

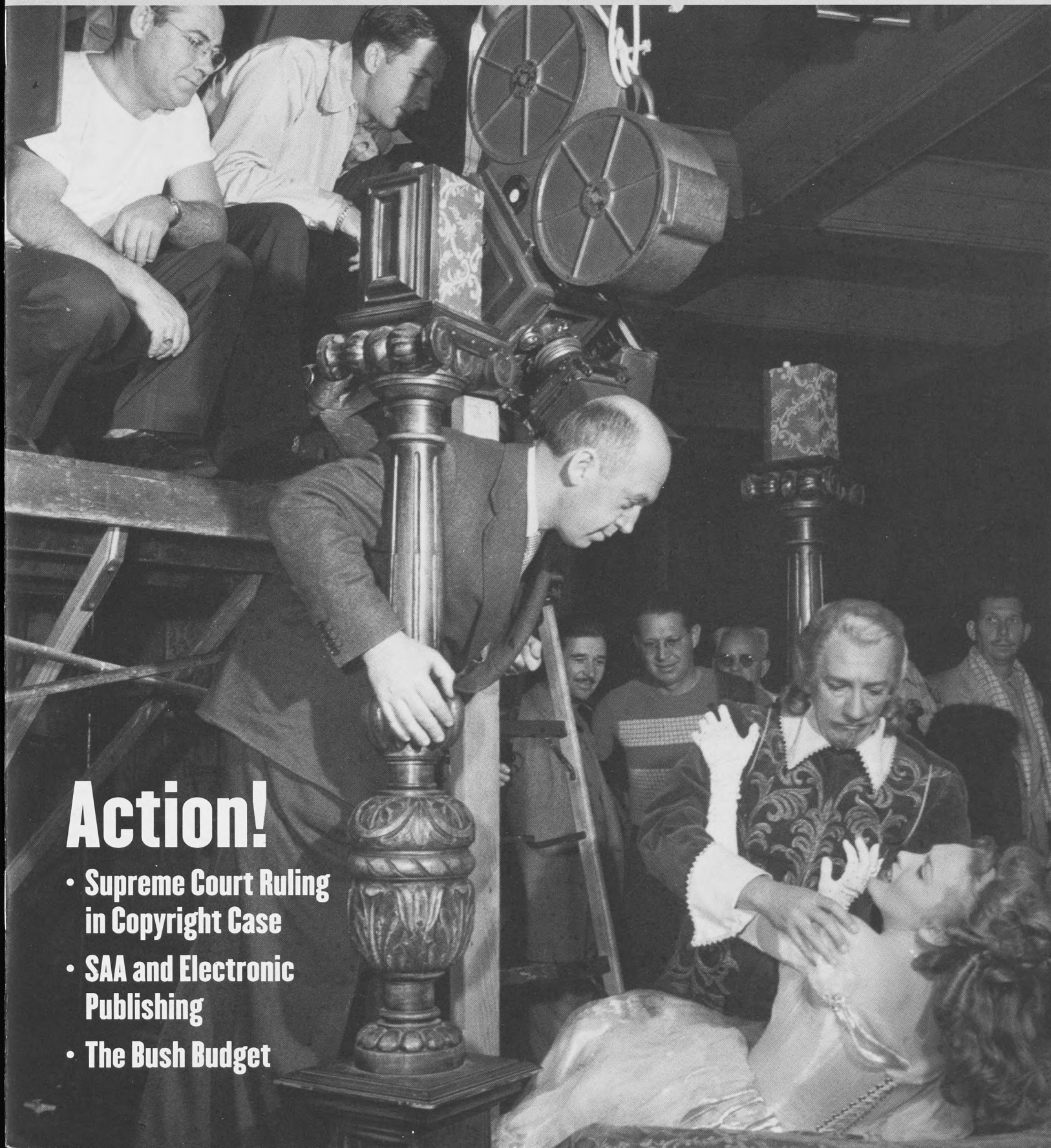
NEWSLETTER
OF THE
SOCIETY OF
AMERICAN
ARCHIVISTS

MAR/APR 2003



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archival outlook



Action!

- Supreme Court Ruling in Copyright Case
- SAA and Electronic Publishing
- The Bush Budget

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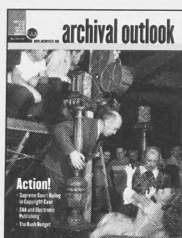
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Otto Preminger, Richard Haydn and Linda Darnell during the filming of "Forever Amber" in 1947. Twentieth Century Fox Photo Archive is located on Fox's lot in Century City, approximately two blocks from the site of SAA's 67th annual meeting Aug. 18-24, 2003. This land was once part of Fox's backlot. "Forever Amber" ©1947 Twentieth Century Fox. All rights reserved. Submitted by MELISSA MCCOLLUM.

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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Task Forces, Diversity, Electronic Publications, and You

At SAA's annual business meeting in Birmingham last August, the membership passed unanimously a resolution calling on Council to report on the status of diversity in SAA and SAA's efforts since the 1998 Task Force on Diversity. The resolution also called on Council to establish goals and benchmarks to measure the Society's efforts in the area of diversity, and to report periodically to the membership.

The resolution (published in *Archival Outlook*, Nov./Dec. 2002, p. 4) rightly expressed the frustration that many felt about Council not assessing systematically the status of diversity in the Society and, more importantly, to report on its actions since accepting the task force report. The resolution alerted Council members that we need to take greater care in handling and following up on the reports of task forces that Council itself has appointed.

Council establishes task forces and other groups to deal with matters of special concern to the Society and the profession. Task forces investigate, advise, and, when appropriate, make recommendations for action by Council. SAA guidelines on task forces ask that the recommendations in task force reports include estimates of the resources required to implement the suggestions or initiatives, as well as suggestions as to who should carry out the implementation. The reason for this is to make the steps from recommendation to implementation as clear as possible.

In spite of this good intent, too often the reports of task forces, after they have been accepted by Council, are set aside as other issues and concerns take center stage. In some cases, there may be a philosophical difference with the recommendation of a task force; in other cases, the broader perspective of the Society and its affairs that Council must take may force a postponement of recommendations that otherwise would be acted upon immediately. After time, as the SAA leadership changes, I suspect that many recommendations are simply forgotten after the task force report has been accepted.

In the case of the resolution concerning the Task Force on Diversity report, immediately following the business meeting, a group of Council members volunteered to form a working group to address the

resolution. Danna Bell-Russel, Tom Connors, Megan Sniffin-Marino, and Joel Wurl are developing a work plan to be presented at Council's spring meeting on how Council can best fulfill the tasks that the membership has assigned it. In addition, they have already jump-started the process by undertaking themselves a review of the recommendations of the Task Force on Diversity and the state of diversity in SAA. The good news is that their preliminary investigation suggests that, although there is still much to do, many of the recommendations and suggestions made by the Task Force on Diversity have been implemented by the Society.

The resolution at the business meeting was a timely reminder that Council needs to pay more attention to implementing and communicating actions taken on recommendations of all of its task forces in a timely and sustained way.

At its last meeting, Council accepted the final report of the Task Force on Electronic Publishing. Few things are of more fundamental importance to the Society than publications. They are at the heart of our mission to serve the educational and informational needs of our members and to provide leadership to ensure the identification, preservation, and use of records.

Furthermore, much of the economic well being of the Society and our ability to engage in a wide range of member services depends on income from publications.

The report of the Task Force on Electronic Publishing lays out an inspiring vision of the new potential that electronic publishing presents. Electronic publishing may make it possible for the Society to provide its members ready access to the accumulated knowledge and expertise represented in our existing publications. In addition, there is the potential to offer new publications and services to members, and to expand the opportunities for non-members in this country and abroad to learn about and utilize our resources. The report is stunning in the knowledge and expertise in each of its sections, and in the scope of its vision of a new future.

The key issue, as the resolution of the business meeting reminded us, is to identify a way that each of

**SAA is still at heart a
volunteer organization,
and we will work best
when each of us
sees something that
needs to be done
and then volunteers
to step up and do it.**

continued on page 23



from the interim executive co-director

Debra Nolan

Knowing *and* Doing: Filling the Gap in the Interim

On Sept. 30, 2002, Carroll Dendler and I had the privilege of taking over the reigns from Susan Fox, who stepped down to become executive director of the American Association of Law Librarians. In this new capacity, we began our interim positions as executive co-directors while continuing our work as director of finance/human resources and meetings director, respectively.

The opportunity to work with SAA in this way has been invigorating and enlightening. Surprisingly, I have learned something that I suspected all along—that the members, leaders, and staff of SAA are utterly devoted to serving the heart of the profession and to uplifting, encouraging, and, yes, even emboldening the spirit and professionalism of each and every archivist.

Some might question this from time to time, and, understandably so, since the work of those charged, may not always be so obvious. Consider, though, that the absence of a product or service or perceivable action does not signify the absence of intent or lack of interest. In fact, many times, projects are in the formative stages—evolving and taking shape as input is garnered from a variety of sources to ensure diverse representation. Sometimes a plan is approved only to have anticipated funding sources become depleted because of forces beyond one's control, like the stock market. Other times a product or service may be available but not widely known.

There is a phenomenon in organizational culture called the "knowing-doing gap" that Jeffrey Pfeffer and Robert I. Sutton discuss in their book, *The Knowing-Doing Gap: How Smart Companies Turn Knowledge Into Action*. The authors assert that sometimes talking about something is inadvertently perceived as doing something about it. They write, "Although knowledge creation, benchmarking, and knowledge management may be important, transforming knowledge into organizational action is at least as important to organizational success."

Be assured that SAA's leadership and staff are working with your best interests in mind because you are the lifeblood of the organization and your professional development is essential to SAA's mission. In light of this, I would like to share some recent and exciting membership developments with you:

- A Lone Arrangers Roundtable was recently approved by Council. Interim co-chairs Russell Gasero and

Nancy A. Freeman are planning the roundtable's first organizational meeting on Aug. 21, 2003, during SAA's 67th annual conference in Los Angeles.

- A student mixer will be held during the 2003 annual meeting, as will student poster sessions and a student papers session. In addition, Council voted to send out a student benefits survey and to conduct student chapter visits. A new San Jose State University student chapter was welcomed into the fold (see p. 27).
- Seventy program sessions addressing a range of topics—including seven on fundamentals and at least twelve on diversity—for the 2003 annual meeting were approved at the Program Committee's December meeting. In addition, the Host Committee has planned tours showcasing diverse and unique institutions in the Los Angeles area.
- SAA's Membership Committee has been hard at work re-invigorating the Archivists Career Center planned for the SAA annual meeting and injecting new life into SAA's Mentoring Program. Membership Committee Chair Scott Schwartz and his crew also continue with the Key Contact program which is charged with contacting new and non-renewing SAA members four times a year. By the end of this year, the committee hopes to have the information available on a monthly basis so that more timely contacts can be made.
- Other SAA's groups, such as the Task Force on Electronic Publishing, which just issued its final report (see page 8), and the Committee on Education and Professional Development, continue to think strategically about SAA programs and services. The common goal among these and SAA's many units—sections, roundtables, committees, and task forces—is to address issues of concern to the profession and its members, and to facilitate ideas and action that will move the profession forward.
- Leaders from SAA, COSHRC, and NAGARA met in January to discuss ways in which the organizations can collaborate together on issues of mutual interest (see page 16).

If you have thoughts, ideas, concerns, or would like to become more involved in SAA, please contact Scott Schwartz, SAA Membership Committee chair, at SchwartzS@nmah.si.edu or me at dnolan@archivists.org. ♦

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Supreme Court Issues Ruling In Key Copyright Case

by WILLIAM J. MAHER, SAA Working Group on Intellectual Property

In mid-January, the U.S. Supreme Court issued a ruling on a case that archivists, librarians, the Society of American Archivists, and others have followed closely over three years. In *Eldred v. Ashcroft*, a 7-2 majority rejected Internet publisher Eric Eldred's request that the 1998 Sonny Bono Copyright Term Extension Act (CTEA) be held unconstitutional. Eldred had argued that in passing CTEA's 20-year extension of copyright terms, especially for pre-existing works, Congress had exceeded the limits of its authority under the Constitution's Article I, Section 8 (which reads: "The Congress shall have Power...To promote the Progress of Science and useful Arts, by securing for limited Times to Authors and Inventors the exclusive Right to their respective Writings and Discoveries.").

SAA, as well as several library organizations, law professors, public curatorial groups, and even commercial enterprises, had filed *amici curiae* briefs in the case. For SAA and many archivists, the concern has been that the effect of the 1998 extension was to further delay the time when copyrighted material in our repositories could be made readily available to the public with all the advantages of current information technology. Additionally, archivists have noted the negative effect the lengthened term would have on our users by extending the period for which they needed to pursue permission to quote from historical documents, most of which have no commercial value and which have long since been orphaned by their creators. Further, the additional length of term mitigates against archivists' efforts to apply new technology to scan and make historical materials available as a means of both preservation and access.

The Supreme Court's majority made it clear that they were not commenting on the wisdom of Congress's action (www.copyright.gov/pr/eldred.html). Instead, it narrowly argued that Congress had acted within its authority when it set the length of term, provided that its purpose was not to evade the constitutional restriction of "limited times." The Court's majority justified this conclusion on several grounds, including historical precedent, narrowing the application of court precedents cited by Eldred's attorneys, and a logical analysis of the language of the Constitution and the circumstances of the 1998 law. On virtually every point, the dissenting opinions by Justices Stevens and Breyer argued that the historical evidence, legal precedents, and legislative circumstances supported the opposite conclusion, illustrating how dependent such decisions are on individual perspective.

Lawrence Lessig, the Stanford University law professor who argued the case before the Court, stated in a recent interview in the *Chronicle of Higher Education*, "If there is any good that might come from my loss, let it be the anger and passion that now gets to swell against the unchecked power that the Supreme Court has said Congress has."

Effect on Archives

The immediate effect of the decision on archives is to leave in place the terms legislated in 1998—simply put, for unpublished works, life of the author plus 70 years; and for works for hire, 95 years from publication or 120 years from creation, whichever is shorter (for full details, see SAA President Peter Hirtle's chart on when works pass into public domain at: <http://cidc.library.cornell.edu/copyright/>). Long-term, it is arguable that the Court's majority opinion might make it

easier for Congress to justify further term extensions in a decade or so, meaning that those opposed to such an action will have to rely on political persuasion in the legislative rather than the judicial arena.

Thanks to effective lobbying efforts by scholarly and library groups in the mid-1990s, an earlier proposal regarding Section 303 of the copyright law (which would have changed the Jan. 1, 2003, date for release of "old works") was unaffected by both CTEA

and the Eldred decision. Thus, starting with Jan. 1, 2003, all unpublished works enter the public domain 70 years after the author's death. Now that this trigger date has passed, we will see a progressive expansion of the material we and our researchers can make available.

Otherwise, the Eldred decision left in place all of the copyright provisions with which archivists should be familiar, such as fair use and library/archival copying. Indeed, if there is a bright side to the Eldred decision, it is that the Court underscored how constitutionally important were certain user rights that are written into key sections of the current law. Specifically, they emphasized that the constitutional purpose of copyright was served by the public's rights provided by the idea/expressions distinction, fair use, and archives/library copying rights.

The law's definition of the scope of copyright (§102) provides that only expression, not ideas or factual content, are protected by copyright. Fair use provisions (§107) protect alleged infringers when their use is for a defined set of educational or news-reporting purposes under certain limits relating to character, effect, nature, amount, and effect of use. Libraries and archives

"... The Eldred decision points to Congress as the forum in which we should work for change."

are allowed (§108) to make preservation and user copies within specific limits. By noting that these sections serve as checks on the copyright holder's rights, the Court strengthened the usefulness of these provisions for librarians, archivists and their users.

