

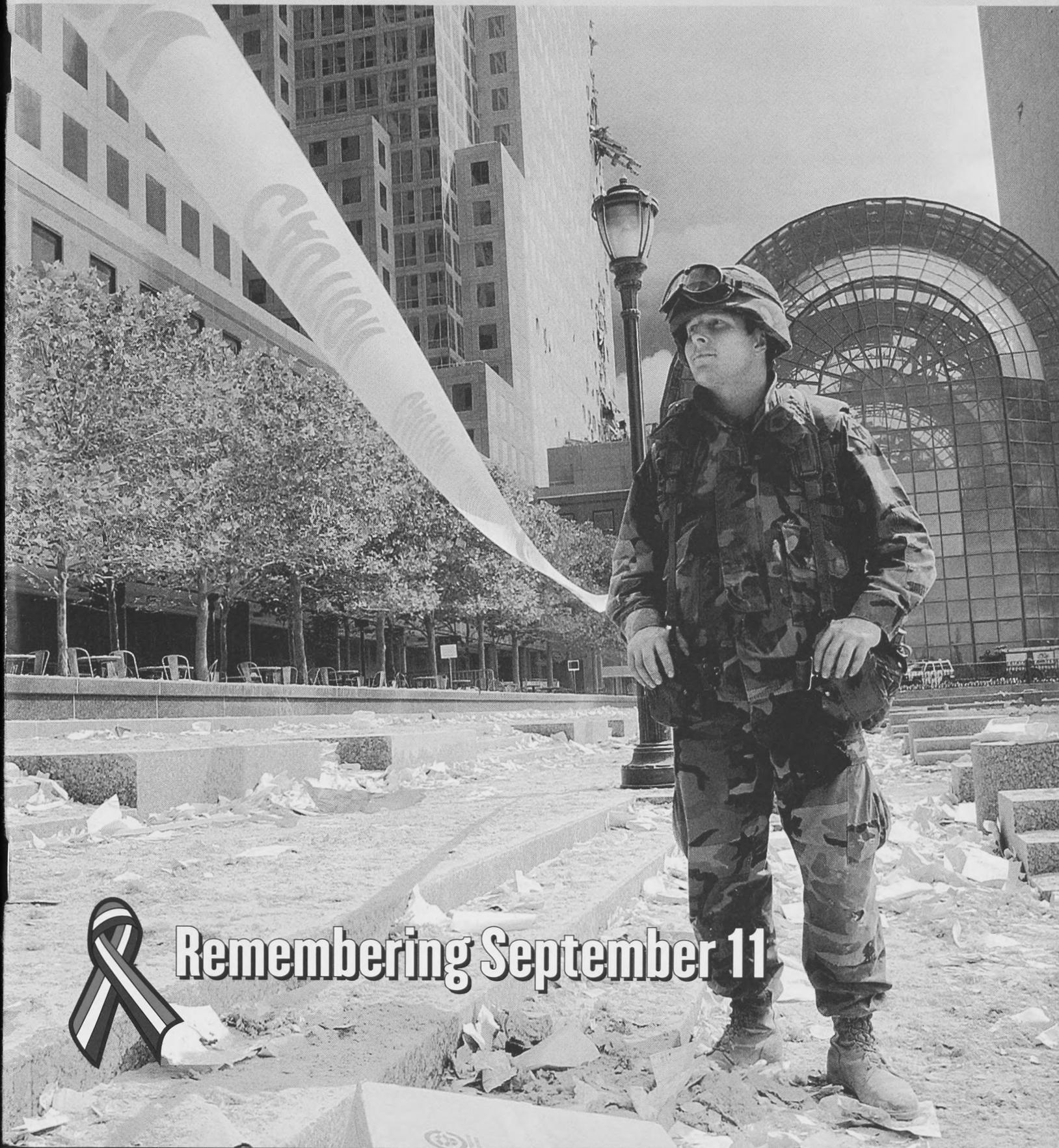
NEWSLETTER
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archival outlook



Remembering September 11

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Photo courtesy of John Celarado

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archival outlook

the society of american archivists serves the educational and informational needs of its members and provides leadership to help ensure the identification, preservation and use of the nation's historic record.

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The Dimensions of Our World

I started writing this column on Monday, September 10. It was to be a thoughtful but lighthearted perspective on how our recent 65th annual meeting in Washington, D.C., had enlarged both the perimeters and parameters of the archival profession. By the afternoon of the next day my sense of the perimeters of the world itself has been thoroughly shaken and, frankly, archival parameters were the last thing on my mind. By the end of the week I was still painfully reflecting on how I might deal with the tragedies of that week in this space when it occurred to me that this column would not see print until November, and that something needed to be said to and on behalf of the American archival profession immediately. The result was a statement I issued on Friday, September 14. It was sent to the Archives and Archivists list and to the SAA Leadership list and has since been posted prominently on

It is an eerie irony that virtually the only thing that has survived the mass destruction of the World Trade Center is paper—much of it singed and dusty, but intact nonetheless.

the SAA Web site. Because I have received such a positive response to this statement, I reproduce it here again for the benefit of those who may not have seen it and for whatever continuing relevance it may have.

On behalf of the Society of American Archivists, its officers and staff, and its membership, I want to express my profound condolences and deepest sympathies to the families and friends of all those affected, directly and indirectly, by the horrific and tragic events in New York, Washington, D.C., and Shanksville, Penn., on September 11. With an organization as large as SAA and with membership concentrations particularly high in the Washington and New York areas, it is almost dreadfully certain that some among us have been wounded grievously and our thoughts and prayers are certainly with them.

As unbearable as the tragic personal losses that so many have suffered might be, we also recognize that the assault our nation has endured goes beyond the World Trade Center, the Pentagon, and hijacked airplanes. What we have witnessed is nothing less than a frontal attack on the very underpinnings of human civilization. As archivists we understand that we serve a vital role as gate-

keepers to the history of that civilization; the documents within our respective repositories give us the perspective with which to see that humanity has undergone many such assaults in the past and to assess and judge these actions in their full context. It is an eerie irony that virtually the only thing that has survived the mass destruction of the World Trade Center is paper—much of it singed and dusty, but intact nonetheless. The streets of lower Manhattan, along with the graveyards of Trinity and St. Paul Churches, lie several feet deep in memos, letters, resumes, accounting records, reports and other papers that were at the core of the business of early Tuesday morning and that would have eventually found their way to our repositories. As unable as I am to make sense of the larger tragic events, I am equally at a loss to draw any significance from this phenomenon that would not somehow trivialize the enormous personal and social losses that so many have suffered. Nonetheless, for me they serve as a silent and solemn reminder of the importance of our role in maintaining the evidentiary continuity of our civilization and cultures so that we might always learn and always remember.

While I am hesitant to expand upon this statement, I find that my original title and theme for this column remain relevant. My purpose prior to September 11 was to elaborate upon the message that the plenary speakers delivered at the D.C. meeting: Dr. Gene Cohen, a geriatric psychiatrist who uses "archival" materials in trying to stimulate the memories of Alzheimer's patients, and Dr. Andrew Carroll, who uses war letters (the "first, unfiltered drafts of history," as Carroll puts it) to raise public consciousness on the more deeply personal and quotidian horrors of war. Both speakers significantly enlarged my perspective on the social importance of documentation of a sort that many of us, engaged perhaps in some of the larger, more theoretical aspects of our profession, may occasionally lose sight of. Thus, these two plenary addresses, bookends to what many regard as one of the most successful annual meetings in years, altered for me the dimensions of what we do and why we do it.

The events of September 11 have similarly enlarged those dimensions. While the collapse of

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from the executive director

by Susan E. Fox

A Greater Good

Associations are by definition built on shared meaning, unification, and commitment to the greater good. Never have those qualities come more to the fore than they have in the wake of September 11. On that day we stood together, transfixed and transformed. In one quick instant our concept of community, safety, and loyalty changed utterly.

This issue of *Archival Outlook* reflects some of those changes, as well as a haunting sense of then and now. What began as an issue celebrating our most successful annual meeting ever, evolved into one that also demonstrates how we came together to help our fellow archivists in time of tragedy and need.

You will hear firsthand from your colleagues

near lower Manhattan's ground zero, you will see their photographs of that day, and you will learn of how our community of archivists came together to help repositories cope with incomprehensible evil and destruction. You will see photographs from the annual meeting that show us at our best, that reflect how our sense of belonging and identity help us to reach out to one another when we need each other most. Together, we celebrate our accomplishments; together, we mourn our losses.

For many, the Society of American Archivists is a touchstone that imparts an important sense of who we are and what matters most in our lives. This issue of *Archival Outlook*, perhaps more than any other, gives testimony to why that is so. ❖

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September 11 News Summary

On September 11, 2001, terrorists hijacked four commercial jetliners and used the aircraft to attack key American targets in what has since been ranked the worst terrorist incident in American history. Two planes were flown into New York's World Trade Center, resulting in the collapse of both towers. A third plane rammed into the Pentagon, and a fourth crashed outside of Pittsburgh, Penn.

The attacks appeared highly coordinated. All four planes were 757 or 767 jumbo jets. In addition, all were scheduled for long, transcontinental flights and may have been selected by the terrorists for their large fuel capacity.

American Airlines Flight 11, headed from Boston to Los Angeles, crashed into the north tower of the World Trade Center at 8:48 a.m. Firefighters, police, and media crews rushed to the scene. Eighteen minutes later, United Airlines Flight 175, also bound for Los Angeles, plowed into the south tower. Millions of viewers witnessed the horrific event on live television.

Shortly thereafter, at 9:40 a.m., American Airlines Flight 77

hit the western part of the Pentagon, the Department of Defense headquarters where 24,000 people work. Finally, United Airlines Flight 93 crashed near Pittsburgh, apparently stopped short of its dreadful mission by passengers who charged the hijackers.

In all, 266 people perished in the four planes. Hundreds more have since been confirmed dead at the WTC and Pentagon sites. In addition, many were treated for cuts, broken bones, burns, and smoke inhalation. More than 4,300 are still missing.

The primary suspect of these terror attacks is Saudi-born Osama bin Laden and the Al Qaeda network, currently believed to be headquartered in Afghanistan. Bin Laden is also purported to have masterminded other international terrorist incidents, such as attacks on the USS Cole in October 2000, two U.S. embassies in Africa in 1998, and the World Trade Center bombing of 1993.

Since the September 11 attacks, the United States, with the support of an international coalition, has engaged in a widespread effort to eradicate terrorism. ❖

President's Message

continued from page 3

the twin towers of the World Trade Center has left an enormous hole in our souls, it has also left a huge lacuna in the record. While in the past the exigencies of time and history have left gaps in our older records and collections of papers, there have been few events that have so instantly and completely destroyed such a large number of business and government archives, the scattering of so much paper alluded to above, notwithstanding. Paradoxically, at the same time, communications technology provided the means for the entire world to experience this tragedy virtually live and in real time.

We as archivists have the ultimate responsibility to maintain the record of that experience: the video tapes, films, press accounts, diaries, letters, and e-mail of the victims and the terrorists can provide us with unprecedented documentation for one of the most significant events ever to befall this country. As I noted in the statement above, it is only through such documentation that society can learn anything about such events, while ensuring that we never forget.

While I am somewhat fatalistic by nature, it is my fervent hope and belief that "The Past is Prologue" indeed, and that the record of that past not only holds lessons for the future, but that we take those lessons to heart and act accordingly. ❖

A Message of Condolence

The International Affairs Sub Committee of the Society of Archivists, the representative body for archivists, records managers, and conservators in Great Britain and Ireland, wishes to extend its condolences to our American colleagues who have lost loved ones or have been in any way affected by the recent tragic events in the U.S.

Along with the rest of the world we watched with horror as events unfolded and so many lives were lost, damaged, and changed forever. It is archivists and records managers who are now entrusted with keeping a true record for generations to come of these dark times, and we can only hope that those who will look at the records will help ensure events such as this never happen again.

With deepest sympathy,

CAROL QUINN

Chairman, International Affairs Sub Committee,
Society of Archivists

SAA President Steven Hensen received the above letter upon his return from the International Council on Archives' CITRA conference in Reykjavik, Iceland, in mid-October. Steve notes, "I know you all join me in profound appreciation for their heartfelt expression of emotional and archival solidarity. Having just returned from my first international gathering as your president, I now know better than ever that the archival enterprise is one that knows few boundaries and that any event which threatens or destroys the record of our civilization deeply and personally affects all of us, regardless of nationality."



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New York's Archivists, Librarians, and Records Managers Respond to the World Trade Center Tragedy

by KATHLEEN ROE, New York State Archives and Records Administration

New York's community of archivists, librarians, and records managers wish to express their deepest sympathies to the individuals, families, and communities that have suffered and endured so much as a result of the September 11 World Trade Center tragedy.

In an effort to provide assistance during this period of recovery and rebuilding, a group of archives, library, and records management organizations are undertaking collaborative initiatives to address both the need for immediate disaster assessment and recovery and the longer-term need to document the people, organizations and activities surrounding the Trade Center attack, response and recovery in New York. These efforts have just begun, and both the activities and organizations involved are expected to grow and change in the coming months. In addition, the group will seek to work in cooperation with other regional, state, and national initiatives concerned with related issues.

The group, as of early October, includes: the National Archives-Northeast Region and the New York State Archives (serving as co-coordinators); the Archivists Roundtable of Metropolitan New York; New York University's Program in Archival Management and Historical Editing; Columbia University; New-York Historical Society; the New York City Department of Records and Information Services; the American Records Managers Association-New York City; and the METRO Library Agency.

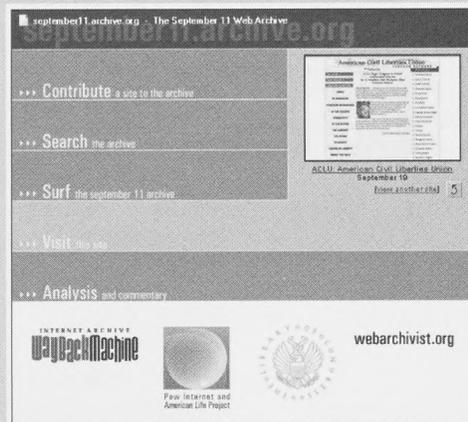
Specifically, the group has initiated the following actions:

Disaster assessment and recovery: Efforts are underway to identify organizations holding archival, library and records materials in the area below 14th street, to determine whether damage may have occurred in their collections, and to provide advice on both techniques and resources for undertaking assessment and recovery. To support this effort, a Web site has been established by the New York State Archives at www.nyshrab.org/WTC/wtc.html. Members of the group will be seeking information and will update the Web site regularly. If you have information to provide on the status of repositories or questions, please contact us at dhs@mail.nysed.gov.

Documentation of the WTC disaster: Efforts are underway to develop a Documentation Task Force that will serve as a clearinghouse of information on documentation efforts being undertaken by repositories in New York City and around the state. In addition, the group intends to develop a framework plan to identify the most critical issues, people, and organizations to document in order to ensure a full historical record of this event survives. Individual and collaborative projects will be encouraged to address priority areas and topics. Assessing existing documentation will help us to determine preservation and cataloging needs for the future. If you are undertaking a documentation project, or are interested in this effort, please visit our Web site at www.nyshrab.org/WTC/document.html or contact us at dhs@mail.nysed.gov.

The organizations and individuals committed to this endeavor seek to ensure the survival of New York's documentary heritage, and to provide a full record of the many aspects of the World Trade Center tragedy. We encourage collaboration and invite you to join us in our efforts. ❖

September11.archive.org Web site



How the Internet is Documenting Sept. 11

Information from the Internet from the events of September 11 is being continually collected in a major undertaking spearheaded by the Library of Congress. A new Internet site, September11.archive.org, already contains more than 500,000 Internet pages related to the terrorist attacks and the United States reprisals, ranging from daily news reports to personal memorials. The library is also collecting oral histories of September 11 on audio-cassettes, but it has yet to decide whether those will be put online.

In a separate initiative, an informal coalition of 33 organizations led by the Museum of the City of New York and the Smithsonian's National Museum of American History are using an online forum to discuss and coordinate the collection of Sept. 11 materials. Seventy representatives from history oriented organizations, including the New-York Historical Society, the New York City Fire Museum, the Municipal Archives and the Lower East Side Tenement Museum met in early October and plan on using an electronic mailing list to communicate about what they are collecting. Although the electronic discussions will be private, excerpts will be publicly posted on 911history.net. This site will also permit visitors to contribute artifacts.

“Then All Hell Broke Loose”

ROBERT C. MORRIS, National Archives and Records Administration

The National Archives and Records Administration's New York City office, part of the Northeast Region, is in Greenwich Village, just twenty blocks from where the World Trade Center once towered over the city. The 11-person staff handles an average of 50 researchers a day. But on September 11, 2001, the day of the terrorist attacks on the Trade Center and the Pentagon, life was far from ordinary. Here is an account of that day by Robert C. Morris, head of the office.

As I walked down Hudson Street in Greenwich Village around 7:20 a.m., Tuesday, September 11, 2001, the twin towers of the World Trade Center were clearly visible in the bright morning sun.

Although not realizing it at the time, I was seeing them intact for the last time. But I barely noticed them.

September 11 was primary day, and I was more concerned about articles in *The New York Times* on the mayoral race, stem cell research, the darkening economic outlook, and a new book by Weather Underground fugitive Bill Ayers. Closer to home, two Columbia University history professors were coming at 10 a.m. to discuss our hosting a joint seminar session at the Regional Archives.

NARA's New York office is on the top floor of a 12-story federal building at 201 Varick Street, in the western part of Greenwich Village. When I arrived just before 7:30 a.m., most staff members were already settling into their normal routines. For the next hour and a half they checked their e-mail, re-shelved naturalization records, answered

reference letters, and assisted researchers in the reading room.

At 8:34 a.m. I responded to an inquiry about the best date for a program review. Around 8:45 a.m., Senior Records Analyst Karen Lucas began her records management workshop with a short instructional film. A few minutes later, Archivist John Celardo was putting the finishing touches on a genealogical inquiry: "Copies of the naturalization records you requested, along with a bill for . . ."

Then all hell broke loose.

In the stacks, Archives Technician Joe Majid heard an airplane overhead followed moments later by a loud rumbling. Karen saw a blinding white light through the drapes in the conference room. And when someone telephoned to say that an airplane had crashed into the World Trade Center, 20 blocks south of us, employees from all over the building began streaming to the café on our floor, where they could get an unrestricted view of lower Manhattan.

We were stunned by what we saw: smoke billowing from 1 World Trade Center and a gaping hole toward the top of the building. Archivist Greg Plunges informed Karen what had happened, and she told the workshop participants. One person started screaming that it was a terrorist attack. Another turned on her portable television. People began asking if they were going to be dismissed.

John instinctively ran back to his office, grabbed our new digital camera, and headed for the roof. He snapped a few pictures, moving from one side of the building to the other to get the best shot. At 9:06 a.m., eighteen minutes after the first crash, three staff members saw a second jetliner fly directly into the other tower. With seven pictures still left in the camera, John captured the horrifying moment when a massive ball of orange flames erupted from 2 World Trade Center.

Early news accounts on the radio did not give a definite cause of the initial explosion, but the second crash left little doubt that this was terrorism. Details were still sketchy, however,



NARA Archivist John Celardo captured on a digital camera the horrifying moment when a massive ball of orange flames erupted from 2 World Trade Center after a second jetliner crashed into the towers on September 11.

and after reaching NARA colleagues at facilities in Philadelphia and Waltham, I e-mailed College Park, Maryland:

"It seems that at least one plane has hit the World Trade Center, and both towers are on fire. We are told that all entrances in and out of the city are closed. I can't get through to anyone on the telephone. We will keep you advised." The time was 9:32 a.m.

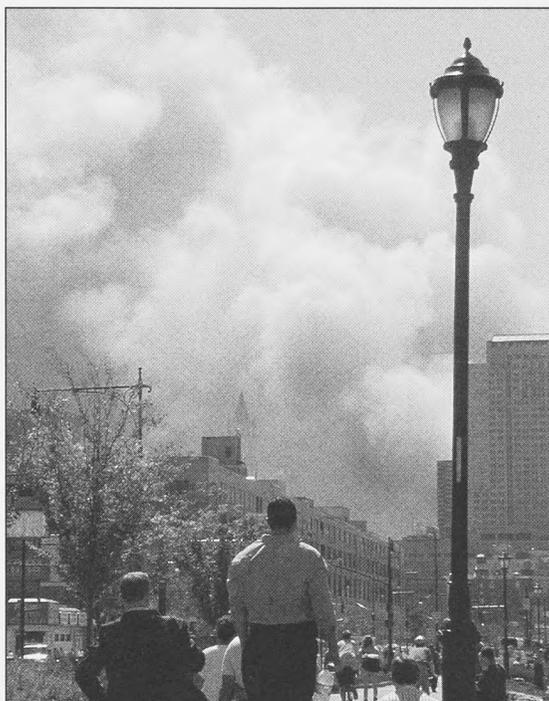
Twenty-seven minutes later the unthinkable happened—the south tower collapsed, sending out shock waves that registered over 2.4 on the seismographs at Columbia University's Lamont-Doherty Earth Observatory. John Celardo saw it happen in seeming slow motion. "The calamity of the event finally hit home," he later recalled. "I fell to my knees and began to sob."

Shortly after the collapse we heard the first announcement from the building manager's office: "The building is secure. We are not in an emergency situation. Please remain at your work stations." Nevertheless, I decided to dismiss those attending Karen's workshop and four genealogists who were doing research.

As for the staff, we remained on the floor through one or two more announcements until someone came to the front door and yelled, "WE ARE EVACUATING NOW! LEAVE THE BUILDING NOW!" At 10:23 a.m. I e-mailed College Park and Waltham: "We are evacuating." I made sure the staff was out, told a lone micro-filmer in the stacks to leave, locked the door, and headed down to the street, not quite sure how any of us were going to get home.

By the time I reached the street, 1 World Trade Center, had also collapsed. Not even thinking to look back in that direction, I headed straight up Hudson Street to the train station, where other staff members were trying to catch a train to New Jersey. Although the station had closed 15 minutes earlier, crowds continued to mill around in the hope that it would soon reopen.

We waited for more than an hour before eating some sandwiches purchased at a nearby grocery store and heading over to the Hudson River. From there the eight of us walked nearly 30 blocks along the West Side Highway to an improvised ferry service from the Chelsea Piers to Weehawken, New Jersey. At Weehawken we and hundreds of other commuters boarded buses bound for Giants Stadium, where other buses were somehow supposed to distribute us. It did not work out exactly as planned, but, beginning with our arrival in the stadium parking lot around 2:30 p.m., each of us slowly made our way home. I drove into my garage before 5:00



As eight NARA staff members began walking up West Street in New York City in search of a way home, John Celardo looked back to photograph the cloud of smoke billowing from the burning rubble of the World Trade Center September 11, 2001.

p.m., and the last three staff members reached Bayonne, N.J., around 7:00 p.m.

For the next couple of days, while 201 Varick Street was in the frozen zone below 14th Street, I watched the news and used my telephone and computer to keep in touch. On Friday morning, September 14, after the mayor moved the line down to Canal Street, John and I came in and attended a meeting in which the General Services Administration outlined the impact of the disaster on federal offices in New York. Some were destroyed, many displaced, and all buildings below Canal Street needed to be inspected. One test found asbestos on the exterior of a building near the World Trade Center site. Fortunately, 201 Varick showed no signs of damage.

Once the frozen zone was moved, we reopened to the staff on Monday, September 17, and to the public the next day, albeit in a totally different environment.

Our once-anonymous building is now surrounded by police lines and concrete barriers, and even federal employees have to go through security checks. Houston and King streets are closed to through traffic. No unauthorized vehicles can park around our building. We have had to curtail our extended hours, and the number of researchers is roughly half of what it was before September 11.

Yet, in the wake of the worst terrorist attack in American history, this NARA facility one mile north of ground zero is back at work if not back to normal. That will take much longer. ❖



Left: Firefighters and the National Guard gather behind St. Paul's Church in New York City after the collapse of the World Trade Center. Copyright 2001, James Wheeldon.

Coping With Disaster

by GWYNEDD CANNAN, Trinity Church Archives

As the archivist for the 304-year-old Episcopal Parish of Trinity Church, situated a few blocks from the World Trade Center, my life and work were seriously impacted by the attack on the World Trade Center on September 11, 2001. I never made it to the office that morning. I was trapped for approximately half an hour in a subway. When we were evacuated, we found ourselves slogging through inches of soot and paper, the air and sky blackened by rancid dust. No one knew what had happened and no one asked. We dutifully joined the mass of people streaming quietly in the direction we were told. I kept expecting debris to fall on my head. I wondered what all the papers were and considered stooping down to look at some. But I did not break step. I continued forward not knowing what had happened or what would happen.

Finally the clear sky of a beautiful fall day broke through the soot and we emerged covered with dust. Like everyone else, I milled around the city for the rest of the day, trying to connect with anyone I knew. The phone service was mostly out of order and public transportation ceased until late afternoon when a few trains resumed operations. I was finally

Since that dreadful day, New Yorkers have told and retold their stories—as therapy, to come to grips with what happened, to quell the beasts of fear and anger.

able to contact my brother at 4:30 p.m. and wound my way back downtown, reaching my destination by 7 p.m. There I watched television and learned for the first time what had happened—how the passenger planes had been commandeered, that victims had jumped from 100 stories high, that the towers had collapsed.

