

May/June 1998

ARCHIVAL OUTLOOK



Newsletter of the Society of American Archivists



Johnny Collins
The International
Louisiana
New Orleans



About the Cover: Shimmerin' Sharps and Flats. The Historic New Orleans Collection's exhibition, *Made in America: Bill Russell's World of Jazz*, can provide only a glimpse of the scope of his vast collection. It includes such diverse items as sheet music by a range of composers such as Jelly Roll Morton and Scott Joplin; informal photographs of jazz luminaries like Louis Armstrong (pictured on the cover), Bunk Johnson, and Baby Dodds; and Russell's own photographs of the dance halls and bars where early jazz found its beginnings. The exhibition runs through October 31, 1998.

Russell's jazz collecting started in 1929 with "Shoe Shiner's Drag," a recording by Jelly Roll Morton and his Hot Peppers, which so impressed him that it began a life-long fascination with jazz music and the people who made it. Russell began his career as a record producer in 1944 with a record by Bunk Johnson, later forming the American Music Records company to issue the recordings. From 1958 to 1965 he was curator of the Archive of New Orleans Jazz at Tulane University (now the William Ransom Hogan Jazz Archive). He spent much of his later life working in his New Orleans record shop and at Preservation Hall, and writing about jazz.

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ARCHIVAL OUTLOOK

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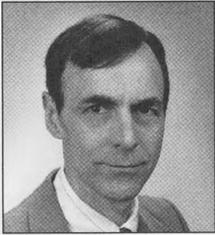
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President's Message

by William J. Maher, University of Illinois at Urbana-Champaign

The Monumental and the Personal in the Archival Community

The news of the death of our colleague Fred Miller reached me on March 27th in Chicago, where I was having a relaxing moment with SAA friends at the end of a long day of an SAA task force meeting. In the days following, as I received the news again from Fred's many friends, I was reminded of the extent and importance of Fred's accomplishments as well as how widely his warm personality was appreciated by his archival, library, and NEH colleagues. Clearly, Fred's professional life embodied many of the characteristics that make archival work and SAA so wonderful. We are fortunate that archives are a community in which monumental professional and scholarly accomplishments can be blended with a rich personal interaction to form a whole that allows us to accomplish noble aims for society in a thoroughly enjoyable social setting.

Through his many writings on historical and archival topics, Fred transformed a personal vision into professional challenges. His 1990 book, *Arranging and Describing Archives and*

Manuscripts, was so well done that it has become a bedrock for archival training courses and can be found on the reference shelves of virtually every archives in the United States. Through this and other work, such as his curatorship at Temple University and his program staff work at the National Endowment for the Humanities, Fred transformed archival practice and set a model for us through his dedication to advancing colleagues. I remember comparing notes with him on our mutual experience of completing books while working as program officers at NEH. What impressed me most was his ability to use writing as a means to cope with adjusting to working for the federal government while being separated from his family and the archival work he so enjoyed.

For generations to come, historians will have the collections Fred acquired and managed to support their scholarly studies. Archivists for decades to come will have his hallmark definition of the theory and practice of arrangement and description on which they can structure their repositories. However, with his passing, we will no longer have Fred's warm presence, his friendly manner, and

his quick wit. We will all miss that twinkle in his eye as he mulled over one of the customary quips he would use to cut to the heart of a difficult or controversial matter, all the while keeping discourse on both a friendly and professional level.

Thus, Fred's passing is a signal event for the American archival community. In it both older and younger archivists can see a transition from a time when a name represents a person we look forward to meeting and spending time with at conferences or to receiving advice and guidance from over the telephone, to a time when that name represents the monument of his professional and scholarly accomplishments. For those of us who were fortunate enough to know the personal side, the name Fred Miller will always be more than the tremendous monument of his work. The opportunity to have such personal immediacy with the giants of the field is one of the attributes of the profession for which we should be extremely grateful as we stop to acknowledge Fred's particular contribution. Let us treasure and build on this unique community of purpose and colleagues.

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Walt Disney World Dolphin Hotel
Orlando, Florida

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from the
Executive Director

by Susan E. Fox

Your Own True Path

The older I get the more I've come to appreciate the role that core values and principles play in our lives. As we grapple with issues too often more gray than black and white, we come to depend on our own inner beliefs and those that are articulated together within a larger community such as SAA. Values and principles guide us on any number of levels—as individuals seeking to find the right and clear path, as members of our family, our community, our profession—seeking to serve others fully and well. Setting and expecting high standards of ourselves and our colleagues communicates a deep respect for the individual and the profession. It is through clearly articulated values that we build character, society, and integrity.

In 1992 Council approved *A Code of Ethics for Archivists*. It is one of SAA's

most eloquent documents and one of SAA's most important member services. "The archival profession needs a code of ethics for several reasons," the code states, "to inform new members of the profession of the high standards of conduct in the most sensitive areas of archival work; to remind experienced archivists of their responsibilities, challenging them to maintain high standards of conduct in their own work and to promulgate those standards to others; and to educate people who have some contact with archives, such as donors of materials, dealers, researchers, and administrators about the work of archivists and to encourage them to expect high standards."

Ethical standards are guideposts which give us structure from which to make difficult decisions when we are confronted with uncomfortable choices.

There are rarely precise right or wrong solutions to our dilemmas. More and more the decision comes down to character: who we are, who we see ourselves to be, how we want to be seen. A code of ethics gives us a means to reconcile these conflicts within accepted community standards. No one needs to be alone in these critical moments, at least not entirely.

A Code of Ethics for Archivists is very much a living document, one that will serve you well in your career and over time. If you do not have a copy and wish to obtain one, please let us know and we will send one to you. You can also obtain a copy via our Web site at <http://www.archivists.org/vision/ethics.html>. I believe you will find it to be one of your most important professional resources, especially when embarking on your own true path.

Don't Miss The SAA Publications Booth!

during the

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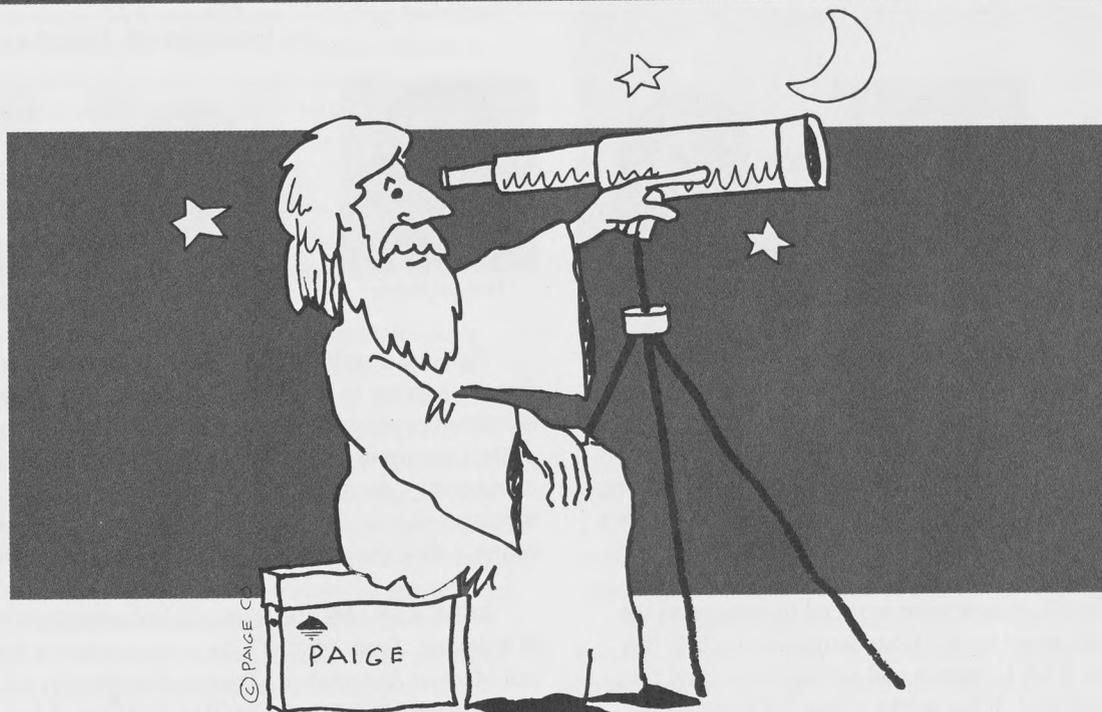


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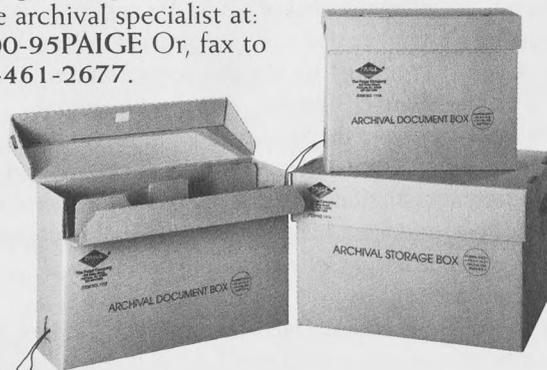
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Council and Nominating Committee Winners

by Teresa Brinati, *Director of Publications*



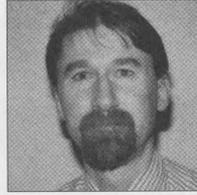
Dennis Harrison



Jane Kenamore



Wilda Logan Willis



Thomas Ruller



Megan Sniffin-Marinoff



Nancy Zimmelman

Harrison, Kenamore and Willis Join Council

In April the membership of the Society of American Archivists elected Dennis Harrison, Jane Kenamore and Wilda Logan Willis to council. They will begin three-year terms this September following the conclusion of the 1998 annual meeting in Orlando and will serve through the conference in 2001. They will replace outgoing council members Bruce Bruemmer, Lori Hefner, and Sharron Uehler.

All candidates for council were required to respond to the following questions posed by the Nominating Committee: "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' responses to the questions posed as well as vitae were printed in the ballot. Excerpts from Harrison, Kenamore, and Willis' statements, along with brief biographical sketches, follow.

DENNIS HARRISON has been the university archivist at Case Western Reserve University in Cleveland, Ohio, since 1985. Prior to joining the university staff, he worked for 15 years as curator of manuscripts at the Western Reserve Historical Society. Harrison holds a Ph.D. from Case Western Reserve University and an M.A. from Western Reserve University.

Harrison is an active member of SAA. He currently chairs the Membership Committee and was instrumental in launching SAA's Key Contact Program. He has also served on the Task Force on Dues and Member Benefits. Other professional activities include service to the Society of Ohio Archivists (SOA) as president, vice president, a member of council and a number of different committees. He has published numerous articles on archives and labor history and is regional editor of the SOA's *Guide to Manuscript Collections and Institutional Records in Ohio*.

In his candidate statement, Harrison noted that "a close look at SAA membership trends reveals that SAA is holding its long-standing members, but losing far too many of its younger members who have entered the profession only recently. . . . To reverse this trend, SAA should assess the programming and services which are especially important to this group. Placement services, mentoring, SAA publications, workshops and student chapters are among the most significant services offered to entry-level archivists." Harrison also advised that since the cost of membership is a significant issue for newer archivists, SAA "should consider making it easier for members to pay their dues in installments."

Harrison concluded that "every archivist must understand that our success in preserving this heritage is closely linked to a flourishing professional organization. SAA mentoring and key contact programs, which depend on volunteer efforts of our membership, are an excellent means of communicating this message—a message we need to take to younger members to enhance their perception of the benefits of membership."

JANE KENAMORE is an archival consultant with Kenamore & Klinkow. From 1995-97 she was an archivist for the American Medical Association. Prior to that she was SAA's education officer from 1989-95. A Certified Archivist, Kenamore earned a master of arts from the University of California at Santa Barbara and a bachelor's degree from Northwestern University.

