

• SAA Newsletter

Society of American Archivists, The Library, Post Office Box 8198
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SEPTEMBER 1977

COPYRIGHT, REPLEVIN, AMONG PROGRAM TOPICS IN SALT LAKE

Headline stories of 1977 will be analyzed from the archival perspective at SAA's annual meeting in Salt Lake City. The new copyright law, scheduled to take effect January 1978, will be considered in a major session which will feature the Register of Copyright, Barbara Ringer. The panel will be chaired by James O'Neill, National Archives, and will include J. Karyl Winn and John C. Stedman.

The Public Documents Commission's report will be analyzed by Charles Lee, South Carolina Dept. of Archives and History. Commission member Ann Morgan Campbell, SAA's Executive Director, will chair the session.

The implications of the recent North Carolina replevin decision (see *SAA Newsletter*, July 1977, p. 5) will be one of the major topics in a session chaired by Leonard Rapport of The National Archives. Participants will include William Price, Louis Manarin, Edward Papenfuse, and P. William Filby.

The impact of post-*Roots* research on institutions holding genealogical resources will be the focus of a session chaired by Arline Eakle of the Genealogical Institute. Her panel will include Ronald Walker, Jeffrey Kahn, Sylvia Arden, Phebe Jacobsen, and Phillip Lothyan. A second panel chaired by David Kyvig, University of Akron, will examine the study of family history. Participating will be David H. Bitton, Dean L. May, Janice Webster and Jo Ann Williamson.

The 1977 program, edited by Judith Austin, should now have been received by SAA individual and institutional members. Members who have not received their programs should contact the SAA headquarters office.

SAA RECEIVES NEH GRANT FOR HRS PROJECT

The National Endowment for the Humanities has awarded \$20,233 to the Society of American Archivists in support of a project to locate and disseminate information about the unpublished inventories of the Historical Records Survey of the Work Projects Administration.

Over the next year, SAA staff members will search for missing HRS materials, compile a descriptive list of all surviving unpublished inventories and publish it in the *American Archivist*, and disseminate information about the location and volume of these HRS materials. The project will be the principal responsibility of Loretta L. Hefner, who is joining the SAA staff for the coming year. Hefner is an archivist and historian with degrees from the University of Utah. She recently completed an appointment as a field worker for the Women's History Sources Survey of the University of Minnesota and has worked as an archivist for the Historical Department of the Church of Jesus Christ of the Latter Day Saints.

The fate of HRS materials has been the concern of the SAA for some time. In fact the April, 1974, issue of the *American Archivist* was largely devoted to articles about the Historical Records Survey. SAA members Leonard Rapport, Edward C. Papenfuse, and Trudy H. Peterson contributed to the issue. Contemporary interest in the HRS inventories began seven years ago when Rapport, with a small grant from the Ford Foundation, spent two weeks locating unpublished inventories from 20 of the 51 HRS projects. He also determined that most if not all of the material from eight other projects had been destroyed. Presently little is known about the unpublished inventories from the remaining projects.

(Continued on page 2)

COLLEGE AND UNIVERSITY ARCHIVISTS HAVE BUSY SALT LAKE SCHEDULE

From a Salt Lake Seminar led by Patrick M. Quinn, Northwestern University, on establishing an archives; through sessions addressing administrative relationships in college and university libraries; to legal problems of access to college and university records and records management on campus, college and university archivists will have a busy and stimulating schedule at SAA '77.

Evert Volkersz, SUNY-Stony Brook, will chair the session which will analyze administrative relationships among special collections, manuscript collections and college/university archives at various institutions and consider the advantages and disadvantages of various placements. Robert L. Brubaker, Estelle Rebec, Richard M. Doolen and William Morison will participate.

A focus on the Buckley Amendment is expected in the session on legal problems chaired by Ralph S. Havener, University of Missouri. His panel includes Helen W. Slotkin, Patrick M. Quinn, David Thomas and Lawrence Dowler.

Records management on campus will be the topic of a panel chaired by Bruce C. Harding, a Certified Records Manager from Washington State University. Scheduled to appear with Harding are Patricia Bartkowski, J. R. K. Kantor, Harry Fujita, Douglas Detlott, Donald Marks, and Ferd Johnson.

Additional Salt Lake Seminars of particular interest to college and university archivists include a discussion led by Robert M. Warner, University of Michigan, on "growing pains"--how repositories are affected by grant pro-

HRS PROJECT (CON'T)

A number of SAA members helped prepare the grant proposal because they believed that a descriptive list of HRS inventories, published in the *American Archivist*, would be a useful tool for scholars, especially those working with local records. The list will direct scholars to surviving unpublished inventories and relieve them of the task of looking for other inventories long since destroyed. This project may also help to put to rest the endless debate about the value of these inventories for historical and archival research. Above all, the project will be an appropriate conclusion to the story of the Historical Records Survey.

jects, staff growth, expanded responsibilities, and other changes that alter work patterns. A seminar led by Virginia Stewart, University of Illinois at Chicago Circle, will consider how manuscript curators can determine collecting policies and implement these policies in field work. A former member of the staff of NEH's Research Division, John Borden, Yale University, will lead a seminar discussion of the components of formulating and writing grant proposals.

Special activities in Salt Lake begin for college and university archivists with an all-day session on Tuesday, October 4, planned by the Society's C&U Committee. A special feature of this program will be the reprise of a successful program session of the New England Archivists entitled "Questionable Accessions," in which actual accessions of university archives are scrutinized and answers sought to the following questions: Would you accession these records? Why or why not? If not all, which parts? Would access to some violate students' rights? Accessions to be considered may include student discipline case files, office of financial aid files, football movies, and video cassettes of a university-sponsored interview program.

BROCHURE ON PRESERVATION OF SCIENTIFIC MATERIALS AVAILABLE FROM SAA

A brochure written to aid scientists, their families and colleagues in dealing with scientific papers by indicating what types of source materials scholars in the humanities will need to document the history of science and by explaining how these articles may be preserved, is available in limited quantities from the office of the executive director.