Since that dreadful day, New Yorkers have told and retold their stories—as therapy, to come to grips with what happened, to quell the beasts of fear and anger. We found that more often than not we responded in much the same way. In the days following the attack, we woke with a sick feeling in our stomach, an inability to return to ordinary chores, a great desire to help others. I watched television for long periods trying to get a glimpse of Trinity Church. I wondered what had happened to the archives, whether my assistant was all right, and whether I even had an archive to return to. Though I wanted desperately to be of use, the news was telling me that the best way to help was to stay out of the way.

It was a great sense of relief that I finally accessed our Web site, www.trinitywallstreet.org. Our communications officer, John Allen, had worked tirelessly from the beginning of the disaster to get contact information on the Web site. At last I learned that everyone was safe despite horrific experiences. I was put into e-mail contact with my assistant and found that she had had the good sense to leave when she saw the towers in smoke as she came out of the subway that morning. Mr. Allen asked me to assist him in manning the Web site and thereby gave me the “something to do” that I so badly needed to set me on the path to emotional health.

Security was extremely tight the first month after the attack. Trinity Church was fenced off as part of the crime scene though our property managers and cleanup crews were able to get in to work. When I was finally able to check the archives, I found that we had suffered minimal damage. Dust from the World Trade Center had settled around the windows, but the archives had benefited by the fact that neither my assistant nor I had opened up the room on September 11. The major concern was that the HVAC system, the machine that controls the humidity and temperature, had shut down. Fans and a dehumidifier were brought into the archives to keep the air circulating. The

museum where seventeenth-century documents celebrating the relationship between Trinity Church and the Society for the Propagation of the Gospel on the Society's 300th anniversary were displayed, suffered no damage at all.

Though the horror of this attack is sure to haunt us for years to come, the many stories of generosity and kindness are heartening. The ministry of St. Paul's Chapel is one marvelous example. Trinity Church built St. Paul's in 1766 to service an expanding congregation. In the Great Fire of 1766, a previous disaster that devastated lower Manhattan, Trinity Church burned to the ground, but St. Paul's emerged unscathed. The

chapel provided a place of worship for Trinity's congregation until the second Trinity Church was built in 1790. It was in St. Paul's that George Washington attended service after his inauguration as the first president of the United States in 1789.

Today, St. Paul's Chapel stands across the street from the World Trade Center site as center of refuge and rest to the rescue and construction workers that labor 24 hours each day at Ground Zero. In George Washington's pew, a doctor provides foot massages. Firemen and policemen stretch out for naps in the pews. While a noon service takes place at the altar, workers receive chiropractic adjustments in the rear of the church. Before being cleaned, St. Paul's churchyard was littered with the records of office life. Among the tombstones were trash

cans, family pictures, rolls of microfilm, letterhead paper, and memos. St. Paul's priest, Father Lyndon Harris, looked over the devastation and commented that the churchyard was indeed a graveyard and that the dust is the ashes of the victims of the World Trade Center.

The ministry at St. Paul's is yet only one story in the recovery of Trinity Church after an extraordinary and still incomprehensible disaster. We plan to set aside a part of the Trinity Museum to tell some of the stories and to celebrate the St. Paul Relief Ministry in the display cases of that chapel. The Trinity Church Archives, the Communications Department and the Video Department are all busy documenting this extraordinary event, recording the numerous stories, both joyous and sad. ♦

A Day Like No Other

by SARAH A. POLIRER

New York State Office of Court Administration

The Office of Court Administration for the New York State Court System is located at 25 Beaver Street (60 Broad Street). It is between the New York Stock Exchange and the Smithsonian National Museum of the American Indian, just east of Broadway. The office is not located at Ground Zero, but since the streets are small and narrow in downtown Manhattan the disaster has affected the entire area. My experience is just one of the many stories and I consider myself very fortunate.

My colleagues and I initially heard a large bang and thought that a delivery truck had accidentally hit the building. A few minutes later our boss, who had been on the phone with his wife in Buffalo, N.Y., told us that a plane crashed into the World Trade Center Towers. As hardened New Yorkers, we did not quite believe him. Minutes later one of my co-workers, arriving from the PATH train that runs under the WTC, hurried into the office extremely distressed and saying that a plane smashed into the towers. It was now about 9:15 a.m. and we attempted to calm our colleague. A few of us tried to go back to work, but our telephones were not working. Building security requested that we evacuate the building. Since they did not use the fire alarm, but came on the public address system, none of us thought it was urgent. We all powered down our PCs, used the ladies/mens rooms, grabbed our personal belongings, then took the elevators down (despite all the fire drills to use the stairs).

Out on the street, about 9:45 a.m., some of my co-workers headed over to the museum to get a better view of the towers. Others, like myself, waited by our building to see when we would return inside. About 15 minutes later, the buildings up and down the street began to shake. We were scared by the prospect of falling debris (glass, concrete, etc.) and decided to vacate the area and head toward the water. As we turned the corner onto Broad Street, a plume of smoke, ash and debris started to envelope us. At this point we did not know the WTC was imploding and thought possibly that it was the subway

blowing up or a bomb at the NYSE (two bombs were found last year in U.S. Postal mailboxes on the street).

We covered our mouths and noses from the acrid smoke as we proceeded down Broad Street. As we approached Water Street, police directed us up the east side and toward FDR Drive. We heard planes overhead, which shook us up. They were aircraft securing the area. Covered in ash and shell-shocked, we continued our march up FDR Drive. By the time we reached South Street Seaport we knew that one of the WTC towers had collapsed and were getting conflicting reports regarding activity in Washington, D.C., and elsewhere. We could not see through the thick smoke if the other tower was still standing.

As some of the ash started to clear north of the Seaport, we witnessed the mass exodus of people crossing the Brooklyn and Manhattan Bridges. I wanted to go north to Grand Central Station and the Bronx. When I got near the station I was told it was closed because of bomb scares and that there was no expected time for reopening. I continued up 1st Avenue and crossed the 59th Street Bridge, where I met two librarians from the New York Public Library. We happened to know mutual people and struck up a conversation. These two women offered to see me to the Long Island Railroad in Queens (which I was unfamiliar with) and, if there were no trains running, they offered their hospitality. We walked a total of six hours to Flushing (Queens) where I eventually took the Long Island Railroad out to Port Jefferson, New York, and the ferry to Bridgeport, Conn. On the ferry I met others folks: one who managed to escape from Tower 1, some from the streets near the World Trade Center, others from my home neighborhood. My husband met me at the station and we drove home to Old Greenwich, Conn., arriving at 10 p.m.

The Office of Court Administration did not officially reopen until September 24. By then a lot of environmental clean up had already taken place in the Wall Street area. Since some of our offices are located west of Broadway, they still do not have utility service restored. This has resulted in relocating the records management and archives offices to another space in our building to accommodate these employees. It is still not known when they will be able to return to their quarters. Records wise, our administrative offices suffered no lasting damage. Our courts, located in the City Hall area, just north of Ground Zero, suffered utility problems, but there are no reports of records damage. ♦

National Task Force on Emergency Response Addresses Culture and Heritage Repercussions of the Terror Attacks

by THOMAS CONNORS, University of Maryland, and MAYGENE DANIELS, National Gallery of Art

The National Task Force on Emergency Response called an informal meeting of Washington-area members on September 18, 2001, to begin to discuss the culture and heritage repercussions of the terror attacks of September 11. The meeting was held at the offices of the National Endowment for the Arts in the Old Post Office Building, Washington, D.C. Maygene Daniels, past president of SAA, and Thomas Connors, a Council member, attended for the Society of American Archivists.

The National Task Force on Emergency Response was formed in 1995 to help archives, libraries, museums, historical societies, and historic sites better protect their cultural and historic resources from damage. Composed of some thirty such organizations, the task force works with the Federal Emergency Management Agency (FEMA) to promote preparedness and mitigation measures and provide expert information on response and salvage.

Twenty people attended the meeting representing such organizations as the National Endowment for the Arts, the National Endowment for the Humanities, the National Archives and Records Administration, the Institute of Museum and Library Services, the Commission on Library and Information Resources, the National Coordinating Committee for the Promotion of History, the American Association of Museums, the Society for Historical Archaeology, and the Society of American Archivists among other groups

Larry Reger, executive director of Heritage Preservation and meeting chair, pointed out that even though the specific purpose of the meeting was to share information on the status of cultural institutions in the affected area of the New York City attack, FEMA's priority continues to be the search, rescue, recovery, and identification of victims, assessing damaged infrastructure, and the clearance of debris. Task force director Jane Long noted that in the "no go" area of New York City, that is, the area south of 14th Street, there are 57 archives and

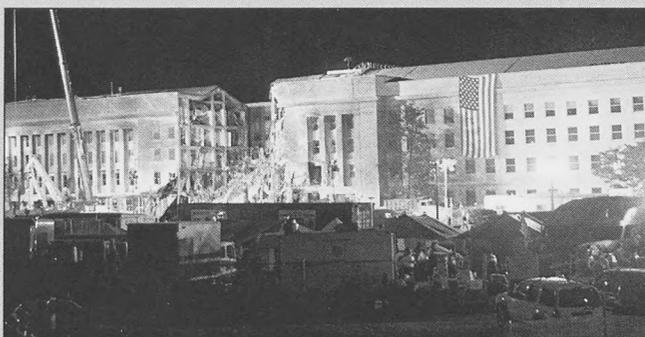
libraries, 42 museums and 245 outdoor sculptures. A representative of the Small Business Administration spoke at some length about the SBA's loan program to cultural institutions. Loans, and in some cases grants, can be made to private non-profit groups for repair and rebuilding and also for restoration of damaged collections or artifacts.

The group identified the following action items:

- Collect information now from task force members about damage and needs.
- Share information periodically via e-mail.
- Explore how to help organize professionals so they will be available promptly, if and when it is determined that they are needed.
- Explore facilitating the provision of needed supplies once staff returns and assesses their sites.
- Help identify empty space for storage and repair needs.
- Encourage task force working groups to address such longer-term issues as:
 - Deploying onsite assistance when appropriate (how to ensure that damage assessment and salvage help is available);
 - Identifying what additional information for cultural institutions is needed besides the task force's current booklets and help packets;
 - Identifying what additional information is needed for individuals and how we can effectively reach the media with press releases, web site addresses, videos and recorded announcements;
 - How can the task force help strengthen existing emergency coordination networks and help promote them in areas where they do not exist?

In a follow-up message to the group it was reported that the old Pentagon library had been damaged in the attack on that building. All staff is safe and accounted for, although the librarian was injured. Since the library is part of the crime scene, no one has been allowed into the area for an on-site assessment. It is believed however that the back section of the library, including parts of the collection, was water damaged, as is part of the new library space staff was preparing to move into.

Though the meeting lasted no more than one hour, task force members were grateful for the opportunity to share important information; they came away from it with a feeling of readiness to act when needed. Your SAA representatives were particularly impressed with the concern, commitment, and eagerness to act expressed by all participants. We will certainly maintain contact with the task force and join in as we can in carrying out its work. ❖



The portion of the Pentagon that was hit by a hijacked airplane September 11, 2001, is lit up by artificial light as round-the-clock recovery efforts continue in Washington, D.C. (U.S. Army photo by SSG John Valceanu via Getty Images)



National Tragedy Reinforces Importance of Archival Role

On September 11, 2001, citizens of nations around the world were stunned and outraged at the acts of terrorism at the World Trade Center and the Pentagon. I want to express my sympathy to all who have suffered personal losses as a result of these horrific attacks and their aftermath. As I write this, our nation, while still reeling from the assault, is beginning to heal and to rebuild, and we in the archival community have a role to play in our country's recovery.

At NARA, we are doing everything in our power to assist agencies whose records were destroyed. In New York City and at the Pentagon, NARA staff has offered its assistance to assess the extent of records damage, stabilize damaged records, and reconstruct files if possible. We have also scheduled a number of training workshops on vital records and disaster preparedness to be presented at federal records centers.

More specifically, our New York Regional Archives is collaborating with other members of New York City's archival community to provide assistance during this period of recovery and rebuilding. With the New York State Archives joining us as co-coordinators, this group now includes: the Archivists Roundtable of Metropolitan New York; New York University's Program in Archival Management and Historical Editing; Columbia University; the New-York Historical Society; the New York City Department of Records and Information Services; the Association of Records Managers and Administrators-New York City; and the METRO Library Agency.

Working together, this group is addressing both the immediate need for disaster assessment and recovery, and the longer-term initiative to document the people, organizations, and activities surrounding the World Trade Center attack. These efforts have only just begun and are expected to change and grow in the upcoming months.

NARA staff, along with representatives of SAA, is actively involved in the National Task Force on Emergency Response. Through this group, we will be able to share information and assistance on the recovery of records and cultural materials.

As archivists, we know all too well the importance of planning for the protection and recovery of vital records, but in times of tight budgets and strained resources, it

has always been difficult to convince leadership that vital records planning and management must be a priority in any organization. But, if ever there was a time to drive our point home, it is now. Just as recent events have made us all more vigilant in regard to personal security, we have also become more aware of the safeguards that are necessary to protect our vital records. While the attacks on the World Trade Center and the Pentagon are "worst-case" scenarios, fire, floods, and other natural disasters are unfortunately all too common, and not prepared for often enough.

The records of any group of people, whether it be a nation, a government agency, or a private business, are key to its survival and success and have historically been targets of aggression. For example, you may recall that the Gulf War originally began when Iraq made an attempt to take over the nation of Kuwait. But it was more than the borders of the Kuwait that Iraq intended to erase—it was also the identity of Kuwait's people. One of the United Nations' resolutions that led to the Gulf War was a condemnation of attempts by Iraq "to destroy the civil records maintained by the legitimate government of Kuwait."

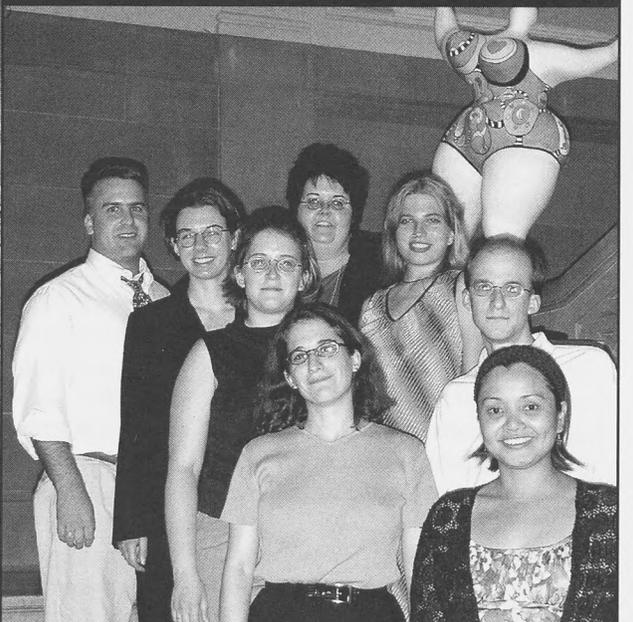
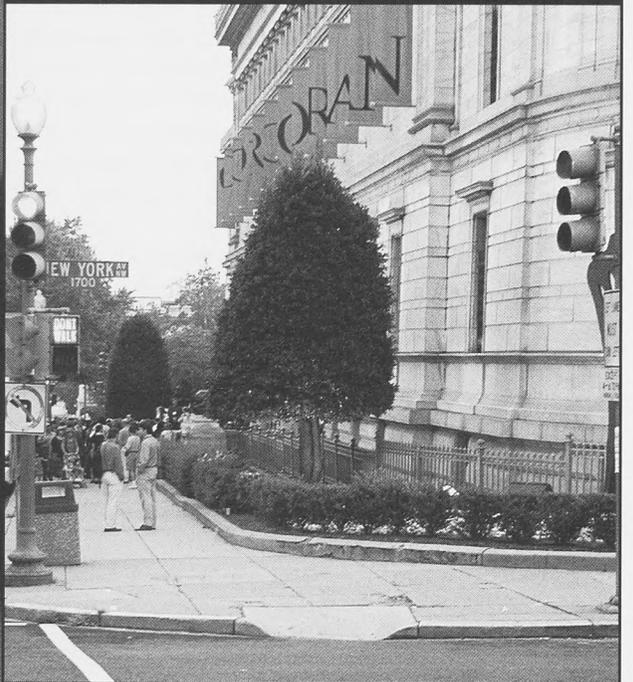
Simply put, Saddam Hussein understood that such records document the legitimacy of a government and whatever legal standing, rights, and entitlements the citizens of a country have. Destroying the national records of Kuwait would

make it a lot easier to end that nation's independence and subjugate its citizens. The Serbians in the Bosnian War seem likely to have understood this too, when they shelled the National Library in Sarajevo along with other cultural institutions.

As a professional community, we know and understand the importance of records, historically and strategically, and it is important that we let others know that just as we take steps to protect our safety, we must also protect our vital records. One of the sad lessons learned from the events of September 11, was that although we may have records guidance in place, much of the time, it is not followed as closely as necessary. I'm sure you will agree, that a new world began to take shape for all of us on September 11, and as archivists, we need to be advocates for the protection of vital records. ❖

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SAA's 65th Annual Meeting in Washington, D.C., Draws Largest Attendance Ever



TOP: Conference attendees peruse publications at the International Archives and Information Technology Exhibition. MIDDLE: Attendees gather for an evening reception hosted at the Corcoran Gallery. BOTTOM: SAA student members at the Corcoran Gallery reception — (back row, L-R) **DAVID READ, GWEN SIMPSON, COLLEEN STRETZEN;** (middle row, L-R) **AMITY SMETZLER, ALISON STRANKRANFF, ELIOT WILCZEK;** (bottom row, L-R) **JEANNIE SKLAR, ROSE ROBERTO.**

A record-shattering 1,473 people participated in the 65th annual meeting of the Society of American Archivists in Washington, D.C., at the Hilton and Towers on Aug. 27-Sept. 2, 2001. "Annual meeting attendance typically ranges from 1,000-1,100 registrants, although the 1995 annual meeting in Washington, D.C., hosted 1,400 archivists," said Debra Nolan, SAA's meetings director. "Because of its location and numerous cultural institutions, the nation's capital is an ideal meeting destination for archivists."

The conference offered an excellent mix of professional, educational, and social opportunities. Eight pre-conference workshops kicked-off the week-long event, followed by nearly 100 hours of sessions on cutting edge and traditional archival topics. This year's theme, "2001: A Global Archival Odyssey," symbolized the threshold of the new millennium and the changes in society imposed by technology. Besides the wide variety of intriguing tours to museums and behind-the-scenes visits to area repositories, the Corcoran Gallery hosted a sensational evening reception featuring live music, bountiful hors d'oeuvres, and complimentary access to all galleries.

A first-ever student poster session took place at this year's meeting—24 posters in all representing 10 archival programs from throughout the United States.

The International Archives and Information Technology Exposition once again presented attendees with a fabulous opportunity to learn more about what is new in archival products and services. This year a record number of vendors—47—staffed exhibits and discussed their products with the professionals who use them hands-on every day. International archival organizations exhibiting including the Open Society Archives, International Records Management Trust, Association of Canadian Archivists, and the Italian Association of Archivists.

Tribute to Harold T. Pinkett and F. Gerald Ham

SAA President Leon Stout paid tribute to two exemplary SAA members during the opening plenary session. First he asked the audience to stand and observe a moment of silence in tribute to a colleague who died this past March in Washington, D.C.—Dr. Harold T. Pinkett, who in 1942 became the first African-American archivist at the U.S. National Archives. He was an historian, author of prize-winning books and many articles, a teacher, consultant, and a distinguished public servant. An SAA Fellow, he also served as editor of the *American Archivist* and as a Council member. "He was a mentor and a model," said President Stout, "and SAA is proud that its scholarship award for minority archivists commemorates his many contributions to the profession."

Next, President Stout presented a special gift of a framed Impressionist art print to Dr. F. Gerald Ham and his wife, Elsie, in gratitude for generously endowing a scholarship fund at SAA that will provide graduate archival students with scholarship support. Ham is a retired professor from the University of Wisconsin-Madison's School of Library and Information Studies and a scholar whose writings have helped define the archival profession. He has influenced a generation of archivists—known affectionately as "Jerry's Kids"—many of whom are now leaders in the field. Ham graciously accepted the artwork and noted

with delight that SAA's next president—Steven Hensen—is one of his "Kids"!

Plenary Speakers Intrigue Audience

This year SAA welcomed two dynamic and fascinating plenary speakers, both of whom use "archival records" to forward their work. Dr. Gene Cohen, director of the Center on Aging, Health and Humanities at the George Washington University Medical School, spoke about the innovative therapy he has pioneered for Alzheimer's patients. He uses the patient's personal papers and photographs to create video biographies that help anchor Alzheimer's patients in the present, enabling them to continue meaningful interaction with their families and caregivers. Cohen also discussed the unique creative power generated by age, the principles of which are set forth in his book, *The Creative Age: Awakening Human Potential in the Second Half of Life* (William Morrow & Co., 2000).

At the closing plenary, author/editor Andrew Carroll discussed his passion for the written word as the director of the Legacy Project, an effort to preserve correspondence from our nation's wars. The best-selling book, *The Letters of a Nation: A Collection of Extraordinary American Letters* (Broadway Books, 1999) and the forthcoming *War Letters: Extraordinary Correspondence from American Wars* (Scribners, 2001), resulted from this ongoing project. Letters may be viewed at www.warletters.com. Carroll is also the director the American Poetry and Literacy Project, which he co-founded with poet-laureate Joseph Brodsky, and which is a plan to reintroduce poetry into the lives of Americans. Carroll has given away hundreds of thousands of free books of poetry.

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introduces conservation and repair, simple restoration and production methods. The second year expands experience in these areas and includes blind and gold tooling and leather binding.

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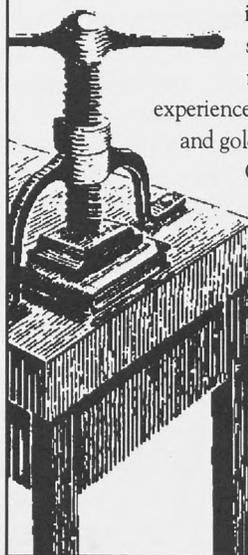
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SAA Names Five New Fellows

Five members were named Fellows of the Society of American Archivists on August 30, 2001, during an awards ceremony at SAA's 65th annual meeting in Washington, D.C. Valerie Gerrard Browne, Peter Hirtle, Randall Jimerson, Deborah Skaggs and Peter Wosh received the highest honor bestowed on individuals by SAA, thus joining 135 current members so honored (see list on page 38). Established in 1957 and conferred annually, this distinction is awarded to a limited number of individuals for their outstanding contributions to the archival profession.

The Committee for the Selection of SAA Fellows evaluates nominees on the following criteria: appropriate academic education and professional and technical training; a minimum of seven years of professional experience in any of the fields encompassed in the archival profession; writing of superior quality and usefulness in advancing SAA objectives; and contributions to the archival profession through work in and for SAA.

As specified by the SAA constitution, election as Fellow is by 75 percent vote of the Committee for the Selection of SAA Fellows. The committee consisted of the five immediate past presidents of SAA—Luciana Duranti (chair), Brenda Banks, Nicholas C. Burckel, William J. Maher, and H. Thomas Hickerson—and three Fellows selected by Council—Richard Cameron, Susan Davis, and Robert Sink.

Following are citations given by presenters during the awards ceremony.

Valerie Gerrard Browne

Valerie Gerrard Browne, director of the Women and Leadership Archives at Loyola University of Chicago, began her archival career at Wayne State University more than 25 years ago. During that time she has served the archival profession with exceptional dedication.

Valerie is the author of the award-winning publication, *Guide to the State Archives of Michigan*. Within the Midwest Archives Conference she has held virtually every important elected office or appointed position—chairing four major committees, serving on five others, and serving successively on council, as vice president, and president. Her service to SAA is equally impressive—chairing three committees, serving on several more, and elected to the Nominating Committee and Council.

In every area in which she has worked, she has done an exemplary job, and perhaps none more important than in documenting the role of women, beginning with her early efforts at Wayne State—collecting, processing, publicizing, and promoting use of archival materials related to women—to her current position at Loyola. That activity has extended to work within SAA through the Committee on the Status of Women, the Women's Caucus, and Women Archivists Roundtable.

Such a record certainly warrants recognition as a Fellow, but it is an incomplete record. Valerie's nominators cited her essential humanity: "Above all, Valerie has been a model of humane generosity that has been a source of inspiration for



Newly selected SAA Fellows (L-R): Valerie Gerrard Browne, Deborah Skaggs, Peter Wosh, Randall Jimerson, and Peter Hirtle.

other archivists." Another nominator notes that Valerie's colleagues "value her human decency and cordiality, which make it so easy to work with her." Yet another adds that she is "rich in these special qualities of modesty, energetic willingness to help, thoughtfulness in matters personal and professional." And finally, a colleague mentions her "warmth, generosity, [and] joy with which she has infused the projects and organizations she serves."

—Nicholas C. Burckel, Marquette University

Peter Hirtle

Peter Hirtle's value to the archival profession results from a dynamic combination of knowledge, skills, and interests. His knowledge of basic archival principles and methods is significantly enhanced by his strategic awareness of developments and trends outside of the profession that impact on archival practice. He is articulate in his explication of archival theory, but as one of those recommending his selection wrote: "Peter easily shifts from theoretical approaches to practical without missing a beat." He is well versed in archival practice, having served as curator of Modern Manuscripts at the National Library of Medicine from 1986 to 1993. Envisioning the opportunities that new technological developments would bring, Peter became coordinator for electronic public access initiatives at the National Archives in 1994.

