

# •SAA Newsletter

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MAY 1978

## VIRGINIA PURDY NAMED AMERICAN ARCHIVIST EDITOR

Virginia C. Purdy has been named editor of the *American Archivist* by the Society's Council. Purdy holds a Masters degree and a Ph.D. in history from George Washington University. She has been employed by the Library of Congress and the National Portrait Gallery of the Smithsonian Institution. While serving as Keeper of the Catalogue of American Portraits, she and Daniel J. Reed co-authored a book entitled *Presidential Portraits*.

Purdy served as Chief of the National Archives Education Branch and since January, 1976, has held the title of Women's History Specialist. In this capacity, she is preparing a guide to federal records in the National Archives relating to the history of American women.

Purdy replaces C. F. W. Coker who has become Head, Reference and Reader Services Section, Manuscripts Division, Library of Congress. Coker will be responsible for the operation of the searchroom in the Manuscripts Division.

Coker, a Fellow of the Society, has served as editor of the *American Archivist* since 1975, and edited the Society's newly published *Basic Manual Series*. He had served as the Chief of the Printed Archives Branch of the National Archives since 1973.

During its April meeting in New York, the SAA Council expressed its appreciation to Coker for his contributions to the Society, and commended him for his valuable service as editor.

## INTERNATIONAL ARCHIVES WEEK SCHEDULED IN 1979

The International Council on Archives has adopted a plan for a series of International Archives Weeks to be scheduled in fall of 1979. The plan has been prepared by ICA's Section of Professional Archival Associations.

A wide range of activities has been suggested as appropriate for the commemoration. Included are publications, symposia, open-house visits, films on archives, and exhibits.

Celebrations at various levels are anticipated. The international celebration will be opened in Paris with an exhibit and, possibly, a scholarly conference. National celebrations are expected to be planned by national organizing committees which will include representatives of archival associations and the country's national archival institution. Celebrations at the regional, state and local levels are also anticipated.

In the United States, these are expected to be coordinated by the appropriate archival organizations as well as major archival institutions. Plans for the U.S. celebrations will be discussed at a breakfast meeting of leaders of regional archival organizations during the SAA Annual Meeting in Nashville.



Nominations for 1978 SAA Awards must be postmarked by June 1. See March 1978 *SAA Newsletter* for details.

# ACCESS TO NIXON MATERIALS: ONE STEP FORWARD/TWO STEPS BACK

There have been three recent developments which affect access to the materials of Richard Nixon.

*Presidential Materials* In an unexpected move which, according to one observer, grabbed defeat from the jaws of victory, the Justice Department acknowledged in April that regulations for public access to the papers and tapes of President Nixon were adopted in an unconstitutional manner.

It is likely that the development means that Congress will intervene in District Court proceedings to defend the so-called "one-house veto" in which regulations promulgated by GSA cannot go into effect if either house of Congress disapproves.

In any case, the filing of the Justice Department will further delay the time when the public can see the papers and hear the secretly recorded tapes, including those pertaining to Watergate.

The issue of the validity of the one-house veto has long been in contention between the legislative and executive branches of the government. Those seeking early access to Nixon materials are chagrined that the current administration apparently chose this case to attempt to make the executive branch's argument that both houses of Congress must act on such a matter.

The National Archives has been processing Nixon presidential materials since the regulations went into effect last December, but no documents have been released to date, except to Nixon and to the courts.

*Pre-Presidential Materials* Noting that complete restrictions on access are no longer necessary, former President Nixon has agreed to allow some access to the pre-presidential materials he donated to the National Archives. The agreement by Nixon, which represents a major reversal of his position concerning access to such materials, ends a lawsuit that has been pending for more than four years seeking release of what has come to be known as his "vice presidential papers." Nixon's agreement with GSA and NARS applies only to the 400 cubic feet of materials he has deeded to the United States. An additional 900 cubic feet remain in federal custody, but have not yet been donated. The

material is stored in National Archives facilities in the Washington, DC area and in Southern California. According to Archivist of the United States James B. Rhoads, the materials should be available to the public this summer.

*Tapes from Watergate Court Proceedings* In an April ruling, the Supreme Court denied broadcasters the right to copy and sell taped conversations of former President Nixon that were played during the Watergate cover-up trial. By a vote of 7-2, the Court rejected arguments that public access to court records and the constitutional guarantees of free speech and a public trial require the tapes' release. "The requirement of a public trial is satisfied by the opportunity to members of the public and press to attend the trial and to report what they have observed," Justice Lewis Powell argued in the majority opinion. Taking issue with the majority, Justice John Paul Stevens said that a "full understanding" of the cover-up trial--and the conduct disclosed by the evidence--"may affect the future operations of our institutions."

## NARS SIGNS UNION PACT

After four years of negotiations, the National Archives and Records Service and representatives of the American Federation of Government Employees recently signed a new collective bargaining agreement. The pact recognizes the AFGE local as the representative of all Washington-area NARS employees and details rights regarding work hours, leave, training, and other employee concerns. Carmen Delle Donne is president of the Archives local.

### SAA STAFF

Ann Morgan Campbell, *Executive Director*

#### Administrative Services

Joyce Gianatasio, *Director*  
Jean DeHorn  
Patricia Garcia  
Susan Zivalic

#### Special Programs

Timothy Walch, *Director*  
Karen Hawker  
Deborah Risteen

#### Historical Records Survey Project

Loretta Hefner, *Program Officer*



# WASHINGTON WATCH

*NHPRC Funding* SAA President Walter Rundell, Jr. testified in April in favor of increased funding for the records program of the National Historical Publications and Records Commission before the Subcommittee for Treasury, Postal Service and General Government of the House of Representatives Committee on Appropriations. Rundell presented examples of the impact of NHPRC grants and advanced a number of reasons why archival organizations support the historical records program: the high priority given to rescuing endangered records, support of basic archival education programs, the preponderance of projects which develop techniques, standards, and procedures for the future, and the impact of small grants in increasing the awareness and support of archives and overall records programs. In recommending a \$500,000 increase over the existing FY78 appropriation of \$3.5 million, Rundell strongly urged the lawmakers to appropriate additional funds for the Commission in FY79 rather than reallocate the monies from the general budget of the National Archives.

*Public Papers* Representative Richardson Preyer's House Subcommittee on Government Information and Individual Rights held a series of hearings in March which considered two bills which would make Presidents' official papers the property of the United States. HR10998, sponsored by Preyer, would make papers of all future Presidents available under the Freedom of Information Act. HR11001, which was jointly introduced by Representatives Allen E. Ertel and John Brademas, is based on the recommendations of the National Study Commission of Records and Documents of Federal Officials. It would not make Presidential papers subject to FOIA but would allow the President to control access to the records for up to 15 years after he leaves office.

Archivist of the United States James B. Rhoads told the panel that unless Presidents could exert control for up to 15 years after leaving office, "fewer and less candid Presidential records documenting the decision-making process would be originated if the policy makers believed that these documents would be quickly available to the public under the Freedom of Information Act." Rhoads also suggested that providing for immediate access under FOIA might generate "immediate, excessive litigation" that could put an excessive burden on archivists.

Historian Arthur Schlesinger, Jr. also sup-

ported delayed access, since "if the historian demands instant access, his importunity may well impoverish the ultimate record; if he wants the fullest possible record, he may have to restrain his impatience."

