

NEWSLETTER  
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# archival outlook



## Shock and Awe!

- Devastation to Iraqi Cultural Heritage
- Bush Issues New Secrecy Executive Order
- Spotlight on SAA Conference Los Angeles
- 2003 Election Results

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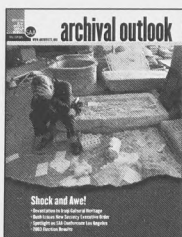
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*Iraqi National Museum Deputy Director Mushin Hasan holds his head in his hands as he sits on destroyed artifacts on April 13, 2003. Looting at the National Museum and the destruction of objects there resulted from the U.S.-led war in Iraq.*  
MARIO TAMA/GETTY IMAGES.

# 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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## Archivists and the TEACH Act

In November 2002, Congress passed and President Bush signed into law the Technology, Education, and Copyright Harmonization (TEACH) Act. Since then many people have asked me if the TEACH Act makes it easier for archivists to exploit copyrighted digital works in support of our services to patrons. Unfortunately, the TEACH Act narrowly defines what behaviors are exempted and who can take advantage of its protections. It is likely, therefore, that the TEACH Act will only protect archivists in a very limited set of circumstances. Government archivists may be the ones best able to use the Act to their advantage.

The TEACH Act updates the copyright law to remove impediments to the use of new technologies in education. The use of a copyrighted work in a class can potentially infringe the copyright owner's exclusive rights to reproduce, display, perform, and transmit the work. The copyright law therefore includes explicit provisions governing the performance and display of copyrighted works in face-to-face education, and there are more limited exemptions for distance education. The TEACH Act recognizes the increasing importance of both digital resources and distance learning in education, and it updates the copyright law to reflect this development.

### Summary of Changes

First, the Act expands the types of materials that faculty can use in online courses. The law distinguishes between works that can be "performed" (defined as "to recite, render, play, dance, or act it, either directly or by means of any device or process or, in the case of a motion picture or other audiovisual work, to show its images in any sequence or to make the sounds accompanying it audible"), and works that are "displayed" (that is, "to show a copy of it, either directly or by means of a film, slide, television image, or any other device or process or, in the case of a motion picture or other audiovisual work, to show individual images nonsequentially"). A play or movie is performed; a text document or photograph is displayed.

Under the TEACH Act, the following kinds of material can be used in courses, regardless of whether the courses are taught face-to-face or online:

- Nondramatic literary and musical works that are "performed" may be used in their entirety;
- "Reasonable and limited" amounts of other types of works that are "performed" may be used;

- For works that are "displayed," the amount comparable to what is normally displayed in the course of a live classroom session may be used. This could be an entire photograph, letter, or short poem.

In addition, transmission of a distance learning course can now be over digital networks; the old exemptions were designed with closed circuit television in mind. The Act permits the digitization of material for use in a course (if it is not available in digital form). There are no restrictions on the repeated use of copyrighted works without the permission of the copyright owner.

### Restrictions

There are, however, numerous restrictions that limit the potential usefulness of the TEACH Act to archives. First, only accredited nonprofit educational institutions and government bodies can use the TEACH Act exemptions; archives in for-profit corporations will still need to seek permission from the copyright owner before using copyrighted works in educational endeavors.

Secondly, the TEACH Act applies only to a systematic, mediated instructional activity—in other words, a course with an instructor. The course does not have to be for credit, but it should be part of the educational program of the institution or government agency. Furthermore, any reproduction, performance, or display of copyrighted material must be done at the direction of the instructor. In short, we cannot simply claim that an online exhibition is "educational" and hence covered by the TEACH Act—the material must be provided at the direction or under the supervision of an instructor.

The limitations on the amount that may be digitized or used should not be forgotten. The Act adds that the performance or display must be an integral part of a class session. What does this mean in practice? It would seem that one might be able to read out loud an entire essay (a performance of a non-dramatic work) if it was an integral part of a class session (and not just background or supplemental reading). A limited portion of a commercial movie could be shown, again if it was an integral part of a class session. The report accompanying the legislation expressly

*continued on page 27*



# Operation Iraqi Freedom

On March 19, 2003, President George W. Bush launched Operation Iraqi Freedom. Some 230,000 U.S. troops were joined by 45,000 British troops and 2,000 from Australia in a "coalition of the willing" to oust Iraqi President Saddam Hussein's regime, against strong international opposition. Superior American air power and precision-guided weapons helped to break down Iraqi forces, while on the ground many Iraqi soldiers fled their positions or surrendered. A vicious sandstorm slowed the allied advance toward Baghdad, but in the end it took less than a month to remove Saddam from power. Damage to Iraq's oil fields was minimal; but the looting and destruction of cultural property was tremendous. The U.S. suffered fewer than 200 casualties; thousands of Iraqis were killed in the fighting. Iraqi factions met in the ancient city of Ur in mid-April to discuss the shape of a future government.

Sources: United Nations, Associated Press, [www.iraqbodycount.net](http://www.iraqbodycount.net).

## Devastation to Iraqi Cultural Heritage

by ROSS SHIMMON, President, International Committee of the Blue Shield

The founding members of the International Committee of the Blue Shield—the International Council on Archives, the International Council on Monuments and Sites, the International Council of Museums, and the International Federation of Library Associations and Institutions—were all represented at the meeting of experts called by UNESCO on April 17, 2003, to discuss the damage to Iraqi cultural heritage caused by the war.

The official communiqué issued at the end of the meeting follows:

The [International Committee of the Blue Shield] deplores and is deeply shocked by the extensive damage to, and looting of, the cultural heritage of Iraq caused by the recent conflict. It calls on the coalition forces to observe the principles of the 1954 Hague Convention for the Protection of Cultural Property in the Event of Armed Conflict and its two Protocols.

The [committee] agreed on the following recommendations to those responsible for civil order in Iraq:

1. That all museums, libraries, archives, monuments and

sites in Iraq be guarded and secured immediately by the forces in place.

2. That an immediate prohibition be placed on the export of all antiques, antiquities, works of art, books and archives from Iraq.
3. That an immediate ban be placed on the international trade in objects of Iraqi cultural heritage.
4. That a call be made for the voluntary and immediate return of cultural objects stolen or illicitly exported from Iraq.
5. That there be an immediate fact-finding mission under UNESCO coordination to assess the extent of damage and loss to cultural property in Iraq.
6. That there be the facilitation of international efforts in assisting cultural institutions in Iraq.

A full report of the meeting appears on the UNESCO Web site at [http://portal.unesco.org/en/ev.php@URL\\_ID=11178&URL\\_DO=DO\\_TOPIC&URL\\_SECTION=201.html](http://portal.unesco.org/en/ev.php@URL_ID=11178&URL_DO=DO_TOPIC&URL_SECTION=201.html)

The International Committee of the Blue Shield will next meet on May 5, 2003, in Paris to consider what it can do to help the process of restoring and repairing the lost and damaged cultural heritage of Iraq.

# SAA Statement on Iraqi Archives

The Society of American Archivists is deeply concerned by several recent news reports that suggest that contemporary and historical records in Iraq are threatened as a result of the current conflict in that country. SAA urges that the protection of Iraq's documentary heritage be made a priority during the reconstruction of Iraq.

Accounts in the news media suggest that there have been deliberate attempts to destroy the records of oppression in order to hide evidence of past crimes. Other stories highlight the destruction of records in order to remove evidence of property ownership, citizenship, or nationality. Still others describe random acts of violence that threaten the cultural history of the country.

For Iraq to become a stable, democratic, and prosperous nation, its documentary heritage must be managed and preserved. Government records safeguard the rights and freedoms that citizens enjoy and are vital to the health and well being of a nation.

When a society allows its government to operate in secret, basic freedoms are gradually eroded. In South Africa, records of the apartheid regime were consciously destroyed in order to hide evidence of wrongdoing. In the former Yugoslavia, many documents were destroyed in the process of "ethnic cleansing," making it almost impossible for rightful owners to assert their claim to property. The rights of every Iraqi are at risk today and long into the future by the loss of records.

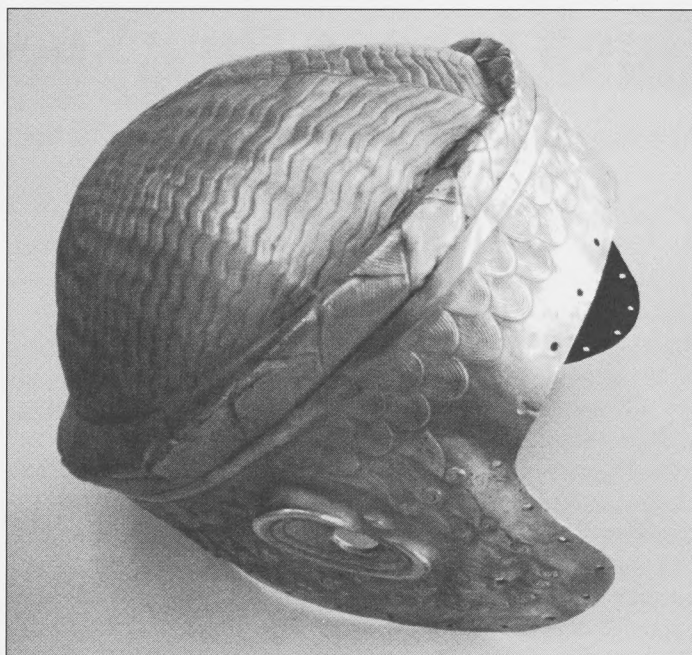
We all share Iraq's culture and history. Written records first appeared in the Tigris and Euphrates valleys, the cradle of Western civilization. The loss of this heritage would not only hurt the Iraqi people; it would also make it harder for Americans to understand our culture and values.

Every effort should be made to locate and preserve in secure custody all documents and archives relating to the Iraqi state, its security forces, the daily operation of the government, and the history of the nation. Emergency measures should be taken to recover records that may have been discarded, abandoned, looted, or abused. Such an effort will assist in the prosecution of former officers of the Iraqi regime as well as provide a firm legal foundation for future economic development.

The new government of Iraq will also need a professionally managed archival system. SAA urges that reconstruction efforts include funds to rebuild the archives of Iraq. Once a stable archival program is in place, any documents that may have been secured for the purpose of short-term preservation should be returned to Iraqi archivists.

Without records, Iraqi officials cannot be held accountable. Without records, citizens cannot exercise their rights. Without records, a stable economic environment cannot emerge. And without records, the Iraqi people as well as the citizens of the world lose an important part of our shared cultural heritage. Immediate and substantial efforts must be made to protect and reconstruct Iraq's documentary infrastructure. America should cooperate with the International Council on Archives, UNESCO, and other international organizations working to preserve Iraq's cultural heritage.

—Approved by SAA Council, April 2003



## Lost Treasure of Iraq

The original **Golden Helmet of Meskalamdug**, circa 2550 B.C., was located in the National Museum of Iraq in Baghdad. This is an exact electrotype replica of an artifact that was excavated by the University of Pennsylvania Museum of Archaeology and Anthropology and the British Museum at the Royal Tombs of Ur in Mesopotamia (modern day Iraq) in the late 1920s and early 1930s. Courtesy of the University of Pennsylvania Museum of Archaeology and Anthropology ([www.museum.upenn.edu/](http://www.museum.upenn.edu/)).

## 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;
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# Bush Issues New Secrecy Executive Order

by **BRUCE CRAIG**, Director of the National Coalition for History

On Mar. 25, 2003, President George W. Bush signed a 31-page Executive Order "Further Amendment to Executive Order 12958, As Amended, Classified National Security Information" (EO 13291) replacing the soon-to-expire Clinton-era EO relating to the automatic declassification of federal government documents after 25 years.

The new EO retains the essential provision of the Clinton order—automatic declassification of federal agency records after 25 years—but with some notable caveats. In general, the government now has more discretion to keep information classified indefinitely, especially if it falls within a broad new definition of "national security." The EO makes it easier for government agencies to reclassify documents that have already been declassified, and it makes it easier for agencies to classify what is characterized as "sensitive" material. There are new classification authorities including one for the vice president who previously did not have the power to classify documents, and one for the CIA to reject declassification rulings from an interagency panel.

The EO also expands the list of information exempted from future automatic declassification: information that would "assist in development or use of weapons of mass destruction," reports such as "national security emergency preparedness plans," and information relating to "weapons systems." Also included in the automatic declassification exempted materials category is a class of information that would "impair relations between the United States and a foreign government," thereby creating a new "presumption of secrecy" category for information provided in confidence by a foreign government; this provision also was not present in the Clinton order. Finally, the order creates a three-year delay in requiring that all agencies comply with the Clinton EO 25-year targeted declassification date.

All in all, according to Tom Blanton of the National Security Archive, a private group that works to get government documents declassified, the Bush administration is sending "one more signal from on high to the bureaucracy to slow down, stall, withhold, stonewall . . . making foreign government information presumptively classified drops us down to Uzbekistan's openness norms."

Not all reviewers of the new EO are so critical. Steven Aftergood, who directs the Federation of American Scientists' Project on Government Secrecy, considers the EO as "a bullet dodged"—that "given that the Bush administration is the most secretive in recent decades, it is not as bad as it might have been. As deplorable as these steps are," he said, "they seem unlikely to have a major impact on disclosure policy." Archivists

were generally pleased to see the generalized term "information" substituted for "records" in certain sections of the new EO.

Administration officials defended the new order and characterized it as an "institutionalization of automatic declassification . . . with appropriate modifications." According to J. William Leonard, director of the National Archives Information Security Oversight Office (ISOO)—the government oversight agency that is charged to implement the EO—"From my perspective, this amendment does not represent a substantial change to the declassification process."

Though the EO postpones the automatic declassification deadline by three years to Dec. 31, 2006, and will delay millions of historical records from being released, Leonard fully expects "all federal agencies to fully address their backlogs by 2006 . . . and there will be no future extensions." To that end, Leonard's office will be monitoring how agencies implement the amendment. He also will be directing that all agencies produce

"declassification plans" in the very near future—plans that will identify and assess agency resource and staffing commitments to insure full compliance by the new deadline.

Archivists, historians, and government openness advocates have long followed the administration's efforts to revise the Clinton EO. In early March, a final working draft was submitted to federal agencies for review. Most of the changes made as a result of that final review and reflected in the EO were relatively minor. Said one agency insider, "in the spirit of agency consensus you

see new added language that doesn't really change much." Though some reviewers wanted to see more dramatic changes in the EO now that agencies operate in a post-9/11 world, most of the more draconian suggestions were headed off by NARA and other reviewing officials.

One difference between the draft and the final EO gets to the heart of the Bush Administration's philosophy about government secrecy. The preamble of Clinton EO 12958 declared: "In recent years however, dramatic changes critical to our Nation's security have altered [a subtle reference to the end of the Cold War] although not eliminated, the national security threats we confront. These changes provide a greater opportunity to emphasize our commitment to open Government."

These words have been deleted from the Bush EO. The new EO preamble contains no reference to government openness, reinforcing in some people's minds the Bush Administration's apparent underlying philosophy toward government secrecy. According to one declassification insider, "the preamble sets the

*continued on page 27*

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—Tom Blanton, National Security Archive

# SAA Statement on the Importance of Supporting State Archival Programs

State governments throughout the nation are facing severe budget deficits and have been forced to make deep cuts to programs and services. In some states the worst is yet to come, and decisions impacting the lives of many citizens must be made in the immediate future. During this time of crisis, it is crucial that reductions in governmental spending do not disproportionately reduce the funding of archival programs.

Government records safeguard the rights and freedoms that all citizens enjoy and, as such, they are as vital to the health and well-being of state residents as programs that deliver social services. For example, a member of the public may not be able to register for unemployment, health, or other benefits without access to data in public records. Information in public records documents a citizen's right to vote. Legal action to protect an individual from abuses by another person, a corporation, or the government itself may require documentation that can be found only in the state archives. The commitment to maintaining the availability of such records is one of state government's most fundamental and vital responsibilities.

State records also help us to understand the history of our nation and they play a central role in the interpretation of the past. History teaches us that when a society allows its government to operate in secret and without accountability, basic freedoms are gradually eroded. The rights of every American are in danger of being diminished today and long into the future if state archival budgets are cut too deeply.

As the fiscal situation in states becomes increasingly desperate, it is tempting to target records management and archival programs because, when compared with public education and social services, preserving and maintaining access to government records may appear to be simply a cultural enrichment rather than an essential service.

