

• SAA Newsletter

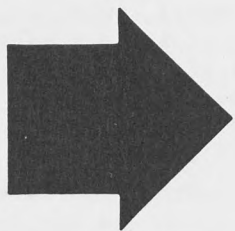
Society of American Archivists, The Library, Post Office Box 8198
University of Illinois at Chicago Circle, Chicago, Illinois 60680

MARCH 1978

HEAVY DEMAND FOR SAA'S BASIC MANUALS AND WORKSHOPS

Over 4,000 copies of SAA's new basic manuals have been distributed since their publication late in 1977. Supported in part by the first grant in NHPRC's records grant program, the need for the manuals was indicated by a study made by a Society committee on archival publications. Topics in the first *Archives and Manuscripts* series are: *Appraisal and Accessioning*, by Maynard J. Brichford; *Arrangement and Description*, by David B. Gracy II; *Reference and Access*, by Sue E. Holbert; *Security*, by Timothy Walch; and *Surveys*, by John A. Fleckner.

A grant from the National Endowment for the Humanities permits SAA to continue a series of basic workshops inaugurated at Notre Dame University in August 1977. The workshops are offered in cooperation with regional archival organizations. Enrollment is limited to persons now working with archives and manuscripts who have not had the benefit of formal archival training. Each of the three workshops conducted to date has been filled to capacity. Three additional workshops are scheduled in 1978: South Hadley, Massachusetts, April 30-May 5; Berkeley, California, July 16-21; and Nashville, Tennessee, October 1-6. More information about the workshops and a complete list of publications may be obtained from SAA's Chicago office.



SAA '78 - October 3-6
Nashville, Tennessee
We've got a lot in store for you!

NOMINATING COMMITTEE SELECTS SOCIETY CANDIDATES

The Society's Nominating Committee has selected the following candidates for SAA offices:

Vice President (becomes President 10/79)
Maynard J. Brichford, University of Illinois
C. Herbert Finch, Cornell University

Treasurer
Gregory Lennes, International Harvester
Mary Lynn McCree, University of Illinois

Council Seat I (4 year term)
Paul H. McCarthy, Jr., University of Alaska
Trudy Huskamp Peterson, National Archives

Council Seat II (4 year term)
V. Nelle Bellamy, Episcopal Church Archives
Shonnie Finnegan, State University of New York

Nominating Committee Seat I
Nicholas C. Burckel, University of Wisconsin
David E. Horn, DePauw University

Nominating Committee Seat II
Eleanor McKay, Memphis State University
Helen W. Slotkin, Massachusetts Institute of Technology

Nominating Committee Seat III
Jay M. Haymond, Utah State Historical Society
James D. Porter, Oregon State Archives

Additional nominees may be placed on the ballot by a petition signed by 50 members of the Society. In accordance with Society bylaws, deadline for receipt of petitions in the executive director's office is June 2, 1978.

Nominating Committee members were J. Frank Cook, University of Wisconsin; Edie Hedlin, Wells Fargo Bank; J. R. K. Kantor, University of California; John Kinney, Alaska State Archives (chairman); Patrick Quinn, Northwestern University.

ACCESS TO PAPERS OF RECENT PUBLIC FIGURES

The Organization of American Historians has recently published *Access to the Papers of Recent Public Figures: The New Harmony Conference*, edited by Alonzo L. Hamby and Edward Weldon. The volume was published for the AHA/OAH/SAA Joint Committee on Historians and Archivists. Papers include: "Unseen Sources: A Historian's Dilemma," by Alonzo L. Hamby; "The Archivist's Responsibility to Researchers and Donors: A Delicate Balance," by Philip P. Mason; "Federal Law and Access to Federal Records," by James E. O'Neill; "Some Legal Considerations Affecting Access," by Edward Weldon; "Experiences of a Government Historian," by Richard Hewlett; "A Plaintiff's Perspective," by Allen Weinstein; "A Donor's View," by Regina C. McGranery; "The Archivist and Access Restrictions," by Edmund Berkeley, Jr.; "Access to Manuscript Collections in the Library of Congress," by John C. Broderick; "A Matter of Time," by Daniel J. Reed; "Thoughts on and Experiences with Presidential Libraries and the Library of Congress," by Ellis W. Hawley; "The Dwight David Eisenhower Library: The Manuscript Fiefdom at Abilene," by Blanch Wiesen Cook; "A Plea for Opening the Door," by Barton J. Bernstein; and "Selective Bibliography," by Philip P. Mason.

This volume may be obtained for \$4.00 from the Executive Secretary, Organization of American Historians, 112 North Bryan Street, Bloomington, IN 47401.

SAA PUBLICATION SERVICE

The Publication Service is pleased to announce the addition of yet another title--*The Publication of American Historical Manuscripts* (1976), edited by Leslie W. Dunlap and Fred Shelley. The volume is a collection of papers from a conference held on the planning, administration, and research involved in editing letterpress and microform compilations of historical manuscripts. The volume includes papers by Albert T. Klyberg, Stanley J. Idzerda, Albert E. Van Dusen, Merrill Jensen, Eric H. Boehm, Donald Jackson, Daniel J. Reed, E. Berkeley Tomkins, and Robert A. McCown. The retail price of this volume is \$7.50; the prepaid price to SAA members is \$6.50. A complete list of publications available through SAA can be obtained from the executive director's office.

HOUSE PANEL CONSIDERING PRESIDENTIAL PAPERS

A revised version of a bill providing for public access to the papers of former Presidents was introduced in Congress, February 1978.

Rep. Richardson Preyer (D-N.C.), chairman of the Subcommittee on Government Information and Individual Rights of the House Government Operations Committee, introduced the bill last year as the Presidential Papers Act of 1977; HR 9130.

That bill provided that Presidential papers would be public documents, that they would be turned over to the custody of the National Archives when a President left office and that they would, with certain exceptions, be available to the public under the Freedom of Information Act.

The revised version will be essentially the same bill, but with some points clarified, according to subcommittee staffer Edward Gleiman. One provision in the first bill seemed to imply that the papers of an incumbent President would be subject to the FOIA. Gleiman said, however, that the bill was intended to cover only the papers of a President once he had left office, and the wording was clarified to reflect that intention.

Hearings on the Preyer bill are scheduled for late February and early March. Among those scheduled to testify are former Kennedy aide Arthur Schlesinger, Jr.; Philip Buchen, counsel to Gerald Ford; George Reedy, a member of Johnson's White House staff; James B. Rhoads, Archivist of the United States; Richard Kirkendall, Executive Secretary of the Organization of American Historians; Mack Thompson, Executive Director of the American Historical Association; and Ann Morgan Campbell, SAA's Executive Director.

STATE DEPARTMENT PUBLICATIONS

The Office of the Historian in the Bureau of Public Affairs, Department of State, from time to time issues announcements, publications, and other items of interest to scholars concerned with international affairs. Those wishing to be added to the mailing list for these materials should write to the Office of Plans and Management (PA/M), Bureau of Public Affairs, Department of State, Washington, DC 20520.

♀ WOMEN AT NARS AND LC

Reports have recently been issued by the Library of Congress and by the Federal Women's Program Committee of the National Archives and Records Service depicting the employment status of women within each of the two institutions. The National Archives and Library of Congress are two of the nation's largest employers of professionals in the archives and manuscripts fields.

Library of Congress Of 4,548 fulltime employees of the Library of Congress in November 1977, 2,213 were male and 2,335 were female. The breakdown by sex of Library of Congress employees at various federal pay levels from lowest to highest follows:

Grade	Male	Female	Total
GS 1-4	40.9%	59.1%	465
GS 5-8	39.3%	60.7%	1676
GS 9-11	47.9%	52.1%	1135
GS 12-13	57.2%	42.8%	862
GS 14-15	78.0%	22.0%	314
GS 16-18	86.5%	13.5%	96
TOTALS	2213	2335	4548

National Archives and Records Service The Women's Committee study at NARS developed statistics based only on personnel in Washington and Suitland, Maryland, where there were 188 persons in the professional archivist job series in 1976. Of this number, 146 were men and 42 were women. In grades GS 7-11, 78% of the archivists were male, 22% were female. At grades GS 12-17, 77% were male and 23% female. Of 344 persons in the archives technician job series, 69% were male and 31% female. Of the total of 1125 NARS Central Office employees in 1976, 503 or 45% were women. The average GS grade for men was 8.5, while the average GS grade for women was 6.5.