SAA Executive Director Ann Morgan Campbell's testimony favored the approach of the Brademas-Ertel bill and reminded the committee of the importance of ensuring the "integrity of the record by ensuring the integrity of the custodian of the record." She enumerated the four minimum elements articulated by SAA as necessary to ensure a safe and trustworthy National Archives: 1) Return of all statutory authority relating to archival programs to the Archivist of the United States. 2) Appointment of the Archivist by the President, the appointment to be based upon a set of professional criteria. 3) Creation by statute of a governing body to oversee National Archives programs. 4) Submission by the Archivist of an annual report to Congress and to the President.

Former White House counsel Philip Buchen called for Congress to extend the FOIA to itself and the judiciary if it intends to make Presidential papers public documents. "Congress should do unto the President only what it is willing to do unto itself," he said.

*GSA Reorganization* As part of President Carter's plans to reorganize the executive branch of the government, an Administrative Services Reorganization Project has studied the operations of the General Services Administration since late 1977. Although there were early indications that the Project was having difficulty addressing the particular problems of the National Archives and Records Service, a component of GSA (see *SAA Newsletter*, January 1978, p. 5), observers now feel that NARS operations have received an effective review.

NARS staff members James Megronigle, James Moore, Ray Mosley, Ken Harris and Jon Halsall have been involved with the Reorganization Team and ARMA Executive Director Edward N. Johnson, on leave from his association responsibilities, has directed the work of an archives and records taskforce.

A 17-person formal advisory group to the Project has been named to review the work of the task force groups and provide guidance on future direction. The panel includes 16 members from business and industry and SAA Executive Director Ann Morgan Campbell.

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# ARCHIVAL SECURITY NEWSLETTER

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## OHIO LAW ENACTED

Archives, libraries, and museums in Ohio will receive legal protection that will make their repositories and institutions less vulnerable to thievery and vandalism, as a result of legislation enacted by the Ohio State Legislature and signed by the governor.

Under Ohio's new law employees of archives, libraries, and museums are permitted to detain persons who are suspected of misusing or stealing property owned by, or in the custody of, the institutions. Furthermore, the law specifies that archival repositories and the state library are permitted to buy liability insurance, thus protecting their employees from potential civil and criminal prosecution.

The bill was sponsored by Rep. S. L. Fauver after William E. Bigglestone, archivist of Oberlin College, mentioned in a personal conversation the increasing security problems archives and other institutions are experiencing.

Several other Ohio archivists were also instrumental in the research and passage of the bill. Dennis Harrison, archivist at Western Reserve Historical Society, worked closely with Fauver and the Ohio Legislative Service in revising the bill so that it would be applicable to manuscript libraries as well as archives. Patrick Nolan, archivist at Wright State University, wrote Fauver on behalf of the Society of Ohio Archivists. Dennis East, archivist at Ohio Historical Society, gave testimony to the legislative committee on the importance of the measure.

## TABLOID REVIEWS SAA PROGRAM

SAA's Archival Security Program gained a new audience with the April 11, 1978 edition of the *National Enquirer*. Reporter Allan A. Zullo declared, "Thieves are stealing America's heritage." He continued the feature article quoting such archival security notables as Timothy Walch, the Society's associate director of the Security Program; Philip Mason, director of the Walter Reuther Archives of Labor and Urban Affairs at Wayne State University; Lawrence Dowler, associate librarian for manuscripts and archives at Yale University and Edmund Berkeley, Jr., curator of manuscripts at the University of Virginia. *National Enquirer* is a weekly newspaper with a general readership of 18 million people.

## LIBRARIES DISCLOSE LOSSES

*American Libraries* recently reviewed the problem of library book thievery and concluded "book losses in your library aren't as bad as you think. More than likely they are much worse." The New York Public Library estimates 10 per cent of its collection disappears every year. A university library in Ohio lost an entire set of the Encyclopedia Britannica less than a day after it was put on the shelves. Librarians also reported that the most popular books being stolen are paperbacks and magazines, where the losses have run as high as 30 per cent of one library's collection. "How to" books on subjects such as cooking and auto repair are the second most popular with thieves.

While electronic detection security systems have been installed to alleviate unlawful removal of books in numerous libraries, institutions with the equipment have reported that they now have an increased problem with vandals tearing articles and pictures out of books and magazines.

## VIRGINIA COURT UPHOLDS PUBLIC RECORDS ACT

A book dealer in possession of an Alexandria, Virginia Receipt Book was ordered to give the book to the city rather than permit its sale. In *Holton vs. Yudkin*, a case initiated by the book dealer, a Virginia court upheld the constitutionality of the state's Public Records Act stating the book "...was created as a public record and as such was the property of the ... city, and that having been created as a public record it is and remains a public record and the property of the aforesaid city, unless or until it is or has been abandoned or otherwise disposed of by authorization of the City Council of the City of Alexandria, Virginia."

## 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.



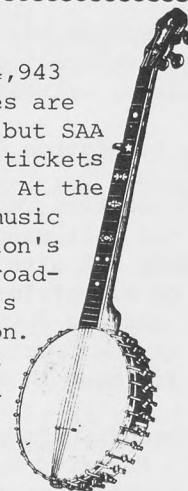
## A NIGHT AT THE OPRY & A VISIT TO JACK DANIEL'S SCHEDULED AFTER SAA '78

Nashville is a unique city which will offer SAA members a wide variety of options for leisure-time activities and post-meeting tours. Visiting archivists will be able to explore the city that is Tennessee's capital, a historic site of Civil War battles and presidential estates. Nashville is the Athens of the South--named not so much for its obvious Greek architecture as for its being the home of eleven major colleges and universities; it is the famed Music City USA, home of the world renowned Grand Ole Opry. Special post-meeting tours have been arranged to Middle Tennessee's walking horse farms and the oldest national registered distillery in the country--Jack Daniel's of Lynchburg.

Two post-meeting tour options will be offered. A Friday tour will include the Hermitage and Friday night's Opry performance. A two-day Middle Tennessee tour will depart Nashville early Friday afternoon and include the Distillery and Lynchburg, an over-night stay in Shelbyville, walking horse farm visits, and Saturday night at the Opry.

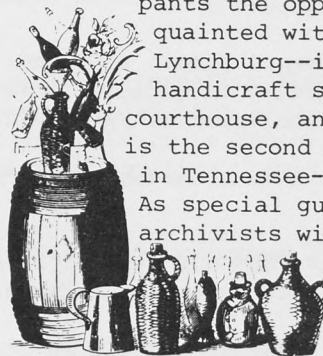
Complete details on tour opportunities will be included in the annual meeting packet which will be mailed to members in mid-July. Archivists who have obtained Opry tickets on their own and who wish to participate in one of the post-meeting tours are encouraged to contact SAA's Chicago office. The annual meeting is scheduled October 3-6, 1978. Most Society committees will meet on Tuesday, October 2. Local arrangements are being planned by a committee chaired by Cleo Hughes. The program committee is working under the direction of Edward Papenfuse. Linda Bauch is editing the program booklet.

The Grand Ole Opry attracted 844,943 visitors last year. Performances are often sold out years in advance but SAA has recently obtained blocks of tickets for annual meeting participants. At the Opry, the top stars in country music perform each weekend on the nation's oldest continuous radio show--broadcast live across America on WSM's 50,000 watt clear channel station. In 1975, the Opry celebrated its 50th anniversary and it grows in popularity each year. There's no show anywhere quite like it. People come from all over the world each weekend to see and hear it.



The Hermitage, home of Andrew Jackson, is one of America's most widely-visited historic sites. Jackson purchased the 625 acres in 1804, and the first mansion was built in 1819. Extensive remodeling took place in 1831 while Jackson served as President, and the mansion and farm are well-preserved today. The Andrew Jackson Papers Project is located at the Hermitage.