Joan Warnow, chairperson of the SAA Committee on the Archives of Science, and others at the American Institute of Physics' Center for History of Physics prepared the brochure. It addresses several basic questions: what to save, where to save, how to save, and when to save. University archives may wish to obtain the brochure for distribution to their faculty members in the sciences.

Repositories wishing to distribute the brochure may request up to 10 copies free of charge from the SAA's Chicago office.



CARTER ORDERS NATIONAL HERITAGE TRUST PROPOSAL DEVELOPED: ARCHIVAL MATERIALS CONSIDERED

In a May 23 environmental message to the Congress, President Carter took special note of the need for "preserving places that have special natural, historical, cultural, and scientific value." To this end he ordered a "thorough re-examination of existing Federal programs dealing with our natural and historic heritage...I believe we should establish a comprehensive Federal program, to be known as the National Heritage Trust, to identify, acquire, and protect these resources; to provide for rapid acquisition of the most significant and endangered areas and examples of natural ecosystem; to protect areas already with Federal jurisdiction; and to coordinate Federal programs within States and private citizens [sic] more effectively.

The Secretary of the Interior was directed to develop a National Heritage Trust proposal within 120 days. A task force directed by Paul C. Prichard is now working on a plan to be submitted to the White House by September 20.

An examination of the first working papers of the task force indicates that although Carter's mandate seemed to relate to traditional concerns of Interior--parks and historic sites--additional "cultural resources" have been included in the panel's considerations. A cultural resources team has added to its agenda museum collections, library collections, archival collections, documents and other publications. In a July 25 working paper, the team suggested that the "inclusion of collections and objects in the National Heritage Trust would be an important first step in developing a consistent Federal approach to this major category of cultural resources. Initially, the various fragmented Federal, state, local and private programs dealing with collections and objects would need to be examined for overlaps and inconsistencies. Then a unified program of identification and protection could be geared to the particular need."

SAA COMMITTEE SYSTEM

RECOMMENDATIONS TO BE HEARD

SAA's Committee on Committees will present preliminary recommendations for changes in the Society's committee system at the annual meeting in Salt Lake City. An open session to consider these recommendations has been scheduled for 9 AM, Tuesday, October 4 immediately following a meeting between SAA's Council and Committee Chairpersons.

The Committee is chaired by Elsie F. Freivogel and includes Nicholas Burckel, Miriam Crawford, Maygene Daniels and Sylvie Turner.

The group's work has included a study of patterns of committee organization in allied professional organizations and the solicitation of views from SAA's membership and former committee chairs.

ARCHIVAL ASSOCIATION REPS MEET

A task force of the International Council on Archives' new Section of Professional Archival Associations met in Dusseldorf, West Germany, July 18-19, to draft a charter for the section and to make preliminary plans for International Weeks on Archives--observances tentatively scheduled for late 1979.

The task force's recommendations, which will be considered by ICA this fall, include an intensive schedule of observances of Archives Weeks, not only at the international level, but at the national and regional levels as well. Facets of the plan include exhibits, seminars, and publications.

The working sessions were led by Helmut Dahm, SPAA's chairman. Participants included SAA President Robert M. Warner and SAA Executive Director Ann Morgan Campbell, as well as representatives from ICA's Paris headquarters, Great Britain, West Germany and the Netherlands.

Support for SAA's participation in the meeting was made available by the National Endowment for the Humanities.

In an action taken in September 1976, SAA Council authorized Warner and Campbell to participate in initial meetings of SPAA in Washington. An October 1, 1976 Council action authorized additional cooperation with the section which has identified over 60 archival associations in the world. SAA, the largest archival association in the world, is serving as secretariat for SPAA.

notable quotables

"In cities where no municipal archives exist, the records themselves, as well as knowledge of their purpose, often leave with high-level administrators and elected officials. The existence of archival legislation and programs can eliminate the loss of important city documents. Increased administrative efficiency is also gained through a reduction in the record storage space and clerical time necessary to service records. . . . The increasing sophistication of government on the local level has made the establishment of archival agencies necessary to facilitate the administration of cities."

Kristin Vajs, former Minneapolis Municipal Librarian, writing in the *News Digest* of the International Institute of Municipal Clerks

"Let me say clearly that my chief concern is not that hundreds of Ph.D.'s in history are tonight out of work, or are filling ill-suited jobs. . . . My concern is for the causes of these conditions and the effects of these causes upon our communities and our country. That is why I am so disappointed by the historical profession's response to the current situation. Take, for example, the National Coordinating Committee for the Promotion of History, formed recently by five prestigious historical associations. Its literature abounds with pleas for jobs for historians but says little about the need for history. Even when the need for history is mentioned, it is usually a secondary consideration. One historian, for instance, proposes 'a federal government program, similar to the WPA, that would provide sustenance to all unemployed historians by subsidizing meaningful historical research.' Frankly, I see no greater obligation of the government to furnish sustenance to unemployed historians than to unemployed lawyers or psychologists, but I do recognize an obligation of government to provide an education for its citizens, and I place history alongside our native language as a foundation for education. Those who seek tax funds to provide jobs for historians will get nowhere until governmental utilization of historians can be justified on the grounds of public needs. So long as the concern is for the unemployed rather than for the promotion of history as an essential and primary element in education for citizenship, historians will deserve little sympathy from the taxpayers."

H. G. Jones, former SAA President, addressing the North Carolina Literary & Historical Association

ARCHIVAL SECURITY NEWSLETTER

ARCHIVAL SECURITY CHECKLIST

In response to numerous requests for assistance, the staff of the SAA Archival Security Program has compiled a checklist for the security conscious archivist. Although the list is not comprehensive, it does give the archivist an indication of where to begin a security program. The list is divided into four sections which focus on the vulnerable points in any security system.

THE STAFF

- _____ Is there a repository security officer?
- _____ Is there a procedure to check all employees' backgrounds before hiring?
- _____ Is the repository insured against employee theft?
- _____ Is access to stack and storage areas on a need-to-go basis?
- _____ How many employees have master keys and combinations to vaults and other restricted areas?
- _____ Is an employee assigned to the reading room at all times?
- _____ Have employees been apprised of the seriousness of the theft problem and the need for vigilance in the reading room?
- _____ Have employees been instructed in the techniques of observation?
- _____ Have employees been instructed what to do if they witness a theft?
- _____ Has contact been made with the crime prevention unit of the appropriate law enforcement agency?