The Road Ahead

The experience with CTEA and the Eldred case contains many lessons for archivists and SAA. Most importantly, it shows the need for strengthening the educational base within the profession on such complex public policy issues. Further, it demonstrates how broad economic and social trends, as well as international developments, can overwhelm archival concerns. The case shows both the difficulty of achieving unanimity among an SAA membership representing divergent sectors as well as the relevance of archival concerns to other constituencies and professionals, underscoring the role of coalition building.

Finally, the Eldred decision points to Congress as the forum in which we should work for change. In that light, two obvious areas for future work relate to the fair use and archives/library copying provisions in the law, which the Court saw as mitigating the negative effect of CTEA. In both areas, archivists' special focus on unpublished materials has been inadequately considered in the past. To that end, we might develop language and coalition partners to call for amendments to §107 that would expand fair use rights for unpublished works that have been orphaned by their original creators. Secondly, we might seek an amendment to the §108(h) provision, added as part of CTEA, so that rather than allowing archives/library exploitation of only published works in the last 20 years of their term, it should also allow such use for unpublished materials.

Furthermore, as the SAA Working Group on Intellectual Property (Heather Briston, Mark Greene, Peter Hirtle, William Maher, and Gary Peterson) have discovered, expansion in the late 1990s of content owners' rights has led to a reaction within Congress. Thus, archivists may want to watch for and join a broad coalition to support developments such as the "Digital Media Consumers' Rights Act" introduced by Congressman Richard Boucher (D-VA) and John Doolittle (R-CA) to reaffirm and protect the public's fair use rights in a digital environment. (See www.ala.org/washoff/copyright.html#Boucher.)

William Maher is university archivist at the University of Illinois at Urbana-Champaign and a fellow of SAA. He may be reached at w-maher@uiuc.edu.

Career need a little...



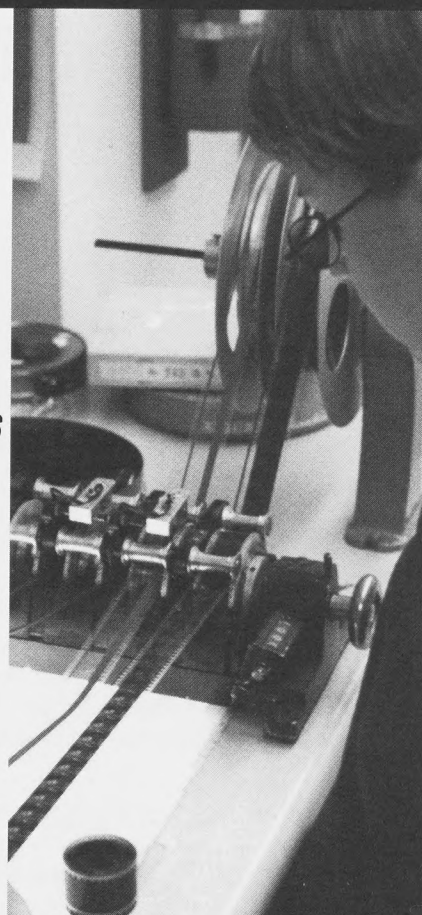
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Enterprising Solutions: SAA and Electronic Publishing

by TERESA BRINATI, Director of Publishing

Council approved the final report of the Task Force on Electronic Publishing (TFEP) in January. The task force presented a sweeping ten-year plan for phased electronic publication of periodicals and monographs produced by the Society of American Archivists. A Working Group on Electronic Publications, hosted by the Publications Board, will be established to work with Council and SAA staff to identify available resources and to refine and implement the plan's numerous priorities. The report in its entirety is available online at www.archivists.org/saagroups/taskforces/tfep-finalreport.pdf.

The most powerful concept that emerged from TFEP's discussions over the past year was the idea of aggregating and disaggregating content, or repurposing chunks of content to meet different presentation, delivery and information needs of SAA and its membership. TFEP envisions accepting content submissions through a single Web site and completing licensing agreements with authors that enable SAA to reuse or repurpose

content to suit its current and future needs. For example, an article published in the *American Archivist* could be repackaged and distributed as part of a CD-ROM on information about managing e-mail that contains an annual meeting presentation, news notes from *Archival Outlook* about related projects at institutions, and perhaps an item from a proposed new series of technical leaflets.

"Increasing accessibility to content may be the greatest sales growth opportunity for SAA," the report notes, "and a substantial enhancement of member benefits in terms of potential discounts for electronic delivery, increased variety, timely access, and international recognition of [members'] writing."

Short-term, mid-term, and long-term priorities are outlined in the table on the opposite page. Some e-publishing initiatives may be delayed until market research identifying SAA members' interests and perceptions of e-publishing can be completed.

A variety of issues related to cost, preservation, infrastructure, and law still need to be addressed. While certain production and distribution costs may be reduced through technology, the costs for maintaining and preserving these products represents the largest unknown element of any e-publication business plan. In addition, given the uncertain future of specific technologies it is likely that SAA would hedge its bets by retaining and maintaining preservation copies of digital objects in more than one format.

Process

Council established the task force in Dec. 2001. TFEP set up a listserv and met the first weekend in Mar. 2002 at the SAA office in Chicago. A progress report was submitted to Council in May 2002, and comments from Council were received and incorporated into an "Exposure Draft," completed last August and posted online for SAA members' comments. A hard copy of the draft also was distributed at the SAA 2002 annual meeting in Birmingham, Ala. In addition, the TFEP chair hosted office hours in the exhibit hall during the conference. An October draft of the TFEP report was shared with the SAA Membership Committee and the Publications Board. The final report was submitted to Council in December.

Members of TFEP included Robert P. Spindler (chair), Nancy Bartlett, Teresa Brinati, Robin Chandler, Solveig DeSutter, Brian Doyle, Philip B. Eppard, Susan Fox, Ed Galloway, David Haury, Christopher A. Lee, Dennis Meissner, Patti O'Hara, Johanne Pelletier, and Scott Schwartz.

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SAA ELECTRONIC PUBLISHING TIMETABLE

2003–2004

- Establish Electronic Publications Working Group;
- Implement dynamic online publications catalog;
- Establish general member authentication scheme;
- Implement password-protected online membership directory;
- Draft/implement SAA Privacy Policy;
- Draft/implement new contributors licensing agreement;
- Investigate third-party credit card transaction vendors and electronic credit card payments;
- Establish dual format (electronic and hard copy) submission standards and workflow;
- Create/enable Content Management System taxonomy;
- Establish internal standards for archival file formats and facilities for redundant storage of assets;
- Begin discussions with other archival associations regarding establishment of archival publishing cooperative; and
- Seek written permissions of past authors to enable reagggregations and Web publication of existing content as necessary.

American Archivist

- Encode and mount back issues on SAA Web site;
- Issue RFP for retrospective digitization of hardcopy backlog and comprehensive indexing; and
- Negotiate licensing contracts with external library vendors for alternative *American Archivist* distribution.

Archival Outlook

- Copy "Bulletin Board" to SAA Web site as discrete section until Web-based newsletter is available;
- Increase display advertising from 30% to 50%;
- Post PDF version on SAA Web site after three-month delay;
- Offer both online and print job advertisements, but offer online advertising at a lower price as an incentive to move away from print; and
- Survey membership needs for newsletter content.

Monographs

- Investigate member and nonmember market for new electronic monographic publications;
- Select one or two popular monographs in existing electronic format for sample retroconversion project;
- Issue RFP for outsourcing monographic retroconversions; and
- Create purchaser licensing agreement to limit redistribution.

Education Products

- Link registration form to required readings and/or availability information as copyright permits;
- Continue unrestricted online access to education catalog; and
- Continue online *Directory of Archival Education*.

Annual Meeting

- Encourage SAA 2003 and 2004 annual meeting speakers to self-post their presentations and link from SAA Web site; and
- Develop single shared online registration process for preconference workshops and annual meeting.

SAA Section Newsletters

- Distribute only in electronic form via PDF or HTML;
- Survey membership on whether to limit access to SAA members only or make publicly available.

Gray Literature

- Investigate market for exposure drafts and summaries of research reports;
- Investigate Student Chapter interest in soliciting, reviewing, encoding and loading Pease Award non-winners and other student papers judged by submission criteria and neutral review committee.

2005–2008

- Investigate/implement online purchase payments;
- Issue RFP for online author submission interfaces;
- Issue RFP for redundant storage/data maintenance; and
- Establish/implement metadata standards for submitted content.

American Archivist

- Open available back issues to the public and establish one-year embargo for nonmember/nonsubscriber access to new editions;
- Secure funding and award contract for retrospective digitization and indexing;
- Investigate online review and editing functions for *American Archivist*, issue RFP for software; and
- Add e-mail discussion area for current *American Archivist* articles.

Archival Outlook

- Simultaneously post electronic version for members only and mail print version;
- Embargo public access to newsletter for three months;
- Permanently move "Bulletin Board" and "Professional Opportunities" to SAA Web site and remove from *Archival Outlook* content; and
- Post newsletter index online in HTML.

Monographs

- Offer E-delivery of a small number of selected monographs in PDF and CD to test business model;
- Issue select internal reports as Web documents free to membership;
- Initiate new monographic products if market research and business model permit: technical bulletins, case studies, white papers, electronic auxiliary/supplemental content, multimedia, and ultra-basic manuals.

Annual Meeting

- Implement SAA hosting for annual meeting presentations and speaker biographies as resources permit.

Gray Literature

- Implement self-encoding and posting of research reports;
- Implement posting of student papers if student assistance is available.

2009–2012

- Investigate retro-conversion of *Archival Outlook*;
- Move to broader or comprehensive delivery of electronic monographs as business model permits.

Celebrating Diversity: The International Council on Archives (ICA)

by JOAN VAN ALBADA, Secretary General of ICA

In 1948, twelve years after the Society of American Archivists was chartered, the International Council on Archives (ICA) was established under the auspices of UNESCO. Most of the founding members came from Europe and North America, and represented mainly national archives. Today ICA is truly a global organization with 1,300 institutional and 300 individual members from 180 countries and territories, including 179 members from the United States and Canada. The ICA headquarters is in the center of Paris in an historical area called the *Marais*. The office is located on the premises of the National Archives of France, a complex of buildings dating from the 18th century.

The mission of ICA is the advancement of archives worldwide. While traditions of archives administration vary between countries, the archives of the world are linked together as one organic whole in their role as the keepers of the world's documentary heritage. These relationships are vital for citizens' rights and researchers' interests. With the advent of electronic communications systems, and increased global cooperation in business, government, academic, and cultural spheres, records are now part of an evermore-extensive network of global archival resources. ICA is the organization linking and representing thousands of archivists around the globe, and providing support for them to carry out their

important responsibilities through worldwide coordination and professional development, including the sharing of best practices and the promulgation of standards.

ICA's strategic plan for 2000–2010 attempts to address the assorted needs of the geographically dispersed population it serves. Strategic priorities include global participation and development, training, archives as memory of nations, communicating to the world and to members, and developing standards. ICA strives to make its core activities equitably accessible, which presents unique challenges to an association built on diversity—of languages, of cultures, of history, of archival traditions, of education, of training, of organizational settings, of commodities, and, most of all, of budgets.

Similar to archivists in North America, ICA members share a common professional lexicon, but they use many languages to express it. We are familiar with words like current, non-current, and permanent records. Some may use terms like "front end" and "born digital." All of us recognize words like transparency and accountability, access, appraisal, functional analysis, total archives, and documenting society. Although archivists around the world may use the same words, they sometimes convey different messages influenced by cultural, historical, and institutional affiliation. Many do so from a position of political, hierarchical, or moral leadership in a state, institution or association setting; others will do so on a much smaller scale, within a division or a conservation center or a processing unit.

ICA members hail from a variety of institutional settings with widely divergent resources—from government to university, from business to religious, and everything in between. Like SAA, the educational background, training, and length of service in the profession vary widely among the membership. ICA endeavors to accommodate the needs of the Director General of the State Archives Administration of China, the President of the National Archives of Brazil, the U.S. Archivist, and the National Archivist of Zimbabwe, as well as the needs of members at national archives in territories with 50,000 inhabitants.

The challenges of those members who direct



The staff of the International Council on Archives at the headquarters in Paris (left to right): Perrine Canavaggio (deputy secretary general), Annick Carteret (office manager), Joan van Albada (secretary general), Evelyn Wareham (programme officer), and Nathalie Florent (membership services and secretariat). Not pictured are honorary staff members Nancy Bartlett (editor of *Comma*, Bentley Historical Library), Marcel Caya (deputy secretary general, Université du Québec à Montréal) and Leopold Kammerhofer (treasurer, The International Atomic Energy Agency).

15th International Congress on Archives

Vienna, Austria, Aug. 23-29, 2004

Theme: Archives, Memory and Knowledge.

Visit www.ica.org for details.

a repository with a staff of 10 differ from those who direct 1,000 employees, as is the case for national archivists. The challenges of those members with a budget barely able to cover salaries and overhead are rather different from those who routinely outsource such activities as preservation or development and maintenance of a Web site.

Of course, differences of scale and investment capacity make the difference between merely surviving versus managing a well-equipped and supported institution capable of meeting today's and tomorrow's challenges, providing professional development for staff, and preserving the memory of the nation. These differences make the joint development of standards and best practices of prime importance to ICA. It regularly participates in work on standards with the International Standards Organization and other standards setting bodies.

ICA makes every effort to address the myriad and unique needs of its diverse membership through a system of annual round table meetings (more popularly known by its acronym, CITRA), quadrennial congresses like the one in Vienna in 2004, regional branches, and sections and committees. ICA also provides continuing education in the form of seminars and workshops. *Comma, International Journal on Archives*, is ICA's quarterly journal and provides an outlet for scholarly discourse around the world. It is the only archival journal to publish article abstracts in seven different languages—English, French, Spanish, German, Russian, Arabic, and Chinese. The vast majority of the articles, however, are in English. The editor of the journal is someone who is familiar to North American archival colleagues—Nancy Bartlett of the Bentley Historical Library. Finally, the recently redesigned ICA Web site contains much information about the organization. So if you are unable to visit ICA headquarters in Paris, you can always visit us online at www.ica.org!

Joan van Albada was appointed Secretary General of the International Council on Archives in 1998.

He was formerly a municipal archivist in the Netherlands and has been a member of the Society of American Archivists since 1985. He may be reached at vanalbada@ica.org.

Political Pressure and the Archival Record

University of Liverpool, England
July 22-25, 2003

The principal themes of this international conference are:

- The use of records as a tool of government;
- The destruction of records as a political act;
- The effects of corruption or ideology on the record;
- Secrecy and accountability;
- The nature and use of records resulting from repressive policies.

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A Call to Service in Your Professional Association

SAA Vice President Timothy Ericson has named Deborah Mieko Burns of the Japanese American Service Committee and Edward L. Galvin of Syracuse University as co-chairs of the SAA Appointments Committee to solicit nominees and applications for vacancies on existing committees, boards, representatives, internships, and other groups within the SAA governing structure. Those who are unfamiliar with the appointments process or the governing structure of SAA can find information on the online "Leadership List" at www.archivists.org/governance/leaderlist-index.asp.