Present federal pay schedules for GS-7, a typical entry level for professional archivists and librarians, range from \$12,336-16,035; for GS-12, journeyman level, the salaries range from \$21,883-28,444; at the GS-16 level, management grade, salaries range from \$42,423-53,735. There is now a ceiling of \$47,500 on the pay of federal employees, so those in the higher grades are not receiving the full compensation provided by the pay schedule.

As of February 1978, the Library of Congress employed 13 women graded GS-16 and higher, while the highest ranking woman at the National Archives was GS-16. She is the first female to achieve that grade at NARS.

♀ WOMEN IN SAA

Columbia University economist Eli Ginzburg recently revealed that he had identified "the single most outstanding phenomenon of our century." It is, he said in an interview, the vast tide of women entering the U.S. workforce. In a single month last fall, for example, no fewer than 500,000 women were accepted for employment; and in a recent 12 month period, 55% of those hired were women.

The trend discussed by Ginzburg appears to be reflected in the membership of the Society of American Archivists: 58% of SAA members joining in the period 1976-77 were female.

42 years ago, 28% of the Society of American Archivists' founding members were women. A report made by the Society's secretary, F. Gerald Ham in 1971 indicated that 31% of the membership was female.

A recent analysis of SAA membership rolls indicates that 41% of the list is female, a very considerable increase over the past seven years. The increased female membership was evident at SAA's 1977 annual meeting where exactly 41% of the participants were women.

♀ PUBLICATIONS

Several recent publications address the question of the role of women in archives-related professions.

The Report on the Status of Women in the Archival Profession (1974), prepared by the Committee on the Status of Women under the direction of Mabel Deutrich, is a compilation of comparisons of rank, salary and professional commitment of men and women in the archival profession. A summary of the report was published in the January 1975 *American Archivist*; copies of the complete report are available for \$2.00 from the SAA headquarters office.

Equal Pay for Equal Work, a 1976 publication of the Special Libraries Association is designed to assist women in determining whether they are underpaid, in ascertaining their options and legal rights, and in evaluating the risks involved in attempts to achieve salary parity. Single copies of *Equal Pay for Equal Work* are available without charge from the SAA headquarters office; contact Karen Hawker. (continued on p. 5)

BOARD FOR ARCHIVAL CERTIFICATION--COMMENTARY

The January *SAA Newsletter* carried a proposal prepared by the Society's Education and Professional Development Committee for the certification of archival education programs. Reactions of the membership which were sought for this COMMENTARY section follow. The Committee will meet in Chicago, March 30-31, to discuss this matter as well as other issues in its purview.

It seems that an essential element has been left out of the proposal, viz., the criteria for certification. That the SAA Program Statement for Archival Education will be the basis for this criteria is implicit in Section VII, A, Revocation, but I maintain it needs to be explicit so there can be no doubt as to what criteria a program is being measured against.

Under item IIA, Visitation, I would propose that an archival education program not be fully certified until it has been operating for at least three years and thus demonstrated its viability. If a new program meets the certification criteria on paper, I suggest it be provisionally certified and reexamined for full certification after 3 years have elapsed.

Another suggestion you may wish to consider is the publication of a list of those institutions seeking certification, with the Society's request for input from members, particularly recent graduates, with knowledge of these programs.

One final comment. I dislike the use of "substantial compliance" in VII, A, Revocation. Either one complies with the Program Standards or one doesn't. The use of the word "substantial" leaves too much latitude for the application of "political" pressure on the committee.

RICHARD STRASSBERG
Cornell University

The Draft Proposal submitted for membership comment in the January 1978 issue of the *SAA Newsletter*, should be considered as perhaps the most important work this Society will ever accomplish.

The Draft Proposal appears very well and humanely drawn, comprehensive, and encompasses the salient points that any program or plan must address if it is to be long-lasting and effective. I find only one omission which gives me cause for concern--should we not provide for a probationary concept between certification and revocation?

AUSTIN N. LEIBY
State of Arizona

The Education and Professional Development Committee should be complimented for its work to date in this issue.

On the question of who should be appointed to the B.A.C. I believe most strongly that Council, as the only elected body responsible to the entire membership, should appoint all members. Above all else the composition of the B.A.C. will determine the success or failure of the program, and this should be the Council's responsibility.

Another area of concern is that under the draft proposal only three of the five members of the B.A.C. constitute a quorum. . . . It is conceivable that as proposed a minority of the full B.A.C., two members, could make a decision denying accreditation to a program. Accreditation is too important a decision to be left to anything other than the full Board.

Another major problem I foresee with the proposed program is economics, i.e. archival education programs being expected to pay the expenses of an evaluation by the B.A.C. There is certainly nothing unusual in the institution paying the cost of accreditation expenses. What is unusual is the cost outlined in the draft proposal, expenses for 3-5 individuals, in relationship to the analysis being conducted by the B.A.C. For example, colleges and universities often have the entire program of an individual department evaluated every 5-10 years and this generally involves 2-3 people. To expect an institution to spend up to 2½ times the cost in expenses to evaluate a single sequence of courses does not seem to be a particularly realistic expectation. The foreseeable result is that only the wealthiest programs will be able to apply for accreditation by the B.A.C. . . . some means, a grant perhaps, must be found to make the accreditation procedure economically feasible to all archival education programs.

The most disturbing aspect to date in the development of an accreditation program by the SAA is what is not in the B.A.C. draft proposal. Nowhere is there any discussion for the development of the criteria on which programs will be evaluated and accreditation granted or denied. The basic criteria that members of the B.A.C.

COMMENTARY (CON'T)

will use in determining whether or not a particular program meets the 1977 SAA archival education guidelines should first be published in draft form and open to comment and revision. Without such criteria there is absolutely no assurance of consistent, fair and impartial evaluation of a program by the B.A.C. In view of what the SAA is requiring of those who wish to apply for accreditation, it is only proper that criteria for such an evaluation be precisely defined and then published.

FREDERICK L. HONIHART
Michigan State University

♀ MEETING SITES

A number of organizations have recently voted to boycott meeting sites in states which have not ratified the Equal Rights Amendment. The Women's Caucus of the Society of American Archivists, meeting in Salt Lake City October 4, considered requesting that the SAA Council cancel the 1979 annual meeting in Chicago because of Illinois' nonratification status.

The Caucus voted not to present such a resolution to the Council. Considerations affecting the Caucus's decision were the following: that attempting to reschedule the annual meeting is difficult within a short time; that the economic impact of such a boycott would be felt only in the area of Illinois where support for the ERA is strong; and that the 1979 meeting will occur after the deadline for ratification of ERA has passed.

♀ PUBLICATIONS (CON'T)

The *Women's Caucus Newsletter*, published by editor Irene Cortinovis, University of Missouri-St. Louis and co-editor Linda Henry, Schlesinger Library, provides information on meetings and conferences of interest to women in the archival profession, legislation which may affect women's employment, and on recent grants and publications of particular interest to women. Contact Irene Cortinovis, Archives, University of Missouri-St. Louis, St. Louis, MO 63121.

SAA AWARDS COMPETITION ANNOUNCED

The Society of American Archivists announces competition for four Society awards to be presented at the 1978 annual meeting in Nashville. The awards will recognize accomplishments which occurred during 1977. The selection of the winners of each award will be made by an appropriate subcommittee of the Committee on Awards chaired by Mary Jane Dowd.

Individual and institutional members of the SAA are welcome to nominate themselves or others for any of the following awards. A complete description of the Society's Award policy appears in the *American Archivist* volume 39, no. 3 (July 1976), pp. 415-420.

All nominations for SAA Awards should be sent to Mary Jane Dowd, Civil Archives Division (NNF), National Archives, Washington, DC 20408 by June 1, 1978.