THE PATRONS

- _____ What type of personal identification is required of patrons?
- _____ What are patrons allowed to bring into the reading room?
- _____ Is a secure place provided for those items not allowed in the reading room?

- _____ Are patrons interviewed and oriented to collections prior to use of collections?
- _____ Has there been an effort to apprise the public of the need for better security?
- _____ Do call slips include the signature of patrons? What other information is included? How long are call slips retained?
- _____ How much material are patrons allowed to have at any one time?
- _____ Are archival materials stacked on trucks near the patrons' seats or kept near the reference desk?
- _____ Do patrons have access to stack areas?
- _____ Are patrons allowed to use unprocessed collections?
- _____ Are patrons' belongings searched when leaving the reading room?
- _____ Has the reading room been arranged so that all patrons can be seen from the reference desk?

THE COLLECTIONS

- _____ Do accession records provide sufficient detail to identify missing materials?
- _____ Are archival materials monetarily appraised as part of routine processing?
- _____ Are particularly valuable items placed in individual folders?
- _____ Are manuscripts marked as part of routine processing?
- _____ Do finding aids provide sufficient detail to identify missing materials?
- _____ Is there a clause in the library insurance policy concerning the loss of individual manuscript items?
- _____ Does the insurance policy reflect the current market value of the collections?

ARCHIVAL SECURITY NEWSLETTER

CHECKLIST (CON'T)

- ___ What is the procedure for the return of archival materials? Are folders and boxes checked before they are replaced on the shelves?
- ___ Are document exhibit cases wired to the alarm system?
- THE BUILDING
- ___ Are all exterior doors absolutely necessary?
- ___ Are there grills or screens on ground floor windows?
- ___ Are doors and windows wired to a security alarm?
- ___ If located in a library or building with easy access, does the repository have special locks and alarms to prevent illegal entry?
- ___ Does the repository have a vault or very secure storage area?
- ___ Is a master key system necessary?
- ___ Does the repository have special key signs to prevent addition, removal or duplication of keys?
- ___ Is after-hours security lighting necessary?
- ___ Does the repository have a sprinkler system or other suitable fire suppression system?
- ___ Does the repository have adequate fire extinguishers in accessible locations?
- ___ Does the repository have a low temperature alarm in event of heat failure to prevent frozen pipes?
- ___ Are manuscripts and records stored in areas near water pipes or subject to flooding?
- ___ Does the repository have written procedures for fire alarms, drills, and evacuation?

REVOLUTIONARY WAR MSS. TAKEN

A collection of revolutionary war documents was stolen recently from the Washington's Headquarters Historic Site at Newburgh, New York.

Among the sixty-four items taken by the thief were fourteen George Washington manuscripts. Detailed descriptions of each of the missing items were sent to manuscript and rare book dealers in New York State and additional information about the documents is available from the SAA or from Paul G. Schneider, Historic Collections Analyst, Conservation and Collections Care Center, Waterford, New York.

Further details of the theft are unavailable pending formal charges.

ARCHIVAL SECURITY PUBLICATIONS AVAILABLE

Copies of two recent archival security publications are available free of charge from the SAA Archival Security Program.

Archival and library security is the featured topic in the July, 1977 issue of the *FBI Law Enforcement Bulletin*. The article is entitled "Stealing America's Heritage: Thefts of Documents from Archives and Libraries."

Copies of the July, 1977 issue of the *National Register of Lost or Stolen Archival Materials* are also available. This issue of the register is a comprehensive list of all those items reported missing since the beginning of the SAA Archival Security Program.

Write the SAA Archival Security Program at SAA Headquarters for either or both of these publications.

EDITORIAL NOTE

Although the SAA Archival Security Program is supported by a grant from the National Endowment for the Humanities, the opinions expressed in the *Archival Security Newsletter* are those of the program staff and not of NEH.

MEMBERSHIP CAMPAIGN TO BE HIGHLIGHTED BY PRIZE DRAWING

The archival profession has grown at a remarkable rate in recent years. SAA's individual membership is at an all-time high. Yet the Society has still to reach all those who would benefit from an association with the national society. The SAA needs the help of current members to recruit new members. A fall membership campaign will be kicked off at the Salt Lake City meeting. It will feature a prize drawing for a handsome General Electric 10" color television set received by SAA as a result of a promotional offer of the First National Bank of Chicago. Every current SAA member who sponsors a new member during the next four months will be eligible for the drawing. The rules are as follows:

- 1) Any member who sponsors a new member receives a chance on the prize. For each additional member sponsored, the SAA member will receive an additional chance in the drawing, thus making chances of winning greater.
- 2) Application for new individual members must clearly indicate the name of the sponsoring current SAA member and be made by a person who has not been a member of SAA during the preceding 12 month period.
- 3) Completed applications must be postmarked between September 1 and December 31 in order for the sponsor to be eligible for the prize drawing.
- 4) The results of the drawing will be announced in the March *SAA Newsletter*.

INSTITUTE SCHOLARSHIP AVAILABLE

A scholarship is available to the Introduction to Modern Archives Institute which will be offered by the National Archives October 31-November 11. The scholarship is awarded by the Society of American Archivists and funded by the Colonial Dames of America, Chapter III. To be eligible for the scholarship, the applicant must be an employee of an archival institution or agency, employed less than two years as an archivist or archives trainee actually working with archives or manuscripts regardless of title, and be employed by an institution or agency with a fair percentage of its holdings in the period predating 1825.

Resumes, accompanied by two letters of recommendation from persons who have a definite knowledge of the applicant's qualifications, should be submitted to Edward C. Papenfuse, State of Maryland, Hall of Records, Box 828, Annapolis, MD 21401 by October 1. Papenfuse chairs SAA's subcommittee on the award.