Anyone interested in serving on a particular committee or other group, or in nominating a colleague for a position should provide the following information:

1. Your name or the name of your nominee
2. Mailing Address
3. Telephone
4. Fax
5. E-mail
6. Current Position
7. Name of committee of other group in which you are interested, including relevant background information and an indications of your capacity to serve on the particular group.
8. Previous assignments on committees or other groups in the SAA or with another archival organization.

The Appointments Committee has as its goal to have all vacancies filled by August in time for SAA's 2003 annual meeting in Los Angeles. Please take advantage of this excellent way to become more involved in SAA and to help develop or improve programs important to the archival profession. Volunteer or submit nominations to either of the co-chairs:

- Deborah Mieko Burns, Japanese American Service Committee, 4427 N. Clark Street, Chicago, IL 60640; 773/275-0097 ext. 22; fax 773/275-0958; jasc_chicago@yahoo.com.
- Edward L. Galvin, Archives and Records Management, Syracuse University, 611 Bird Library, Syracuse, NY 13244-2010; 315/443-9760; fax 315/443-4053; elgalvin@syr.edu.

2003 Ballot: Cast Your Vote

Individual members of SAA were mailed the 2003 ballot the third week in February. Please take a moment to vote for a vice president/president-elect, a treasurer, three Council members, and three Nominating Committee members. **All ballots must be postmarked by April 4, 2003, to be counted.** Election results will be posted in late April on the SAA Web site as well as published in the May/June issue of *Archival Outlook*. If you are an individual member and have not received a ballot, please contact Jeanette Spears at jspears@archivists.org or 312/922-0140.

What Council Did...

At its January 2003 meeting in Washington, D.C., the Council of the Society of American Archivists:

- received an interim report from the Council subcommittee on diversity;
- accepted the final report of the Task Force on Electronic Publishing; approved the establishment of a working group to carry out the recommendations of the task force (see page 8 for details);
- agreed to draft a position statement about the custody of records of retired public officials;
- in response to recent archival layoffs, agreed to draft a position statement on the continuing value of archives in times of fiscal difficulty;
- revoked SAA's current code of ethics enforcement procedures in light of advice from legal counsel; suggested Ethics Committee review and to revise code so that it is aspirational;
- agreed to review SAA's mission statement and fundraising on Council planning day in May;
- accepted an application from a new student chapter—San Jose State University (see p. 27);
- agreed to distribute a student benefits survey again this year and to visit student chapters within Council members' geographic proximity;
- approved funding for a student mixer at the 2003 SAA annual meeting in Los Angeles;
- elected three members/fellows to the Committee to Select Fellows—Valerie Gerard Brown, Megan Desnoyers, and Deborah Skaggs;
- appointed the Council Resolutions Subcommittee—Frank Boles, Elaine Engst, and Joel Wurl;
- agreed to fund a meeting for a working group of the Committee on Education and Professional Development to discuss SAA continuing education strategic planning issues;
- approved the formation of a Lone Arrangers Roundtable;
- received an update from Bruce Craig, National Coalition of History;
- received an update from John Carlin, Archivist of the United States;
- discussed issues of mutual interest with COSHRC representatives Vicki Walch and Timothy Slavin;
- discussed issues of mutual interest with NAGARA representatives Terri Ellis and Timothy Slavin;
- recognized the 35th anniversary of the Society of Ohio Archivists with a Council resolution; and
- expressed appreciation to SAA staff for their good work in the absence of a permanent executive director.

The full minutes of Council meetings are posted online at www.archivists.org and published in *American Archivist*.

Print Matters



New Book Catalog

The latest edition of the *SAA Professional Resources Catalog* was mailed along with this issue of *Archival Outlook*. The catalog features more than 175 titles representing the latest thinking and best practices of the archival profession. Titles

have been organized under expanded subject categories so that you can easily locate the professional resources you need. Three dozen new titles have been added in the past year. (See back cover of newsletter.) Plus, books are available to SAA members at a discounted rate! The catalog also includes SAA promotional items, a mini-directory of archival journals, and a listing of free online resources. To place a book order or for additional copies of the catalog, contact publications@archivists.org.

The catalog will be available online later this spring at www.archivists.org/catalog. The conversion from the static format to the dynamic database-driven format has been a lengthy process. Once completed, benefits to the user will include improved navigation and indexing of publications, a member log-in feature, and shopping cart functionality.



Latest American Archivist

The latest *American Archivist* (vol. 65, no. 2, fall/winter 2002), went to press this month. This issue features:

- Steven L. Hensen's presidential address, "Revisiting Mary Jane, or, Dear Cat: Being Archival in the 21st Century," which he delivered last August during

SAA's 66th annual conference in Birmingham;

- Reto Tschan's award-winning paper, "A Comparison of Jenkinson and Schellenberg on Appraisal," which received SAA's 2002 Theodore Calvin Pease Award for superior writing achievement by a student. Reto is in the Master of Archival Studies program at the University of British Columbia;
- Four research articles: "Testing Our Truths: Delineating the Parameters of the Authentic Archival Electronic Record" by Anne J. Gilliland-Swetland; "Colophons and Annotations: New Directions for the Finding Aid" by Michelle Light and Tom Hyry; "Toward Common Content: An Analysis of Online College and University Collecting Policies" by Jennifer Marshall; and "The EAD Cookbook: A Survey and Usability Survey" by Christopher J. Prom; and
- A review essay by Barbara L. Craig on "Selected Themes in the Literature on Memory and Their Pertinence to Archives," plus book reviews.

Submissions welcome. Please contact the editor, Philip J. Eppard, at 518/442-5115 or pbe40@csc.albany.edu.

Executive Director Search Update

On Jan. 30, the Executive Director Search Committee met with Morris & Berger to review more than 150 resumes received by the recruitment firm for the SAA Executive Director position. The pool was narrowed to 15 candidates who were subsequently contacted by Morris & Berger for telephone interviews.

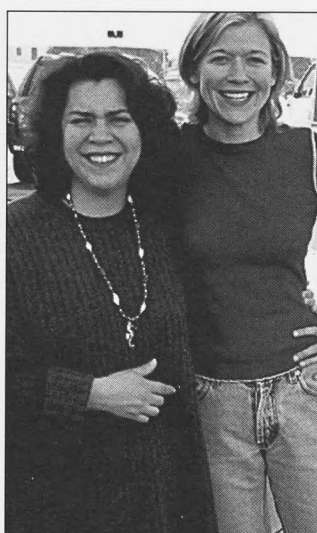
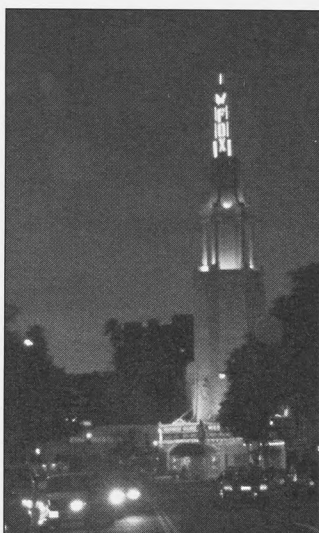
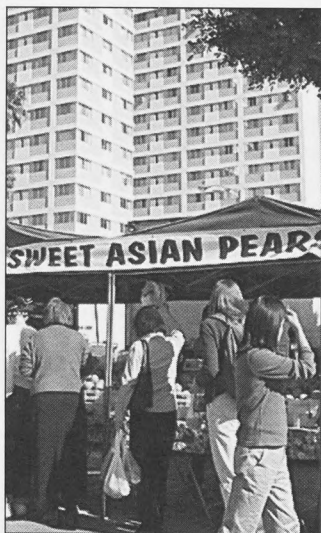
The Search Committee will reconvene on March 6 to identify candidates to invite for first-round interviews later in the month. Final interviews with SAA Council and staff will follow thereafter. Council hopes to make a decision and extend an offer by the end of March.

Picking up the PACE: Education Guidelines to Undergo Revision

SAA's *Post-appointment and Continuing Education (PACE) Guidelines* were approved in 1997 and have recently undergone a scheduled five-year review by the Committee on Education and Professional Development (CEPD). The committee noted in its recent report to Council that several aspects of the *PACE Guidelines* need revision. Perhaps most notably, the "Subject Framework" section of the current *PACE Guidelines* was based on the 1994 *Guidelines for the Development of a Curriculum for a Master of Archival Studies (MAS) Degree*. The *MAS Guidelines* were replaced by a new set of *Guidelines for a Graduate Program in Archival Studies* in January 2002. These various guidelines are available online at www.archivists.org/prof-education.

CEPD is currently working to update and revise SAA's approach to professional and continuing education. In January, Council approved CEPD's proposal to focus on developing a strategic plan for SAA's own *PACE* program, which is directed by the Education Office, in order to ensure that SAA is meeting the needs of its members and of the archival profession. The result will be a new set of guidelines that articulate the priorities and approaches that the SAA Education Office will utilize in planning its own professional and continuing education program. The *PACE Guidelines* will remain in place while this process is being completed. CEPD will also explore the possibility of developing a comprehensive set of new guidelines in conjunction with allied professional organizations.

The CEPD task force charged with developing these strategic guidelines for the SAA Education Office is chaired by Elizabeth Yakel of the University of Michigan. The task force has already begun deliberations and will report on progress this August during SAA's 67th annual meeting in Los Angeles. Information about the task force's work will be reported in future issues of *Archival Outlook* and on the SAA Web site.



L.A. CONFIDENTIAL:

I am a Californian, I am from Puerto Rico

by MARISOL RAMOS-LUM, UCLA, Chicano Studies Research Center

This is the fourth in a series of bimonthly musings—"L.A. Confidentials"—by members of the 2003 Host Committee on interesting facets of Los Angeles, host city to SAA's 67th annual meeting, Aug. 18-24, 2003.

I love California and I love Los Angeles. After almost seven years of living in L.A., I feel like a native indeed. I love the city at night with its lit-up theater marquees. I love the landscape, the ocean, and the sky. I care for its environment and I feel passionate about its politics. I love the people and I consider myself one of them.

One reason that I feel so welcome and so much a part of California is because this is a land of immigrants who moved here, then stayed forever. I am not talking only about immigrants from Mexico, China or Japan, but also people from Iowa, Arkansas, New York and Minnesota. At any party or get-together, it is not uncommon to find that three-quarters of the people there were not born in California, yet we all talk and care about the same things like any other native.

For example, I complain about traffic, the lack of good mass transportation, and the cost of electricity. At the same time, especially in the winter months, when snowstorms and blizzards cover the East Coast, I impishly grin and enjoy another sunny day in Los Angeles. There is nothing like waking up in the morning after a light rain or when the ocean breeze has cleared out the smog and haze, to see the stunning snowcapped mountains with this incredible blue sky as a backdrop! Los Angeles is so flat that on such beautiful days, if you are driving the Santa Monica Freeway near the airport, you can see as far as downtown L.A. with those mountaintops all powdered with fresh snow behind the few tall buildings in the city. On such days I think, "Wow, what a fine day it is."

Another example of how friendly and home-like L.A. is for me, is when I visit the farmer's market. Among the stands of vegetables, fruits, and jars of homemade marmalade, I have made more friends than in any other city in the U.S. or even Puerto Rico—and we Puerto Ricans are a friendly crowd.

Near UCLA there is the Westwood Farmer's Market and my classmates and I stop by after class. We do some weekly shopping or in a rush try to pick up something for a party, such as tamales or homemade pies.

My preferred pastime, though, is to chitchat with the vendors, who always ask, "How are you doing?" and really listen for my answer! My favorite vendor is Susan, who makes homemade preserves and marmalades. Now and then, because I am such a loyal customer, she has given me a free jar to enjoy at home!

I really knew that I was Californian the day my husband took me to see the sunset at the beach for the first time. We strolled on the boardwalk among young and old couples, families with children, and a multi-colored, multi-ethnic crowd. We all stood still and watched this huge ball of fire sinking gradually into the evening haze and the cool water of the Pacific. When the last rays of the sun disappeared leaving behind an indigo night sky, then I knew I was home.

Photos courtesy of Marisol Ramos-Lum © 2003; (third photo from left) the author and her favorite vendor at the Westwood Farmer's Market.

Paul Duguid and David Rumsey to Speak at SAA Conference

Paul Duguid, co-author, of *The Social Life of Information*, and David Rumsey, of Cartography Associates, will speak at SAA's 67th annual meeting, Aug. 18-24, 2003, in Los Angeles. Duguid will discuss the value of information context during the opening general session on Aug. 21, and Rumsey will demonstrate new technologies in making records come alive during the closing general session on Aug. 23.

In *The Social Life of Information*, Duguid "argues eloquently about the importance of information context and much of his thinking about the nature of digital information has been informed by his experience working in archives," notes SAA president Peter Hirtle. Duguid currently holds positions as part-time visiting professor at Copenhagen Business School, Department of Organisational and Industrial Sociology, and as a research specialist in Social and Cultural Studies in Education at the University of California, Berkeley. This spring he will be a *maitre de recherche* at the *Ecole Polytechnique* in Paris. From 1989 to 2001 he was a consultant at the Xerox Palo Alto Research Center. More information about Duguid can be found at www.slofi.com.

The *Social Life of Information* is available for purchase from SAA (members \$14.95; nonmembers \$19.95; plus 15% shipping). Contact publications@archivists.org.

A private map collector, David Rumsey has concentrated mostly on cartography of the Americas from the 18th and 19th centuries, but also has maps of the World, Asia, Africa, Europe, and Oceania. His collection, which can be viewed on line at www.davidrumsey.com includes atlases, globes, school geographies, books, maritime charts, and a variety of separate maps, including pocket, wall, children's and manuscript. In addition to digitizing maps and developing new ways to make them accessible and usable in teaching and research, Rumsey has also been adding historical maps to contemporary GIS systems, building 3D interfaces to historic maps, and exploring how geography can be used as a front-end to access systems.

In addition to remarks by Duguid and Rumsey, the SAA 2003 annual meeting will include preconference workshops and a variety of sessions addressing a range of archival topics. It is the preeminent event for archives professionals. For more information about the SAA annual meeting, contact csalgado@archivists.org or go to www.archivists.org/conference.

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Finding Common Ground

SAA, NAGARA and COSHRC

by VICKI WALCH, COSHRC Project Coordinator

An unprecedented meeting took place Jan. 10-12, 2003, in Washington, D.C. For the first time, the governing boards of the National Association of Government Archives and Records Administrators (NAGARA), the Society of American Archivists (SAA), and the Council of State Historical Records Coordinators (COSHRC) held their midwinter meetings concurrently.

Over the course of the three days, each board took time from its own busy agenda to visit with representatives of the other two organizations. A highlight of the weekend was a joint dinner sponsored by COSHRC with partial support from the National Historical Publications and Records Commission (NHPRC). This opportunity for extended, informal discussions among all members was especially helpful in gaining insight into the direction each board is taking. It was the third time that NHPRC funds made it possible to bring leaders of these archival associations together. The previous two meetings in 2000 and 2001 were limited to the executive directors or presidents, however.

Through all of the formal conferencing and informal conversations, the leaders of the three associations were able to develop a better understanding of the common ground they share and identify ways in which collaborative efforts could benefit the memberships of all three.

Some of the discussions focused on practical matters like NAGARA's 2003 annual meeting in Providence, R.I., in July. Once again, COSHRC will hold its own annual meeting in conjunction with NAGARA, reinforcing the unique but complementary services that each pro-

vides to a common audience of state archivists. In addition, the boards laid tentative plans for a joint annual meeting of all three organizations in 2006 or 2007. In the interim, they each intend to sponsor sessions at the others' annual meetings and work cooperatively to develop continuing education opportunities.

