of archives, or equivalent combination of education and experience; experience providing reference assistance; knowledge and experience in microcomputer applications and online bibliographic systems (RLIN and OCLC); knowledge of the conservation and preservation needs of archival collections; knowledge of issues related to university archives and records management; strong communication and interpersonal skills; management and supervisory skills; and, demonstrated interest in professional activities. The Libraries of Emory University include the General Libraries and libraries for health sciences, law, theology, and Oxford College. Total holdings are 2.3 million volumes with total staff of 263 FTE. The Emory libraries are members of the Association of Research Libraries, OCLC, the Research Libraries Group, the Center for Research Libraries, the Coalition for Networked Information, the National Digital Library Federation, and the University Center in Georgia.

**Salary/Benefits:** Salary and rank dependent upon qualifications and experience. Minimum salary for Rank I is $29,000 and for Rank II is $33,000. Comprehensive benefits package, including TIAA/CREF. Send letter of application, resume, and the names, addresses, and telephone numbers of three references to: Dianne M. Smith, Library Human Resources Officer, Robert W. Woodruff Library, Emory University, Atlanta, Georgia 30322-2870. Applications received by February 10, 1998, will receive first consideration. Emory University is an Equal-Opportunity/Affirmative-Action Employer and encourages women and minority candidates.

**ARCHIVIST/SENIOR ASSISTANT LIBRARIAN**  
Music Library  
State University of New York at Buffalo  
Buffalo, New York

**Description:** Sorts, processes, catalogs, etc., archival materials donated to the music library. Prepares appropriate finding aids. Supervises routine copy cataloging. Catalogs/classifies materials requiring specialized treatment. Provides reference service. Lends expertise to courses taught by library staff and to the library’s outreach activities. Prepares exhibits. For a description of the music library’s special collections, visit the Web site at http://ublib.buffalo.edu/libraries/units/music/special.html.

**Qualifications:** Requires M.L.S. from an ALA-accredited library school, plus three years post-M.L.S. experience, preferably in an academic music library; professional experience in public services and with AACR2 cataloging rules, with OCLC or RLIN searching/inputting, with relevant databases on CD-ROM, and with integrated library systems in general; knowledge of archival techniques, including collection level catalog records; familiarity with electronic databases; competency in various European languages; strong interpersonal and verbal skills to facilitate work with potential donors. Bachelor’s degree in music. **Desirable:** Graduate degree with concentration in music history. **Rank/Salary:** Tenure-track position with faculty status at the rank of Senior Assistant Librarian; $32,000 or higher, competitive and commensurate with qualifications. Generous benefits. Please send letter of application and resume including the names of at least three references to: Kenneth Hood, Human Resources Officer, University Libraries, State University of New York at Buffalo, 432 Capen Hall, Buffalo, New York 14260-1625. Applications will be accepted and reviewed until an appointment is made. Equal-Opportunity/Affirmative-Action Employer.

**HOW TO LIST A PROFESSIONAL OPPORTUNITY**

As a service to members, SAA publishes announcements about professional opportunities for archivists. SAA reserves the right to decline or edit announcements that include discriminatory statements inconsistent with principles of intellectual freedom or the provisions of the Civil Rights Act of 1964 and its subsequent amendments.

The following rate schedule entitles an employer to post one job in one issue of Archival Outlook and in one issue of the SAA Employment Bulletin for one fee:

92¢ per word  
(numbers, abbreviations, etc. each count as one word)

Institutional members receive a 50% discount. Deadlines for all issues of Archival Outlook and SAA Employment Bulletin are the 5th of the month preceding publication. Announcements received after the deadline will be charged a $20 late fee. Job ads will not be posted unless accompanied by a purchase order for the applicable amount; ads will be edited to conform to the style illustrated in this issue. Job ads submitted via fax must be double-spaced. Ads may be submitted via fax, e-mail, on disk, or regular mail.

The SAA Employment Bulletin is available to individual members at a cost of $24 per year only at the time of membership renewal. Individual issues are available to SAA members for $6 and to nonmembers for $10. The bulletin is published in February, April, June, August, October, and December. Archival Outlook is published in January, March, May, July, September, and November and is sent to all SAA members.

For more information, contact SAA at (312) 922-0140, fax (312) 347-1452, or e-mail info@archivists.org.