Kenamore has served on a variety of committees for SAA including Local Arrangements, Program, Education and Professional Development, and Automated Records and Techniques. She has also served in a variety of positions for the Academy of Certified Archivists, the Midwest Archives Conference, and the Society of Southwest Archivists.

In her candidate statement, Kenamore said that "delivering cutting-edge information to members is what the Society does best, and we accomplish that through a variety of means: publications, annual meeting sessions, and the continuing education program of workshops and seminars. All are successful programs that have benefited from the expertise of member-volunteers supported by dedicated staff. Members in all locations and representing all levels of experience have access to *Archival Outlook*, *American Archivist*, and an outstanding catalog of monographs on the archival profession."

Kenamore further stated that she "would support the Committee on Education and Professional Development and the Education Office to develop ways to deliver more workshops and seminars to members, regardless of their location or experience level."

WILDA LOGAN WILLIS has been an appraisal archivist for the National Archives and Records Administration (NARA) since 1985. In addition, she is a records management trainer for selected NARA courses. From 1978-85 she was a manuscript librarian for the Moorland-Springarn Research Center at Howard University. Willis earned an M.L.S. from the University of Maryland and a bachelor of arts in history from Hampton University.

Willis has been a member of SAA since 1978, serving as co-chair and chair of the Committee on Institutional Evaluation and chair of the Colonial Dames Award Subcommittee. She has been a member of many SAA committees, including Nominating, Program, Membership, and Status of Women. She is a member of the Academy of Certified Archivists, where she was elected to the board in 1990-94, the Mid-Atlantic Regional Archives Conference, and a life member of the National Archives Assembly.

In her candidate statement, Logan expressed that member services such as publications, annual conference, and committee activities "generally work well within SAA and meet the needs of most members."

Logan stated, however, that "what is not working within SAA is the appearance of non-inclusiveness. It is often perceived that appointments to SAA committees are closed, that workshops are only arranged for certain parts of the country or that new ideas are not always forwarded to council for review. While these and many other perceived issues may not be fully accurate, their nebulous existence are negative and detrimental to SAA's potential membership growth, membership retention, and professional respect. Clearly, the member services and information dissemination initiatives that are working effectively in SAA should continue and be promoted. Initiatives to eliminate SAA's perceived 'elitist' reputation, need to be developed or given renewed attention and widely promoted throughout SAA."

Ruller, Sniffin-Marinoﬀ and Zimmelman to Serve on Nominating Committee

The SAA elections also yielded three members to serve on the 1999 Nominating Committee: Thomas Ruller, Megan Sniffin-Marinoﬀ, and Nancy Zimmelman. The committee is responsible for identifying and selecting next year's slate of candidates, as well as drafting questions posed to candidates. Two members of council, to be appointed by the president, also serve on the committee.

All candidates for Nominating Committee were required to respond to the following question posed by this year's committee: "With the need for a balanced slate as a given, what qualities will you look for in potential candidates for next year's slate?" Excerpts from Ruller, Sniffin-Marinoﬀ, and Zimmelman's candidate statements follow.

THOMAS RULLER has been an archivist for the New York State Archives and Records Administration since 1988. He has served SAA on a variety of committees, including Automated Records and Techniques and Local Arrangements, as well as on the Electronic Records and Government Records Sections.

In his candidate statement, Ruller noted that he "will work to identify candidates who can capitalize on [archives and historical records increased] visibility to articulate further the benefits of preserving and making available documentary evidence." Specifically, he "will look for candidates for SAA's president/vice president who can clearly communicate to those outside of the archival community, the relevance of historical materials and the function of archives in today's information rich environment."

Trends in SAA Turn-Out

Year	Ballots Mailed	Votes Cast	Participation Percentage
1998	3,149	889	28%
1997	3,209	902	28%
1996	3,278	1,001	30%
1995	3,349	1,051	31%
1994	3,284	1,026	31%
1993	3,070	1,095	35%

MEGAN SNIFFIN-MARINOFF is a professor and director of archives programs at Simmons College, where she has worked since 1978. She has been actively involved in SAA for the past decade and has served on the Working Group for Continuing Education, the Jameson Archival Advocacy and Pease Awards Subcommittees, the Committee on Education and Professional Development and the Archival Educators Roundtable.

In her candidate statement, Sniffin-Marinoﬀ said that "we need to engage the long-range thinkers among us to guide SAA in these times of professional turbulence and great opportunity. We also need the 'do-ers'—those with a track record of willingness to serve the profession. . . we all bring different interests, talents, expertise, and abilities to our professional work and association activities." Candidates who run for office should "also reflect this diversity among the membership."

NANCY ZIMMELMAN has been an archivist with the California State Archives since 1988. In addition, she has been an administrator for the Western Archives Institute since 1992. Since joining SAA in 1985, she has served on the Committee on Education and Professional Development.

In her candidate statement, Zimmelman said that "candidates should also be willing to reach out to members of the Society in all types of institutions, with all levels of experience and in various geographic locations. By doing so, candidates will have a better understanding of the diversity of the Society's membership and therefore be able to serve *all* of SAA's members."

Vice President/President Elect and Treasurer

There was no election for vice president/president elect this year. Last year both candidates—Luciana Duranti and H. Thomas Hickerson—received an equal number of votes from the 902 ballots cast for that post. Per a decision made by the SAA Executive Committee last spring, 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 was no election held for treasurer this year. The current treasurer, Robert Sink, is in the first year of his three-year term.

Task Force on SAA International Involvement

The Task Force on SAA International Involvement is a council task force, chaired by Vice-President Luciana Duranti and includes Lori Hefner, Anne Gilliland-Swetland, Karen Benedict, and John McDonald. In establishing the task force, effectiveness of the importance of international involvement to SAA in all of its objectives was emphasized. International participation will contribute to the accomplishment of the SAA constitutional mandates for: stimulation, development and promotion of cooperation (whether professional, interprofessional, disciplinary, multidisciplinary, or other), of research, standards, education, as well as archival advocacy and outreach. Council also recognized that an international spirit should imbue all SAA activities and not be specific to any individual organizational unit.

Background

Since its inception, SAA has maintained a committee on international matters, which has served to keep the membership in contact with international archival issues and also as an outlet for members who wished to become active in international venues. The Task Force on Organizational Effectiveness (TFOE) felt that the function and operations of the Committee on International Archival Affairs (CIAA) were more consistent with those of the SAA roundtable than with the function and operations of a committee. Thus, TFOE recommended that the CIAA be dissolved and its members be invited to reconstitute themselves as the International Archival Affairs Roundtable.

At its August 1997 meeting, council charged the CIAA to explore how to implement the TFOE recommendation. The committee, chaired by Thomas Connors, of the University of Maryland, prepared a formal reply that it submitted to council before its January 1998 meeting. The CIAA reply was both informative and constructive, providing a substantial historical overview of the committee's activities, an assessment of its achievements, possible options, and specific recommendations. The latter included the maintenance of the committee with a different, more proactive, and enriched charge, combined with the creation of a roundtable to assume its previous responsibilities. At the January 1998 council meeting, it was agreed that the CIAA had provided an excellent reply that presented an examination of the issues and made suggestions as appropriate. Council determined that further in depth review was necessary before any final decision is made.

Charge

Council hereby establishes a Task Force on SAA International Involvement to conduct the following tasks:

1. Analyze in detail the CIAA discussion paper of December 22, 1997, in light of the TFOE recommendations on CIAA and units in general.
2. Gather information from SAA members who have participated heavily in international activities about the requirements of such involvement and the need for more and/or different involvement.
3. Survey the international archival scene (other national associations, the ICA, the European Commission, multinational research groups, international standard generating boards, national archival policies, archival education programs, etc.) to identify the level at which SAA needs to be involved, the areas and/or issues in which SAA must be involved, and the most effective strategy(ies) for establishing and maintaining such involvement.
4. Define and recommend to council the most appropriate structure for carrying out such strategies effectively, consistently and with continuity, not only in view of exercising SAA influence in international affairs, but especially for the purpose of promoting an international spirit within and upon all SAA units and activities.
5. Define the costs involved in establishing and maintaining such structure in relation to the benefits deriving from it and in light of SAA's limits in sustaining large numbers of organizational units, and—if applicable—make a recommendation on how to meet such costs.

Schedule

The task force will deliver its report, no later than May 15, 1998 to SAA council for consideration at its June 1988 meeting. The task force is expected to conduct its business via e-mail, thus, no financial allocation is necessary.

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Presidential Nominations Study

by Rob Spindler, 1998 Nominating Committee Chair

Recent SAA nominating committees have had difficulty identifying SAA members willing to run for vice president/president elect, but the reasons why individuals have refused the nomination have not been recorded. In order to study potential nominees' reasons for declining the nomination and learn how SAA might change to make this nomination more attractive, Past-President Nicholas Burckel and President William Maher commissioned the 1998 Nominating Committee to conduct a confidential survey which was mailed to all past SAA council nominees from 1990–1997.

The survey was mailed to 56 nominees in December 1997 and 39 responses (69%) were received by January 1998. Eight of the 39 responses were from individuals who stated they had actually declined the presidential nomination. The first 25 questions employed a modified four-level Likert scale to estimate strength of response, with a score of one assigned for "never a reason", two for "sometimes a reason," three for "often a reason," and four for "always a reason." Three additional questions required textual responses and the final question requested general comments about the survey.

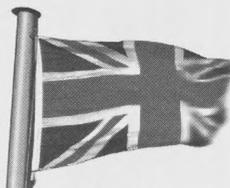
The highest scoring reason given by all respondents for declining the nomination is related to office workload and the effect regular absence would have on the home department, rather than SAA-related factors. The highest-scoring reason given by those who actually declined the nomination was the need for a break after "recent intensive activity" (most often referring to SAA council service), followed by those related to home workload and the effect of regular absence.

Lack of financial support for travel was frequently cited in textual responses and in suggestions for SAA action, but the related Likert scale question only received a 2.28 average score from all respondents and a 1.75 score from those that actually declined the nomination, suggesting this was not a strong reason for declining. The second most frequent suggestion for how SAA should change to make the nomination more attractive was to establish uncontested elections. This opinion was based on the perception that SAA permanently loses the services of defeated presidential candidates.

A number of potential SAA actions were drawn from the survey for SAA Council consideration:

- Terminate the SAA tradition of nominating those with recent council experience on the assumption that a year of service as president elect may be sufficient to bring the candidate up to speed on current issues.
- Test the perception that SAA permanently loses the services of defeated presidential candidates by comparing a list of defeated candidates against subsequent *Leadership Directory* editions. Consider moving to uncontested elections should this correlation be proven.
- Consider SAA support of replacement staffing or other compensation for the home institution.
- Consider additional SAA support for travel funding to council meetings and other presidential engagements.

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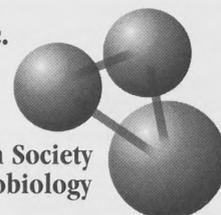


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Dual Delights: Orlando Offers More

The Mouse That Roars

by Carl Van Ness, *University of Florida*
Co-chair, 1998 Host Committee

The earth's population is divided into two basic personality types: Disney World lovers and Disney World haters. In central Florida, the types can be distinguished by their choice of nicknames for the place. For some, it's the "World," for others, the "Rat." I count myself as one of the World's admirers.

I am certainly not immune to the ills that Disney inflicts on the region, and, speaking as a native Floridian, I wish it were somewhere else. However, it's here; it's staying here; and, as a parent of children in prime Disney age, I might as well reap the benefits. I will also preface my laudatory remarks to say that I only go to Disney World in the off-season, and my family has never experienced the agony of a forty-five minute wait for a one-minute thrill ride.