A post-meeting tour of Jack Daniel's Distillery and Lynchburg will offer SAA meeting participants the opportunity to become acquainted with the quaint town of Lynchburg--its hardware store, ladies' handicraft shop, handsomely restored courthouse, and the institution which is the second largest Federal taxpayer in Tennessee--Jack Daniel's Distillery. As special guests of the Distillery, archivists will tour its operations and Lynchburg and then travel a short distance to the next county for an old-fashioned evening of barbecue and blue grass music.



# INTRODUCTORY BIBLIOGRAPHY:

This selective bibliography was prepared for the *Newsletter* by Larry J. Hackman, National Historical Publications and Records Commission. SAA will publish a guide for fundraising for archivists, written by Hackman, within a year.

## I. The Foundation Center Information System

"The Foundation Center," by Judith Margolin, in *Special Libraries*, December 1976. Information about the full range of services of the Foundation Center which produces not only *The Foundation Directory* but also *Foundation News*; *The Foundation Center Sourcebook*; annual reports of foundations on microfilm; a *National Data Book*, giving brief financial profiles of all 26,000 foundations; and the *Foundation Grants Index*. Similar information, though in more detail than that found in the *Special Libraries* article, is in Margolin's "About Foundations: How to Find the Facts You Need to Get a Grant." \$3 prepaid from the Foundation Center.

*The Foundation Directory*, 5th and 6th editions (1975 and 1977). Published by Columbia University Press. Prepared by the Foundation Center, this is a most important source of information about large foundations in the United States. The 1977 edition provides basic information about 2,818 of them. The arrangement is alphabetical within each state.

The introductions and appendices provide the most reliable information available regarding the foundation world generally. Appendices to the 1975 edition include reprints of pamphlets entitled, "What Will a Foundation Look for When You Submit a Grant Proposal?" and "What Makes a Good Proposal?" which are also available free of charge from The Foundation Center, 888 Seventh Ave., New York, NY 10019.

*The Foundation Directory* also contains a bibliography of published state and regional foundation directories, most of which list small foundations not included in *The Foundation Directory*. Also listed are the addresses of the over fifty regional research collections which can be used free of charge. *The Foundation Directory* can be found in many libraries and development offices.

## II. Other Useful References

*The Foundation Reporter*, published by the Taft Information System, focuses on the large foundations. Taft also produces *Trustees of Wealth*, which provides biographical data about persons of influence in foundations; and *The Swipe File*, which contains examples of successful grant applications. *The Swipe File* is \$5. Contact Taft Corporation, 1000 Vermont Ave., Washington, DC 20005.

*The Grass Roots Fundraising Book*, Joan Flanagan, 219 pp. Chicago: The Swallow Press, Inc., 1977. \$4.95. For small organizations. The philosophy here is that locally oriented organizations should depend primarily on local sources of funding.

*Museum News*, July/August 1977 issue. A special issue on fundraising for museums including a "Where to Find" listing of basic sources of information and, among several useful articles, one on "Local Fundraising Strategies."

"Resource Development for Women," Ginger Hoffland, *Chrysalis*, No. 3, 1977. An excellent introduction to fundraising. Contains an especially sound annotated list of sources of information and a useful glossary. NOT for women only. *Chrysalis* is a new women's studies journal.

"Securing Grant Support," William Alderson, *History News*, December 1972. Issued separately as AASLH Technical Leaflet 62.

*Grants: How to Find Out About Them and What To Do Next*, Virginia White. New York: Plenum Press, 1975. 354 pp., \$19.50. Useful advice and information on government and foundation grant making.

"Everyman His Own Grantsman," Margaret Child in *The Ohio Archivist*, Spring 1977. Sound basic advice on proposal writing from the director of NEH's Centers of Research Programs.



# FUNDRAISING FOR ARCHIVISTS

- III. The National Historical Publications and Records Commission Records Grant Program and The National Endowment for the Humanities, Division of Research Grants, Centers of Research Programs.

Information is readily available about these two programs which fund many projects relating to archival and manuscript work. A joint statement comparing and contrasting the two programs may be obtained by writing NHPRC or NEH at the addresses provided below.

## NHPRC materials and articles

"Policies and Procedures: Applications and Grants." This basic pamphlet outlines the general scope and nature of the records grant program.

"The Role of the State Historical Records Coordinator and Advisory Board." This brief pamphlet describes the state-level mechanism which reviews grant applications prior to NHPRC consideration.

"Suggestions for Applicants." A much expanded 21-page handout which covers questions of eligibility, preferred approaches, proposal drafting, application review criteria, and other details. Should be read thoroughly prior to preparing a records grant proposal to the NHPRC.

*Annotation.* The newsletter of the NHPRC. Issued three to four times per year. Contains lists of new grants, completed projects, notices of conferences and publications, and editorials and articles relating to the Commission and its activities.

"Statement of National Needs and Preferred Approaches for Historical Records in the United States." The NHPRC's first statement of its philosophy. The statement is not meant to be restricted to the Commission's own grant program but is intended for all who are interested in historical records problems in the United States.

"The Records Grant Program: The Future Depends on You," *Midwest Archivist*, Volume 1, No. 2, 1976, Larry J. Hackman. Outlines the basic themes and strategies of NHPRC's records grant program, especially the role of archivists and archival organizations in the future development of the program.

These materials may be obtained by writing Director, Records Program, NHPRC, National Archives, Washington, DC 20408.

## NEH materials

Current program statement for the research collections program, "Research Collections."

Current "Program Announcement" for the entire NEH describes all NEH programs. Divisions other than the Research Division, for example the Education and Public Programs Divisions, may also have programs of interest.

The Office of State Programs at NEH can provide information about the state-based NEH program in your state. State-based humanities programs have increasing funds and broadened authority. They are no longer restricted exclusively to projects relating to humanities and public policy issues. Addresses for State Humanities Committees are included in the "Program Announcement" noted above.

These materials may be obtained by writing National Endowment for the Humanities, 806 15th Street, NW, Washington, DC 20506.

# PEOPLE



# PAPERS

Berlin A manuscript of former President John F. Kennedy's famous 1963 "I am a Berliner" speech was delivered to West Berlin's Mayor Dietrich Stobbe Thursday for public display in the city hall.

West Berlin bought the original manuscript for \$8,000 at a Jan. 26 New York auction. Kennedy, visiting West Berlin two years after East Germany built the wall that still divides the city, delivered the key phrase of the speech in German. The German phrase is written on the manuscript.

Fairfax, Virginia Sen. William L. Scott, retired Republican senator from Virginia, is donating papers collected during his 12 year congressional service to George Mason University. A preliminary inspection of the documents indicated that material from Scott's Senate years alone would fill 45 four-drawer cabinets. Scott also served three terms in the House. Scott said he decided to give away the material "because I wouldn't have room for it around the house. They're kind of giving me storage space."

Detroit, Michigan On February 20, 1978, the Detroit Historical Society Guild presented its 27th annual Patriotic Award to Philip P. Mason. Mason is archivist at the Archives of Labor History at Wayne State University, and past president and Fellow of the Society of American Archivists.

Washington, DC The Library of Congress, which has two of the five known manuscripts of the Gettysburg Address, is fighting efforts to move one of them. The manuscript would be transferred to the national battlefield park at Gettysburg, Pennsylvania.

The issue flared up at a Senate appropriations subcommittee hearing when Sen. Richard Schweiker, R-Pa., told Librarian of Congress Daniel J. Boorstin it seemed "a waste" to have two copies at the Library and none at the battlefield, "since Gettysburg is where it all began."