However, this is not the case. State archives are at core to the operation of state governments. The effect of budget reductions on archival and records management programs is exacerbated because these program funds are dominated by personnel costs. Budget cuts have an immediate impact on the level of services being provided by the archives and makes records less accessible to the public. Records require constant attention and cannot simply be warehoused and unavailable until better times return. The resulting backlog of work may never be overcome. Some critical records may be inadvertently discarded and lost forever if staffing is reduced at the state archives. This will be especially true of contemporary records being created electronically instead of on paper. The loss of these electronic records will have both immediate and long-term consequences for our state governments and the people they serve.

It should also be noted that the centralized records manage-

ment and archival programs of state governments are significantly more efficient than allowing every state agency to manage and store their records independently. Thus, in the long-term, cuts to state archival programs will likely cost a state overall more than they will save.

In summary, our democratic system is founded on the openness of our government at all levels to public scrutiny. State archival programs preserve and make available essential evidence documenting government actions. Without government records, elected officials cannot be held accountable. Without these records, citizens cannot exercise their rights. Failing to maintain this documentation breaks a public trust.

Disproportionate cuts in the budgets of state archival programs will undermine the functioning of our democracy. The Society of American Archivists encourages great caution in reducing the funding for state archival programs. State archives are a vital government service that should be supported even in times of financial hardship.

—Approved by SAA Council, April 2003

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# Next SAA Vice President/President-Elect is Randall Jimerson

by TERESA BRINATI, Director of Publishing

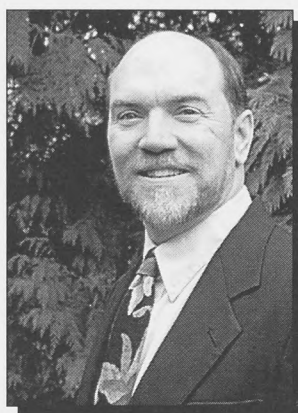
Members of the Society of American Archivists elected **RANDALL JIMERSON** vice president. He will begin his one-year term this August then become SAA's 60th president in 2004-2005.

"I hope to continue the strong leadership that SAA has enjoyed in recent years, as we grapple with public misunderstanding and apathy towards archival concerns," Jimerson stated in a recent interview. "This problem has led to cut-backs in several states' funding for archives, in threats to preservation and access to presidential records, and, on the international scene, to our failure to prevent destruction of Iraqi artifacts and archives at the end of the recent war."

Jimerson is the director of the graduate program in Archives and Records Management at Western Washington University and professor of history. He holds a B.A. from Earlham College and a M.A. and Ph.D. from the University of Michigan. A member of SAA since 1976, he has served the association in a variety of capacities: on Council, as chair of the Committee on Education and Professional Development and the Committee to Revise Archival Education Guidelines, as co-chair of the 1998 Program Committee, and on the Nominating Committee. He has also been active in the College and University Archives Section and the Acquisitions and Appraisal Section.

"What excites me about the archival profession is our responsibility to protect both the legal and constitutional rights of citizens and the cultural heritage of our society," said Jimerson, who was named a Fellow of SAA in 2001. "These dual professional goals place archives in an important role in modern society. As a profession we have an obligation not only to fulfill these responsibilities but also to ensure that the rights, interests, and historical perspectives of all members of society will be protected."

Jimerson is the editor of the acclaimed publication, *American Archival Studies: Readings in Theory and Practice* (SAA, 2000). In addition, he has authored dozens of articles, reviews, and reports in archival, library, and historical journals. He contributes a regular column, "Archives and Manuscripts," to *OCLC Systems & Services*. His professional activity also includes memberships in the Northwest Archivists, Midwest



**As a profession we must ensure that all people's voices are heard, that diversity becomes an essential hallmark of SAA, and that we broaden our vision to become more inclusive in our membership, goals, and initiatives.**

— Randall Jimerson

Archives Conference, Society of Georgia Archivists, Association of Canadian Archivists, ARMA International, Organization of American Historians, and American Association for State and Local History. Among his honors, he received the Distinguished Service Award in 1994 from the New England Archivists for his many contributions to that professional association, including serving as president in the mid-1980s.

Candidates for SAA vice president/president-elect were required to answer the following question posed by the Nominating Committee: *What is your vision for the Society of American Archivists and what steps are you prepared to take to ensure that the organization realizes that vision?*

In response to the committee's question, Jimerson wrote, "Records are essential to a free and just society. Through expanded coalitions with ALA, ARMA, OAH, AASLH, ACA, ICA, NCH, and other allied professional groups, SAA can exert its collective voice on issues that protect people's rights, hold government accountable, and enable us to learn from the past in preparing for the future. However, archives often privilege the powerful in society. As a profession we must ensure that all people's voices are heard, that diversity becomes an essential hallmark of SAA, and that we broaden our vision to become more inclusive in our membership, goals, and initiatives."

To achieve this vision, Jimerson offered these suggestions. "To ensure that SAA continues to serve its members, the profession, and society, Council should establish three advisory groups—one on diversity and recruitment; one composed of students and new members; and one composed of Fellows and senior archivists. These groups

would monitor SAA programs and initiatives and suggest specific ways that SAA can continually seek both new challenges and opportunities for our members and an expanded role of public advocacy on behalf of archives and records."

Jimerson believes that the archival profession needs to extend its reach and become even more inclusive in its membership, rather than retreating into narrowly defined professional boundaries. "I hope SAA members will join me in this outreach effort to ensure a dynamic professional body capable of meeting the challenges of preserving our past to create a better future for all."

# Fynnette Eaton Elected Treasurer



**FYNNETTE EATON**, change management officer for the Electronic Records Archives Program at the National Archives and Records Administration, was elected treasurer of SAA. She will begin a three-year term this August following the SAA annual meeting in

Los Angeles and serve through the conference in 2006. She will succeed outgoing treasurer Elizabeth Adkins.

"We are always challenged by the need to provide services demanded by our membership while always striving to contain costs," Eaton wrote in her candidate statement. "Clearly we must keep both the annual membership dues and the registration fees for the annual meeting within a reasonable range that is affordable to our diverse membership. Maintaining this balance must continue to be our goal as we seek new opportunities to move the organization forward."

Eaton, who was named a SAA Fellow in 1995, is a past member of Council. Other service in SAA includes

chairing the Appointments Committee and the Nominating Committee; co-chairing the Committee on Automated Records & Techniques and the Program Committee; and as a member of the Preservation Section. In 1997 she received the SAA Fellows' Ernst Posner Award for outstanding article in the *American Archivist*. She is also active in Mid-Atlantic Regional Archives Conference and the National Archives Assembly.

"SAA has been fortunate in having members who, recognizing the valuable contributions that this professional organization has facilitated, have made donations to further specific aspects of SAA's mission," Eaton further noted in her candidate statement. "We need to encourage this type of financial support and to find other innovative ways to fund new initiatives, such as the annual student raffle for student scholarships. In addition, we need to be alert to new opportunities to increase our financial stability, while enhancing the services we provide to our membership."



## 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*
- *Managing Archival and Manuscript Repositories*
- *Preserving Archives and Manuscripts*
- *Understanding Archives and Manuscripts*

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](mailto:miriam@pitt.edu) or 412/244-7075.



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# Neal, Paton, and Wosh Join Council

SAA membership elected Kathryn Neal, Christopher Ann Paton, and Peter Wosh to Council. Their three-year terms begin this August following the conclusion of the 67th annual meeting in Los Angeles and they will serve through the conference in 2006. They will succeed outgoing Council members Thomas Battle, Thomas Connors, and Jackie Dooley.

Candidates for Council were required to answer this question posed by the Nominating Committee: *If elected to Council, what specific efforts would you take a leadership role in and how would you go about implementing those efforts given the competing priorities of the organization?* Neal, Paton, and Wosh's respective responses, along with brief biographical sketches, follow.



**KATHRYN NEAL** is the manuscripts and archives librarian in Special Collections & University Archives at San Diego State University.

"As a Council member . . . I would also like to play a major role in making 'big' and 'small' steps toward fully implementing several of the 1996 Task Force on Diversity's recommendations," Neal wrote in her candidate statement. "The recently passed SAA Resolution on Diversity points out that this year marks the fifth anniversary of [the recommendations'] acceptance. A few measures have already been taken, such as the greater inclusion of new members as interns on committees and task forces and some attention paid to diversity concerns in conference programming. Yet we clearly have far to go toward incorporating diversity, in its many dimensions, into the organization's overall fabric."

Neal noted that "The task force calls for Council to 'establish mechanisms to monitor the Society's progress' on this initiative through existing groups and practices. To accomplish this goal requires major and constant discussion of the subject and a rallying of the membership to contribute on all levels . . . Beyond examining internal recommendations, we can also look to regional archival organizations and those of allied fields for examples of successful efforts."

Currently, Neal is a member of the *American Archivist* Editorial Board and the 2003 Program Committee. Other SAA service includes chairing the 2000 Nominating Committee, Archivists & Archives of Color Roundtable, and the Manuscript Repositories Section. In 1994 Neal received the SAA Minority Student Award. She received the Midwest Archive Conference New Author's Award in 1999.



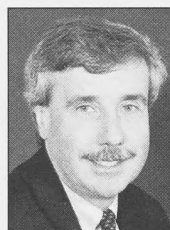
**CHRISTOPHER ANN PATON** is the reference services manager at the Georgia Division of Archives and History.

"One of Council's primary goals for the coming year must be to bring a new executive director on board and bring him or her up to speed as quickly and successfully as possible," Paton noted in her candidate statement. "At

the same time, the current period of budget cuts is a particularly important time for SAA to maintain its activities as a vital, visible presence and advocate for archives and archivists. Consequently my second goal as an incoming Council member would be to become more thoroughly informed of the ways in which SAA currently serves in this advocacy role, and to participate as much as possible in forwarding such work."

A past president of the Society of Georgia Archivists and a member of the Academy of Certified Archivists, Paton has served SAA on the Program Committee, Committee on Institutional Evaluation and Development, and Awards Committee. In addition, she was chair of the Recorded Sound Roundtable for eight years.

"My third area of interest lies with the task of keeping SAA relevant to both the senior members of the profession . . . and to newer and prospective colleagues who are just beginning to develop their careers," Paton added. "As a new Council member, I would seek information about previous Council work on this issue and welcome the opportunity to assist with the next level of investigation and implementation."



**PETER WOSH** is the director of the Program in Archival Management and Historical Editing at New York University, where he earned a Ph.D. in American history.

"SAA is obligated to define and promote high ethical standards for the profession, to serve as a tireless and effective advocate for archival issues throughout North America, and to articulate uniquely archival perspectives on matters of social and political significance," Wosh said in his candidate statement. "Over the past several years, SAA and its leaders have spoken out aggressively on issues ranging from presidential records to copyright extension. It is critical to maintain this national visibility. We must also carefully guard and reaffirm such core professional values as equal access to documentation, the protection of personal privacy, researchers' rights, and the public obligation to make records available freely and openly in a democratic culture."

Wosh was named a SAA Fellow in 2001. Other honors include receiving the Fellows' Ernst Posner Award for best article in *American Archivist* in 2000 and the Sr. M. Claude Lane Award for distinguished contributions to religious archives in 1993. He has served as reviews editor of *American Archivist* and on the Committee on Education and Professional Development, Privacy and Confidentiality Roundtable, Archival Educators Roundtable, and as chair of the Religious Archives Section. He is currently co-editing a privacy reader for archivists to be published by SAA.

"[SAA] must work hard to build effective coalitions with allied professionals in the historical, information, and records management fields," Wosh added. "Encouraging an open and inclusive dialogue on matters of broad archival significance may well prove a source of professional cohesion."

# Clayton, Spencer and Treanor to Serve on Nominating Committee

The SAA election also yielded three members to serve on the 2004 Nominating Committee: LaNina Clayton, Taronda Spencer, and John "Jac" Treanor. The committee is responsible for identifying and selecting next year's slate of candidates. Two members of Council also serve on the Nominating Committee.

Candidates were required to respond to the following question posed by this year's committee: *What qualities, both personal and professional, do you believe candidates must bring to their jobs to ensure that SAA meets the needs of its members and strengthens the profession?* Excerpts from their statements follow.



**LANINA CLAYTON** is the special collections public services/collection development librarian at The George Washington University. Currently, she is a member of the Archives and Archivists of Color Roundtable.

In her candidate statement, Clayton identified a number of qualities that she would look for in potential candidates: "a commitment to the archival profession; a vision of SAA as an effective international organization; a variety of experiences and knowledge; flexibility and a sense of humor."

Clayton further noted, "Potential SAA leadership candidates who extend themselves in service to our organization further distinguish themselves by sharing one of their most valuable resources, time. These members are the backbone of a dynamic, progressive organization worthy of its members' dues and participation."



**TARONDA SPENCER** is the college archivist and historian at her alma mater, Spelman College in Atlanta. She has served SAA as chair of the Harold T. Pinkett Minority Student Award Committee, co-chair of the Archivists and Archives of Color Roundtable, and as a member of the Women Archivists Roundtable.

Those who serve in leadership positions in SAA "must possess a progressive attitude and a deep commitment that is focused on the needs of the membership and the principles of service, ethical conduct, and respect for diversity," Spencer wrote in her candidate statement.

Spencer added that "The men and women who are entrusted with guiding SAA must be eager to listen and make decisions that will improve the overall quality of the organization's services and programming, as well as encourage the profession to be more responsive to the needs of archival practitioners. If SAA is to remain dynamic and transformative, those in leadership positions must adopt a deep and untiring commitment to mentoring and nurturing young archivists, the source of new vision and new talent for the profession and SAA."



**JOHN "JAC" TREANOR** is vice chancellor for archives and records for the Archdiocese of Chicago. He has served on the SAA Program Committee and the ARMA-SAA Joint Committee on Archives and Records Management. He is a past president of the Association of Catholic Diocesan Archivists.

"Candidates for office should be persons of integrity, commitment and vision," Treanor said in his candidate statement. "If we, as an association, are to bring to the table our best and our brightest candidates, we must ensure that the full spectrum of archival practitioners are represented."

Treanor noted that, "In these troubled times, I would look to add another important personal characteristic to the list sought in our candidates; a good sense of humor . . . Our colleagues may measure us by our professional success; but in the final analysis, we will be remembered by our laugh and the joy we bring to our workplace and deliberations."

## Ballot Box

The 2003 ballot was mailed on Feb. 19 to 2,961 individual members of the Society of American Archivists who were asked to vote for a vice president/president-elect, three Council members, and three members to serve on the Nominating Committee. Approximately 29 percent of the ballots mailed were cast (870), which is a slight increase in voter participation from last year's election (see table).

SAA thanks all candidates for standing for office, congratulates those elected, and welcomes them to important leadership positions.

### Trends in SAA Voter Participation

YEAR	BALLOTS MAILED	VOTES CAST	PARTICIPATION %
2003	2,961	870	29.3%
2002	2,930	802	27.5%
2001	2,847	828	29%
2000	2,910	879	30%
1999	2,957	794	27%

## Thank You!

A special thank you to the official SAA ballot counters—Mike Bullington, Alison Hinderliter, Janet Olson, Sue Sacharski, and Becky H. Tousey—for volunteering a morning of their time to tabulate the votes cast in the 2003 SAA elections.

# Los Angeles Culture

by **CLAUDE ZACHARY**, University of Southern California

*This is the fifth in a series of bimonthly musings—"L.A. Confidential"—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.*

Los Angeles is one of the most culturally rich as well as diverse cities in the world, thanks to the constant flow of immigrants that have settled layers of traditions and customs over the entire geographical basin. Spanish and Mexican conquerors of the native Indian population in the Eighteenth Century saw settlers arrive from the Eastern and Midwestern states soon thereafter, followed by groups of Chinese, Japanese, and Central Europeans. The city grew from approximately 11,000 inhabitants in 1880 to today where the name "Los Angeles" embraces a sprawling megalopolis of some 16 million people, stretching over five counties, with L.A. County alone containing 10 million people. And people keep on coming. Most recently, the Asian (particularly Korean, Chinese, and Philippine), Central American, and Eastern European populations have been growing exponentially. The 2000 census recorded 1.5 million foreign-born residents in the City of Los Angeles, or 40.9 percent of the population.

Today, Los Angeles has no cohesive civic identity, but is an amalgam of neighborhoods that function almost like independent cities, where ethnic restaurants, churches and temples, and cultural centers flower. These various communities are somewhat closed; it is hard to know what is on the cultural calendar unless you are an insider. Whatever community you are a part of definitely keeps you busy, for what was once a city whose culture was dominated by one of its main industries—the movie business—now contains a booming cultural scene with a vital theatrical, artistic, musical, and literary life. Here are some highlights from the vantage point of a white, middle-class, first-generation native Angeleno who grew up and still lives in West Los Angeles.