As an archivist, I appreciate the World's significance as a cultural artifact. It is, to me, the epitome of American popular culture. While the assertion may rankle some, entertaining the planet's masses will certainly make the top ten list of 20th century American contributions to world history. Disney World's impact, in this regard, can be gauged by the number of languages and accents heard in any Disney queue.

Disney World also exemplifies America's belief in a world without limits. In comparison to Disney World, the Disneyland in Anaheim/Tokyo/Paris are simply amusement parks, different versions of the Magic Kingdom. Disney World has its own, but it also has EPCOT, MGM Studios, Wide World of Sports, Blizzard Beach, Downtown Disney, twenty-five guest lodges, and much more. If there is a category of American mainstream entertainment not represented in its 43 square miles, I would like to know.

And it grows and grows. Before this issue of *Archival Outlook* reaches you, the World's fourth amusement park, Animal Kingdom, will have opened. Before the annual meeting commences, another World hotel will be ready for visitors. Where will it end? I can only speculate, but space is not an impediment, as Disney has developed less than half of its real estate.

I marvel at the size, but I marvel more at the Disney



Dallsa Conklin, age 2.

Courtesy of Historical Museum of Southern Florida.

Gator State's Great Outdoors

by Kathleen J. Reich, *Rollins College*
Co-chair, 1998 Host Committee

My love for Florida, where I have spent much of my adult life, makes me a naturalized citizen of the state. I arrived here long before the advent of the "Plastic Kingdom," raised a son here, and never took him to visit the "Mouse."

There was no time for Mickey, because we were busy enjoying the natural entertainment that surrounded us. We paddled down the Rock Springs Run, at its beginning the habitat of a rare dragonfly, looked at Indian middens, dove for shark teeth at the mouth of the spring, and took long walks through the wilderness. At Ponce De Leon Springs we stuffed ourselves with pancakes at the old sugar mill and during the winter we rode through the woods or visited the manatees in Blue Springs. Orlando and Winter Park never lacked musical and theatrical events, spectator sports were always an option when we felt like

watching some. All these wonderful things are still flourishing in and around "O-town."

Visitors to Central Florida are often so busy going to expensive entertainment parks that they miss the natural wonders of the real Florida. Recently Disney announced the construction of an enormous artificial tree in its new Animal Kingdom. Yet a few miles up the road to the north stands the mighty Senator, a bald cypress older than Christianity. (It started growing about 3,500 years ago.)

Among the attractions, I do have two favorites: Kennedy Space Center and the Canaveral National Seashore Park. Side by side, the high-tech space center and the seashore park illustrate the symbiosis of state-of-the-art technology and the preservation of nature.

The tours planned for the SAA meeting will allow you to see the real Florida. Those who want to explore on their own might come early or stay late and rent a car, which is less costly than entrance fees to most of the theme parks. In preparation for excursions, I suggest having a look at Jonathan Harrington's *Tropical Son: Essays on the Nature of Florida*, (Winter Park, Florida: NewTech Publications, 1992). Harrington addresses especially the Central Florida area, and his little book even includes a map.

continued on next page

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The Mouse That Roars — continued

employees (a.k.a. cast members) who “make the magic happen” 351 days a year. Their vaunted efficiency and unflagging courtesy and deference to requests are not what you expect from a major U.S. corporation.

Lest anyone think my fascination with Disney is purely intellectual, I can also say without a trace of embarrassment that it is also a fun place. Unfortunately, though, my host duties will prevent me from enjoying the Disney parks to any great extent during the meeting. But, before the meeting ends, I hope to plunge in an elevator full of archivists at the Tower of Terror and zoom through the darkness of Space Mountain with a colleague or two. Care to join me?

Gator State's Great Outdoors — continued

Should you want to visit neither the Mouse, nor the wilderness, rejoice: Orlando and Winter Park have more to offer. Downtown Orlando's “Church Street Station” is a family entertainment spot. Two miles to the north is Loch Haven Park with its fabulous new science center, the Orange County Historical Museum of Art and the Civic Theater. Practically next door is Winter Park with its new Hosmer Morse Museum of American Art, which houses the world's most comprehensive Tiffany collection. The Cornell Fine Arts Museum on the beautiful Rollins College Campus is within walking distance.

Finally, for those who cannot resist a bargain, America's largest outlet mall looms not too far from the Dolphin Hotel.

We on the local Host Committee look forward to seeing you at the Dolphin Hotel. Together we will converse with each other and when time allows, to relax according to our individual tastes. We hope you enjoy Central Florida as much as we enjoy sharing it with our visitors.

**SAA 62nd
Annual Meeting**

August 31–Sept. 6, 1998

Orlando, Florida

Walt Disney World Dolphin Hotel

Rates: \$99 single, \$135 double,
\$15 per extra person: children under 18 stay
free if in same room as parents.

The annual meeting program
will be mailed in May.

For more information about
the meeting, contact:

Bernice Brack at
(312) 922-0140, bbrack@archivists.org

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SAA Pre-Conference Continuing Professional Education Workshops in Orlando, FL

Online For You

"Basic Electronic Records" and "Advanced Electronic Records: Design, Implementation and Evaluation" may be taken together at the special discounted joint registration fee of \$469; SAA Members: \$368. Registration in both courses by a single individual is required to receive the discounted rate.

Basic Electronic Records

Workshop #9811
Instructor: Tom Ruller
August 31 - September 1, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$279; SAA Members: \$219
Continuing Education Units: 1.5

This basic workshop will introduce participants to the principles of preserving and providing access to records in digital formats. Focusing on methods and issues in appraising, accessioning, providing reference for, and preserving records in electronic form, participants will develop documentation of a simple set of electronic records and plan for their long-term preservation.

Advanced Electronic Records: Design, Implementation and Evaluation

Workshop #9812
Instructor: Anne Gilliland-Swetland
September 2, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$215; SAA Members: \$169
Continuing Education Units: .75

This is an advanced workshop on the methods and issues involved in the design, implementation, and evaluation of an archival electronic records program, presented with reference to the findings and activities of major research and development projects in the United States and Canada. The identification, creation, and use of a range of metadata in the preservation and use of electronic records will also be examined.

Grant Proposal Preparation

Workshop #9813
Instructors: Richard Cameron
August 31, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$215; SAA Members: \$169
Continuing Education Units: .75

Participants will learn the components of competitive grant applications for projects to develop archival programs and preserve and provide access to archival materials by individuals or consortiums. The National Endowment for the Humanities (NEH) and the National Historical Publications and Records Commission (NHPRC) are the major funding agencies addressed, but the skills applicable to all funding agencies, public or private, will also be covered.

Preservation Microfilming Management

Workshop #9814
Instructor: Errol Somay
August 31, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$215; SAA Members: \$169
Continuing Education Units: .75

This workshop will present the steps in the implementation of a successful microfilming project, including determining staff, space, time and equipment needs, as well as contracting for microfilming services. Microfilming projects provide a way to cope with the vast amount of archival materials that require preservation attention. Participants will learn about the storage and handling requirements for this medium, emphasis will be placed on national standards and RLG guidelines for preservation of microfilming.

Encoded Archival Description (EAD)

Workshop #9815
Instructors: Michael Fox and
Kris Kiesling
August 31- September 1, 1998
9:00 a.m. to 5:00 p.m.
Fee (including \$100 for computer lab and transportation): \$342;
SAA Members: \$269
Continuing Education Units: 1.5

This workshop will teach participants how to encode their finding aids in Standard Generalized Markup Language (SGML) using Encoded Archival Description (EAD). Participants will learn the structure of EAD; get an overview of SGML and its Web version, Extensible Markup Language (XML); learn how to use an SGML authoring program (Softquad's Author/Editor); analyze what makes a good finding aid; and discuss implementation strategies, including the creation of new finding aids, conversion of legacy data, and publication on the Web.

Preservation Management

Workshop #9816
Instructors: Mary Lynn Ritzenthaler and
Evelyn Frangakis
August 31- September 1, 1998
8:30 a.m. to 4:30 p.m.
Fee: \$279; SAA Members: \$219
Continuing Education Units: 1.5

This workshop will introduce basic methods of archival preservation practice. What makes up a preservation program? How and where would you begin? How can you maximize resources and still proceed systematically? Participants will understand preservation program elements and how to develop them into their own institution's programs upon completion of the course.

Oral History: From Planning to Preservation

Workshop #9817
Instructor: Fred Calabretta
September 1, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$215; SAA Members: \$169
Continuing Education Units: .75

This workshop will provide an overview of all key aspects of the oral history process, including project planning; interviewing; processing; cataloging and preservation of oral history materials; and providing access to, and promoting the use of, oral history collections. The workshop will provide participants with all of the basic information necessary to effectively plan and conduct a successful oral history interview or project.

Probing Appraisal Practice: Contending with Methods, Mayhem and Madness

Workshop #9818
Instructor: Richard Cox
September 1, 1998
9:00 a.m. to 5:00 p.m.
Fee: \$215; SAA Members: \$169
Continuing Education Units: .75

Participants will learn how to evaluate the utility of traditional archival appraisal approaches and how to consider newer approaches proposed and debated in the past decade. Participants will consider how traditional archival appraisal approaches—records values, acquisition strategies, records scheduling—work or may not work as organizations and society become more complex.

Understanding Archives: An Introduction to Principles and Practices

Workshop #9819
Instructors: Julie Bressor and Polly
Darnell
September 1-2, 1998
Fee: \$279; SAA Members: \$219
Continuing Education Units: 1.5

This workshop is designed for resource allocators and others with archival responsibilities who wish to receive an overview of archival principles and practices. Topics introduced will include accessioning, appraisal, arrangement and description, reference, copyright, ethics and standards. Participants will also learn about sources for further education and training.

The 1998 SAA annual meeting program will be mailed this month. Look for registration information and a full listing inside!



What's Up with the American Archivist?

With the help of a group of hardworking guest editors, the *American Archivist* is getting closer to the elusive goal of catching up on its publication schedule. SAA members should already have received the issue for fall 1996 featuring a special section on "Diplomatics and Modern Records." Within the next two months the first two issues for 1997 will be published. These will be special issues on business archives and on state archival programs. The last two issues for 1997 will be special issues on Encoded Archival Description (EAD) and will include theoretical and background articles and a series of case studies of the implementation of EAD. They will be going into production shortly and should be published later this summer. The contents of upcoming issues can be found on the SAA Web page.

Beginning with the 1998 volume, the *American Archivist* will become a semi-annual publication. Copy for the spring 1998 issue is ready to go into production, and that issue should also be published late in the summer. The second issue for 1998 should be published on schedule in the fall.

With conversion to semi-annual publication, the journal will also receive a much needed makeover in its appearance that will make it a more attractive and readable publication. The semi-annual issues will, of course, be heftier than our quarterly issues, and so the need for high quality submissions still exists. It is our hope that timely publication will help encourage more authors to send articles to the *American Archivist* because the time lag from submission to publication will be shorter. Even at this relatively late date, for example, a quick submission might still find its way into the fall 1998 issue.

If you have any questions regarding production or if you would like to submit an article for publication consideration, please contact the editor of the *American*

Archivist: Philip B. Eppard, Dean, School of Information Science and Policy, University at Albany, State University of New York, 135 Western Ave., 113 Draper, Albany, NY 12222; (518) 442-5115; fax (518) 442-5367; pbe40@cnsibm.albany.edu.

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Directory of Archival Organizations

Below are updates to the 1998 *Directory of Archival Organizations in the U.S. and Canada*, which was included as a gold insert in the March/April issue of *Archival Outlook*.

36

New England Archivists of Religious Institutions

(112/\$10)

President:

Sr. Therezon Sheerin, CSJ
Boston CSJ Archives
637 Cambridge St.
Brighton, MA 02135-2801

37

New Hampshire Archives Group

President:

Peter Parker
inlook@nh.ultranet.com

SAA Membership Directory

The 1998-99 SAA *Directory of Individual and Institutional Members* is being printed and mailed this month and should be in members' hands soon. If you do not receive a copy by early June, contact Bernice Brack at (312) 922-0140 or bbrack@archivists.org.