The Distinguished Service Award was established in 1964 by three Fellows of the Society: Leon de Valinger, Jr., the late Mary Givens Bryan, and Dolores Renze. The award, in the form of a trophy, is presented annually to an archival institution or organization which has made an exemplary contribution to the archival profession. Nomination forms for this award are available from Mary Jane Dowd.

The M. Claude Lane Award was established in 1974 by the Society of Southwest Archivists in memory of Sister M. Claude Lane. The cash award is funded by the Society of Southwest Archivists, and is presented to an individual who has made significant contributions in the field of religious archives.

The Waldo Gifford Leland Prize, first awarded in 1959, is a cash award funded by income from the Waldo Gifford Leland Prize Fund. The prize is awarded to the author of an outstanding published contribution in the field of archival history, theory, or practice. Finding aids, monographs, and documentary publications are eligible for the prize. The method of publication may be letterpress, offset, microform, audiovisual or other media. Periodicals are not eligible for this award.

The Philip M. Hamer Award, first given in 1973, was established on receipt of a gift from Elizabeth Hamer Kegan. The Award recognizes high quality work in documentary publication by a junior editor on publication projects sponsored or endorsed by the National Historical Publications and Records Commission.

SAA CONTINUES SURVEY OF UNPUBLISHED HRS RECORDS

The Society of American Archivists was awarded a grant from the National Endowment for the Humanities in May, 1977, to locate and describe the unpublished records of the Historical Records Survey (HRS) Project. Through correspondence, repository finding aids, and fieldwork, descriptions are now complete for 17 state HRS projects. A guide to the materials will be published in the fall.

The HRS is without a doubt the most ambitious survey of state and local records ever attempted. It was one of the five federal projects of the Works Projects Administration, and was designed to employ professional and skilled laborers from 1936-1942. The scope of the survey included state, county, and church records; public and private manuscripts; and various other projects such as imprint inventories.

In 1942, the HRS came to an abrupt halt so that workers could enter the expanding war

industry. Many HRS staff members believed that the project would be resumed after the war. Thus, the records and inventories were deposited randomly; some at state libraries and archives, university libraries, and historical societies.

Over the past thirty-five years, many of these records have been lost or destroyed. Many repositories are only now discovering the research value of this material. The Society of American Archivists, convinced of the papers' importance, hopes that by publishing a guide to the existing HRS materials, archivists and historians alike will be encouraged to preserve and utilize these records.

If your repository houses unpublished HRS materials, but has not been contacted by SAA, please advise Lori Hefner, Associate Director of the HRS Project, at SAA headquarters.

COUNCIL AGENDA

2 PM April 13, 1978
Statler Hilton Hotel
New York, New York

- I. Adoption of the Agenda
- II. President's Report
- III. Vice President's Report
- IV. Treasurer's Report
 - A. Investments
 - B. Other
- V. Executive Director's Report
 - A. Finances/Membership
 - B. 1978 Annual Meeting
 - C. Public Papers Legislation
- VI. Editor's Report
 - A. Procedures for Approving Publications of the Society
 - B. Procedures for the Appointment of the Society's Editor
- VII. Unfinished Business
- VIII. New Business
 - A. Annual Meeting Sites
 - B. Associate Membership for Foreign Archivists
 - C. Impact of 1969 Tax Law: Proposal from Committee on Collecting Personal Papers and Manuscripts
 - D. Report from Task Force on National Information Systems for Archives and Manuscript Collections
 - E. Five Year Plan of Committee on Automated Records and Techniques

MINNESOTA TRAINING WORKSHOPS PROJECT

The first phase of the NHPRC-funded Minnesota Training Workshops Project, comprising a series of ten two-day sessions for county and local historical societies, has been completed. Workshop director William K. Wallach and project co-directors James E. Fogerty and David J. Klaassen are now involved in phase two--which includes preparation of a complete unit of workshop materials for publication. The units will contain the workshop manual, a series of slides with script, an oral history demonstration tape, and instructor's notes. The units will be available in late spring 1978.

The Minnesota Training Workshops series was held in ten locations across Minnesota, with county historical societies serving as hosts for the sessions. The workshops featured education in the basics of archival principles, paper preservation, security, and the administration of oral history programs. The preservation component included "hands-on" experience in simple and inexpensive methods of manuscripts repair and conservation.

For more information contact Fogerty or Wallach, Minnesota Historical Society, 1500 Mississippi Street, St. Paul, MN 55101.

ARCHIVAL SECURITY NEWSLETTER

ALA POSITION ON REPLEVIN

The decision by the North Carolina Supreme Court in North Carolina v. B.C. West has caused grave concern among custodians of once-public records now in private hands. (See SAA Newsletter, July 1977, p. 5; November 1977, p. 8.) SAA's ad hoc committee on replevin continues to study the problem. Recently the executive board of the American Library Association established an advisory committee on the issue. The preliminary ALA position on replevin was articulated by William D. North in a brief filed in the West case. The following is a section of that brief which discusses suggested criteria for establishing ownership of public documents in private hands. (The ALA position was not upheld in the West decision.

The ownership of public documents held by private parties or institutions ought not be decided on the basis of a legal fiction. This is especially true when there exist criteria by which ownership may be judicially determined in a manner which will protect the legitimate archival interests of the State and at the same time avoid confiscation of private property. The criteria by which ownership of public documents in private hands may be determined are four in number.

1. Continuity of the Collections. The parties to the controversy should be allowed to show the continuity of the records to which the claimed document belongs. To the extent the records are complete, it is evidence that the State has diligently sought to preserve its records and has not authorized their disposition. Records which are incomplete during a relevant period, on the other hand, would indicate an intent to abandon the records unless it can be shown that some intervening cause, fire, flood, war, etc., accounted for the gaps in continuity.

2. Nature of the Document. The nature of the document is evidence of the proper ownership. Thus, a document which is organic to the state, such as its Charter, Constitution, etc., is substantially less likely to be subject to abandonment than those public records which relate to routine business of the government. Likewise those documents which represent the "end product" of government action, i.e., laws, judicial decisions, administrative regulations, are more likely to be preserved indefinitely than documents

representing "work product," i.e., legislative drafts and reports, judicial pleadings and briefs, and administrative memoranda and studies.

3. Contemporaneous Archival Resources and Policies. The ownership interest of the state may be evidenced by the fact that it had archival resources and policies in existence at the time the document would have been in state custody to preserve and identify it. The extent of archival facilities is a measure of the state's intent to preserve public documents. Thus, for example, the construction of "a Fire Proof House for the preservation of the Public Records belonging to this State" authorized for the Secretary of State in 1817 by the General Assembly of North Carolina would evidence an intention to preserve the official documents of the Secretary of State. Likewise, the establishment of the North Carolina Records Center in 1947 with its expanded facilities and resources would argue strongly that any post-1947 public document in private hands was improperly acquired.

4. Identification by State. The identification of the document as included in the archives of the state is probative evidence that the state had no intention to abandon it. Such identification could exist in the form of a catalog, an inventory or a notice of loss. In many cases precise identification of a document is impossible in a catalog or inventory. In such cases, identification of the group of documents in which the document in question might reasonably have been included is relevant. Likewise, publication of notice of loss or suspected loss of the document in question or of a group of documents into which it might fall would be pertinent even if the possessor of the document did not know of such loss. Such notice would at least tend to refute an inference of abandonment.

Application of the foregoing criteria to the facts of any action seeking recovery of a public document of North Carolina will not enable the State to recover all of the documents which might have been in its custody at some time in its history. It would, however, provide the State with the legal means to recover documents of organic importance to the state and documents lost through negligence or theft from otherwise substantially complete records.

ARCHIVAL SECURITY NEWSLETTER

THEFT DETECTION IN ACADEMIC LIBRARIES

The Association of Research Libraries recently surveyed academic libraries on the topic of book losses and theft detection systems. The results of the survey are published in the new ARL report, *Theft Detection and Prevention in Academic Libraries*.

ARL discovered that over half of the 90 respondents had installed or were installing electronic security systems which reduced losses between 34 and 90 percent depending on the percentage of the collection protected by the system.

Installing an electronic security system, which detects unauthorized removal of library materials through normal exits, is a sizable investment. Costs range from approximately \$10,000 for a small collection to \$2,000,000 or more for a large central collection.