Continuing his focus on the impact of the digital world on archival practice, Peter presently serves as co-director of the Cornell Institute for Digital Collections. His work at Cornell University has included various digital projects using archives and special collections. Additionally, he co-directed a cooperative project with the campus art museum to provide networked access to their collections, is contributing to the development of an international digital theater archive, and has served as associate editor of *D-Lib Magazine*, the leading electronic journal on innovation and research in digital libraries. Peter has also become an expert in intellectual property rights issues, serving as a highly valued resource for the archival and digital library communities.

Peter's service to SAA has also been exemplary. He chaired the Committee on Archival Information Exchange, coordinated the Science, Technology, and Health Care Roundtable, and served on the Task Force on the Information Superhighway

and the 2000 Program Committee. He served on SAA Council from 1996 to 1999, and was named to its Executive Committee. This year he was elected vice president of SAA and will become its 58th president in 2002-03. Perhaps most importantly, Peter is a natural-born teacher and a frequently sought after lecturer. Beginning his career as an assistant professor of history at the University of Alabama, Birmingham, Peter has continued this role as a leader of SAA workshops across the country, and as a key instructor in Cornell's widely acclaimed digital imaging workshops. As one colleague put it: "He brings to the table a profound understanding of the archival implications and a clear sightedness that enables him to demystify basic issues."

As another colleague concluded, "The archival endeavor needs people with a broad understanding of technological issues and legal concerns combined with a solid grasp of archival principles and practices. Peter Hirtle serves as a distinguished example of the skills that the twenty-first century archivist should have."

—H. Thomas Hickerson, Cornell University

Randall Jimerson

Dr. Randall C. Jimerson's credentials in archival work, scholarly achievement, and service to the profession provide more than ample justification for his election as a Fellow. Furthermore, his personal characteristics of dedication to collections and students, steadfast work for the profession, and rigorous dedication to decorum and fairness in professional deliberations make his nomination timely and exemplary. After he received a Ph.D. in history from the University of Michigan in 1977, he served for two years as archivist at the Yale University Library before becoming university archivist and director of Historical Manuscripts at the University of Connecticut. Over the next decade and one-half, he established the archival program, launched archival education at the university, led an innovative regional program to provide basic training for local curators, and planned the Thomas J. Dodd Research Center. In 1994, he moved to Western Washington University where he is director of the Graduate Program in Archives and Records Management.

Throughout his career, Randall has been actively engaged in contributing to the advancement of the profession by assuming responsibility and taking leadership roles in organizations including the New England Archivists for which he served as newsletter editor, Education Committee chair, and president. In SAA, Randall has been an elected member of Council, the Executive Committee, co-chair of the 1998 Program Committee, and most recently as the chair of the Committee to Review the Archival Education Guidelines. A regular speaker at professional meetings, Randall has made major contributions to archival literature, most recently as editor of *American Archival Studies: Readings in Theory and Practice* (SAA, 2000), already a best seller, which will undoubtedly serve as a foundation for more than a generation to come.

As an archival educator, Randall has been a consistent mentor and ready colleague as former students make their own roads. His passion for education has been a driving force

throughout his career, for example, when he devoted substantial time to a NHPRC-funded project to provide basic training for curators of small, but important, New England historical records repositories or as he has devoted his energies to build a consensus in the often divergent Committee on Education and Professional Development to develop revised guidelines for graduate archival education, ensuring that all perspectives received a complete hearing and consideration. A colleague noted: "Rand's thoughtful, well reasoned points of view have always been a welcome balm on the sometimes contentious discussions surrounding archival education."

All of these accomplishments justify his election as Fellow, but the nomination cannot be complete without acknowledgment of his personal character that has contributed so much to professional deliberations. As another colleague noted: "Rand is a good person. He is living proof that soft-spoken but dedicated individuals can make a difference. Our profession and the collections in our care are the beneficiaries of his labors."

—William J. Maher, University of Illinois at Urbana

Deborah Skaggs

Deborah Skaggs' supporters describe her as an "archivist's archivist," a consummate professional who has graced the profession with her diligence, wisdom, and commitment. One of her outstanding qualities has been her versatility and her ability to move, seemingly effortlessly, from one archival institution to another and among various types of archival enterprises. She has served in university, state government, and corporate settings and has been an effective advocate for archival concerns in all venues.

Deborah has had considerable impact in shaping archival programs at the grass roots level. Deborah served with distinction at the University of Louisville and then at the Alabama Department of Archives and History, where she developed records management programs as well as important initiatives in the area of preservation, local records, and electronic documentation. She was a pioneer in the field of electronic records and digital technologies and directed an initiative to promote better understanding of these new technologies and their impact on public records. Her technical leaflets for state and local governments have been described as models of clarity. Since 1996, Deborah has been at the Frank Russell Company in Tacoma, Washington, where as manager of corporate records she has continued her leadership in records and information management, bringing to bear her experience with functional analysis and wise use of electronic technologies within the corporate environment.

Throughout her career, Deborah has also demonstrated an extraordinary commitment to the archival profession, serving with distinction in a wide variety of roles. She served as treasurer of the National Association of Government Archives and Records Administrators and as vice president of the Academy of Certified Archivists. More recently, she has been a member of the Emerging Technologies Advisory Committee of the Association of Image and Information Management (AIIM). She has been involved in some aspect of SAA work almost continuously for the past twenty years, including membership

on many different committees and as chair of the 1995 annual meeting Program Committee. Deborah has also been a frequent and effective presenter at many professional conferences.

In all of her positions, Deborah has been able to successfully adapt core principles to widely different work environments, enriching the institutions she serves as well as the archival profession. Along the way she has mentored a new generation of archivists and promoted the development of archives throughout the nation. The accomplishments of her long and varied career, performed with creativity and distinction in every venue, merit her election as Fellow of the Society of American Archivists.

—Susan Davis, *University of Wisconsin, Madison*

Peter J. Wosh

Dr. Peter J. Wosh is an archivist who has built and strengthened programs throughout his career. He has been a vital contributor to religious archives and to archival education and a leader in various SAA committees, sections, boards and roundtables.

For the first 16 years of his career, Peter worked in religious archives and, in 1993, SAA recognized his outstanding contributions and commitment by honoring him with the Sister M. Claude Lane, O.P., Memorial Award. In 1994, the History Department at New York University named Peter director of its Archives Program, and he proceeded to revitalize that program. His students consistently cite him as an exceptional teacher, a valued mentor, and someone who constantly promotes the involvement of new archivists in professional organizations.

While maintaining high academic standards for the NYU program, Peter pursues his own scholarly work, publishing in both the archival and historical literature. He has published three books, and has two more forthcoming, along with numerous articles and book reviews. Peter's writings are graced by a keen professional insight and a sly sense of humor. In 2000 he received the SAA Fellows' Posner Award for an article he wrote for the *American Archivist*.

One of Peter's nominators commended him for "keeping alive the vision of the archives profession as a humanistic enterprise." For this important vision, for his outstanding work as an archivist and educator, for his writings, and for his professional service, we are pleased to welcome Dr. Peter J. Wosh as a Fellow of the Society of American Archivists.

—Robert Sink, *Center for Jewish History*



Honor Your Peers!

Awards Committee co-chairs **ALEXANDRA GRESSITT** and **BILL BROCK** invite members to nominate deserving colleagues for SAA awards.

The 2002 awards ceremony will take place next August in Birmingham, AL, at SAA's 66th annual meeting. Awards information is on pp. 41-43 of this newsletter as well as posted online at: www.archivists.org/recognition/.

And the 2001 SAA Awards Go To...

The Society of American Archivists recognized and celebrated outstanding archival achievements for the calendar year 2000 at an awards ceremony held August 30, 2001, during its 65th annual meeting at the Hilton & Towers in Washington, D.C. Subcommittees of the Awards Committee, which was chaired by Roland Baumann, Alexandra Gressitt, and Deborah Day, selected recipients of the SAA-sponsored awards. SAA heartily congratulates all of the award winners.



George Parkinson

Distinguished Service Award

The **OHIO HISTORICAL SOCIETY**, Archives/Library Division, is the recipient of SAA's 2001 Distinguished Service Award. Established in 1964, the award recognizes a North American archival institution that has provided outstanding public service and has made an exemplary contribution to the archival profession. **GEORGE**

PARKINSON, chief of the Archives/Library Division, received the award on behalf of the institution.

With technology changing, costs rising, and state money often shrinking, it is a daunting challenge for state archives to find ways to meet the needs of an ever-more insistent public for increased, if not instantaneous access, to historical information. The Archives/Library Division of the Ohio Historical Society has risen to this challenge and provided more than one model for those dealing with the same issues. Through the clever and careful use of state money and grant funds, Mr. Parkinson and his staff have shown that it is possible not only to increase access to historical records via the Internet, but at the same time, launch major initiatives to manage electronic records of historical value being created by a variety of government departments.

The results of their work for researchers may be seen on the Ohio Historical Society's outstanding Web site www.ohiohistory.org. Interested in the basic records defining governance? Then, click on the Ohio Fundamental Documents Database where you can find the text of the Ordinance of the Northwest Territory of 1787 as well as the state's constitutions. Interested in the state's African-American history? Then go to award-winning African-American Experience in Ohio, 1850-1920, developed as a contribution to the Library of Congress' American Memory project. Looking for genealogical information? Then check out the searchable Ohio Death Certificate Index, 1913-1937.

This Web site also provides evidence of the Archives/Library Division's leadership role in developing management strategies for state government's electronic records. The division was the driving force behind the organization of an Electronic Records Committee that brought together government supervisors from various departments with an interest in managing the preserva-

tion of electronic records. The breadth and depth of the committee's work is reflected in the documents available electronically, for example: "Digital Document Imaging Guidelines," "Electronic Records Management Guidelines," and "Managing Electronic Mail."

Nominators for this award noted that one reason for the division's recent successes was due in large part to their leaders' unshakable belief in collaborating with other state institutions and government departments. This willingness to go out and find partners to accomplish common goals is an object lesson for all institutions struggling to organize similar projects. Another key to success mentioned by the nominators was the division's use of one successful project to leverage another. For example, the division is currently working with the Ohio Bicentennial Committee to develop the Ohio Memory Project. Building on the knowledge gained from the African-American Experience in Ohio, this project will be a collaboration of the state's leading archives and libraries to create a digital collection reflecting the most important events in the state's long and rich history.

Philip M. Hamer and Elizabeth Hamer Kegan Award

SHELLY HENLEY KELLY of the University of Houston-Clear Lake received SAA's 2001 Philip M. Hamer and Elizabeth Hamer Kegan Award for increasing public awareness about a specific body of documents. Established in 1973, the award honors the memory of two SAA Fellows and former presidents.

Ms. Kelly, formerly assistant archivist at the Galveston and Texas History Center at the Rosenberg Library, worked with primary documents from the Rosenberg Library relating to the deadly and disastrous Galveston hurricane of 1900. For the 100th anniversary of the event, she wrote articles, made presentations to schools and civic groups, and publicized documents about the storm in the archives holdings. The final culmination of her work was the publication, *Through a Night of Horrors: Voices from the 1900 Galveston Storm*, a compilation of manuscripts and oral histories of storm survivors, which is both well documented and illustrated, in addition to being very readable.

Ms. Kelly has demonstrated historical entrepreneurship and perseverance in instigating this project and getting it done. SAA commends her commitment to the project, and the quality of her activities throughout the two or more years that were required to bring the book and related materials to the public.



Waverly Lowell (L) and Kelcy Shepherd (R)

C.F.W. Coker Award

WAVERLY LOWELL of the Environmental Design Archives at University of California, Berkeley and **KELCY SHEPHERD** of Special Collections and Archives at W.E.B. Du Bois Library at University of

Massachusetts, Amherst received SAA's 2001 C.F.W. Coker Award for their guide, *Standard Series of Architecture and Landscape Design Records: A Tool for Arrangement and Descriptions of Archival Collections*. Established in 1983, the award honors the memory of an SAA Fellow.

The Coker Award recognizes finding aids, finding aid systems, projects that involve innovative development in archival description, or descriptive tools that enable archivists to produce more effective finding aids. To merit serious consideration, the nominees must, in some significant way, set national standards, represent a model for archival description, or otherwise have substantial impact on descriptive practices.

Ms. Shepherd and Ms. Lowell's guide, published by the University of California Regents (2000), provides a much needed model for thinking about, organizing, and consistently describing a format of material that has received little attention—the project-based profession. It creates a useful, practical standard. As one nominator noted, "Many descriptive standards and projects focus on data and data elements, but the standard series concept as elaborated in this volume addresses a more fundamental level of archival description, the organization and arrangement of a unit of archival material, the process from which the description emerges. . . . The authors do a wonderful job of showing how, in the specific area of records of architects and landscape designers, the career patterns and records production of individuals and firms lend themselves quite well to a standardized series organization."



Philip C. Bantin

Fellows' Posner Award

SAA's 2001 Fellows' Posner Award was presented to **PHILIP C. BANTIN**, university archivist of Indiana University, for his article, "The Indiana University Electronic Records Project Revisited," published in volume 62 of the *American Archivist*, SAA's semi-annual journal. Established in 1982

by the Fellows of the Society of American

Archivists, the award recognizes outstanding work dealing with some facet of archival administration, history, theory and/or methodology published in the latest volume of the journal.

Many grant-funded projects provide models of theory or practice for other repositories. Few, however, report on the problems and shortcomings that follow their initial success. By revisiting a project that has already had a significant impact on the management of electronic records, Mr. Bantin has demonstrated the value of continued critical thinking and has set an example for others to follow. His article offers a realistic view of the real world of archives and records management. He also provides archivists with a useful analysis of the recent literature of related disciplines and suggests new allies for archivists in identifying information of continuing usefulness. Others in the profession will benefit from the integrity and insight he demonstrated in evaluating his own model, a practice that will be encouraged, it is hoped, by this recognition of his achievement.



Anne R. Kenney

Waldo Gifford Leland Award

SAA's 2001 Waldo Gifford Leland Award for writing of superior excellence and usefulness in the field of archival history, theory, or practice was presented to **ANNE R. KENNEY** and **OYA Y. RIEGER** of Cornell University for *Moving Theory into Practice: Digital Imaging for Libraries and Archives* (Research Libraries Group, 2000). Established in 1959, the award is

named for one of North America's archival pioneers and SAA's second president.

Digital projects have become the expectation at most of institutions where archivists are confronted with the challenge of taking on these new access tools and integrating them with other operations. Ms. Kenney and Ms. Rieger's publication provides the answers and, like its predecessor, *Digital Imaging for Libraries and Archives* (Cornell University, 1996) (which also received SAA's Leland Award), will be on the active reference shelf of every institution contemplating or constructing digital projects.

Moving Theory into Practice covers the broad range of issues from a conceptual point of view and also provides a wealth of practical information in the form of benchmarks, case studies and other contributions from leading practitioners of digital imaging for archival and library collections. The book is well written, clearly designed and easy to follow. Ms. Kenney and Ms. Rieger have earned the gratitude of the archival profession for their authoritative, informative and timely work.



Kinga Perzynska

Sister M. Claude Lane, O.P., Memorial Award

KINGA PERZYNSKA, director of the Catholic Archives of Texas, is the recipient of SAA's 2001 Sister M. Claude Lane, O.P., Memorial Award for her significant contribution to the field of religious archives. Established in 1974 and conferred annually, the award is sponsored in conjunction with and funded by the

Society of Southwest Archivists.

Since making archival enterprise her profession ten years ago, Ms. Perzynska has been actively involved in regional, national, and international professional and religious archival organizations. Ms. Perzynska has served on the Executive Board of the Society of Southwest Archivists as well as other positions within her regional organization.

Ms. Perzynska has served on SAA's Religious Archives Section as a Steering Committee member and as chair of the Nominating Committee. In 1998, Ms. Perzynska received the Certificate of Recognition of Dedication to the Archival Profession from SAA. Also in 1998, as co-chair of the Association of Catholic Diocesan Archivists' Thesaurus Committee, Ms. Perzynska successfully prepared a grant to create and publish a book of controlled diocesan terms. *The Thesaurus of Catholic Diocesan Terms* was completed and made available in 2000.

At the international level, Ms. Perzynska contributes to the International Council of Archives, Section of Archives of

Churches and Religious Denominations, currently serving as secretary. She has worked on the section's Steering Committee and the Program Committee, through which she helped organize the Church Archives Conference in Seville, Spain, in September 2000. A highlight of Ms. Perzynska's career came in 1997 when Pope John Paul II, appointed her to a five-year term as a Consultor of the Pontifical Commission for the Cultural Heritage of the Church in the Vatican.

Ms. Perzynska teaches in the History Department of Southwest Texas State University in San Marcos, as well as serving as a consultant for the staff of Texas Catholic Dioceses, where she emphasizes the basics of recordkeeping and preservation of archives.



Gregory S. Hunter

Preservation Publication Award

SAA's 2001 Preservation Publication Award was presented to **GREGORY S. HUNTER** for *Preserving Digital Information: A How-To-Do-It Manual* (Neal-Schuman Publishers, 2000). Established in 1993, the award recognizes the author or editor of an outstanding work, published in North America, that advances the theory or practice of preservation in archival institutions.

Mr. Hunter's book provides a thorough and systematic review of the issues, best practices, and challenges associated with the preservation of digital objects. As one nominator noted, Mr. Hunter does "a great job of summarizing and articulating very complicated issues in terms that can be understood and appreciated, and he does this without distorting the facts." Further, he successfully identifies the most important current research on digital preservation and electronic records management and effectively summarizes the results of these projects. Lastly, the book presents a multi-step approach to implementing a digital preservation program that is well reasoned, sound, and based on the best knowledge available.



James M. Roth

Theodore Calvin Pease Award

SAA's 2001 Theodore Calvin Pease Award was presented to **JAMES M. ROTH** of the University of North Carolina at Chapel Hill for his student paper, "Serving Up EAD: An Exploratory Study on the Deployment and Utilization of Encoded Archival Description Finding Aids."

Established in 1987, the award is named for the first editor of SAA's semi-annual journal, the *American Archivist*, and recognizes superior writing achievement by a student enrolled in archival administrative classes or engaged in formal archival internship programs. This paper will be published in a forthcoming issue of *American Archivist*.

Mr. Roth master's paper, written for Professor Helen Tibbo of the UNC School of Information and Library Science, reports on a survey of repositories that have implemented Encoded Archival Description in an effort to determine the methods used for deploying EAD finding aids, to assess what kinds of evaluations of the use of EAD finding aids have been

undertaken, and to explore the perceptions of archivists regarding the end use of EAD finding aids. This is clearly an area of major concern to the archival community, and the paper lays out some of the real benefits and obstacles to the use of EAD. Its recommendation that we must double our efforts to understand and evaluate how end-users are actually using EAD finding aids sends a strong message to repositories planning to develop or expand their use of Encoded Archival Description. The study evidences careful scholarship, clear presentation, and thoughtful analysis.

Mr. Roth is now an archivist at the John F. Kennedy Presidential Library in Boston.



Eun G. Park

Oliver Wendell Holmes Award

SAA's 2001 Oliver Wendell Holmes Award was presented to **EUN G. PARK** from Korea. Established in 1979, the award is named for an SAA Fellow and former president. The award assists overseas archivists already in the United States or Canada for training, to travel to and attend SAA's conference.

Ms. Park is enrolled in the doctoral program in the Department of Information Studies at the University of California, Los Angeles. She has been working on exploring constructs of authenticity as they are understood by different recordkeeping communities. Her work compares similar electronic recordkeeping functions in universities and archival institutions in different national, cultural, juridical, and organizational contexts to understand the extent to which these variables impact requirements for permanently preserving authentic records in electronic student records systems. Her research thus examines communities of practice in electronic recordkeeping across a broad range of organizational and national contexts. This allows her to bring her academic expertise in business administration, information systems, and archival science to bear on examining an area of the nonprofit sector—administration and academic institutions—which will benefit from such research from the standpoints of policy, organizational theory, and technology.



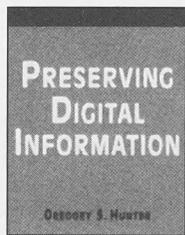
Rose Roberto

Harold T. Pinkett Minority Student Award

ROSE ROBERTO of the University of California, Los Angeles is the recipient of SAA's 2001 Harold T. Pinkett Minority Student Award. The award recognizes minority undergraduate and graduate students of African, Asian, Hispanic or Native American descent who through scholastic achievement manifest an interest

in becoming professional archivists and active members of SAA. Established in 1993, the award honors the late Dr. Harold T. Pinkett, an SAA Fellow who served with distinction during his long tenure at the National Archives and Records Administration.

Ms. Roberto earned her master's degree in Library and Information Science in June from UCLA, specializing in the areas of archives and electronic records management. During her years at UCLA, she was very active with the SAA student



2001 Preservation Publication Award Winner!

**PRESERVING DIGITAL INFORMATION:
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by Gregory S. Hunter

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chapter. As vice president of the chapter she organized field trips, onsite and offsite SAA meetings, and coordinated a panel discussion contrasting information seeking activities and priorities of public libraries, special libraries, and archives.

Ms. Roberto is now employed at the Jet Propulsion Laboratory, the NASA Center in Pasadena, California.

Colonial Dames Scholarship Award

LAURA POLO of the Crawford County (Penn.) Historical Society and **JOHN MARTINEZ** of the New Mexico State Records Center and Archives received the Society of American Archivists' 2001 Colonial Dames Scholarship Award. Established in 1974, the award enables two archivists each year to attend the Modern Archives Institute of the National Archives and Records Administration. Each scholarship covers up to \$1,200 of the total tuition, travel, and housing expenses associated with attending the institute. To be eligible for this scholarship an individual must have been employed less than two years as an archivist and work in an archives or manuscripts collection where a fair percentage of the repository's holdings predate 1825. The award is funded by the Colonial Dames of America, Chapter III, Washington, D.C. Ms. Polo attended the winter institute and Mr. Martinez attended the summer institute.



Carroll Dendler

Council Exemplary Service Award

CARROLL DENDLER received SAA's 2001 Council Exemplary Service Award. Ms. Dendler, SAA's finance and human resource director, was cited for her "extraordinary grasp of the Society's financial minutia and human resources," as well as for the "firm hand she has kept on SAA's financial tiller for a number of years."

The four treasurers of the association who have worked with Ms. Dendler since she joined the staff of SAA nine years ago noted how fortunate they have been to work closely with a "remarkable person." In his presentation, SAA President Leon Stout, himself a former treasurer, said that Ms. Dendler "can coax a report out of a cranky accounting system at the drop of a hat [and] she can explain a Federal Accounting Standard so that even I could understand it."

The Global Community

Washington, D.C., provided the perfect venue for bringing together the worldwide community of archivists. In addition to participation by Canadian colleagues, distinguished archivists from Europe, Asia, Australia, Central America, and South America also attended SAA's 65th annual meeting. This provided a unique opportunity to learn about other perspectives on issues that affect all archival professionals. Colleagues from around the globe contributed to sessions, roundtable and section meetings, and the International Archives and Technology Exposition.

In addition, the president of the International Council on Archives, **ELISA DE SANTOS** of the National Archives of Spain, was invited to speak during the opening plenary session. Below are excerpts from her speech.

Thank you for the invitation to [speak at the opening plenary] session of the annual meeting of such a prestigious organization as the Society of American Archivists.

I do not think there can be an archivist anywhere in the world who has not heard of SAA or of the *American Archivist*. In my own experience, it is thanks to this journal that I was able to broaden my European and, more precisely, my Latin archival perspective. It provided me with an insight into American archival culture and that of the English-speaking world in general. The openness of this association to all nationalities is unique and of great benefit to archivists and institutions the world over.

It is a great pleasure and I feel honoured to be here in Washington, D.C., hardly a year after being appointed president of the International Council on Archives, and in particular at a time when all archivists are very much aware of the changes our profession is currently undergoing.

Everybody is talking about globalisation, the information society, cultural leisure activities, international cooperation and, consequently, what the archivist of the 21st century should be like. Archivists' concerns were already voiced at the ICA conference in Seville one year ago and I must continue to stress the decisive role played by professional associations in archival development.

Not for nothing is it, in Europe, that it is the national associations of archivists who ensure regular European conferences on archives and these conferences can no longer be described as solely European given the participation of archivists from around the world just as this meeting here today in Washington is attended by archivists from other continents.

The attendance of archivists from different countries at national and international conferences goes to show that our profession is not immune to the effects of globalisation and that considerable effort is being made to ensure that archives

and archivists may be afforded their rightful place in the "global village." This trend is clearly reflected in this meeting's

The attendance of archivists from different countries at national and international conferences goes to show that our profession is not immune to the effects of globalisation and that considerable effort is being made to ensure that archives and archivists may be afforded their rightful place in the "global village."



Elisa De Santos, President of the International Council on Archives, speaks at the opening plenary session of SAA's 65th 2001 annual meeting.

theme, "2001: A Global Archival Odyssey" and its associated programme whose scope encompasses all possible issues including the different types of archives which integrate individual and collective memory.

For this reason I would like to take advantage of this magnificent opportunity to encourage all those present to persevere with the task of archival development the world over, and with archive-related education and training in particular, in order to work towards the ICA's stated four-year goal of linking via the Internet the national archives of at least 100 countries.

I would like to highlight specific training since I know it is, and has for some time been, one of the SAA's priorities and,

naturally, its contribution will be crucial for the future. SAA's experience in the development of specialized training, in addition to its interest in further training which is essential if professionals are to adapt to society's ever-changing demands,

is extremely valuable if the ICA's objectives, which are none other than those of the archivist, are to be met.

I also wanted to mention SAA's very relevant contribution to the sphere of information exchange using new technology and, in particular, Encoded Archival Description, which is used to spread electronic descriptive instruments via the Internet and which has awakened such international interest.