But Boorstin replied that preservation experts at the Library believe continuous display of a manuscript is harmful, "and the item would suffer measurable and irreversible damage" if put on display at Gettysburg.

Bonn, West Germany A member of West Germany's ruling Social Democratic Party has raised a potentially embarrassing issue by asking why his government has failed to take custody of millions of Nazi Party documents that have been in U.S. hands since World War II.

Sources say that millions of the documents constituting much of the archives of Adolf Hitler's party remain in buildings and underground vaults in West Berlin despite U.S. efforts to turn them over to the West German government.

Parliamentarian Karl-Heinz Hansen has charged that officials in Bonn have resisted taking custody of the archives because they could prove embarrassing to prominent persons there. However a spokesman for the U.S. embassy stated, "...a decision on the transfer has been complicated by the needs of both governments to insure that the provisions of their laws regarding public access to government records are satisfied and that adequate safeguards exist to protect the rights of privacy of individuals under the laws of both countries."

## SHOE



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## TRANSITIONS

SAA President-elect *Hugh A. Taylor*, formerly director of the Historical Branch of the Public Archives of Canada, has taken a new position as director of the Provincial Archives of Nova Scotia. In his new position, Taylor will oversee the construction of a new facility to house the archives.

*Michael Swift*, SAA member and formerly Provincial Archivist of New Brunswick, will assume the position vacated by Taylor at the Public Archives in Ottawa.

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*Elizabeth Hamer Kegan*, Assistant Librarian of Congress for American and Library Studies, has announced her retirement from federal service for reasons of health. Librarian of Congress Daniel J. Boorstin, speaking of her career, said, "She has been a leader in the world of archives and has been a vigorous and essential link between the Library of Congress and the archival profession. During her long and effective career in the Library of Congress, Betty Kegan has been an ambassador from the Library to the world of historical scholarship and to Washington's cultural community."

Betty Kegan is a founding member and Fellow of the Society of American Archivists, and served the SAA as a Council member and as Vice President and President.

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Fellow and former Council member of the Society of American Archivists, *William T. Alderson*, has been named director of the museum studies program at the University of Delaware, effective September 1.

Alderson, who has served as director of the American Association for State and Local History since 1964, plans to broaden the present museum studies course offerings to include instruction in the general field of historical society and agency programs and management.

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SAA Council member *Andrea Hinding* will become Director of the Walter Library of the University of Minnesota on July 1, 1978. Her responsibilities will include four archives units and the humanities library. Hinding has served as curator of the University's Social Welfare Archives and for the past three years has co-directed the Women's History Sources Survey.

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*Jean B. Waggener* has been appointed Director of the new Archives and Manuscripts Section of the Tennessee State Library and Archives. *Cleo A. Hughes*, former Director of the Archives Section, has been named Director of Program Development and Evaluation for the State Library and Archives.

## CONSULTATIVE GROUP ON CANADIAN ARCHIVES ESTABLISHED

The Canada Council, a cultural foundation of the Canadian government, has set up a Consultative Group to examine the function and state of the Canadian archival system, the roles of public and private institutions in the preservation and use of historical records pertaining to Canada, and the implications of Canada Council programs for the development of Canadian archives.

Under the chairmanship of Ian Wilson, Provincial Archivist of Saskatchewan, the nine-member Group is examining all types of Canadian archives--municipal and local, business and labor, ecclesiastical, provincial, university and federal--and will make recommendations for the development of existing archives and the evolution of the Canadian archival system.

The Consultative Group was set up in response to the frequently expressed need for training programs, coordination in archival activity, advancement of professional standards, public awareness of the importance of Canadian archives, and the need for prompt action to preserve historical records.

The Group will meet seven or eight times during the year to discuss such topics as the public image of archives, diffusion of archival resources, and funding.

The Consultative Group is currently gathering information to assist in its discussions. Briefs or comments are welcome and should be sent to Consultative Group on Archives, Secretariat, Humanities and Social Science Branch, Canada Council, PO Box 1047, Ottawa K1P 5V8.

## LEGAL PROBLEMS IN ADMINISTERING CONFIDENTIAL CASE RECORDS

In examining the legal problems that are involved in administering confidential case records, it is essential at the start to consult the statutory law of a given state to determine which records are declared to be confidential. The laws in the fifty state jurisdictions concerning confidential information vary widely. In general, case records in the fields of social service, public welfare and public health are considered by law to be confidential. Officials charged with the responsibility for administering these records are prohibited from disclosing their contents, subject to such exceptions as the following:

- 1) With the written consent of the client or patient.
- 2) Upon subpoena by a court of law.
- 3) For purposes directly connected with the administration of public aid.

Some of the laws prescribe criminal penalties for disclosing the contents of confidential case records.

It should also be observed that in a number of states, certified social workers are prohibited from disclosing any information they have obtained from a client in their professional capacity. This prohibition applies to social workers employed in public as well as private social agencies, and it is based on the legal premise that the social worker/client relationship is a confidential one.

In addition to the statutory law mentioned above, cognizance must also be taken of the case law relating to the right of privacy. At the present time, state and federal courts recognize the right of privacy as an accepted legal principle. The right of privacy cannot be easily defined, and like all case law, it is in a state of continuous evolution, particularly since it is a relatively new concept having no previous existence under the common law. The right of privacy has been defined as the right of an individual to be "let alone" and to be free from unwarranted publicity regarding his private affairs. Thus, in administering case records, it is important to realize that the disclosure of a person's name may constitute an unwarranted invasion of the right of privacy which, under given circumstances, could result in a legal action involving damages.

There are limitations to the right of privacy. In order for the right of privacy to be invoked, the matter which is made public must be the one which would be offensive and objectionable to a reasonable man of ordinary sensibilities. Moreover, the right of privacy is a personal one and may be enforced only by the person whose right has been infringed. It does not extend to members of his family unless their own privacy is invaded along with his. The individual right of privacy which any person has during his life dies with the person.

The right of privacy also comes into conflict with another legal principle, namely, "the right to know." It has been declared, for example, that the right of privacy is not necessarily superior to the rights of the public, and that it does not extend to prohibit the publication of information which is of public or general interest under the First Amendment of the U.S. Constitution. Case records contain a great deal of social, economic, and scientific data which is of great value for research purposes. This data must be made available for public examination under the First Amendment. On the other hand, case records also contain the names of individuals who are associated with the data, and under the right of privacy must be protected from public disclosure, particularly where the data is of a highly personal nature.

Is it possible to resolve this conflict between the right of privacy and the right to know? In 1977, the state of New York enacted a Freedom of Information Law. (See Consolidated Laws of New York, Public Officers Law, Sec. 84-90.) The legislative declaration of the act proclaims the following:

"The people's right to know the process of governmental decision-making and to review the documents and statistics leading to determinations is basic to our society. Access to such information should not be thwarted by shrouding it with the cloak of secrecy or confidentiality.

"The legislature therefore declared that government is the public's business and that the public individually and collectively and represented by a free press, should have access to the records of government in accordance with the provisions of this article."



This new law enlarges the scope of access to public records considerably. Yet it does provide that a state agency may deny access to records which if disclosed would constitute an unwarranted invasion of personal privacy. But it also makes provision for an agency to delete "identifying details," thus making it possible to make records available to the public without disclosing the names of individuals to whom the records refer. This is an important step in helping to bridge the conflicting requirements inherent in the right of privacy and the right to know.

The federal Freedom of Information Act also denies access to "personnel and medical files and similar files the disclosure of which would constitute a clearly unwarranted invasion of personal privacy." However it also provides the following: "Any reasonable segregated portion of a record shall be provided to any person requesting such records after deletion of the portions which are exempt under this subsection."