SAA Deadlines

MAY

- 5 Job announcements for June SAA *Employment Bulletin*

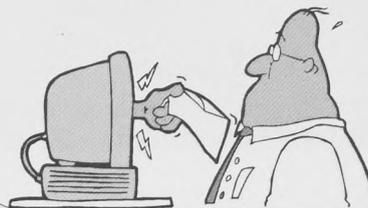
JUNE

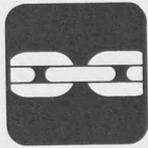
- 5 All submissions (including job ads) for July/August *Archival Outlook*

JULY

- 5 Job announcements for August SAA *Employment Bulletin*
- 10 Early bird registration for SAA annual meeting in Orlando, FL
- 30 Cut-off for annual meeting hotel reservations at the Walt Disney World Dolphin
- 31 SAA annual meeting registration (after this date, onsite registration only)

Visit SAA's Web site at
www.archivists.org





Frequently Asked Questions about Online Courses

Since my mention of online (OL) courses in the last issue of *Archival Outlook*, I have been asked a number of questions about the nature and requirements of OL courses. The following are some frequently asked questions and answers:

What is an online course?

Online courses are conducted entirely over the Internet. With computer access to the World Wide Web and e-mail, an SAA continuing education participant can take an online course from anywhere in the world. Though participants must be enrolled in an OL course by the start date and are expected to complete by a given end date, they are not required to participate at a designated time of day or day of the week.

How is an online class conducted?

Like a classroom course, an instructor facilitates the course material and learning experiences for a group of participants. Some course material is located on the course Web page that is accessible to registered students by password. Other material may be provided through links to other Internet sites. Teaching and class discussion are carried out through a Web page discussion room, sometimes a group listserv, and individual e-mail. At their convenience, participants may log in to the course, access related Internet sites, add their comments to the discussion room or listserv, or send e-mail comments to the instructor.

What computer skills are required to take an online course?

Participants should know how to use the World Wide Web and be able to send and receive e-mail. Basic word processing skills are needed to prepare brief comments and reports.

What does a participant need to take an online course?

Reliable and regular access to a computer with an Internet connection and an e-mail account are essential. The brand of computer does not matter, as long as it can run the type of software needed to use the World Wide Web. The operating system may be Windows 3.1, Windows 95, Macintosh OS, UNIX or any system that supports Web software. The most commonly used Web browsers are Netscape and Internet Explorer. Browsers provided through AOL, CompuServe or Prodigy may be used. The e-mail software must have file attachment capability. A 14.4 modem or higher is needed to connect to the Internet provider unless the computer is wired directly to a network that provides the Internet connection.

Would there be technical support?

Technical support information would be provided on the SAA Web site. In addition, participants could contact the SAA Education Office via e-mail or telephone with questions. However, SAA would not be able to provide help with computer hardware problems.

What are the pros and cons of taking an online course?

The lack of a formal workshop agenda can be liberating. The course can be taken from literally any location with an adequate workstation. However, it can also be demanding because the participant must determine when to make time for the course and complete it by the deadline date. Taking an online course also allows an independent pace for the participant. However, any benefits of networking face-to-face with colleagues during and after classroom workshops are lost.

While technology offers opportunity and speed in many ways, it may also require patience at times. And "patience" may be defined in several ways. First, there is the need to be patient to receive feedback from your instructor, who is often many miles away. Secondly, there is the need to be patient when you hear the tech people say something akin to "Houston, we have a problem." For SAA participants taking the initial online courses, I would personally recommend that they have the attributes of flexibility and an adventurous spirit!

Most importantly, the significant "pro" of taking an online course is that it can be administered cost-effectively and savings can be passed along to the continuing education participant in the form of a reduced registration fee.

Stay Tuned

The prospect of online courses for SAA members is very exciting. I hesitate to write out a hard and fast schedule of development in this column, but plans are underway. I will keep you posted with all of our progress in this area in future columns.

Tentative Fall Lineup

Another "frequently asked question" on another topic: When will SAA's Encoded Archival Description (EAD) workshop be taught in my area? This fall EAD will be offered two (possibly three) times in different regions of the country. One offering will be at Brigham Young University this October and another will be near the Historical Society of Pennsylvania in November. In addition, we will offer our very popular workshop, "Digital Imaging Technology," in October and November of this year with locations to be announced.

Here is a tentative listing of SAA workshops to be offered in fall of 1998:

• *Encoded Archival Description*

Instructors: Kris Kiesling and Michael J. Fox

Brigham Young University
Salt Lake City, Utah
October 1998

Midwest Archives Conference
University of Michigan
Ann Arbor, Michigan
October 1998

Philadelphia-Area Consortium of Special Collections Libraries
Philadelphia, PA
November 1998

• **Digital Imaging**

Instructor: Paul Conway
Place TBA
October 1998

Place TBA
November 1998

• **Application of the USMARC Format**

Instructor: David Carmichael
Society of Rocky Mountain Archivists/Colorado Library
Association
Colorado Springs, CO
October 1998

• **Business Archives: The Basics and Beyond**

Instructors: Phil Mooney and Elizabeth Adkins
Milwaukee, WI
November 1998

• **The Administration of Photographic Collections**

Instructors: Richard Pearce-Moses and Laurie Baty
Heard Museum
Phoenix, AZ
Date TBA

This list will be fleshed out and complete for the next edition of *Archival Outlook*. If you have any questions about this tentative workshop schedule, please contact the SAA Education Department: Joan Sander (jsander@archivists.org) or Tara Shimandle (tshimandle@archivists.org) at (312) 922-0140. For more complete information on the pre-conference workshop schedule for SAA's 62nd annual meeting in Orlando, please refer to page 12 of this newsletter.

Pre-conference Workshops for the 1999 Annual Meeting

Just a reminder for those who have creative ideas for future SAA workshops: you will have an opportunity to propose new workshops for presentation at the 1999 annual meeting in Pittsburgh. Just pick up a pre-conference workshop proposal form at the 1998 annual meeting in Orlando and submit your completed proposal to SAA's Education Office by November 1, 1998. We hope to hear from you!

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SAA Remembers Fredric M. Miller

It is with great sadness that SAA shares with you news of the passing of **FREDRIC M. MILLER**, 51, a distinguished member of the archival profession. Fred died on Friday, March 27, 1998, as a result of complications related to chronic lung disease.

Fred served the profession valiantly for many years, as an author, historian, practicing archivist and active member of the national archival community. Born in Brooklyn, N.Y., Fred was a graduate of the State University of New York at Binghamton. He held a Ph.D. in modern British history and a master's in library science from the University of Wisconsin-Madison.

Fred became curator of the Urban Archives Center at Temple University in 1973, just four years after it was founded. During the next 15 years, he gathered more than 200 collections of documents or photographs for the center.

"He was the driving force behind the development of the Urban Archives," said George Brightbill, associate archivist. "Fred raised grant money for the archives and worked on its expansion. He was one of the main reasons we have about 300 collections in the center," Brightbill said.

Among those collections housed in the Paley Library at Temple University are the documents from the MOVE investigation, papers from the Opportunities Industrialization Center, newspaper files of the *Philadelphia Bulletin*, and photographs from the *Bulletin* and *The Philadelphia Inquirer*.

In addition, Fred was an adjunct history professor at Temple, and taught a course on archival administration open to students at Temple and Drexel universities.

In 1988 Fred joined the National Endowment for the Humanities serving initially in the Research Division and in the Division of Public Programs. For the past three years Fred served the Division of Preservation and Access as a grants administrator specializing in the preservation of and access to materials.

A well respected author and historian, Fred published extensively. His essays and articles have appeared in numerous professional journals and magazines. His book, *Arranging and Describing Archives and Manuscripts*, is a classroom standard in the archival field and one of SAA's all-time best sellers since its debut in 1990. The book was translated into Spanish in 1994—*Ordenación y descripción de archivos y manuscritos*—by the Organization of American States for distribution in Central and South America.

Other books authored or co-authored by Fred include *Washington Seen: A Photographic History, 1875-1965*, which received a merit award from the American Association of State and Local History, *Philadelphia*



Fredric M. Miller (right) browses publications with colleagues Philip B. Eppard (left) and James O'Toole (center) during the 1996 SAA annual meeting in San Diego.

Stories: A Photographic History, 1920 to 1960 and *Still Philadelphia, A Photographic History, 1890 to 1940*. Regarding the latter, John Francis Marion in a review in *The Philadelphia Inquirer* in May 1983 wrote, "Here is the face of the other Philadelphia, often the forgotten Philadelphia: the city of immigrants, dock workers, industrial and ethnic neighborhoods, the working classes, the poor and the homeless. There are no founding or city fathers here."

Miller was an itinerant traveler and enjoyed lengthy strolls through the winding streets of whatever city he was visiting, frequently traversing more than 20 miles in a day. His wife, Naomi, recalled "From year to year his focus would change—from Gothic to Romanesque churches, or to Roman ruins, or anything else that took his fancy. He once sent a postcard to the Urban Archives saying that he had attended more Masses than a good Jewish boy should."

His other love was baseball—watching games and mulling over statistics. "He called the *Baseball Encyclopedia* 'The Bible,'" Naomi said.

Fred is survived by his wife and his mother, Eugenie Sternfield.

With his passing we as a community have lost a valuable contributor to the archival profession, a dear colleague, and a cherished friend.

Cards or letters may be sent to: Mrs. Fredric Miller, 6004 Conway Road, Bethesda, MD 20817. Plans are being made for a fund that would support an activity reflecting Fred's intellectual and professional interests. We will keep you informed of the progress of these plans.

Excerpted from The Philadelphia Inquirer, The Washington Post, and the National Endowment for the Humanities.



From the Archivist of the United States

by John W. Carlin

Electronic Records: Progress Is Possible

In an earlier column I reported that President Clinton had proposed to Congress an increase of nearly \$25 million for fiscal year 1999 in the operating expense budget for the National Archives and Records Administration. Included would be funds for NARA's next steps in meeting the challenges of the electronic information era. Needless to say, I am working as hard as I can to explain the need to Congress, and I hope we will receive the resources we need to accelerate our progress. But I want to assure the nation's archivists that we at NARA are not simply waiting. Already we are taking substantial steps to deal with electronic records challenges.

Far from ignoring the problem, NARA is implementing a strategic plan that commits us "to ensure that electronic as well as paper records are created and preserved for access as long as needed." Already 90,000 electronic files are in NARA's custody. And we're in the middle of some NARA electronic records initiatives that I'm convinced are going to give us at least some of the tools we need for future achievement.

For example, one of the many challenges is that currently available software makes it difficult now to maintain good recordkeeping practices for electronic records. We need to harness the power of information technology to help us do the recordkeeping job more successfully. Until very recently, there has been no software available that fits our needs, mainly because of a lack of articulated functional requirements that software developers could utilize as a standard. Several years ago, the Department of Defense (DoD) began to develop standards for electronic recordkeeping. With assistance from NARA and others, the Defense Department has now developed functional requirements for Records Management Application software. DoD has established a certification and testing service for ascertaining whether particular software meets these requirements. NARA is going to work with other agencies to determine whether DoD standards can be applied governmentwide. And, as Archivist of the United States, I have entered into a formal agreement with DoD to do just that.