Many of the responding libraries also limit access to stack areas as part of their security programs, and most libraries move valuable or rare items to controlled, high security areas and require patrons to present identification. Other security measures which are popular in academic libraries include electronic guards on non-essential doors and windows, educational programs and exhibits for patrons and staff, and identification of high risk items with deliberately visible markings.

ARL's *Kit on Theft Detection and Prevention* contains five planning documents, four implementation documents, three examples of user education, and eight procedure and policy documents, all from ARL libraries; plus lists of contact persons and additional Systems and Procedures Exchange Center materials. The *Kit* is available to ARL members and SPEC subscribers for \$7.50 and to all others for \$15.00. Contact SPEC, Association of Research Libraries, 1527 New Hampshire Ave. NW, Washington, DC 20036.

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.

ELECTRONIC SECURITY FOR ARCHIVES

Archivists interested in an overall view of electronic security systems will want to read *Modern Electronic Security Systems* by Stephan Hahn. The book discusses perimeter and space intrusion detectors, signal processing circuits, local and remote alarms, and special systems like closed circuit television. Most archivists will find the first chapter on basic security systems to be very useful.

The book describes in technical terms all the approaches which are currently available to industry institutions and individuals with respect to the installation and use of electronic systems.

For the manuscripts librarian, archivist, or repository administrator who would like more than just a cursory introduction, *Modern Electronic Security Systems* could be a valuable source of information. For further information, write the Hayden Book Company, Inc., 50 Essex Street, Rochelle Park, NJ 07662.

SECURITY ADVICE FROM THE PAST

Archival and library security has been a serious problem for quite a long time. Indeed, a committee of Harvard overseers, visiting the college library in 1861, had these words of advice: "It should be stated that an apparent difficulty occurs in detecting persons who take books from the library in an unauthorized manner from the fact that students bring to the library their textbooks; and as these books much resemble in external appearance the volumes belonging to the library, it is not easy in all cases to ascertain when they retire whether they are taking books they brought or those belonging to the library. There is, however, a sort of intuition soon developed in an attendant who is qualified for his post, which enables him to distinguish the property of the library from other books with a promptness that would surprise the unauthorized borrower. For the reason that young persons are sharper and more observing, they make better attendants than aged persons..."

ARCHIVISTS STUDY BUCKLEY AMENDMENT

The ambiguous language of the Family Educational Rights and Privacy Act, often called the Buckley Amendment, has been of concern to archivists since the legislation was passed in 1974 without hearings as a last-minute addition to a pending bill (see SAA Newsletter, January, 1975 p. 4; March, 1976, p. 12; March, 1977 p. 2). A subcommittee of SAA's College and University Archives Committee is working to clarify the meaning of the Act. Under the leadership of Charles B. Elston, Marquette University, the Subcommittee on Student Records has engaged in a constructive dialogue with William Riley, the HEW official charged with administration of the bill.

The following statement concerning the Buckley Amendment was prepared in 1977 by Elston's group:

Through the identification and study of the past, society evaluates continuity and change and plans for the future. A continuing examination of the past is essential for the preparation of a large group of citizens for leadership tomorrow. By preserving the records of human experience for public use, the archivist plays a vital role in supporting scholarship, research training and an appreciation of history. The records of higher education and the fields of learning have a special value in America. In a society distinguished for its technological and political achievements, broadly based educational programs and highly trained citizenry, educational records are fundamental to an understanding of social development and current social problems.

The creation, evaluation, retention and use of student records has always been of immediate concern to college and university archivists. Recently, however, these interests have drawn the attention of educational administrators, teachers, students, state and federal legislators, the news media and the public at large. The Family Educational Rights and Privacy Act of 1974, which attempts to mediate the issue of individual privacy rights versus the right of access, both reflects and intensifies a growing public concern regarding the nature, extent and use of educational records.

Archivists, legal scholars and public offi-

cials face real dilemmas in defining and mediating the competing rights and values involved in developing sound record keeping policies and practices. At one and the same time, society affirms the privacy rights of individuals and the individual's right of access to the documents and decisions of public officials and institutions. Although sometimes conflicting in specific instances, these rights are not necessarily mutually exclusive. In the most general sense, society must strike a careful balance between the privacy rights of individuals, the protection of the security of certain institutional actions, the "right to know" of members of a free and open society and the interests of future generations as represented by academic scholars, genealogists and all concerned citizens.

From the time the application of a prospective student arrives at the admissions office, institutions of higher learning maintain a vast array of records concerning that student. The nature of the records varies as each student moves through the evaluative processes of academic performance and becomes involved in a wide range of social, political, intellectual and recreational activities. The maintenance of student records is a sound educational practice provided that the purposes of such record keeping are to assist in the development of the student, to protect the student health and welfare, to provide documentation for institutional evaluation, or to improve upon existing programs and services for future generations of students. Published records include student directories; yearbooks; graduation, honors and concert programs; athletic event programs and the published minutes of a Board of Trustees. Unpublished documentation, usually accumulated in central administrative offices and arranged so that data on each student is easily identified, can be divided into the following general subject categories: admissions; academic performance; proficiency and qualifying exams; financial aids or obligations; campus employment; social or organizational involvement; housing and campus living; health and medical treatment; academic career or psychological counseling; job placement; discipline or conduct governance; and identification records.

College and university archivists are confronted with an extensive body of student records. While these records retain admin-

BUCKLEY AMENDMENT (CONT'D)

istrative and legal value for varying lengths of time, the archivist must determine which files or records have sufficient long term research value to warrant acquisition, processing and permanent retention. Due to the administrative organization of most institutions of higher learning, there is a considerable degree of duplication or overlap in record-keeping. The archivist attempts to identify and retain the most complete and well organized files and may employ selective sampling techniques to preserve particularly valuable files or information over a long span of time. From both a research and an administrative standpoint, institutions of higher learning have a special obligation to preserve the records of individual students, student organizations and campus life. Students are the most important products of higher education. Student records are essential to an understanding of the educational process over time. The impact of higher education in America and the changing lifestyles and experiences of college students can be studied and evaluated only if institutional files are maintained and made available for research use.

The Family Educational Rights and Privacy Act of 1974, as amended, and as explained most recently in "final" guidelines issued by the Department of Health, Education and Welfare in the June 17, 1976 *Federal Register*, represents the first attempt at federal legislation to govern access to records maintained by educational institutions. The law fulfills an important need by attacking specific abuses involving government agencies and correcting the inability of parents and students to secure access or redress involving individual student records. It is aimed primarily at educational administrators and government agencies. Consequently, many implications of the law concerning historical research use were never fully discussed or considered. The language of the bill and the HEW guidelines demonstrate that independent scholars and researchers wishing to use student records at college and university archives were unintentionally or otherwise overlooked. When defining access, the legislation refers only to students, educators, and educational or other government agencies.

The law accordingly creates many ambiguities regarding the accessibility of student records for research use. Continuing discussions among college and university archivists have failed to provide a consensus regarding

the appropriate interpretation of many points in the guidelines. To date, university legal advisors and administrators have interpreted access requirements in a wide variety of ways. The law applies to "records which are directly related to a student and are maintained by an educational agency or institution or by a party acting for the agency...." Students are defined as persons who are or have been in attendance. Accordingly, restrictions on access presumably apply retroactively to student records, with the exception of confidential letters of recommendation received prior to January 1, 1975. The law contains no specific provision for opening records upon the death of the subject nor after the passage of a specific period of time. A recent clarification by HEW official Thomas S. McFee to the effect "that the rights conferred...by the act are personal rights and cease at the death of the individual" apparently opens the records of deceased students to research use.

HEW guidelines stipulate that records are closed except for a specified list of exceptions. Section 99.31 of the current HEW guidelines, entitled "Prior consent for disclosure not required," defines the conditions under which personally identifiable information from student educational records may be disclosed without the prior written consent of the individual. These provisions are crucial, because of the possibility that they might be interpreted in a manner which would permit scholarly research access. In addition to specific agencies and officials, exceptions to prior consent include: "other school officials, including teachers, within the educational institution or local educational agency who have been determined by the agency to have legitimate educational interests" and organizations conducting studies for, or on behalf of, educational agencies or institutions for the purpose of developing, validating or administering predictive tests, administering student aid programs, and improving instruction; Provided, That the studies are conducted in a manner that will not permit the personal identification of students and their parents by individuals other than representatives of the organization and the information will be destroyed when no longer needed for the purposes for which the study was conducted;..."