Despite the legal limitations and prohibitions involved in administering confidential case records, some archival agencies are making collections of such records available for research purposes. (See Virginia R. Stewart, "Problems of Confidentiality in the Administration of Personal Case Records," *American Archivist*, July 1974, pp. 387-398.) A variety of techniques have been developed by archivists to preserve the confidentiality of personal case records. One technique is to require the researcher to sign a statement that he will not reveal the identity of any individuals to whom the records refer. Another technique is to have a staff member review the research notes. Still another technique is to delete identifying details from the records. A final precaution is to have the researcher sign an agreement that he will hold harmless and indemnify the archival agency for any loss or damages arising out of the use of the records. These are necessary safeguards, but none are completely without some risk of liability.

Looking to the future, as the movement to computerize public records grows, it should be relatively simple to design a scheme for administering confidential records where the contents may be made available for research purposes and yet, at the same time, the personal privacy of the individual be safely preserved.

--Alex Ladenson

Three specific questions pertaining to the administration of confidential case records, sent to the Society of American Archivists, were referred to Alex Ladenson. The questions, with Ladenson's legal opinion, are printed below.

*When a donor deposits archival material containing confidential case records in a repository, does all responsibility regarding use fall upon the repository, or is there still a residual liability on the part of the donor?*

The donor of the archival material as well as the donee repository may become liable for an invasion of privacy unless there is a specific provision to the contrary in the deed of gift.

*Can an archives or sponsoring institution legally assume all such responsibility if it so wishes?*

I do not know why an archival agency such as a university cannot assume such a responsibility, if it so wishes.

*Can an archives through proper user forms pass on liability for confidentiality to the researcher or user?*

An archival agency may transfer to the researcher the liability for an invasion of the right of privacy, but only by requiring him or her to sign an agreement that he or she will hold harmless and indemnify the archival agency for any loss or damage arising out of the use of the records.

#### **LADENSON NAMED SAA LEGAL COUNSEL**

Alex Ladenson, former Chief Librarian of the Chicago Public Library, has been named legal counsel to the Society of American Archivists. Since 1975 Ladenson has served as counsel to the SAA Archival Security Program.

Ladenson received his B.S. in law from Northwestern University in 1929, his J.D. from the same institution in 1932 and his Ph.D. in history from the University of Chicago in 1938. Ladenson will be advising the Society on a wide variety of legal matters. He will be available for consultation at the SAA annual meeting in Nashville.

# notable quotables

"The National Archives is not in business to fill dark and dusky shelves. We are in the business of preserving an information resource for the sake of legitimate users, and we believe that this function can only become increasingly important as the value of information itself, as a resource in our economy, increases."

*James O'Neill, Deputy Archivist of the U.S., in an address before a meeting of scientific and technological managers.*

\* \* \*

"For some years I, and many others, have been deeply concerned about preserving historical materials now stored in the courthouses of Massachusetts. Our Commonwealth is incomparably rich in the artifacts of our American heritage, and our courthouses are one of the principal sources of these precious materials.

"The Massachusetts Judicial Records Committee was formed by me partly in response to the concerns addressed to me by a number of clerks of courts that priceless and irreplaceable materials were in danger of loss or disintegration, and that some significant documents were not even identified as such. . . . Now that the lasting historical value of the records has been determined, let us commence planning for the systematic preservation of these invaluable materials. All interests, particularly the clerks of court who have the most concern of all, should commence with a dialogue as to the recommendations contained in this volume."

*Edward F. Hennessey, Chief Justice, Massachusetts Supreme Court, in the foreword to an inventory of the records of the Court*

\* \* \*

"For archivists practising in Canadian institutions the SAA commands ambiguous feelings. Under strong executive leadership the SAA has in recent years successfully represented Association interests at a national level by securing very tangible results such as favourable court decisions, advanced publications programmes and greater funding. But while the scope, size and quality of its operations are admirable, and although warmly welcomed into its ranks and indeed occasionally honoured as in this year with the election of Hugh Taylor as vice-president (president-elect), Canadians nonetheless are always on the periphery. . . . But should Canadians, or any other national for that matter, expect an American association to be anything else but

that, a national association representing American concerns? The SAA cannot be all things to all people and while there is undeniable benefit for Canadian members, it is to Canada's national association that archivists must look for leadership in handling matters peculiar to our jurisdiction."

*Barbara Lazenby Craig writing in Archivaria*

\* \* \*

"We preserve and collect the prayers, thoughts, faith expression of our Mother Foundress and/or Father Founder. But who is there among us that preserves the faith in Christ Jesus of Sister Angela who worked in the sewing room for fifty years before she retired? And that is of extreme importance, because Sister Angela, too, in her religious life experienced times of visitation and deep faith in the Lord Christ. In addition to asking her where she bought the fabric for all the old habits, do we not owe it to our congregations as archivists to ask her of her faith in Christ, so that her joyful and loving response to His visitation may be faithfully and lovingly preserved?"

*Rev. Michael Zilligan in a homily delivered before the Leadership Conference of Women Religious Workshop, San Antonio, Texas*

**ZIGGY**



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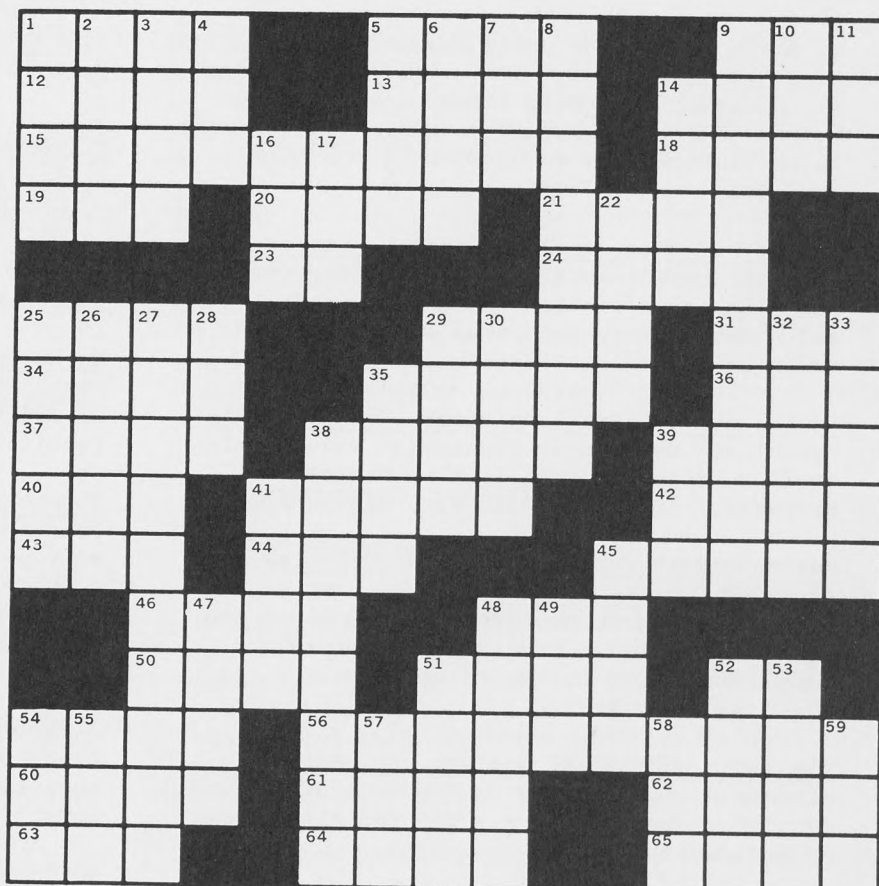