I've committed NARA to developing practical approaches to meeting electronic records challenges through other partnerships. For example, we are working with the Corps of Engineers on an imaging system, with the State Department on accessioning electronic cable files, and with other agencies on electronic records declassification. And last fall, I asked government records professionals experienced with automated records to join with specialists from NARA to form an electronic records work group. I also asked outside experts, including SAA members, to serve as consultants. I asked the group "to review issues relating to the creation, maintenance, and disposition of certain types of electronic information," focusing on what some of you know as General Records Schedule 20. (GRS-20)

GRS-20 was developed to provide guidelines to federal agencies on the disposition of e-mail, word processing files, and other computer generated material. It permitted agencies to

dispose of certain electronic records if first copied to a paper or electronic recordkeeping system. In October 1997, U.S. District Judge Paul L. Friedman voided GRS-20 on grounds that it gave agencies too much latitude to destroy electronic records. In a recent subsequent order, the judge complained of delays on the part of the government in responding to his voiding of GRS-20, and I am sorry he felt compelled to direct his criticism for that partly at me as Archivist. We failed to communicate adequately to him how fast we really were trying to move on electronic records. Nonetheless, in that same order, the court recognized that NARA has been rethinking GRS-20, observed that NARA has created its electronic records work group to give recommendations and an implementation plan to me by September 30, and further noted that NARA had issued a bulletin advising federal agencies on developing *individual* agency schedules for electronic records disposition while NARA's work group was proceeding. Most important, the court now is giving our work group the time it needs to finish its recommendations.

NARA's work group is in fact well into its deliberations, as you can see if you check its schedule and the materials it is producing on the Web site we have created to invite public comment on its deliberations. You can reach that site through NARA's main Web site: www.nara.gov. Our group is progressing toward what I and the court and all interested parties want—to preserve records appropriately, for the public and the government, with retention and disposition schedules that the creators of those records, federal agencies, can and will use. Bottom line—I believe that we should schedule programmatic records, and we will, but we want to make that transition in a sane way that minimizes disruption to federal agencies and does not set off unintended consequences, and that is what the court is allowing us to do. I will share the NARA work group's report with SAA's members as soon as it is ready.

Over the past quarter century, from 1972 to 1998, the National Archives and Records Administration has taken into custody approximately 90,000 files of electronic records, as I mentioned earlier, from the federal government as a whole. That's a lot. But we estimate that right now the Treasury Department alone is generating annually, in e-mail only, 960,000 files of electronic records that we are likely to need to archive. That's more than ten times as much just from one agency, in one year, as we've received in a quarter century from the entire government. And of course, we at NARA, like archivists elsewhere, must cope not only with the volume, but with the special problems that these records pose—easy deletion, unstable media, systems obsolescence, and uncertain standards for electronic recordkeeping systems. But as I told a congressional subcommittee recently, we can meet these challenges. If we wisely invest, we can even make technology work for us. NARA already is taking the steps I described to deal with the needs of electronic records. If Congress approves the president's budget, our strides forward will become even longer.



Washington Beat

by Page Putnam Miller, National Coordinating Committee for the Promotion of History

House Holds Appropriations Hearing to Consider FY'99 Budget for National Archives and NHPRC — On March 24, 1998, the House Appropriations Subcommittee for Treasury, Postal Service, and General Government met to hear U.S. Archivist John Carlin testify on the President's FY'99 budget for the National Archives and the grants program of the National Historical Publications and Records Commission (NHPRC). Seven members of the nine-person subcommittee attended the hearing. Representative Jim Kolbe (R-AZ), the chair of the subcommittee, opened the hearing by stating that the National Archives is a small agency with tremendous responsibilities. He noted that the request for \$230 million for the operating budget is a 12% increase. While there is merit for this amount, he said the subcommittee may not have a sufficient allocation this year to fund all of the increase. Thus he asked the assistance of the National Archives in identifying priorities.

Carlin's testimony highlighted ways in which the budget requests conform to the agency's strategic plan, stressing the need for additional personnel to enable the agencies to address complex electronic records issues and to work with agencies on "front end records management." Showing examples of the deterioration of valuable photographs and charts of the huge increase in government use of electronic records, Carlin emphasized that "public accountability requires accessible records." Kolbe began the questioning by asking about the court case dealing with electronic records. After providing background, Carlin said that he concurred with the court's position that programmatic electronic records should not be destroyed without appropriate appraisal. On the issue of why the archives missed the court deadline for filing a response to the plaintiffs' motion, Carlin said that Kolbe would have to talk to the Justice Department lawyers who represented the National Archives.

Hoyer asked about plans for renovating the archives building on the mall. Northup's questions focused on declassification and Istook's on the conflicts between IRS and the National Archives over the IRS archival management policies. Forbes praised the "great work" of the archives and asked about the electronic access project. Price commended the archivist for bringing a realistic budget and noted that he was pleased to see an increase to \$6 million for NHPRC grants. Price thanked all who assisted last year in securing an appropriation of \$5.5 million for NHPRC. He asked how last year's increases had been utilized and specifically asked about funding for the founding era documentary history projects. Price requested information on trends in grant applications received and those funded.

Judge Hears Motion on National Archives' Failure to Comply with Court Ruling on Electronic Records — On March 25, 1998, U.S. District Judge Paul L. Friedman held a hearing to consider the plaintiffs' motion to require the National Archives to comply with the court's October 1997 decision. On October 22, 1997, Judge Friedman ruled in favor of the plaintiffs

in the case of *Public Citizen v. John Carlin* (C.A. No. 96-2840), in which the American Historical Association, the Organization of American Historians, and the American Library Association are co-plaintiffs. He ruled that the National Archives' General Records Schedule 20 (GRS-20), which is the regulation that allows federal agencies to destroy electronic programmatic records, is null and void. On February 25, the plaintiffs petitioned the court to request a hearing for the archivist to explain why he had continued to have agencies comply with GRS-20 since the court had declared it to be null and void.

Michael Tankersley, the lawyer for the plaintiffs, and Jason Baron, a Justice Department lawyer who represented the National Archives, made presentations. Tankersley stressed that it had been ten years since plaintiffs first brought a suit dealing with the preservation of electronic records and that it had been five months since the court ruling. He said that the plaintiffs are asking for an injunction to require the National Archives to comply with the court ruling requiring new guidance to the agencies regarding preservation of electronic records. Tankersley noted that the National Archives had not requested a "stay" or postponement of the October ruling and had treated the judge's ruling as a suggestion and not a final judgment. There is a need, Tankersley said, for each agency to develop records schedules for its programmatic electronic records and they should begin now working on these schedules.

Baron offered three basic reasons as to why the court should not impose an injunction to require compliance: that the court lacked jurisdiction for the case has been appealed, that "many government computer applications will grind to a halt, or crash entirely," and that the U.S. Archivist cannot be said to have ignored the court's judgement because he has taken various steps to consider alternative approaches to GRS-20. Several times during the hearing Baron said that the archives hopes to have new regulations in place by the end of September.

Judge Friedman made clear that he felt that the government had ignored his ruling and had "snubbed its nose at the court," telling agencies not to worry because the case is being appealed.

House Judiciary Committee Votes to Send Digital Copyright Legislation to the Floor for a Vote — The House Judiciary Committee met on April 1, 1998 to consider H.R. 2281, the World Intellectual Property Organization Treaties Implementation Act and H.R. 3209, the Online Copyright Infringement Liability Limitation Act. Chairman Henry Hyde (R-IL) began the copyright discussion by calling on Representative Bob Goodlatte (R-VA), who reported on a compromise that was reached on March 31 on the online service provider liability legislation. After negotiating for over two years with all parties and coordinating their work with the Senate Judiciary Committee, Goodlatte announced that there had been tremendous progress made in agreeing to compromise language for H.R. 3209. Although he indicated that there would be further

refinement and he did not discuss specific language, he said that compromise language had been forged on the issues of copyright notice violation procedures, the protection of privacy, the minimizing of censorship, and safeguards for universities and nonprofit organizations. Goodlatte also stated that the revised H.R. 3209 would be merged into H.R. 2281, the treaty implementation legislation, as a floor amendment.

When Chairman Hyde asked if there were any amendments, Representative Rick Boucher (D-VA) introduced a proposal to substitute for H.R. 2281 his bill, H.R. 3048, the Digital Era Copyright Enhancement Act, which not only provides for the implementation of the World Intellectual Property Organization's (WIPO) Copyright Treaties but also addresses in a more comprehensive fashion issues of fair use, first sale, and distance learning. A key component of the Boucher amendment, and one strongly supported by the education and scholarly community, is one that would protect the legitimate concerns of copyright owners by focusing on "infringing conduct" instead of using "circumvention devices." The Boucher substitute bill, however, was strongly defeated, as were a number of other amendments that he offered that dealt with permissible uses of "circumvention devices."

The House Judiciary Committee passed H.R. 2281, the treaty implementation legislation, by voice vote with almost all the members supporting it. Chairman Hyde indicated that the bill will come before the House floor under an open rule, which means there would be opportunities for further amendments and discussion.

House Passes Copyright Term Extension Legislation—

On March 25, 1998, the House passed by voice vote H.R. 2589, a bill to extend the length of copyright protection by 20 years, both for new and currently published and copyrighted works, by changing the law from the current copyright protection of the life of the author plus fifty years to the life of the author plus seventy years. The Society of American Archivists and the Mid-Atlantic Regional Archives Conference opposed this legislation. On March 23 the five major library organizations wrote to all members of the House opposing the legislation, pointing out that the section which includes an exemption for libraries and archives for legitimate use would not, as it is currently worded, have the intended practical benefit. The House did not include in this bill a provision that would extend for 10 years beyond 2002 the copyright of material created but not published before 1978, a provision that had been opposed by historians and archivists, that was in the bill introduced in the last Congress.

There has been enormous pressure on Congress by the powerful movie and recording industries to extend U.S. copyright by 20 years to conform to that of European countries. Many observers have felt that, while there is little chance of defeating the bill, efforts need to be made to improve it. SAA is taking a lead in opposing the provision that would extend the term of copyright on unpublished material to the life of the author plus seventy years. Indications are that the Senate does not intend to take up copyright extension legislation until after it has dealt with on-line provider liability legislation and legislation to implement the treaties passed in 1996 by the World Intellectual Property Organization.

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National News Clips

CLIR Reports

The Council on Library and Information Resources (CLIR) has recently published the following two reports. To order these reports, contact: CLIR, 1755 Massachusetts Ave., N.W., Suite 500, Washington, DC 20036-2188.

- **Preservation and Archives in Vietnam** by Judith Henchy, head of the Southeast Asia collection at the University of Washington Libraries, provides an overview of the largely unexplored corpus of Vietnamese textual resources in research institutions there and elsewhere, and considers the associated problems of bibliographic control and preservation. Centuries of political upheaval in Vietnam have led to the destruction and dislocation of much of the country's recorded history. The surviving collections are constantly threatened by heat, humidity, and other environmental factors. The Vietnamese government has begun to encourage preservation work by giving modest funds to the General Sciences Library for preservation, and to the other libraries and archives for updating facilities. Noting the lack of national preservation planning, the report recommends the creation of a National Commission for Preservation to survey major repositories, study the physical characteristics and research value of extant materials, and establish preservation priorities and cost-effective treatments. The cost of the report is \$10.

- **Digitizing Historical Pictorial Collections for the Internet**, by Stephen E. Ostrow, former chief of the Prints and Photographs Division at the Library of Congress, focuses on activities intended to provide widespread access over the Internet to large historical pictorial collections. Drawing on a dozen years of experience managing a collection of over 12 million images in the Library of Congress, Ostrow analyzes the ways in which new technologies are affecting the processing, describing, and serving of images, both in the reading room and at remote sites. Among topics the report explores in depth are: the nature of pictorial collections as primary research materials and how creation of digital surrogates affects their research potential; the ways the traditional use of images may change in a digital environment and how those changes influence decisions about such things as selection criteria, image resolution, and the creation of metadata; and how to ensure that digital technology promotes, rather than undermines, preservation strategies currently in place in libraries and archives. The cost of the report is \$20.