Standardisation for the dissemination of information by means of communication networks is one of my greatest professional concerns and I am closely following the development of EAD and its harmonization with standards which are being prepared for the structure of information.

I am referring, in particular, to the work done by the ICA Standards Committee, to bring together the worlds' two main archival cultures—the English-speaking and the Latin. In my view, this has been one of the major archival achievements of recent years: facilitating the exchange and dissemination of information by means of new archival technologies, namely, the General International Standard of Archival Description and the International Standard Archival Authority Record for Corporate Bodies, Persons and Families. In this respect, it was significant that the final text of the General International Standard Archival Description, on which each country will base their national standards, was presented last year at the Seville conference in five languages: English, French, Spanish, Portuguese and Italian.

Consequently, this is a crucial moment for the application and development of experiments based on the preparation of standards and information exchange formats.

Proper training in the use of new technologies is indispensable and will be essential for the development of Web pages as part of the dissemination of archives which will participate more fully in national and international programmes aimed at promoting the information society.

To conclude, the new millennium begins, for archivists, with the attractive challenge of being managers of the knowledge and know-how of the digital age, where digital images of archival, library, and museum documents converge in such a way that the dissemination of digital content to all kinds of people of all ages the world over has become the main objective of national and international policies guaranteeing access to information and knowledge using new technologies.

The conference programme clearly shows the way forward for the Society of American Archivists in the twenty-first century, true to its tradition of facing the challenges presented to our fascinating profession at all times. ❖

Reception Hosted by International Archival Affairs Roundtable

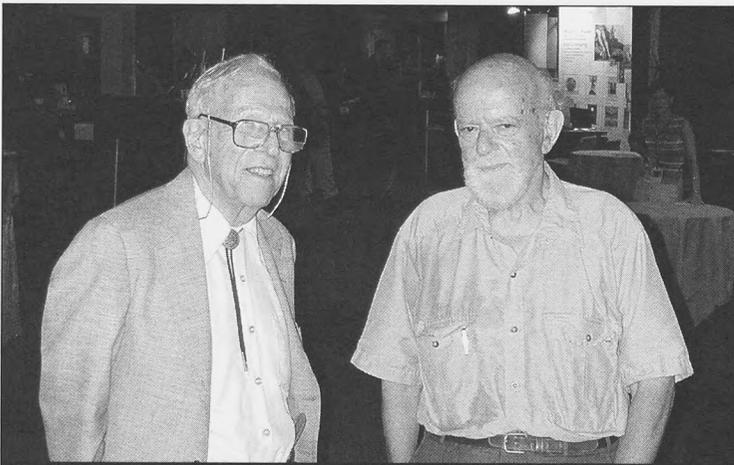
The International Archival Affairs Roundtable hosted a reception August 29, 2001, for foreign colleagues attending SAA's 65th annual meeting in Washington, D.C. More than 70 archivists gathered in the Pullman Room of the Churchill Hotel, directly across Connecticut Avenue from the conference at the Hilton and Towers. Besides the U.S.A., countries represented were Canada, U.K., Australia, New Zealand, France, Germany, the Netherlands, Finland, Hungary, and Italy. Archivist of Canada Ian Wilson, International Council on Archives Deputy Director Marcel Caya, and Australian Society of Archivists President Gavan McCarthy were among the attendees. Participants thought the reception was a good way to break the ice, to meet old friends, and get acquainted with new colleagues. Roundtable members Thomas Connors and Valerie Komor organized the reception.



(Above) SAA President Steven Hensen of Duke University and Michael J. Fox of Minnesota Historical Society welcome Angelika Menne-Haritz of Archivschule, Marburg, Germany.



At left: Kati Gadoros (Open Society Archives, Budapest, Hungary), Valerie Komor (New-York Historical Society and chair of the International Archival Affairs Roundtable), Csaba Szilagy (Open Society Archives), and Kinga Perzynska (Catholic Archives of Texas).



Catching Up with a Couple of Archival Heroes

MEYER FISHBEIN and **LEONARD RAPPORT** have attended countless conferences since joining the Society of American Archivists in 1950 and 1955 respectively. They were delighted that SAA's 2001 conference was being held in the nation's capital, where both are residents, and their enthusiasm was evident as they greeted former colleagues and old friends at the meeting. Retired from the National Archives where each enjoyed a long career, but still active professionally, these octogenarians have more than 75 years of archival experience between them. When SAA met in Washington, D.C., in 1995, President Maygene Daniels awarded Meyer and Leonard the President's Citation for Lifetime Service to the Archival Profession. Describing them as "archival heroes" who had passion for their work, Maygene praised the contributions both of these SAA Fellows have made to the profession. Meyer continues to do consulting work and Leonard just finished an article on George Stoney for a history publication.



Above: SAA Membership Committee chair, **SCOTT SCHWARTZ**, welcomes attendees at the New Member Breakfast.

Below: **SUSAN MITCHEM** and **SARAH TURNER** assist conference attendee, **JEREMIAH MYSLIWIEZ**, at the registration desk.



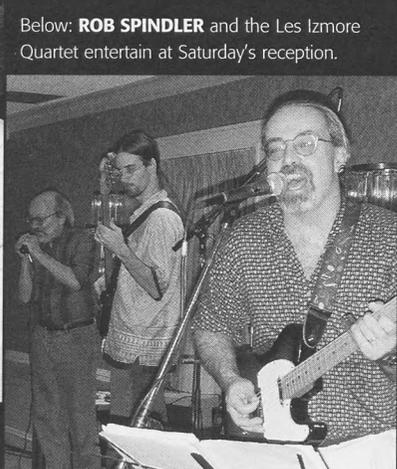
Above: Attendees engage in a small group discussion at the Lone Arrangers meeting.

Right: Council member **WILDA LOGAN WILLIS** and **LUCIOUS EDWARDS** socialize at the Corcoran Gallery reception.

Below: Closing plenary speaker **ANDREW CARROLL**, founder and director of the Legacy Project, (www.warletters.com), discusses his work dedicated to "collecting, preserving, and publicizing letters to and from America's wars."



Above: **SUSAN AND JOE HAMBURGER** cut a mean rug on the dance floor.



Below: **ROB SPINDLER** and the Les Izmore Quartet entertain at Saturday's reception.





Listing of Available Sessions on Audio Cassette Tape from SAA's 65th Annual Meeting

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Plenary Sessions

- OP1 Opening Plenary Session
- CP3 Closing Plenary Session

Breakout Sessions

- 1 Documenting Music: Archival Evidence of the Composer's Creative Process
- 2 Environmental Assessment Technology and Projects for Archives: Major New Developments
- 3 EAD Implementation: Strategies for the Rest of Us
- 4 Electronic Records Tools for the Rest of Us: The Archivist's Workbench
- 5 The Continuing Story on Archival Continuing Education
- 6 The Internet, Law and Ethics: The Dilemmas We Face
- 7 Archivists as Digital Librarians
- 8 The Human Touch: A Review of the SAA Mentoring Program
- 9 Building Bridges Between Cultural Heritage Resources
- 10 Update: Federal Grant Funding Sources for Archives, Libraries, Museum, and Other Cultural Heritage Agencies
- 12 Archiving the Digital Age: Appraisal and Preservation of Web-based Communications
- 13 The Internationalization of EAD: A Clash with Descriptive Standards?
- 14 An Odyssey to the Future: Building the Electronic Records Archives
- 15 Mercy and Justice for All: Issues and Sources for Documenting Social Missions of American Churches
- 16 Real-World Strategies for the Management and Preservation of Digital Records
- 17 Photograph Albums and Scrapbooks: Wherefore and Whereto?
- 18 Moneychangers in the Temple: The Role of Fundraising in Collection Development
- 19 Ghosts in the Archival Closet: Controversial Data, Ethical Quandaries
- 20 The Archives & Archivists Listserv and Its Impact: Drivel, Information Deluge, and Pearls Among Swine
- 21 Virtual Directions and Collaborative Partnerships: Australia's Prime Ministerial Libraries
- 22 Privacy, Confidentiality, and Ethical Considerations in Dealing with the Historical Records of Active Businesses
- 23 Emulation as a Digital Preservation Strategy: An Empirical Test
- 24 Panama Canal Records in Transition
- 25 What Else Do You Need? Beyond Traditional Description Metadata for Audiovisual Digital Content
- 27 Collaboration Required?: Building Information Resources Beyond Our Own Institutions
- 28 Reaching Out and Reaching In: Advocacy for Archivists
- 29 Rubbernecking at Past Disasters: How to Satisfy Curiosity While Maintaining Dignity
- 30 Memory, History, and Archives: Report on the University of Michigan Sawyer Seminar
- 32 Open or Closed Collections? Creating Access Policies to Sensitive Materials
- 33 Teaching Internationally, Preserving Locally: Planning for Worldwide Archival Preservation
- 34 To EAD or Not To EAD—Is That Really the Question?
- 35 Electronic Document and Records Management Systems: Implementation Recommendations from the Front Line
- 36 You Can Run But You Can't Hide: Meeting the Challenges of Access to Nontraditional Archival Records
- 37 After the Storm: Documenting Birmingham's Civil Rights History
- 38 Archival Practice and the Authenticity of Photographs
- 39 Town and Gown: Local History and Academic Repositories
- 40 No "Field of Dreams": Documenting Sports in the U.S.
- 41 Capturing the Context of Memory: The Development of Archives in Support of the Cultural Memory of Communities
- 42 Your Presence is Requested: Managing a Dispersed Workforce
- 44 Storage and Management of Color Slides and Transparencies
- 45 Data Storage and Migration
- 46 Crossing Doors and Boundaries: Researchers and What We Know of Them in Different National Settings

(continued on next page)



Listing of Available Sessions on Audio Cassette Tape from SAA's 65th Annual Meeting

- 47 Dancing the Continental: Harmonizing Data Content Standards for Archival Description
- 48 The Annual Report: Contemporary Issues and Historical Uses
- 49 Marketing and Promotion: Raising Community Awareness of Moving Image Archives
- 50 More is Not Necessarily Better: Appraising Modern Architectural Records
- 51 Extreme Science: Pushing the Archival Envelope on Land, on Sea, and in the Air
- 52 Moving Archival and Special Collections Materials
- 53 In Search of Labor's Lost Treasures: The Archivist's Collaborative Role in Documenting and Preserving Labor's Material Culture
- 54 Architectural Documentation: Beyond the Blueprint
- 55 Accrediting Archival Education Programs: One Approach to Quality Control
- 56 Seek and Ye Shall Find? Information Seeking Behavior and the Archives
- 57 Keeping Community: How Saving the Records of Business Can Help
- 58 The Road Not Yet Taken: Documenting Diverse Communities
- 59 Making History Real: New Insights on Using Primary Sources in the Classroom
- 60 Strategies for Managing Electronic Records: Lessons Learned from the Indiana University Electronic Records Project
- 61 Managing and Using Web Sites in Archives and Records Management
- 62SF To Whom It May Concern: Lessons Learned from the Public
- 63SF Collaborative Digital Reference Service
- 64SF The World Bank Learning Program on Archives and Records: A Progress Report
- 65SF Documentation Management: The Marriage of Records Management and Archival Collection Development

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Our First SAA Annual Meeting and What We Learned

by SOLVEIG DE SUTTER and PATTI O'HARA, SAA Education Directors

Our first SAA annual meeting seems a lifetime away and we are sure many of you echo that sentiment. It does not seem right to go seamlessly into a description of what we gained from that meeting without acknowledging the September 11 tragedy and how far the ensuing ripples have spread and are impacting us. You may have noticed that we postponed the New York offering of the workshop, "Archival Cataloging As A Component of Description." While the co-sponsors were willing to go on, many other vital participants were not and the workshop is now rescheduled for April 11-12, 2002. "Encoded Archival Description" workshops in Indiana and Virginia scheduled for October will have taken place with fewer people. We have good reason to believe that September 11 kept many people at home. At the risk of repeating a mantra that we have heard again and again, we need to get back on track to pursue personal and educational fulfillment to prove "them" not victorious.

In that spirit, here is a synopsis of directives, decisions, and impressions that we took home with us from the SAA conference in Washington, D.C., at the end of August:

- Our first Continuing Education and Professional Development (CEPD) meeting was a valuable and exciting occasion. Valuable for the rich representation of archival minds and exciting because we realized how much we can achieve in concert with CEPD. We bid goodbye and many thanks to Danna Bell-Russel who steps down from her role as CEPD chair, and welcomed the new CEPD leaders for 2002: Johanne Pelletier, chair, and Randall Jimerson, vice chair.
- At this time, we would like to share with you the mission of SAA's continuing professional education program: to develop and offer quality continuing education that is relevant and accessible to professional archivists via a variety of delivery methods; to promote and support standards of education as stated in the archival education guidelines.
- We are now committed to developing two to three new workshops per year with topics based on feedback we receive from annual meeting sessions and topics/trends that surface on listservs, etc. Another important key to selection will be how a topic complements and completes SAA's continuing education curriculum. New workshops slated for 2002 will address subjects such as archiving e-mail, user surveys, and a one-day workshop on modifying and changing EAD style sheets (see "Calendar" on page 44).
- We have whole-heartedly embraced nurturing and contributing to the well being of SAA student chapters. During the conference we met with students, listened to

their concerns, and looked at the student poster exhibit, which was great. We are planning chapter visits and are investigating various avenues of involving and including students into the SAA family.

- The roundtable sessions we were able to attend yielded a wealth of information and a great promise of future resources. Most of all, it was an effective way to find out about specific groups' concerns and possible remedies. We are looking forward to continuing a dialogue that addresses needs and explores possibilities.

Finally, it was fun putting faces with the names and voices we became familiar with in the months preceding the conference as well as meeting new people. We came back with a sharpened focus on what is important to you and what we need to do to bring about the changes and additions to your continuing professional education. Thank You!



Call for Preconference Workshop Proposals
SAA's 66th Annual Meeting — Birmingham, Alabama

[See page 36 for details.]

Preserving the Wright Brothers Legacy: Proceedings of the Symposium Held October 22, 1999, With a Guide to Wright Brothers Collections and Archives

The Dayton and Montgomery County Public Library is publishing the proceedings from the "Preserving the Wright Brothers' Legacy" symposium including the major papers and research plus information to assist researchers in finding material related to aviation history. Included in the publication will be historical information on key events in aviation history with a chronology, the location of artifacts and archival collections, telephone numbers and addresses of responsible individuals at institutions with Wright Brothers holdings and web addresses for related Internet sites.

This publication will open the door to boundless information for researchers interested in the Wright Brothers and aviation history. It will be available after December 17, 2001 and may be ordered by sending a check or money order to Proceedings, Dayton and Montgomery County Public Library, 215 E. Third St., Dayton, OH 45402. The price is \$25 plus \$2 for shipping and handling, per copy. If you have questions, please email ads_elli@dayton.lib.oh.us or call (937) 227-9500.

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Alabama Department of Archives and History: Celebrating a Centennial

by Tracey Berezansky, Alabama Department of Archives and History

When the Society of American Archivists holds its 66th annual meeting in Birmingham on August 19-25, 2002, the Alabama Department of Archives and History (ADAH) will be 101 years old. It is the first archives established as an official agency of state government, preceding the establishment of the National Archives and SAA by more than thirty years. In November of 1940, Archivist of the United States R.D.W. Connor stated in his speech for the dedication of the new Alabama Archives building that the "establishment of this department in 1901 has been called 'a new venture in political science' in the United States." The department's enabling legislation served as a model for the creation of several other state archives.

Dr. Thomas M. Owen, the first director, was responsible for promoting the creation of the Alabama Archives. He accomplished this through his work on the Alabama History Commission, established in 1899 to determine the existence and location of resources documenting the state's history. The commission's final report called for the creation of a department responsible for preserving the state's official records; creating a state library; creating a state museum and art gallery; marking four historic sites; publishing state documents; supporting the state historical society; constructing fireproof vaults in every county for records storage; and establishing standard paper, inks, and typewriter ribbons for use in the creation of official records.

The first home of the Alabama Archives was the cloakroom of the State Senate. From there, Dr. Owen quickly gathered agency records, manuscripts, war records, flags, photographs, and other materials into the holdings of the archives. By 1904,

Dr. Owen had two staff members: one editorial assistant and one stenographer. He was also creating displays of historical collections for viewing in the Senate Chamber when the Senate was not in session. The archives moved into its own space in 1907 when a new wing was added to the south face of the Capitol. From then until his death in 1920, Dr. Owen worked to get the archives a building of its own.

Marie Bankhead Owen, Dr. Owen's wife, succeeded him as director and obtained federal funding to build a new Alabama Archives/War Memorial building. Construction began in 1938 and was completed in 1940. By the mid 1940s, with the move into the new building complete, the Alabama Department of Archives and History initiated programs for a field worker to visit county courthouses, solicit manuscripts, and speak to local groups about the archives. The agency also started microfilming county records.

Mrs. Owen (in her eighties) retired in 1955 and was succeeded by Peter Brannon, an archives staff member since 1911. During his terms in office, the legislature established the State and County Records Commissions as the government agencies responsible for making decisions about the retention and preservation of state and local records. The director of the department serves as the chairman of the commissions. Staff members of the archives serve as staff for the commissions. This was the beginning of the current agency records management program.

Peter Brannon died in 1967 and was succeeded by Milo B. Howard, Jr. Upon his appointment as director, Mr. Howard

The Alabama Department of Archives and History, circa 1940s. Photo courtesy of the Alabama Department of Archives and History.



devoted much of his time from 1968 until the mid-1970s on the east wing construction project.

The fifth and current director of the Alabama Department of Archives and History is Edwin C. Bridges. Dr. Bridges initiated several projects, including Alabama's participation in the U.S. Newspaper Project, the 1985 Statewide Records Assessment, and funding and design for an addition to the west face of the main archives building. The department hopes to break ground on the west wing this year.

Dr. Thomas M. Owen, the first director of the agency, envisioned an organization that would be important to and used by every Alabama citizen. Over the years, department staff members have striven to fulfill Dr. Owen's dream. They have provided the citizens and public officials with access to genealogical records, records care and preservation information, assistance with research projects, exhibits of museum artifacts,

and many other Alabama history-related services. As the agency moves into its second century, it will continue to be a place where Alabama history can be discovered, used, and shared.

One hundred and one years after the creation of the agency, and sixty-two years after the dedication of the main Alabama Archives building during the 4th annual SAA meeting, Alabama archivists are glad to welcome SAA back to Alabama. We look forward to you visiting the Alabama Department of Archives and History and hope that while you are in Alabama's "Black" or "Cotton Belt" you will visit the Voting Rights Museum and the Edmund Pettus bridge in Selma, as well as other Montgomery landmarks such as the Dexter Avenue Baptist Church, the Southern Poverty Law Center's Civil Rights Memorial created by Maya Lin, the Rosa Parks Museum, Old Alabama Town, and the Little White House of the Confederacy. ❖

Archival Roots: Our Foundation and Our Future Theme for 2002 SAA Conference

"Archival Roots: Our Foundation and Our Future" is the theme of the 66th annual meeting of the Society of American Archivists in Birmingham, Alabama, on August 19-25, 2002. SAA President Steven Hensen and the 2002 Host and Program committees look forward to welcoming you to Birmingham next summer for an exciting blend of speakers, tours, workshops, exhibits, social events, and a liberal dose of Southern hospitality!

The 2002 program theme is purposefully broad, inviting annual meeting participants and attendees to reflect on the principles and traditions of the archival profession, how well they have served us in the past, and how they are relevant as we move into the increasingly complex information world of the 21st century. What strengths do we gain from our professional roots? What opportunities do emerging information technologies present us for innovative collaborations: with allied information professionals; archivists from around the world; with communities that we have not served well in the past, either in helping to preserve their documentary heritage, or in providing ready access to the wealth of information resources in our repositories?

Tentative commitments are in hand for plenary session speakers who will provide perspectives at the beginning and end of the annual meeting that highlight the program theme. Our opening plenary session will feature a distinguished scholar of slavery and the struggle of African Americans in shaping the American identity, who has been a decades-long user and supporter of archival repositories and who will share his thoughts about his work with archivists and archives. The closing plenary session will feature an internationally recognized expert on emerging information technologies and long-time professional collaborator, who will share his vision of what the future may hold for us.

New to the profession? Can't take the time to attend a pre-conference workshop? Need to brush up on your skills in one or two areas? The 2002 SAA meeting in Birmingham will feature "Archives Unplugged," an archival basics track that may be just the thing for you! Six seminars will be presented, each exploring a fundamental aspect of archival work. One seminar will be presented during each of the program session time slots; together the six comprise a workshop on basic archival topics. The faculty is acknowledged experts in the field who will enlighten and possibly even amuse you. The seminars topics and respective instructors are:

- **"Fundamentals of Archival Acquisition and Appraisal"**
Mark Greene,
Henry Ford Museum and Greenfield Village
- **"Fundamentals of Archival Description"**
Kathleen Roe,
New York State Archives and Records Administration
- **"Issues in Preservation of Archival Materials"**
Mary Lynn Ritzenthaler,
National Archives and Records Administration
- **"Fundamentals of Archival Reference"**
Mary Jo Pugh, National Park Service
- **"Visual Materials in Archival Collections"**
Waverly Lowell, University of California, Berkeley
- **"Fundamentals of Electronic Records Management"**
Tom Ruller, New York State Education Department

There will be no extra charge beyond the conference registration for these seminars. Additional information will be forthcoming as the program develops. ❖



ROLAND BAUMANN, archivist of Oberlin College, recently had a book dedicated to him, *When Oberlin Was King of the Gridiron: The Heisman Years* (Kent State University Press, 2001). The author, Nat Brandt, cited Roland for making "the labors of research the most pleasant and rewarding experience possible and without whose guidance this, and my earlier two books dealing with Oberlin, could not have been written."

MARY B. BICKNELL has joined the staff of the Wellesley College Archives as project archivist. The project is projected to last two years and involves processing the records of Wellesley College's senior officers for the past twenty-five years. Bicknell was formerly chief of Special Collections at the State Library of Massachusetts.

JACKIE ESPOSITO has been appointed university archivist at Penn State University.

SALLIE GARRETT has recently been hired as project archivist for Kraft Foods, Inc. in Morton Grove, Illinois. She graduated in May 2001 from the archives program at the University of Texas at Austin.

BRENDA GUNN was named head of Archives and Manuscripts at the Center for American History, University of Texas at Austin. The late **SARA CLARK** (see "Obituary" on page 32) held this position from 1994 until her death last June. Gunn, who joined the staff at the Center in 1999, will supervise nine staff members who accession, arrange, describe, catalog, and preserve a collection of more than 70,000 linear feet of historically valuable records, documents, photographs, oral and visual recordings, newspapers, and maps.

SARA HARWELL was recently appointed director of the library and archives for the Disciples of Christ Historical Society in Nashville, Tennessee. For the last 19 years she has been archivist/librarian of Special Collections and University Archives at the Heard Library, Vanderbilt University.

STACY BELCHER GOULD was recently appointed university archivist at the College of William and Mary. Gould began her career at William and Mary as assistant university archivist and subsequently served as acting university archivist.

DONN NEAL retired from the National Archives in September, where he has served since 1990. Prior to joining NARA, he served as the executive director of SAA for four years. Best wishes, Donn!

JOAN M. SCHWARTZ was awarded the 2000 W. Kaye Lamb Prize for her article in *Archivaria* (vol. 50) "Records of Simple Truth and Precision: Photography, Archives, and the Illusion of Control." Schwartz's article about the "defining moments" in both the history of photography and archives gives archivists

a perspective from which to evaluate its own assumptions on which it has based archival theory. Established in 1983, the W. Kaye Lamb Prize is awarded annually to honor the author of an article in *Archivaria* that, by the quality of its research, reflection, and writing, most advances archival thinking and scholarship in Canada.



ROBERT SINK joined the Center for Jewish History (CJH) as a senior archivist in early October. The position, a new one, will initially coordinate a large NHPRC project and then help the five CJH partners to extend their archival efforts. CJH is an interesting experiment for cultural institutions since the five partners (YIVO, Leo Baeck, American Jewish Historical Society, American Sephardi Federation, Yeshiva University Museum) are sharing resources and developing new modes of archival and library cooperation. Sink was the archivist/records manager for the New York Public Library for nearly 20 years.



LEE STOUT has been appointed head of Public Services and Outreach for the Eberly Family Special Collections Library of Penn State University. The new position includes University Archives, Historical Collections and Labor Archives, and Rare Books and Manuscripts. Stout served as Penn State's university archivist for 27 years.



JACQUELYN SUNDSTRAND recently joined the Special Collections Department of the University of Nevada, Reno Libraries as the new manuscripts/archives librarian. Sundstrand previously served as research library director for the Southern Oregon Historical Society in Medford.

BECKY HAGLUND TOUSEY, archives manager, and **MICHAEL BULLINGTON**, assistant archives manager, of Kraft Foods, Inc. both received Kraft's Above and Beyond the Call of Duty (ABCD) Award for their work integrating the historical materials of the Nabisco business, which was acquired by Kraft Foods in December 2000. The award included a crystal plaque and a cash bonus.

Share the latest developments in your career with
SAA colleagues and friends. Send news to:

Teresa Brinati, Director of Publishing
Society of American Archivists
527 S. Wells St., 5th Floor
Chicago, IL 60607-3922
fax 312/347-1452; tbrinati@archivists.org



Robert Martin Named Acting NEA Chief

In August the White House named Texas librarian **ROBERT MARTIN** to serve as acting head of the National Endowment for the Arts while President Bush hunts around for a permanent pick. Martin is wearing two hats since taking over for former NEA chair Bill Ivey, a holdover Clinton appointee who stepped down in early September. In July, the U.S. Senate confirmed Martin as Bush's choice to head up the Institute of Museum and Library Services, an independent federal agency that administers grants to the country's libraries and museums. Washington insiders say that the White House selected Martin to serve as acting chair of the NEA because to serve as the acting head of a federal agency, a person must have a Senate confirmation under his or her belt. President Bush and his staff are expected to hold another round of interviews [sometime in the future] for the NEA post.