SAA MEMBERSHIP APPLICATION

Mail to:

SOCIETY OF AMERICAN ARCHIVISTS
310 Library, P.O. Box 8198
University of Illinois at Chicago Circle
Chicago, Illinois 60680

INDIVIDUAL MEMBERSHIP

Regular

- ☐ \$20 enclosed
☐ \$30 enclosed
☐ \$40 enclosed
☐ \$50 enclosed
☐ \$60 enclosed

Gross Annual Salary

(\$ 0-\$ 9,999)
(\$10,000-\$14,999)
(\$15,000-\$19,999)
(\$20,000-\$29,999)
(\$30,000 and up)

Contributing

- ☐ _____ enclosed
(Regular dues, as
above, plus \$10.)

Full-Time Student

- ☐ \$10 enclosed

Name _____

Street _____

City _____

State _____

Zip Code _____

Institutional Affiliation _____

Sponsoring Member _____

SAA members receive the quarterly *American Archivist*, the bi-monthly *SAA Newsletter*, and the annual meeting program. Members are eligible for discounts on a long list of professional publications and on annual meeting registration. An active placement service is also available to members.

«COMMENTARY»

A PROGRAM FOR ARCH

A proposed program for Archival Certification was published in the July *Newsletter*. Reactions of the membership were sought for this COMMENTARY section. Letters received are followed by a response from Trudy H. Peterson, principal author of the certification plan.

SAA has sought the reactions of its members to a certification program in two other ways. Polls taken of samples of the membership in March and June indicated that 63% of those responding wished the Society to "develop standards and a program for certification of archivists." Of the participants in the SAA/NEH Priorities Conference held in Chicago in January, 16 saw certification as a high priority for the profession, 9 saw it as a middle priority and 11 rated it as a low priority.

A theme session at SAA's annual meeting will consider certification. Forest Williams, NARS, will preside. William Benedon, Lockheed Aircraft Corporation, will discuss the records management certification program and Peterson will elaborate on the proposal for archival certification. Edwin Welch, Ottawa City Archives, will comment on the session. Immediately after the panel, at approximately 3:30PM, October 6, an open forum will be held to discuss the proposal.

I am a member of the SAA, and have been for more than 12 years. But my primary discipline is psychology and the field within it which has my allegiance is the history of psychology. However, as the Director of the Archives of the History of American Psychology I am certainly also an archivist...at least by self-definition. I assume that under the proposed Certification Program I would qualify under the grandfather clause but I am concerned about my successor. Eventually I shall retire and my successor should be a psychologist with a wide and deep knowledge of the content and history of psychology. In a specialized subject matter archive an indispensable qualification is a knowledge of the subject matter, in this case a Ph.D. in psychology. Archival techniques are secondary and in fact need adaptation to the particular subject matter being considered. The 'certification' proposal seems to assume that a vaguely defined educational program is necessary to performing the functions of an archivist. I would like to suggest that this may not necessarily be so and that in some cases the technique is subordinate to the substance.

JOHN A. POPPLESTONE
University of Akron

It is obvious that a great deal of time and thought have been given to the preparation of the proposed program for archival certification. My negative reaction to the details of the proposal does not lessen my gratitude to the Education and Professional Development Committee for its effort in preparing the draft proposal and for soliciting reactions from the SAA membership.

I do not think the proposed certification standards are nearly high enough and fear that they would injure rather than help the profession.

If we ask why we want certification and what we hope to gain from it, I think we will see that unless certification reflects real learning and development it may have a negative rather than a positive effect. None of us will benefit from certification that does not command the respect of related professions.

To be specific, the proposal for initial certification based on one or two years of unevaluated experience seems to me to make certification worse than useless. Also, I do not think we

should seriously consider certifying individuals until we have adopted and implemented standards and methods for certifying educational programs. Several years of experience will be needed before we can evaluate effectiveness and begin to certify graduates of the program.

I hope the SAA membership will accept the draft proposal as the basis for discussion that it is, recognizing that it is far too soon to take action and that it is wiser to continue without certification than to issue certificates with no value.

CAROLYN A. WALLACE
University of North Carolina

[Regarding "Certification based on Examination"] it seems to me, if the SAA is indeed performing a service function, that the examination procedure should be made as simple and as easy as possible. From the language of the draft, it seems possible that the examination will be given only every six months in Washington, DC and San Francisco, or at similarly inconvenient places and times. . . . The solution to the problem, if problem there be, is to keep the test procedure as much "on demand" as possible. The Educational Testing Service, GED examinations, etc. can be administered by any high school principal. The SAA exam could at least be administered by any state archivist on a month's notice.

[Regarding "Certification based on Experience"] once again there is the old problem of how to get worthy members of other professions into the archival profession: labor experts, EDP people, lawyers, photo, film or audio experts, etc. . . . There are several methods of handling this. There could be some sort of provisional certificate. There could be some sort of specialized examinations (for picture archivists constructed by incumbent picture archivists, for example.) In any event there should be some sort of "back door" entry to keep open the possibility that other than 23-year-old kids (myself included) can enter the archival profession.

[Regarding "Revocation"] this is very dangerous business. Certified, practicing archivists have an undoubted property right in their certification--to the tune of a minimum of \$10,000 per year

for the rest of their working lives. The SAA, and the individual members of the Certification Board, can expect a lawsuit each time they decertify someone. So, decertification must be considered, and transacted, very carefully. At a minimum, a set of detailed, specific certification guidelines for decertification must be reduced to writing, promulgated and followed. Since this will not stop lawsuits, but only increase the SAA's chances of winning them, some sort of insurance will be needed--Lloyds of London evidently has suitable policies.

Who pays: I can see a number of cost factors: 1) drafting the examinations, 2) administering the certification process, handling registration fees, etc., 3) board meetings to certify on the basis of experience, 4) grading the examinations, 5) payment, and travel, to process appeals, and 6) defending against any lawsuits.

With the grandfather clause and with certification based on education, the number of certifications on the basis of examination or experience will be minimal--thus there seems to be no way to support the program on the basis of exam or certification fees without making the dollar amounts prohibitive. Can we afford it?

I'd like to make clear that I am not opposed to the SAA certifying either educational programs or individuals. But I do see potential problems.