NHPRC Recommends 65 Grants Totaling \$2,908,789

At its meeting on February 24, 1998, the National Historical Publications and Records Commission (NHPRC) recommended \$327,494 for four regrant projects; \$1,077,563 for 20 records access projects; \$22,995 for one project to improve documentary editing; \$1,260,389 for 23 documentary editing projects; \$134,598 for 15 documentary publication subventions; and \$85,750 for two archival and editing fellowships. The grant

recommendations were made in response to more than \$4,750,000 in requests.

Grant application materials may be requested by mail, phone, fax, or e-mail: National Historical Records and Publications Commission, National Archives and Records Administration, 700 Pennsylvania Ave., N.W., Room 106, Washington, DC 20408-0001; (202) 501-5610; fax (202) 501-5601; nhprc@arch1.nara.gov.

New Web Address for ASU DAM

The Department of Archives and Manuscripts (DAM) at Arizona State University Libraries has moved its World Wide Web site to a new server. The new address is: <http://www.asu.edu/lib/archives/damage.htm>. The site presents information about the department's five distinct research collections—the Arizona collection, university archives, Chicano research collection, Labriola National American Indian data center, and Benedict visual literacy collection, with links to the new addresses of each collection's Web pages. The DAM site also offers staff listings, access to local arrangements information for visiting scholars, and a description of the "Exhibits of Arizona" program. The site has changed dramatically since its inception. It now includes digitized photographs from the department's extensive collections, finding guides to selected manuscript materials, the Hayden Arizona pioneer biographies, and quick reference information on the history of Arizona State University. Three new sub-sites have also been added for the manuscript society information exchange database, records management policy at Arizona State University, and the DAM Exhibitions program.

Book on Making Albums

Making Albums for Photos and Paper Collectibles, by Richard W. Horton, with 78 illustrations by Gary Frost (Westfield MA, 1997) 62 pp., presents eight album leaf ideas for a variety of media. It offers real album mounting solutions for the museum or archives conservator, attractive album pages for the fine binder, and fun projects for the book arts student and craftsperson. \$18. To order, contact: Richard W. Horton, 46 Holland Ave., Westfield, MA 01085.

Guide to Employment Sources

The 1998 edition of *Guide to Employment Sources in the Library and Information Professions* is now available. This guide updates listings with information on new services and changes in contacts and groups listed previously. To order copies contact: ALA/OLPR, "Guide," 50 E. Huron Street, Chicago, IL 60611. The first 25 copies free. \$15 for every additional 25 copies ordered.



World View

by Thomas Connors, *University of Maryland*

International Council on Archives

The International Council on Archives Working Group on Architectural Records been seeking for the past year to establish a provisional section for architectural archives within ICA.

- This section hopes to assemble as many individuals as possible concerned with the preservation of architectural archives and public and private repositories that manage and preserve such archives. The section will replace the existing ICA bodies that have been responsible until now for these archives. The proposed section would be established to discuss, through symposia, seminars, roundtable discussions and other types of meetings, the practical or theoretical questions facing the managers of architectural archives and to foster the exchange of training and information with professionals in allied disciplines. For more information contact Robert Desaulniers, Chairman, ICA/P-AR, 1920 rue Baile, Montreal, Quebec, H3H 2S6, Canada; e-mail robertd@cca.qc.ca.
- ICA and UNESCO have published a joint report on the management of state security archives from former repressive regimes. A working group composed of experts from Chile, Brazil, Germany, Hungary, the Russian Federation, South Africa, Spain and the U.S. was initiated and funded by UNESCO and convened by the ICA in 1994 and 1995 to study the problem. The group reported in 1997. The study, *Archives of Former Repressive Regimes: A Report Prepared for UNESCO on Behalf of the International Council on Archives* by Antonio Gonzalez Quintana and is available on the Web at <http://www.unesco.org/webworld/ramp/security.htm>.

Danish Emigration Archives Guide

The Danish Emigration Archives in Aalborg, Denmark, recently published, *A Guide to the North American Collections of the Danish Emigration Archives*, by Nancy Bartlett. The guide covers 637 personal archives and the records of 39 organizations. Each entry includes biographical information as well as a description of the scope and content of the collection. Also included is an overview of the 80-plus Danish-American newspapers and magazines held by the archives. Bartlett's introduction offers a detailed history of the archives and a number of potential research topics the cited collections might address. Bartlett, a member of the staff of the Bentley Historical Library, University of Michigan, began work on the guide while serving as a USIA/ALA library fellow at the archives in 1993/94. To order a copy, call (+45) 9931 4221; fax (+45) 9810 2248; or e-mail emiarch@vip.cybersity.dk.

Flooding in Poland Damages Holdings

Polish archivists are still reeling from the destruction to repositories caused by the severe floods of the summer of 1997. Archival holdings in Wroclaw, Kamieniec, Zabkowicki, Nysa and Raciborz have been damaged or lost. In some cases documents dating from the 16th century have been destroyed.

The Polish National Archives is leading the salvage effort, but help is needed to purchase protective and restorative equipment. A special bank account has been established for donations to assist this work. The Australian Society of Archivists recently contributed \$1,000 (AUD) to the rescue effort. Send donations to: Bank Polska Kasa Opieki S.A. ñ Grupa Pekao S.A., III Oddzial w Warszawie, Nr 12401040-27030822-3000-457872, Naczelnia Dyrekcja Archiwow Panstwowych.

IFLA President Retires

Robert Wedgeworth has retired as president of the International Federation of Library Associations. Elected IFLA president in 1991, Wedgeworth also serves as professor of library administration and director of the library at the University of Illinois at Urbana-Champaign. From 1972 to 1985 he was executive director of the American Library Association. The new IFLA president is Christine Deschamps of the Bibliotheque de Universite Paris, France. Deschamps has been active in IFLA as an executive board member and as chair of IFLA publications committee.



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1998 CALENDAR

May 1-2

Preserve, Inc.'s "A Decade of Dance Preservation," symposium at the Joyce SoHo Theater in New York City. Contact: Leslie Hansen Kopp, Executive Director, P.O. Box 743, Falls Church, VA 22040-0743.

May 6-7

"Working with Knowledge," International Archives Conference, Canberra, Australia. Web site: <http://www.asap.unimelb.edu.au/asa/stama/conf/>. Contact: Barbara.Cytowicz@asap.unimelb.edu.au. Phone +61 3 9344 9287 or fax: +61 3 9349 4630.

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 arrangements chair, New York State Archives and Records Administration, (518) 798-5717, ghuth@mail.nysed.gov, fax (518)798-6119; or 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. Call: (202) 289-9113.

May 14-16

National Archivists of European Countries Professional Associations of European Archivists European 1998 Summit on Archives. Archivstrasse 24, CH- 3003 Berne, Switzerland, fax (031) 322 78 23, Bundesarchiv@bar.admin.ch.

May 21-22

The Society of Georgia Archivists will offer the "Acquisition, Processing and Reference of Legislative Collections" workshop at the Jimmy Carter Presidential Library in Atlanta, Georgia. The two-day workshop will focus on the acquisition, appraisal, processing and reference of modern congressional and other legislative collections. It will also consider related issues such as donor relations and fund raising. The workshop will be presented by Herbert J. Hartsok, curator of Modern Political Collections at the University of South Carolina, and Cynthia Pease Miller, assistant historian with the U.S. House of Representative's Legislative Resource Center. Pre-registration for the two-day workshop is \$125. (\$85 for SGA members). Registration after May 8th is \$140 (\$100 for SGA members). Contact Pam Hackbart-Dean at pdean@arches.uga.edu or at (706) 542-0627.

May 25-30

Association of Canadian Archivists annual meeting and conference, "Management by Archivists: Defining Processes, Results, and Future Directions" in Halifax, Nova Scotia, Canada. Featuring a keynote by Sarah Tyacke, Keeper of Public Records for the UK. For program details see: www.archives.ca/aca or contact the program chair: Johanne Pelletier, jpelletier@archive.lan.mcgill.ca.

June 1-7

"Disaster Preparedness, Response and Recovery." American Institute for Conservation of Historic and Artistic Works, 26th annual meeting, Arlington, VA. Contact: AIC, 1717 K Street NW, Suite 301, Washington, D.C. 20006; (202) 452-9545; fax (202) 452-9328.

June 8-19

31st annual Georgia Archives Institute, Atlanta, Georgia. "An Introduction to Archival Administration." Contact: Donald E. Oehlerts, 3110 Nottaway Court, Chamblee, GA 30341, (770) 938-6372.

June 11

"Digital Libraries - Exploring the Issues," sponsored by Western New York Library Resources Council and underwritten by a grant from the Library Services and Technology Act, at Hearthstone Manor, 333 Dick Road, Depew, NY 14043. The cost is \$15, make checks payable to Western New York Library Resources Council, 4455 Genesee St., Buffalo, NY 14225. Contact: Barbara Woglom (716) 633-0705 ext. 13.

June 15-16

Michigan Archival Association (MAA) 40th annual meeting at Western Michigan University, Kalamazoo. Lodging is available at Holiday Inn West, the Radisson, and on campus. 40th anniversary luncheon and sessions on archives and museums, electronic records, corporate archives, one person archives, art collections in archives, volunteers, outreach, and preservation. Contact: Geoffrey D. Reynolds, Joint Archives of Holland, P.O. Box 9000, Hope College, Holland, MI 49422, 616-395-7798, 616-395-7197, Reynoldsg@hope.edu.

July 8-11

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

July 26-August 7

12th annual Western Archives Institute at the Stanford Terrace Inn in Palo Alto, CA. The intensive, two-week program is designed to offer an introduction to modern archival theory and practice for a variety of participants including those whose jobs require a fundamental understanding of archival skills, but have little or no previous archives education, those already in the profession who want to update and renew their archival knowledge, and if space is available, those who wish to explore the possibility of an archival career. The principal faculty member is Terry Eastwood, chair of the master of archival studies program in the School of Library and Information Studies, University of British Columbia, Vancouver, Canada. Topics will include history and development of the profession, theory and terminology, records management, appraisal, arrangement, description, manuscripts acquisition, archives and the law, photographs, preservation administration, reference and access, automation, outreach programs, and managing archival programs and institutions. Tuition: \$500 (includes a selection of archival publications). Housing and meal plans are available at additional cost. Enrollment is limited. **The application deadline is May 15, 1998.** Contact: Administrator, Western Archives Institute, 1020 O Street, Sacramento, CA 95814, (916) 653-7715, fax (916) 653-7134.

August 6-8

The Australian Society of Archivists Inc.'s 1998 conference and annual general meeting, "Place, Interface and Cyberspace: Archives at the Edge," at the Esplanade Hotel, Fremantle, Western Australia. Contact: ASA, Inc.

LISTINGS WANTED

Send listings for the Bulletin Board to:
Teresa Brinati, Director of Publications
Society of American Archivists
525 S. Wells St., 5th Floor
Chicago, IL 60607
fax 312/347-1452
tbrinati@archivists.org



(Western Australia Branch) P.O. Box 635, Victoria Park, WA 6979 Australia or fax (08) 9310 8405.

August 31-September 6

62nd annual meeting of the Society of American Archivists in Orlando, Florida. Contact Bernice Brack (312) 922-0140, bbrack@archivists.org.

September 6-9

Records Management Association of Australia 15th Convention. *Making Information Work*, at the Brisbane Convention & Exhibition Centre. Early bird registration deadline is June 30, 1998. Contact: Judy Lederle, (07) 3369 0477; fax (07) 3369 1512; rm98@im.com.au.

September 23-26

"Knowledge Creation - Knowledge Sharing - Knowledge Preservation," 1998 conference of the Museum Computer Network, Santa Monica, CA. For more information, visit the MCN Web site at <http://www.mcn.edu> or send e-mail to mcn@mcn.edu, or call (301) 585-4413.