The three boards also identified several issues that they will address through coordinated efforts. One of these will be the pursuit of a policy prohibiting



SAA President Peter Hirtle, NAGARA President Terry Ellis, and COSHRC President Timothy Slavin.

the sale of public documents on eBay. Another will entail a broad, long-term effort to raise public awareness, which will include the development of a case statement about the importance of historical records. In conjunction with this effort, the organizations will look for ways to provide training in public relations and advocacy for archival leaders and practitioners. They have also made plans to convene collectively again in January 2004 to continue their coordinated efforts.

Archival Association Leadership Listserv

Archival association leaders in the United States now have a new way to communicate with one another via a recently established listserv sponsored by the Council of State Historical Records Coordinators (COSHRC) and the Society of American Archivists (SAA). Launched in February, the Archival Association Leadership Listserv (AALL) will allow for quick distribution of announcements about new programs or publications, alerts about significant legislation, sharing of advice and best practices about association management, and other issues that face the leaders of these organizations everyday.

"There has been a growing interest in providing ways to facilitate information exchange among the 65 archival associations now serving the archival community nationwide," noted Timothy Slavin, COSHRC president.

Invitations to participate were sent to presidents (or principal contacts) of

each of the archival professional associations. In addition to the president (or principal contact), four other individuals from each organization who serve in leadership positions are invited to join. These might include officers, governing board members, chairs of key committees, newsletter and journal editors, webmasters, and paid staff. In this way, multiple ties among the organizations are encouraged while keeping the total size of the listserv subscriber base within manageable proportions.

SAA President Peter Hirtle said, "We appreciate the opportunity to host this list and are looking forward to providing a venue for exchange among archival leaders in the United States."

If you are the president or principal contact for a U.S.-based archival association and have not yet received your invitation to participate, please contact COSHRC assistant program director Jenifer Burlis-Freilich at jbfreilich@coshrc.org.



Navigating the Shoals of Accountability and Access

NAGARA Annual Meeting: Providence 2003
July 9-12 • Providence Biltmore, Providence, RI

AHOY! Come aboard a seaworthy program for Government Archivists and Record Managers to plumb the depths of access to government records and chart safe passage through the hazards of accountability of records managers and archivists to employers, our public and our records.

The galley list of session topics includes:

- EAD – Is it Feasible for Government Records?
- Digitization Projects & Access – Boon or Bust?
- Lifecycle Management and Preservation for Electronic Records
- Partnership in E-Government: NAGARA and the National Electronic Commerce Coordinating Council (NECCC)
- Preserving & Providing Access to Local Government Records in Times of Budget Constraints: A Utah Case Study
- Beyond the “Smoking Gun” – Processing the New Nixon Tapes for the Public
- Archives, the Environment, and Environmental Monitoring

Weigh anchor and sail to the NAGARA website (www.nagara.org) for more information in the Spring or contact the NAGARA office at 518-463-8644 or nagara@caphill.com



JOANNE ARCHER, an archives track student at the University of Maryland College of Information Studies and secretary of SAA's student chapter there, recently received a Norman McCann Summer Scholarship from the National Library of Australia. McCann Scholarships support young scholars, undertaking research in Australian history or Australian literature, to spend six weeks researching a topic of their choice. Joanne spent January and February at the National Library in Canberra studying emigration schemes from Great Britain to Australia in the 1830s and 1840s.



LINDA A. BLASER is the new National Preservation Program Officer for Regional Records at the National Archives and Records Administration. Her primary duties will be to address the broad range of regional records preservation concerns, including preventive preservation, emergency preparedness, and condition assessment. For the last 10 years,

Blaser has held the post of Senior Book Conservator at the Folger Shakespeare Library in Washington, D.C.

LAURA BOTTS has been appointed archivist for the Popular Music Collection of the Georgia State University Special Collections Department. She formerly served as the archivist at the Georgia Music Hall of Fame in Macon.

MATTHEW EIDSON has joined the staff of the National Archives and Records Administration as an appraisal archivist in the Life Cycle Management Division. Eidson earned a M.L.I.S. degree (archives specialization) from the School of Information Sciences at the University of Pittsburgh in December.

MAX J. EVANS has been appointed director of the National Historical Publications and Records Commission (NHPRC) of the National Archives and Records Administration. Most recently, Evans was the director of the Utah State Historical Society and editor of the *Utah Historical Quarterly*.

ROSS GIBBS, Director and Keeper of Public Records, Australia was recently awarded a Public Service Medal for Services to Archives & Records Management. Gibbs is also president of the Australian Society of Archivists Victorian Branch.



PAM HACKBART-DEAN is the new department head for Special Collections at Georgia State University. She joined the staff of GSU in 2000 as the labor archivist/director of the Southern Labor Archives.

PETER B. HIRTLE has been appointed the first Director for Instruction and Learning within the Instruction, Research, and Information Services Division (IRIS) of the Cornell University Library. In this newly created position, he will expand the

library's continuing education and for-credit educational offerings through institutes, workshops, tutorials, internships, and residencies directed at library and information professionals around the world. In addition, he will oversee the on-campus technical and bibliographic instruction programs serving the humanities and the social sciences, and will continue to serve as the library's Intellectual Property Officer.

SARAH CANBY JACKSON has been appointed archivist for the newly formed Harris County Archives in Houston, Texas. As a component of the records management program, the archives will document the history of the government and the citizens of Harris County as revealed through county records and donated materials. The archives will open for research in January 2004. Jackson formerly worked under the Herzstein Cataloging Project at the San Jacinto Monument in La Porte, Texas, where she developed the archives program and is currently president of Archivists of the Houston Area (AHA!).

KAREN JEFFERSON received the James Partridge Outstanding African American Information Professional Award from the University of Maryland's College of Information Studies in February during its sixth annual Celebration of African Americans in the Information Profession. Jefferson is the head of Archives and Special Collections at the Atlanta University Center. As an archivist and librarian, her work has included management, acquisitions, processing, reference service, outreach and grantsmanship in support of African American initiatives in the academic and scholarly community and the general public. Jefferson was cited as a "leader in the field of archives and special collections."



MARISOL RAMOS-LUM was appointed archivist of the Chicano Studies Research Center at the University of California at Los Angeles. She is organizing its archival holdings, which have accumulated in the last 30 years. This is the first time that the center has hired an archivist.



SUSAN (SUZY) SZASZ PALMER is now librarian for public outreach at University of Louisville's Ekstrom Library, Department of Special Collections—Rare Books and Photographic Archives. She is coordinating the department's program of instruction and exhibitions in support of university curricula and will also be developing and promoting public programs, special events, and publications to heighten public awareness of special collections in the libraries.

PEDRO J. ROIG is an Archivist II at the General Archives of Puerto Rico, where he has served on staff since 1995. He holds a master's of archivistics from the University of Seville, Spain, and a B.A. in secondary education with a concentration in history from Inter American University of Puerto Rico.



SHARRON G. UHLER, OSB, has been appointed manager of the Archives for Family Practice at the American Academy of Family Physicians Foundation. She left her position as archivist at the Colorado Springs Pioneers Museum in the fall of 1996 when she entered Benet Hill Monastery to become a nun. She has spent the past six years mostly at the Benedictine monastery based in Colorado Springs. For a year and a half during that time, she was a contract archivist for the Western Museum of Mining and Industry, organizing the papers of Winfield Scott Stratton, the first millionaire of Cripple Creek and one of the early Colorado Springs philanthropists.

JULIA MARKS YOUNG has joined the General Libraries of Emory University as Director of Development for Libraries and Information Technology. Formerly she served as head of the Special Collections Department at Georgia State University.

Obituaries

It is with deep regret that we report the passing of **KENT HAWORTH**, 56, who died peacefully at home in Toronto on Jan. 31, 2003. During a career that spanned thirty years, Kent provided capable, creative and enthusiastic leadership in the institutions where he worked, and in the professional associations he served, leading major advances in the field of archival description. In addition to being a respected colleague with a boundless passion for his work, he was also an avid canoeist and cyclist, a lover of music, a connoisseur of good food and wine, and a good friend.

Kent began his career in 1972 at the Provincial Archives of British Columbia, where he became the head of special media collections. In 1982, he moved to become the first director of records management for the government of B.C. In 1984 he moved to Toronto to serve as University Archivist at the University of Toronto. In 1989 he moved to Halifax to become the head of the government records section at the Public Archives of Nova Scotia. In 1993 he returned to Toronto to become the head of University Archives and Special Collections at York University, a position he held until his death. Throughout his career, he was active in regional and national archival associations, serving on a variety of committees, and as President of the Association of Canadian Archivists from 1980-81.

He is probably best known for his immense contribution to archival descriptive standards. He joined the Bureau of Canadian Archivists Planning Committee on Descriptive Standards (PCDS) in 1987 shortly after its establishment, and served as its chair from 1989 to 1996. Under his leadership the PCDS produced *Rules for Archival Description* (RAD) plus several other publications supporting archival descriptive standards. Not only was he involved in the development of this comprehensive content standard, he also was active in promoting it at conferences, and in ensuring that Canadian archivists were trained in its use. He also set up the process by which requests for rule revisions were reviewed and decided, and convinced resource allocators of the need for stable

funding for the ongoing maintenance of RAD. For Kent, however, the development of the standard and its implementation in individual institutions was just the beginning. He always understood that standards were the essential prerequisite to sharing information between repositories, and he became involved in the task of planning the national database of archival descriptions, CAIN (Canadian Archival Information Network) which was officially launched in 2002.

The strength of RAD as a robust content standard firmly grounded in archival principles soon received international attention, and Kent was much in demand to present workshops and papers, and serve on committees and task forces to promote and assist in the application of descriptive standards. He served as a member of the ICA Committee on Descriptive Standards from 1996, and as its Project Director and Secretary from 2000 until 2002.

As his illness progressed, Kent added the following tagline to his e-mail: "God put me on earth to accomplish a certain number of things. Right now I am so far behind I will never die." He was, alas, taken too soon from us, although he had much more to contribute. Those who knew him will miss a respected colleague and a dear friend. His passion for archives was best expressed in his own words when, in acknowledging an award, he wrote: "I have always believed that I have one of the best jobs in the world, and it doesn't matter to me if society doesn't understand or support our work as much as we would like. The important thing is that we know that what we are doing is essential in a democratic society."

—*Marion Beyea, Provincial Archives of New Brunswick, and Jean Dryden, Faculty of Information Studies, University of Toronto*

EVA KRUSTEN, 51, passed away Dec. 16, 2002, after a valiant 18-month battle with cancer. She worked as an archivist, supervisor, and team leader at the National Archives and Records Administration (NARA) from 1983 until her death.

Eva was born in New York. She graduated from George Washington University, where she also received a master's degree in history. She joined the staff of NARA two decades ago and worked initially with State Department records and later with other records in NARA's Initial Processing and Declassification Division. Her archival expertise, institutional memory, people skills, and patience stood her in good stead as she trained many newly hired archivists in records declassification review. Eva was diagnosed with malignant melanoma in July 2001 but continued to go to work full time for many months thereafter. She was unable to go to her office at the National Archives in College Park after she began radiation, followed by chemotherapy, during the spring and summer of 2002. When her health permitted, she continued to work for the Declassification Division from home through early December 2002. During her last days, many colleagues sent notes of gratitude for her unselfish willingness to help so many people on the road to career success at NARA.

—*Maarja Krusten, GAO Historian and Eva's twin sister*



The Bush Budget—Awesome for History, Mixed Bag for Archives

On Feb. 3, 2003, President Bush delivered to Congress a \$2.2 trillion federal budget for 2004. It includes both a record deficit of \$307 billion and record funding levels for several history-related programs—\$100 million for the Department of Education's (DOE) "Teaching of Traditional American History" initiative, and a \$25 million increase for the National Endowment for the Humanities (NEH) to fund the "We the People" initiative. The National Archives would see a modest increase in some budget categories. A major disappointment, however, is only a \$5 million allocation for the National Historical Publications and Records Commission (NHPRC).

The NEH budget sees the largest increase (22%) in recent years. Funding is pegged at \$152 million, which includes level-funding for the NEH core programs (\$127 million) but a massive influx of new funds—\$25 million—for the "We the People" initiative. The initiative that was created last year to promote a broad understanding of the ideas and events that have shaped our nation is expected to capture the imagination and the support of members of Congress. To spearhead implementation of the initiative, a "We the People" office will be established to coordinate diverse funding opportunities that would cut across virtually every program activity area within the NEH. This means that archives should be able to tap into several program categories.

While details are still sparse, it is expected that archives could get funding through the "We the People" initiative for: interactive Web sites and searchable databases, for scholarly editions, American editions, and reference works, for conversion of microfilms of historical newspapers into digital files, for basic preservation of archival materials and library special collections, for preservation education and training, and for special project funding requested through state humanities councils.

NARA is pegged at \$304.563 million—a 13 percent increase over what the administration proposed last year. The budget includes a \$12.991 million increase in NARA's base operating expenses to cover various fixed administrative related costs. (For more information, see the U.S. Archivist's column on page 21.)

NHPRC was dealt a blow, however, in the \$5 million recommendation. This is the same funding level proposed by the Bush administration in FY 2003. NHPRC supporters will have their work cut out for them if they are to raise the fiscal 2004 budget figures. In the past, NHPRC supporters have never been overly concerned about the president's proposed budget for the Commission, which has never approached the authorized level of \$10 million. Instead, NHPRC supporters have relied on members of Congress friendly to the program to raise the numbers. That may not happen this year. With a new cast of

characters on appropriating committees and with Rep. Roy Blunt (R-MO) no longer on the Commission, the program is in need of new champions. Thus it will be particularly important for supporters to make their voices heard on Capitol Hill.

The Institute of Museum and Library Services budget line is proposed at \$242 million (a \$32 million increase) for both libraries and museums. The total includes a request of \$207.6 million for assistance to libraries (this figure includes a \$15 million increase for the Library State Grants program, a \$10 million increase for the 21st Century Librarian initiative) and \$34 million (a \$5 million or 17% increase) for museums. This indeed is good news. The increases are probably attributable to the support of the First Lady Laura Bush who has a keen interest in library-related initiatives.

Other budget lines of interest to the archival community include: \$30 million for the "Save America's Treasures" program (which has an archives component), \$67 million for the Historic Preservation Fund and for the Advisory Council on Historic Preservation—\$5 million.

Hill insiders believe that with both the House and the Senate under the control of the Republicans the pressure will be on the GOP leadership to stay within the White House's budget numbers. Hill insiders predict the budget probably will not divide Republicans in the House. The real squabbling will probably take place in the Senate where the Republicans have a paper-thin majority and liberal Democrats and moderate Republicans share misgivings about the budget—especially when they discover that some of their top priorities are underfunded or not funded at all. Nevertheless, some Hill insiders predict that because of his control over Congress, Bush's plan stands a fair to good chance of surviving relatively intact.

Get Weekly Electronic Newsletter: *NCH Washington Update*

The National Coalition for History issues a weekly electronic newsletter—*NCH Washington Update*—that highlights news and developments of interest to historians and archivists. It is available free to members of the Society of American Archivists. To subscribe send an e-mail message to listserv@h-net.msu.edu according to the following model: SUBSCRIBE H-NCH firstname lastname, institution. You can accomplish the same tasks by tapping into the Web interface at www2.h-net.msu.edu/lists/subscribe.cgi and at the "network" prompt, scroll down and select H-NCH; enter your name and affiliation and "submit." To review recent issues, visit www2.h-net.msu.edu/~nch/.