Los Angeles has more than 80 stages throughout the greater Metropolitan area, with many of the talented members of its large resident acting community eager to work and polish their skills in houses ranging from the small, experimental Actor's Equity waiver theaters of

under 99 seats to the Broadway-sized main houses. The Westside has the Wilshire Theatre, the intimate Geffen Playhouse in Westwood, the Santa Monica Playhouse, and the Odyssey Theater, while the historic Pantages Theater and a thriving small theater community along Santa Monica and Melrose Boulevards are in Hollywood. Downtown Los Angeles houses the Center Theater Group in the Ahmanson Theater (42nd Street is on this summer) and the Mark Taper Forum (featuring August Wilson's *Gem of the Ocean*) at the Music Center, the Aratani Japan America Theatre, and the Los Angeles Theater Center.

Three hundred museums grace the area, including our own Acropolis, the Getty Center, and its neighbor, the Skirball Cultural Center. The Los Angeles County Museum of Art, the Natural History Museum of Los Angeles County, the Museum of Contemporary Art in two locations Downtown, the Norton Simon Museum and the Huntington Library, Art Galleries and Botanical Gardens in the Pasadena area, and UCLA's Hammer Museum and Fowler Museum are the larger institutions in the Metro area. Many smaller and quirkier venues also present a steady stream of shows, including the Museum of Jurassic Technology,

the Museum of Neon Art, the A(rchitecture) + D(esign) Museum in the Bradbury Building downtown, the Japanese American National Museum, the California African-American Museum, and the Gene Autry Museum of the West.

Musical life is booming, with sounds of every style filling the air. The classical music scene is striking high notes with downtown Music Center residents Esa-Pekka Salonen leading a strong Los Angeles Philharmonic, Plácido Domingo planning ambitious seasons for the Los Angeles Opera, and the Los Angeles Chamber Orchestra and the Master Chorale rounding out the roster of subscription seasons. The jazz scene has been thriving since the 1930s when Central Avenue began attracting great artists like Louis Armstrong and Duke Ellington while providing an

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**Los Angeles is a variegated landscape, a tumbling mess of identities and cultures, impossible to pin down. Sure, it is beset by problems—poor race relations, extreme economic disparity, a public education system that was intellectually and financially bankrupt—but, somehow, it manages to survive. Or not just survive, but, in many ways, to thrive, to become an emblem of the new America, a mosaic rather than a melting pot. —David L. Ulin**

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environment for the cultivation of local talent such as Dexter Gordon, Eric Dolphy, Charlie Mingus, Ornette Coleman, Billy Higgins, and Horace Tapscott. Popular and rock music is represented by a variety of venues of all sizes all around town, including the historic Troubador, Whiskey, and Roxy clubs on the Sunset Strip, which book up-and-coming acts playing to fans and agents from the recording industry that is headquartered in the Hollywood area. Summertime brings outdoor venues to life: the Hollywood Bowl and Greek Theater present a broad spectrum of music under the stars.

Local music critic Alan Rich writes, "The best of L.A.'s music . . . is the convergence, the mix . . . Salonen and the Philharmonic record Haydn symphonies but also movie scores. The electronic languages invented by Morton Subotnick and his colleagues within the 'classical' milieu at CalArts back in the 1960s merge into the pop-electronica that rackets through the balcony at the Amoeba record store. The Knitting Factory puts on its weekly "Circle of Song" programs wherein artists from the pop world—among them the L.A.-based, world-renowned talent who goes by the single name of Beck and whose talent I can easily identify as awesome—proclaim the reinvention of the song."

The literary scene is, and has been, heavily influenced by the film industry. Indeed, the major draw of Los Angeles inducing writers to either come to or stay in the city was the money to be made by working for the movies (and now television) studios.

Many early novels and stories written here in the 1930s and '40s were based on the Hollywood experience, most famously Nathaniel West's *The Day of the Locust*; F. Scott Fitzgerald's final work, *The Last Tycoon*; and Budd Schulberg's *What Makes Sammy Run?* Local literary legends include John Fante, whose *Ask the Dust* is a tour of Depression-era Los Angeles through the fame and fortune fantasies of a struggling writer, and Raymond Chandler, whose Philip Marlowe began the West Coast version of Hammett's hard-boiled detective novels with his best-known case, *The Big Sleep*, in 1939. More recently, Walter Mosley has confidently carried on Chandler's legacy with his sleuth Easy Rawlins, and James Ellroy's quartet of L.A. police novels, *The Black Dahlia*, *The Big Nowhere*, *L.A. Confidential*, and *White Jazz* offer a trip through decades of L.A.'s corrup-

tion-filled history. Venice Beach hosted the Southern California branch of the Beat Poet scene in the late 1950s and '60s at Venice West, featuring poets like Stuart Perkoff, John Thomas, Philomene Long, and Larry Lipton. Charles Bukowski was the stumble-drunk bard of L.A.'s down-and-out. Other writers of note inhabiting the current local scene include Carolyn See, T.C. Boyle, Wanda Coleman, Lynell George, Ruben Martinez, and Carol Muske-Dukes.

According to local book distributors, Los Angeles is the #1 book market in America, selling \$50 million more each year than second-place New York. The literary community has ample opportunities to commune at the many literary events and readings around town, such as those recently featuring Exene Cervenka, Ray Bradbury, or Hubert Selby at Beyond Baroque Literary/Arts Center in Venice, at independent bookstores such as Dutton's in Brentwood, Vroman's in Pasadena, or Book Soup on the Sunset Strip, and at the Los Angeles Central Public Library.

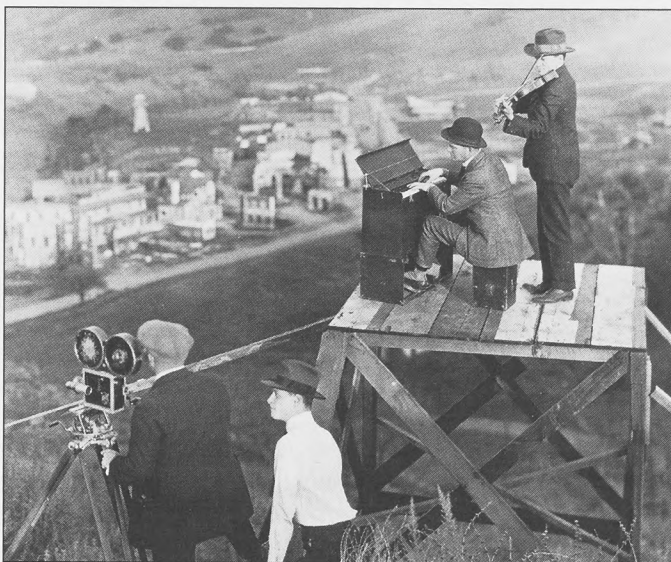
Finally, Los Angeles is also a great university town.

It is home to excellent community colleges such as Santa Monica College and Pasadena City College; three state universities at Northridge, Los Angeles, and Dominguez Hills; and private universities, which include USC, Loyola Marymount, CalTech, Occidental, and the Claremont Colleges. All of the campuses host lively artistic venues and performances.

The dilemma of an Angeleno "culture vulture" is—what to choose? The freeways and byways of an auto-mobilized city beck-

on: there's Gonzalo Rubalcaba or Christian McBride playing in Hollywood at Catalina's world-class jazz club or Peter Erskine's trio in the courtyard of the L.A. County Museum, a free rock concert featuring Billy Vera and the Beaters at the Santa Monica Pier, there's a screening of a Jean Gabin film at UCLA, a lecture by Don DeLillo at the Writers Bloc at the Writers' Guild Theater in Beverly Hills, or a new theater work being presented at the Odyssey Theatre. All of this and much more on the same night! For visitors to the Big Orange, the best advice is to make your plans in advance.

Take a look at the many useful Web sites that have been linked to SAA's 2003 annual meeting site at [www.archivists.org/conference/la2003.asp](http://www.archivists.org/conference/la2003.asp).



Universal Studios Backlot, ca. 1917-1918. Courtesy of the Arts Special Collections, UCLA.

# Spotlight on Archives:

## Showcasing the Diversity of the Archival Enterprise

by MICHAEL FOX & JANICE RUTH, 2003 Program Committee Co-chairs

The Society of American Archivists' 67th annual meeting will take place Aug. 18-24, 2003, at the Century Plaza Hotel in Los Angeles. The lure of L.A. is strong, and while the Host Committee is offering an enticing array of tours and activities to tempt you away from the meeting rooms, the Program Committee is countering with an equally tantalizing slate of sessions to keep you inside, at least during the daytime. Many sessions take advantage of the conference venue and highlight the film, sound recording, and entertainment industries that are synonymous with California. Other sessions focus on concerns and issues unrelated to the meeting site, resulting in a program that is truly reflective of this year's two-fold theme, "Spotlight on Archives: Showcasing the Diversity of the Archival Enterprise."

California repositories and topics are well represented in sessions that explore minority involvement in film and television, preservation and use of regional theater collections, women's home front activities during World War II, black musicians and the heyday of Los Angeles's Central Avenue club scene, Southern California's surf and car culture, women architects in Hollywood and Santa Barbara, and the Online Archive of California. Anniversary commemorations also figure prominently, resulting in sessions examining the 35th anniversary of Robert F. Kennedy's assassination, 50th anniversary of the *Brown v. Board of Education* case, 100th anniversary of the publication of W. E. B. DuBois's landmark essay "The Souls of Black Folk," and the 125th anniversary of recorded sound. Take in one of these sessions and hear something a little different.

The usual alphabet soup is still on the menu, with sessions devoted to EAD, TEI, CUSTARD, InterPARES, and OAIS, along

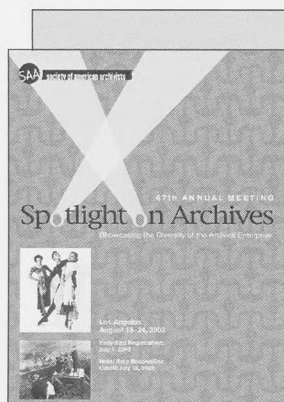
with concepts like "usability" and "interoperability." Workplace issues abound in sessions devoted to diversity, job hunting, mentoring, career development, recertification, volunteer workers, and employer ethics. Several sessions weigh the benefits and pitfalls of developing cooperative projects and consortial approaches to archival problems, whereas other sessions examine preservation funding sources, digital preservation, and preservation of film and audio collections. Traditional topics such as acquisitions, appraisal, reference, copyright, security, oral history, and privacy have not been left out either.

Seven new "unplugged" sessions address the membership's request for more introductory sessions on topics fundamental to archival work. This year's topics, to be taught by recognized experts in the field, explore the basics of moving image archives, security, oral history, records management, outreach, privacy and confidentiality, and fund raising and grant writing. They build on the six topics covered in last year's inaugural class of unplugged sessions and will follow a similar format. For those needing more in-depth examination of a topic, SAA's Education Office will be offering preconference workshops on oral history, EAD style sheets, grant writing, reference service, digital preservation, copyright, ethical problem solving, advanced genealogical research, security, and preservation of audiovisual collections.

Meeting participants can also hear the results of ongoing research in the profession as the winners of the 2002 NHPRC Archival Research Fellowships will report on their findings, and three competitively selected graduate students will discuss their respective research on family photographs as material culture, processing Senate papers, and preservation efforts in corporate sound archives. Other student work will be exhibited in "poster sessions" on display in the exhibit hall throughout the conference.

Two plenary addresses will launch day one and day three of the conference. Paul Duguid, co-author of *The Social Life of Information*, will discuss the value of information context during the opening general session on Thursday, Aug. 21, and private map collector David Rumsey will demonstrate how new technologies can make cartographic records come alive for teaching and research during the closing general session on Saturday, Aug. 23.

The credit for such an appealing lineup is due as much to the many wonderful proposals received as to the work of the Program Committee. Come and enjoy what your colleagues have assembled, relax among the glamorous and beautiful surroundings, and experience the great local events that the Host Committee has planned. We look forward to seeing you in Los Angeles for a fun and rewarding time. ♦



### Read all about it!

The program for SAA's 67th annual meeting was mailed to members in May. To request a copy, contact Carlos Salgado at [csalgado@archivists.org](mailto:csalgado@archivists.org) or 312/922-0140. The program is also available at [www.archivists.org/conference](http://www.archivists.org/conference).

**For more information about registration, preconference educational offerings, see back cover of this newsletter.**



## Seeking Input to the Challenges of Electronic Records

As I have in the past in this forum, I want to take this opportunity to update you on the work the National Archives and Records Administration (NARA) is doing to build an electronic records archives that will make the digital records of our government available to anyone, at any time, and in any place for as long as needed. The preservation, management, and accessibility of the rapidly growing numbers of electronic records is one of the greatest challenges we, in the archival world, face. The Electronic Records Archives (ERA) we are now developing will authentically preserve and provide access to any kind of electronic record, free from dependency on any specific hardware or software, enabling NARA to carry out its mission into the future.

Last fall, we began a program to solicit feedback from people who will be users of ERA—records managers, archivists, information resource managers, librarians, historians, computer scientists, and researchers. Our user conference in November was a great success and has helped us to define the needs and expectations of potential users and to identify requirements for ERA. Because it is imperative that we establish lines of communications with as many of our stakeholders as possible, and because many of our users could not come to Washington, D.C., we decided to go to them. Recently we held a series of dialogue sessions around the country to listen to the concerns of the people who will use ERA—people who work with and care for records.

Dialogue sessions were held at the Jimmy Carter Presidential Library and Museum in Atlanta; NARA's Northeast Regional Center in New York City; the Ronald Reagan Presidential Library and Museum in Simi Valley, Calif.; and NARA's Great Lakes Regional Center in Chicago.

At a high level, what emerged from these sessions was that many people share concerns over the management of electronic records, in both the short and long terms. A consistent theme through all our sessions was the desire for user-friendly search and access tools, online help, and tutorials. On more specific levels, records originators highlighted the need for ERA to handle temporary as well as permanent records, and need for the system to be scalable. These observations, as well as many others received, are very useful to us, as we cannot generate a full range of requirements or possibilities just "in-house." The conversations we had at all these information sessions were invaluable in connecting those who will use ERA's records and features with the people responsible for its development and deployment. Plans for additional dialogue sessions are under consideration as the project progresses.

In addition to hearing from potential users of ERA, NARA

also wanted and needed to hear from industry personnel and potential vendors who will build ERA. Obviously, there is no single commercial solution available today that meets the full end-to-end requirements for ERA, but there may be components of a solution. Therefore, NARA is talking to and meeting with interested vendors to ensure they have an accurate understanding of the challenges facing ERA and the requirements to meet those challenges, and also to gather information about technology availability and strategy issues.

In February we hosted nearly 200 attendees from 124 organizations at our "Industry Day" in College Park, Md. This event provided technical, program management, and acquisition information to prospective bidders, and included an open panel discussion during which ERA experts addressed attendee questions. Based on what we learned from participants at "Industry

Day," we will be better able to evaluate vendor presentations and adjust our contracting approach if necessary. We are currently scheduling additional vendor meetings to further build on what we learned in February and to explore technologies and products that may meet some of the needs of the ERA system.

In mid-April we completed draft requirements for the ERA system, which we made available for public and vendor comment. The requirements document specifies at a high level the capabilities necessary for ERA. We want to be sure that our requirements are understandable and comprehensive before issuing them in final as part of the procurement for the ERA system. Although the official comment period closes May 23, we continue to welcome any feedback you may have. The draft ERA Requirements Document is available at: [www.archives.gov/about\\_us/opportunities\\_for\\_comment/opportunities\\_for\\_comment.html](http://www.archives.gov/about_us/opportunities_for_comment/opportunities_for_comment.html).

In building ERA, it is essential that NARA engage in communications activities such as user conferences, dialogue sessions and industry feedback. By doing this we are striving to ensure that we have the best system possible to preserve and make available the records of our government. Just as it is important that we fully understand the needs and expectations of our users, it is also important that our potential partners understand our vision. Together we are doing something that has never been done before—we are building the archives of the future that will preserve electronic records far into the future and allow virtually anyone to access them anywhere at anytime.

For more information on ERA, visit [www.archives.gov/electronic\\_records\\_archives/index.html](http://www.archives.gov/electronic_records_archives/index.html). Additionally, we are always interested in hearing from other archival and records management professionals, and invite you to submit your comments and questions at any time via e-mail to [ERA.Program@nara.gov](mailto:ERA.Program@nara.gov). ❖

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# Leading the Way: Mentors and Mentoring at SAA

by GERRIANNE SCHAAD, SAA Membership Committee, University of Texas at San Antonio

In recognition of National Mentoring Month in January, SAA refocused its ten-year-old Mentoring Program. The Membership Committee decided that this program should play a major role in facilitating retention and growth of SAA's membership. As a first step, members of the committee and the individual Key Contacts affiliated with it will now serve as mentors. In the past, someone new to the archival profession requested a mentor by contacting the Chicago office, which would, in turn, contact the chair of the Membership Committee, who traditionally would attempt to identify a mentor in geographic proximity to the mentee. This proved more difficult than anticipated for a variety of reasons.