— REUTERS/VARIETY

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Brochures available upon request.

Wayne State Archives Program Celebrates 40th Anniversary

Wayne State University in Detroit celebrated the 40th anniversary of its Archival Administration Program with a reception on October 11, 2001, which was sponsored by the university and the student chapter of the Society of American Archivists. Professor **PHILIP P. MASON**, who founded the program in 1961, was a special honoree. WSU's Graduate Certificate Program in Archival Administration is administered jointly by the History Department in the College of Liberal Arts, the Library and Information Science Program, and the College of Urban, Labor and Metropolitan Affairs. The program is aimed at three groups: those who want to pursue a career in some phase of archival administration, librarians who are responsible for archival collections, and graduate students from a variety of disciplines who wish to become skilled in the use of archival material for research. More than 500 WSU Archives graduates are currently working in the United States and Canada.

Congratulations to Philip Mason and Wayne State University!



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Obituaries

SARA CLARK, 61, head of Archives and Manuscripts at the University of Texas Center for American History, died June 15, 2001, of ovarian cancer at her home in Austin. She was born in Memphis, Tennessee and grew up in Fort Worth and Dallas. She earned a B.A. in biological sciences at Texas Woman's University in Denton, 1961; and a M.A. in English literature with a minor in anthropology at the University of Texas at Austin in 1970. In a varied career, Sara worked as an editor, writer, and researcher and was the author of *The Capitols of Texas: A Visual History*, as well as numerous articles. In 1983 she joined the Barker Texas History Center at the University of Texas (later the Center for American History) and began a career as an archivist, coordinating lengthy cataloging projects. In honor of Sara's lifelong devotion to social causes, the Center for American History has created the "Sara Clark Collection on Social, Political, and Environmental Reform," which includes papers and records documenting social change. The family requests that memorial donations be made to Hospice Austin.

— *John H. Slate, Dallas Municipal Archives*



GARY L. DOMITZ, a 30-year member of Idaho State University's Library faculty, and his wife Carla, died October 13, 2001, as a result of injuries suffered from an automobile accident.

Gary moved to Pocatello in 1971 from Kansas State University where he was an assistant documents librarian. He joined the staff and faculty of Idaho State University as

the social sciences librarian. He served as a reference librarian, assumed responsibility for the map collection, and, in 1974, became the acting archivist, with control of the library's collection of university records and historical materials. In 1983, Gary was appointed archives librarian and took charge of not only archival materials, but also the manuscript and rare book collections. After serving as acting head of public services in 1986-87, Gary became the head of Special Collections in 1989. In this position, he oversaw, in addition to the collections already mentioned, a large assemblage of materials devoted to the history of southeast Idaho called the Intermountain West Collection.

Gary had a particular love for regional history and consequently was, himself, one of the library's best sources of information about Pocatello and ISU history. For many years, in addition to his duties in the Special Collections department, Gary served as bibliographer for the departments of history and geology. Gary enjoyed giving tours of Special Collections and University Archives, presenting archival concepts and techniques to public school groups and university students in the Office Professional and Museum Studies programs.

He was active in a number of regional and national organizations, including: Idaho State Library Association, Conference of Intermountain Archivists, Society of American

Archivists, Bannock County Historical Society, Idaho State Historical Society, Western Association of Map Libraries, and Idaho Museum of Natural History. He was appointed to the State Historical Records Advisory Board for two terms.

Gary and Carla are survived by their daughters and sons-in-law, Debbie and Eldon Vieira; Pam Domitz and Mark Freeman, granddaughter Jennifer Freeman, and a son, Josh Domitz. Donations may be made to: ISU Foundation for the Gary and Carla Domitz Memorial Fund, Campus Box 8050, Pocatello, ID 83209.

— *Submitted by Robin Wilson, Idaho State University*

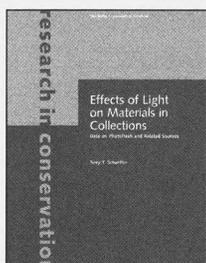
HEATHER MACALPINE LLOYD, 59, associate professor and head of Special Collections and University Archives at the Edmon Low Library of Oklahoma State University, passed away in her sleep February 19, 2001. Heather was born in Reading, Pennsylvania, on November 25, 1941, and moved with her family to Stillwater, Oklahoma, in 1947. Heather earned a bachelor's degree in secondary education and Spanish from the University of Kansas in 1963 and a M.L.S. at the University of California at Los Angeles in 1964. She worked in southern California until 1967 before returning to Stillwater. A temporary position in the Edmon Low Library at Oklahoma State University turned into a 33-year career from which she retired in May 2000. Heather was hired in 1968 as an instructor and was quickly promoted to assistant professor, eventually becoming an associate professor and department head. In 1987, Heather received a new task: to create the Special Collections/University Archives Department. There were no policies or procedures or formal preservation guidelines for any of the library's special collections, but it was the type of challenge on which Heather thrived. She provided the greatly needed cohesiveness for the new department and pulled together various collections, including a large collection made up of university material. Memorials may be made to the OSU Foundation, P.O. Box 1749, Stillwater, OK 74076-1749 for the David MacAlpine Scholarship; or to the Judith Karman Hospice Inc., P.O. Box 818, Stillwater, OK 74074.

— *Ann Fuhrman, Oklahoma State University*

BROTHER PAUL JOHN OSTENDORF, FSC, 70, died Feb. 26, 2001, at St. Anne's Hospice, Winona, Minn. Brother Paul was born in 1931 in St. Louis, Mo. He entered the Christian Brothers in October 1949. He eventually earned a Ph.D. in library science from the University of Minnesota. Brother Paul was also an alumnus of St. Mary's University of Minnesota, where he served as teacher, librarian, and archivist from 1973 until his retirement in 2000. He was active in numerous theatre and music activities at the school. Prior to that he taught high school in Chicago and Minneapolis as well as served as superintendent and principal at schools in Fargo, N.D.; Appleton, Wisc.; and St. Paul, Minn. Among his many professional activities, he was a member of the Society of American Archivists and the Twin Cities Archives Roundtable.



The Latest Acquisitions

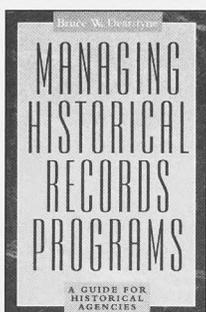


Effects of Light on Materials in Collections: Data on Photoflash and Related Sources

Terry T. Schaeffer

A survey of the impact of exposure to light—with an emphasis on photoflash and reprographic sources—on works of art and archival materials.

Getty Conservation Institute (2001)
170 pp., soft cover
SAA Members \$28 • Nonmembers \$35
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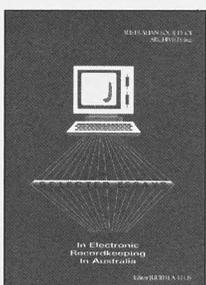


Managing Historical Records Programs: A Guide for Historical Agencies

Bruce W. Dearstyne

A must-have resource for anyone considering starting a historical records program or who already has one and wants to strengthen it. Lots of examples, checklists, and appendices help in finding solutions and approaches.

Alta Mira Press (2000) 270 pp. soft cover
SAA Members \$24 • Nonmembers \$30
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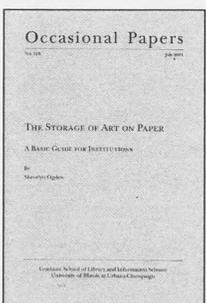


Selected Essays in Electronic Recordkeeping in Australia

Edited by Judith Ellis

Twelve Australian authors provide the latest information and advice on the challenges of electronic recordkeeping.

Australia Society of Archivists, Inc. (2000)
188 pp., soft cover
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The Storage of Art on Paper: A Basic Guide for Institutions

Sherelyn Ogden

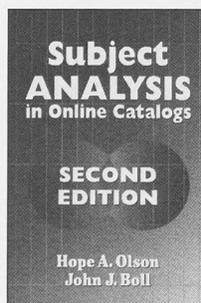
An excellent and practical guide for professionals needing to store and preserve works of art on paper.

University of Illinois (2001) 30 pp., paper
SAA Members \$8 • Nonmembers \$13
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Book Sales on the Rise

SAA's marketing efforts have been successful and the volume of orders for publications has increased. It continues to be our goal to process orders within 24 hours of receipt. In the next issue I will provide you with more information about the growth of the publishing program and what we are doing to accommodate the expansion as well as meet the needs of our customers.

—Teresa Brinati

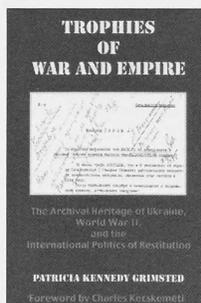


Subject Analysis in Online Catalogs 2nd ed.

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Trophies of War and Empire: The Archival Heritage of Ukraine, World War II, and the International Politics of Restitution

Patricia Kennedy Grimsted
with a foreword by Charles Kecskeméti

A masterpiece of scholarship containing significant new revelations about cultural treasures previously thought lost, this book will be of interest to all those studying contemporary rebuilding of cultural and intellectual institutions in Eastern Europe, historians of Ukraine and eastern Europe, and specialists on the retrieval of assets lost to the Nazis or Communist regimes.

Harvard Papers in Ukrainian Studies (2001)
750 pp., soft cover
SAA Members \$19 • Nonmembers \$25
Product code 149

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Afghan Collection Deposited at Williams College

An audiovisual collection of materials documenting the pre-Taliban struggle of the Afghan mujahedeen against Soviet occupation has been deposited in the Sawyer Library of Williams College in Williamstown, Mass. Created and maintained by the Afghan Media Resource Center in Peshawar, Pakistan, the complete collection consists of 3,000 hours of videotape, 1,600 hours of audiotape and 100,000 still photo negatives. Three thousand photographs and 700 hours of videotape were selected by Professor David Edwards of the Williams College Department of Anthropology and Sociology and shipped to Massachusetts last spring. Professor Edwards writes about Afghan history, ethnography and culture.

From the mid-1980s until the rise of the Taliban circa 1994, the Afghan Media Resource Center (AMRC) trained young Afghan refugees in video camerawork, still photography and print journalism. These refugee journalists then accompanied mujahedeen fighters into Afghanistan to cover their struggle. Scenes of life in Afghan villages and towns were also recorded during this time. The portion of the collection selected by Edwards is being digitized at Williams and the originals will be shipped back to AMRC, which is the copyright holder. A team of three AMRC staff was trained in digitization at Williams this past summer. The team has since returned to Pakistan and will continue digitizing the materials that remain in Peshawar.

The Sawyer Library will maintain and make available the digitized collection. At present the digitized photographs are accessible by means of an MS Access database. The videotape has been duplicated onto DVCAM and is accessible by means of logs developed and maintained by AMRC. For more information on the Williams Afghan Media Project, visit <http://lanfiles.williams.edu/~dedwards/wamp.htm>.

United Kingdom and Ireland Blue Shield Organization Established

The United Kingdom and Ireland Blue Shield Organization (UKIRB) was inaugurated at a special meeting held at the British Library in March 2001. UKIRB is a subset of the International Committee of the Blue Shield, a UNESCO initiative established to develop awareness of the need to protect cultural materials in the event of armed conflict and natural disasters. UKIRB is cross-sectoral, covering archives, libraries, museums, galleries, and the built environment. Its purpose is to act as a focal point for local, regional, national, and international initiatives promoting awareness of risks to cultural heritage objects. UKIRB will also lobby governments and funding agencies to support long-term access to cultural heritage in Ireland and Britain.

PARBICA Investigates Distance Education

The Pacific Regional Branch of the International Council on Archives (PARBICA) is undertaking a project to establish a new program to provide distance education in archives and records management to a number of Pacific island countries. The program will be based at the University of the South Pacific. Twelve member countries support the work of the University of the South Pacific: Cook Islands, Fiji Islands, Kiribati, Marshall Islands, Nauru, Niue, Samoa, Solomon Islands, Tokelau, Tonga, Tuvalu, and Vanuatu. The university also has agreements with more than a dozen international universities and will establish a presence in neighboring New Zealand in 2002. PARBICA has long recognized the lack of qualified recordkeeping professionals in the region and is launching this program to address that need.

Canadian Philatelic Heritage

The National Archives of Canada, in collaboration with Canada Post, has established a new Web site on Canada's postal history and philatelic heritage. In addition to offering an overview of the philatelic collections preserved by the National Archives of Canada, the Canadian Postal Archives site allows visitors to find information about every postage stamp issued by Canada and British North America since 1851. The site includes search engines that are linked to NAC's Philatelic Library's catalogue database, to a database relating to post offices, and to a database on Canadian stamps. The latter provides access to thousands of digitized documents. In addition, several thematic games allow visitors to discover and explore the treasures of Canadian philatelic heritage. Visit the Canadian postal history Web site at www.archives.ca.

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House/Senate Set to Act on NARA/NHPRC Budget

In mid-October, House and Senate leaders sought to finalize a number of pending appropriation bills. At this writing, conferees have been appointed by both the House and Senate to finalize the Treasury, Postal Service, and General Government appropriations bill that will provide the funding for the National Archives and Records Administration (NARA) including the National Historical Publications and Records Commission (NHPRC). Most of the line items for NARA have already been decided, but funding for the NHPRC still appears in limbo.

The House of Representatives recommended a FY 2002 appropriation of \$10 million for the NHPRC, but earmarked \$2.7 million for special projects in Oklahoma and Massachusetts. The Senate pegged the NHPRC appropriation at \$6.463 million, but did not include any earmarks. Hill insiders report that the conferees will probably agree to back out the two House earmarks and will attempt to find funding for these projects elsewhere in the federal budget. We also understand that Senate conferees are poised to support the House's higher number. This would be great news—it means a net increase for the NHPRC of \$1.3 million over last year's totals!

Save America's Treasures Program Provides Opportunity for Archivists

The National Park Service (NPS) and the National Endowment for the Arts (NEA) recently announced \$13.7 million in grants for the Save America's Treasures program. Some 55 projects in 27 states plus the District of Columbia and Puerto Rico were awarded funds ranging from \$50,000 to \$500,000. The grants are administered by the NPS in partnership with the NEA and are used for critically needed repairs and restoration efforts for some of the nation's most threatened historic places, archives, and artifacts.

Selection criteria require that each project funded be of national significance, demonstrate an urgent preservation need, have an educational or otherwise clear public benefit, and demonstrate the likely availability of non-federal matching funds. Because each grant requires non-federal matching funds, the program has stimulated contributions from states, localities, corporations, foundations, and individuals.

Only 20% of the applications came from preservation projects for collections while the balance sought funding for buildings and structures projects. Program managers indicated that they would like to see more collections and artwork project submissions in the next application cycle and would like to raise the relative distribution of preservation funds awarded for archives-related projects.

A stumbling block to increasing the number of applications appears to be the challenge of demonstrating the "national significance" of archival projects; there is no equivalent in the archival world to the National Historic Landmark program or National Register of Historic Places, both of which help provide a framework for assessing the national significance of historic structures and buildings.

The NPS and NEA are working to give next year's applicants more guidance on their applications. Guidelines and applications will be posted in late December at www2.cr.nps.gov/treasures. For advice and assistance relating to archival projects, interested archivists should call NEA's Kim Jefferson (202/682-5516) or Michael McLaughlin (202/682-5457).

White House Continues to Block Release of Reagan Papers

For the third time, the Bush Administration has delayed the release of some 68,000 pages of White House papers from the Reagan Administration. In an August 31, 2001, letter to the National Archives, White House counsel Alberto R. Gonzales stated that yet another delay was required "to review the many constitutional and legal questions raised by potential release of sensitive and confidential Presidential records and to decide upon the proper legal framework and process to employ in reviewing such records on an ongoing basis" (see www.fas.org/sgp/news/2001/09/presrecs.html).

Report Issued on Digital Millennium Copyright Act

The U.S. Copyright Office has issued a 166-page report stating that there is no need to dramatically overhaul the Digital Millennium Copyright Act of 1998. The law was designed to protect copyright holders in the digital age. The report was mandated by Congress as a follow-up to the law that was designed to lay the ground rules for the digital future of intellectual property.

NARA Seeks Comments on Public Citizen Petition

NARA is seeking comments from federal agencies and the public on a petition for rulemaking received from the Public Citizen Litigation Group (Public Citizen) to amend NARA rules concerning the management, scheduling, and preservation of text documents created in electronic form (see www.nara.gov/nara/petition.html). Comments will assist NARA in determining whether a regulatory amendment should be proposed, whether some other action should be taken (e.g., issuance of guidance to Federal agencies in a NARA Bulletin), or whether no changes should be made to NARA's regulations and other issuances. **Comments are due by January 8, 2002.** Comments must be sent to Regulation Comments Desk (NPOL), Room 4100, Policy and Communications Staff, National Archives and Records Administration, 8601 Adelphi Road, College Park, MD 20740-6001. Or contact Nancy Allard, 301/713-7360 ext. 226.

DOE Declassification Inches Forward

According to a news report filed by the Federation of American Scientists, two years ago, Congress enacted an arduous procedure for the re-review of previously declassified documents at the National Archives to ensure that classified nuclear weapons data was not inadvertently released in the process of declassification. The Federation reports that the Department of Energy (DOE) is slowly implementing that supplementary review procedure.



Call for Preconference Workshop Proposals

SAA's 66th Annual Meeting — Birmingham, Alabama

The Education Office of the Society of American Archivists invites proposals for preconference workshops to be held in conjunction with the 66th annual meeting of the Society of American Archivists in Birmingham, Alabama, August 19-25, 2002.

Workshop proposals may be planned with specific groups in mind, or for the broader SAA audience. A complete Preconference Workshop Proposal should include the completed proposal form, accompanied by appropriate supporting materials as indicated on the proposal form.

Preconference Workshop Proposals will be reviewed by the SAA Education Office. For additional information or assistance, please contact the SAA Education Directors, Solveig DeSutter and Patti O'Hara.

SEND ALL PROPOSALS TO:

Solveig DeSutter and Patti O'Hara, Education Directors
Society of American Archivists
527 S. Wells Street, 5th Floor, Chicago, IL 60607
312/922-0140 • fax 312/347-1452 • education@archivists.org

PROPOSALS MUST BE POSTMARKED NO LATER THAN DECEMBER 5, 2001.

2002 SAA PRECONFERENCE WORKSHOP PROPOSAL

Please type. Deadline: Postmarked by December 5, 2001.

Proposed by: _____

Institution: _____

Mailing Address: _____

Phone () _____

Fax () _____

E-mail _____

(continued on next page)

Preconference Workshop Proposal Form (continued from previous page)

1. Workshop Title: _____
2. Proposed Instructor(s) (attach instructor's vita, including teaching experience):

3. If this proposal is submitted on behalf of an SAA group, give name of group:

4. Length of Workshop (1-2 days): _____
5. Workshop Goals Statement (e.g., participants will be given an overview of X):

6. Workshop Objectives (e.g., participants will understand/demonstrate/describe, etc.):

7. Intended Audience, including level of training or experience participants need to take the workshop:

8. General Description of the Workshop (50 words or less):

9. Detailed Outline (please put this in the form of a daily schedule on a separate sheet).
10. Advance readings totaling no more than 75 pages (please list complete citations):

11. Exercises or Case Studies (a brief description):

12. Audiovisual Requirements:

13. Is an honorarium for instructor(s) requested? Yes No



THE SOCIETY of
AMERICAN ARCHIVISTS

FELLOW NOMINATIONS SOUGHT

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

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

The Committee on the Selection of SAA Fellows includes the five most recent past presidents of the Society—H. Thomas Hickerson, Luciana Duranti, Nicholas Burckel, William Maher, and Leon J. Stout. In addition, three additional members—all Fellows—are elected annually by SAA officers and Council during the January Council meeting.

A nomination form follows. **Completed forms must be postmarked by February 28, 2002**, and addressed to the chair:

H. Thomas Hickerson

Cornell University
Information Technology & Special Collections
107 Olin Library
Ithaca, NY 14853
607/255-9965 • fax 607/254-5419
e-mail: hth2@cornell.edu

A nomination submitted in 2001 that did not result in the election of a fellow may be renewed by the nominator(s) by writing to the chair by the deadline. Enhancements or updates may be submitted if desired.

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

DISTINGUISHED SAA FELLOWS

* indicates past president

Bruce Ambacher	J. Frank Cook*	Meyer H. Fishbein	Kristi Kielsing	Dolores C. Renze*
John C. L. Andreassen	Terry Cook	John A. Fleckner*	John M. Kinney	James B. Rhoads*
Howard L. Applegate	Richard J. Cox	James E. Fogerty	Philip D. Lagerquist	Mary Lynn Ritzenthaler
Douglas A. Bakken	John Daly	Michael J. Fox	Charles E. Lee*	Kathleen Roe
Brenda Banks*	Maygene Daniels*	James Richard Fuchs	Richard W. Leopold	Nancy A. Sahli
Roland Baumann	Josephine Harper Darling	Ellen Garrison	Waverly Lowell	Helen W. Samuels
David Bearman	Lewis J. Darter, Jr.	Carolyn L. Geda	Lydia Lucas	Charles R. Schultz
V. Nelle Bellamy	Susan E. Davis	Anne Gilliland-Swetland	Richard H. Lytle	Robert Sink
Lewis J. Bellardo, Jr.	William N. Davis, Jr.	Susan Grigg	Paul H. McCarthy, Jr.	Deborah Skaggs
Karen Benedict	Bruce W. Dearstyne	David B. Gracy II*	Lawrence McCrank	Jane F. Smith
Edmund Berkeley, Jr.	Megan Desnoyers	Larry J. Hackman	William Lewis McDowell, Jr.	Leon J. Stout*
William E. Bigglestone	Anne Polk Diffendal	F. Gerald Ham*	William Maher*	Richard Szary
Francis X. Blouin, Jr.	Charles M. Dollar	Bruce C. Harding	Philip P. Mason*	Hugh A. Taylor*
Frank Boles	Jackie M. Dooley	Edie Hedlin*	Linda M. Matthews	Kenneth Thibodeau
Lynn A. Bonfield	Lawrence Dowler	Margaret L. Hedstrom	Philip Mooney	Anne Van Camp
Maynard J. Brichford*	Kenneth W. Duckett	Linda Henry	Eva Moseley	Victoria Irons Walch
Edwin C. Bridges	Luciana Duranti*	Steven L. Hensen	Archie Motley	Carolyn A. Wallace
Thomas Elton Brown	Sherrod E. East	H. Thomas Hickerson*	James O'Toole	William Wallach
Valerie Gerrard Browne	Terrence Eastwood	Robert W. Hill	Charles G. Palm	Christine Ward
Bruce Bruemmer	Fynnette Eaton	Andrea A. Hinding*	Edward C. Papenfuse	Robert M. Warner*
Mary Lynn McCree Bryan	Linda Edgerly	Peter Hirtle	Ann Pederson	Joan Warnow Blewett
Nicholas C. Burckel*	Elaine Engst	Sue E. Holbert*	Trudy Huskamp Peterson*	Lisa Weber
Frank G. Burke*	Timothy L. Ericson	Richard A. Jacobs	Seymour J. Pomrenze	Edward Weldon*
Richard Cameron	Frank B. Evans*	Mary Janzen	Jean F. Preston	Merle William Wells
Ann Morgan Campbell	Max J. Evans	Randall Jimerson	Mary Jo Pugh	Daniel T. Williams
Paul Chestnut	C. Herbert Finch	H. G. Jones*	Virginia C. Purdy	Dorman H. Winfrey
Agnes C. Conrad	Elsie Freeman Finch	William L. Joyce*	Patrick M. Quinn	Peter Wosh
Paul Conway	Shonnie Finnegan*	Anne R. Kenney*	Leonard Rapport	Elizabeth Yakel



2002 FELLOW NOMINATION FORM

THE SOCIETY OF
AMERICAN ARCHIVISTS

available online at: www.archivists.org/recognition/fellows.html

Nominators must be members of the Society of American Archivists.

Please complete the form below or submit the same information in typed or computer-generated copy.

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

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

Name of Candidate _____ Date of SAA Membership (please confirm with SAA office) _____

Present Institutional Affiliation _____ Position _____

EDUCATION _____ Date _____ Degree/Certificate Received _____
College/University

OTHER TRAINING _____ Date _____ Training Received _____
Institution and Location

PREVIOUS PROFESSIONAL POSITIONS _____ Date _____ Position Title _____
Employing Institutions

HONORS, AWARDS, FELLOWSHIPS _____ Date _____ Honors/Awards Received _____
Organization



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

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

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

-
- Attach a one-page narrative of professional activities showing the nominee to be a distinguished and worthy candidate.
 - In addition, on a separate sheet, list the names and addresses of three persons familiar with nominee's work (need not be SAA members) and willing to submit a letter in support of the nominee. Nominators can attach the letters to their nomination, or can request that those writing on behalf of the nominee send their letters directly to the committee chair. If sent directly, the letters should be post-marked no later than February 28, 2002.