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from the archivist of the united states

by John W. Carlin

President's 2004 Budget Would Advance NARA Initiatives

I am pleased that President George W. Bush has proposed a fiscal year 2004 budget that would enable NARA to continue building the Electronic Records Archives (ERA) and to make progress on other key initiatives in our strategic plan.

In the budget the president sent to Congress on Feb. 3, he proposed new funding to meet electronic records challenges, address storage and preservation needs, and improve our technology infrastructure.

To meet electronic records challenges, the budget includes an increase of \$24.2 million for the next steps in our efforts to manage, preserve, and provide access to records of continuing value, particularly electronic records. Of these funds, \$22 million is earmarked to contract for the design of the ERA system.

ERA will be a comprehensive, systematic, and dynamic means for preserving virtually any kind of electronic record, free from dependence on any specific hardware or software. The ERA system will make it possible for federal agencies to transfer any type or format of electronic record to NARA, and it will allow citizens to find records of interest and allow NARA to deliver those records to them in

the formats they want. This funding will allow us to design the first increment of the system.

While ERA is being developed, we must extend the life of existing records systems. The budget includes \$1.3 million to enhance existing electronic records systems so that they can preserve six types of new record formats and process higher volumes of electronic records. This funding also will be used for enhancements to the Archival Research Catalog. An additional \$300,000 is earmarked for continuing our electronic records research partnerships.

The final \$620,000 of the electronic records challenges funding will be used to help transform the way we manage government records. As part of our Records Management Initiatives, we have proposed developing new training and certification programs for records management professionals. This funding will allow

us to develop online records management training and guidance and a training and certification program for contractors who offer technical assistance in records management.

To address storage and preservation needs of growing quantities of records, the president's budget

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includes \$5.3 million for the Southeast Regional Archives and the National Personnel Records Center. The bulk of the funding will be used to furnish the new Southeast Regional Archives, move 110,000 cubic feet of archival records into the new facility, and begin operations at the new building in suburban Atlanta.

NARA received the resources to build this new facility in FY 2002, and construction will be completed in 2004. The new Southeast Regional Archives will be located near the campus of Clayton College and State University, and adjacent to the new Georgia Department of Archives and History building. This three-way partnership will enable us to work together on many joint archival and educational programs that will enhance opportunities for genealogists, historical researchers, and students at all education levels. Together we can help to define and refine the curriculum and skills of future archivists and records managers as they prepare to take on the challenges of both textual and electronic records. Conferences and other public programs will give local colleges, and historical, archival, and genealogical organizations the chance to further their interests and also increase the public's knowledge of local records resources. Most importantly, researchers will be able to find both state and federal records of regional interest in one location.

The Military Personnel Records Center (MPRC) in St. Louis, which stores about 2 million cubic feet of military service files and related records, does not meet NARA standards for archival or records center storage. New funding includes \$500,000 for a requirements study for a facility to replace MPRC and \$500,000 to plan the move of the records to a new location that will provide appropriate storage conditions and ensure the continued preservation of these valuable records. The requirements study and move plan will build upon an analysis being conducted this year of options for future storage and reformatting of the records.

To improve our information technology infrastructure, the president's budget includes an increase of \$2.2 million to support our ongoing technical operations and upgrade our disaster recovery plans. This funding will improve support for existing applications that have lacked system administrators and application managers and will implement a "hot site" for contingent operations in case of a catastrophic event.

The president's budget includes \$5 million for the National Historical Publications and Records Commission. I have recently appointed Max J. Evans, who many of you may know, as the director of NHPRC. Max is a member and fellow of SAA. As an editor, an archivist, and a preservation officer, he understands the various challenges faced by the commission. His experience will serve to further NHPRC's mission, and I look forward to his leadership of this organization.

Finally, the president's budget provides more than \$12.9 million for increases to our base operating expenses, including funding for employee pay raises, facility rate charges, rent charges, additional records storage needs, increased security costs, and increased systems costs for payroll, personnel, and accounting services.

Given the context of the federal budget environment, I

am happy with the president's budget for FY 2004, as it provides the necessary funding for NARA to advance many of the initiatives in our strategic plan, and tells us the president continues to be committed to addressing the challenges of electronic records. As all of us who care about records know, our mission of providing ready access to essential evidence is vital to the functioning of our government and our democracy. The resources of this proposed budget will enable us to keep our pledge to the American people. ♦

President's Message

continued from page 3

the recommendations of the Task Force on Electronic Publishing can be assessed and then re-assessed as publishing conditions change. Some of the recommendations of the task force have already been implemented, but we do not want to forget about the others. In this case, Council is turning to the Publications Board to oversee general implementation of the recommendations of the task force and to bring to Council concrete recommendations for action as the situation warrants. I would encourage all members, however, to read the final report of the task force (see www.archivists.org/governance/tfep-finalreport.pdf). If you see something of particular interest or value to you, bring it to the attention of the Publications Board or directly to Council. SAA is still at heart a volunteer organization, and we will work best when each of us sees something that needs to be done and then volunteers to step up and do it. ♦

Safe Sound Archive

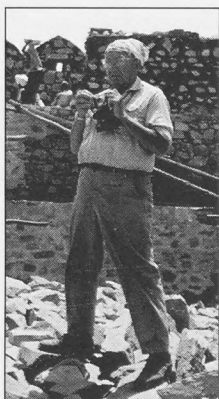
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Fritz Lang filming in India, 1956. Courtesy University of Wyoming's American Heritage Center.

American Heritage Center Wins Cool Site Award

The Exploratorium, a science museum based in San Francisco, has named the University of Wyoming's American Heritage Center (AHC) virtual collection of legendary motion picture director Fritz Lang as one of its "Ten Cool Sites" for December 2002-January 2003

(www.exploratorium.edu/learning_studio/sciencesites.html). The Exploratorium has been a pioneer in promoting museums as educational centers and using the Internet as an extension for learning. The "Ten Cool Sites" award, presented bimonthly since 1995, honors Web sites of significant educational value. The Lang Digital

Collection is a collaborative effort between

AHC, the university's Department of American Studies and Ellbogen Center for Teaching and Learning. As part of that effort, AHC associate archivist and SAA member **MARK SHELSTAD** designed and created the Web site. The Lang Digital Collection is available at www.uwyo.edu/ahc/digital/lang/default.htm.

DSpace Federation Collaboration

The Massachusetts Institute of Technology (MIT) Libraries have announced initial development of the DSpace Federation with six major research universities: Columbia University, Cornell University, Ohio State University, and the Universities of Rochester, Toronto, and Washington. DSpace, a digital repository for intellectual output, was launched worldwide last November as an open-source system, the result of a two-year collaboration between MIT Libraries and Hewlett-Packard Laboratories, HP's strategic research facility. The system is now in full production at MIT, and holds approximately one thousand items from five early-adopter communities.

MIT is now seeking to extend the scope of DSpace by offering it to other research-intensive institutions as an open-source system, and to build a federation among these institutions. By making the system freely available as open-source software, DSpace will enable even small colleges to run repositories with existing resources. This project will explore the adaptability of DSpace to institutions beyond MIT, develop documentation for future federators, and investigate new types of services that can be built on federated collections held in DSpace repositories at different institutions. For more information on DSpace, see www.dspace.org.

Browsing eBay for Archival Materials

SAA member **RICHARD J. COX**, professor at the School of Information Sciences, University of Pittsburgh, reports that an interesting story appeared in the *Christian Science Monitor* by Noel C. Paul, "Scholars Scour eBay," (Jan. 14, 2003) available at www.csmonitor.com/2003/0114/p11s02-lecs.htm. Cox notes that

the article describes how researchers are using eBay to build their own "archives." For example, according to the article "Academic sleuths once relied almost exclusively on the archives of major research libraries to track down facts and colorful details. Now, historians, literary critics, and museum archivists across the country incorporate a regular search of eBay into their research routine." This assessment continues, "Overall, the availability on eBay of historical objects and ephemera from Americans' attics has given scholars access to information that traditionally has been ignored by major research institutions."

New Archival Journal

Journal for the Society of North Carolina Archivists (J-SNCA) is the official journal for the Society of North Carolina Archivists. The mission of this new peer-reviewed journal is to support the theoretical, practical and scholarly aspects of the archival profession by publishing articles and reviews related to curatorial issues (e.g., collection management and development), technical services (e.g., cataloging, processing, digital collections, EAD, preservation, conservation, etc.), and public services (reference, instruction, outreach) for special collections and archives. In addition to original research, book reviews and reviews of archival exhibits will also be featured. Published semi-annually, numbered issues are slated to appear in August and January. For more information, contact the J-SNCA managing editor: Laura Clark Brown, University of North Carolina, CB# 3926 Wilson Library, Chapel Hill, NC 27514-8890; or ljcb@email.unc.edu.

Publicize Your Collections Relating to Women

The Women and Leadership Archives at Loyola University Chicago invites you to publicize your collections relating to women in the Women's Archives Mapping Project Directory that is available to potential donors, archivists, and researchers on its Web site. To fill out an online submission form, to update an existing submission, or to view and search the directory, visit www.luc.edu/orgs/gannon/archives/donordirectory.html.

"Collecting by Museums and Archives" Symposium Results

Results from the recent symposium, "Choices and Challenges: Collecting by Museums and Archives," at the Benson Ford Research Center on the campus of The Henry Ford Museum & Greenfield Village in Dearborn, Mich., are now available online. Curators and archivists from leading history museums, historical societies, and collecting repositories across the nation were brought together last November to discuss the meaning, challenges, and successes of collecting artifacts from around the globe. Online information includes topic overviews, full text of the speakers' and respondents' remarks, and speaker biographies. Results can be viewed at www.hfmgv.org/research/events/symposium2002. Full audio of the program is available on CD-ROM for a nominal charge. For more information, contact Marilyn Yee at 313/982-6100 ext. 2559 or marilyny@hfmgv.org.



Documenting History of African American Episcopalians

Virginia Theological Seminary and the Historical Society of the Episcopal Church recently entered into an agreement that designates the seminary's Bishop Payne Library as home for the "African American Historical Collection of the Episcopal Church: A Joint Project of the Historical Society and the Bishop Payne Library of the Virginia Theological Seminary." This newly created archival project will be a historical collection, composed of various media (oral history, documents, institutional records, photographs) chronicling the lives and experiences of African American Episcopalians.

The library will construct additional archival space to accommodate the collection, which currently includes collected writings from prominent African American Episcopalians that are being processed and preserved for future use. Prospective donors to the collection, those who are aware of materials that are appropriate, or those who want additional information about the collection, please contact Mitzi Budde, head librarian, or Julia Randle, archivist, at 703/461-1731.

World War II Japanese-American Unit Photos

Over 100 photographs of the 442nd Regimental Combat Team (RCT), a predominantly Japanese-American World War II unit, have recently been opened for research by the Wisconsin Veterans Museum Research Center in Madison. These photographs are part of the Leonard C. Davy Papers. Davy, who served as an officer in the unit as it made its way through Italy and France in 1944-1945, took the photographs. The Davy papers also include over 100 photographs of Davy's service in the Civilian Conservation Corps and the Coastal Artillery, but the strength of the collection is the 442nd RCT subseries. For more information, contact Reference Archivist Carrie Bohman at visit <http://museum.dva.state.wi.us/>.

Atlanta History Center Debuts James G. Kenan Research Center

The James G. Kenan Research Center at the Atlanta History Center, an expanded library and archival repository focusing on urban Atlanta and Southern regional history, opened to the public in January. More than 3.5 million items—from original architectural drawings to corporate and personal correspondence—are available for viewing. The center has been conceived as a new resource for researchers, authors, educators, students, media, and anyone with an interest in Atlanta history, Southern history, decorative arts, military history, genealogy, gardening and horticulture, and architecture. Copies of archival images are available from the Atlanta History Center's museum collections. Visit Terminus, the archives' public access catalog, at www.AtlantaHistoryCenter.com.

Source for Historical Research in Western Maryland

Last October the J. Glenn Beall Archives were officially opened following a dedication ceremony in the Lewis J. Ort

Library at Frostburg State University in Maryland. The Beall Archives, established through an endowment by Senator J. Glenn Beall, Jr. and his family, are the repository for three significant archival collections: The Research Collection of Senator J. Glenn Beall and Senator J. Glenn Beall, Jr.; The George A. Meyers Collection; and the William Price Collection of Railroad Photography. The diversity of the collections—the papers of the only two U.S. Senators from Allegany County, a collection of material from the Communist Party, USA, and the works of a renowned railroad photographer—highlights the broad cultural heritage of Western Maryland. For more information, contact beallarchives@frostburg.edu or visit www.frostburg.edu/dept/library/library.htm.

PHAMily Ties

The Public History Alliance of Missouri (PHAM) is a newly founded statewide educational organization designed to promote cooperation and collegiality among archivists, librarians, curators, archaeologists, and other specialists in the field of historical documents and artifacts. Students are welcome. For more information, contact Debbie Landi (LandiD@missouri.edu), Chris Montgomery (MontgomeryC@umsystem.edu) or David Moore (MooreDF@umsystem.edu).



Spring Meeting April 24-26, 2003 in Kansas City



Union Station, and the Kansas City downtown skyline, ca. 1960. WHMC-KC.

More information can be found at:
<http://www.MidwestArchives.org/>



Your Input Sought on International Standard Archival Authority Record

The Committee on Descriptive Standards of the International Council on Archives has prepared an exposure draft of the second edition of the International Standard Archival Authority Record (Corporate Bodies, Persons and Families). The second edition of the standard is the result of a five-year revision process. The committee is soliciting comments from the international archival community and interested parties on the exposure draft. Comments will be accepted until July 15, 2003. The final standard will be made public at the International Congress on Archives to be held in Vienna in August 2004. The exposure draft is available for review at www.hmc.gov.uk/icacds/end/standardsISAAR2.htm.

Abdication Records of Edward VIII

The U.K. Public Record Office has released a substantial collection of previously closed government records relating to the abdication of King Edward VIII in December 1936, when he chose to marry Mrs. Wallis Simpson. Mrs. Simpson was an American and, due to her status as a divorcee, was deemed unsuitable for marriage to the British monarch. The papers include minutes of Cabinet meetings, letters from the King and from the general public, as well as Mrs. Simpson's divorce file and Special Branch reports on her activities. In 1967, the abdication papers were sealed for a period of 100 years. However, in the late 1990s records relating to the Royal Family began to be treated the same as all other public records and opened for research after 30 years unless they fall under one or more of the criteria governing continued closure. For more information, visit www.pro.gov.uk/abdication/.

Communist Party Records Returned to Russia

The United States has returned to Russia the archives of the Smolensk All-Union Communist Party captured by U.S. forces in Bavaria following the defeat of Germany in World War II. At a ceremony held in Moscow last December, U.S. Ambassador Alexander Vershbow presented a single symbolic file to Mikhail Shvydkoi, Minister of Culture of the Russian Federation Ministry of Culture. The balance of the archive, some 28 linear feet of material, was turned over to the Russian Embassy in Washington following the Moscow ceremony. The returned files had been part of a larger body of records seized by the Germans when they captured Smolensk early in the war. The bulk of the collection, said to have been five freight cars worth of boxes, were shipped to Lithuania when the Germans quit Smolensk in 1943. The returned records were separated from the larger body and removed to Bavaria where they were discovered in 1945 and shipped to the United States. Housed at the National Archives, the collection served as the research base for work by American Sovietologists during the ensuing years. The return of the Smolensk archive is part of U.S. government efforts to resolve outstanding disputes over cultural property from the World War II era.