STEVE MASAR

Wisconsin Center for Film and Theater Research

A response by Trudy H. Peterson

The issues raised by the three commentators are important ones, and they were debated by the Education and Professional Development Committee during the preparation of the draft program. Popplestone emphasizes the importance of subject matter expertise, and the Committee would not deny its importance. We do believe, however, that it's vital that any archivist master fundamental archival techniques. Popplestone's successor need not enroll in a formal academic program in our archives, but he or she does need at least self-education in archival theory and practice. The examination route might be appropriate for Popplestone's successor.

Wallace raises two important issues, one the certification of archival education, the other, the "grandfather" (and "grandmother") clause. A draft program for the certification of programs of archival education has been developed by the Committee. In fact, the Committee arrived at the current certification proposal by first developing standards for archival education programs, then considering the difficulties in ensuring that the standards are met and resolving that question in favor of certifying archival education programs, and then finally considering the question of individual certification. Wallace has hit on exactly the train of development that the Committee followed. The Committee believes that it is important to certify both individuals and programs:

The "grandparent" clause caused a good deal of discussion in the Committee. As pointed in the July *Newsletter*, the time standard seems to be two years in II (C) and one year in V. Proposals ranged from one to five years, and the confusion in the draft probably stems from the numerous revisions. I believe that council recommended that the draft read two years. The clause is a pragmatic one. Each profession that chooses the certification route must begin somewhere, and as the Committee looked at itself we recognized that very few of us had received formal academic training in archives. If we limited the initial certification to those with such formal training and then required all others to complete an examination, a tiny handful of persons would have to develop, administer, and grade literally hundreds of examinations. This seemed unworkable. Other standards might be added to mere time on the job, but it seems clear to me that some means must be found to certify the majority of the practicing profession at minimum cost during the first year or two of certification. The "grandparent" clause is one feasible way.

Masar points out a number of practical difficulties. He suggests that the examination be administered by a state archives/or other local authority to save costs to the applicant. The Committee left the draft vague on that point, believing that the Board should make some of these decisions, but we discussed the idea of administering the test through local high school principals. I personally think that it would be difficult to give the examination more frequently than once every six months, simply because of the time required to prepare questions, grade the examination, and convene the Board.

I am intrigued by the idea of "provisional certification." I would, however, disagree that there should be a specialized examination for audio-visual archivists or archivists of machine-readable records. The idea behind certification is to ensure a basic grounding in archival theory, and this is fundamental no matter what physical form the record takes. I would assume that the examination would include optional questions, at least one of which would relate to various physical types, but this again is something for the Board to determine.

Revocation is indeed a difficult issue. The Committee felt that it could not detail the procedure further until the new Ethics Committee comes up with some proposed standards. It is possible that this section could be "received" when the certification program is initially adopted, although this does beg the question.

Finally, the cost factor is an important one. Fees for professional examination are often high, and the costs to the professional graduate are real. The important fact here is that once the initial wave is over, the number of new certifications in a given year will be relatively few. Those persons certified from education programs will need only a vote of the Board; the examina-

(con't on p. 10)

STUDY CALLS FOR IMPROVED IOWA ARCHIVAL PROGRAM

A study of the state archival program in Iowa, conducted by Wisconsin State Archivist F. Gerald Ham, was released recently. The analysis was funded by a grant from the National Historical Publications and Records Commission and made at the invitation of Jack W. Musgrove, Director of the Division of Historical Museum and Archives of the Iowa State Historical Department.

Ham's report argues that "with minor exceptions none of the elements of a basic archival program are operational" in Iowa. "There is no systematic program for appraisal and selection of records; no formal accessioning program; no conservation facility for rehabilitating records; no preparation of guides or finding aids; no outreach program to acquaint the public with its resources; and virtually no organization of state records."

The recommendations in Ham's report include recruitment of an experienced archival administrator and provision of adequate housing for the state's records.

A statewide organization, the Iowa Historical Materials Preservation Society (IHMPs) was formed in 1976, with one of its priority goals the establishment of an adequate state archival program. IHMPs now has a membership of around 80 members. (See *SAA Newsletter*, March 1977, p. 20).

CERTIFICATION (CON'T)

tions could be scheduled to coincide with the academic semesters so that the Board could handle both types of certification at once. Furthermore, in many cases the Board could "meet" by conference call and votes could be taken by mail. Similarly, the examination questions could be written independently and circulate by mail, and the examinations could be mailed to the graders who could mail the results to a designated individual for compilation. All these would save travel costs.

In sum, the question really is whether the archival profession is willing to make the effort to certify its practitioners. If we believe that this is an important goal, if we believe that the benefits are substantial, then we must be prepared to bear the burdens the benefits entail.

TRUDY HUSKAMP PETERSON
National Archives

COLORADO ARCHIVES MOVE AVERTED

A vigorous protest was mounted by Colorado archives employees, state officials and interested citizens in an effort to avert Governor Dick Lamm's plan to move the state's archives. Lamm proposed to move the archives 112 miles to the Colorado State Hospital in Pueblo, where he believed that the extra jobs and additional state facility would be welcomed.

The threat to move the archives away from Denver, the state capital, appeared to be the result of Lamm's desire to decentralize governmental services in Colorado and also a result of demands on the space now occupied by the archives in downtown Denver.

Pressure against moving the archives grew steadily after the plan was first reported on July 17. The Colorado Association of Public Employees filed a grievance on behalf of the 12 employees in the agency. The planned move was protested by the state's judicial administrator and secretary of state. Press reports noted that, of the 8,000 annual users of the archives, four out of five were from the Denver area.

The merits of a second site for the archives, one already approved by Colorado's legislature, also became a matter of debate. The second site, at the Fort Logan Mental Health Center, is in the Denver metropolitan area. The proposed Fort Logan location was in a building which would be occupied in part by mental patients. Tom Sheehan, Colorado's Director of Administration, argued that the patients at Fort Logan would create an unsafe environment for archives. Archives employees countered that the patients were probably more dangerous at the State Hospital in Pueblo.

In mid-August the Governor's office announced that the archives would stay in downtown Denver because a new cost estimate made the move to Pueblo too expensive.