Section 99.5(3) of the final guidelines requires, for the first time, that each institution adopt a statement of whether it will disclose personally identifiable records under section 99.31 and if so, to provide "a

specification of the criteria for determining which parties are 'school officials' and what the educational agency or institution considers to be a 'legitimate educational interest'...." Such phraseology is clearly subject to a wide range of interpretations and requires extensive clarification by HEW. Must "school officials" be from the recording institution? What constitutes "legitimate educational interests?" Do faculty members seeking to use current or archival student records for scholarly research qualify for access under this provision? Does the right of access depend upon the specific nature of the research project? Might a graduate student working on an advanced degree or an undergraduate completing a research paper qualify for access on the basis that their research involves "improving instruction?" Will the archivist or administrator in custody of student records be permitted a fair degree of latitude in determining access if users are required to sign statements in which they agree to refrain from any private or public disclosure of information on individuals? Since most institutions are just now in the process of defining access procedures, it is still too early to know what pattern of interpretation will develop. It appears, however, that a majority of university legal advisors have interpreted the law narrowly with the effect that personally identifiable student records are presently closed without written consent, even though the final or published research results would not identify individuals. Despite the favorable HEW interpretation permitting research access to the records of deceased students, it is not clear to what extent the archivist must prove death. The practical problems are enormous in attempting to identify and segregate the records of living and deceased students.

Personally identifiable student records are defined very broadly by the guidelines and appear to include any document (excluding published directory information) which contains the name of a student, parent or other family member, the address of the student, a personal identifier such as a social security number, a list of personal characteristics or other information which would make the student's identity easily traceable. Presumably, any "personally identifiable" reference to any student in any file or document generated by the institution would come under the access restrictions of the law. If narrowly interpreted, do these provisions close access to most college or departmental general administrative files even

though they are only incidentally related to particular students? Is the archivist, administrator, or other records custodian required to screen and separate all documents with personally identifiable references to students before a file may be used for scholarly research? Is a class roster list found in the papers of a faculty member (which merely lists the names of students in a course) closed to access? Could these incidental kinds of "student records" be viewed if users signed a statement promising confidentiality? A broad definition and application of the term "student records" under the current law might in effect virtually close most records of higher education to meaningful research.

Section 99.13 of the June 17, 1976 guidelines relates to the destruction of educational records. Institutions are "not precluded" from destroying records as long as there is no outstanding request to inspect and review; and explanations added as a result of a hearing and the record of access are kept for as long as the educational records to which they pertain. These provisions are preferable to the language of the earlier guidelines, which tended to encourage the destruction of student records. The current law should have the beneficial effect of encouraging institutions to achieve a better understanding and control over their record-keeping practices. From an archival viewpoint, the guidelines should also include a specific provision recognizing the long term research value of educational records and the role of the archivist in evaluating retention policies.

Under normal circumstances, restrictions on access or the questions of individual rights and confidentiality should have no bearing on the archivist's evaluation of the long term historical research value of university records. The content of the records themselves should be the most important factor. Only when federal or state statutory regulations severely limit future use must accessibility be considered. While it is hazardous indeed to make long range decisions on the basis of current legislation, it must be recognized that current access restrictions, if permitted to stand, will tend to discourage the retention of student educational records.

The debate concerning individual privacy rights and the right of access places the archivist in an uncertain position. Archivists are torn between conflicting claims.

BUCKLEY AMENDMENT (CONT'D)

The perceptions of each of us are uniquely tempered by our own philosophical and political views, the policies of our respective institutions and the formal or informal regulations we may already have in effect. Acknowledging that individuals have a privacy right, nearly all college and university archives and administrative offices have some kind of access restrictions on personally identifiable student records before the passage of FERPA. The basic problem, then, is one of achieving a reasonable balance between competing values. If through legislative oversight or design the right of privacy alone is protected, the rights of an informed public and of future generations of scholars may be destroyed. Although a group as large and diverse as American college and university archivists could probably never agree upon a single precise and rigid set of guidelines regulating the retention and use of student records, most of us strongly believe that FERPA, as presently interpreted, imposes severe and undue restrictions on the historical use of educational records.

As stated in numerous sections, the current HEW guidelines set forth minimum standards which do not preclude institutions from adopting more restrictive policies on disclosure. This allowance for a certain degree of "local option" should accommodate those institutions which may wish to impose absolute or blanket restrictions on access. For the great majority, however, these severe restrictions represent an entire redefinition of our role as archivists. Our ability to encourage and support scholarship and research training will be seriously diminished.

At the very least, university archivists seek extensive clarification of the provisions of FERPA which apply directly to the research

use of student records in archival repositories, administrative offices or other record storage facilities. If these clarifications do not accommodate and recognize the legitimate needs of future researchers, changes are recommended in the 1976 guidelines, or law itself if necessary, which would (1) clearly open student records to scholarly research use after the subjects are dead or within a specific period of time after the records have been created, such as 75 years; (2) open the records of living students if rigid safeguards are enforced to protect the anonymity of individuals described in personally identifiable records; and (3) recognize and sanction the retention of student records for future scholarly research.

According to Elston, Riley and his staff welcome opportunities to receive and discuss archivists' suggestions, inquiries and specific access questions. Riley may be reached at Fair Information Practices Staff, Office of Management, Analysis and Systems, HEW, 526 E, 200 Independence Avenue, Washington, DC 20201, (202) 245-7012.

EDUCATION DIRECTORY TO BE PUBLISHED

SAA will publish an updated version of its *Education Directory* in 1978. Institutions listed in the 1976 *Directory* will be contacted for the latest information about their programs. Other institutions offering education in archives and manuscripts administration should contact SAA's headquarters office if they wish to be included among the listings.

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TRAINING OPPORTUNITIES

Simmons College, Boston, Massachusetts, is sponsoring an Institute on Conservation Management in Libraries and Archives on April 8, 1978. The Institute will be conducted by Professor Josephine R. Fang. For further information write to: Dr. Ching-chic Chen, Assistant Dean for Academic Affairs, School of Library Science, Simmons College, 300 The Fenway, Boston, MA 02115.

University of Denver is sponsoring the 17th Summer Institute for Archival Studies, June 19-July 21, 1978. Up to 5 quarter hours and University Certificate of Completion are available. For details write Professor Dolores C. Renze, Institute for Archival Studies, Department of History, 424 MRB, University of Denver, Denver, CO 80210.

The National Archives and Records Service, GSA, in cosponsorship with the Canadian and Canadian-American Studies Program and the Department of History, Western Washington University will hold a conference entitled "Conference on Japanese Relocation in World War II: Canadian and United States Comparisons." The conference will be held May 4 and 5, 1978 at Western Washington University, Bellingham, Washington. For more information write Roland L. De Lorme, Chairman, History Department, Western Washington University, Bellingham, WA 98225, or Raymond McInnes, Head Reference Librarian, Western Washington University, Bellingham, WA 98225.

Northwest Archivists offer a workshop in conjunction with the Pacific Northwest History Conference to provide practitioners with the basic concepts of arrangement and description. The one-day session will be held on Thursday, April 6, 1978 at the Davenport Hotel, Spokane, Washington. For information and an application form write Terry Abraham, Washington State University Libraries, Pullman, WA 99164. Applications must be returned by March 31, 1978.

University of Vermont is presenting the 1978 Oral History Institute- "Oral History as a Research and Learning Tool: Problems and Procedures." Amelia Roberts Fry and Charles Morrissey will be the two principal instructors for the introductory course which will be held July 3, 5-21, 1978 at the University of Vermont, Burlington. For more information write Summer Session Grasse Mount, University of Vermont, Burlington, VT 05401. The course is worth three hours of university credit.

Basic Workshop Program

SAA Basic Workshops are part of a Society program to support and give direction to short term archival education. The workshops are supported in part by a grant from the National Endowment for the Humanities.