Western Pacific Archive Moves to New Zealand

The Western Pacific Archive re-opened in January. After more than 20 years in the U.K., this collection, which documents the lives and times of Western Pacific islanders between 1877 and 1978, is now housed at the University of Auckland Library in Auckland, New Zealand. The Archive consists of 1,800 linear feet of records, photographs, maps and memorabilia created or received by the Western Pacific High Commission. The commission was established in 1877 to extend British authority over British subjects in the islands of the southwest Pacific such as the Solomon Islands, Tonga, Samoa, Pitcairn, and British New Guinea. As the Western Pacific island nations won independence in the 1970s the High Commission became redundant and its records were transferred from Fiji, where they had been housed, to the Foreign and Commonwealth Office in London. The Western Pacific Archive will complement other Pacific resources of the New Zealand and Pacific Collection and Special Collections at the University of Auckland.

Records Management Training Material

"Management of Public Sector Records Project" modules are now available to download free of charge from the International Records Management Trust (IRMT) Web site at www.irmt.org/download/documents.html. This self-study program includes 18 training modules, seven good practice procedure manuals, an educators' resource kit, and a series of case studies. The material was developed to address the lack of adequate training material and relevant courses for records and archives professionals in many countries of the world and the need to create new skills to meet the challenge of the changing public sector environment. Please acknowledge the IRMT when using them. Hard copies available for purchase. Contact: IRMT, 12 John Street, London WC1N 2EB United Kingdom or info@irmt.org.

Dutch National Archives Changes Name

The National Archives of the Netherlands officially changed its name from "Algemeen Rijksarchief" to "Nationaal Archief." It also launched a new Web site at www.nationaalarchief.nl/. There is an English version of the site available. In addition the text of the introduction is available in French, German and Spanish.

Attention Hispanic Archival Community

World View editor Tom Connors is seeking correspondents in the Hispanic archival community. News of archival projects, meetings, collections and events in Spanish-speaking countries is decidedly underrepresented in the column. If you or your professional association have some interesting archival news to share, please send it to: Tom Connors, World View, Hornbake Library, University of Maryland, College Park, Maryland 20742 USA; or via e-mail to tc65@umail.umd.edu.

SAA Student Chapter Established at San Jose State University

The Society of American Archivists welcomed aboard a new student chapter at San Jose State University (SJSU) in January. The faculty advisor is Debra Hansen of the School of Library and Information Science.

"Compared to other SAA Student Chapters, I get the impression that SJSU's S.L.I.S. program is somewhat unique in that our instructors and classes are located all over California, sometimes outside of!" said Sarah Wilson, the SJSU student who led the effort to bring a student chapter to the university. "Our two main campuses are San Jose (in northern California) and Fullerton (in southern California) and there are many 'distance education' S.L.I.S. students, a few of whom take their classes all online."

SJSU is the 15th student chapter of SAA established around the country since 1993. Chapters serve as a means of introducing new archivists into the profession, as well as enhancing education by providing an additional focus for students to discuss archival issues, identify with the profession, and engage in professional activities. The chapters also promote communication among student members and ultimately develop leaders of tomorrow's archival profession. If you are interested in learning more about student chapters or establishing one at your institution, contact SAA Education Co-directors Solveig DeSutter and Patti O'Hara at 312/922-0140 or education@archivists.org.

List of SAA Students Chapters

For more information about each chapter, visit www.archivists.org/students/chap_dir.asp.

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San Jose State University
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University of California at Los Angeles
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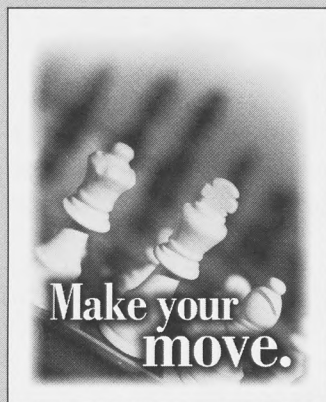
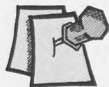


Your Archives Oughta Be In Pictures!

The Society of American Archivists is currently seeking photographs for the second edition of the ARCHIVAL FUNDAMENTAL SERIES. Volumes in the series needing photos will include:

- *Arranging and Describing Archives and Manuscripts*
- *Selecting and Appraising Archives and Manuscripts*
- *Providing Reference Services for Archives and Manuscripts*
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Photos are needed showing archivists in action. Donors of photos selected will receive a complimentary copy of the publication once it is available. For more details on how your archives can become a star, contact Miriam Meislik at miriam@pitt.edu or 412/244-7075.



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WORKSHOP #0328
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2003 CALENDAR

April 10-12

The Society of California Archivists and Northwest Archivists will hold their first joint meeting in Sacramento, Calif. For more information, see the organizations' Web sites, www.calarchivists.org or <http://osulibrary.oregonstate.edu/archives/misc/nwa.html>.

April 11-12

30th anniversary celebration and spring meeting of the New England Archivists (NEA) at Simmons College, Boston, Mass. For more information, visit www.lib.umb.edu/newengarch.

April 24-26

Annual spring meeting of the Midwest Archives Conference (MAC) at the Hyatt Regency Crown Center in Kansas City, Mo. Preconference workshops on April 23. For more information, visit www.midwestarchives.org.

April 24-26

Mid-Atlantic Regional Archives Conference (MARAC) spring meeting at Lafayette Yard Marriott in Trenton, NJ. For more information, visit www.lib.umd.edu/MARAC/maraccon.htm.

May 9

Sixth Annual Community Forum on Historical Records, "Celebrating History: Anniversaries to Educate, Promote and Preserve History," at Merrimack College, North Andover, Mass., Contact: Bill Milhomme, 617/727-2816 x257 or william.milhomme@sec.state.ma.us.

May 22-24

Society of Southwest Archivists annual meeting in New Orleans. Theme: "Cultural Celebrations and Commemorations: Archives, Memory, and History." For more information, visit specialcollections.tulane.edu/SSA/SSA2003.htm.

June 10-14

Association of Canadian Archivists (ACA) 2003 annual meeting in Toronto: "What's history got to do with it?" The annual conference of the Archives Association of Ontario immediately precedes the ACA meeting. In addition, the Archives of Ontario is celebrating its 100th anniversary with a gala reception on June 11 for attendees of both conferences. For more information, visit <http://archivists.ca/conferen/index.htm>.

June 16-27

36th Georgia Archives Institute, "An Introduction to Archival Administration," in Atlanta. Tuition is \$500. Enrollment is limited and the deadline for receipt of application and resume is Apr. 1,

2003. For more information, contact: Anne Salter, 404/894-9626, anne.salter@library.gatech.edu.

June 20-21

Fifth annual Museum and Library Archives Institute, sponsored by Monson Free Library and Reading Room Association, Massachusetts Board of Library Commissioners, the New England Archivists, the New England Museum Association, and the Worcester Historical Museum, at the Wilbraham & Monson Academy, Wilbraham, Mass. This Institute consists of two parallel programs: the Introductory and the Special Topic. The Introductory program is designed for those who have responsibility for museum and library records and special collections, but limited experience in archival methods and procedures. This year's curriculum includes such topics as collecting accessioning, appraising, arrangement and description, reference and access, oral history and copyright. Instead of the Introductory Program, participants may choose the Special Topic Program. This track provides an opportunity to go beyond the introductory level and focus on a particular archival topic or issue in a comprehensive, in-depth manner. The 2003 topic will address the issue of creating and renovating archives facilities to maximize storage and access potential. For information, contact: Theresa Rini Percy, Director, Monson Free Library, 2 High St., Monson, MA 01057; 413/267-3866; fax 413/267-5496; tpercy@cwmmars.org.

July 9-12

The National Association of Government Archives and Records Administrators 2003 annual meeting in Providence, RI, at the Providence Biltmore. Sessions will focus on archives and records, and will be perfect for all types of government employees, whether they work at the local, state or federal level. For more information, visit www.nagara.org or contact 518/463-8644 or nagara@caphill.com.

July 21-August 1

The Western Archives Institute will hold an Institute for Native American and Tribal Archivists at the University of Redlands in Redlands, Calif. The intensive, two-week program will address specific concerns relating to the preservation of Native American and Tribal records. The program will provide integrated instruction in basic archival practices to individuals with a variety of goals, including those whose jobs require a fundamental understanding of archival skills, but have little or no previous archives education, those who have expanding responsibility for Native American archival materials, or anticipate working with tribal records within one year, or those who are



Annual Meeting • Aug. 18-24

67th annual meeting of the Society of American Archivists in Los Angeles at the Century Plaza Hotel and Tower. Early bird registration fees (postmarked or faxed on or before July 1, 2003): SAA member \$285; nonmember \$335. Registrations postmarked or faxed after July 1, 2003, but received on or before July 22, 2003: SAA member \$315; nonmember \$365. On-Site Registration: SAA member \$335; nonmember \$385. One-day registration: SAA member \$135; nonmember \$140. Student Registration: SAA member \$100; nonmember \$110. Visit www.archivists.org/conference.

working Native American and tribal archivists, but have not received formal instruction. The faculty coordinator will be Timothy Ericson, assistant library director for Archives and Special Collections at the University of Wisconsin at Milwaukee. He is the university archivist and directs operation of the Milwaukee-region Area Research Center, a statewide network of regional archives. He works with community and regional historical records repositories and has worked as a consultant for tribal archives projects. He also teaches archives administration courses in the university's graduate archival education program. Other distinguished working professionals knowledgeable in particular areas of archival practice and tribal archives operation will join Professor Ericson on the faculty. In addition, the program will include site visits to local historical records repositories including facilities with Native American and tribal collections. The program will feature a diverse curriculum, that includes developing and managing archival programs and institutions, administering personal and family collections, records management, appraisal, arrangement, description, legal issues for tribal archives, care of photographs, preservation administration, reference and access, oral history, outreach programs, and grant funding. Admission is by application only and enrollment is limited.

The application deadline is April 15, 2003.

For additional information and an application form, contact Administrator, Western Archives Institute, 1020 O Street, Sacramento, CA 95814; 916/653-7715; fax 916/653-7134; ArchivesWeb@ss.ca.gov. The application package is on the Web site for the Society of California Archivists at www.calarchivists.org. Click on "Western Archives Institute."

July 22-25

"Political Pressure and the Archival Record" conference at Liverpool, England. For more information, visit www.liv.ac.uk/lucas/events.htm.

September 15-18

"Symposium 2003—Preservation of Electronic Records: New Knowledge and Decision-Making," hosted by the Canadian Conservation Institute, the National Archives of Canada, and the National Library of Canada, and to be held in Ottawa, Canada. Visit www.cci-icc.gc.ca/symposium2003/index_e.shtml.

September 25-28

Archivists for Congregations of Women Religious (ACWR) 4th triennial conference: "Religious Archives: A Sacred Trust" at Holiday Inn Southwest and Viking Conference Center, St. Louis, Mo. For more information, contact: ACWR National Office, Trinity College, 125 Michigan Ave N.E. Washington D.C. 20017; 202/884-9441; fax 202/884-9229; acwr@juno.com; or visit www.homestead.com/acwr.

October 23-25

Annual fall meeting of the Midwest Archives Conference (MAC) at the Hyatt Regency in Dearborn, Mich. For more information, visit www.midwestarchives.org.

October 29-November 1

Mid-Atlantic Regional Archives Conference (MARAC) fall meeting at Gettysburg Hotel in Gettysburg, Penn. For more information, visit www.lib.umd.edu/MARAC/maraccon.htm.

December 10-12

"World Summit on the Information Society 2003" in Geneva, Switzerland. Visit www.geneva2003.org.

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 sweart@aip.org. *Deadlines for receipt of applications are June 30 and Dec. 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 \$2,500 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.

California Institute of Technology Biot and Archives Research Funds

The Maurice A. Biot Archives Fund and other funds provided by the archives offer research assistance up to \$1,500 to use the collections



of the archives of the California Institute of Technology. Applications will be accepted from students working towards a graduate degree or from established scholars. Graduate students must have completed one year of study prior to receiving a grant-in-aid. For the Biot award, preference will be given to those working in the history of technology, especially in the fields of aeronautics, applied mechanics and geophysics. The grant-in-aid may be used for travel and living expenses, for photocopy or other photo-reproduction costs related to the research project, and for miscellaneous research expenses. Funds may not be used for the purchase of computer software or hardware. For further information on holdings and online resources, please consult the <http://archives.caltech.edu>. Application guidelines may be obtained by writing to: Archivist, 015A-74, California Institute of Technology, Pasadena, CA 91125. *Applications will be accepted year-round and will be reviewed quarterly on Jan. 1, Apr. 1, July 1, and Oct. 1 of each year.*

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 Robert S. Kerr, Fred Harris, and Speaker Carl Albert of Oklahoma; Helen Gahagan Douglas and Jeffery Cohelan of California; Sidney Clarke of Kansas; 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, the economy, and other areas. Topics that can be studied include the Great Depression, flood control, soil conservation, and tribal affairs. At least one collection provides insight on women in American politics. Most materials date from the 1920s to the 1970s, although there is one nineteenth century collection. The Center's collections are described online at www.ou.edu/special/albertctr/archives/. 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. The Center evaluates each research proposal based upon its merits, and funding for a variety of topics is expected. No standardized form is needed for application. Instead, a series of documents should be sent to the Center, including: (1) a description of the research proposal in fewer than 1000 words; (2) a personal vita; (3) an explanation of how the Center's resources will assist the researcher; (4) a budget proposal; and (5) a letter of reference from an established scholar in the discipline attesting to the significance of the research. *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.

Documentary Heritage Grant Program

The Massachusetts Documentary Heritage grant program has available \$100,000 to fund projects that promote and result in the documentation, preservation, and use of historical records in Massachusetts. Applicants may request up to a maximum of \$10,000 for their projects. Certain expenses are subject to funding limits. The program is funded by the Secretary of the Commonwealth and by a grant from the National Historical Publications and Records Commission. Eligible applicants are non-profit, public or private organizations, such as repositories, community organizations, professional associations, or local or state government agencies. Priority will be given to local organizations and collaborative community projects. A series of grant application workshops is scheduled. To register for a workshop or for further information contact: Bill Milhomme, Field Archivist, 617/727-257 x257 or william.milhomme@sec.state.ma.us or visit www.state.ma.us/sec/arc/arcaac/aacintro.htm.

Midwest Archives Conference Scholarships

The Midwest Archives Conference (MAC) is soliciting applications for its annual Archie Motley Memorial Scholarship for Minority Students in Archival Administration. The scholarship is designed to provide financial assistance to minority students pursuing graduate education in archival administration and to encourage ethnic diversification of the membership of the Midwest Archives Conference and of the archival profession as a whole. Two \$750 scholarships and one-year memberships to MAC will be awarded. In order to be eligible for a scholarship, the applicant must be a student of African, American Indian, Asian or Pacific Islander, or Latino descent, currently enrolled in or accepted into, a graduate, multi-course program in archival administration and must have a grade point average of at least 3.0 (on a 4.0 scale) in his/her academic program. If the program is not listed in the SAA Directory of Archival Education (www.archivists.org/prof-education/edd-index.asp), the applicant must provide proof of the multi-course standard by submitting copies of course descriptions from the institution's current departmental catalog. Applicants are not required to be residents of or to attend school in the Midwest region. Applications are available on the MAC Web site at www.midwestarchives.org/scholar.htm or from the Archie Motley Memorial Minority Scholarship Committee Chair Julie Herrada at jherrada@umich.edu or 734/764-9377. *Applications must be postmarked by April 1, 2003.* Awards will be announced no later than June 1, 2003.