# Terminology Teaser: A Crossword for Curators

by H. L. Risteen, edited by SAA Newsletter

## ACROSS

- |  |  |
|--|--|
| 1 Linear _____   | 37 Accumulation of records   |
| 5 Carter's Attorney General                              | 38 Movie star Gene _____   |
| 9 Stuff  | 39 Formerly  |
| 12 Taj Mahal town  | 40 Snakelike fish  |
| 13 Et _____ (and others)                                 | 41 Descendant  |
| 14 An association for records managers                   | 42 Move swiftly  |
| 15 Document  | 43 Compass point   |
| 18 Reproduction  | 44 Informal SAA caucus or segment of a play                        |
| 19 Maryland's Papefuse, New York's Weldon and TV's horse | 45 Prophets  |
| 20 Finding _____   | 46 _____ge out (removal record)                                    |
| 21 Height: abbr.   | 48 Month: abbr.  |
| 23 A common preposition                                  | 50 New Zealand tree  |
| 24 Be transported  | 51 N. Amer. rail   |
| 25 Confront  | 52 — A: regional archival organization or U.S. intelligence agency |
| 29 Memorandum admonition: _____ and destroy              | 54 Correspondence  |
| 31 Today   | 56 Record keepers  |
| 34 The _____ Chancellor                                  | 60 16½ feet  |
| 35 Glides  | 61 What libraries do   |
| 36 High card   | 62 Se_____ (file units)  |
|  | 63 Evi_____tial value  |
|  | 64 Family members  |
|  | 65 Jane Austen novel   |



## DOWN

- |                                   |  |  |  |
|-----------------------------------|--|--|--|
| 1 Renown                          | 16 World's largest archival organization | 38 Accession additions                             | 57 Reading _____m  |
| 2 Mild expletive                  | 17 Op_____                               | 39 Chemical suffix                                 | 58 Anger   |
| 3 Sea eagles                      | 22 Covers                                | 41 German river                                    | 59 Regional archival organization for Texas and environs |
| 4 Greek letter                    | 25 Musical instruments                   | 45 Tito follower                                   |  |
| 5 Poet                            | 26 Zodiac sign                           | 47 _____ings                                       |  |
| 6 Yale men                        | 27 Documental accumulation               | 48 Daly of Illinois, Newman of Indiana, and a W.C. |  |
| 7 Edge                            | 28 Compass point                         | 49 Tell's canton                                   |  |
| 8 _____ property rights           | 29 Newspaper section, for short          | 51 Examine archives quickly                        |  |
| 9 Primary archival principle      | 30 Merit                                 | 52 Fa_____ile (reproduction)                       |  |
| 10 Electrical unit: abbr.         | 32 Happen                                | 53 Record unit                                     |  |
| 11 _____ file                     | 33 Removes valueless records             | 54 Furious   |  |
| 14 Made a golf hole in one stroke | 35 Court case                            | 55 Exist   |  |

Solution next Newsletter

The puzzle constructor is distinguished in a number of ways. He is presently the most widely published constructor for the *New York Times*; he has a collection of over 600 old-time boys' books; he is the author of six juvenile adventure novels with historical backgrounds; and he is the proud grandfather of SAA program assistant Debbie Risteen.

## NHPRC LISTS COMPLETED RECORDS PROJECTS

The National Historical Publications and Records Commission recently announced the completion of a number of projects supported by NHPRC during the early stages of its records grant program. These projects, with "products" of interest in certain cases, are listed below. Inquiries should be addressed directly to the institution which administered the project.

Society of American Archivists, Chicago, IL: Basic archival manuals available for purchase from SAA include those on surveys, appraisal and accessioning, security, reference, and arrangement and description.

University of Hawaii at Manoa, Honolulu, HI: Hutchinson Mull Sugar Plantation records microfilm project. Roll list of microfilm prepared.

Massachusetts Judicial Records Committee, Archives Division, Boston, MA: Survey of records of the Massachusetts Superior Court and its predecessors. Published inventory and guide, including policy recommendations for the future, available.

Minnesota Historical Society, St. Paul, MN: Minnesota District and County Records appraisal and development project. Printed final report to be issued shortly.

Duke University, Durham, NC: Congressional papers project. Registers available for several processed collections.

National Association of State Archives and Records Administrators, Atlanta, GA: Conference on automated historical records survey-guide projects. Published final report available.

University of Virginia, Charlottesville, VA: Thomas Jefferson papers microfilm project. Published guide available.

Iowa Historical Department, Division of Museums and Archives, Des Moines, IA: Microfilm of the 1925 Iowa state census completed.

Rhode Island College, Providence, RI: Nathaniel Bacon and Bacon and Hazard commercial records and family papers project. Register is available.

Eleutherian Mills Historical Library, Wilmington, DE: Survey of records of seven eastern railroads (CONRAIL endangered records project). Survey complete. Final survey report to be printed shortly.

Society of Georgia Archivists, Atlanta, GA: Archival orientation project. Dual version slide-tape presentation, "A Very Fragile Resource: Our Documentary Heritage" available.

Proctor Free Library, Proctor, VT: Proctor papers project. Registers available.

North Texas State University, Denton, TX: Texas County Records Inventory Project. Several additional county inventories published as result of NHPRC support.

Rosenberg Library, Galveston, TX: Phase I of Rosenberg Archives Project. Appraisal and salvage of endangered economic and social records complete. Finding aids available for selected collections. Additional finding aids and summary guide to collections to be completed in Phase II.

Strawberry Banke, Portsmouth, NH: Photograph preservation and processing project. Duplicate negatives prepared. Index card catalog available.

Memphis State University, Memphis, TN: Project to preserve and make available for use the Henry Frank Family Photograph Collection. Duplicate negatives and contact prints available.

Tusculum College, Greeneville, TN: Tusculum archives project, Phase I. Basic archival system set up. Preliminary finding aids prepared for most records groups.

Connecticut State Library, Hartford, CT: Study of early court records in custody of the Library. Annotated shelf list prepared as well as an inventory of early state court records remaining in Connecticut courthouses.

Baltimore Region Institutional Studies Center, University of Baltimore, Baltimore, MD: Survey and accessioning of records of Baltimore City Department of Planning.

New York State Archives, Albany, NY: State records appraisal and preservation project. Five month emergency project completed.

Social Welfare History Archives, University of Minnesota, Minneapolis, MN: Cooperative survey and accessioning project for Minnesota social welfare agency records. Survey completed.

Washington-State Library, Olympia, WA: Washington Territory Volunteer Records Microfilm Project. Fifty rolls of microfilm deposited at University of Washington and State Library.

## REGIONAL CONSERVATION CENTER IN PENNSYLVANIA

The Conservation Center for Art and Historic Artifacts has been incorporated in the State of Pennsylvania as a non-profit, tax-exempt corporation. The Center will concentrate its efforts in the area of the conservation of art and historic artifacts on paper, including manuscripts, expanding into the areas of photographs and archival materials as soon as trained personnel and space are available.

Membership in the Center is open to non-profit, tax-exempt institutions. Membership dues will be \$25 per year which will entitle institutions to use the services of the Center which include:

1. Surveying of collections to determine needs in the areas of conservation treatment, storage conditions and environmental controls.. (A fee of \$100 per day will be asked of member institutions during the first year.)
2. Seminars for museum personnel on the care of collections and workshops for the training of museum technicians.
3. Long term planning and contracting for a certain amount of conservation treatment to be done each year.
4. Advice from the Center regarding grants available for conservation treatments.