SUBMITTED BY (PLEASE PRINT) _____

SIGNATURE _____

INSTITUTION _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE _____ E-MAIL _____

DATE _____

SEND NOMINATIONS TO:

**H. Thomas Hickerson • Cornell University • Information Technology & Special Collections
107 Olin Library • Ithaca, NY 14853 • 607/255-9965 • fax 607/254-5419 • e-mail: hth2@cornell.edu**

NOMINATION DEADLINE: FEBRUARY 28, 2002



THE SOCIETY of
AMERICAN ARCHIVISTS

2002 AWARDS COMPETITION

The Society of American Archivists announces its 2002 awards competition to recognize achievements of the 2001 calendar year.

Winners will be selected by subcommittees of the SAA Awards Committee, which is co-chaired by Alexandra S. Gressitt and Bill Brock. Awards will be presented next August during SAA's 66th annual meeting in Birmingham.

Brief descriptions of the awards are listed below. An awards nomination form is on page 43. Please visit the SAA Web site (www.archivists.org/recognition/index.html) for full awards criteria and policy, lists of past recipients, as well as a nomination form.

Nominations and requests for additional information should be addressed to the co-chairs:

Alexandra S. Gressitt, Co-Chair
Archives Research Services Director
The Library of Virginia
800 East Broad Street
Richmond, Virginia 23219-8000
804/692-3635
fax 804/692-3556
agressitt@lva.lib.va.us

Bill Brock, Co-Chair
Presbyterian Historical Society
P.O. Box 849
318 Georgia Terrace
Montreat, NC 28757
828/669-7061
fax 828/669-5369
wbrock@history.pcusa.org

The deadline for award nominations is February 28, 2002 (except for the Theodore Calvin Pease Award, that deadline is May 31, 2002). Nominations will not be considered unless all materials, including books and other supporting documentation, are postmarked by that date.

Distinguished Service Award

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

J. Franklin Jameson Archival Advocacy Award

Established in 1989, this award honors an individual, institution, or organization not directly involved in archival work that promotes greater public awareness, appreciation, or support of archival activities or programs. Contributions should have a direct or indirect national impact. Nominations, which must include three letters of support, will remain eligible for two years, and additional supporting documentation may be submitted the second year. This award honors historian J. Franklin Jameson, who labored for over 25 years to establish the United States National Archives.

C.F.W. Coker Award

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

(continued on next page)

Philip M. Hamer-Elizabeth Hamer Kegan Award

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

Theodore Calvin Pease Award

Created in 1987, this award recognizes superior writing achievements by students enrolled in archival administration classes or engaged in formal archival internship programs. Eligible manuscripts must be unpublished, 15-20 pages in length, and conform to stylistic guidelines of the *American Archivist*. Papers examining major trends and issues in archival administration are preferred. The award honors Theodore Calvin Pease, first editor of the *American Archivist*. **The deadline for this award is May 31, 2002.**

Waldo Gifford Leland Award

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

Oliver Wendell Holmes Award

Established in 1979, this award enables overseas archivists already in the United States or Canada for training, to travel to or attend the SAA annual meeting. The award honors SAA Fellow and former president Oliver Wendell Holmes.

Sister M. Claude Lane Award

Created in 1974, this award recognizes individual archivists who have made a significant contribution to the field of religious archives. The award honors Sister M. Claude Lane and is funded by the Society of Southwest Archivists.

Preservation Publication Award

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

Fellows' Posner Prize

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

Harold T. Pinkett Minority Student Award

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

Colonial Dames Scholarship Award

Established in 1974, this award, given in conjunction with the Colonial Dames of America (Chapter III, Washington, D.C.), financially assists two archivists each year to attend the National Archives' Modern Archives Institute. The institute is held twice each year: January/February and June. The award covers up to \$1,200 of the total tuition, travel, and housing expenses at the institute (tuition is \$645). To be eligible, an applicant must be an employee of an archival institution or agency with a fair percentage of its holdings in a period predating 1825; have been employed less than two years as an archivist or archives trainee; and actually be working with archives or manuscripts regardless of title. **A scholarship to the Modern Archives Institute, to be held June 3-14, 2002, is now available. The deadline for application is February 28, 2002. (The deadline for the January/February institute is November 1.)** Resumes accompanied by two letters of recommendation from persons having definite knowledge of the applicant's qualifications should be submitted in triplicate (original and two photocopies) to: Bill Brock, Co-Chair, SAA Awards Committee, Presbyterian Historical Society, P.O. Box 849, 318 Georgia Terrace, Montreat, NC 28757; 828/669-7061; fax 828/669-5369; wbrock@history.pcusa.org.



THE SOCIETY of
AMERICAN ARCHIVISTS



THE SOCIETY of
AMERICAN ARCHIVISTS

2002 AWARDS NOMINATION FORM

NAME OF AWARD _____

Person/Organization to receive award _____

Address _____

City/State/Zip/Country _____

Phone _____

E-mail _____

Person making the nomination _____

Address _____

City/State/Zip _____

Phone _____

E-mail _____

Has nominee been informed of this nomination? Yes No

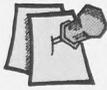
Please answer the following questions about the nominee. Attach additional pages if necessary.

How does the nominee meet the criteria of the award?

What are the outstanding characteristics of the nominee?

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

PLEASE SUBMIT FIVE COPIES OF THIS FORM AND THREE COPIES OF ALL SUPPORTING DOCUMENTS BY FEBRUARY 28, 2002. Nominations for the Theodore Calvin Pease Award must be submitted by May 31, 2002. Send nominations for the Distinguished Service Award, Harold T. Pinkett Minority Student Award, Oliver Wendell Holmes Award, and Theodore Calvin Pease Award to: Bill Brock, Presbyterian Historical Society, P.O. Box 849, 318 Georgia Terrace, Montreat, NC 28757; 828/669-7061; fax 828/669-5369; wbrock@history.pcusa.org. Send nominations for the Philip M. Hamer and Elizabeth Hamer Kegan Award, J. Franklin Jameson Archival Advocacy Award, Sister M. Claude Lane Award, Waldo Gifford Leland Award, C.F.W. Coker Award, and Preservation Publication Award to: Alexandra S. Gressitt, Archives Research Services Director, The Library of Virginia, 800 East Broad Street, Richmond, Virginia 23219-8000; 804/692-3635; fax 804/692-3556; agressitt@lva.lib.va.us.



2002 CALENDAR

March 14-15

SAA continuing education workshop, "Encoded Archival Description," in Tallahassee, FL. Call 312/922-0140 for more information.

March 11-12

"Archival Cataloging as a Component of Description" workshop (#0223) in Chicago. Co-sponsored by SAA and the American College of Surgeons. CEU: 1.5. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

March 11-12

"Copyright: The Archivist and the Law" workshop (#0231) in Tucson, AZ. Co-sponsored by SAA and the University of Arizona Library Special Collections. CEU: 1.1. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

March 14-15

"Encoded Archival Description" workshop (#0230) in Tallahassee, FL. Co-sponsored by SAA and the Florida Center for Library Automation. CEU: 1.5. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

March 16

"EAD Continued ... How to Modify/Change Style Sheets" workshop (#0226) in Tallahassee, FL. Co-Sponsored by SAA and the Florida Center for Library Automation. CEU: .75. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

April 8

"Oral History: From Planning to Preservation" workshop (#0227) at Southern Illinois University in Edwardsville, IL. Co-sponsored by SAA and Lovejoy Library & Information Services. CEU: .75. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

April 11-12

"Archival Cataloging as a Component of Description" workshop (#0224) in New York City. Co-sponsored by SAA and the Metropolitan New York Library Council. CEU: 1.5. For details, visit www.archivists.org/prof-education or contact Solveig DeSutter and Patti O'Hara at 312/922-0140.

May 1

SAA continuing education workshop, "Copyright: the Archivist and the Law," in Hollywood, FL. Call 312/922-0140 for more information.

May 2-4

Midwest Archives Conference 2002 spring meeting in Minneapolis at the Radisson Metrodome. For more information, contact: Craig Wright of the Minnesota Historical Society at 612/296-9961, craig.wright@mnhs.org. Or Brian Williams of the Bentley Historical Library at 734/764-3482, bwms@umich.edu.

May 8-11

36th annual Association for Recorded Sound Collections (ARSC) conference at the University of California, Santa Barbara. Papers and session proposals are now being accepted. Contact: David Seubert seubert@library.ucsb.edu for more information. Association for Recorded Sound Collections, P.O. Box 543, Annapolis, MD 21404-0543; www.arsc-audio.org.

May 16-19

34th annual conference of the American Society of Indexers in Galveston, Texas, at Moody Gardens. Visit www.asindexing.org and click on "annual meetings," or contact Kate Mertes, VP/PE of ASI (snail mail: 118 N. West Street, Alexandria, VA, 22314; e-mail: kmertes@hotmail.com; phone: 703-549-4574).

June 6-8

Association of Canadian Archivists 2002 annual conference in Vancouver, British Columbia. Theme: "Archival Exploration and Innovation." Visit <http://aca.archives.ca>.

June 14

Society of Rocky Mountain Archivists spring meeting at the Lincoln Center in Ft. Collins, Colorado. Theme: "To See Ourselves as Others See Us." Panelists needed. Contact John Newman at jnewman@manta.colostate.edu.

August 19-25

"Archival Roots: Our Foundation and Our Future" is the theme of the 66th annual meeting of the Society of American Archivists in Birmingham, Alabama, at the Sheraton Birmingham Hotel. Visit www.archivists.org/conference/index.html#2002

September 1-6

19th Congress of the International Institute for Conservation at the Baltimore Marriott Waterfront Hotel. Subject: "Works of Art on Paper, Books, Documents and Photographs: Techniques and Conservation." Visit www.iiconservation.org.

October 9-12

Midwest Archives Conference 2002 fall meeting in South Dakota. Program Committee is seeking session proposals and ideas for papers. Contact: Erik Nordberg of the Michigan Technological University at 906/487-3209, copper@mtu.edu. Or Stephen McShane of Indiana University Northwest Library at 219/980-6628 or smcshane@iun.edu.

FUNDING

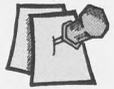
AIP Center for History of Physics

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 funds for travel and subsistence to use the resources of the Center's Niels Bohr Library (near Washington, DC), or to microfilm papers or to tape-record oral history interviews with a copy deposited in the Library. Applicants should name the persons they would interview or papers they would microfilm, or the collections at the Library they need to see; you can consult the online catalog at <http://www.aip.org/history>.

Applicants should either be working toward a graduate degree in the 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, a letter of no more than two pages describing your research project, and a brief budget showing the expenses for which support is requested to: Spencer Weart, Center for History of Physics, American Institute of Physics, One Physics Ellipse, College Park, MD 20740; phone 301/209-3174; fax 301/209-0882; e-mail swewart@aip.org. **Deadlines for receipt of applications are June 30 and December 31 of each year.**

Brown University Research Fellowship Program

The John Nicholas Brown Center is now accepting applications for its Research Fellowship Program. The center supports scholarship (research and writing) in American topics, primarily in the fields of art history, history, literature, and American studies. Preference is given to scholars working with Rhode Island materials or requiring access to New England resources. Open to advanced graduate students, junior or senior faculty, independent scholars, and humanities professionals. We offer office space in the historic Nightingale-Brown House, access to Brown University resources, and a stipend of up to \$2,000 for a term of residence between one and six months during one of our two award cycles each year: January through June; July through December. Housing may be available for visiting scholars. **Application deadlines are: November 1st for residence between January and June; April 15th for residence between July and December.** To request an application, please contact: Joyce M. Botelho, Director, The John Nicholas Brown Center, Box 1880, Brown University, Providence, RI 02912. 401/272-0357; fax 401/272-1930; Joyce_Botelho@Brown.edu.



Carl Albert Congressional Research and Studies Center 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, such as Speaker Carl Albert, Robert S. Kerr, and Fred Harris of Oklahoma, Helen Gahagan Douglas and Jeffery Cohelan of California, and Neil Gallagher of New Jersey. Besides the history of Congress, congressional leadership, national and Oklahoma politics, and election campaigns, the collections also document 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. The center's collections are described on its Web site at <http://www.ou.edu/special/albertctr/archives/> and in the publication titled, *A Guide to the Carl Albert Center Congressional Archives* (Norman, Okla.: The Carl Albert Center, 1995) by Judy Day, et al. The Visiting Scholars Program is open to any applicant. Emphasis is given to those pursuing postdoctoral research in history, political science, and other fields. Graduate students involved in research for publication, thesis, or dissertation are encouraged to apply. Interested undergraduates and lay researchers are also invited to apply. **Applications are accepted at any time.** For more information, please contact: Archivist, Carl Albert Center, 630 Parrington Oval, Room 101, University of Oklahoma, Norman, OK 73019; 405/325-5401; fax 405/325-6419; kosmerick@ou.edu.

CLIR/DLF Fellowship

The Council on Library and Information Resources (CLIR) and the Digital Library Federation (DLF) are pleased to announce a new opportunity for librarians, archivists, information technologists, and scholars to pursue their professional development and research interests as Distinguished Fellows. The program is open to individuals who have achieved a high level of professional distinction in their fields and who are working in areas of interest to CLIR or DLF. For more information, visit www.clir.org. The fellowships are available for periods of between three to twelve months and are ideal for senior professionals with a well-developed personal research agenda. Prospective applicants are encouraged to contact CLIR President Deanna Marcum, 202/939-4750, or DLF Director Dan Greenstein, 202/939-4762.

James J. Hill Library Grant

The James J. Hill Library will award a number of grants of up to \$2,000 to support research in

the James J. Hill, Louis W. Hill, and Reed/Hyde papers. The James J. Hill papers (1856-1916) are an extensive and rich source for studies of transportation, politics, finance, Native American relations, art collecting, philanthropy, urbanization, immigration, and economic development in the Upper Midwest, Pacific Northwest, and Western Canada. The Louis W. Hill Papers (1846-1948) document similar subjects, as well as his involvement in the development of Minnesota's iron mining industry and the development of Glacier National Park and the related tourist industry. **The deadline for applications is November 30th.** For more information, contact W. Thomas White, Curator, James J. Hill Library, 80 W. Fourth Street, St. Paul, MN 55102; 651/265-5441; twhite@jjhill.org.

Mellon Fellowships for Dissertation Research

A new fellowship program is designed to encourage the use of archives, manuscript collections, and other original sources by young scholars; increase their understanding and appreciation of archival work; and provide feedback of potential value to archives for understanding scholars' needs. With funding from The Andrew W. Mellon Foundation, the Council on Library and Information Resources (CLIR) has begun offering Mellon Fellowships for Dissertation Research in the Humanities in Original Sources. In the first year, CLIR will award ten fellowships for use starting between June 1 and September 1, 2002. Applicants must be enrolled in a Ph.D. program in the humanities in a graduate school in the United States, must complete all doctoral degree requirements except dissertation research and writing before the beginning of the fellowship's tenure, and must propose research for the dissertation in original source material in the holdings of one or more institutional repositories such as archives and manuscript collections. **Applications must be postmarked by December 1, 2001, or November 15 if mailed from outside the U.S.** Archives in which fellowship winners propose research will be offered small honoraria to introduce fellows to their institutions, its work, and relevant holdings. Fellows will begin by attending an "archival boot camp" at CLIR headquarters to develop their archival understanding and research strategies, and will report at the end on their research experiences. If the feedback provides insight of use to archivists in general, CLIR will issue a report. For program details and application forms: www.clir.org; 202/939-4750; info@clir.org; CLIR, 1755 Massachusetts Ave., NW, Suite 500, Washington, DC 20036.

New Archival Research Fellowship Program

The Massachusetts Historical Society, Massachusetts Institute of Technology, Northeastern University, Schlesinger Library at the Radcliffe Institute, and WGBH Educational Foundation were awarded \$143,000 over three

years by the National Historical Publications and Records Commission, the funding arm of the U.S. National Archives and Records Administration, to manage a new, non-residential archival research fellowship program. Up to five projects of \$10,000 each in June 2002 and June 2003 will be awarded (pending final funding from the NHPRC) to enable fellows to conduct research and write about a topic of importance to the archival profession. Proposals concerning electronic records will be considered a higher priority than others. In June 2003 and June 2004, fellows will present their findings in Boston at a symposium which will be open to all who are interested in attending and will engage a broad spectrum of individuals from related disciplines in lively discussion. The project was conceived to advance both basic and applied research and to encourage broad participation in the research process, enabling archivists, curators, and information specialists who work full-time under a 12-month contract the flexibility to conduct research. As complex issues may benefit from teamwork, collaborative research projects will also be considered for funding. Candidates for the fellowships will be drawn from practitioners in the archival, manuscript, historical, library, records management, information science, and other information communities as well as from professions in related disciplines. Project funding is to be administered by the Massachusetts Historical Society. Application materials will be available July 1 at www.archivists.org or by contacting Brenda Lawson at the Massachusetts Historical Society, 1154 Boylston Street, Boston, MA, 02215; 617/646-0502; blawson@masshist.org. The project Executive Board consists of Brenda Lawson (Massachusetts Historical Society), Megan Sniffin-Marinoff (MIT), Joan Krizack (Northeastern University), Kathryn Jacob (Schlesinger Library/Radcliffe Institute), and Mary Ide (WGBH).

Peabody Essex Museum

The Peabody Essex Museum of Salem, Massachusetts, is accepting applications for fellowships to support use of its library and museum collections for research and publication on New England history and culture. Fellowships are open to advanced scholars, graduate students, independent scholars, and library and museum professionals. Stipends may be awarded for up to two months, at a rate of \$750 per month. Free housing in a nearby studio apartment may also be available. **Application forms and supporting materials must be received by January 31, 2002, for projects beginning after June 1, 2002.** Applications received by January 31, 2002 will be given first consideration. For information and application forms: Fellowship Committee, Phillips Library, Peabody Essex Museum, East India Square, Salem, MA 01970; 978/745-9500, ext. 3033; www.pem.org/phil_fellowships.html.



Pennsylvania Historical and Museum Commission

The Pennsylvania Historical and Museum Commission invites applications for its 2002-03 Scholars in Residence Program, including applications for collaborative residencies. The program provides support for full-time research and study in the manuscript and artifact collections maintained by any commission facility, including the Pennsylvania State Archives, The State Museum of Pennsylvania, and 26 historic sites and museums around the state. A collaborative residency must be filed jointly by the interested scholar and the host program/facility. Residency programs are open to all conducting research on Pennsylvania history. Residencies are available for four to twelve weeks between May 1, 2002, and April 30, 2003, at the rate of \$1,500 per month. **Deadline for application is January 11, 2002.** For more information and application form: www.pnhc.state.pa.us or call 717/787-3034; lshopes@state.pa.us.

The Pepper Foundation's Visiting Scholars Program

The Claude Pepper Foundation seeks applicants for its visiting scholars program, which provides financial assistance for researchers working at the Claude Pepper Center's archives at Florida State University. The Claude Pepper Library's holdings include papers, photographs, recordings, and memorabilia of the late U.S. Senator/Congressman Claude Pepper and his wife, Mildred Webster Pepper. Pepper served in the U.S. Senate from

1936-1950 and the U.S. House of Representatives from 1962-1989. Topics that can be studied include Social Security, Medicare, elder affairs, age discrimination in the work force, labor issues such as minimum wage/maximum hours, health care reform, National Institutes of Health, civil rights, crime, international affairs, FDR's New Deal and World War II. The visiting scholar's program is open to any applicant pursuing research in any of the areas related to issues addressed by Claude Pepper. **Application deadlines are April 15th and October 15th.** For additional information and an application form, contact: Grants Coordinator, Claude Pepper Center, 636 West Call Street, Tallahassee, FL 32306-1122; 850/644-9309; fax 850/644-9301; mlaughli@mailers.fsu.edu; <http://pepper.cpb.fsu.edu/library>.

Recording Academy Grants

The National Academy of Recording Arts & Sciences, Inc., also known as the Recording Academy, awards grants to organizations and individuals to support efforts that advance:
1) archiving and preservation of the musical and recorded sound heritage of the Americas;
2) research and research implementation projects related to music teaching methodology in early childhood and the impact of music study on early childhood development; and
3) medical and occupational well being of music professionals. Priority is given to projects of national significance that achieve a broad reach and whose final results are accessible to the general public. Grant amounts

generally range from \$10,000-\$20,000. For projects of particularly broad scope or importance applicants may request support in excess of the standard guidelines. The Recording Academy reserves the right to award each grant on a case-by-case basis. Grant requests may span a time period from twelve to twenty-four months. The grant application is available online at <http://www.GRAMMY.com/grantprogram>. Applicants must use the current grant application only.

Reynolds Associates Research Fellowships

The Reynolds Associates in conjunction with the Historical Collections Unit of Lister Hill Library, University of Alabama at Birmingham, are pleased to announce the availability of short-term grants of up to \$1,000 to those engaged in research projects for the 2002 calendar year relating to one or more aspects of the history of the health sciences. Applicants should submit an outline of the proposed project along with an abstract (not to exceed 250 words) stating its general scope and purpose. All proposals must be accompanied by a budget listing travel and other attendant expenses, length of anticipated visit, brief curriculum vitae, and two letters of recommendation (preferably from individuals familiar with the nature of the applicant's research and scholarly interests). **All materials must be submitted by December 31, 2001, to receive consideration.** Awards will be announced by February 28, 2002. Successful applicants will be expected to deposit a copy of the finished, man-

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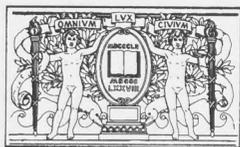
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uscript, thesis, dissertation, or published work with the Historical Collections Unit. The Historical Collections of Lister Hill Library comprise the Alabama Museum of the Health Sciences, the University Archives, and the Reynolds Historical Library. The museum holds equipment, instruments, and objects that represent the history and development of the health sciences. Among its featured holdings are the Nott pathological specimens, nineteen wax anatomical models purchased by Dr. Josiah Nott (1804-1873) and originally brought to Mobile, Alabama in October of 1860. The scope of the collection includes, but is not limited to the fields of medicine, nursing, ophthalmology, dentistry, public health, and allied health. The archives contain over 1,500 linear feet of processed materials relating to the medical school of the University of Alabama, the University of Alabama at Birmingham, the Alabama health science community, and other primary resource materials that include personal papers and an extensive collection of photographs. The Reynolds Library contains historical materials relating to medicine and its allied sciences. The core of this library comprises the 5,000 titles collected by Dr. Lawrence Reynolds (1889-1961) and officially transferred to UAB in 1958. Included in his original library are some 30 incunabula dating from the 14th century and other medical classics. In addition, the Reynolds Library contains an extensive and growing collection in Civil War medicine, significant holdings relating to the famous Ohio Valley physician Daniel Drake (1785-1852), complete transactions for the Southern Surgical Association dating from 1888, and many other valuable research materials. For further information on the collections, prospective applicants are invited to visit the Historical Collections Web site at www.uab.edu/historical/. Send applications to: Katie Oomens, LHL 301, UAB, 1530 Third Ave S., Birmingham, AL 35294-0013.

Rockefeller Archive Center

The Rockefeller Archive Center, a division of The Rockefeller University, makes a limited number of grants to promote and support research in its collections. These grants may be used toward round-trip travel to the Center, for temporary lodging in the area, and related research expenses. The travel and research grants are designed to foster, promote and support research by serious scholars in the collections located at the Rockefeller Archive Center, which include the records of the Rockefeller Family, The Rockefeller University, The Rockefeller Foundation, and other philanthropies and associated individuals. Grants will be made on a competitive basis to applicants from any discipline, usually graduate students or post-doctoral scholars, who are engaged in research that requires use of the collections at the Center. The amount of the grant is based upon the successful applicant's budget for round-trip travel to the Archive Center, temporary lodging while

studying at the Center, and related research expenses. Applicants from the U.S. and Canada may request up to \$2,500. Because of the additional cost of travel, scholars coming from outside the United States and Canada may apply for up to \$3,000. **Applications for the program must be postmarked by November 30th** for awards that will be announced the following March. The funds awarded may be used any time during the next 12 months. Grant recipients are requested to submit a short report on their research at the Center. For more information, contact: Darwin Stapleton, Rockefeller Archive Center, 15 Dayton Avenue, Pocantico Hills, Sleepy Hollow, NY 10591-1598; 914/631-4505; archive@rockvax.rockefeller.edu; or visit www.rockefeller.edu/archive.ctr.

Smith Research Support Awards

The Sophia Smith Collection and the Smith College Archives at Smith College fund three research support programs: the Caroline D. Bain Scholar-in-Residence Fellowship and the Margaret Storrs Grierson Scholars-in-Residence Fellowships, both awarded in annual competitions, and the smaller Margaret Storrs Grierson Travel-to-Collections grants, available throughout the year. The Bain Scholar will receive an award of up to \$2000 intended to support four weeks of research in the Sophia Smith Collection. Grierson Scholars will hold awards of \$2500, intended to support four-to-six weeks of research in either the Sophia Smith Collection or the College Archives. Applications are welcome from faculty members, independent researchers, and graduate students who reside at least 50 miles from Northampton, MA and whose research interests and objectives would be significantly advanced by extended work in the holdings of either the Sophia Smith Collection or the Smith College Archives.

Application cover sheets for the Caroline D. Bain Scholar-in-Residence Fellowship, the Margaret Storrs Grierson Scholars-in-Residence Fellowships and additional application instructions can be found on the SSC web site at www.smith.edu/libraries/ssc, and at the Smith College Archives web site at www.smith.edu/libraries/ca. Successful applicants will demonstrate their projects' high relevance to the unique holdings of the Sophia Smith Collection and/or the Smith College Archives and a significant contribution to historical understanding. **Applications for Bain and Grierson Fellowships must be postmarked on or before January 15, 2002.** Awards will be announced by April 1st. Applicants should address their materials to: Research Support Program, Sophia Smith Collection and Smith College Archives, Smith College, Northampton, MA 01063.