The workshops focus on the rudiments of archival theory and practice and are designed for those who have little or no previous training but who currently bear responsibility for archives and manuscripts. Upcoming workshops are scheduled as follows:

South Hadley, Mass.	Apr. 30-May 5
Berkeley, Calif.	July 16-21
Nashville, Tenn.	Oct. 1-6

Application deadlines are: South Hadley-March 15; Berkeley-June 1; Nashville-August 15. For additional information and application forms contact SAA in Chicago.

The Education Division of the National Archives and Records Service will offer a lecture/workshop course entitled "Going to the Source: An Introduction to Research in Archives" on May 30-June 2 at the National Archives Building in Washington. The course is designed to fit the needs of general researchers, historians, social scientists, and graduate students. Another session will be held June 20-23 at the Chicago Historical Society which will act as cosponsor with the National Archives. To register for either course, write Elsie Freivogel, Education Division, National Archives and Records Service, Washington, DC 20408.

The National Archives and Records Service will sponsor its Institute: Introduction to Modern Archives Administration on June 5-16, 1978 at the National Archives in Washington. The Institute is designed to present theory, principles, and techniques of archives administration to persons holding responsibility in the fields of archives, manuscripts, records management, and the management of special collections. For more information write Modern Archives Institute (NNHP), National Archives and Records Service, Washington, DC 20408.

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NHPRC ANNOUNCES RECORDS GRANTS

During its meeting of February 24, the National Historical Publications and Records Commission recommended over \$560,000 in support of historical records projects. \$422,503 of records grant funds remain available for the June Commission meeting, the final meeting of FY 1978. As of February 1, the NHPRC had received over \$2.5 million of grant applications during this fiscal year; requests for an additional \$2.5-\$3.5 million are expected before October 1, the end of the fiscal year. In FY 1977, requests for over \$4 million were received by the records grant program for which \$1 million was available. For FY 1978, \$1.3 million is available. The grant projects are as follows:

Performing Arts Center, New York Public Library: \$14,045 for arrangement and description of six manuscript collections in the field of American dance.

The National Council of Negro Women, Washington, DC: \$34,715 for preservation, arrangement and description of the records of National Council.

Clark University, Worcester, MA: \$14,760 to work on the papers of Robert H. Goddard and Esther K. Goddard relating to early rocketry.

Hollins College, Hollins, VA: \$2,441 for work on the papers of Ella Reeve "Mother" Bloor, who was involved in various radical movements in the late 19th and early 20th centuries.

The Ohio Historical Society, Columbus, OH: \$8,250 for processing and microfilming of the correspondence files, 1914-36, of the city manager of Dayton, Ohio, the first city of significant size to adopt the manager-commission form of government.

City of Providence, Rhode Island: \$21,350 conditional grant for inventory and arrangement and description of early Providence city records.

New Jersey Historical Society, Newark, NJ: \$16,825 for a survey and selective accessioning into New Jersey repositories of records of business firms and labor organizations in Newark.

Vermont Supreme Court: \$8,693 for a pilot project to locate, describe, transfer to safe storage, and selectively microfilm Vermont Supreme Court records prior to 1825.

Newark, New Jersey Public Library: \$15,553 for preservation and preparation of a reference microfilm and a finding aid to photographs in the New Jersey Picture Collection in the Newark Public Library.

Norwegian-American Historical Association, St. Olaf College, Northfield, MN: \$4,000 for preparation of a guide to the collections of the Association.

Albany County, New York: \$9,235 for a survey of selected county records, transfer of records of archival value to safe storage, and preparation and publication of an inventory of the county archives.

Adams County Historical Society, Hastings, NE: \$13,265 matching grant offer for arrangement and description of textual and photographic records relating to Adams County and its environs held by the Society and preparation of a guide to records on the history of Adams County.

The Minnesota Historical Society, Minneapolis, MN: \$45,074 for arrangement, description, and preservation of five series, totalling over 500 linear feet, of records of the Great Northern and Northern Pacific Railroad companies.

City of Portland, Oregon: \$56,290 for preservation and processing of city records of archival value and establishment of an automated archival information retrieval system.

Manuscript Division, New York Public Library: \$37,000 (matching offer) for microfilming of the Library's H.L. Mencken and Fiorello H. La Guardia collections.

Iowa State Historical Department, Des Moines: \$15,298 conditional grant for employment of an assistant archivist for one year. Grant contingent upon appointment of a professional State Archivist by the State of Iowa.

New Mexico State University, Las Cruces: \$21,260 for a survey and selective accessioning of records relating to the history of agriculture in New Mexico.

Mountain Heritage Center, Western Carolina University, Cullowhee, NC: \$25,458 for survey of materials and processing of collections relating to the southwestern region of North Carolina.

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SAA '78 -- NASHVILLE, OCTOBER 3-6

"Preserving the Past, Access for the Future: Professional Goals and Constituent Demands" is the theme for SAA's 1978 annual meeting in Nashville. The Program Committee, chaired by Edward C. Papenfuse, met in Nashville recently and began the process of planning specific sessions addressing the dual themes. The objective of each session will be to provide some indication of the nature of the general problems confronting the profession, some evaluation of past performance in the topic areas, and some practical suggestions for the future. The meeting will feature both formal sessions and practical seminars. The committee has divided the responsibility for planning these sessions and seminars.

Sessions on "Preserving the Past" are being coordinated by Larry Hackman, National Historical Publications and Records Commission and George Cunha, New England Document Conservation Center. Tentative plans include a major plenary session on paper conservation in the United States, a session on the uses and abuses of microforms in archival programs, and several seminars on preservation techniques and microphotography.

Sessions on "Access for the Future" are being planned by J.D. Porter, Oregon State Archives; Nicholas Olsberg, Massachusetts State Archives; Edward Papenfuse, Maryland Hall of Records; and John Daly, Illinois State Archives. Preliminary plans include a plenary session on privacy vs. the public's right to know, a session on the problems of appraisal and several seminars on the more specific questions of copyright, appraisal and privacy in archival work.

Many of the sessions in Nashville will address questions about "Professional Goals and Constituent Demands." Sessions in this area are being planned by Eleanor McKay, Memphis State University; John Daly, Illinois State Archives; Lewis Bellardo, Kentucky State Archives; Ann Shockley, Fisk University; and Cleo Hughes, Tennessee State Archives, with assistance from other committee members. Tentative plans include sessions on professional ethics, refurbishing an archives, machine readable records, university archives, building a constituency, documenting black history, topical archives and seminars on professional goals, religious archives, CETA funding for archives, among others.

The Program Committee is interested in hearing

from members who have specific reactions or suggestions. Send your comments to an appropriate committee member or to Edward C. Papenfuse, Maryland Hall of Records, P.O. Box 828, Annapolis, MD 21404.

SPECIAL TOURS

Andrew Jackson's Hermitage

Grand Ole Opry

Jack Daniel's Distillery

Walking Horse Farms

AND MORE!!!!

NHPRC GRANTS (CON'T)

Delaware Division of Historical and Cultural Affairs, Dover, DE: \$16,844 to establish an automated data base management system for information about the archival holdings of the state.

City of Schenectady, New York: \$1,750 for microfilming of Schenectady City Council minutes, 1798-1905.

City of Rochester, New York: \$18,500 for preservation and description of photographic prints, glass negatives, lantern slides, and nitrate negatives documenting the City of Rochester from approximately 1850 to 1950.

Washington State Historical Records Advisory Board: \$144,120 for completion of field work for a statewide survey of historical records in Washington and for selected consulting assistance to repositories in the state.

The Leadership Conference of Women Religious, Washington, DC: \$7,400 supplementary grant to conduct two additional introductory archival workshops for archivists of religious orders.

Immigration History Research Center, Minneapolis, MN: \$9,282 supplementary grant for additional surveying, accessioning, and selective microfilming of records of the International Institutes, the personal papers of early Institute leaders, and records of Foreign Community Departments.

PEOPLE PAPERS

Ithaca, New York A trove of previously unknown letters and papers of William Wordsworth purchased at auction by Cornell University last July at Sotheby's in London will never become a part of the manuscript collections in Ithaca. The purchase was successfully challenged under a British law which permits withholding export permission if a buyer can be found who would keep national treasures in Britain.