September 24

The Conservation Center for Art and Historic Artifacts (CCAHA) hosts "Have You Got the Blues? Architectural Records: Their Identification, Management, Storage, and Treatment," at the University of Texas at Austin Graduate School of Library and Information Science, Austin, Texas. Presented in cooperation with AMIGOS Bibliographic Council, Inc. Contact: Susan W. DuBois, Preservation Services Representative, Conservation Center for Art and Historic Artifacts (CCAHA), 264 South 23rd Street, Philadelphia, PA 19103; (212) 545-0613; fax (212) 735-9313; ccaha@hslc.org; Web site: www.ccaha.org.

October 4-7

ARMA International 43rd Annual Conference, Houston, TX. Contact: (800) 422-2762 or (913) 341-3808.

October 14-16

Midwest Archives Conference (MAC) 1998 fall meeting at the Campus Inn Hotel, Ann Arbor, MI.

October 19-22

INFOIMAGEN '98 Latin American Document Imaging Conference & Show in Sao Paulo, Brazil. Contact: CENADEM, 14 Accord Court, Potomac, MD 20854-4339, donavedon@aol.com.

October 30-31

New England Archivists fall meeting at University of Connecticut-Storrs. Contact: Aimee Felker at (860) 726-3844, aimee.felker@cigna.com.

November 6

The Conservation Center for Art and Historic Artifacts (CCAHA) hosts "Have You Got the Blues? Architectural Records: Their Identification, Management, Storage, and Treatment," at the Historic New Orleans Collection, New Orleans, Louisiana. Presented in cooperation with the Southeastern Library Network (SOLINET). For further information and a registration form contact: Susan W. DuBois, Preservation Services Representative, Conservation Center for Art and Historic Artifacts (CCAHA), 264 South 23rd Street, Philadelphia, PA 19103; (212) 545-0613; fax (212) 735-9313; ccaha@hslc.org; Web site: www.ccaha.org.

FELLOWSHIPS & GRANTS

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>.

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 \$545). 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.

Deadlines:

- **November 1, 1998**, for the institute held January 25-February 5, 1999.
- **February 28, 1999**, for the institute held June 7-18, 1999.

Resumes accompanied by two letters of recommendation from persons having definite knowledge of the applicant's qualifications should be submitted in triplicate to: Anne P. Diffendal, SAA Awards Committee Co-Chair, 3131 S. 41st St., Lincoln NE 68506, or (402) 489-2368.

James Jerome Hill Reference Library

The James J. Hill Reference Library will award a number of grants of up to \$2,000 to support research in the James J. Hill and Louis W. Hill papers. The Hill papers are a rich source for the study of the railroad industry, tourism and Glacier National Park, political developments in the nation and the northwest, national and regional economic development, agronomy, and many other topics concerned with the Upper Midwest, Pacific Northwest, and Western Canada. Principal correspondents include J.P. Morgan, Mark Hanna, Edward Tuck, E.H. Harriman, American presidents from Grover Cleveland to Woodrow Wilson, Charles Pillsbury, Marcus Daly, George Stephen, Donald Smith, and many others. *The deadline for applications is November 1, 1998*, and the awards will be announced in early 1999. For more information, contact W. Thomas White, Curator, James J. Hill Reference Library, 80 West Fourth Street, St. Paul, MN 55102; (612) 265-5441; fax (612) 222-4139; e-mail twhite@jjhill.org.

continued on page 24

FELLOWSHIPS & GRANTS

Grants for Travel and Research at the Rockefeller Archive Center

The Rockefeller Archive Center, a division of Rockefeller University, invites applications for its program of grants for travel and Research at the Rockefeller Archive Center for 1999. The competitive program makes grants of up to \$2,500 to U.S. and Canadian researchers and up to \$3,000 to researchers from other countries in any discipline, usually graduate students or post-doctoral scholars, who are engaged in research that requires use of the collections at the center. The Rockefeller Archive Center's collections include the records of the Rockefeller family, Rockefeller Foundation, Rockefeller University, and other philanthropies and associated individuals. For 1999, in addition to its regular competitive program, the center will award grants to support research on topics related to the history of conservation and ecology, and for the history of Rockefeller University. The archive center holds wide-ranging collections relating to the conservation movement and to ecological research in the 20th century. The Rockefeller University archives include administrative records, papers of individual scientists (such as Alfred E. Cohn, Rene Dubos, Rebecca Lancefield, and Karl Landsteiner), photographs and films. The archives document the leading currents of biomedical research in the 20th century. *The deadline for all grant applications is November 30, 1998*; grant recipients will be announced in March 1999. Inquiries about the programs and requests for applications should be addressed to: Darwin H. Stapleton, Director, Rockefeller Archive Center, 15 Dayton Avenue, Pocantico Hills, Sleepy Hollow, New York 10591-1598, (914) 631-4505; fax (914) 631-6017; e-mail archive@rockvax.rockefeller.edu. The grant application and a guide to the Rockefeller Archive Center's collections can be found on the World Wide Web at: www.rockefeller.edu/archive.ctr.

AIP Center for History of Physics Announces New Grants to Archives

The Center for History of Physics of the American Institute of Physics is pleased to announce a new program of grants to archives to make accessible records and papers which document the history of modern physics and allied fields (such as astronomy, geophysics, and optics). Grants can be up to \$10,000 each and can be used only to cover direct expenses connected with preserving, inventorying,

arranging, describing, or cataloging appropriate collections. Expenses may include acid-free storage materials and staff salary/benefits but not overhead. The AIP History Center's mission is to help preserve and make known the history of modern physics and allied fields, and this new grant program is intended to help support significant work to make original sources accessible to researchers. Preference will accordingly be given to medium size or larger projects for which the grant will be matched from other sources or by the parent organization. To apply, send a letter of no more than three pages describing the research significance of the collection(s), plan of work, and budget, along with preliminary inventory (if available) and staff vitae to: Joe Anderson, Center for History of Physics, American Institute of Physics, One Physics Ellipse, College Park, MD 20740; Fax (301) 209-0882, e-mail: rja@aip.org. For grant guidelines or for more information on the center and its programs, check the Web site www.aip.org/history/grntgde.htm, or call (301) 209-3165. *Deadline for receipt of applications is July 1, 1998*. The program will be offered annually if funds permit.

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 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, DC), 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.*

LISTINGS WANTED

Send listings for the Bulletin Board to:
Teresa Brinati, Director of Publications
Society of American Archivists
525 S. Wells St., 5th Floor
Chicago, IL 60607
fax 312/347-1452
tbrinati@archivists.org

1999-2000 Fulbright Awards for U.S. Faculty and Professionals

Opportunities for lecturing or advanced research in over 125 countries are available to college and university faculty and professionals outside academe. U.S. citizenship and the Ph.D. or comparable professional qualifications required. For lecturing awards, university or college teaching experience is expected. Foreign language skills are needed for some countries, but most lecturing assignments are in English.

Deadlines:

- **August 1, 1998**, for lecturing and research grants in academic year 1999-2000
- **November 1, 1998**, for international education and academic administrator seminars.

Contact the USIA Fulbright Senior Scholar Program, Council for International Exchange of Scholars, 3007 Tilden Street, NW, Suite 5L, Box GNEWS, Washington, DC 20008-3009; (202) 686-7877; Web page (for online materials) <http://www.cies.org>; e-mail apprequest@cies.iie.org (requests for application materials only).

WANTED

Info on the Twelfth Wisconsin Infantry Regiment

Finding materials (letters, diaries, photos, etc.) pertaining to the Twelfth Wisconsin Volunteer infantry (an American Civil War regiment), its soldiers, and their family members wanted for use in my graduate thesis, which explores the personal aspects of a typical Civil War regiment during and after the war. Please send information or listing of holdings to: Kerwin Kilian, 715 South Court, Platteville, WI 53818. Any and all assistance in locating items is greatly appreciated.

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/or in one issue of the *SAA Employment Bulletin*, and at SAA's Web site 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. Job announcements posted weekly on SAA's Web site (www.archivist.org) and listed for two months. 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.

Professional Opportunities

ARCHIVIST

Byrd Hoffman Foundation
New York City, New York

Experienced professional sought by non-profit organization in downtown Manhattan.

Administer archives of internationally acclaimed theater director and visual artist. Document ongoing work, manage and organize holdings, provide reference and access to researchers and staff, carry out preservation work, assist in records management. Prefer candidate with undergraduate and graduate degrees in archives-related field, minimum two years archival experience, knowledge of contemporary art and/or theater history, ability to set priorities and cooperate effectively with other staff. Salary and benefits commensurate with qualifications and experience. Send resume and cover letter, to: Geoffrey Wexler, Byrd Hoffman Foundation, 131 Varick St., Suite 908, New York, NY 10013.

ARCHIVIST

The Center for Pacific Northwest Studies
Western Washington University
Bellingham, Washington

Western Washington University seeks an archivist to manage its collection of local history manuscripts, regional corporate and organizational records, and papers of area politicians. **Qualifications:** Graduate degree in archival studies or related field with concentration in archives, at least four years experience in appraising and processing archival collections and/or reference services, understanding of and commitment to accepted principles and methods for arrangement, description, cataloging, and preservation of archival materials. Demonstrated ability to work effectively with local historians and academic researchers. Preference given to candidates with broad archival experience, familiarity with USMARC or equivalent and EAD or SGML, knowledge of historical methods, and experience in outreach, exhibit preparation, and working with the public. For full description, see: <http://www.wvu.edu/~ccfriday/arch.html>. **Salary:** Up to \$47,000 commensurate with qualifications and experience, beginning September 16, 1998. **Contact:** Chris Friday, (360) 650-4862. E-mail: ccfriday@cc.wvu.edu. Send application letter, c.v., copies of graduate degree(s) and transcripts (unofficial acceptable); and names, addresses, and telephone/

fax numbers of three references (including current or most recent supervisor). AA/EOE. Disability Accom: (360) 650-7606; 650-7606 (TTY). **Deadline:** Screening begins June 12, 1998, and continues until position fills.

ARCHIVIST/LIBRARIAN

American Association of Nurse Anesthetists
Park Ridge, Illinois

The American Association of Nurse Anesthetists (AANA), seeks an individual to manage its archives and library collections. AANA is the professional association representing certified registered nurse anesthetists nationwide. **Responsibilities:** Include managing the archives, manuscripts, oral history, and library collections. The archivist-librarian coordinates research and answers reference requests from members, staff, outside organizations, and the general public. The archivist librarian also maintains the association's records retention schedule.

Qualifications: Three to five years experience working in both an archival and library setting; ability to computerize archival and library material using the MARC format; knowledge of oral history production desired; analytical ability to organize collections and technical expertise to input the data; ability to work independently; records management experience desirable; excellent written communication skills; ability to perform Medline computerized literature searches. **Preferred:** Master's degree in library science from an ALA-accredited library school, including formal training in archival principles and practices. **To Apply:** Send a cover letter and resume to: Luis Rivera, American Association of Nurse Anesthetists, 222 South Prospect Avenue, Park Ridge, IL 60068-4001.

ARCHIVIST/RECORDS MANAGER

United Church of Christ
Cleveland, Ohio

The United Church of Christ (UCC) seeks a full time archivist/records manager for the records created in the national setting of the denomination. The archivist acquires, arranges and describes the records, provides reference services, publicizes resources available and cares for the library collections in the national offices. Cooperates with other archival repositories and persons concerned for historical records in geographical divisions

Professional Opportunities

of the denomination and in local churches.

Qualifications: Master's degree in archives or library service; two years professional service in archival work/records management, preferably in nonprofit or religious organizations; knowledge of archives-related information technologies; excellent oral, written, interpersonal communication skills; knowledge of or willingness to learn history of the UCC and work with its national staff. Competitive salary and excellent benefits package. Please send resume and three references by May 29, 1998, to: Office of the President, United Church of Christ, 700 Prospect Ave., Cleveland, OH 44115-1100.