The Membership Committee has established a Mentoring Program Subcommittee. As chair of the subcommittee, I process the program applications. Matching mentees with a mentor from a preferred geographic area continues to be a challenge. Many applications come from students in areas around library schools such as the University of Pittsburgh, the University of Texas at Austin and the University of California at Los Angeles. While there are many requests, the supply of mentors available in these regions is limited. However, the subcommittee remains confident that the Mentoring Program will be able to eventually meet applicants' geographical preferences.

Mentees can also request a mentor from the type of archives they work in or by subject interest. This preference actually makes the match easier. If mentors are not immediately available, a request for volunteers is made via the Archives and Archivists List, section lists, and/or roundtable lists. This approach has proved successful and has reaffirmed the generosity of the archival profession that I have come to know. However my list of new mentees continues to grow, as does the Mentoring Program's need for more volunteers to serve as mentors. As chair of the Mentoring Program Subcommittee, it is my goal to have a long and vital list of mentors in reserve to insure that every mentee receives a quality mentoring experience. To achieve this goal, more SAA members need to consider becoming active in the Mentoring Program—if not this year, then maybe the next!

## What is a mentor?

A mentor is a counselor. In the case of SAA, it is a person with a certain amount of professional experience who has volunteered to remain in active contact for a year with either a student or newly minted archivist with less experience. The mentor is available to answer questions or direct the mentee to someone who can provide the answer, to volunteer information about workshops and other events, and to introduce the person to others in the archival field.

## Why should I become a mentor?

You should consider mentoring for several reasons that come readily to mind. The mentoring relationship provides all parties involved with new opportunities to learn more about the profession and themselves. Questions from a mentee can lead

you to revisit a procedure, and perhaps update the way you do things, or reaffirm that you are doing it the best way for your repository. Questions and discussions can lead you to look at an issue in a fresh way.

"It's been valuable to have a contact 'out in the real world' to ask questions and get feedback from," offered Michelle Sweetser, mentee and student at the University of Michigan School of Information. "I've been able to obtain another perspective and it's nice to know that I have someone I can go to when I find myself at a point where I could use some advice."

Another benefit from a productive mentoring relationship may be a mutual exchange of ideas and information. Students or archivists just out of school often have more experience with the latest technologies and are eager to share what they have learned.

"Every archivist job is different, but every job has similarities and just talking through the difficulties with someone who's been through it and may have positive suggestions is a help," explained Susan Woodland of the Hadassah Archives at the American Jewish Historical Society. "It probably helps me see that I've made progress myself, that I'm still learning, and

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**I take great pride in the success of  
the people with whom I have worked  
and great pleasure in the lasting  
relationships that developed with  
several of those individuals.**

— HERBERT J. HARTSOOK  
*curator of Modern Political Collections  
at the University of South Carolina*

that everyone I deal with at my job, including a mentee, has something to offer."

Finally, being involved with your professional association—and giving something back to it—is a very good reason to volunteer to be a mentor. "I think serving as a mentor, both for SAA and with my own graduate assistants, is a professional obligation," said Herbert J. Hartsook, curator of Modern Political Collections at the University of South Carolina. "I was lucky to work at the Bentley Historical Library while a graduate student in the University of Michigan's archives program. The people there served as role models and provided me with a great deal of guidance, particularly while I sought my first full-time position. Also, I take great pride in the success of the people with whom I have worked and great pleasure in the lasting relationships that developed with several of those individuals. So, while it is an obligation, it is one which provides real benefits to the mentor."

### **If I become a mentor, how should I communicate with my mentee and what do we talk about?**

The method of communication is up to you. Telephone or e-mail might be most convenient. The Mentoring Program asks that you touch base at least once a month and that you commit to the relationship for a year. You can talk about resumes, career direction, job tasks or procedures, what classes are available, continuing education opportunities, meeting other professionals, or guidance in how to participate in SAA. One pair of mentor/mentees has discussed "how best to further our education, how to build on our strengths, certification,

courses, [the] Georgia Archives Institute" and "various topics such as a second master's degree."

With the downturn in the economy, there is often an increased need to justify the expense of a professional membership. For instance, am I taking advantage of all of the benefits of the association, such as workshops, conferences, and discounts on publications? Am I effectively networking with professional colleagues? Students and newcomers to the profession might answer "No" to these questions simply because they don't know who or where to turn. But if they have the opportunity to converse with someone with more archival experience and who dedicated him/herself to be a professional contact and guide for a year, then the answers to their questions would probably be an enthusiastic "Yes!" Their membership investment would provide them with a greater return because they would more likely be involved in SAA. Ultimately, this would benefit both their institution and SAA.

There are mentors who have volunteered before and keep on volunteering. The Membership Committee is grateful to them. However, these dedicated individuals cannot sustain the Mentoring Program on their own. The program has a great deal to offer to both the mentor and mentee. The more involved we are with our profession, the better archivists we will become! ♦

### **Join the SAA Mentoring Program**

For more information or to apply to the program, please visit [www.archivists.org/membership/mentoring.asp](http://www.archivists.org/membership/mentoring.asp).

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# Vienna Calling:

## "Archives, Memory and Knowledge" is Theme of 2004 International Congress on Archives

by JOAN VAN ALBADA, Secretary General  
and EVELYN WAREHAM, Programme Officer, ICA

For more than fifty years, the International Council on Archives (ICA) has held a quadrennial congress to provide a forum for reflection and international debate. The congresses enjoy a rich history and have been held all over the world: Paris (1950), The Hague (1953), Florence (1956), Stockholm (1960), Brussels (1964), Washington (1966), Madrid (1968), Moscow (1972), Washington (1976), London (1980), Bonn (1984), Paris (1988), Montreal (1992), Beijing (1996), and Seville (2000).

ICA's next International Congress on Archives will be held in Vienna, at the invitation of Lorenz Mikoletzky, director general of the Austrian State

Archives, from August 23-29, 2004, and will be devoted to the theme, "Archives, Memory and Knowledge." Open to the entire archival community, the congress is a worldwide professional gathering that attracts 2,500-3,000 participants from more than 80 countries.

The former residence of the Habsburg rulers of the Holy Roman Empire and, after 1806, of Austria, Vienna is one of the great historic cities of the world and a melting pot of the Germanic, Slav, Italian, and Hungarian peoples and cultures. The city has been home to great composers including Mozart, Haydn, Beethoven, Brahms, Schubert, Mahler, Schönberg, and Strauss, and it continues to be an international music capital, with celebrated concert halls and festivals, not to mention the Vienna Boys Choir.

Located in the heart of central Europe, Austria's capital is the perfect hub for delegates who want to take some time out before or after the congress to explore this fascinating region. River tours down the Danube through Bratislava (Slovakia) to Budapest (Hungary), beautiful mountain scenery in the Alps and Carpathians, and historic cultural cities like Graz, Salzburg and Prague are all close by.

Several international organizations are based in Vienna, including the International Atomic Energy Agency and the Organization of Petroleum Exporting Countries, and the city has been a neutral site for international

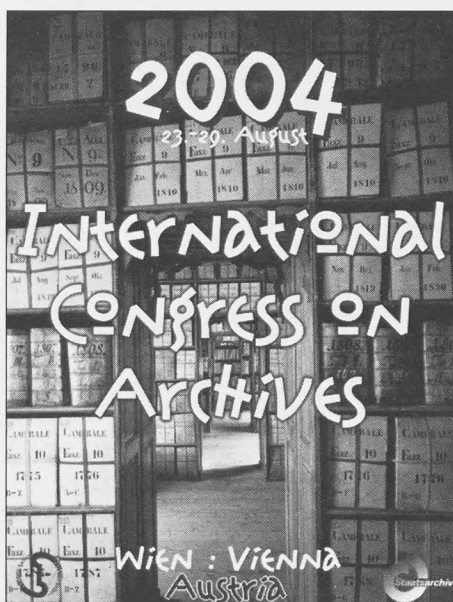
summits, such as that between President Kennedy and Premier Khrushchev in 1961. Of course, the ICA conference is being held during the post-Cold War era, but it follows in the tradition of bringing together international leaders and constituents for exchange, debate, and planning for future collaboration.

The format of the Vienna Congress will be familiar to U.S. archivists, as it is based on a mixture of SAA's annual meetings and other major international conferences. Keynote speakers invited from outside the profession will set the tone for each of the three days of educational sessions. There will be several parallel streams of sessions, varying from research papers to round tables, interactive discussions and workshops, all around the conference theme of "Archives, Memory and Knowledge."

Sub-themes will include: advocacy in support for the archives cause; evolving legal frameworks for archives and recordkeeping; archives and development—the future preserved; archival standards and best practices; and education and training for archives professionals. The full program will be available online beginning in September at [www.ica.org](http://www.ica.org).

A number of sessions will be accessible through simultaneous translation in English, French, German, Spanish and Russian. This will facilitate participation and exchange between the different language groupings that comprise ICA's global membership.

ICA has agreements with partner organizations to develop specialist elements of the program. The International Association of Sound and Audiovisual Archives (IASA) will coordinate a series of workshops and round tables on current concerns for audio-visual and sound archives, while ARMA International is planning workshops for records managers. Proposals for session or activities to promote U.S. issues and



initiatives are welcome from SAA.

A number of American archivists are already actively involved in the organization of the Vienna Congress, through their roles in ICA sections, professional committees, and other coordinating bodies. Francis X. Blouin of the Bentley Historical Library is one of three members of the Vienna Congress Program Committee, along with Lorenz Mikoletzky of the Austrian State Archives and Joan van Albada, ICA's executive director.

Like SAA's annual meeting, the International Congress combines a series of significant business meetings with its professional conference. The core business meeting for ICA, the quadrennial General Assembly, will meet on Aug. 27, 2004, in Vienna. During this assembly, directors of national archives and presidents of national associations will decide on the direction ICA is to take for the future, and vote on a number of changes to the ICA Constitution currently being discussed.

Vienna will also be the site for meetings of many of the constituent bodies of ICA. These include the annual meetings of ICA sections (e.g., Education and Training, Business and Labor Archives, Professional Archival Associations, and University and Research Institution Archives), where their officers and steering committees for the next four-year period are elected. ICA professional committees (e.g., appraisal, current electronic records, descriptive standards, outreach and user services, literature archives, etc.) meet to discuss the results of four years work, to integrate new members and to initiate new projects. Several regional branches also hold regular meetings as part of the congress. Most, if not all, of these meetings welcome newcomers as participants.

The 15th Congress should not be missed—and now is the time to plan your trip and book your tickets! ♦

## ICA/SPA Meets at SAA Headquarters

by TERESA BRINATI, Director of Publishing

A dozen archivists from Europe, Asia, Australia, and North America convened in Chicago on Apr. 21-25. The International Council on Archives Section on Professional Associations (ICA/SPA) held its annual spring meeting at the Society of American Archivists' headquarters, making good use of its conference room. ICA/SPA was established in 1977 to promote cooperation between professional archival associations and its members are leaders of their respective country's archival organizations. It was the first time the section has held its spring meeting in the United States.

"We have been overwhelmed by the kindness and cooperation that we have received from SAA," noted Margaret Turner, chair of ICA/SPA.

Two major issues were addressed at the meeting. First, the drastic funding cuts to the Italian State Archives, which may lead to closings this spring. Second, the destruction of archives and cultural properties in Iraq (see articles on pp. 8-9). ICA/SPA hopes to contribute to reconstruction projects through its Archival Solidarity program and through the International Committee of the Blue Shield.

In addition to its regular business, the group visited the archives of the Newberry Library, the Art Institute of Chicago, and the Archdiocese of Chicago's Joseph Cardinal Bernardin Archives & Records Center. The Kraft Archives, ARMA International, and the archdiocesan archives sponsored dinners at local eateries. A reception in their honor was held mid-week at the SAA office with a dozen Chicago-area archivists in attendance, including SAA Vice President Timothy Ericson.

"The group has appreciated the opportunity to meet archivists here in the Chicago area and to visit institutions as well as to meet and work with the staff of SAA," said Karen Benedict, SAA's representative to ICA/SPA, who was instrumental in bringing the meeting to Chicago. ♦



The International Council on Archives Section on Professional Associations gathered for a meeting in Chicago at the SAA office in April. Seated (left to right): Alfred Garcia of Catalonia (vice chair), Margaret Turner of the United Kingdom (chair), Kathryn Dan (secretary). Standing (left to right): Chiyoko Ogawa of Japan, Gilles Lesage of Canada, Henri Zuber of France, Didier Grange of Switzerland (vice secretary), Karen Benedict of the U.S.A., Jo Jamar of The Netherlands, and Isabella Orefice of Italy. (Missing from photo: Wladyslaw Stepniak of Poland and Peter Hermann of ARMA International.)

# Executive Director Search Update

by **TIMOTHY ERICSON**, SAA Vice President and Search Committee Chair

The search for a new executive director for SAA is nearing conclusion. In early March the Search Committee received from the executive search firm of Morris & Berger a list of five finalists for the position. The finalists had been selected on the basis of telephone and face-to-face interviews conducted by the firm with candidates that the Search Committee had identified from the original pool of applicants.

After reviewing the documentation provided by Morris & Berger, the Search Committee decided to conduct its own series of telephone interviews with the five candidates prior to scheduling on-site interviews in Chicago. These interviews were completed during the week of March 17-21. On the basis of this, the committee voted to bring three candidates to Chicago during the week

of April 14-18 for further interviews with the combined SAA Council and Search Committee, as well as with SAA staff.

Following the on-site interviews, Council and the Search Committee voted to proceed with reference and background checks for one of the candidates. This work is being completed by Morris & Berger. Their written report is being sent to SAA Council members at the time this issue of *Archival Outlook* is going to the printer. After receiving the reference report, Council will schedule a telephone conference and vote whether to extend an offer to the candidate.

The Search Committee and Council hope to be able to report the successful end of the executive director search by the time of the next newsletter!

**SUSAN E. DAVIS** has been appointed to the College of Information Studies faculty position in Archives at the University of Maryland. Susan will complete her Ph.D. this August at the School of Library and Information Studies, University of Wisconsin-Madison. She has been a practicing archivist for 25 years since receiving an M.A. in library science from the university. Her positions have included head of Rare Books, Manuscripts and Archives, Schomburg Center for Research in Black Culture, New York Public Library; curator of Manuscripts, Rare Books and Manuscripts Division, New York Public Library; and assistant state archivist, State Historical Society of Wisconsin. In addition, she has been an archival educator since 1981 in graduate and continuing education programs at several universities as well as a workshop instructor for numerous programs sponsored by SAA and MARAC.



**H.G. JONES**, Thomas Whitmell Davis Research Historian at Wilson Library, the University of North Carolina at Chapel Hill, received the 2002 North Carolina Award for Public Service. The award, established by the General Assembly in 1961, annually recognizes "notable accomplishments by North Carolina citizens in the field of scholarship, research,

the fine arts and public leadership. Its the highest honor the state can bestow."



**ERIC KETELAAR**, professor of Archivistics at the University of Amsterdam, received a Queen's Birthday Honour on Apr. 19. H.M. Queen Beatrix nominated him as an Officer of the Order of Oranje-Nassau, because of his professional and scholarly achievements. The citation specifies his accomplishments as an inspiring educator, and as an eminent scholar and legal expert in the field of archives, both in The Netherlands and abroad. Eric was The Netherlands Visiting Professor at the School of Information of the University in Michigan during 2000-2001.

**LINDA MATTHEWS**, director of Special Collections in Woodruff Library at Emory University, has been appointed vice provost and director of University Libraries. She will serve a three-year term begin Sept. 1. Matthews joined Emory as a reference archivist in 1972 and has been director of Special Collections since 1982. She earned a bachelor's from Albion College (Mich.) and a master's and Ph.D. from Duke. Matthews also earned a master's in librarianship from Emory.

**DARWIN STAPLETON**, executive director of the Rockefeller Archive Center, served on the Advisory Committee for "Seeking the Secret of Life: The DNA Story in New York," an exhibit honoring the 50th anniversary of Watson and Crick's Nobel prize-winning discovery of the structure of DNA. The exhibit opened in February and runs through August at the New York

## Obituary

**FRANCIS LEWIS BERKELEY, JR.**, 91, university archivist and professor emeritus of the University of Virginia, died at his home in Charlottesville on Feb. 19, 2003. A fellow of the Society of American Archivists, he was a pioneer in developing manuscript and archival services at the university and in the state.