NORTH DAKOTA ARCHIVIST

Frank E. Vyzralek has been appointed to the post of North Dakota State Archivist, one authorized by the 1977 state legislature. The selection moves North Dakota closer to the development of an official program for preserving noncurrent government records, as well as those from private sources.

State Archives?? Take the hall to the right, out the door, three blocks to the bus depot, take the Pueblo bus, change to local #4 bus. . . .



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ENVIRONMENTAL CONTROL IN ENERGY SHORTAGE

The National Conservation Advisory Council has issued a statement on the control of environmental conditions in museums, libraries and archives in situations of energy shortage. The statement elaborates on a resolution passed by the SAA Council which was published in the May *Newsletter*: Resolved, that although the Society of American Archivists supports and encourages measures to conserve energy, it urges that recognized standards for storage of archival materials, including temperature and humidity control, not be compromised.

The Conservation Council's statement follows:

In these times of diminishing fuel and power resources, the Nation's museums, libraries, and archives are exploring various means to reduce their overall energy demands without endangering their collections. To this end, special committees have been established both by the American Association of Museums and the National Conservation Advisory Council. The latter organization was established in 1973 to study the needs for preserving the Nation's cultural and historical patrimony--buildings, fine art collections, archeological materials, books, documents, etc.--which tend to deteriorate with time even when provided with the best of care. In order that trustees and administrators can properly fulfill their obligations to preserve the Nation's cultural patrimony, careful consideration must be given to the requirements for atmospheric control within their structures. A current matter of concern is the possibility of complete interruption of power services with little or no advance notice, carrying with it the potential danger that sudden changes in atmospheric environment can result in extensive damage to the collections.

The first and ultimately the major responsibility of museums, libraries, archives, and historic buildings is the preservation of the cultural and historical materials entrusted to their care. To carry out this charge these institutions must exercise a considerable measure of control over the climatic conditions within their buildings--temperature, humidity, and atmospheric pollutants--to minimize the risk of damage and partial or complete loss of rare and irreplaceable items. Even if damage is minimal and repairable, the cost of the necessary treatment will place serious demands on the frequently limited financial resources of these institutions.

Large or rapid fluctuations in temperature or relative humidity can result in cracking,

splitting, and warping of a wide variety of materials. Moreover, levels of relative humidity much over 70%, if extended over a day or more, can result in the growth of mold. Thus, the maintenance of both temperature and humidity within prescribed limits is essential to avoid serious and irrevocable damage. A widely-recognized environmental standard of year round conditions needed to avoid serious damage to priceless collections is $50 \pm 5\%$ relative humidity (R.H.) and a temperature of 65 ± 5 degrees Fahrenheit. The maintenance of this environment involves the use of both heating and cooling systems, humidifiers and dehumidifiers, all of which require energy for operation.

Atmospheric pollutants, both chemical and particulate, present additional hazards to preservation. To eliminate these, the modern museums, libraries, and archives employ scrubbers and filters to protect against damage from this source.

The maintenance of stable climatic conditions is considered to be of such importance that most of the newly constructed museums and archival buildings have been especially designed with atmospheric control systems that operate continuously. Although many historic houses and older buildings still do not have advanced systems of atmospheric control because of costs and problems of installation, the dangers of uncontrolled atmospheres remain. The changes that occur under these conditions may not be as dramatic as those that occur in floods and fires, yet day-to-day attrition results in rates of decay and loss that are unnecessarily rapid.

If the evidences of our cultural heritage are to be preserved for future generations, individual responsibilities must be recognized and priorities carefully considered. With this view in mind, the National Conservation Advisory Council has drawn up the following initial guidelines as an aid to those responsible for the care of museum and archival collections:

(1) Conditions of temperature and humidity should be kept as steady as possible--sudden changes can be disastrous. Only in situations of extreme emergency should the humidity be permitted to vary more than 10% above or below the normal conditions in the institution involved, while temperature should not be permitted to vary more than 5 degrees Fahrenheit above or below the normal level.

(con't on p. 13)

ENVIRONMENTAL CONTROL (CON'T)

(2) In situations where adherence to the institution's normal environment within the above limits may become impossible, every effort should be made to maintain the relative humidity within a range of not less than 35% or more than 65% and the temperature within a range of not less than 55 degrees Fahrenheit or more than 80 degrees Fahrenheit. It must be recognized, however, that such fluctuations are likely to result in a certain degree of damage to the collections.

(3) In the event that major changes in temperature and humidity unavoidably arise, special efforts must be made to control the rate of change so that it will take place only gradually over a period of several days at the least.

(4) Certain classes of materials--for example, photographic negatives--may require somewhat different temperature and humidity levels from those described above. Curators responsible for the care of the collections must convey any unusual requirements to the officials concerned with the allocation and control of energy resources.

COUNCIL AGENDA

October 4, 1977
Salt Lake City, Utah

- I. Adoption of the Agenda
- II. Approval of April minutes
- III. President's Report
 - A. Cmte on Accreditation of Institutions
 - B. International Archival Activity
 - C. Reports of SAA Representatives
 - D. Task Force on Minorities
- IV. Vice President's Report
- V. Treasurer's Report
- VI. Executive Director's Report
 - A. Financial/Membership
 - B. Manpower Study
 - C. Headquarters Reorganization
- VII. Editor's Report
 - A. NHPRC Manual Series
- VIII. Unfinished Business
 - A. Open Council Resolution
 - B. Constitutional Revision
 - C. Procedures for consideration of Certification Program
 - D. AHA/OAH/SAA Joint Cmte
 - E. Committee on Committees
- IX. New Business
 - A. Iowa State Archives
 - B. NHPRC Guide Project
 - C. Committee on Replevin
 - D. Liaison with ASIS

THE PRESS OF THE PRESS

In early August, a former Texas election official gave the Associated Press a detailed account of the 1948 Democratic primary for Senate which resulted in a narrow victory for "Landslide Lyndon" Johnson. "Johnson did not win that election," claimed Luis Salas. "It was stolen for him. And I know exactly how it was done." Salas charged that 202 fraudulent votes were cast for Johnson after the polls had closed, at the direction of the former President and south Texas political boss, George B. Parr.