COORDINATOR (CURATOR)

*Library of American Broadcasting
University of Maryland Libraries
College Park, Maryland*

The University of Maryland Libraries, College Park, is accepting applications for the position of coordinator (curator), Library of American Broadcasting. The Library of American Broadcasting, formerly the Broadcast Pioneers Library, is a multi-media research collection consisting of books, pamphlets, serials, scripts, photographs, phonograph recordings, audiotapes, videotapes and film documenting the history of commercial broadcasting in America. Supported by the Broadcast Pioneers Educational Fund, the Library of American Broadcasting and its sister collection, the National Public Broadcasting Archives, together comprise a major resource in the history of American radio and television broadcasting. **Responsibilities:** The curator of the Library of American Broadcasting provides day-to-day direction in the areas of arranging, describing, cataloging and referencing materials that comprise the library. The curator acts as liaison with the Broadcast Pioneers Educational Fund and leads efforts in outreach, public relations and collection development. The curator plays a major role in fundraising for library operations and special projects. This involves making potential funding contacts within the broadcast community and seeking funds from grant-making agencies. The curator works closely with the curator of the National Public Broadcasting Archives who has general oversight responsibility for both units.

Qualifications: Required: Master's degree or Ph.D. from an ALA-accredited program in library science, history or communications. An in-depth knowledge of the history of broadcasting. At least three years experience in library or archives administration. Experience in grant writing and other forms of fundraising. Familiarity with personal computers, database management software

and Web site construction and management. Experience in mounting exhibits or displays of historical interest. Ability to work with University of Maryland Libraries staff and officers of the Broadcast Pioneers Educational Fund. Excellent communication skills. **Salary:** Commensurate with experience. Benefits available. **Applications:** For full consideration, submit a cover letter and a resume and names/addresses of three references by June 1, 1998. Applications accepted until the position is filled. Send resume to: Ray Foster, Library Personnel Services, McKeldin Library, University of Maryland, College Park, MD 20742-7011. You may also fax your resume: (301) 314-9960. Web site: <http://www.lib.umd.edu/UMCP>. The University of Maryland is an Affirmative Action/Equal Opportunity Employer. Minorities are encouraged to apply.

CURATOR, MANUSCRIPTS AND ARCHIVES

*Library Division
Indiana Historical Society
Indianapolis, Indiana*

The curator, manuscripts and archives, is responsible for planning, procedures, and policies for the manuscripts department, which includes manuscript, archival and architectural collections; preparing recommendations for departmental budget; supervising two full-time and one part-time professional positions; collection development, including retro-acquisition within the department, assisting with donor relations and the acquisition of new material; assisting patrons, including general reference work; work with marketing staff to publicize collections; assisting with exhibitions. Complete job description available upon request. **Required:** Master's degree in archival administration, library science, or other similar qualifying advanced education, with an emphasis on manuscripts and/or archives. At least four years of experience in manuscript or archival repository, with at least two years of supervisory experience. **Preferred:** Second master's degree in history or a related field. Salary starts in the mid-\$30s; commensurate with skills and experience. Excellent benefits package. Send letter of application, resume, and the names and address, and telephone numbers of three professional references to: Susan P. Brown, Human Resources Director, Indiana Historical Society, 315 West Ohio Street, Indianapolis, IN 46202-3299. Applications will be accepted until the position is filled. E-mail: sbrown@statelib.lib.in.us. Fax: (317) 233-3109. Visit the IHS Web site at www.ihs1830.org. EOE

IMAGE RESEARCHER & ASSISTANT ARCHIVIST

*Pleasant Company
Middleton, Wisconsin*

Pleasant Company, publisher of *The American Girls Collection*[®], a best-selling series of juvenile historical fiction, nonfiction, and educational materials; and creator of historically accurate dolls, clothing, and accessories is seeking an experienced professional to conduct image research and assist in the management of corporate and historical records and photos in the corporate archives. **Responsibilities:** Search library, archival, and museum collections for relevant images and provide accurate information regarding image resources to editors and designers; assist with permission and rights work; collect, preserve, arrange and describe, and provide access to corporate and historical records and photos; provide reference assistance for archival collections. **Qualifications:** Knowledge of image and historical research techniques required. Experience in the publishing industry helpful. Knowledge of photo collections and archives, museum collections, commercial stock houses, and electronic/Internet sources essential. Knowledge of professional archival techniques and procedures required. Masters' degree in library science from an ALA-accredited program and/or in American history or related discipline with archival administration course work; corporate archival experience helpful. If you would like to live in beautiful southern Wisconsin, work with a team of top professionals, and expand your career with a growing and unique company, this is an excellent opportunity for you. Please send cover letter, resume, and salary history to: Recruitment Specialist-DS, Pleasant Company, 8400 Fairway Place, Middleton, WI 53562. EOE

PROJECT ARCHIVIST

*Ozarks Labor Union Archives
Southwest Missouri State University
Springfield, Missouri*

Eighteen-month, NHPRC grant-funded position to process eighteen collections at Ozarks Labor Union Archives, Southwest Missouri State University. Duties include arrangement, description, preservation, compiling finding aids, creating collection level USMARC records, marking-up finding aids in SGML/HTML, supervising student assistants, and working with project director and support staff. **Qualifications: Required:** M.L.S. from an ALA-accredited program (preferred) and/or master's degree in history or related discipline. At least one year of experience in processing archival collections,

including experience in arrangement, description, and online access. Excellent interpersonal, oral and written communication skills. **Preferred:** Knowledge of labor history and/or union organizations, familiarity with USMARC cataloging, computer applications, and SGML/HTML. **Salary:** \$30,000 plus benefits. Send letter of application, resume, four references, and transcripts to: Head, Project Archivist Search Committee, Duane G. Meyer Library, SMSU, 901 S. National Ave., Springfield, MO 65804-0095.

Application Deadline: June 1, 1998.

URL: <http://www.smsu.edu/contrib/library/spcol-index2.htm>. AA/EOE

RESEARCH CENTER COLLECTIONS MANAGER

*Onondaga Historical Association (OAH)
Syracuse, New York*

Search re-opened. Onondaga County's largest historical museum seeks experienced professional to oversee public access and carry out the ongoing organizational management for an outstanding (10,000 square ft/ 1 million items) reference collection of photographs, manuscripts, maps, architectural records, ephemera, books, etc. dating from late 18th century to present. Ability to continue computerization of records, supervise small staff and effectively utilize interns and volunteers required. Experience with grant preparation, American history and

electronic access systems important. M.L.S. or equivalent. \$28,000 to \$31,000/annually, based on experience. Excellent benefits. Send cover letter and resume by July 1, 1998, to: Director, OHA, 311 Montgomery Street, Syracuse, NY 13202.

VISUAL ARTS ARCHIVIST

*Atlanta History Center
Atlanta, Georgia*

Project-funded position from NHPRC grant. Working under the direct supervision of the visual arts archivist, this position will be responsible for cataloging 7,500 images in the collection at the Atlanta History Center. The collections will require storage, housing, inventorying, describing, and making items available for research. Entry on OCLC and a creation of an in-house finding aid will be necessary. **Requirements:** M.A. degree in history or library science with at least two years cataloging experience including OCLC entry. Knowledge of computer systems including WordPerfect, paradox, and additional word processing skills. Background in photography and the history of photography is necessary. Salary range with benefits in the \$20s. **Apply to:** Anne Salter, Director-Library/Archives, Atlanta History Center, 130 West Paces Ferry Rd. NW, Atlanta, GA 30305. For further information call (404) 814-4041.

The Library & Information Resources Center of The Aerospace Corporation in El Segundo seeks an Archives Librarian. Aerospace, a California nonprofit corporation, operates a Federally Funded Research and Development Center (FFRDC) which provides support to the U.S. Government in the planning and acquisition of space and launch systems. It employs approximately 3,000 people, of which 2,000 are technical staff.

ARCHIVES LIBRARIAN

Acquires, classifies, and catalogs documents, audiovisual materials, and other corporate memory resources. Extracts and evaluates pertinent information from technical data, manuscripts, and audiovisual materials; compiles reports, prepares informative abstracts and other written materials as appropriate. Consults to management and program offices to identify archival-quality materials. Assists researchers in the use of a wide range of information resources, both classified and unclassified. Keeps user community apprised of new information resources as they become available. Develops, enhances and maintains catalogs and databases of archival holdings. Ensures quality control of online databases and maintenance of archives collection. Develops and implements document preservation plan consistent with best archives standards and practices. Qualifications include Graduate work or advanced degree in library and information science, history, or other appropriate field, and at least 3 years of progressively more responsible experience in field or a related field, preferably in an archives or special library. Strong research, organizational, and oral/written communication skills are essential. Ability to interface well in a civilian/military research environment. Knowledge of basic PC office software. Experience in management and handling of classified information desired. Salary commensurate with qualification & experience.

Please send resumes to: **Professional Placement, MI/050, The Aerospace Corporation, P.O. Box 92957, Dept. AJ7-125, Los Angeles, CA 90009-2957.** Equal Opportunity Employer



THE SOCIETY of
AMERICAN ARCHIVISTS

Archivists' Career Center

at the

International Archives and Information Technology Exposition

during

SAA's 62nd Annual Meeting

September 3-4, 1998
Disney Dolphin Hotel
Orlando, Florida

The Archivists' Career Center offers annual meeting attendees an opportunity to connect individuals seeking employment with those seeking candidates.

The employment counseling component provides advice on professional development and career choices to participants.

Consult the annual meeting program, mailed to members this month, for details and how to register for this exciting and valuable service!

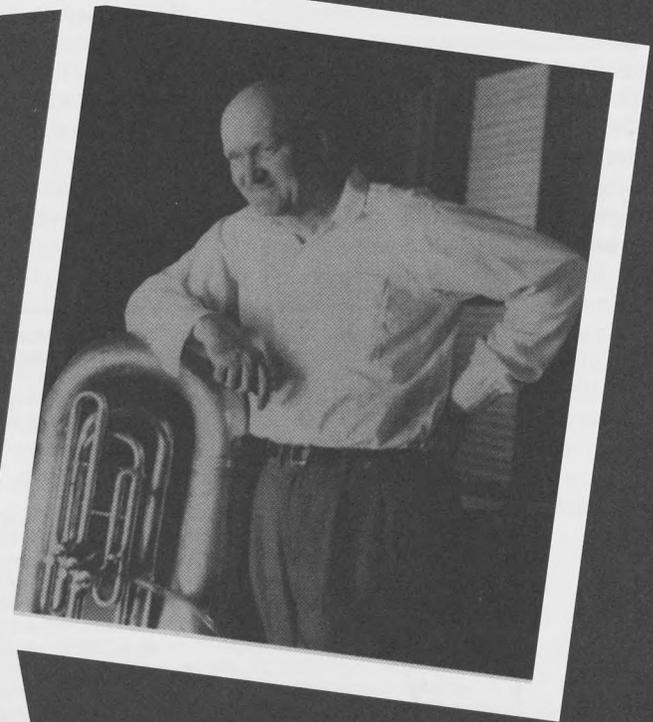
Opportunity is Knocking!



THE SOCIETY of
AMERICAN ARCHIVISTS

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Les JAZZ Hot

Images from the exhibition *Made in America: Bill Russell's World of Jazz*, at the Historic New Orleans Collection through October 31, 1998. Clockwise from top: William Russell (center) with Frederic Ramsey, Jr. and Charles Payne Rogers, July 1941; William Russell, c. 1958; and Baby Briscoe. Cover: Smilin Satchmo, Louis Armstrong, c. 1931. *Courtesy of the Historical New Orleans Collection. See article on inside front cover.*