Educated at the University of Virginia, he received a B.A. in 1934 and earned an M.A. in American history in 1940 while working in the university library. He was a retired captain in the U.S. Naval Reserve and a veteran of World War II, having served at sea throughout the war.

Appointed in 1938 as the University of Virginia Library's first curator of manuscripts, he devised a cataloguing system based on the British Museum's Catalogue of Additional Manuscripts, a system that proved indispensable in the immense post-war expansion of the manuscripts collections. He also began the creation of a central archives for the University.

During the post-war years, research libraries outside the state aggressively collected Virginia's historical, literary, and business records. Berkeley undertook a five-year campaign to keep Virginia's manuscript resources in the state, and millions of documents were added to the university's collections, as summarized in his published Annual Reports. With a colleague, he compiled the first volume of *The Jefferson Papers of the University of Virginia*, a calendar of manuscripts acquired through 1950, and he wrote many other articles and reviews.

Berkeley had an avid interest in colonial America and an acute awareness of Virginia's poverty in documentation of that era. In 1951-52, supported by a Fulbright fellowship, he undertook a county-by-county survey of public and private manuscripts in England and Scotland relating to Virginia between 1580 and 1780.



Robert Stocking and Francis Lewis Berkeley, Jr. examine microfilm from the Virginia Colonial Records Project, circa 1964. Photograph by Ed Roseberry. Courtesy of Edmund Berkeley, Jr.

Upon returning to Virginia, he assisted in organizing the Virginia Colonial Records Project. Nearly 20 million Virginia documents for the years 1580-1780 were microfilmed and are available to the public at the four cooperating Virginia research libraries.

Berkeley served as secretary of the University of Virginia's governing Board of Visitors, 1953-58, while continuing his duties in the library. He was chair of the Joint Committee on Manuscripts of SAA and AHA in 1958. For 30 years Berkeley was a trustee of the Virginia Historical Society, and for an

even longer period served the Thomas Jefferson Memorial Foundation, owner of Monticello, as trustee and in other capacities. He was a member of the Secretary of the Navy's advisory committee on naval history after 1958, and held similar posts with other organizations. In 1959, he was made a fellow of SAA. In 1961-62, he held a Guggenheim fellowship in Britain, which he used to research Virginian Robert Carter's (1665-1732) contacts with British merchants and others.

Leaving the archival-library world in 1963, Berkeley became executive assistant to University of Virginia President Edgar F. Shannon, Jr., serving until his 1974 retirement. The University Press of Virginia was established on Berkeley's initiation, and he helped to establish the two principal documentary publications of the new press: *The Papers of James Madison* and *The Papers of George Washington*. Until his death Berkeley served on the editorial advisory boards of both of these continuing publications, and also on the advisory committee of the *Papers of Thomas Jefferson* at Princeton University. Berkeley received the 1973 Raven Society Award for distinguished service to the university. He was a member of Phi Beta Kappa and Omicron Delta Kappa and of many other organizations.

Portraits of Mr. Berkeley hang in the Alderman Library and in the Berkeley Room of Monticello's new Jefferson Library.

—Edmund Berkeley, Jr.

Public Library. Visit online at <http://nucleus.cshl.org/CSHLlib/DNAinNY/index.htm>.

**JOHN UNSWORTH**, director of the Institute for Advanced Studies in the Humanities at the University of Virginia, has been named dean of the Graduate School of Library and Information Science at the University of Illinois at Urbana-Champaign.

**SUSAN VON SALIS** has been appointed the associate curator of archives at Harvard University Art Museums where she will develop acquisitions and access policies, oversee the arrangement and description of the collections, and manage preservation initiatives. With 16 years experience as an archivist at Radcliffe's

Schlesinger Library, Susan also co-teaches Harvard's EAD workshop twice a year for archivists and has taught EAD workshops throughout New England.

### What's up?

Share the latest developments in your career with  
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Teresa Brinati

Director of Publishing  
[tbrinati@archivists.org](mailto:tbrinati@archivists.org)



## Rep. Ose Introduces Bill to Revoke PRA Executive Order

On Mar. 27, 2003, Rep. Doug Ose (R-CA) along with a bipartisan group of seven other members of the House Committee on Government Reform, introduced legislation (H.R.1493) that revokes President George Bush's Executive Order 13233 of Nov. 2001. That order, "Further Implementation of the Presidential Records Act" imposed new procedures and restrictions on the implementation of the Presidential Records Act (PRA).

In his floor statement introducing the bill ([www.fas.org/sgp/congress/2003/h032703.html](http://www.fas.org/sgp/congress/2003/h032703.html)), Ose stated that the Bush EO "is inconsistent both with the Presidential Records Act itself and with NARA's codified implementing regulations." Furthermore, it "violates not only the spirit but also the letter of the Presidential Records Act. It undercuts the public's rights to be fully informed about how its government operated in the past. My bill would restore the public's right to know and its confidence in our government."

Legislation on the "Presidential Records Act Amendments of 2002" was introduced in the 107th Congress by Rep. Steve Horn (R-CA) who has since retired. Ose was an original co-sponsor of the Horn measure. Last year, the Government Reform Committee held several hearings on the Bush EO and on Oct. 9, 2002, the Committee reported an amended version of this bill (see House Rep. 107-790). The session ended, however, before the full House could act on the measure. Horn's bill tried to rectify aspects of the Bush EO, by contrast Ose's legislation simply nullifies the entire EO—a preferred solution to many historians and archivists. Hearings on the pending legislation have yet to be scheduled.

## Restriction on Clinton Pardon Data Upheld

A federal judge upheld the Bush Administration's claims of secrecy for the records of former President Bill Clinton's pardons issued by the outgoing president on his last day in office. In a 14-page decision, U.S. District Court Judge Gladys Kessler ruled in favor of the Justice Department and against Judicial Watch, a legal watchdog group that had sought access to almost 5,000 pages of pardon-related papers and confidential communications.

On Clinton's last day in office he issued 177 pardons and commutations of sentences, an act that created a public uproar. Judicial Watch filed suit. To the consternation of several members of Congress, the Bush White House backed Clinton's desire to keep the confidential communications records secret as provided by the Presidential Records Act. In her decision, Judge Kessler ruled that in the case of the pardons the "presidential communications privilege" (a subset of executive privilege) applied, and that President Bush's lawyers were justified in seeking to shield the release of such information from the public.

Though the former president recently waived his right to restrict access to most of the papers reflecting the confidential advice he received during his administration, thus allowing historians and other scholars to gain access to the records within a few years rather than the statutory 12 years, Clinton

did not authorize the release of the pardon papers. They may, however, come up for reconsideration under provisions of the PRA in a few years.

## FY 2003 Budget Passes—Finally!

On Feb. 13, 2003, just prior to the President's Day recess, Congress gave final approval to the federal budget for fiscal year 2003. Four months late, the 30-pound, 3,000-page measure (H.J. Res. 2) rolls 11 appropriation bills into one and provides funding levels for all federal agencies except the Pentagon which received its funding last year. The House approved the \$397.4 billion package by a vote of 338 to 83, and the Senate passed the measure 76 to 20.

As a cost-saving measure, in the FY 2003 Omnibus Appropriations bill Congress authorized a .65-percent across-the-board cut that applies to all agencies funded by the bill. While this probably will not affect an agency's ability to pay staff, it dramatically impacts discretionary dollars available. And because the cut comes five months into the fiscal year, the effect will be magnified as a lot of agencies have now lost flexibility on how best to implement the cut.

For archival programs, the approved budget reflects some tweaking of budget numbers previously agreed to during the 107th Congress. The National Archives gets \$268.824 million with \$6,457,750 going to the National Historical Publications and Records Commission. With FY 2003 now history, lawmakers now turn their full attention to the president's FY 2004 budget proposal.

## Missing "Bill of Rights" Copy Recovered

On Mar. 19, 2003, FBI agents conducted a sting operation in Philadelphia and reclaimed North Carolina's original copy of the Bill of Rights from individuals who were trying to sell it to a Philadelphia-based museum. The document was one of fourteen handwritten original copies of the Bill of Rights known to exist. The copies were penned by the clerks to the First House of Representatives and the Senate and signed by Senate Secretary Samuel A. Otis, House Clerk John Beckley, House Speaker Frederick Augustus Muhlenberg, and Vice President John Adams.

The document has an interesting history. In 1789, the first federal Congress meeting in New York considered adoption of the first ten amendments to the Constitution, known collectively as the Bill of Rights. As a condition of ratifying the proposed new federal Constitution, several states demanded copies of the proposed amendments. Congress authorized each of the original thirteen states to be sent a copy of the Bill of Rights; the federal government also retained one copy.

For 76 years, the North Carolina copy was retained in the statehouse. In 1865, during the American Civil War, a Union soldier marching south through North Carolina with General William T. Sherman's army is believed to have stolen it and taken it home to Tippecanoe, Ohio. The soldier apparently sold it in 1866. For the next 135 years the document was in the hands



of private collectors and periodically offered for sale, with one owner or another often trying to sell it back to North Carolina, but always through intermediaries. It most recently turned up in 2000 when individuals, accompanied by armed body guards, visited the offices of the George Washington University's First Federal Congress Project to authenticate the document.

Though initially it was unclear which state copy was being presented for authentication, the First Federal Congress Project research staff determined that it was the missing North Carolina copy. The project staff found that six of the original states no longer had their copies—two had been burned, two were in the possession of the Library of Congress, and one was held by the New York Public Library. Through the process of elimination and through docketing information and handwriting analysis there was little doubt that the document being offered for sale to the National Constitution Center (a soon-to-be opened museum in center-city Philadelphia) for \$4 million (probably a tenth of its true value) was the North Carolina copy. Federal authorities become involved and replevin laws kicked in once the National Constitution Center officials contacted state officials and the FBI.

With the document now in federal hands, it is slated to be returned to the state of North Carolina. An elated North Carolina governor Mike Easley (D-NC) told the Associated Press, "It is a historic document, and its return is a historic occasion."

Federal authorities are now weighing whether to bring criminal charges against those who were trying to sell the document. The case is complex and by no means clear cut. Proving criminality in the sale of government documents is rarely an easy task, especially if they were taken during wartime and an attorney could assert that the document was a "spoil of war." The outcome will probably rest on whether federal prosecuting authorities can determine if the seller had "criminal intent" and whether he knew the documents had been stolen. While North Carolina officials at least twice refused to negotiate with the seller, most recently in 1995, not because they considered it "stolen" but because they considered the millions of dollars sought for it was merely "ransom money." Should the attorney for the present owner argue that the document was a "spoil of war" the federal prosecution could get messy.

### Judge to Decide Fate of Nazi Documents

On Mar. 20, 2003, the U.S. Department of Justice asked a federal judge in Philadelphia to decide who owns a trove of Nazi documents that was taken from the home of Robert M.W. Kempner, a renowned war crimes prosecutor, shortly after his death in 1993. The papers of the one-time Nuremberg prosecutor that detail Nazi leader Adolf Hitler's plans to subjugate the Soviet Union, are currently stored in a federal evidence vault.

Kempner bequeathed his collection to the United States Holocaust Memorial Museum in Washington, D.C., but thousands of documents vanished from his suburban Philadelphia home shortly after his death. Some of the papers showed up in the possession of William Martin who operated a business hired by

Kempner's estate to clean and empty the former prosecutors' residence. Martin turned the papers over to the FBI in 2001 when agents began to investigate a possible theft. No charges were filed and Martin now has asked for their return, claiming that he is the rightful owner. The Holocaust Museum also claims title. The Justice Department suit asks that a federal judge decide the ownership of the papers and takes no position on who should get them.

### National Archives AAD System Now Operational

On Feb. 12, 2003, the National Archives and Records Administration (NARA) released the "Access to Archival Databases (AAD) System to the public. AAD provides researchers with online access to over 50 million historical electronic records organized in over 350 databases that were created by some 20 federal agencies. The long-term plan calls for the program to be expanded to over 500 databases.

The AAD System is the first publicly accessible application developed under the auspices of the Electronic Records Archives (ERA) Program. The ERA program seeks to address the challenges of preserving and increasing the variety and volume of government records that have been created and stored in electronic form.

AAD enables researchers to search, retrieve, print out, and download records. Researchers will need to determine in advance the series and file units of interest before initiating their research. To access, tap into [www.archives.gov/aad/](http://www.archives.gov/aad/).

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### Three Major Archival Association Collections in Milwaukee

The University of Wisconsin-Milwaukee is now home to three archival association collections: Society of American Archivists (SAA), Academy of Certified Archivists (ACA), and Midwest Archives Conference (MAC). The SAA and the ACA archives were transferred to UW-Milwaukee in 2001. Both collections had previously been housed at the UW-Madison's University Archives under the care of former SAA Archivist J. Frank Cook since 1978.

The MAC archives are the latest to arrive. Two vanloads of records were transferred to Milwaukee in January from Northwestern University Archives, where they had been kept for 29 years by Patrick M. Quinn, who served as MAC's archivist since 1974. Timothy Ericson, head of Archives & Special Collections at UW-Milwaukee, is now the archivist for all three associations.

"The goal of bringing all these records together is to encourage the study of archival history," noted Ericson, who is also SAA vice president. "Together they constitute what is probably the best collection of records anywhere in the country that are available to graduate students, archivists, and other scholars who are interested in studying the history and development of the archival profession."

UW-Milwaukee is currently negotiating with the Council of State Historical Records Coordinators (COSHRC) to become the archives for that organization as well.

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A finding aid to the processed portion of the SAA Archives is available on the UWM Archives Web site at [www.uwm.edu/Library/arch/findaids/uwmms172/index.html](http://www.uwm.edu/Library/arch/findaids/uwmms172/index.html). A Web-based finding aid for the MAC archives will be made available later this year.

### Digital Archive Copyright Issues

*Copyright Issues Relevant to the Creation of a Digital Archive: A Preliminary Assessment*, by June M. Besek (CLIR, Jan. 2003), describes copyright rights and exceptions and highlights issues potentially involved in the creation of a nonprofit digital archive. The 21-page paper is necessarily very general, since many decisions concerning the proposed archive's scope and operation have not yet been made. The purpose of an archive (e.g., to ensure preservation or to provide an easy and convenient means of access), its subject matter, and the manner in which it will acquire copies, as well as who will have access to the archive, from where, and under what conditions, are all factors critical to determining the copyright implications for works to be included in it. The goal of this paper is to provide basic information about the copyright law for those developing such an archive and thereby enable them to recognize areas in which it could impinge on copyright rights and to plan accordingly. Available on CLIR's Web site at [www.clir.org/pubs/reports/pub112/pub112.pdf](http://www.clir.org/pubs/reports/pub112/pub112.pdf). Print copies are \$15.

### Research Libraries and the Commitment to Special Collections

"Research Libraries and the Commitment to Special Collections" was prepared by the Association of Research Libraries Special Collections Task Force and adopted by the ARL Board at its February meeting. The key message in the statement is that "Special Collections represent not only the heart of an ARL library's mission, but one of the critical identifiers of a research library." The statement continues, "The development, preservation, support, stewardship, and dissemination of major special collections is both a characteristic of the true research library, and an obligation assumed by all members of ARL."

The statement also articulates the kind of actions that member libraries of ARL should take to support special collections, including: providing reliable funding for the support, staffing, and preservation of special collections; building special collections in keeping with institutional collection development policies, existing strengths, and regional or national commitments, and entering a new collection area only if there is a firm commitment to develop the collection and make it accessible to users; and exploring the issues, implications, and promise inherent in acquiring primary materials that are "born digital." For more information, visit [www.arl.org/collect/spcoll/](http://www.arl.org/collect/spcoll/).

### Brookfield Zoo Receives Grant

Brookfield Zoo in the western Chicago suburb of Brookfield, recently received a \$105,000 Dream Again (LSTA) grant from the state of Illinois for a project entitled *Brookfield Zoo: The Early Years (1920-1950)*. With a view to its 75th anniversary in



2009 and the future retirement of its long-time director, the zoo plans to inventory all archival records from the first quarter-century of the zoo's history, stabilize their condition, digitize a representative sample and make these materials available at [www.brookfieldzoo.org](http://www.brookfieldzoo.org).

Courtney O. Lavery, consulting archivist, began building the archives in January, and will have completed the first step towards a fully functioning institutional archives by the end of July. The complete collection includes an estimated 150,000 images, hundreds of films, signs and blueprints, as well as postcards, articles of clothing, and other objects.