The auction price of \$73,000 was raised over the past six months by trustees of Dove College, a Wordsworth Museum.

J. Gormly Miller, Cornell's director of libraries, suggested that "It's probably more appropriate for the papers to stay in Britain; the important thing is that scholars have access to them."

Sotheby's had labeled the whole collection "The Property of a Gentleman," but ownership was eventually traced to a young man in Carlisle, on the Scottish border. Within the last year he had set up a business of buying old paper for the stamps. He says that he had bought the Wordsworth material for under \$10 and was about to burn some of it when he realized its probable value. He does not remember who sold him the papers.

Cornell will receive a microfilm copy of the materials which include poetry fragments, family papers and passionate love letters between Wordsworth and his wife.

Washington, D.C. A report from the Census Bureau revealed recently that there are 80,171 governmental units in the United States, up 1,902 in five years. The archival ramifications of this growth merit serious consideration.

Suitland, Maryland Bryan vanSweringen, an archivist screening State Department files in the National Archives' massive declassification program, recently discovered evidence of Fidel Castro's first attempt to establish relations with the United States. As a boy of 12 or 13, Castro wrote to the newly-re-elected FDR that he was happy to learn that he would be President for another term. He asked his "good friend Roosevelt" to send him a \$10 bill "green American" explaining that he had never seen American money. He also offered to inform the President of the location of rich iron deposits just uncovered in Cuba which the United States might

use to make ships. The letter was found in the files of the U.S. Cuban Embassy where it was forwarded for a routine response.

St. Paul, Minnesota John Wickre, manuscripts cataloger for the Minnesota Historical Society (and former editor of the *Missed Archivist*, which suspended publication after one issue due to popular demand) reports that he has become discouraged with his children's addiction to the television program, "Happy Days." "Though I suppose that 'respect da Fonz' is only natural for the children of an archivist," Wickre says.

Annapolis, Maryland In a ceremony held January 12 in the office of Acting Maryland Governor Blair Lee III, R. Nicholas Olsberg, Archivist of the Commonwealth of Massachusetts, presented Lee a ledger containing the names of soldiers of Maryland's 4th regiment of Continentals. The volume is an accounting of the wages of more than 400 men in George Washington's 1779 regiment. The ledger was recently discovered during an inventory of the Massachusetts Archives. When it became clear that the document pertained to Maryland, Olsberg contacted Edward C. Papenfuse, Maryland State Archivist, who positively identified it as a fugitive state record. Olsberg then obtained permission for its transfer to Maryland from Paul Guzzi, Secretary of the Commonwealth of Massachusetts. Acting Governor Lee hailed the return of the ledger as an unprecedented example of cooperation between state archives.

Austin, Texas Only two university presses have had books on the best seller list. The first was Yale University Press, with John Masterman's *The Double Cross System* in 1972. The second is the University of Texas Press, with T.H. White's *The Book of Merlyn*, the manuscript of which was discovered in the Humanities Research Collection of the University. While the normal university print run before publication is around 3,000 copies, projections of the popularity of the book led to an optimistic first printing of 30,000. According to a Press staff member, "We had visions of 20 Mack trucks arriving on Monday morning full of unsold *Merlyns*." But at last report there were 123,000 copies of the book in print, with no problems in sales.

PEOPLE and PAPERS

Cambridge, Massachusetts In January, over 50 years after the execution of Nicola Sacco and Bartolomeo Vanzetti, Harvard University released the papers of A. Lawrence Lowell, whose review commission affirmed the guilty verdict.

After Sacco and Vanzetti were condemned, Governor Alvan T. Fuller appointed the review group headed by Lowell, then the president of Harvard. The panel held closed hearings, a transcript of which was in the papers. The collection also contained related correspondence and preliminary drafts of the group's report.

Lowell's Sacco-Vanzetti papers were turned over to the University Archives in 1948 by his secretary and his biographer and were sealed until last December, a stipulation of the donors. This restriction had been tested recently in state court actions brought by a researcher who claimed the materials were public papers which should be governed by the state's freedom of information regulations. The researcher also sought damages because his work had been delayed due to his inability to review the Lowell materials. To date, these actions have not been successful.

The papers were opened for research in January after Harvard archivists arranged, described, and microfilmed the collection. During the first days of availability a large number of journalists from here and abroad used the material.

In a related development, John J. McGlynn, Massachusetts supervisor of public records, has announced that the state may try to claim title to much of the material now at Harvard.

New York, New York The *New York Times* reported that Eugene Bockman, Commissioner of the city government's newest agency--the Department of Records and Information Services--is taking his new responsibilities for records disposition seriously. One of his staffers has found a room crammed with 17 years of used parking machine receipts from municipal garages. Another estimates that at least two million cubic feet of paper could be disposed of immediately. Regrettably, the initial corps of specialists Bockman needs--six new workers to go out through city agencies and discover precisely what is hidden there--is yet to be authorized.

INSTITUTE SCHOLARSHIP AVAILABLE

A scholarship to The Institute: Introduction to Modern Archives, offered by the National Archives June 5-16, is now available. 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 Milton D. Gustafson, National Archives and Records Service, Room 5E, Washington, DC 20408 by April 20. Gustafson chairs the SAA's subcommittee on the Colonial Dames Scholarship.

DUNAGIN'S PEOPLE



"THIS REPORT IS BRIEF, INFORMATIVE, AND TO THE POINT... YOU'D BETTER DO IT OVER."

By Ralph Dunagin Reproduced through the courtesy of Field Newspaper Syndicate.

PROFESSIONAL OPPORTUNITIES

ARCHIVAL ASSISTANT, Sul Ross State University. Permanent position with developing regional archives. *Qualifications:* MA in history, Library Science, Museum or related area. Must have experience and/or course work in archival management. Applicants should be knowledgeable in Texas/Southwestern history and be willing to become professionally acquainted with the history of the Big Bend region of Texas. Individuals should be adaptable to small community. *Salary:* \$10,404-11,520 plus benefits as a state employee. Send resume to Kenneth D. Perry, Archivist, Sul Ross State University, Alpine, TX 79830.

Two vacancies-The Ohio Historical Society

ARCHIVIST. Responsible for researching, locating, acquiring, inventorying, and processing manuscripts and institutional records important to Ohio and American Black history; conducting oral history interviews; discussing institutional programs with donors and the public. *Qualifications:* MA in American history, library science, or related discipline; course work in Black history and either course work or direct experience in archives-manuscripts preferred. *Salary:* \$9505.

CONSERVATOR. Responsible for restoration and conservation work in bound and unbound paper materials, research, program development and assistance to acquisitions, cataloging, and reference staffs. *Qualifications:* knowledge of one or more of the basic fields of conservation of archives and library materials; MA in history, library science, or related sciences; direct work experience or special training course/certificate preferred. *Salary:* \$9505-\$10,500 based on experience.

For above positions, send resume to Personnel Officer, The Ohio Historical Society, 171 and 17th Avenue, Columbus, OH 43214.

STATE LIBRARIAN, Department of Education, Trenton, New Jersey. *Qualifications:* ALA accredited MLS; at least eight years of library experience. *Salary:* \$27,356 to \$36,925. Qualified candidates should send detailed resume no later than March 15, 1978 to Frederick E. Klett, Jr., Personnel Director, New Jersey Department of Education, Box 2019, Trenton, New Jersey 08625.

ARCHIVIST, Trevor Arnett Library, Atlanta University. Responsible for arranging, cataloging, and producing finding aids for archives of the Southern Regional Council under supervision of Project Director, and for directing work of paraprofessional assistant. This is a grant-funded project to run through February-March, 1979, with probable extension through a second year. *Qualifications:* MA (minimum) in an appropriate field; certification from recognized archival institute; and minimum of 3 years experience in similar work. *Salary:* \$12,000. Send resume to Ms. Lee Alexander, Archivist, Trevor Arnett Library, Atlanta University, Atlanta, GA 30314.