The Salas story resulted in numerous requests from the media to review records at the Johnson Library for the period in question. According to Charles Cochran, the Library's assistant director, staff archivists were immediately directed to make a special effort to complete screening of the pertinent materials. Within days, Library Director Harry Middleton was able to notify the press that the records were available for research. Fifteen newspaper reporters appeared to review the eight boxes of records. They reached agreement among themselves that, in a novel pool arrangement, each would review a folder of material at a time. Whenever one discovered a document of particular interest, he would gain the attention of the whole group and read its contents. Local television stations covered the three hours of "pool research," but the press found nothing to confirm the Salas story. The parting remark of John Fawcett, the supervisory archivist who handled the searchroom activity, was "I hope this doesn't happen every day."

ISRAEL MAKES ARCHIVAL GIFT

Israel's Prime Minister Menahem Begin's July visit to the White House was marked by a gift of archival reproductions.

The Prime Minister's breakfast meeting with Zbigniew Brzezinski, President Carter's national security adviser, got off to a rousing start when Begin put his arm around Brzezinski and said, "I have something for you." Begin thereupon presented him with copies of four letters Brzezinski's father had written to German authorities protesting the treatment of Jews in Leipzig, where he was serving as Polish Consul in 1933. Begin had ordered aides to search for the letters at Yad Vashem, Israel's memorial to the Holocaust. Brzezinski, said one source, was "stunned. He kept repeating how deeply moved he was." Brzezinski's office told the SAA *Newsletter* that the copies are now in the hands of his father who lives in Montreal.

NHPRC GUIDE AND RECORDS PROGRAM TO BE DISCUSSED AT SALT LAKE

The records program of the National Historical Publications and Records Commission is nearing its second anniversary--the first records grant was approved in December 1975. In addition to inaugurating the records program during the recent past, the Commission's staff is also making plans for an ambitious *Guide to Manuscripts and Archival Materials in the United States*. This project will have important implications for everyone in the archival profession if it is implemented. Both Commission undertakings are expected to be discussed at an NHPRC luncheon scheduled for October 5 in Salt Lake City. All archivists are encouraged to participate in the discussion--whether or not they join the formal luncheon.

At a recent meeting of state historical records coordinators, funded by NHPRC and held prior to the annual meeting of the National Association of State Archivists and Records Administrators in St. Louis, an extensive discussion of NHPRC's new records grant program and of the Commission's projected *Guide* took place. The meeting brought together many of the coordinators who are responsible for administering the records program in their areas. Problems identified in previous meetings were raised again. Several coordinators called for a review of the Commission's requirement that all proposals received at the state level be sent to Washington. Arguments were made that the Commission should be willing for the state coordinators and boards to send only those proposals which they approved. State archivists also observed that the administrative demands on the program were becoming increasingly difficult to handle without specific federal assistance. On the other hand, at least one state archivist frankly stated that his role in the NHPRC program enhanced his power within his state to influence the management of all archival resources--public and private.

The *Guide* was also a topic in St. Louis. Coordinators questioned whether adequate monetary resources were available to support the extensive efforts necessary to complete the publication. Some observers believe that a sizable commitment on behalf of NHPRC to the *Guide* project might result in the diversion of a significant portion of funds now allocated to the records grant program. Other archivists have asked whether an expanded *National Union Catalog of Manuscript Collections* might be a more efficient and economical vehicle to accomplish the goals of the *Guide*.

SAA's two representatives on the Commission, Charles Lee and Mary Lynn McCree, participated in the St. Louis discussions. They agree that additional consideration and evaluation of the *Guide* project is crucial--both in the archival community and within the Commission itself.

PLACEMENT SERVICE AT SAA '77

Employers are invited to conduct interviews for professional vacancies during the Salt Lake annual meeting. Vacancy announcements may be mailed to the SAA headquarters office in advance of the meeting, or delivered to the placement service at the SAA booth October 4 or 5. Candidates who will be available for interviews in Salt Lake City should present copies of their resumes to the SAA booth by October 5. Special arrangements will be made within the Hotel Utah for private interview rooms.

CANDIDATES

ENTRY LEVEL POSITION in archives, mss., museum, historical research sought. Writing, editing exper. M.A. in Amer. history. Willing to relocate. A-348.

M.S. LIBRARY SCIENCE/B.A. HISTORY seeks entry level position in archives, manuscript collections and processing. Exper. in ms. processing, including work with photographs. Knowledge of German. Available immediately. Willing to relocate. A-360.

PhD in MODERN EUROPEAN HISTORY with certificate in archival administration seeks position in archives management or in historical editing and research. Presently employed in Israel. 3 yrs. exper. in archives management with specialization in arrangement and description of public and private archives. US citizen, willing to relocate to any location within the US. A-342.

PhD in AMERICAN HISTORY seeks position in archives, manuscripts, or historical society administration. Teaching exper. and publications. Certificate in modern archives administration. Willing to relocate. A-356.

All Resumes are available from the Office of the Executive Director

Copy deadline for the November issue of the SAA Newsletter is October 15.

PROFESSIONAL OPPORTUNITIES

MANUSCRIPT PROCESSOR, Chicago Jewish Archives. Duties include arrangement and description of collections, reference and research assistance, development of finding aids, assisting in accessioning. Minimum salary \$8,000. Qualifications: M.L.S. or M.A. in history (preferably Jewish or Amer.); bkgd. in Jewish studies; archival training. Send resume to Richard W. Marcus, Head Librarian, Spertus College of Judaica, 618 S. Michigan Ave., Chicago, IL 60605.

ARCHIVIST, National Center for Toxicological Research to collect and organize documents and papers relating to cancer research and toxicology, and to organize the records of NCTR. Familiarity with govt. documents or scientific/technical bkgd., archival training and experience, Bachelors degree in science required. Send resume to Heidi Finkbeiner, Acting Project Manager, Library, National Center for Toxicological Research, Jefferson, Arkansas 72709.