During the final stage of the digitization grant, hundreds of the most historically important photos, documents, memorabilia and objects will be added to SWAN, the online catalog of the Suburban Library System (<http://swan.sls.lib.il.us>).

### U.S. Citizens of Mexican Ancestry during the 1930s

"*Los Repatriados: Exiles from the Promised Land*" is a recently completed project that consists of oral histories and a 30-minute video documentary produced by a group of descendants of *repatriados*—Mexicans who were deported from the United States, especially Detroit, during the years of the Great Depression. The group, consisting of children and grandchildren of Mexican immigrants who lived through this little known chapter of U.S. history, researched documents in immigration files, read accounts of the deportations from congressional records, newspaper articles, and scholarly accounts by Chicano professors Dennis Valdes and Zaragosa Vargas, among others.

The U.S. government enacted the Repatriation Program as an austerity measure during the Great Depression. By the end of the 1930s more than one million people had been systematically deported to Mexico. Over 60% of these people were U.S. citizens of Mexican ancestry. For more information, contact Elena Herrada at [emhgv@juno.com](mailto:emhgv@juno.com).

### Documenting the Working Life of a Physicist

The papers of Walter Kohn, winner of the 1998 Nobel Prize in Chemistry, will be preserved at the University of California, Santa Barbara. Kohn, a condensed matter theorist, donated his extensive collection of notes, articles, manuscripts, research document, and correspondence to Special Collections in Davidson Library. Kohn spent 19 years at UC San Diego before moving to UC Santa Barbara in 1979. The collection documents the working life of a physicist and includes materials related to Kohn's opposition to UC's peacetime nuclear weapons research and development and his work with organizations dedicated to international peace and the advancement of human rights.

"The papers of such a distinguished faculty member and Nobel prize winner will be of inestimable value to researchers for years to come," said David Tambo, head of Special Collections. "They show not only Professor Kohn's research contributions, but also his involvement in university and community concerns." An online guide to the papers is planned.

## A Challenging Opportunity for Certified Archivists

Who writes the questions for the archival certification examination? How is the archival certification examination created? What professional and scientific procedures govern the test?

The Academy of Certified Archivists invites all Certified Archivists to learn more about these issues in a half-day workshop to be held at the Society of American Archivists meeting in Los Angeles this August. Participants will be guided through the rigorous process of developing questions for the ACA itembank, from which the certified archivist examination is constructed.

The ACA Examination Development Committee (EDC) will conduct the workshop on Thursday, Aug. 21, 2003, from 9:00 a.m. to noon. At the beginning of July, participants will receive informational materials to use in drafting questions in advance. Items resulting from the workshop will be submitted to the EDC for consideration. Previous question-writers have found the process to be a challenging and rewarding learning experience. Earn five (5) archival recertification credits upon successful completion of the workshop. There is no cost to participate.

This is an excellent opportunity to learn about the standards and procedures supporting the examination, while trying your hand at writing actual questions for the test. If you would like to participate or want further information, please contact Anne P. Diffendal, ACA Regent for Examination Development, no later than June 15, 2003, at [adiffendal@alltel.net](mailto:adiffendal@alltel.net).

### Hoover's Czech and Slovak Collections Now Online

The Hoover Institution Library and Archives is pleased to announce the launch of a new Web site for the Czech and Slovak collections at [www.hoover.org/hila/czechslovak.htm](http://www.hoover.org/hila/czechslovak.htm). This bilingual site provides a list of selected Czech and Slovak archival collections with links to detailed finding aids. Included are biographies and guides to the holdings of Stefan Osusky, Czechoslovak statesman and ambassador to France during 1921–1930, and Ferdinand Peroutka, Czech journalist and chief editor of Czechoslovak broadcasting of Radio Free Europe. The site also features biographical information, reproductions of posters and photographs, organizational records, copies of historical documents, and audio clips. For more information, contact Blanka Pasternak, archival specialist, at [pasternak@hoover.stanford.edu](mailto:pasternak@hoover.stanford.edu).



### Online Bibliography on Appraisal in Progress

The International Council on Archives Committee on Appraisal is seeking suggestions from list members for articles, monographs, Web sites and other resources on appraisal, to be included in an online bibliography. Brief abstracts would be much appreciated. Suggestions should be sent to Cassandra Findlay at [cassf@records.nsw.gov.au](mailto:cassf@records.nsw.gov.au).

### Electronic Publications by ICA

The International Council on Archives announces two new electronic publications by its Committee on Information Technology.

- Archival Automation: A Bibliography contains both current and older publications and resources, which may prove useful to those interested in doing an analysis of archival automation techniques and approaches over time.
- Market Survey of Commercially Available Off-the-Shelf Archival Management Software focuses on commercially available packages specifically marketed to archives and historical societies.

Contact [ica@ica.org](mailto:ica@ica.org) or visit [www.ica.org](http://www.ica.org).

### EAD Resource in Spanish

The Local Archives of Cartagena (Spain) has published *Normalización de la descripción archivística: Introducción a Encoded Archival Description* (Standardization of Archival

Description: An Introduction to EAD), by Alejandro Delgado Gómez. The book can be ordered by e-mail at [editorialcorbalan@tiscali.es](mailto:editorialcorbalan@tiscali.es).

### Canadian Genealogy Centre Web Site

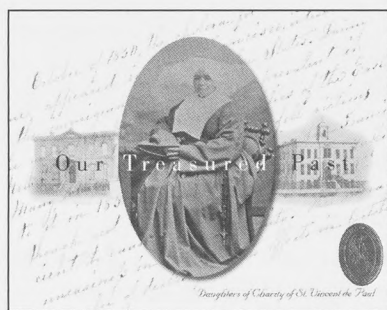
The Library and Archives of Canada recently launched the Canadian Genealogy Centre Web site. It will provide access to all genealogical resources in Canada as well as offer genealogical content, services, advice, and tools, and provide Canadians with the opportunity to work on joint projects online in both official languages. Visit [www.genealogy.gc.ca](http://www.genealogy.gc.ca).

### New Book from National Archives of Australia

*Canberra Following Griffin: A Design History of Australia's National Capital* by Paul Reid is an extensively researched book exploring popular misconceptions about Chicago architect Walter Burley Griffin's 1912 design for Australia's national capital, Canberra. Just what did Griffin propose for Canberra and why wasn't it built? Is modern Canberra better or worse than the Griffin design? In exploring these questions, the author presents all 12 of Marion Mahony's original competition drawings with explanatory diagrams and extensive quotations from Griffin's official reports as well as includes many rarely seen images from the collections of the National Archives of Australia. Published by the National Archives of Australia (May 2003); AUD\$105. Contact [naasales@naa.gov.au](mailto:naasales@naa.gov.au) or visit [www.naa.gov.au](http://www.naa.gov.au).

## National News Clips

continued from previous page



### Daughters of Charity Celebrate 150th Anniversary

*Our Treasured Past* is a gorgeous publication celebrating the 150th anniversary of the arrival of the Daughters of Charity of St. Vincent DePaul in San Francisco

in 1852. Sisters Margaret Ann Gainey, Joan Gibson, Mary William Vinet, and Estela Morales of the Seton Provincialate in Los Altos, Calif., prepared the publication using correspondence, memoirs, journals, photographs and other sources documenting the congregation's roots in France and Maryland and its subsequent journey to California. For more information, contact Sister Margaret Ann Gainey at 650/941-4490.

### New Master of Information Management Degree at Maryland

This fall the University of Maryland College of Information Studies will debut classes for its new Master of

Information Management (MIM) degree. The new degree has an initial focus on strategic information management. A second specialty, information architecture and content management will be developed later as resources permit. The MIM program portfolio will include courses in information environments, information technology, use and users, and program management. "The MIM degree represents a blend of technological savvy, management skills, understanding of users, and ability to align information with institutional strategic goals," noted CLIS Interim Dean Bruce Dearstyne. For more information, visit [www.clis.umd.edu](http://www.clis.umd.edu).

### NINCH in Transition

The Board of Directors of the National Initiative for a Networked Cultural Heritage (NINCH) has decided to eliminate the position of executive director, as part of its strategic plan for the future. David L. Green's last day with NINCH will be May 30, 2003. The Transition Committee is actively considering the shape of NINCH's future and welcomes comments and suggestions at [www.ninch.org](http://www.ninch.org).

## Bush Orders New Secrecy Executive Order

*continued from page 10*

stage for the underlying theology of the Bush Administration . . . gone are Clinton's references to open government, gone is the presumption for document declassification . . . what we're left with is paternalistic language emphasizing the need for the government to protect the American people—that 'certain information be maintained in confidence in order to protect our citizens.'"

Significantly also, the new EO strikes out all references to a declassification advisory board authorized by the Clinton EO but whose members were never appointed. The "Information Security Policy Advisory Council" was to be a seven-member advisory group appointed by the president to advise on declassification matters.

According to Leonard, this provision was struck as it was no longer needed. After the issuance of EO 12958 in 1995 Congress authorized the establishment of the "Public Interest Declassification Board" (the so-called "Moynihan Board") in Section 703 of the Intelligence Authorization Act for FY 2001 (PL 106-567). Leonard sees "value in such a group" and intends to try to persuade upper-echelon Bush Administration officials of the benefits of moving forward and complying with the law authorizing the Board. Right now, however, these individuals are preoccupied with the war in Iraq. Officials believe it would be advantageous to wait until the war is off their radar screens before addressing the appointment of the Moynihan Board. A copy of the new order may be found at: [www.fas.org/sgp/bush/eoamend.html](http://www.fas.org/sgp/bush/eoamend.html). ♦

## President's Message

*continued from page 3*

excludes from protection the creation of repositories of ancillary materials: "The amended exemption is not intended to address other uses of copyrighted works in the course of digital distance education, including student use of supplemental or research materials in digital form, such as electronic course packs, e-reserves, and digital library resources."

In order to take advantage of the protections offered by the TEACH Act, there are other requirements that must be met. Among them are: one cannot digitize if there is already a digital copy available from the copyright owner; the copy used must be lawfully made and acquired; access to the materials must be limited to students enrolled in the course; all digital copies must be protected by technological protection measures to discourage students from making copies of the works for their own use. Notice must also be given to the students that the material may be subject to copyright protection. An institution wishing to avail itself of the TEACH Act exemptions must also have policies in place regarding copyright, and must provide information to faculty, staff, and students that accurately describes and promotes compliance with copyright law.

## Implication for Archives

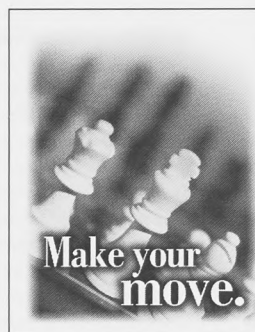
What does all this mean for archives? The TEACH Act explicitly exempts from copyright infringement an instructor's use of small amounts of materials from the archives in his or her teaching. It also permits nonprofit educational institutions and governments to digitize analog material for use in a course (assuming that all of the requirements of the TEACH Act are met). Only the amount permitted by the law may be digitized; the digital copies may not be shared with any other institution; no further copies from them can be made; and they may only be used in the course.

In theory, by shielding archives from liability, the Act may make it easier for archives to make copies of entire nondramatic audiovisual works or textual documents. Prior to the TEACH Act, however, most archives would still have done such copying under the Fair Use provisions of the Copyright Act (and nothing in the TEACH Act alters or limits the Fair Use doctrine). The TEACH Act may slightly reduce archival liability, but I do not see it radically changing archival practice.

Perhaps the greatest impact of the TEACH Act will be on the education programs that many government archives conduct for governmental employees. NARA and the state archives often conduct courses for federal and state officials on records management, records appraisal, and other archival topics. The TEACH Act exempts copyright violations when the transmission is "a regular part of the systematic mediated instructional activities of a governmental body" directed at "officers or employees of governmental bodies as part of their official duties or employment." The instructors in such courses will no longer need to get permission when using or re-using portions of movies, videos, cartoons, essays and other copyrighted materials in the course—assuming the requirements of the TEACH Act are met.

## Additional Resources

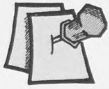
The TEACH Act is complex, and its implications still need to be developed. Three excellent sources for more information on the TEACH Act are the "TEACH Toolkit" at North Carolina State University [www.lib.ncsu.edu/scs/legislative/teachkit/](http://www.lib.ncsu.edu/scs/legislative/teachkit/), Georgia Harper's TEACH Act checklist [www.utsystem.edu/ogc/intellectualproperty/teachact.htm](http://www.utsystem.edu/ogc/intellectualproperty/teachact.htm), and the resources available from the American Library Association at [www.ala.org/](http://www.ala.org/). Any archival institution wishing to use the exemptions found in the TEACH Act would do well to check with their own legal counsel as well. ♦



## SAA CONTINUING PROFESSIONAL EDUCATION

[www.archivists.org/prof-education](http://www.archivists.org/prof-education)

For information about upcoming offerings, see back cover of this newsletter.



## 2003 CALENDAR

### June 5-10

AIC annual meeting in Arlington, VA. Visit <http://aic.stanford.edu/conf/>.

### June 9-14

35th annual meeting of the Council on Botanical and Horticultural Libraries, Inc. (CBHL) in New York City. Hosted by Brooklyn Botanic Garden, Horticultural Society of New York, New York Botanical Garden & Planting Fields Arboretum State Historic Park, this meeting will explore "Redefining Botanical and Horticultural Libraries: Shaping a New Collaborative Environment." Featuring a book fair, workshops, panel presentations, meetings, informal receptions and tours to some of the exceptional libraries and gardens of the New York City area, this meeting will gather an audience interested in exploring issues of botanical and horticultural information. Opportunities for networking, sharing of information and touring the rich horticultural and botanical resources of this dynamic metropolitan area await! For more information, contact 718/817-8728 or [jfreed@nybg.org](mailto:jfreed@nybg.org) or visit [www.ville.montreal.qc.ca/jardin/cbhl](http://www.ville.montreal.qc.ca/jardin/cbhl).

### 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. For more information, contact: Anne Salter, 404/894-9626, [anne.salter@library.gatech.edu](mailto:anne.salter@library.gatech.edu).

### June 19-21

"European Conference on Educational Learning in Archives" at the Academy of European Citizens in Bocholt, Germany. Several lectures and discussions will present an extensive survey of educational learning in archives in many European states, i.e. Great Britain, France, Sweden, Norway, Netherlands, Belgium, Austria, Switzerland, Russia, Latvia, Poland. For more information, visit [www.archivpaedagogen.de/europa](http://www.archivpaedagogen.de/europa) or contact [pieper@hsa.nrw.de](mailto:pieper@hsa.nrw.de).

### June 20-21

Fifth annual Museum and Library Archives Institute, sponsored by the 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@cwmar.org](mailto:tpercy@cwmar.org).

### July 21-26

Pacific Regional Branch of the International Council on Archives (PARBICA) 10th biennial conference in Wellington, New Zealand. Visit [www.archivenet.gov.au/archives/parbica/parbica\\_main.htm](http://www.archivenet.gov.au/archives/parbica/parbica_main.htm).

### 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](http://www.nagara.org) or contact 518/463-8644 or [nagara@caphill.com](mailto: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. For more information, visit the Web site for the Society of California Archivists at [www.calarchivists.org](http://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](http://www.liv.ac.uk/lucas/events.htm).

### August 4-8

"Digital Preservation Management: Short-Term Solutions to Long-Term Problems" at Cornell University Library, Ithaca, NY. The primary goal of this program is to enable effective decision making for administrators who will be responsible for the longevity of digital objects in an age of technological uncertainty. Institutions are encouraged to send a pair of participants to realize the maximum benefit from the managerial and technical tracks that will be incorporated into the program. This limited enrollment workshop has a registration fee of \$750 per participant. Registration is now open for the

August workshop. A second workshop is scheduled for Oct. 13-17 (registration will open this summer). There will be three workshops in 2004. Visit [www.library.cornell.edu/iris/dpworkshop/](http://www.library.cornell.edu/iris/dpworkshop/).

### August 18-24

67th annual meeting of the Society of American Archivists in Los Angeles at the Century Plaza Hotel and Tower. Features 10 preconference workshops, nearly 100 hours of educational sessions, archives expo, tours of Los Angeles, archival and cultural attractions, and much more! See back cover of this newsletter for additional information or visit [www.archivists.org/conference](http://www.archivists.org/conference).

### September 8-9

The ARL Special Collections Task Force and the Library of Congress will co-sponsor a conference to explore the challenges of providing access to uncataloged and unprocessed archival, manuscript, and rare book materials. To be held at the Library of Congress, the conference will develop an action plan for dealing with these materials. The target audience includes library directors and senior administrators, special collections librarians, archivists, heads of technical services, digital access librarians, representatives of funding agencies, scholars, and others from the research library community who have a stake in making materials in special collections more available and accessible. For more information, contact Mary Jackson at [mary@arl.org](mailto:mary@arl.org).