ARCHIVES FIELDWORKER, Bureau of Archives and History, New Jersey State Library. Responsible for surveying historical records located in New Jersey's county courthouses, providing preservation information for county clerks, preparing a guide to the holdings and assisting in the development of a state records plan for the State Historical Records Advisory Board. *Qualifications:* MA in American history, archival experience, knowledge of New Jersey history and/or experience with county or local records. *Salary:* \$15,000. One year appointment with possibility of a second year. Send resume to William C. Wright, Head, Bureau of Archives and History, New Jersey State Library, Department of Education, 185 West State Street, Trenton, NJ 08625.

LIBRARIAN, Society for the Preservation of New England Antiquities. Responsible for supervision and administration of Visual Resource Center specializing in photography and architectural history. Ability in preparation and supervision of grant funded projects and knowledge of photographic history essential. *Qualifications:* BA in American history, art history, or related field. Advanced degree in library science or related field helpful but not as important as proven ability in archival administration. *Salary:* \$10,000. Send resume to Daniel M. Lohnes, Director of Collections, SPNEA, 141 Cambridge Street, Boston, MA 02114.

ARCHIVIST, Archives of Labor and Urban Affairs, Wayne State University. Responsible for processing archival collections pertaining to the American labor movement and 20th century urban America; including appraisal, ar-

PROFESSIONAL OPPORTUNITIES

ranging and preparing finding aids. Will also work closely with researchers in use of collections, including participation in the supervision of reading room. Supervision of student assistant processors. *Qualifications:* MA in history or a related discipline and archival training and/or experience. *Salary:* Minimum \$11,200 for a 12-month appointment with 22 days vacation per year and other fringe benefits. Send resume to Philip P. Mason, Director, Archives of Labor and Urban Affairs, Walter P. Reuther Library, Wayne State University, Detroit, MI 48202.

Two vacancies-University of Missouri-Columbia

MANUSCRIPTS SPECIALIST, Western Historical Manuscripts. Responsible for processing manuscript collections; cleaning and mending damaged papers; writing objectives in concise finding aids for collections; other related duties. *Qualifications:* BA in history or one of the humanities or social sciences, or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired. Some experience in research and knowledge of a foreign language is desirable.

SENIOR MANUSCRIPTS SPECIALIST, Western Historical Manuscripts. Responsible for processing manuscript collections; cleaning and mending damaged papers; writing objectives in concise finding aids for collections; supervision of processing of large collections; planning staff meetings, other supervisory responsibilities. *Qualifications:* MA in history or one of the humanities or social sciences, or an equivalent combination of education and experience from which comparable knowledge and abilities can be acquired. Some experience in research and knowledge of a foreign language. One year experience as a manuscripts specialist or comparable work.

For above positions, send resume to the University of Missouri-Columbia, Personnel Services, 309 Hitt Street, Columbia, MO 65209. (314) 883-4221.

ARCHIVIST, Emory University, for 15 month project funded by a matching grant from NHPRC to process and prepare inventory for papers of Charles Holmes Herty, 20th century chemist; under general supervision of Refer-

ence Archivist. Project begins June 1, 1978. *Qualifications:* Archival training and a minimum of 2 years archival experience. Prefer advanced degree in U.S. history with emphasis in 20th century. *Salary:* \$13,750 for 15 month appointment. Send letter of application and resume with names of two references by April 21 to Linda M. Matthews, Special Collections Department, Robert W. Woodruff Library, Emory University, Atlanta, Georgia 30322.

DIRECTOR, Cornell Library. Cornell University invites applications for the position of Director of the University Library. The Director is responsible for administering a diversified library system with a collection of more than 3 million volumes and a staff of about 350 people including 130 professional librarians. The new Director may take office any time between July 1978-July, 1979. Replies should be sent to: David C. Knapp, Provost, Cornell University, Room 300, Day Hall, Ithaca, NY 14853.

It is assumed that all employers listing vacancies with the Society of American Archivists are in compliance with Equal Opportunity/Affirmative Action Regulations.

The Newsletter no longer carries listings of job applicants. Interested employers may obtain a complete roster of candidates from SAA's Chicago office.

TRAINING OPPORTUNITIES (CON'T)

Emory University, Division of Librarianship and the Georgia Department of Archives and History present their 12th Annual Archives Institute from July 24-August 18, 1978 in Atlanta, Georgia. The institute will offer general instruction in basic concepts and practices of archival administration. Contact Training Officer, Archives Institute, Georgia Department of Archives and History, 330 Capitol Avenue, Atlanta, GA 30334.

AASLH Seminar on Administration of Photographic Collections, Rochester, NY, May 7-11. Application deadline March 31. Contact AASLH, 1400 Eighth Ave. South, Nashville, TN 37203.

Copy deadline for the May issue of the SAA Newsletter is April 15.

SAA Newsletter

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Society of American Archivists, The Library, Post Office Box 8198
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TIME VALUE MAIL

Conference of Intermountain Archivists will meet in Reno, Nev., May 11-13, 1978 where they will discuss public relations and repository collecting policies. Contact Jay Haymond, Utah State Historical Society, 603 E. South Temple, Salt Lake City, Utah 84102

New England Archivists will meet at the University of Rhode Island on April 8 in Kingston, R.I. Topics include fund raising, labor and business archives. Contact William Joyce, American Antiquarian Society, 185 Salisbury St., Worcester, Mass., 01609.

The spring meeting of the *Society of Georgia Archivists* will be held in Savannah, Georgia, March 10-11, hosted by the Georgia Historical Society. Contact the Society of Georgia Archivists, PO Box 261, Georgia State University, Atlanta, Georgia, 30303.

Northwest Archivists will meet in Spokane, Wash., April 6 in conjunction with the Pacific Northwest Historical Society. Arrangement and description will be the theme. Contact Richard C. Berner, Library, University of Washington FM-25, Seattle, Wash., 98195.

Society of Southwest Archivists will meet in Fort Worth, Texas at the Sheraton Hotel, May 3-5. Topics include the copyright law, freedom of information, oral history and handling of non-textual records. Contact Sam Sizer, Library, University of Arkansas, Fayetteville, Ark., 72701.

Iowa Historical Materials Preservation Society will meet May 13 at Fort Dodge, Iowa, where they will discuss arrangement and description. Contact Dale Mayer, Hoover Library, West Branch, Iowa 52358.

Mid-Atlantic Regional Archives Conference will hold their spring meeting April 28-29, at Fredericksburg, Virginia. Finding aids, arrangement of college archives, care of photographs and exhibits will be discussed. Contact Arnold Brown, 1311 S. Thomas St., #22, Arlington, Virginia 22204



"Records on Reels" will be the theme of the *Michigan Archival Association's* spring meeting on May 17. Contact Frederick Honhart, Michigan State University, East Lansing, Mich. 48824

Tennessee Archivists will be hosted by the Disciples of Christ Historical Society and Joint University Libraries and Special Collections of Vanderbilt March 30-31 in Nashville. Topics include Spindex, the new copyright law, and preparing of exhibits. Contact Linda Bauch, Tennessee State Library and Archives, 403 Seventh Avenue North, Nashville, Tennessee 37219

Midwest Archives Conference (MAC) will meet in Chicago April 27-29. Topics include relationships with state legislators, reference work and business records, and a workshop on processing. Contact Nancy C. Prewitt, University of Missouri, Western Historical Manuscripts Collection, 23 Ellis Library, Columbia, Mo. 65201

Society of California Archivists will meet at Redlands and the University of California, Riverside April 7 and 8. The meeting will include a tour of the Smiley Library and the Special Collections of the University of California, Riverside. Contact Clifford Wurfel, Library, University of California-Riverside, Riverside, Calif., 92507.

Society of Ohio Archivists will meet May 13-14, at Burr Oak State Park Lodge near Athens, Ohio. Session topics include book conservation techniques, county and land records in genealogical research, and the art of securing grants. Contact Patrick Nolan, Wright State University Archives, Dayton, Ohio 45431.

The South Carolina Department of Archives and History will host the spring meeting of the *South Atlantic Archives and Records Conference*, May 11-12 in Columbia. Contact Charles Lee, South Carolina Department of Archives and History, PO Box 11669, Columbia, S.C. 29211.