NEH Preservation Assistance Grants

The Division of Preservation and Access of the National Endowment for the Humanities wishes to announce that the guidelines and submission forms for the 2003 competition for Preservation Assistance Grants are now available on the NEH Web site at www.neh.gov/grants/guidelines/pag.html. Please read these new guidelines carefully as there are important changes since the 2002 competition. *Completed applications must be received at NEH by May 15, 2003, for projects that would begin no earlier than January 2004.*

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@mailier.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.

South Carolina Bar Foundation

The South Carolina Bar Foundation offers financial support to graduate and post-graduate scholars researching issues pertaining to legal history and South Carolina. Research Awards are available to academic and non-academic researchers seeking to study issues pertaining to legal history in South Carolina. Awards from \$250 to \$3,000 are available to underwrite expenses for travel, lodging, photocopying, and other research expenses. Each proposal will be evaluated on its merits. Primary consideration will be given to projects involving the substantive study of issues of general interest and doctoral and post-doctoral studies by academicians

in law, legal history, history and political science. Each proposal should be aimed at a discrete end product such as a book, dissertation, thesis, article, documentary film, or exhibit. Budgets will be examined and may be approved in whole or in part. In return for accepting support, each award recipient is required to acknowledge the Foundation's support in any resulting published work, donate a copy of that work to the Foundation in a timely fashion, and account for the expenditure of the award. The Foundation may also require the recipient to submit a brief article summarizing their findings and research experience for publication in the Foundation newsletter. No standard form is needed for application but each application must include: a) Applicant's full name, address, telephone and fax numbers, and e-mail address; b) A description of the research project in five hundred to one thousand words; c) A personal vitae; d) An overall project budget clearly stating the amount of the award sought and the use to which the award will be put. e) At least one but not more than three letters of reference attesting to the applicant's scholarly ability and the significance of their research project.

Applications will be accepted up to May 1.

Awards will be announced by June 1. For more information or to apply, contact: Herbert J. Hartsook [Historian, South Carolina Bar Foundation], 112 Silver Lake Circle, Columbia, S.C. 29212; 803/732-7270; Herb@sc.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: Roger Myers, University of Arizona Library Special Collections, P.O. Box 210055, Tucson, Arizona 85721-0055, myersr@u.library.arizona.edu.

CALL FOR PAPERS

October 19-21

"Evidence, Information and Memory: Research in Integrated Management and Services of Urban Development Records and Archives" conference at Zhejiang University in Hangzhou, Capital City of Zhejiang Province of China. Sponsored by the Archives College at Renmin University of China, the Information Resources Management Research Institute of Zhejiang University, and the Urban Development Archives and Information Professional Committee of China Urban Science Study Society and the research team of the project "Research in Integrated Management and Services of Urban Development Records, Archives and Information" supported by the National Natural Science Foundation of China. The principal themes of this international conference are: 1) Context and needs, problems and solutions in the digitizing architectural and urban development archives; 2) Best practice theories, methods and standards for the integrated management and services of records, archives and information; 3) Functional requirements and guarantees for the authenticity, reliability, accuracy and completeness of evidence, information and memory in digitized information services for projects concerned with the built environment, and; 4) Functional requirements and guarantees for the accumulation, information sharing and communication of records and archives in urban construction projects involving digitized information systems. Papers are invited on any of these themes or on related topics. **If you wish to submit a paper for consideration, please supply an abstract by June 30, 2003, to xiaomia@yahoo.com.** We hope to publish some or all of the papers in due course. The cost of attendance at the conference, including accommodation and meals and two days tourist trip before or after the conference is expected to be approximately \$300.



ARCHIVIST

Corning Museum of Glass
Corning, NY

The Rakow Research Library of the Corning Museum of Glass, the world's premier collection of informational resources on the art, history, and early technology of glass, invites applications for the position of archivist. Responsibilities include developing policies and procedures for processing, preserving, and accessing the library's archival collections; organizing and creating finding aids for the collections, and contributing the archivist perspective to library-wide issues and projects. Successful candidate will possess ALA-accredited M.L.S. degree, minimum two

years' professional archival experience, and experience with computer applications for archival collections. Knowledge of one or more foreign languages desired. We are located in the beautiful Finger Lakes Region of upstate New York, near New York City, Toronto, and other major cultural and metropolitan areas. The Rakow Research Library's new, award-winning 30,000 sq. ft. facility opened to the public in July 2000. The library serves a diverse community of researchers, at all levels of subject knowledge, both on- and off-site. Excellent compensation and benefits. An Equal Opportunity Employer. **To apply, contact:** Ellen Corradini, Corning Museum of Glass, One Museum Way, Corning, NY 14830; 607/974-8309; fax 607/974-8470; corradined@cmog.org; www.cmog.org.

life, disability insurance programs, flexible spending accounts, TIAA-CREF retirement and Social Security coverage. Libraries home page may be viewed at <http://www.lib.purdue.edu>. An Equal Opportunity/Affirmative Action Employer. **To apply, contact:** Thomas L. Haworth, Personnel Administrator, Purdue University Libraries-PERS, 504 West State Street, West Lafayette, IN 47907-2058; 765/494-2899; fax 765/494-0156; thaworth@purdue.edu.

ARCHIVIST (CATALOGUING DEPARTMENT)

Survivors of the Shoah Visual History Foundation
Burbank, CA

Oversee and manage the hierarchical structure of the Foundation Thesaurus; sort, arrange, classify, describe and organize materials related to the testimonies; manage electronic records; assist in resolving data issues and maintaining data integrity in multiple databases; oversee departmental tape library; oversee research and data entry depts.; responsible for HR-related issues for above staff; work with dept. managers on meetings relating to new index terms; work with IT on development of in-house technology-based systems for indexing and archival description. **Required:** M.L.S. with archival focus OR equivalent exp.; possess a deep understanding of archival principles and standards; strong understanding of database structures and cataloguing/indexing principles; strong leadership skills with a proven track record; ability to manage a large and diverse group. **To apply, contact:** Marcia Kress Survivors of the Shoah Visual History Foundation, PO Box 3168, Los Angeles, CA 90078; fax 818/733-1424; www.vhf.org.

ARCHIVIST (SEARCH REOPENED)

Marquette University Libraries
Milwaukee, WI

Marquette University Libraries seeks a collection management archivist with strong technical skills. Reporting to the head of the Special Collections and Archives, initial projects will involve processing large political collections. The archivist will develop processing plans; oversee processing, prepare Web-based access tools and exhibits; and hire, train, and supervise student assistants. **Qualifications:** At least one of the following required: (1) ALA-accredited M.L.I.S. degree, including archival coursework, (2) a subject-master's with ACA accreditation, (3) a subject-master's degree with nine graduate credits in archives administration. Demonstrated experience with MARC, html, graphic editors, and Microsoft Access. Strong communication and interpersonal skills; excellent analytical, problem-solving, and organizational skills. **Preferred:** Three years processing archival collections, including digital projects. **Institutional Context:** Marquette University is an independent, Catholic, Jesuit institution located on an 80-acre campus near downtown Milwaukee. The Department of Special Collections is preparing to move into the new John P. Raynor, S.J., Library (www.marquette.edu/library/raynor) in July 2003. Five archivists, one support staff, and 12-15 student assistants staff the service-oriented department. Marquette offers competitive salaries,

HOW TO LIST A PROFESSIONAL OPPORTUNITY

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

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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.

ARCHIVIST

Purdue University Libraries
West Lafayette, IN

Responsibilities: Initial responsibility is for the processing and management of the Potter Archives and the George Palmer Putnam Collection of Amelia Earhart Papers. Establishes policy standards for arrangement and description of collections, including processing plans and finding aid structures. Develops accession procedures, workflow, and technology applications. Answers reference inquiries, administers permissions, and develops finding aids and outreach materials. Makes recommendations for security measures, preservation treatment, and reformatting. Trains and supervises support staff and students. Flexible approach to position opportunities as archival collections evolve. Collaborates with American Studies and other faculty in developing and delivering service-learning opportunities in archival studies. Participates in libraries-wide planning and management through consultative committee and team structures. Reports to the Director of Public Services and Collections. Members of the Libraries faculty must meet Purdue requirements for promotion and tenure. **Requirements:** Master's degree in Library Science (ALA-accredited) with specialization in archives administration. Two years professional experience working in an archive or manuscript repository in an academic or research library. Excellent communication and interpersonal skills. **Desired Qualifications:** Experience with and knowledge of standard archival theories and practices in appraisal, arrangement, and description of archival and manuscript collections. Demonstrated knowledge of descriptive practices (for example, AACR2, APPM, MARC, EAD), and metadata standards. Demonstrated interest and/or experience in database management, digital text and imaging projects, and management of digital resources. Demonstrated abilities in project planning and management. Ability to work independently as well as collaboratively in a complex, changing environment. **Salary:** \$40,000 and up depending upon qualifications. Status and Benefits: Faculty status and responsibilities. Rank of Assistant Professor. Twelve-month appointment with vacation of 22 days. Flexible benefit programs with open enrollments annually. Medical, group



excellent benefits, a generous vacation plan, and tuition assistance programs for employees and dependents. **To apply**, send cover letter specifically addressing qualifications; resumé, names and addresses of three professional references to: Matt Blessing, Marquette University Libraries, P.O. Box 3141, Milwaukee, Wisconsin 53201-3141. **Review of applications will begin April 4, 2003**, but will be accepted until the position is filled. Marquette University is committed to diversity and equality in education and employment. At the same time, Marquette cherishes its right and duty to seek and retain personnel who will make a positive contribution to its religious character, goals, and mission in order to enhance the Jesuit, Catholic tradition.

ASSISTANT ARCHIVIST

*American Institute of Physics
Center for History of Physics
College Park, MD*

The Center for History of Physics seeks an archivist knowledgeable about current Web technologies as well as archival arrangement and description. Participate in all aspects of electronic information within the Center (e.g., XML-EAD, HTML, PDF, MARC, and electronic archival records); maintain library integrated system (epixtech Horizon), Physics History Finding Aids Web site and other systems. Full description is available at www.aip.org/hr/Employment_Opportunities/assist_arch.html.

Qualifications: M.L.S. from ALA-accredited program or master's degree in history, plus archival course work. Excellent communication skills essential. Knowledge of Unix, Linux, Perl, JAVA, Python C++, or PHP highly desirable. AIP offers competitive salary and benefits, including tuition assistance and on-site child-care. To learn more about AIP visit our web site at <http://www.aip.org>. **EEO. To apply, contact:** Theresa C. Braun, American Institute of Physics, One Physics Ellipse, Human Resources Department, College Park, MD 20740; fax 301/209-0847; aiphr@aip.org (indicate "Assistant Archivist" in subject line); <http://www.aip.org>.

CONTRACT CORPORATE ARCHIVIST

*The Clorox Company
Oakland, CA*

90-year old consumer-products company seeks an educated and experienced contract archivist to organize and classify our neglected corporate archives. Your mission will be to: 1) Conduct a survey of our archive; 2) Weed out and dispose of documents and items inappropriate for long-term preservation; 3) Determine and implement a suitable, basic classification system; 4) Secure a permanent, protective storage space; and, 5) Establish an ongoing maintenance/updating system. As part of our selection process, you will be asked to examine the archives and submit a proposal for the job, including timing, pricing, and tactics. **To apply, contact:** Alison Kiedrowski, The Clorox Company, 1221 Broadway, 24th Floor, Oakland, CA 94612; 510/271-7214; fax 510-208-2688; alison.kiedrowski@clorox.com; www.clorox.com.

DEPUTY DIRECTOR

*The Hagley Museum and Library
Wilmington, DE*

The Hagley Museum and Library, in Wilmington, Delaware, a member of the Independent Research Libraries Association, housing one of the foremost collections of manuscripts, photographs, books, and pamphlets documenting the history of American business and technology, is seeking a deputy director for library administration with general responsibility for the management, direction and operations of the Library Division of Hagley. This includes long-range planning, personnel management, budget preparation and management, conservation and preservation, grant solicitation and administration, collections management, publications, oversight of integrated library automation systems, and exhibit planning. Applicants must have ALA-accredited master's degree in library science or master's degree in another relevant field. Ph.D. preferred. Minimum of ten years professional management experience in a library and/or archives or similar cultural institution; experience in a broad range of library/archival areas, including budget administration, integrated library information technology, personnel management and one or more academic or program areas (research, curatorial, exhibit, education, visitor services, etc.). Must have strong communication and interpersonal skills. Proven abilities in administration, fund raising, program development, grant writing and administration, and working with volunteers and the public. Background knowledge in American history, history of technology or history of business a plus. EOE. M/F/V/D. Minorities encouraged to apply. **To apply, contact:** Human Resources Department, Hagley Museum and Library, PO Box 3630, Wilmington, DE 19807; 302/658-2400; rwhill@udel.edu; www.hagley.org.

DIGITAL ARCHIVIST

*Office of the Secretary of State
Archives Division
Cheney, WA*

Position reports to the Deputy State Archivist and is responsible for leading the planning, development and implementation of the first state Digital Archives facility. This position manages a group of specialized information technology and archive positions that provide internal support for the storage hardware, software, and external connectivity. Storage hardware and software is used to receive, convert, manage, maintain, and store archival electronic records of historic and enduring value. The position is responsible for the security and integrity of the archival electronic records stored at this facility. The job requires the exercise of complex technical judgment with results affecting thousands of records and archiving of critical electronic state documents. **Requires:** Understanding and experience in receiving, converting, managing, maintaining and archiving electronic records and assuring data integrity in a large scale multi-processor, multi-vendor environment using diverse platforms and a wide array of applications. Understanding of advanced storage management principles; com-

prehensive knowledge of the storage technology industry and its trends; advanced knowledge and experience utilizing management principles including but not limited to: budget development and budget management; short and long range strategic planning; development of tactical plans to accomplish organizational goals and objectives; project management principles and practical application; personnel management including the ability to lead, coach, mentor and train project staff; analytical, interpretive and organizational abilities; ability to effectively communicate, both orally and in writing, across a broad spectrum of professional managerial levels, and the ability to effectively explain complex technical material, concepts and information to top customer agency management and technical staff; capable of making critical decisions in "real time" environment and working independently; ability to prepare acquisition plans including cost justification and analysis; background and experience managing information technology, including web enabling content for customer use and system software maintenance methodologies. Ability to use basic Office software applications; position requires extensive travel. Position will be expected to take a temporary assignment in Olympia, Wash., followed by permanent location in Cheney. **Desirable Qualifications:** Understanding of archival principles and procedures including authenticity of records, life cycle of records, data security, and data integrity; Certified Archivist or Certified Records Manager. **Salary:** \$5,345-\$6,533 monthly, depending on qualifications, in addition to a full benefits package which includes health, life, long term disability insurance and a public employee retirement plan; paid vacation, sick, and military leave; optional credit unions, savings bonds, and deferred compensation plans; and 11 paid holidays. **Application Process:** Interested candidates may apply electronically by submitting 1) a current resume; 2) a cover letter specifically addressing qualifications; 3) the names of three professional references to: jkling@secstate.wa.gov. **To apply, contact:** Julie King, Office of the Secretary of State, PO Box 40227, Olympia, WA 98504-0227; 360/586-1170; fax 360/586-2033; jkling@secstate.wa.gov; www.secstate.wa.gov.