It is assumed that all employers comply with Equal-Opportunity/Affirmative-Action regulations.
PUBLIC AND OUTREACH SERVICES COORDINATOR
(Instructor/Assistant Professor)
University of Alabama Libraries
Tuscaloosa, Alabama

Library Environment: The W.S. Hoole Special Collections Library, a department of the University of Alabama Libraries, is a highly collegial and client centered organization which emphasizes teamwork, communication, and shared responsibility. Librarians’ faculty and staff pursue leadership in and support for the continuing development of a system for scholarly and scientific communication in the service of our academic community. Each member of the Libraries’ faculty and staff contributes to advancing the mission, and individuals are encouraged to make decisions at the most appropriate level in the organization in cooperation with other staff. The University of Alabama Libraries hold membership in ARL, CRL, SOLINET, CNI and the Network of Alabama Academic Libraries, and are migrating to a new client-server system. Description: This position manages the department’s public and outreach services to improve access to and broaden the use of archives and special collections resources including manuscripts, books, pamphlets, photographs, maps, audio and video tapes, electronic media and University Archives. The individual in this position will provide leadership in cost-effective delivery of basic reference services to meet client information needs; development of strategies, including use of electronic technology, to make collection resources available in classrooms on and off campus; and creation and promotion of exhibits, lectures and other public programs. This individual will also function as an effective team member in departmental, library and university governance and advancement and contribute to appropriate professional organizations.

Qualifications: Required: ALA-accredited M.L.S. or advanced degree in an appropriate field and course work in archival administration; a strong commitment to responsive and innovative public service to researchers, students and the public; the ability to work cooperatively and collegially with department and library colleagues and with university faculty and staff at all levels; experience in public service in archives. Preferred Experience: Academic library environment; background in creation of electronic services, electronic resources or other public programs. Salary/Benefits: 12-month tenure-track appointment at the Instructor or Assistant Professor level depending on qualifications. A minimum of M.L.S. plus experience or certification from the Academy of Certified Archivists required for tenure and for appointment as or promotion to Assistant Professor. Minimum salary for Instructor is $23,100, for Assistant Professor is $26,600. Strong benefits; substantial moving allowance may be available. To Apply: Send letter of application, resume and names, addresses and phone numbers of three references to: Ms. Voni B. Wyatt, Personnel Officer, The University of Alabama Libraries, P.O. Box 870266, Tuscaloosa, Alabama 35487-0266. Applications received by February 15, 1998, are assured of receiving consideration. The University of Alabama is an Equal-Opportunity/Affirmative-Action Employer.

ARCHIVIST
Circus World Museum
Baraboo, Wisconsin

The Circus World Museum has an educational mission to collect, preserve, and exhibit archival collections, artifacts, and other materials which document the history and culture of the American circus from 1793 to the present. The museum is owned by the State Historical Society of Wisconsin, but independently operated by the not-for-profit Historic Sites Foundation, Inc. An internationally recognized collection of circus ephemera, prints, audio recordings and other archival materials is housed in the museum’s Robert L. Parkinson Library and Research Center. The holdings are exciting and colorful and are utilized by a worldwide clientele for many different purposes. Career Opportunity: The museum seeks an archivist to manage the library collections and to provide a variety of services to the museum staff and general public. The archivist position offers a diverse agenda of opportunities and challenges. It is for the candidate who is seeking to broaden and enhance their professional skills and expertise while achieving a high degree of job satisfaction. Responsibilities: The archivist acquires, appraises, arranges and describes the collections; creates finding aids, collection registers and catalog entries; evaluates conservation needs and provides archival issues consultation to the director. Duties also include administration of the library LAN, coordination of library volunteers, reference work and consulting with staff on museum projects. Limited weekend or evening work is infrequently required. Qualifications: B.A. in history and M.L.S. from ALA-accredited institution with emphasis on archival training. Computer literacy and knowledge of USMARC-MIX format cataloging necessary. Grant writing and practical archive or special collection experience with performing arts, ephemera, or prints are desirable. Salary: $27,000 to $30,000, depending upon qualifications and experience, plus benefits. Position open until filled. To Apply: Send cover letter, resume and names, addresses and telephone numbers for three references to: Fred Dahlinger, Jr., Library Director, Circus World Museum, 426 Water Street, Baraboo, Wisconsin 53913-2597.