For more information contact Conservation Center for Art and Historic Artifacts, 612 Spruce Street, Philadelphia, PA 19106.

## SAA JOINS COUNCIL OF NATIONAL LIBRARY ASSOCIATIONS

The Council of National Library Associations recently accepted the membership application of the Society of American Archivists. The Council, organized in 1958, promotes closer relationships among national library associations in the United States and Canada. The group meets twice a year to discuss matters of mutual interest such as the forthcoming White House Conference on Library and Information Sciences. Among the members of CNLA are the American Library Association, the Medical Library Association, and the Special Libraries Association. SAA representatives to the Council are Ann Morgan Campbell and Evert Volkersz, Special Collections Librarian at the State University of New York at Stony Brook. Volkersz is presently Chairman of the Long Island Archives Conference.

## TELEVISION ARCHIVES CONFERENCE HELD

Representatives from institutions that collect television programs for research and archival purposes met at the Library of Congress on February 13-14. The group met to assist in planning for the American Television and Radio Archives mandated by the Copyright Law which went into effect January 1.

Conference participants discussed the need to establish criteria for selection of television and radio materials for acquisition. The possibilities of specialization and regionization, and the development of exchange or loan programs were examined.

Participants considered how to provide access to students while maintaining standards which will preserve rare materials, and the conflicting pressures of short-range demand for usage and the long-range goal of preservation of materials.

Considerations for future inter-archive information procedures and educational programs will be undertaken by committees formed from the participants.

The *SAA Newsletter* is published bimonthly. Copy deadline for the July issue is June 15.



## EDUCATIONAL OPPORTUNITIES

*American University*, Continuing Education Division is offering the second semester of its course in archives, entitled "The Administration of Archives: Principles and Practices," September-December 1978. "The History of Archives" will be offered in the winter-spring semester, 1979. Contact Meyer H. Fishbein, Director, Military Archives Division, NARS, Washington, DC 20408.

*Case Western Reserve University* is presenting its 9th Annual Workshop on College and University Archives June 11-16, 1978. The workshop provides both introductory and advanced training. The Introductory Workshop is for individuals interested in archives, but who have had little or no previous training or experience in the field. The fee for the workshop is \$350 which includes housing and all expenses. Contact Ruth Helmuth, Room 2, Adelbert Hall, Case Western Reserve University, Cleveland, Ohio 44106, (216) 368-4289.

*The Leadership Conference of Women Religious and the National Historical Publications and Records Commission* are sponsoring two basic training workshops for archivists of religious materials. The workshop sessions will be based on SAA's *Basic Manual Series*, and are designed for archivists with little or no training in the field. Workshops will be held in Dayton, Ohio July 5-10 and in Weston, Mass. July 17-22. The cost of the Weston workshop is \$100; the cost for the Dayton workshop is \$100 for a double room, \$115 for a single room. Cost includes room, meals and a set of SAA *Manuals*. Contact Sr. Evangeline Thomas, CSJ, LCWR Archives Workshops, 148 Oakdale St., Salina, Kansas 67401.

*The Moravian Archives*, Bethlehem, Pennsylvania announces its summer seminar in the study of German script, June 19-30. The workshop provides training in reading German script as used in Germany and in German areas of the U.S. Tuition is \$150 plus \$25 for materials; room and board is extra. A reading knowledge of German is required. Contact Vernon H. Nelson, Archivist, The Moravian Archives, 41 West Locust Street, Bethlehem, Pennsylvania 18018.

*Bergamo Center*, Dayton, Ohio is offering a workshop for archivists of religious materials June 9-14. Cost, including private room, meals, tuition and materials, is \$125. Contact Norbert Brockman, Bergamo Center, 4435 E. Patterson Road, Dayton, Ohio 45430.

*The Visual Studies Workshop* is offering a

course entitled "Preservation and Display of Black and White and Color Photographic Collections," July 31-August 5. The workshop is intended for both working photographers and curators of collections. It will cover displaying, handling and storage of photographs, and will include guided tours of the Visual Studies Workshop and the International Museum of Photography at George Eastman House. Tuition is \$150 and class size will be limited to 10. Contact Visual Studies Workshop, 31 Prince Street, Rochester, New York 14607.

*The Association of Records Managers and Administrators* offers a records management correspondence course covering all phases of records management programming. Completed course materials comprise over 400 pages of technical information, 100 illustrations of forms, equipment and procedures, and over 60 exhibits detailing operation practices, case studies and technical supplements. The fee for the course, which includes a copy of ARMA's *Workshop on Records Management and Rules for Alphabetical Filing* is \$90 for ARMA members, \$110 for nonmembers. Contact ARMA National Headquarters, PO Box 281, Bradford, Rhode Island 02808.

*The American Film Institute* will offer a workshop of Film/TV Documentation for educators, researchers, and librarians from June 25-July 1 in Beverly Hills, California. The workshop is designed for those who need to know how to locate and utilize film and television resources. Registration deadline is June 1; registration fee is \$275. Contact Film/TV Documentation Workshop, The American Film Institute, 501 Doheny Road, Beverly Hills, California 90210.

*Syracuse University's School of Information Studies* is sponsoring an advanced seminar dealing with records and manuscript management June 19-30. The seminar, taught by Frank G. Burke, is designed for librarians, archivists, and other administrators of modern manuscript collections. Contact Antje Lemke, School of Information Studies, Syracuse University, 113 Euclid Avenue, Syracuse, New York 13210.

*Capricornus School of Bookbinding and Restoration* in Berkeley, California is offering a seminar on the preservation of archives, special collections and rare books, July 6-8. The registration fee is \$55. Contact the School at PO Box 98, Berkeley, California 94701.

## HUMPHREY PAPERS AT MINNESOTA HISTORICAL SOCIETY

Some of the publicity attendant to the death of Hubert Humphrey referred to a proposed "Humphrey Library" on the University of Minnesota's Minneapolis campus, and some newspaper stories indicated that the library would house the Humphrey papers. The Minnesota Historical Society provided the following information to the *Newsletter* in an effort to clarify the situation.

Last July, the University of Minnesota announced plans to rename its School of Public Affairs and raise an initial \$7.5 million for the program. MHS Director Russell Fridley participated in discussions with the University prior to the announcement, and a preliminary agreement between the two institutions was drafted.

The plans called for using an existing building on the campus for the Institute. Income from the endowment, to be funded by friends and colleagues of Humphrey, was to be used to support chairs, fellowships, internships, "outreach" lectureships, and research. Income from about \$700,000 of the total was to be allocated to MHS to foster its public affairs collections, including activities relating to the Humphrey papers, photographs, and tapes, which are to remain in the Society collections.

Tentative plans were to transfer Humphrey memorabilia to the Institute, and to loan selected papers to the Institute for exhibit. Copies of inventories of Humphrey's papers, of other Humphrey materials, and of other public affairs collections were to be placed at the Institute for use of researchers there.

Since the original announcement, the goal for Institute endowment funds has risen to \$20-\$22 million and plans for a building are being made. (See related story in the adjoining column.)

At present the Humphrey papers consist of approximately 2,723 feet. In addition, there are 109 records center boxes of photographs, tapes, and films and 19 more racks of tapes. The Society has also been given, or is storing, thousands of items of memorabilia. Manuscripts cataloger Kathryn A. Johnson has been processing the papers since 1970. With the exception of materials received in 1978 the processing has been completed.