DIRECTOR, BENSON FORD RESEARCH CENTER

*Henry Ford Museum & Greenfield Village
Dearborn, MI*

Responsible for the leadership, strategic direction, development, management, and administration of the operations and staff of the Benson Ford Research Center. Working within the institutional vision, mission, and brand, the manager will be responsible for the articulation of the research center brand, expansion of the research center audience, and the development and marketing of new programs to serve them. The manager will work closely with senior management team members and will be responsible for the development of a research center strategic plan, as well as the development and implementation of long-range and short-term goals. The manager will provide an energetic "public



face" for the Benson Ford Research Center as a major venue of the institution. Primary areas of responsibility include access services, electronic programs, Ford Historical Resources Collaborative, and library service to the Henry Ford Academy.

To apply, contact: Recruitment Leader, Henry Ford Museum & Greenfield Village, 20900 Oakwood Blvd., Dearborn, MI 48124; fax 313/982-6226; employment@hfmvgv.org; www.hfmvgv.org.

DIRECTOR-RECORDS MANAGEMENT

*Library of Virginia
Richmond, VA*

The Library of Virginia is seeking a highly motivated candidate to direct our comprehensive Records Management Program in compliance with the provisions of the Virginia Public Records Act. The program is responsible for managing the creation, utilization, maintenance, retention, preservation, and disposition of the public records created by all state and local government organizations, with an emphasis on ensuring the preservation of Virginia's rich and historically significant public records. Since 1823, The Library of Virginia has served the archival and research needs of Virginians—as the Commonwealth's archival agency, the reference library at the seat of government, and as one of the nation's premiere research institutions. To be considered for the position, candidates must possess comprehensive knowledge of records management, archival principles and methodology, and administration and organization of state and local government as well as working knowledge of Virginia history, information systems, digital technology, electronic imaging, and governmental budget and accounting procedures. The position requires considerable research, writing, communication, presentation, organization, and interpersonal skills. In addition, candidates must demonstrate progressively responsible experience managing professional records management staff. A master's degree from an accredited university with concentration in history, library and information science, public administration, government or a related field and formal training in records management, archival and electronic records administration is required. CRM and/or CA certification is highly desirable. Review of application materials will begin immediately and will continue until the position is filled. Salary is competitive with a generous benefits package. The Library of Virginia fosters an open, team-oriented work environment and is seeking an individual who values this approach. **To apply, contact:** Anson Matthews, Library of Virginia, 800 East Broad Street, Richmond, VA 23219; 804/692-3581; fax 804/692-3587.

HEAD LIBRARIAN

*American Philosophical Society
Philadelphia, PA*

The American Philosophical Society announces a nationwide search for outstanding candidates for the position of Librarian. The APS Library, situated in two buildings adjacent to Independence Square in Philadelphia, is a

major center for research in the history of the sciences, medicine, and technology from the eighteenth century to the present, as well as American history to 1840. The Library houses over 300,000 books and bound periodicals, eight million manuscripts, 100,000 images, and thousands of hours of audio tape, and has a current annual operating budget in the range of \$3 million. The current collection policy centers on anthropology, linguistics, natural history and geology, life sciences, mathematical and physical sciences. The new librarian will head a highly skilled staff of 20, and supervise the library's fellowship and conference programs. The Society's search committee is considering applications from persons with two differing sorts of qualifications: candidates who are primarily historical scholars working in a field or fields where the APS Library holdings are especially strong, and candidates with extensive experience as librarians or archivists. Salary is negotiable. Applications from women and minority candidates are strongly encouraged. The APS is an equal opportunity employer. **Applicants should send a descriptive statement and a resume to:** Mary and Richard Dunn, Executive Officers, American Philosophical Society, 104 South Fifth Street, Philadelphia, PA 19106; 215/440-3400; fax 215/440-3436; mvignola@amphilsoc.org; www.amphilsoc.org. Applicants should also ask three referees to write to the Dunns. Applications will be received until the position is filled.

LINCOLN COLLECTION PROJECT ARCHIVIST

*Indiana Historical Society
Indianapolis, IN*

The Indiana Historical Society seeks candidates for the one-year, full-time position of Lincoln Collections Project Archivist in the Manuscript & Visual Collections Department of the Library Division. Founded in 1830, IHS is a private, nonprofit membership organization dedicated to collection, preserving and promoting Indiana's history. The position is responsible for item-level description and arrangement of two collections relating to the life of Abraham Lincoln and to the Lincoln assassination and its aftermath. These collections are primarily visual (photographic and graphic), but also contain manuscript, printed, and artifact materials. Complete job description available upon request. Candidates should know archival theories and their practical application, the history of 19th-century photography, the Civil War period in American history, and the career of Abraham Lincoln. Candidates should also possess demonstrated research skills; the ability to communicate effectively, orally and in writing, including the ability to write clearly, concisely and accurately, with an attention to detail; the ability to handle fragile collection materials with care; and the ability to recommend conservation treatments.

Required: A master's degree in archival administration or a master's degree in library science, museum studies, history, or another related humanities field with an emphasis on archival administration or training in archives and/or visual materials. Experience working with primary historical sources. Experience working with

word processing software, preferably Microsoft Word. **Preferred:** At least one year of experience processing collections in a manuscript or archival repository or library. This is a one-year position. Salary range starts at \$29,550; salary offered will be commensurate with experience and skills. Excellent benefits package. To apply, send a letter of application, resume; names, current addresses and telephone numbers of three professional references to the contact and address below. Please do not send applications as attachments to e-mail. Applications will be accepted until the position is filled. EOE.

To apply, contact: Susan P. Brown, Director, Human Resources, Indiana Historical Society, 450 W. Ohio Street, Indianapolis, IN 46202; 317/233-3902; fax 317/234-0076; sbrown@indianahistory.org; www.indianahistory.org.

MANUSCRIPTS/COLLECTION DEVELOPMENT LIBRARIAN

*The George Washington University
Gelman Library System
Washington, DC*

The Gelman Library System seeks a creative and enthusiastic Manuscripts/Collection Development Librarian to join its Special Collections team, a new, self-managed team operating in a Learning Organization environment. We encourage all applicants to learn more about this position by visiting our Web site at: www.gwu.edu/gelman/library/employment/librarian. **To apply, contact:** Emma Mosby, The George Washington University, Gelman Library, 2130 H Street, NW, Room 201, Washington, DC 20052; 202/994-1316; fax 202/463-6205; emosby@gwu.edu.

MILITARY ARCHIVIST

*Battelle
St. Robert, MO*

Description: Technical/administrative support to Army Chemical School regarding weapons of mass destruction. Historical research, presentation, communication, and preservation. Assist students. Provide instruction, historical monographs, vignettes, and papers. Compile finding aids for special collections. Develop and implement a program to conserve historical documents. Provide historical information to outside agencies and individuals. Participate and report on coordination meetings. **Qualification:** Military background and at least 24 hours of undergraduate history courses. Working knowledge of records or archival management and conservation. Education, training and experience in historical research and conservation. Strong verbal and written communication skills. Microsoft Office Suite proficiency. U.S. Citizen. Able to maintain a DoD security clearance. No relocation assistance provided. **To apply, contact:** Go to www.battelle.org/jobs and enter Reference Number 105127.

PROCESSING ARCHIVIST

*Raymond H. Fogler Library
University of Maine
Orono, ME*

University of Maine seeks a processing archivist to arrange and describe archival collections



relating to environmental history in New England. Responsibilities include organizing, creating findings for, and conducting basic preservation work on a variety of archival collections; and supervising the work of one or more student assistants. **Required:** ALA-accredited M.L.S. or M.A. in history or related field, archival processing experience, familiarity with current archival descriptive standards, ability to communicate effectively, orally and in writing. **Preferred:** Experience processing large collections, supervising student workers, using EAD; knowledge of New England history; and familiarity with research trends and methodologies in history and/or environmental sciences. This is a 2-year fixed-length position with a proposed annual salary of \$35,000. **Review of applications will begin March 15, 2003.** The University of Maine is an EO/AA Employer. **To apply, contact:** Richard Hollinger, University of Maine, Head, Special Collections, 5729 Fogler Library, Orono, ME 04469-5729; 207/581-1688; fax 207/581-1653; richard.hollinger@umit.maine.edu; www.umaine.edu.

PUBLIC SERVICES LIBRARIAN

Clarke Historical Library
Central Michigan University
Mount Pleasant, MI

The Clarke Historical Library, a special collections library at Central Michigan University (CMU) specializing in Michigan and CMU history, Native Americans, other Michigan related topics and children's literature, seeks qualified applicants for the position of Public Services Librarian. This is a tenure-track, faculty position. The successful candidate will be an enthusiastic, service-oriented librarian dedicated to the provision of outstanding reference and research service and committed to the development of electronic and print collections. **Principal responsibilities include:** all aspects of reference and research services, providing library instruction and outreach, bibliographic duties, collection development, and supervision of the reading room. **Minimum Qualifications:** M.L.S. from an ALA-accredited program. Evidence of potential for earning tenure/promotion as a library faculty member. Evidence of teaching ability/potential. Knowledge of a wide variety of relevant electronic and print reference resources. Excellent communication and interpersonal skills and enthusiasm for service excellence. Ability to work independently and cooperatively. Potential for professional leadership. **Preferred Qualifications:** Professional experience in special collections libraries. Reference experience. Expertise in history, especially Michigan history, and children's literature. Experience with web page content development and technology-based instruction. Supervisory, collection development, and exhibit preparation experience. Additional graduate degree in field related to position. Salary commensurate with qualifications, minimum \$45,140. Excellent fringe benefits. Submit letter of application addressing qualifications, resume, and names, titles, addresses, and telephone numbers of three professional references. **Review begins February 24, 2003.** Applications

accepted until position is filled. **To apply, contact:** Chairperson, Public Services Librarian Search Committee, Central Michigan University, 407 Park Library, Mount Pleasant, MI 48859; 989/774-3990; fax 989/774-2160; marian.matyn@cmich.edu; www.lib.cmich.edu/clarke.

SENIOR ARCHIVIST

Mary Couts Burnett Library
Texas Christian University
Fort Worth, TX

Texas Christian University invites applications for the position of Senior Archivist. This experienced and highly self-motivated individual will manage the Mary Couts Burnett Library's archival collections, which include the Speaker Jim Wright Collection and the Amon Carter, Jr. Collection. The Senior Archivist, working under the direction of the Special Collections Librarian, will be responsible for developing policies and procedures for processing, preserving and accessing the collections; organizing and creating finding aids for the collections, and contributing to department- and library-wide operations and projects. Requirements include a minimum of 5 years archival experience; an ALA-accredited master's degree or advanced degree in an applicable subject field with extensive archival training and/or experience; successful supervisory experience; knowledge of technology as it relates to the archival enterprise and to libraries; understanding of intellectual property issues as they relate to archives and manuscripts; knowledge of preservation and conservation issues as they relate to archives and libraries; demonstrated verbal and written communication skills; experience appraising and processing large archival collections and producing finding aids and other collection management tools. Preferred qualifications include Academy of Certified Archivists certification; second advanced degree; experience with a congressional collection; successful grant seeking experience; experience using AACR2, MARC, OCLC, and national authority files; experience with EAD; and proficiency with MS Word, Excel, Access, and PowerPoint. Fort Worth is an attractive and affordable place to live in the heart of the vibrant DFW Metroplex. **Salary:** \$38,000 plus excellent benefits, 22 days vacation annually, and training opportunities. Further information about the university may be found on its Web site at <http://www.tcu.edu>. Send current resume; cover letter specifically addressing qualifications; and the names of three professional references. **Review of applications begins April 1, 2003.** TCU is an EEO/AA employer. **To apply, contact:** Dr. June Koelker, Mary Couts Burnett Library, Texas Christian University, TCU Box 298400, Fort Worth, TX 76129; 817/257-7696; fax 817/257-7282; j.koelker@tcu.edu; www.lib.tcu.edu.

TECHNICAL SERVICES SERIALS SPECIALIST, PEACE COLLECTION

Swarthmore College
Swarthmore PA

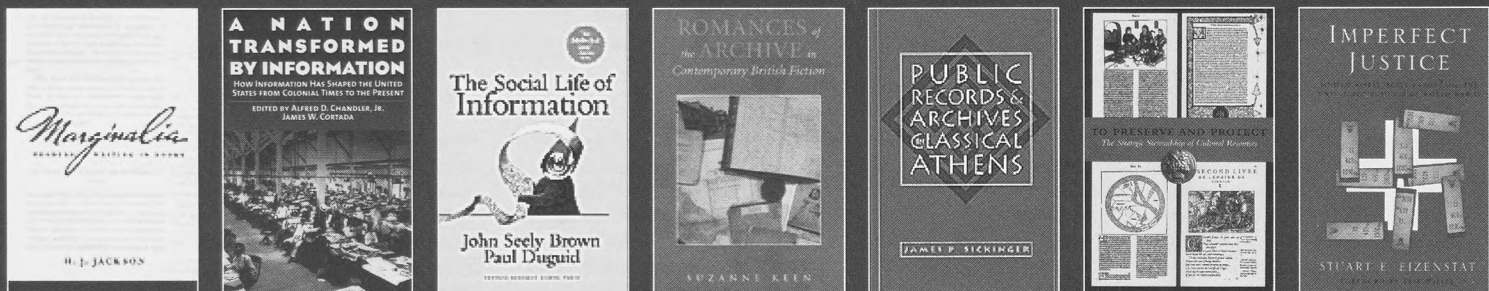
Part-time (.57 FTE, 12-month, min. \$13.54/hour). Responsible for the management of both

materials and services, including acquisition, renewals, and data entry for all subscription based materials (journals, annuals, newspapers, and magazines in print, microform, and digital formats); for creating and maintaining receipt records for all materials; and for maintaining the physical collections with the twin goals of ensuring access and preservation. Responsible for all interlibrary loan transactions and some basic circulation functions. Undergraduate degree required, preferably with some course work in U.S. history. Ability and desire to gain knowledge about the peace movement is required. 1-2 years significant library experience necessary, experience with serials management or other in a technical service department, preferred. Experience with an integrated library system highly desirable. Knowledge of computer hardware and software (word processing, e-mail) and proficiency in searching library databases essential. **To apply, contact:** Human Resources Department, Swarthmore College, 500 College Avenue, Swarthmore, PA 19081; 610/328-7797; fax 610/690-2040; jobapps@swarthmore.edu; www.swarthmore.edu/Admin/human_resources.

UNIVERSITY ARCHIVIST

North Carolina State University
Raleigh, NC

The NCSU Libraries seeks an innovative archivist to guide the continuing development of the University Archives. The Libraries is seeking an individual who can provide the leadership required to effectively manage a large collection of important traditional paper documents and simultaneously develop strategies for meeting the challenges posed by electronic documents. **Qualifications Required:** ALA-accredited M.L.S. or equivalent advanced degree; minimum of 3 years of archival experience; management and supervisory experience; evidence of ability to work well with staff, users, and donors; knowledge of appropriate technology, such as EAD; understanding of issues related to electronic records; evidence of understanding of intellectual property issues; excellent interpersonal and communication skills; and a demonstrated record of professional contributions. **Preferred:** Archives management experience in a college or university setting; success in aggressively developing a foundation and grants program; and experience managing digital projects. **For further information see:** www.lib.ncsu.edu/personnel/jobs/epa.html. **Salary and Benefits:** Competitive salary commensurate with experience, not less than \$60,000 for a candidate who meets required and preferred qualifications; minimum of \$50,000 for a candidate meeting the required qualifications. Comprehensive benefits package. **To apply, contact:** Joseph Hester, Academic Personnel Librarian, North Carolina State University, NCSU Libraries, Campus Box 7111, Raleigh, NC 27695-7111; 919/515-8590; fax 919/513-2972; joseph_hester@ncsu.edu; www.lib.ncsu.edu.



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