UNIVERSITY RECORDS MANAGER
(Time Position)
University Libraries
Wright State University
Dayton, Ohio

Wright State University is seeking an energetic and creative individual to administer a university-wide records management program. Responsibilities: Establish records retention schedules and supervise the disposition of university records in both traditional and non-traditional formats, insuring that records of permanent historical value for Wright State University are added to the University Archives. Provide education and training for university staff responsible for managing university records. Process university records according to archival methods and standards. Provide access to university records by responding to requests for information from university community. Promote awareness of university history and the use of university records through presentations, exhibits and other outreach efforts. Qualifications: Required: Master’s degree in history, library science, or related field required. Graduate level course work or training in records management and archival procedures required. Two years of records management required (paraprofessional or graduate assistant level or above). Environment: The Wright State University Libraries provide an integrated scholarly information network, LIBNET, that incorporates, local, state, and Internet resources. The university is a member of OhioLINK, an advanced statewide information system. Wright State University, located ten miles east of Dayton, Ohio, enrolls over 16,000 students and offers a comprehensive program of study with doctorates in five fields. With nearly a million people, the Dayton area features a rich quality of life and wide diversity of cultural and recreational activities. Salary Minimum: $21,935. Benefits include paid vacation and holidays, health and dental plan, state retirement system, paid life and disability insurance, and tuition remission. Application: Send letter of application, resume, and names of three current references to: Ms. Chris Watson, 126 Dunbar Library, Wright State University Libraries, Dayton, Ohio, 45435. Review of applications will begin February 2, 1998. Full posting available upon request. Wright State University is an AA/EEO employer.

Professional Opportunities
PROJECT MANAGER
Morehouse College
Atlanta, Georgia

Morehouse College invites applicants for the following administrative position: Manage scholarly project to catalog and publish selected papers of African-American theologian, educator, and pastor, Howard Thurman. Responsibilities include management of 58,000 document electronic database; developing additional project databases; grant administration and budget supervision; staff supervision; communications coordination between geographically-divided editorial staff; technical editorial assistance; and coordinating permissions to publish. Master’s degree in library science; at least three years experience and/or training, or equivalent combination of education and work experience. At least (2) two years of functional supervision over office support staff a plus; excellent knowledge of electronic databases and other information systems. Strong writing, and proofreading skills. Applicants should send letter of application, resume, salary requirements, and at least three letters of reference to: Office of Human Resources, Morehouse College, 830 Westview Drive, S.W., Atlanta, Georgia 30314. Morehouse College is the only all male HBCU four-year liberal arts institution and an EEO employer. Resumes and letters of recommendation must be received by January 16, 1998. NO PHONE CALLS PLEASE.

PROJECT ARCHIVIST
Bill Bradley Papers Processing Project
Princeton University
Princeton, New Jersey

To start May 1 or earlier if possible. Two-year temporary appointment. Will survey, appraise, preserve, arrange and describe papers of Senator Bill Bradley (D-NJ) held in the Seeley G. Mudd Manuscript Library, Princeton University. Collection primarily documents the senator’s 18-year tenure in Congress, but also his career with the New York Knicks. Will supervise one full-time assistant and up to seven student assistants; will produce finding aid and bibliographic records. Will also perform reference duties for the collection and related library holdings. **Required:** M.A. in history or other relevant discipline or M.L.S. from an ALA-accredited library school. Graduate training and at least one-year post-graduate experience in archival and records management theory and practice. Ability to lift 40 lb. box. Familiarity with MARC format, and microcomputer applications. Demonstrated ability to appraise historical records and work independently. Excellent communication skills. **Desired:** Knowledge of 20th-century American history, legislative issues, and politics. Supervisory experience. Experience with collections exceeding 100 linear feet and political collections. Salary/Rank dependent upon qualifications and experience. Minimum salary for the rank of L-I is $30,500 and L-II is $33,600. Candidates should send application (resume and names, titles, addresses and phone numbers of three references) by February 15, 1998, to: Search Committee for Bradley Project Archivist, c/o Maria Gopel, Human Resources Librarian, Princeton University Libraries, One Washington Road Princeton, New Jersey 08544.

PARISH HISTORIAN
Trinity Church
New York, New York

The Parish of Trinity Church with over 300 years of history is looking for a “Parish Historian” who will have responsibility for the administration of the archives as well as record storage and the preservation of Trinity’s history. The qualified candidate will have five years professional archives experience, public speaking ability, good writing ability, and strong computer skills. You must also be a Certified Archivist. We offer a strong collaborative environment along with a comprehensive benefit package. For consideration, please send your resume, along with your cover letter stating your salary history and requirements to: Fred Quinones, Trinity Church, Human Resources, 74 Trinity Place, Suite 11, New York, New York 10006-2088. No phone calls please. Only qualified candidates will be contacted. We are an Equal- Opportunity Employer.

ARCHIVIST
Norrell Staffing Services
Washington, D.C.