### 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 in Ottawa. Visit [www.cci-icc.gc.ca/symposium2003/index\\_e.shtml](http://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](mailto:acwr@juno.com); or visit [www.homestead.com/acwr](http://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](http://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](http://www.lib.umd.edu/MARAC/maraccon.htm).

### November 18-22

AMIA's 2003 annual conference in Vancouver, British Columbia. For more information, visit [www.amianet.org](http://www.amianet.org) or e-mail [amia@amianet.org](mailto:amia@amianet.org).



## December 10-12

"World Summit on the Information Society 2003" in Geneva, Switzerland. Visit [www.geneva2003.org](http://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](mailto:sweart@aip.org). **Deadlines for receipt of applications are June 30 and Dec. 31 of each year.**

### AMIA Maryann Gomes Award

The Association of Moving Image Archivists (AMIA) has established the Maryann Gomes Award, which will provide funding assistance for regional archivists to attend the AMIA's annual conference. Ms. Gomes was instrumental in the creation of AMIA's Regional Audio Visual Archives Interest Group and served as its first chairperson. Founding director of the North West Film Archives at Manchester Metropolitan University in Manchester, England, Ms. Gomes promoted the depth and diversity inherent in regional moving image collections and tirelessly championed their historical research value. The purpose of the award is to: 1) increase participation in AMIA by archivists/librarians/curators who have been financially unable to take advantage of AMIA membership benefits; 2) provide active learning opportunities and interaction between audiovisual professionals from around the world; 3) give archivists/librarians/curators the opportunity to add to their professional development in a positive and inclusive atmosphere; and, 4) expand AMIA's outreach and foster internationalism. One award will be offered annually. The

award provides up to U.S.\$1,000 reimbursement to assist with AMIA conference-related travel expenses. In addition, a complimentary conference registration, a one-year Individual AMIA membership, and one pre-conference workshop registration will be included (total approximate value U.S.\$1,500). Eligible applicants are working archivists/librarians/curators employed in collecting, preserving, and making accessible archival moving images, and who have not previously attended an AMIA conference or who have not attended one during the last five years. Preference will be given to: (1) those whose work involves primarily regional archival material, and (2) applicants residing outside the United States. Applicants need not be a member of AMIA. AMIA's 2003 annual conference will be in Vancouver, British Columbia, Nov. 18-22, 2003. The application and instructions are available at [www.amianet.org/07\\_Awards/awards.html](http://www.amianet.org/07_Awards/awards.html) or e-mail [amia@amianet.org](mailto:amia@amianet.org) or send to: AMIA, 1313 N.Vine St., Los Angeles, CA 90028. **Applications are due to the AMIA office by June 20, 2003.** Those individuals wishing to contribute to the Maryann Gomes Fund to help support this award are invited to contact AMIA. AMIA is a 501(c)3 public benefit corporation.

### 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](mailto:Joyce_Botelho@Brown.edu).

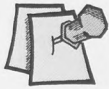
### California Institute of Technology Biot and Archives Research Funds

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/](http://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](http://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](mailto:william.milhomme@sec.state.ma.us) or visit [www.state.ma.us/sec/arc/arcaac/aacintro.htm](http://www.state.ma.us/sec/arc/arcaac/aacintro.htm).

### National Film Preservation Foundation

The National Film Preservation Foundation invites proposals for its 2003 Partnership Grants. Through this program, archives can receive grants for film preservation work at laboratories and post-production houses donating services to the NFPF. **Interested organizations may register from March 31 to June 6; the final applications are due July 18.** NFPF grants target the preservation of films that (1) were made in the United States or by Americans abroad, and (2) are not preserved by commercial interests. Nonprofit and public archives, including those in the federal, state, and local government, may participate. The application guidelines are posted on the NFPF Web site at [www.filmpreservation.org](http://www.filmpreservation.org).

### The Pepper Foundation's Visiting Scholars Program

The Claude Pepper Foundation seeks applicants for its visiting scholars program, which provides financial assistance for researchers working at the Claude Pepper Center's archives at Florida State University. The Claude Pepper Library's holdings

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

### Recording Academy Grants

The National Academy of Recording Arts & Sciences, Inc., also known as the Recording Academy, awards grants to organizations and individuals to support efforts that advance:

- 1) archiving and preserving 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.

### 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](mailto: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](mailto: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.



### A/V RECORDS PROCESSOR

The Catholic University of America  
Washington, DC

The American Catholic History Research Center and University Archives at the Catholic University of America seeks a professional archivist with broad training and experience in archives as well as expertise in the handling of audiovisual (film, video, photograph and/or audio) materials. He/she will be expected to perform reference, arrangement and description and conservation work with the entire collection as part of the center's professional staff, but will also have a special responsibility to help develop, organize

and direct conservation of the audiovisual collections. Experience working in an archives and a master's degree in history with courses in archives methods or an M.L.S. with an archival concentration are required. Familiarity with electronic applications for archives and experience in providing reference from and processing collections is preferred. The Center collects materials documenting the history of Catholics in America, particularly Catholic social justice movements, Catholic intellectuals and leading activists and national Catholic organizations, as well as papers of The Catholic University of America. This position is funded for three years. Annual reappointment is made at the pleasure of the university. **Salary:** low thirties with an attractive benefit plan. **EOE/AAP. To apply, contact:** Office of Human Resources/Employment Manager, The Catholic University of America, 620 Michigan Avenue, NE, Washington, DC 20064; 202/319-5050; <http://humanresources.cua.edu>.

### ARCHIVES MANAGER

Gap Inc.  
New York, NY

The Gap Inc. New York Product Design (NYPD) Design Resource Archives was established to provide a centralized resource of both physical and digital design assets to aid the design process. The archivist will leverage both archival principles and company needs in establishing best practices in appraisal, arrangement and description, conservation, and reference services, and will be lead the education and outreach efforts for the program. **Description:** Develop and execute an outreach plan for NYPD; administer the Archive Database application for NYPD campus including user information, search criteria, reporting and asset management; manage physical collection and space usage across repositories; hire, train and supervise contractors and/or interns for collections processing; partner with Advisory Committee on developing and reporting on metrics and ROI; accession, process, and photograph materials using established guidelines; respond to requests for materials; train business partners in using the database for research, upload and retrieval; develop finding aids and research tools. **Experience:** Proven project development and project management skills; experience working in archives, preferably within a design or fashion environment; experience with database applications. **Skills:** Excellent presentation and communications skills; knowledge and experience with archival standards and practices, including textile and digital archives; ability to work independently and prioritize tasks; excellent customer services skills; familiarity with Macintosh based imaging applications (i.e. Photoshop, QuarkXpress); a bachelor's degree in a related field of study. Familiarity with digital and/or still camera systems preferred. **To apply, contact:** [careers@gap.com](mailto:careers@gap.com) and reference SAA-NYPD in the message line. For more information about Gap Inc. please visit [gapinc.com](http://gapinc.com)

### ARCHIVIST

American International Group, Inc.  
New York, NY

AIG has an excellent opportunity in downtown Manhattan for an archivist. **What you'll be doing:** In this role you will be responsible for appraising, processing and cataloging the historical records of AIG and its predecessor companies, compose administrative histories, provide reference and research service. In particular, will have responsibility for database content and maintenance. Some of the essential functions will be: appraises, arranges and describes the historical records of AIG and its predecessor companies; prepares descriptive access tools to these archival records; provides reference and research services; collects, scans and preserves AIG press releases and announcements; maintains AIG Archives database and content; acts as technical interface to IT/Corporate Systems.

**What we require:** Master's degree with formal archives training required; minimum of three (3) years experience processing records in a large institutional setting or working with corporate collections; proven cataloging skills and database management. **Preferred knowledge and skills:** Certified Archivist (or willingness to become one); knowledge of InMagic, DBTextworks, Microsoft products and Adobe Photoshop; excellent communication skills, both written and oral. Ability to work independently. AIG is the world's leading U.S.-based international insurance and financial services organization, the largest underwriter of commercial and industrial insurance in the United States, and among the top-ranked U.S. life insurers. Its member companies write a wide range of general insurance and life insurance products for commercial, institutional and individual customers through a variety of distribution channels in approximately 130 countries and jurisdictions throughout the world. AIG's global businesses also include financial services, retirement savings and asset management. AIG is an Equal Opportunity Employer. **To apply, contact:** Rishabh Shah, American International Group, Inc.; [rishabh.shah@aig.com](mailto:rishabh.shah@aig.com); [www.aig.com](http://www.aig.com).

### ARCHIVIST

The History Center  
Diboll, TX

The History Center invites dynamic, innovative, and service-oriented individuals to apply for its archivist position. The archivist provides leadership in processing and preserving the center's archives, manuscripts, photographs, maps, and audio/video materials. Responsibilities include appraising, accessioning, arranging, describing, preserving, and providing public access and reference and research services. Diboll is located about 90 miles north of Houston in the beautiful East Texas pineywoods. Requirements include a master's degree from an accredited school with a major in history, government, library science or related discipline; course work in archival administration; two years experience in the arrangement and description of archives and manuscripts. Preferred qualifications include knowledge of historical research methodology

## 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.

**Rate: 92¢ per word**

INSTITUTIONAL MEMBERS OF SAA  
RECEIVE A 50% DISCOUNT.

Announcements are posted weekly on SAA's Web site in the *Online Employment Bulletin* ([www.archivists.org/employment](http://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](mailto:jobs@archivists.org)

It is assumed that all employers  
comply with Equal-Opportunity/

Affirmative-Action regulations.



and Texas history; considerable experience with database management applications; work experience in a public history environment. **Starting salary:** \$32,000 with excellent benefits. Position is opened until filled. **To apply, contact:** Jonathan Gerland, The History Center, 102 N. Temple, Diboll, TX 75941; 936/829-3543.

#### ARCHIVIST

*Richard Meier & Partners, Architects*

Internationally renown architectural firm seeks a full-time archivist to manage firm archives with flexibility to work as directed on special projects. To apply, contact: Lisetta Koe, Richard Meier & Partners, Architects, 475 Tenth Avenue, 6th floor, New York, NY 10018; 212/967-6060; fax 212/967-3207; l.koe@richardmeier.com; www.richardmeier.com.

#### ARCHIVIST

*Rosenberg Library  
Galveston, TX*

**Position Description:** The Archivist works closely with the Head of Special Collections in executing the department's vision. He or she will be responsible for processing manuscripts, maps, and other non-visual materials. Additional duties will entail reference, Web site development, attending professional meetings, and serving as the department's head in the absence of the Head of Special Collections. He or she will also assist the Head of Special Collections with outreach and perform additional duties as required. **Qualifications:** Demonstrated team player. Strong processing skills. Strong communication and interpersonal skills. M.L.S. from an ALA-accredited library school or Master's degree in history. Academic coursework in archival management preferred. Ability to lift 25 pounds. Minimum of 1 year full-time professional work experience in an established archives. Three professional references, at least 1 work-related.

**Description:** The Rosenberg Library is located in historic Galveston, a community of approximately 60,000 people on the upper Texas Gulf Coast 50 miles southeast of Houston. The Library's Galveston and Texas History Center maintains a prestigious collection of over 2 million items, including papers of individuals and families, records of local businesses, social organizations, religious institutions and labor groups, photographs, maps, architectural drawings, newspapers, and oral histories. Our holdings (described at [www.gthcenter.org](http://www.gthcenter.org)) focus on the history of Texas from the Spanish period through 1865, with special emphasis on the Republic of Texas, 1836-1845, and all aspects of Galveston's history from the city's incorporation in 1839 through present. **Employment:** Regular full-time, 401 (k) plan, excellent benefits. Starting salary: \$30,728.69 annually. The Archivist will work Tuesdays-Saturdays, 8 AM-5 PM.

**Application Deadline:** Applications will be reviewed beginning April 1, 2003. The Rosenberg Library is an Equal Opportunity employer. **To apply, contact:** Casey Edward Greene, Rosenberg Library, 2310 Sealy, Galveston, TX 77550. No phone calls, please; fax 409/763-0275; cgreene@rosenberg-library.org; [www.gthcenter.org](http://www.gthcenter.org).

#### ARCHIVIST & RECORDS MANAGER

*The American Institute of Architects  
Washington, DC*

This is a professional position in which the incumbent oversees the Archives and the Records Management functions for the Institute. These initiatives involve establishing and maintaining control of the institutional memory and AIA history and selecting materials that document the growth of the architectural profession in the United States. The incumbent also provides member and general public reference services for the archive collections (manuscripts, documents, photographs, rare books, works of art, and artifacts), preserves and conserves those collections; creates and administers retention policies for current records; and manages the offsite storage of records. Bachelor's degree in history or library science or related field with archival conservation or related practicum experience. Graduate degree preferred. Five or more years of archival and records management experience. Knowledge of the history and the profession of architecture preferred. Considerable knowledge in standard archival practices and preservation issues, preferably those unique to architectural records. Familiarity with database development and the use of automated retrieval systems used in special libraries. Knowledge of and skill in developing records retention programs that comply with legal and regulatory requirements and general business practices.

**To apply, contact:** Tawnya Fay, The American Institute of Architects, 1735 New York Avenue, NW, Washington, DC 20006; [aiajobs@aia.org](mailto:aiajobs@aia.org); [www.aia.org/institute/jobs](http://www.aia.org/institute/jobs).

#### ARCHIVIST / SPECIAL COLLECTIONS LIBRARIAN

*Pikes Peak Library District  
Carnegie Library  
Colorado Springs, CO*

Full-time, exempt position. **Starting Salary:** \$33,613-\$42,744/year (depending on experience and education) plus generous benefits. Responsible for archives, including acquisition, organization, maintenance and preservation. Participates in reference service in archives, photo archives, and special collections of regional history and genealogical materials. Requires M.L.S. or a master's in history with specialized training in archival arrangement and description. Requires experience in processing, and providing reference, for archival collections. Strongly prefer B.A. in history or experience in a public or academic library providing reference service for regional history and genealogy collections. **To apply, contact:** Edie Hoggenmiller, Pikes Peak Library District, 5550 N. Union Blvd., Colorado Springs, CO 80918; 719/531-6333, x 1254; fax 719/528-2800; [ehoggenmiller@ppld.org](mailto:ehoggenmiller@ppld.org); [www.ppld.org](http://www.ppld.org).

#### ASSISTANT ARCHIVIST, REFERENCE

*American Heritage Center  
University of Wyoming  
Laramie, WY*

Reporting to the head of the Reference department, the assistant archivist will be responsible for supervising the Reading Room; monitors

access of collection materials; assists patrons in finding materials appropriate to their research; provides tours and bibliographic instruction to individuals and classes; instructs classes in historical research methods; participates in special projects as required and maintains appropriate records. Additional duties will include supervising student employees and conducting projects requiring special knowledge or expertise, such as developing and preparing exhibits, writing articles for publication, or developing presentations. **Qualifications:** Master's of Arts in history, archival studies, American studies, public history, master's of library science, or equivalent. Professional archival training and two years of professional experience in an archival reference setting or an equivalent setting. **Hiring range:** \$28,000-\$32,000, plus full benefit package.

**Review of applications will begin May 1, 2003.**

Candidates should submit a letter of application, resume and the names, addresses, and telephone numbers of three references. Persons seeking admission, employment, or access to the University of Wyoming shall be considered without regard to race, color, national origin, sex, age, religion, political belief, handicap, or veteran status. **To apply, contact:** Carol Bowers, Reference Archivist, American Heritage Center, University of Wyoming, PO Box 3924, Laramie, WY 82071; 307/766-4114; fax 307/766-5511; [cbowers@uwyo.edu](mailto:cbowers@uwyo.edu); <http://ahc.uwyo.edu>.

#### ASSOCIATE ARCHIVIST (JOB NO. K067086)

*IBM Corporation  
Somers, NY*

The position reports to the corporate archivist, and supports the archives' high volume reference function (internal and external requesters.) The position is also responsible for improving intellectual control over the archives' large and diverse collection. Duties will include handling reference requests, data entry, arrangement and description of collection materials, participating as needed in various departmental initiatives, and creating and maintaining digital material.

**Degree:** Master's degree or equivalent—archival administration/library science/history. **Experience:** 1-2 years as a practicing archivist, preferably in a corporate archives; proven customer service skills; demonstrated processing skills; proficiency with DBs, scanning equipment, AV equipment. Familiarity with subject-based taxonomies. **Skills:** archival standards and practices, customer service, knowledge of the history of science/technology, team player/relationship skills, technical skills (DB, report generators), research/synthesis skills. **To apply, contact:** IBM Online Job Opportunities, IBM Corporation; <http://www-3.ibm.com/employment/us/index.shtml>.