SENIOR ARCHIVIST to supervise staff and direct archival project to locate, preserve and make public the archives and mss. relating to the history of Brooklyn. Fulltime employment for 18-22 months. Qualifications: Masters degree in history and/or library science, 3-5 yrs. archival experience. Salary \$14,000-17,000. Apply immediately to Margaret Latimer, Project Director, Brooklyn Rediscovery, Brooklyn Educational and Cultural Alliance, Room 2100, 111 Livingston Street, Brooklyn, NY 11201.

ASSISTANT ARCHIVIST, Auburn University Archives to direct the private manuscript and audiovisual program, prepare and administer grant applications and programs, train graduate students. Qualifications: MA in Amer. history; prefer background in Southern history; 3 yrs. exper. in archival work and administration. Salary \$11,500+ depending on qualifications and exper. Apply by October 1 to Allen W. Jones, Director of Auburn Univ. Archives, Auburn Univ., Auburn, AL 36830.

NEWSPAPER LIBRARIAN AND ASSISTANT UNIVERSITY ARCHIVIST, Univ. of Illinois at Urbana. Graduate degree required, archival coursework and exper. preferred. Min. salary \$12,220; incumbent will have faculty rank depending on quals. Send complete resume and names and addresses of 5 references to Robert Delzell, Director of Personnel, University of Illinois Library, Urbana, IL 61801 (217) 333-0319. Apply immediately.

ARCHIVIST, Anheuser-Busch, Inc. MA in Amer. history, certificate in archival administration, 3-5 years experience required. Exper. in preparation and maintenance of historical exhibits preferred. Send resume and salary history to Anheuser-Busch, Inc., Manager, Salaried Employment, Department G-2, 721 Pestalozzi, St. Louis, MO 63118.

TEMPORARY POSITION. Experienced archivist to work for approximately 3 months to organize archival program at Navajo Community College, Tsaile, Arizona. \$6.00 per hour. Transportation costs will probably be assumed by the College. Send resume to Peggy Beck, Navajo Community College, Tsaile, AZ 86556, (602) 724-3311, ext. 188.

ARCHIVIST/RARE BOOKS LIBRARIAN, University of Manitoba Libraries, to be responsible for permanent collection of univ. archives, the ms. collection which emphasizes Canadian authors and public figures, and the rare book collection consisting of approx. 4,300 volumes. Qualifications: degree from accredited library school and/or special education in archival work, 3 yrs. archival exper. Advanced degree in Canadian history, knowledge of rare books and mss. preferred. Min. salary \$18,000. Apply to Paul Wiens, Assistant Director for Administration (Libraries) Elizabeth Dafoe Library, University of Manitoba, Winnipeg, Manitoba, R3T 2N2.

ARCHIVIST for a private, state society. Hard work and low pay but much to compensate. Send resume to Director, South Carolina Historical Society, Fireproof Building, Charleston, SC 29401. Available immediately.

SURVEY ARCHIVIST, Archives Division, Secretary of the Commonwealth of Massachusetts, to assist in the survey and appraisal of state records, describing series for eventual appraisal; preparing preliminary analyses of records-keeping procedures. Qualifications: Bachelor's degree in history, pol. science, public administration or related field required. Grad. work in archives admin. or 2 yrs archival or rcdrd. mgmt. exper. preferred. Several positions avail. over the next few months. Apply immed. to Nicholas Olsberg, Archivist of the Commonwealth, State House, Boston, MA 02133.

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

SAA Newsletter

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TIME VALUE MAIL

Fall Meetings

The *Mid-Atlantic Regional Archives Conference* will hold its annual fall meeting in Wheeling, West Virginia, October 28-29. The meeting is a joint venture with the Society of Ohio Archivists. Accommodations will be at Wilson Lodge in Oglebay Park; sessions will be held in the Conference Center adjacent to the Lodge. Session topics include archival security, records of state and local politicians, ethnic archives, grantsmanship, documenting historic sites, architectural archives, and documents and sources on Appalachia. Contact Rodney A. Pyles, Archives and History Division, State of West Virginia, Charleston, WV 25305.

The *Tennessee Archivists* will hold their fall meeting at the Brandon Springs group camp, September 29-30. The meeting will include sessions on photographic preservation, pioneer architectural styles, and Tennessee folklore. Contact Cleo A. Hughes, State Library and Archives, 403 7th Ave., North, Nashville, TN 37219.

The *Society of Georgia Archivists* will hold its fifth annual Archives & Records Workshop November 17-18, at the Atlanta Historical Society. Kenneth W. Duckett, author of *Modern Manuscripts*, will be the keynote speaker at the Thursday evening session and will chair a session on Friday concerning manuscript dealers and appraisers.

The workshop will also include sessions on copyright, publications, black genealogy, and preservation techniques. Contact SGA, Box 261, Georgia State University, Atlanta, GA 30303.

The *Western Jewish History Center* of the Judah L. Magnes Memorial Museum and the *American Jewish Historical Society* are sponsoring the Western Jewish History Conference, November 13-14, with meetings both in Berkeley and San Francisco. Contact Ruth Rafael, Archivist, Western Jewish History Center, 2911 Russell St., Berkeley, CA 94705.

The *Midwest Archives Conference* will meet November 10, 11, 12 at the Highlander Inn in Iowa City. Sessions are being planned on security; fire and flood; agricultural history; local records; and archivists, ethics and the law. Scheduled tours include the Hoover Presidential Library and Amana Colonies. Contact Toby Fishbein, Iowa State University, 162 Library, Ames, IA 50010.

The educational role of cultural institutions will be the theme of a *New York State Regents Convocation*, October 25-26. As a feature of the gathering, the New York State Archives is coordinating a series of addresses and panels which will explore the educational role of archives. Contact Edward Weldon, State Archivist, Office of Cultural Education, State Education Building, Room 1069, Albany, NY 12234.

The *Kentucky Council on Archives* will meet on October 31, 1977. The meeting will be held at the University of Louisville Archives from 10:00 a.m. - 4:00 p.m. Contact: William Morison, Archivist, University of Louisville, Brook Street, Louisville, KY 40208.

BULLETIN: The *Final Report of the National Study Commission on Records and Documents of Federal Officials* is now available from GPO, Washington, D.C. 20402 (Stock #952-003-0400-3, \$2.75).