Travel-to-Collections grants are available on an ad hoc basis throughout the year to offset travel expenses of researchers engaged in projects

requiring briefer visits. We also welcome and encourage requests from researchers who would like to survey our holdings as they formulate their research agendas. Applicants for Travel-to-Collections grants should submit a curriculum vita, a letter outlining their research interests and needs, and a proposed budget (not to exceed \$1000). Graduate students should also submit two letters of recommendation that speak to their scholarly experience, ability, and promise.

For further information on the Bain or Grierson Scholar-in-Residence Fellowships, or the Travel-to-Collections funds, contact Kate Weigand, Sophia Smith Collection, Smith College, Northampton, MA 01063. E-mail: Kweigand@email.smith.edu.

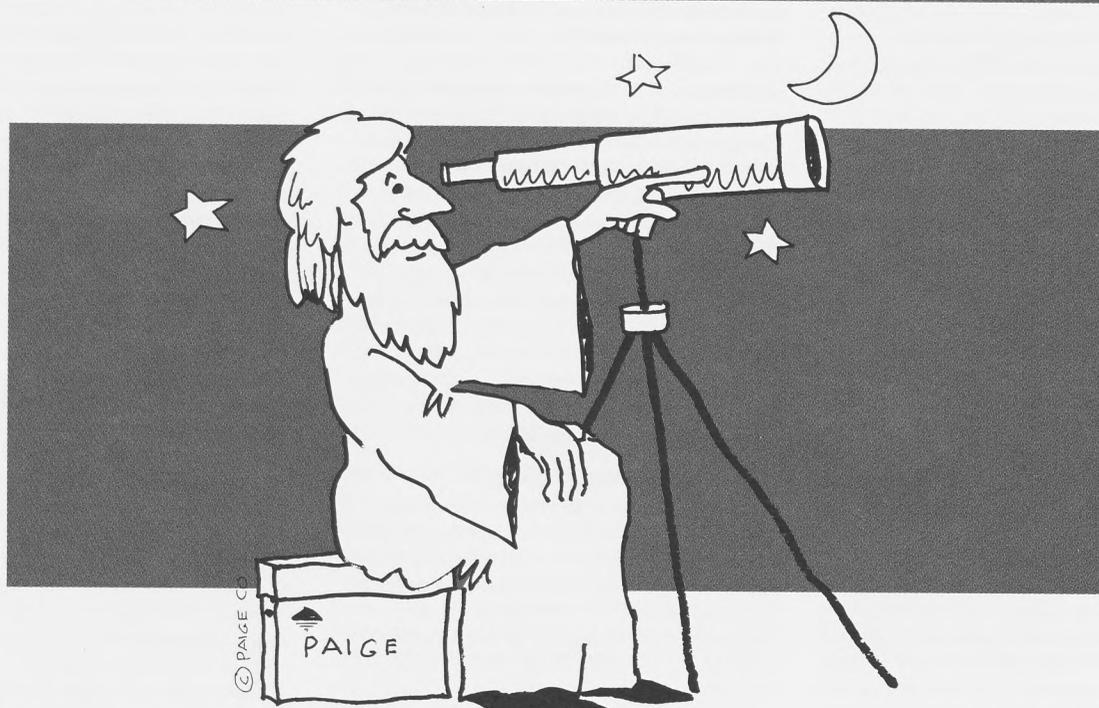
Morris K. Udall Archives Visiting Scholars Program

The University of Arizona Library Special Collections houses the papers of Morris K. Udall, Stewart L. Udall, David K. Udall, Levi Udall and Jesse Udall. The library's holdings also include related papers of noted politicians Lewis Douglas, Henry Ashurst and George Hunt. To encourage faculty, independent researchers, and students to use these materials, the Morris K. Udall Archives Visiting Scholars Program will award up to three \$1,000 research travel grants and four \$250 research assistance grants in the current year. Preference will be given to projects relating to issues addressed by Morris K. Udall and Stewart L. Udall during their long careers of public service on environment, natural resources, Native American policy, conservation, nuclear energy, public policy theory and environmental conflict resolution.

Eligibility: The grants are open to scholars, students, and independent researchers. **Awards:** The \$1,000 research travel grants will be awarded as reimbursement for travel to and lodging expenses in Tucson, Arizona. These grants do not support travel to locations other than Tucson. The \$250 research assistance grants will be awarded to assist local researchers. **Application Procedures:** Applications will be accepted and reviewed throughout the year. Please mail a completed application form with three sets of the following materials: 1) a brief 2-4 page essay describing your research interests and specific goals of your proposed project; and 2) a 2-3 page brief vita. To request an application, contact: John Murphy, University of Arizona Library Special Collections, P.O. Box 210055, Tucson, Arizona 85721-0055, murphyj@u.library.arizona.edu.

U.S. Capitol Historical Society Fellowship

Applications are invited for the 17th year of the United States Capitol Historical Society Fellowship. The fellowship is designed to support research and publication on this history of the art and architecture of the United States Capitol and related buildings. Graduate students and scholars may apply for periods ranging from one month to one year; the stipend is \$1,500 per month. **Applications must be postmarked by March 15, 2002.** For further information, contact: Dr.



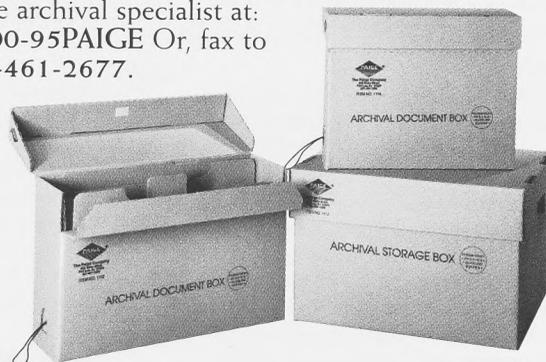
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Announcements are posted weekly on SAA's Web site in the *Online Employment Bulletin* (www.archivists.org/employment) and remain posted for up to two months. As a value added, announcements may also be published in *Archival Outlook* or the print version of the *SAA Employment Bulletin*.

Deadlines for all issues of *Archival Outlook* and *SAA Employment Bulletin* are the 15th of the month preceding publication. 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 diskette, or regular mail.

The *SAA Employment Bulletin* is available to individual members at a cost of \$50 per year only at the time of membership renewal. 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, jobs@archivists.org

It is assumed that all employers comply with Equal-Opportunity/Affirmative-Action regulations.



ADMINISTRATIVE ASSISTANT/ARCHIVIST

Ralston Purina Company
St. Louis, MO

This position will develop and improve archive design and performance as well as archive maintenance (creating new files, logging new documents to the archive, retrieving documents for users, maintaining records of material usage, etc.) Develop skills in the areas of information management and R&D record-keeping. Perform administrative tasks in the Regulatory Affairs Department (including but not limited to scheduling meetings, updating calendars and typing memos, letters and other documents, processing invoices for payment, ordering department supplies, maintaining office equipment such as fax machines, printers, scanners). Initially percentage of time spent developing the archive will be greater than maintaining the archive since the archive has not been designed and implemented. Requires 3+ years of experience in document management. Should be computer literate with MS Word, Excel and Access (or other DBMS such as Oracle) experience. Prefer experience in management of documents in compliance with the requirements of FDA filings. **To apply, contact:** LaKenya Griffin, Ralston Purina Company, 801 Chouteau, St. Louis, MO 63164; 314/982-2987; fax 314/982-3327; lgriffin@purina.com. Job #01-0155.

ARCHIVAL ASSISTANT

National Society Daughters of the American Revolution
Washington, DC

The National Society Daughters of the American Revolution has an immediate opening for an archival assistant in the office of the Historian General. Duties include: sorting, arranging, cataloging, and indexing finding aids for select record groups; performing preliminary conservation measures on acquisitions; assisting in the preparation of exhibits; data and input of development data bases for recording purposes; and works the Archivist-Historian in the development of a computerized cataloging and information retrieval system. One to two years previous archival/collections experience required including demonstrated ability to apply basic archival principles and practices, preferably in a library, or historical society, non-profit setting. Proficient computer skills in the Microsoft Office Suite are required. B.A. in History required. M.A. in History or M.L.S. desired. Salary range is in the low thirties. **Please send cover letter and resume to:** NSDAR, Human Resources, 1776 D Street, NW, Washington, D.C. 20006; fax 202/737-5702; e-mail: resumes@dar.org.

ARCHIVE MANAGER

PGA Tour, Inc.
PGA Tour Productions
St. Augustine, FL

PGA Tour Productions, the TV, film and Video Production company of the PGA Tour, located at the World Golf Village in St. Augustine, FL, has an immediate opening for an Archive Manager. Responsible for the storage, retrieval and management of all audio/visual assets of PGA Tour Productions as well as the daily supervision of



ARCHIVIST/CURATOR

The University of Virginia

The Miller Center of Public Affairs at the University of Virginia seeks an Archivist/Curator of electronic, core reference, print, and manuscript collections for the Scripps Library and Multimedia Archive. The Archivist will oversee the acquisition, manage the preservation, and make available to scholars the multimedia collection on U.S. presidents and White House decision making held by the Miller Center. The Scripps Library and Multimedia Archive lies at the heart of the Center's varied programs in basic historical research and policy studies. Among the Center's core programs are the Presidential Recordings Project, whose scholars transcribe and annotate White House tapes from the presidencies of FDR through Nixon, and the oral history projects for the presidencies from Carter through Clinton. The Archivist must have an interest in history, training in the preservation of digital and analog materials, and knowledge of computer applications in archives. A Master's Degree in library science/archival management or in history with an emphasis in archival administration; or a bachelor's degree with five years' experience in archival management is required. **Please send a letter of application, resume, and three reference letters to:**

Professor Timothy J. Naftali
Chair, Scripps Archivist Search Committee
Miller Center of Public Affairs
2201 Old Ivy Road, P.O. Box 400406
Charlottesville, VA 22904-4406.

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<http://millercenter.virginia.edu>

archive, rights management, traffic coordination, logging, and preservation. Coordinates with our IS and New Media Departments in all content management initiatives. Qualified candidates must have a minimum of five years' experience in video library operations and have a background in the area of digital content management. Must have a focused passion for detail and quality control, a strong work ethic, and be a team player. Strong interest in golf preferred. This position offers a competitive salary and bonus program, full benefit package, and a family membership to the TPC at Sawgrass. **For consideration, please mail or fax your resume to:** PGA Tour Productions, 21 World Golf Place, St. Augustine, FL 32092. Attn. PGATP-AM.



DUKE UNIVERSITY ARCHIVIST

Duke University invites applications and nominations for the position of University Archivist. Duke seeks a person with a vision of what a 21st century university archives should be; a commitment to preserving the university's heritage in both traditional and nontraditional formats, and to fostering that heritage in educational efforts with faculty, students, alumni and community; an appreciation for history and experience in conducting research using historical records; and an ability to plan and implement a program for managing paper and electronic records.

The University Archivist will report to the Vice Provost for Library Affairs (the University Librarian). He or she will supervise a staff in central Archives and also provide oversight for the Medical Center Archives, along with setting policy and direction for the professional schools and other university units. Strong liaison with all parts of the campus, including the Office of Information Technology, is expected. The University Archivist will make recommendations to university officers about a comprehensive records management and preservation program for Duke University.

This position requires at least a master's degree in either history or library and information science, and significant experience in archives administration, with effective management of staff, budget, and records, or an equivalent combination of relevant education and experience. Archival education coursework, a second degree, and certification in records management (CRM) are preferred. Salary commensurate with experience and qualifications.

Nominations or applications should be directed to: **Judith Ruderman, Ph.D., Chair, Search Committee for University Archivist, PO Box 90005, Duke University, Durham, NC 27708.** Applications should include a curriculum vitae and a letter to the committee about background and interest in the position. The Search Committee will begin reviewing applications in October and will continue until the position is filled.

Duke University is an Equal Opportunity/Affirmative Action Employer. The Perkins Library System has a strong commitment to Affirmative Action and is actively seeking to increase the racial and ethnic diversity of its staff.

Duke University

ARCHIVIST

92nd Street Y
New York, NY

The 92nd Street Y, one of NYC's leading cultural centers, seeks a detail-oriented individual to process archival records, supervise staff and manage databases. **Qualifications** include a master's degree or equivalent in archival management, library/information science and/or Jewish history, with course work in archival theory and methodology, and at least three years full-time professional archival work experience (preferably with institutional records). Strong familiarity with archival principles/practices, computer proficiency, mastery of EAD and excellent oral/written communication skills essential. **Send resume with salary history to:** 92nd Street Y, HR Dept MG, 1395 Lexington Ave, New York, NY 10128; fax 212/410-1254; humanresources@92ndsty.org. EOE.

ARCHIVIST

Atlanta-Fulton Public Library System
Atlanta, GA

Range D61: \$58,453 - \$88,848. **Class Code:** 202367 (UNCLASSIFIED). (Applicants will be employed at a salary, within the above range, commensurate with their education and experience.) **Job Summary:** The incumbent in this classification performs professional specialized work of considerable difficulty administering all archival services for the Atlanta-Fulton Public Library Systems Research Library. The incumbent administers and performs professional and technical duties related to preserving archives and manuscripts. **Distinguishing Characteristics:** This is a highly specialized classification that is a part of the professional structure of the Auburn Avenue Research Library. It is a stand alone classification due to its specialization. **Essential Duties:** (This list is a representative sample: position assignments may vary). Manages the Archives Division of the Auburn Avenue Research Library. Assists in purchase and gift acquisitions of monetarily valuable manuscripts and records. Directs the cultivation of potential donors of personal papers, correspondences, diaries, historical documents and artifacts to build a comprehensive archival collection to provide primary source materials for research. Oversees the processing of permanent and historically valuable materials to include accessing, arranging, describing, preserving, classifying, and referencing irreplaceable manuscripts and records. Conducts research activities as directed. Supervises the preparation of finding aids (registered indexes and filing systems). Identifies archival and manuscript sources for preservation and determines the proper storage and restoration of archival materials. Evaluates the relevance of manuscripts an other historical records. Administers a descriptive inventory of historical records and papers in accordance with professionally accepted standards and practices. Evaluates the collection and individual subjects for appropriate formatting applications. Coordinates the collaborative efforts in the use of technology to retrieve archival information. Provides research assistance to scholars and the general public through the development of finding aids and other tools for retrieving information.

Provides technical knowledge of the collection through research guides and one-on-one assistance. Selects and prepares materials for exhibits and publications. Provides written reports of various activities. Makes presentations to community groups and organizations. **Knowledge:** (position requirements at entry): Professional ethics and laws relating to archival management; African cultures and histories; Principles, practices, and procedures of professional librarianship as related to assigned areas. Principles, methods, and practices of archival library management and services, including archival outreach and promotion. Authors, general literature, disseminated works, and privately held papers related to the subject area of archival collection. Collection development needs, methods, and practices related to a public research library. Principles, practices, and methods of researchers and scholars as appropriate; Archival appraisal, presentation and protection. Archival arrangements and descriptions, including program assessment and reference management. Basic document preservation and holdings maintenance practice. **Skills:** (position requirements at entry): Developing and administering a comprehensive archival program. Interpreting various community interest and needs as they relate to providing appropriate library services. Preparing detailed reports and files. Expressing ideas effectively both orally and in writing. Establishing and maintaining effective working relationships with other employees, public officials, professional groups, community organizations, researchers, and scholars. **Qualifications:** (Education and Experience): Bachelor's degree in History, Humanities, Social Science, African American studies, or related field, including additional courses in African American History and culture and training in Archival principles and methods. Five (5) years experience performing archival duties in a library, museum or similar institution, including arranging descriptions and public service. (Master's degree in a related field, such as Library Science is highly desirable.) **Licensing Requirements:** (position requirements at entry): Archival certification is highly desirable. **To Apply:** Resumes will be accepted at the Personnel department, listed below. **Closing Date:** Open. It is the policy of Fulton County that there will be equal opportunity for every citizen, employee and applicant, based upon merit; without regard to race, color, religion, national origin, gender, age, disability or sexual orientation. Fulton County Personnel Department, 141 Pryor Street, SW, Suite 3030, Atlanta, GA 30303; Phone: 404/730-6700; fcrcruiting@co.fulton.ga.us.

ARCHIVIST

Library Associates
New York, NY

Archivist to process, arrange, create finding aids, restore and re-house historical items and enter catalog information into computerized system. Must know MS Word. Contract position in New York City begins in September for one for one year. Regular hours may be set, but full time work is not necessarily required. **To apply:** Fax or e-mail: Hal Brown, fax 310/289-9635, hbrown@libraryassociates.com.



ARCHIVIST

Newberry Library
Chicago, IL

Twenty-month position on two grant-funded projects to survey, arrange, and describe 19th and 20th century social action collections (eight months—funding pending) and additions to the Illinois Central Railroad archives (twelve months). As part of both projects, EAD encoded finding aids will be mounted on the library's Web site. For a full description of the responsibilities of the position, qualifications, and how to apply, see the "About the Newberry" section of the Newberry Library Web site (www.newberry.org).

FULL-TIME ARCHIVIST FOR ADULT, GAY VIDEO PRODUCTION COMPANY

Falcon Family of Companies
San Francisco, CA

Wanted: Full-time Archivist for adult, gay video production company: Falcon Family of Companies, SF, CA. Contact: Brian Chavez, brianc@falconstudios.com. Art history, library science degree or equivalent from ALA-accredited institution. Minimum one year experience preferred. Certified archivist, certified records manager. Full details at: <http://www.falconstudios.com/falcon/employment.html>.

ARCHIVISTS

California State Parks
Sacramento, CA

The California State Department of Parks and Recreation will be contracting for archival processing of collections held in a variety of park locations throughout California in the coming year. Archivists are invited to submit a curriculum vitae and list of professional references for future consideration. **Contact:** California State Parks, 1416 9th St. Room 902, Sacramento, CA 94296, Attn: Victoria Yturralde.

ARCHIVIST/SPECIAL COLLECTIONS LIBRARIAN

I. D. Weeks Library
University of South Dakota
Vermillion, SD

Position: Faculty rank, tenure-track, 12-month appointment, I. D. Weeks Library, University of South Dakota. Seeking an individual who will serve as the Library's Archivist/Special Collections Librarian. Responsible for overall department operations including project management for the archives and continued implementation of EAD. Primary responsibilities are to collect, appraise, organize, and preserve primary source materials and printed items relating to the University of South Dakota and the South Dakota region, including its Western Americana rare book collection; and to provide assistance to researchers using these materials. Develops collection through active outreach to the University Community, potential donors and granting agencies. Provides original cataloging of manuscript and other special collections materials, including subject cataloging of USD theses and dissertations. Participates in reference services, bibliographic instruction, and collection development. Excellence in teaching is expected - both in the classroom and in mentoring students outside the classroom. Supervises

one FTE and student assistants. **Qualifications:** Minimum qualifications include ALA-accredited M.L.S. with a specialization in Archives and Records Management or other formal training in archival theory and practice. Experience in academic archives and special collections.

Experience with bibliographic utilities; ability to perform original cataloging including manuscript cataloging; knowledge of microcomputer applications and database software; familiarity with HTML markup language and knowledge of Encoded Archival Description; ability to work effectively with colleagues and diverse clientele; effective written and oral skills. Additional desirable qualifications include: 1) Practical experience with archives and special collections, USMARC-AMC format, digitization of source material and project management skills; 2) familiarity with records management issues for university archives; 3) A second master's degree in history or another relevant subject field (will be required for tenure and promotion).

Salary: Commensurate with qualifications, salary range in the low to mid 30's. **Application Procedure:** Submit letter of application, resume and the names, addresses, and telephone numbers of three references to: Archivist/Special Collections Librarian Search Committee, I. D. Weeks Library, University of South Dakota, 414 East Clark Street, Vermillion, SD 57069-2390.

Application Deadline: Review of applications will begin October 26, 2001 and will continue until position is filled. The University of South Dakota is an Equal Opportunity/Affirmative Action Employer committed to increasing the diversity of its faculty, staff and administration.

ASSISTANT REFERENCE ARCHIVIST (PART-TIME)

Massachusetts Institute of Technology
Cambridge, MA

The MIT Libraries is seeking an enthusiastic and service-oriented archivist to join the staff of the Institute Archives and Special Collections in developing and providing sophisticated, proactive services to a world-class university community. This position will provide the opportunity for a beginning archivist to contribute her or his skills, talents, and creativity to the vision of service excellence of one of the premier university archives in the country. **Responsibilities:** Assists with reference and outreach activities of the Institute Archives and Special Collections. Assists in maintenance of the reading room and working with researchers on-site. Answers telephone, mail, and electronic mail reference requests. With the Institute Archivist and the Reference Archivist, interprets and advises on the application of Institute Archives access and other records policies. Assists in the development and implementation of public service aspects of the Archives' web site. Working with the Reference Archivist, implements outreach programs for MIT administrators, faculty, staff, students, and other users of the Archives' collections. Supervises interns and student workers. **Qualifications: Required:** ALA-M.L.S./M.L.I.S. or graduate degree in history, with a concentration in archives management; experience with bibliographic and research techniques; ability to communicate clearly in person and in writing, to work systematically and care-

DIRECTOR International Jazz Collections

University of Idaho
Lionel Hampton Center
Moscow, ID

Seeking director to provide leadership and serve as senior administrator in creating, developing, administering and managing a newly established jazz research center for collecting, archiving, and maintaining the U.I. Lionel Hampton International Jazz Collections including archival, media, and object collections of Lionel Hampton, band leader Stan Kenton, noted jazz critic Leonard Feather, Ella Fitzgerald, Dizzy Gillespie, and trombonist Al Grey. Duties include planning, organizing, administering and evaluating research center activities; developing, recommending, managing budgets; writing and preparing reports and grant proposals; fund raising; needs assessment. This two-year, full-time, fiscal-year position has possibility of long-term employment and the possibility of faculty status.

The University of Idaho is a growing, dynamic, research-oriented university committed to an ethnically and culturally diverse community; and is a Carnegie Doctoral/Research-Extensive and public land grant institution exceeding 12,000 students. Visit www.uidaho.edu/hrs/employment/jobs.html for more information.

Required qualifications include: Advanced degree and minimum of five years of administrative experience. Experience: as administrator of a museum, music collection, research center, archive, library, historic site or equivalent; in financial planning and management. Knowledge of: jazz history and jazz artists; audiovisual preservation and copyright issues. Excellent oral and written communication skills. Demonstrated ability to: work both independently and collaboratively; engage in scholarly and professional development activities; work with a diverse population. Evidence of: success in grant writing and development activities; excellent interpersonal skills.

Application deadline is November 7, 2001, or until a suitable candidate is identified. Send detailed letter addressing the above qualifications, a vitae, and names and telephone numbers of three professional references to:

Gary Williams, Chair, Search Committee
Director International Jazz Collections
c/o Administration Building 105
University of Idaho
P.O. Box 443152
Moscow, ID 83844-3152

To enrich education through diversity the University of Idaho is an equal opportunity/affirmative action employer.



LIBRARIAN

Schlesinger Library
Radcliffe Institute for Advanced Study
Cambridge, MA

The Schlesinger Library, Radcliffe Institute for Advanced Study, seeks a librarian to oversee the management of its programs. The library is on the forefront of collecting on the history of women in America. Its holdings of books, manuscripts, periodicals, photographs, ephemera, oral histories, and audiovisual materials document the social history of women in the United States, primarily during the 19th and 20th centuries.

Duties: Reporting to the Director of the Schlesinger Library, the Librarian has primary responsibility for daily administration, including reference, technical services, acquisitions, preservation, and outreach; budget and human resources management; and implementation of information technologies. The Librarian assists in giving intellectual and programmatic leadership to the library; in defining collection policies; and in strategic planning. The Librarian represents the library within the professional library community regionally, nationally and at Harvard.

Qualifications: Substantial responsibility in exercising leadership in a research library including special collections. Demonstrated understanding of role of academic research libraries, and extensive knowledge of technology. Ability to work collaboratively. Outstanding interpersonal and communication skills. Strong budget management and grant writing skills. Graduate library degree from an ALA-accredited institution, or equivalent combination of education and experience required with advanced degree in American history, women's history, or women's studies preferred. Grade 60, salary appropriate to experience.

Closing date for applications:
December 1, 2001.

Send letter of application addressing position qualifications, resume, and three references to:

Elizabeth Kaltofen
Schlesinger Library
Radcliffe Institute for Advanced Study
10 Garden Street
Cambridge, MA 02138

or apply online at:
http://jobs.harvard.edu/jobs/search_req.

fully, and to respect confidentiality of records; ability to communicate effectively in groups and with faculty, students, administrators, and peers; ability to exercise independent judgment and participate positively and constructively in staff group endeavors; work experience with automated bibliographic systems and MARC format; knowledge of development, implementation, and maintenance of Web sites; physical stamina for lifting 40 lb. boxes. **Desirable:** Related professional or pre-professional work experience; experience with or knowledge of Dreamweaver and Filemaker; experience with or knowledge of EAD; some knowledge of history of higher education, the sciences, and/or technology. **Hiring Salary:** \$18,000 minimum. Actual salary will depend on experience. Review of resumes will begin immediately. Send cover letter, resume, and names and addresses of three current references to: Search Committee for Assistant Reference Archivist (SAA), MIT Libraries, Room 14S-324, 77 Massachusetts Ave., Cambridge, Massachusetts 02139-4307. (Faxed applications accepted at 617/253-0583.) MIT offers excellent benefits a choice of health plans, a dental plan, retirement plan, tuition assistance, and a relocation allowance. The MIT Libraries affords a flexible and collegial working environment and fosters professional growth of its staff with management training and travel funding for professional meetings. MIT is strongly and actively committed to diversity within its community and particularly encourages applications from qualified women and ethnic minority candidates.