#### COLLEGE ARCHIVIST

*Dartmouth College Library  
Hanover, NH*

Dartmouth College Library seeks a college archivist to acquire, manage and provide appropriate access to archival records and manuscript collections held within the library. The college archivist will coordinate activities with administrators, staff, records management, and faculty to



identify and acquire college records and manuscripts of enduring value. In coordination with other library research and instruction librarians, the archivist provides reference service to a wide diversity of users, with primary focus on the research and instructional needs of the Dartmouth community, with emphasis on archival and manuscript holdings within Special Collections. The archivist works with the Digital Library at Dartmouth to build digital collections of published and unpublished materials owned by Dartmouth College (e.g., rare books, unique publications, manuscripts, archival materials, etc.) **Requirements:** ALA-accredited M.L.S. or master's degree in history with archival administration concentration. Second master's degree in an appropriate subject preferred. Rank and salary commensurate with experience and qualifications. Full benefits package including 22 vacation days, comprehensive health care, retirement benefit and relocation assistance. Dartmouth College is an Equal Opportunity/Affirmative Action employer. Women and minorities are encouraged to apply. For further information, review our Web site: [www.dartmouth.edu](http://www.dartmouth.edu). **To apply, contact:** John R. James, Dartmouth College, 6025 Baker/Berry Library, Room 115, Hanover, NH 03755; [John.R.James@Dartmouth.edu](mailto:John.R.James@Dartmouth.edu).

#### COPYRIGHT AND CLEARANCE MANAGER

Seeking copyright and clearance manager to locate copyright holders and negotiate usage fees for video, stills, text, and recordings to be used on CD-ROMs. Responsibilities include gathering accurate caption and credit information and entering it into asset management database. Prior experience researching and negotiating clearances for video, stills, text, and music for CD-ROMs, Web sites, or documentaries required. MS Word and Excel skills required. Knowledge of Cumulus and Microsoft Outlook helpful. Knowledge of copyright law preferred. Please send resume as email attachment or as text within your email. No telephone calls or faxes. Thank you. **To apply, contact:** Global Education Network; [humanresources@gen.com](mailto:humanresources@gen.com); <http://www.gen.com>.

#### CURATOR OF THE MANUSCRIPTS DEPARTMENT AND DIRECTOR OF THE SOUTHERN HISTORICAL COLLECTION

UNC Chapel Hill  
Academic Affairs Library  
Chapel Hill, NC

The University Library of the University of North Carolina at Chapel Hill seeks a knowledgeable and resourceful individual to direct one of the premier manuscript collections documenting Southern life and culture. The Curator of Manuscripts is the chief administrator of the Manuscripts Department, which houses the Southern Historical Collection, the Southern Folklife Collection, University Archives and Records Service, and General and Literary Manuscripts. The Curator leads the effort in planning and building collections through gift and purchase. The Curator builds relationships and promotes the collections through presenta-

tions to Library-related and community groups and participates in Library and campus committees, professional organizations, and the greater academic community. **Required:** Masters degree from an ALA-accredited program or masters degree in American history/studies or public history; minimum of five years of progressively responsible experience building archival collections through purchase and gift, including budget management; ability to navigate a complex organization; ability to build close working relationships with faculty, students, administrators and the public; ability to develop and maintain a staff committed to an environment of mutual respect and excellent public service; strong writing and communications skills. **Preferred:** Advanced degree with emphasis on Southern studies (or significant graduate-level coursework); familiarity with university records; demonstrated success with writing and directing grant-funded projects; and familiarity with non-textual archival records. This is a continuing twelve-month appointment; salary is commensurate with qualifications and experience. Twenty-four days vacation leave, eleven holidays, and twelve days of sick leave; comprehensive major medical plan; optional dental, disability, and life insurance; and several retirement plan options including TIAA/CREF. Review of applications will begin on April 30, 2003. Applications will be accepted until the position is filled. For a full vacancy announcement see: [www.lib.unc.edu/jobs/epal/index.html](http://www.lib.unc.edu/jobs/epal/index.html). **To apply, contact:** Mari Marsh, UNC Chapel Hill, 206 Davis Library, CB#3900, Chapel Hill, NC 27514; 919/962-1301; fax 919/843-8936; [marim@email.unc.edu](mailto:marim@email.unc.edu); <http://www.lib.unc.edu>.

#### EXECUTIVE DIRECTOR

Pennsylvania Historical and Museum Commission  
Harrisburg, Pennsylvania

The Commonwealth of Pennsylvania administers one of the most comprehensive history agencies in the United States under the auspices of the Pennsylvania Historical and Museum Commission. As an independent agency under the Governor's jurisdiction, the Commission is represented by a 14-member board and administered under the direction of an Executive Director. The annual operating budget of the Commission exceeds \$43 million, not including capital, fundraising or other donated funds and services. The core competencies of the Executive Director must include the ability to organize, plan and lead professional and other staff in carrying out the mission of the Pennsylvania Historical and Museum Commission. The individual should be skilled at working with a board of directors and possess experience in government and public relations. He/She must have a passion for history; the vision and ambition to lead the agency; and the skill to responsibly exploit it for fulfilling cultural, educational, economic and other agendas. The individual should have strong communicative skills in working with the media and collaborative experience in developing alliances with organizations and institutions for planning, promoting and preserving history. He/She

should be able to demonstrate a proven ability to create and nurture financial and other support through fundraising, sponsorship and development programs. Since the successful candidate will serve as the principal spokesperson and advisor to the Commission, the Governor and State on matters relating to Pennsylvania's heritage, the individual should also have experience in speaking and engaging the public. For more information on the Pennsylvania Historical and Museum Commission visit our Web site at: [www.phmc.state.pa.us](http://www.phmc.state.pa.us). The Pennsylvania Historical and Museum Commission is an Equal Opportunity Employer. **To apply, contact:** Ms. Nancy Kolb, Chair, Search Committee, c/o Pennsylvania Historical and Museum Commission, 300 North Street, Harrisburg, PA 17120-0024. (Please, no telephone inquiries.)

#### INFORMATION SPECIALIST

Educational Testing Service  
Princeton, NJ

Educational Testing Services, headquartered in Princeton, NJ, develops and administers tests, learning tools and solutions in over 150 countries worldwide. We serve both state education systems and K-12 institutions, universities, corporations and nonprofit organizations. We have an outstanding opportunity within our Communications & Public Affairs Division for you to help to shape the future vision and growth of ETS. The successful incumbent provides a variety of reference and instructional services to users of one of the following groups: the Library, Test Collection, or Archives. Develops and maintains the archive's database of documents, and records. Employs sound preservation techniques to insure the longevity of documents and records in the collection. Provides disaster recovery information for corporate records. Supplies records management information for ETS. Two-years of experience in an archives or manuscript repository social science library, or information center. Experience with and knowledge of standard archival theories and practices in appraisal, arrangement, and description of archival and manuscript collections. Certified Archivist or Certified Records Manager preferred. Experience in conducting workshops or training programs desirable. Master's degree in archival science, or master's in library and information science with a specialization in archives administration and/or records management. ETS offers competitive salaries and excellent benefits including 2 retirement plans, and continuing education. Please send resume along with cover letter stating salary requirements, job number and title to: Cheryl Wallace, Educational Testing Service, Rosedale Road, M/S 02-D, Princeton, NJ 08541 or to [cwallace@ets.org](mailto:cwallace@ets.org). We regret we are unable to respond to each resume received. Only those selected for an interview will be contacted. No phone calls please! EEO/AA Employer M/F/D/V. **To apply, contact:** Cheryl Wallace, Educational Testing Service, Rosedale Road, MS-02D, Princeton, NJ 08541; fax 609-734-1900; [cwallace@ets.org](mailto:cwallace@ets.org); [www.ets.org](http://www.ets.org).



### LIBRARIAN

*The New York Public Library  
New York, NY*

Performing Arts Project. Exciting opportunities are available with The New York Public Library Performing Arts Processing Project. We are looking for creative and talented librarians with expert knowledge of dance, music, sound recordings or theatre. Master's in library science required. You will catalog archival collections that include such varied formats as personal papers, correspondence, photographs, musical scores, scripts, film and video. For more information on this dynamic project, please see the Employment Opportunities page on our Web site at [www.nypl.org](http://www.nypl.org). The New York Public Library is an Equal Opportunity Employer. **To apply, contact:** HR Dept Job Code: LSS-PRC, The New York Public Library, 188 Madison Ave 5th Floor, New York, NY 10016; 212/592-7300; fax 212/592-7327; [lsresumes@nypl.org](mailto:lsresumes@nypl.org); [www.nypl.org](http://www.nypl.org).

### PHOTO AND OBJECT ARCHIVIST

Join a professional team to develop, organize and coordinate archives services at the research arm of a museum facility serving onsite and remote users. Requires well-developed knowledge of archival practices and standards for photographic and object collections, audio recordings and other special formats. Candidates should demonstrate skills required to manage a digitization project and experience with object collections. Apply through our Web site at [www.doer.state.mn.us](http://www.doer.state.mn.us), by clicking on "Employment" and "Apply for jobs," position number 00938480. The Iron Range Research Center is located at Ironworld Discovery Center in Chisholm, MN. **Closes June 30, 2003.**

### PROJECT ARCHIVIST

*Susquehanna University  
Selinsgrove, PA*

Susquehanna University seeks a project archivist for a one-year position to provide physical and intellectual control of the archival records and manuscript collections of the university. Specific duties include the following: create a plan for archive space; separate archive collections and process to national standards; build upon or create numbering system and record group plan; perform basic preservation functions; create finding aids for and catalog each collection in EAD format; establish a system for ongoing archival management; and aid in the creation of a basic records management program for the university. An ALA-accredited M.L.S. or master's degree in history with an archival administration concentration required. Five years of increasingly responsible work in an academic archives preferred. Ability to work discretely and independently with minimal supervision required. Excellent organizational, oral and written skills required. This is a one-year temporary position with some benefits available. Review of resumes will begin immediately and continue until the position has been filled. AA/EOE. **To apply, contact:** Cindy Ackley, Susquehanna University, 514 University Ave., Selinsgrove, PA 17870.

### PROJECT ARCHIVIST (SEARCH REOPENED)

*92nd Street Y  
New York, NY*

The 92nd Street Y, one of NYC's leading cultural centers, seeks a detailed-oriented individual to process institutional records and prepare finding aids under a two-year grant. **Qualifications:** Master's degree in archival management, library science or history (M.L.S. or M.A. in history with archival concentration preferred). Minimum 3 years professional experience. Strong familiarity with archival principles/practices and technology applications in archives management. Excellent communications and organizational skills essential. **To apply, contact:** HR Dept. SS, 92nd Street Y, 1395 Lexington Avenue, New York, NY 10128, fax 212/410-1254; [Humanresources@92Y.org](mailto:Humanresources@92Y.org); [www.92Y.org](http://www.92Y.org).

### RESEARCH ASSISTANT PROFESSOR, POLITICAL PAPERS ARCHIVIST

*University of Tennessee Libraries  
Knoxville, TN*

**Responsibilities:** The Fred Thompson Archivist will be responsible for the arrangement, description, and preservation of the papers of Fred Thompson, Senator from Tennessee, 1994-2002, and the political papers of other Tennessee notables as time allows. The archivist will establish an overall organizational scheme for the collection, determine preservation needs, and supervise or perform arrangement. The archivist will provide outreach to the papers to students, faculty, and community groups in conjunction with the Baker Center as well as develop exhibits and a web presence. The archivist will supervise the work of one or more student assistants, and also assist the Libraries and the Director of the Howard Baker Center in acquisition of other political papers relevant to Tennessee and development of strategies to meet the challenges posed by electronic documents. The archivist will report to the University Archivist, Special Collections. **Qualifications:** ALA-accredited M.L.S.; archival processing experience; demonstrated knowledge of the principles, practices, and techniques of archival descriptive standards such as EAD; understanding of issues related to electronic records and digital library projects; excellent interpersonal and communication skills. Ability to work well with others as part of a team environment. Knowledge of 20th century political history is highly desirable. **Salary and benefits:** Minimum \$38,000. Twelve-month, non tenure-track appointment for 2 years. Excellent benefits include 24 annual leave days; choice of state retirement plan or TIAA/REF with no refundable contributions paid for the employee by the University; optional group health and life insurance plans. Tuition remission is available for all University employees; partial undergraduate tuition remission is available to dependent children and spouses of UT employees. Generous travel support is available for professional development opportunities. The position is available June 1, 2003. Review of applicants will begin May 2, 2003, and will continue until the position is filled. Additional information

about this position and the UT community is available at <http://toltec.lib.utk.edu/~lss/search/polarch.html>. **To apply, contact:** Jill Keally, University of Tennessee Libraries, 630 Hodges Library, 1015 Volunteer Boulevard, Knoxville, TN 37996-1000; 865/974-4424; fax 865/974-4696; [keally@aztec.lib.utk.edu](mailto:keally@aztec.lib.utk.edu).

### SPECIAL COLLECTIONS LIBRARIAN/ARCHIVIST

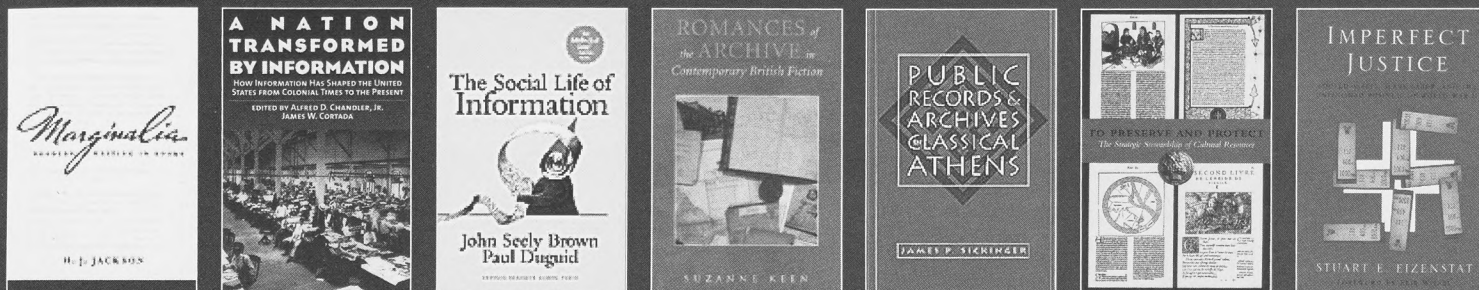
*Furman University  
Greenville, SC*

Furman University, one of the nation's top ranked liberal arts colleges, is seeking a talented librarian for the position of Special Collections Librarian/Archivist to provide leadership to the library's Special Collections department, including the Furman Archives, Baptist Historical Collection, photographic archive, and rare books collection. The Special Collections Librarian will also have the opportunity to complete the planning for the library's new 5000 square foot Special Collections area, scheduled to open in fall 2004. A complete job description is available at <http://library.furman.edu/staff/positions.htm>. Review of applications will begin May 1, 2003, and will continue until the position is filled. **To apply, contact:** John K. Payne, Furman University, James B. Duke Library, 3300 Poinsett Highway, Greenville, SC 29613; 864/294-3098; fax 864/294-3004; [john.payne@furman.edu](mailto:john.payne@furman.edu); <http://library.furman.edu>.

### TEMPORARY PROCESSING ARCHIVIST

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

The George Washington University's Special Collections Department in the Gelman Library seeks a full-time (35 hours), temporary processing archivist to arrange and describe a variety of manuscript collections. The project is scheduled to last 13 weeks. Rate of pay is \$16 per hour. There are no benefits or relocation assistance. Responsibilities include arranging and describing manuscripts, conducting basic preservation work, and creating print and electronic finding aids. **Requirements:** ACA preferred; M.A. in history or M.L.S. with archives concentration; demonstrated experience processing manuscript collections; excellent research, writing, and interpersonal skills. Proven ability to work efficiently, meeting project goals and deadlines. Must be able to comfortably lift 25lbs or more. Demonstrated knowledge of the Microsoft Office Suite. Knowledge of HTML and EAD a plus. Review of applications will begin immediately. To apply, send a cover letter, resume, three professional references, and 2 writing samples (preferably finding aids of 3-5 pages). **To apply, contact:** Emma J. Mosby, The George Washington University, The Gelman Library, 2130 H Street, NW, Room 201, Washington, DC 20052; 202/994-1316; fax 202/463-6205; [emosby@gwu.edu](mailto:emosby@gwu.edu).



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