This is a contract position at a large national non-profit organization which coordinates with off-site repositories including the U.S. National Archives. **Project Description:** Provides archival program planning, management, and technical expertise; appraises documents for acquisition and selection, preservation and conservation, and arrangement and description; develops procedures for the preservation and care of archival records; develops finding aids and supports research efforts. **Requirements:** B.A. or M.A. in history or archival studies, or M.S. or M.L.S. in library and information sciences. Minimum of two years experience in archiving and document management of special collections. Supervisory experience a plus. Prefer candidate skilled in area of research techniques and reference resources. **Contact:** Fax cover letter and resume to (703) 206-8144 Attention: ARCHIVIST.

ARCHIVIST/RECORDS MANAGER
University of St. Thomas
St. Paul, Minnesota

The University of St. Thomas is accepting applications for the position of Archivist/Records Manager in the Special Collections (University Archives) Department on the St. Paul campus. **Duties Include:** Insure that materials appropriate for archiving from all departments, student organizations, and institutions affiliated with the university are identified and retired to Special Collections. Process archives for availability to researchers and ease of retrieval in the appropriate medium. Establish an active records management program and develop workshops on records retention and disposition for university administrators. **Qualifications Include:** An M.A. from an ALA-accredited library (information management) school, or from a history department with an archives program, or from a business department with an archives and/or records management certification desirable. Related professional work experience. General knowledge of administrative organization of higher-education institutions. Knowledge of archival arrangement and records management concepts and applications; and archives related legal regulations. Knowledge of archives/records management software and automated systems. Knowledge of MARC format archives/manuscript cataloging and the OCLC cataloging subsystem desirable. Ability to lift and carry heavy boxes. Salary is commensurate with experience, plus an excellent flexible benefits package. Send cover letter and resume (refer to position #300929-2 to apply for this position) before 4:30 p.m., January 31, 1998 to: Human Resources, Mail #AQU217, 2115 Summit Avenue, St. Paul, Minnesota 55105. Applications received after this date are not guaranteed consideration. Equal-Opportunity/ Affirmative-Action Employer.

COLLECTIONS ARCHIVIST
Crystal Cathedral Ministries
Garden Grove, California

Applications are being invited for the position of Collections Archivist at the Crystal Cathedral Ministries. **Responsibilities:** The successful candidate will be responsible for the principle processing and management of the archival and records collection of the ministry. This will include accessioning new materials, processing collections, developing...
processing priorities, computer cataloging, policy development, preservation of materials, continued development and enhancement of reference systems, assistance in the design of a new facility, work with ministry archival consultant, and supervision of one clerical assistant. **Qualifications:** Requires either an ALA-accredited M.L.S. or M.A. in history, with a specialized archival training component and one year archival experience. Experience or course work with: archival processing, cataloging, electronic records management, and reference services. Strong interpersonal, oral, and writing skills are required. Candidates should possess an enthusiasm and a commitment to the character, goals, and mission of Crystal Cathedral Ministries. **Environment:** Crystal Cathedral Ministries is a California, non-profit religious corporation which oversees other various ministries including the Hour of Power television program, the Crystal Cathedral Congregation, the Institute of Successful Church Leadership and the Faqua International School of Christian Communication to name a few. Nearly 10,000 people worship weekly at the Cathedral and the Hour of Power is televised on over 170 stations throughout the United States and the world. The ministry is part of the Reformed Church in America, the oldest protestant denomination with a continuous ministry in the United States. Dr. Schuller is a nationally recognized pastor and the author of more that 31 hardcover books. Excellent benefit package included. Salary for the position is $28-32,000. **Application:** Send letter of application, resume, two writing samples (prepared finding aid), names, addresses and phone number of three references to: Crystal Cathedral Ministries, Attention: Sheridan Stolarz, Human Resources, 13280 Chapman Avenue, Garden Grove, California, 92840. Consideration of applications will begin on February 1, 1998 and continue until the position is filled.

**MICROFILM PRODUCTION COORDINATOR**

*Northeast Document Conservation Center (NEDCC)*

*Andover, Massachusetts*

The Northeast Document Conservation Center seeks a full time production supervisor for five employees in its preservation microfilming department. Proven record of microfilming and supervisory experience required. Good computer and interpersonal skills are also desired. Familiarity with national standards and RLG guidelines a plus. Skills required include ability to set priorities, deal with clients, and produce timely production records. Please send cover letter, resume, and salary requirements to: NEDCC, 100 Brickstone Square, Andover, Massachusetts 01810-1494.
LocoMotion

Bostian Bridge, located in western North Carolina, was the site of a Southern Railway accident on August 27, 1891. Courtesy of the Atlanta History Center.