ASSOCIATE ARCHIVIST AND ASSISTANT MANAGER

CIGNA Corporation, Bloomfield, CT

Wanted... your exceptional talents as an archivist, coupled with your two years supervisory experience. Are you ready for the next step? Have you been thinking about making a change? Would you like to work for an insurance leader where the sky is the limit and the opportunities are what you make them? If this sounds like you, and you have an M.L.S., M.I.S., or Master's in history or other research-oriented field with course work in archival management and theory, plus the following qualifications: five years archives experience (preferably in a business or institutional setting); excellent interpersonal and written and verbal communication skills; then visit our web site at www.jobs@cigna.com for more information (key word 15202HS) and apply for this exciting opportunity. Or, you may e-mail us directly at: lisa.sorel@cigna.com.

AUDIO PRESERVATIONIST

*Louis Armstrong House and Archives
Queens College
Flushing, NY*

The Louis Armstrong House and Archives seeks an audio preservationist who has (1) familiarity with traditional jazz repertoire; (2) a degree or formal training in audio engineering; (3) active membership in professional societies such as AES or ARSC; (4) professional experience with Sound Forge XP 4.5; (5) previous experience with Microsoft Access. **Scope of Work:** The Louis Armstrong Archives holds hundreds of rare or unique recordings, many of which were

made by Armstrong on his home audio equipment. The Audio Preservationist is responsible for the copying and cataloging of recordings in the collections of the Louis Armstrong Archives. **Duties:** (1) Conduct preservation copying of reel-to-reel tapes, acetate discs, transcription discs, and other such recordings in the collections of the Louis Armstrong Archive following accepted archival practice; tasks include but are not limited to repairing splices, filtering noise, checking pitch, and recording preservation copies on 10-inch reels; (2) identify unlabeled spoken word and musical recordings; (3) create service copies of recordings in the Armstrong Archives on CDR, analog cassette, or other appropriate medium; (4) create wave files to be compressed into MP3 files; (5) work with the Curator of the Armstrong Archives to ensure complete and accurate cataloging of sound recordings; (6) identify materials following established procedures of the Armstrong Archives; (7) supervise student assistants, volunteers, or other personnel to assist with preservation copying and cataloging; (8) recommend the purchase of additional audio equipment; (9) compose and process bid requests, purchase orders, payment requests or other paperwork required to acquire equipment; (10) advise the Curator on audio preservation policies and procedures; and (11) other duties as assigned. **Qualifications:** (1) high school diploma; (2) at least two years of experience in the preservation of analog recordings; (3) previous experience working with analog reel-to-reel tape, acetate discs, CDRs, and wave files; (4) ability to lift and move at least twenty-five pounds; (5) good interpersonal skills; and (6) three letters of recommendation. This can be a part-time position (20 hours per week), or a full-time position (35 hours per week) for the duration of the preservation project. Based on a 35 hour work week, the project is expected to last for two years. Salary is \$35,500 per year (35 hours per week) or \$19.50 per hour (20 hours per week) plus benefits. **To apply:** Send c.v. and three letters of recommendation to: Peggy Schein, Louis Armstrong House and Archives, Queens College, 65-30 Kissena Boulevard, Flushing, NY, 11367. **All materials must be received by 5 p.m. on December 1, 2001.** The Research Foundation of the City University of New York is an equal opportunity/affirmative action/Americans with Disabilities Act employer.

DIRECTOR OF ARCHIVES

*George Meany Memorial Archives
Silver Spring, MD*

The George Meany Memorial Archives of the National Labor College seeks a Director of Archives with faculty status. The Director of Archives will manage and supervise the archives and its staff of four archivists and three support staff. Applicants must have a Master's degree with at least five years of post-MA professional experience, and should be a specialist in labor history. A Ph.D. in history or a related subject with a record of scholarship is preferred. The candidate must have significant historical or labor-related archival experience. To obtain a complete copy of the announcement and/or to apply, please fax Janet Yarmola at 301/434-0371.



DIRECTOR OF COLLECTION MANAGEMENT AND FILM PRESERVATION

Corbis

Butler County, PA

Purpose: This position is responsible for planning and managing the storage, access, and preservation of Corbis' worldwide analog image assets. These assets include both wholly owned images and images which Corbis maintains for its photographers. Additionally, the position works out of, and is responsible for managing Corbis' Film Preservation Facility in Pennsylvania.

Responsibilities: Worldwide Collection Management: Work with the leaders in the company to make sound business and financial decisions about storage, access, and preservation initiatives. Ensure the long-term preservation of the company's valuable analog image collections by developing programs (including weeding programs), storage environments, and appropriate handling procedures to meet this end. Establish and ensure adherence to access, storage, shipping, receiving, and handling policies and procedures for Corbis' worldwide analog image assets.

Working with Corbis research leaders, develop and maintain subject and accession files. Develop and maintain subject topics. Coordinate and track all worldwide activity within the collections, such as receiving and storing new collections, and returning collections to sources. **Film Preservation Facility:** Manage the day-to-day activities of Corbis' Film Preservation Facility, including all staff management. Perform all the services provided by the Facility in agreed upon timeframes and costs. Manage any necessary vendor relations associated with such services. Responsible for complete management of employees of the Film Preservation Facility. This includes recruiting, hiring, goal setting, disciplining, and completing performance reviews. Integrate new analog image acquisitions in a logical and effective manner. Create and manage annual budget to cost effectively achieve the goals of the Facility and Collection Management activities. Set annual goals for worldwide Collection Management activity.

Contacts: This position will have frequent contact with directors, managers and employees of other Corbis departments and locations. Outside contacts include archivist experts and various facility and service vendors. **Required Qualifications:** Experience managing a highly utilized photo library or archive. Ability to travel frequently to other Corbis offices. Experience managing employees. Ability to effectively communicate, verbally and in written form. Ability to work independently within a broad set of directives, and to set and achieve goals. Experience in and knowledge about film preservation. Experience using business computer applications (e.g. Word, Excel, etc.) **Recommended Qualifications:** Experience with digital imaging. Experience managing vendors providing traditional photographic duplication. Please submit your resume to Teia Bartz Via e-mail at teiab@corbis.com if you are interested. Thank you

HEAD, ARCHIVES AND HISTORY

University of Mississippi Medical Center
Jackson, MS

Assistant or associate professor to organize and manage the recently established Division of Archives and History, Rowland Medical Library, University of Mississippi Medical Center. Responsibilities include development, planning and supervision of the division's operations; acquisitions, processing, cataloging and preservation of rare, special collections and archival materials; creation and maintenance of computer bibliographic database using the Horizon integrated library system; organization and management of reference, research and outreach services; establishment of a donor program; preparation of exhibits; training division staff; formulation and implementation of division policies; and coordination of photographic and reproduction services. Supervises one full-time library technician position. Reports to the library director. **Qualifications:** ALA-accredited M.L.S. or equivalent master's degree in a relevant field and six years library/archives experience of which three must be in the area of archival, manuscript or records management in a corporate or institutional setting; formal archival training; supervisory experience. Additional advanced degree and membership in the Academy of Health Information professionals or the Academy of Certified Archivists preferred. Priority consideration will be given to applicants with knowledge of the history of the health sciences and its related sources, experience in preservation and processing, training in rare book librarianship, donor relations, as well as skills in excellent oral/written communications, good interpersonal relations and online searching of relevant computer and Internet sources. Salary and faculty rank will be determined based on qualifications and experience from a minimum of \$55,000. The Rowland Medical Library serves the schools of medicine, dentistry, nursing and health related professions as well as University Hospitals and Clinics and other affiliated health care and research programs. The archives contain limited sources of unprocessed institutional records, manuscript collections, photographic materials and health sciences historical monographs. Send letter of application, curriculum vita, names, addresses, telephone numbers of three references to: Ada M. Seltzer, Professor and Chair, Academic Information Services, Director, Rowland Medical Library, University of Mississippi Medical Center, 2500 N. State St., Jackson, MS 39216-4505. Applications will be accepted until the position is filled. EOE, M/F/D/V.

INFORMATION ANALYST/LIBRARY SERVICES

Educational Testing Service
Princeton, NJ

Educational Testing Service (ETS) is the nation's leading educational assessment organization and a leader in educational research. We develop and administer achievement, occupational, and admission tests for clients in education, government, and business. We are committed to continued personal growth for our employees. You will analyze, interpret, abstract, catalog, and index books, documents, journal articles,

and/or tests for the Library, Test Collection, or Archives. Assist in the development of a bibliographic, computerized database for storage and retrieval of publications. Prepare abstracts or annotations of technical books, documents, journal articles, and/or tests by reading, analyzing, interpreting, and synthesizing the content. Provide library and archives reference services for educators, researchers, policy makers, and lay audiences in the areas of testing, measurement, evaluation, and educational psychology. Conduct computerized literature searches, attend professional meetings, technical workshops and exhibits to assist the Information Specialist in increasing public awareness of the group's products and services. Process archival collections, and develop guides and inventories to collections. Execute microfiche sales, invoicing, and inventory replacement. Execute microfilming projects. Assist in effort to develop relationships with internal ETS customers or clients. Master's degree in Library, or Information Science, with the ability to read and comprehend technical literature required for this excellent opportunity to gain valuable experience in this challenging field. Must be able to write clearly and concisely, in order to prepare abstracts of technical literature. Must possess excellent interpersonal skills to interact with a variety of ETS staff, external libraries, and ERIC users, to answer questions on services offered and to assist in workshops and exhibits. Knowledge of education and psychological terminology required. Experience with databases required in efforts to generate reports, monitor technical adequacy and make suggestions for enhanced performance. Must be able to lift 40 pounds. Outstanding benefits, 37.5 hr week, competitive salary, 3 weeks vacation, 2 retirement plans, very generous tuition plan. Please send your resume with salary requirements by e-mail to JNangeroni@ets.org, or fax to JN at 609/497-6022 or mail to: ETS, MS 02-D, Rosedale Rd., Princeton, NJ 08541, Attn: Mike Smith. EEO/AA Employer M/F/V/H. www.ets.org.

LIBRARY MANAGER

Atlanta-Fulton Public Library System
Atlanta, GA

Range C62: \$63,965 - \$97,226. **Class Code:** 202358. **Job Summary:** Incumbents in this class are responsible for the development of strategic plans for library services, including the approval of branch and department library budgets. May have system-wide responsibilities. **Distinguishing Characteristics:** The Library Manager is distinguished from the Librarian, Principal by its responsibility for managing multiple departments or by having system-wide responsibilities. **Essential Duties:** (This list is a representative sample: position assignments may vary). Defines services that are to be provided in libraries and develops strategic plans for multiple departments. Supervises Librarians. Recommends new hires, terminations, and disciplinary actions. Designs and approves work standards and schedules and evaluates performance. Plans, designs and conducts workshops and training for staff development. Develops policies and procedures for training programs and oversees the development of training material. May recommend system-



wide policies and procedures. Develops and maintains program budgets and allocates budget resources among multiple library collections, programs or branches. Establishes funding for library programs through grant writing and/or direct solicitation. Administrative liaison to system-wide committees and task forces. Establishes marketing plan for library services. Establishes and maintains partnerships with community groups. **Knowledge:** (position requirements at entry): Knowledge of: Library system organization; Library system policies and procedures. **Skills:** (position requirements at entry): Skills in: Developing long-range strategic plans; Allocating resources; Marketing; Supervision; Development of goals and objectives; Development and management of budgets; Providing leadership to a diverse staff; Use of statistical methods in development of reports; Technical problem solving; Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc., sufficient to exchange or convey information and to receive work direction. **Experience and Training:** (position requirements at entry): Master's degree from an accredited college or university in Library Science and four (4) years experience as a branch manager or manager of a library support service. **Licensing Requirements:** (position requirements at entry): Positions require: Georgia State Librarian certification. **Examination:** The examination will consist of a review of education and experience, accomplished by analysis of the application. Application must document that the applicant possesses the minimum knowledge, skills, education and experience as listed above. If selected, an official college transcript is required, plus verification of above license. **To Apply:** Completed applications will be accepted at the Personnel Department, listed below, until the needs of the service are filled. It is the policy of Fulton County that there will be equal opportunity for every citizen, employee and applicant, based upon merit; without regard to race, color, religion, national origin, gender, age, disability or sexual orientation. Fulton County Personnel Department, 141 Pryor Street, SW, Suite 3030, Atlanta, GA 30303, Phone: 404/730-6700, fcrecruiting@co.fulton.ga.us.

PHOTOGRAPHIC ARCHIVIST

Peabody Museum of Archaeology and Ethnology
Harvard University
Cambridge, MA

The Peabody Museum of Archaeology and Ethnology seeks an experienced professional to plan and implement a program which organizes, documents, preserves, and provides access to the museum's extensive photographic collection including negatives, transparencies, slides, prints, lantern slides, glass plate negatives, and film footage. In conjunction with the Director for Collections, the archivist will set and implement priorities and formulate collection policies. Duties include providing information and access to the collection to campus researchers and students and visiting researchers, responding to written requests for information, promoting research use of the collection, developing

grant proposals, cataloguing new accessions and supervising staff, interns and volunteers. The archivist will manage a multi-year project cataloguing the entire collection into a collections management database and producing digital images of the entire archive. The position requires formal training in photographic archives management and background in anthropology, with an M.A. in anthropology preferred; three to five years experience in a museum or anthropology-based photographic archive or the equivalent; knowledge of museum and archive accessioning and cataloging procedures, especially using electronic methods; significant experience with collections management databases including use in retroactive electronic cataloging, and proven ability to manage the design and implementation of a retroactive cataloguing project; familiarity with digital imaging, including but not limited to scanning methods, watermarking, and other means of intellectual property control, quality assessment, file formats and archival procedures for digital images; knowledge of copyright laws and practice; excellent organizational skills; grant writing experience; experience with sensitive issues of cultural patrimony and intellectual property. **Please send cover letter, resume, and the names of three references to:** Photo Archivist Search, Peabody Museum of Archaeology and Ethnology, 11 Divinity Avenue, Cambridge, MA 02138.

PROJECT ARCHIVIST

Lee College
Baytown, TX

In conjunction with a 2-year IMLS National Leadership Grant, the archivist/cataloger will be responsible for sorting, selecting/organizing the Humble/Exxon collection, in preparation for digitizing and creation of a Web-based database. Will perform automated (MARC format) original cataloging or archives materials for inclusion in the Web-based Innovative Interfaces Inc. catalog. Must hold a bachelor's degree with experience in archives and/or cataloging. A master's degree is preferred. Possible degrees include M.L.S. degree, master's in Archival or Museum Studies, Information Science, Preservation and Conservation. Must have knowledge in the issues and standards related to metadata, cataloging, and information retrieval. Knowledge of cataloging principles and preservation techniques. Ability to work with diverse groups to meet grant objectives and deadlines. Full-time, administrative support staff position funded by a 2-year federal grant. The starting salary range will be \$33,494 to \$35,569 depending upon credentials and experience. Submit a cover letter, resume, copies of all college work completed (official required upon employment) and contact information on three professional references to: Lee College, Personnel Office, P.O. Box 818, Baytown, TX 77522-0818.

RECORDS MANAGEMENT COORDINATOR ASSISTANT

National Older Worker Career Center
Lakewood, CO

The Senior Environmental Employment Program offers a unique opportunity for individuals age 55 and over to apply for positions at the US

Environmental Protection Agency through a grant sponsored by the National Older Worker Career Center. No fees are involved. Benefits include vacation, sick, holiday leave pay and health insurance. **MUST BE AGE 55 OR OVER TO APPLY.** Visit www.nowcc.org to view other openings. **Position ID:** CO455; **Hourly Wage:** \$7.87; **Hours/Week:** 40. **Qualifications:** High School Graduate or a minimum of one year experience in a records center, law firm, government office or equivalent setting. Should have experience with electronic record keeping systems or aptitude with computer applications. Experience with IBM compatible computer hardware, Windows, Word Perfect, Typewriter, Fax and Copier. **Duties:** Provide assistance to the NEIC Records Management Coordinator by issuing/tracking accountable documents, file check-in and retrievals, Files Management System (FMS) data entry, Regional Records Center transfers and general Records Center organization and maintenance. Other duties as assigned including answering phones, xeroxing, faxing, mailing, etc. NOWCC Western Field Office, 12136 West Bayaud Ave., Suite 130, Lakewood, CO 80228; 303/238-0022; fax 303/238-2542.

RESEARCH LIBRARY ADMINISTRATOR

Atlanta-Fulton Public Library System
Atlanta, GA

Range C62: \$63,965 - \$97,226. **Class Code:** 202633. **Job Summary:** Incumbents in this class perform interpretive duties related to the administration of the Auburn Avenue Research Library, a special archival and research facility of the Atlanta-Fulton Public Library. Responsibilities include, but are not limited to the following: development of special collections, coordinating services, attracting collections, fund raising, maintaining an active involvement in professional affiliations, performing marketing, and coordinating programs with the Director of Libraries. **Distinguishing Characteristics:** This is a stand alone classification within the library system. The Research Library Administrator is distinguished from other classifications within the job series by its responsibility for the management of the Auburn Avenue Research Library. **Essential Duties:** (This list is a representative sample: position assignments may vary). Develops a national presence among the general population through visionary use of all pertinent resources; establishes viable relationships to build a positive image in keeping with the mission of the Auburn Avenue Research Library. Obtains and administers grants. Administers budgeted resources appropriately. Establishes standards for performance against a budget. Develops a marketing plan for Auburn Avenue Research Library and establishes viable relationships with the community (local, national and international). Recommends internal and external services to be provided and schedules of hours of operation for activities. Initiates, develops, and coordinates collaborative projects with other agencies, organizations, and institutions in the community in an active and affirmative manner. Communicates and collaborates with the Library Systems Director to develop and implement policies and procedures. Directs, designs and coordinates specialized, meritorious



research projects. Develops museum activities and collections to achieve the special research library mission. Directs and promotes high standards of preservation/conservation practices. Attends and maintains active involvement in professional organizations and affiliations. Establishes contacts for securing collections. Hires, supervises, plans and evaluates the work of subordinate employees, including recommending disciplinary actions. **Knowledge:** (position requirements at entry): Knowledge of: Black history and culture; Specialized development principles and practices related to libraries and museums; Development and implementation of library long-range plans; Financial management; Library system policies and procedures; Library information systems and ability to manage technology systems administration. **Skills:** (position requirements at entry): Skills in: Technical writing and problem solving; Marketing; Management; Fund raising; Development and management of budgets; Development of goals and objectives; Development and implementation of long-range plans; Solicitation of community donations of special materials; Development of effective working relationships with people of diverse backgrounds; Communication skills as applied to interaction with coworkers, supervisors, the general public. **Training and Experience:** (position requirements at entry): Completion of course work equivalent to the academic requirements of a Bachelors Degree in African American History, American History or closely related field and (6) six years of progressive experience in planning, budgeting, grants procurement, implementation and evaluation of public services and (2) two years experience supervising professional and non-professional employees; or any equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above. **Licensing Requirements:** (position requirements at entry): Positions require: None required. **Examination:** The examination will consist of a review of education and experience, accomplished by analysis of the application. Application must document that the applicant possesses the minimum knowledge, skills, education and experience as listed above. If selected, an official college transcript is required. **To Apply:** Completed applications will be accepted at the Personnel Department, listed below, until the needs of the service are filled. It is the policy of Fulton County that there will be equal opportunity for every citizen, employee and applicant, based upon merit; without regard to race, color, religion, national origin, gender, age, disability or sexual orientation. Fulton County Personnel Department, 141 Pryor Street, SW, Suite 3030, Atlanta, GA 30303; Phone: 404/730-6700; fcrcruiting@co.fulton.ga.us.

SPECIAL COLLECTIONS-ARCHIVIST

*College of Staten Island/CUNY
Staten Island, NY*

The Department of the Library of the College of Staten Island of the City University of New York seeks candidates for an anticipated tenure-track position as Special Collections/Archivist at the rank of Assistant or Associate Professor.

Required: ALA-accredited M.L.S. and a second graduate degree. Proficiency in electronic records and background in New York history or politics preferred. Responsibilities include developing, implementing, and maintaining the College's archives and special collections, with emphasis on Staten Island politics, history, and culture; establishing collections policy and actively building holdings related to Staten Island since the mid-20th century; and limited reference desk service. The successful candidate will be expected to perform department and college service and engage in an active and productive research agenda. **Salary range:** Assistant Professor, \$42,162 - \$57,049; Associate Professor, \$46,094 - \$68,174, commensurate with qualifications. **Review of applications will begin on November 1, 2001 and continue until the position is filled.** Send letter of application, a curriculum vitae, and the names, address, and telephone numbers of at least three references to: Chair, Special Collections-Archivist Search Committee, Department of the Library, Room 1L-106, College of Staten Island/CUNY, 2800 Victory Blvd., Staten Island, NY 10314. EEO/AA/ADA employer.

UNIVERSITY ARCHIVIST

*University of Southern Mississippi
Hattiesburg, MS*

The University of Southern Mississippi seeks an experienced archivist to lead its historical manuscripts and university archives program, which focuses on the Civil Rights Movement, timber and railroad industries in Mississippi, university records, and other materials associated with Mississippi's history and culture. Oversees acquisition, arrangement and description, and records retention. Provides reference service and collaborates on digital projects. Supervises one paraprofessional. Salary is based on credentials. Tenure track 12-month faculty position. Start date is January 2002. Review of applications will continue until the position is filled. For more information, see: <http://www.lib.usm.edu/~spcol/archivist.htm>. Send letter of application, resume, and the names, addresses, phone numbers, and e-mail addresses of three current professional references to: Dr. P. Toby Graham, Head of Special Collections, McCain Library and Archives, University of Southern Mississippi, Box 5148, Hattiesburg, MS 39406-5148. AA/EOE/ADA. <http://www.lib.usm.edu/~spcol>.

UNIVERSITY ARCHIVIST AND DIRECTOR OF RECORDS MANAGEMENT

*Appalachian State University
Boone, NC*

Appalachian State University, one of the sixteen constituent institutions of the University of North Carolina system, seeks candidates for the position of University Archivist and Director of Records Management. The University Archivist oversees a user-oriented archives, is responsible for the state-mandated records management program, for building archival collections, and for teaching archives-related courses in the Public History Program. The University Archivist supervises two staff members and student assistants. The University Archivist will play an important role in the design of the archives

facility in Appalachian's new library building (groundbreaking expected in 2003).

Qualifications: An ALA-accredited M.L.S., or graduate degree in history or other relevant discipline which includes archival training; doctorate preferred; significant archival experience preferably in an academic setting; excellent written, verbal, and interpersonal communication skills; demonstrated ability to work productively with faculty, staff, and students; technological and web expertise, including the archiving of electronic records, and knowledge of computer applications in archives and of EAD and other forms of archival coding. Experience in supervising staff, student assistants, and interns is preferred, as is experience in teaching and with donor relations. Training for or experience in working in a multicultural environment is desirable. The Library strongly encourages applications from members of ethnic and racial groups representative of Appalachian's student minorities, principally African Americans, Hispanic Americans, Native Americans and Asian Americans. This position is a twelve month administrative position reporting to the University Librarian. The University Archivist and Director of Records Management holds faculty rank and is eligible for tenure in the Library. Appointment at rank of Assistant Professor or above requires a second advanced degree. Compensation is commensurate with qualifications and experience. A standard benefits package is available. Position is available on July 1, 2002. Send letter of application; curriculum vitae; and the names, addresses, telephone numbers, and e-mail addresses of three references to: Dr. Mary Reichel, University Librarian, c/o University Archivist Search Committee, Appalachian State University, Carol Grotnes Belk Library, P.O. Box 32026, Boone, NC 28608-2026; reichelml@appstate.edu. **Completed applications must be received by 5:00 p.m., December 19, 2001.** Appalachian State University is an affirmative action equal opportunity employer, and is strongly committed to hiring women and minorities.

UNIVERSITY ARCHIVIST AND HEAD OF SPECIAL COLLECTIONS

*H.M. Briggs Library
South Dakota State University
Brookings, SD*

South Dakota State University seeks an archivist to administer, develop and promote its archival and rare book collections, housed within the library. For the full list of requirements and desired qualifications see announcement: <http://lib.sdstate.edu/Lib04/ArchivistJobDesc.html>. **Salary:** Minimum \$35,000. Twelve-month contract. Competitive benefits package. Review of applications will begin on November 1 and continue until filled. Send letter of application with resume, transcripts and names, addresses and telephone numbers of three professional references to: Ms. Carlene Aro, Chair, University Archivist Search Committee, Box 2115, South Dakota State University, Brookings, SD 57007-1098; 605/688-5106; fax 605/688-6133; e-mail: Carlene_Aro@sdstate.edu (inquiries only). SDSU is an AA/EEO employer and encourages applications from women and minorities. ADA accommodations: 605-688-4504/TTY 605-688-4394.



society of american archivists

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It is an eerie irony that virtually the only thing that has survived the mass destruction of the World Trade Center is paper—much of it singed and dusty, but intact nonetheless. SAA PRESIDENT STEVEN HENSEN

Front Cover: A soldier stands guard near the west side entrance of the World Trade Center in New York City on September 12, 2001, one day after the twin towers were attacked and destroyed by terrorists. **Back Cover:** Debris from the collapse of the World Trade Center covers an outdoor café near the twin towers. (Photos by Spencer Platt/Getty Images)