## DIRKSEN AND HUMPHREY MEMORIAL LEGISLATION

A bill awaiting President Carter's signature will provide \$2.5 million to the Everett McKinley Dirksen Congressional Leadership Research Center in Pekin, Illinois, and \$5 million to the Hubert Humphrey Institute of Public Affairs at the University of Minnesota. The funding to the Humphrey Institute is to be invested with proceeds used largely for fellowships for students enrolled at the Institute. The Dirksen authorization is designed to augment the Center's endowment income which would fund educational programs, publications and archival activities.

The Senate's Report of the bill noted that "legislation to fund educational institutions in the name of former congressional and executive branch leaders is not without precedent. For instance, grants to Eisenhower College of a total of \$14 million were authorized in 1968 and 1974. . . The Sam Rayburn Library received federal aid up to a total of \$1 million as a result of legislation passed in 1974." In a brief discussion of the bill in the Senate Human Resources Committee, Senators Jacob Javits and John Chafee expressed concern over the precedent perpetuated by the legislation. Chafee remarked, "It seems to me that we are not operating under any ground rules. For instance, if the Humphrey thing had been \$10 million, I suppose we would have taken that, or the Dirksen thing had been \$1 or \$5 million. . . It seems to me there ought to be some guidelines, because this is going to catch momentum, I think, these kinds of federal appropriations for members and various senators. . . I think there has got to be some local enthusiasm or national enthusiasm in the private sector for any of these endeavors rather than Congress stepping in and carrying the great bulk of the effort." Javits reminded the Committee that "There is a big discussion respecting whether we really own our papers. . . There is no archival responsibility for Senators' papers."

## PROFESSIONAL OPPORTUNITIES

ARCHIVAL ASSISTANT, West Carolina University Archives. 1-year position beginning June 1, 1978 mainly involving accessioning of manuscript materials. *Qualifications:* BA preferably in history or social sciences, 1 yr. exper. required. *Salary:* \$11,000. Apply by May 17 to Clifford R. Lovin, Mountain Heritage Center Director, Western Carolina University, Cullowhee, NC 28723 (704) 293-7179.

(See pp. 18-19)



# PROFESSIONAL OPPORTUNITIES

ARCHIVIST/MANUSCRIPTS PROCESSOR, Clark University, to process, arrange, describe and preserve the papers of Robert Hutchings Goddard and Esther Kisk Goddard, American pioneers in rocketry. *Qualifications:* Archival training, processing experience, and some knowledge of conservation techniques required. Background in science highly desirable. This is a one-year temporary position funded by an NHPRC grant beginning September 1, 1978. *Salary:* \$10,500 plus benefits. Send application, resume and supporting letters by June 1, 1978 to Goddard Papers Project, c/o Mrs. Dorothy E. Mosakowski, Department of Special Collections, Goddard Library, Clark University, Worcester, MA 01610.

ASSISTANT ARCHIVIST, New Mexico State University, Las Cruces, July 1, 1978. Responsible for surveying archival materials and collections of private papers related to agriculture in New Mexico. Prepare location and content reports, and make recommendations for acquisition. Will require considerable travel within the state. *Qualifications:* MA in American history, with emphasis on the American West and/or New Mexico, and archives training and/or experience. Competence in translating Spanish desirable, MLS desirable. *Salary:* \$12,000 a year. Grant-funded project with some possibility of a second year. Letter of application and full resume must be postmarked no later than May 20, 1978 and sent to James Dyke, Director of the Library, Box 3475, Las Cruces, NM 88003.

RESEARCH ARCHIVIST, Study Center on Early Religious Life of Central New York, Ithaca College. Responsibilities include surveying, locating, accessioning and processing primary source materials of the region; preparing finding aids. Applicants should have significant professional training and an advanced degree, preferably a PhD in American history or American studies with a concentration in colonial or early 19th century social and intellectual history. Extensive travel within the central New York region. 1 year non-faculty position with strong possibilities for 2 year renewal. Send resume and letter of application immediately to Jan M. Saltzgaber, Project Director, Study Center on Early Religious Life, Department of History, Ithaca College, Ithaca, NY 14850.

SUPERVISOR, Repository Services Division, South Carolina Department of Archives and History. The repository services division

is the technical services arm of the department and includes a large document conservation laboratory, a photoduplication shop, and a computer services area. This division maintains and controls ten record storage vaults and the records stored therein. *Minimum qualifications:* BA in the social sciences or a related field, and five years archival or library experience. *Salary:* \$11,857-16,490, depending on background and experience. Available immediately, send resume to Harold Perry, Assistant Director for Administration, South Carolina Department of Archives and History, PO Box 11,669, Capitol Station, Columbia, SC 29211.

## *Two Vacancies-University of Arkansas*

ARCHIVIST, to serve as Associate Director of 12 month NEH-funded project to process papers of U.S. Senator. *Qualifications:* MA in history with emphasis on 20th century U.S., with archives training, 9 or more graduate hours or one or more years experience processing historical manuscripts collections. One year position, to begin July 1, 1978. *Salary:* \$12,204.

ARCHIVAL TECHNICIAN, to assist with 12 month NEH-funded project to process papers of U.S. Senator. *Qualifications:* BA in history with emphasis on 20th century U.S.; prefer experience as either employee or researcher in manuscripts repository. One year position, to begin July 1, 1978. *Salary:* \$8,820.

For above positions, send vita and supporting material by June 1, 1978 to Sam Sizer, University Library, University of Arkansas, Fayetteville, AK 72701.

FIELD ARCHIVIST, The New Jersey Historical Society Library, to assist in a project to survey and accession Newark, New Jersey business and labor records and to advise those organizations surveyed on how best to administer and preserve these records. 13 month appointment, beginning July 1, 1978; with the possibility of a second year. *Salary:* \$13,000 for first 13 months; fringe benefits. *Minimum qualifications:* MA in American business, labor or urban history, plus archival training and experience. Apply to Robert C. Morris, Librarian, The New Jersey Historical Society, 230 Broadway, Newark, NJ 07104.

LIBRARIAN/MANUSCRIPTS CURATOR in Clarke Historical Library to catalog and maintain collections of rare books, pamphlets, mss., and historical materials, and to supervise reading



# PROFESSIONAL OPPORTUNITIES

room. MA in history or literature and MLS or equivalent required, knowledge and ability to identify materials and earnest desire to engage in research for publication expected.

*Salary:* \$15,155 adjustable in accordance with experience. Full faculty privileges, rank according to academic credentials. Position open July 1. Apply to Edward Walsh, Chairperson, Selection Committee, Park Library, Central Michigan University, Mt. Pleasant, MI 48859.

ARCHIVIST/CURATOR, Morris Library, Southern Illinois University. Administers University Archives and Manuscripts, Division of Special Collections. Supervises on-campus activities of Illinois regional archives depository (IRAD) program. Serves as departmental, fiscal and personnel officer. Position open July 1. Degree, preferably in social sciences; 3 years of archival or manuscripts supervisory experience.

Continuing tenured 12-month appointment as assistant professor. *Salary:* \$14,400 plus benefits. Starting date July 1, 1978. Applications must be postmarked no later than May 26. Apply to Kenneth W. Duckett, Special Collections, Morris Library, Southern Illinois University, Carbondale, IL 62901; (618) 453-2543.

ARCHIVAL TEACHER/ADMINISTRATOR, New York University, History Department. Position involves teaching archives course and administration of MA program in archives. Candidates must have a PhD in history and some archival training and experience. Contact David M. Reimers, Chairman, Search Committee; Dept. of History; New York University, Washington Square; New York, NY 10003.

ARCHIVIST, Highlander Center, New Market, Tennessee. Responsible for organizing collection of Highlander materials of labor, civil rights, and Appalachian issues; preservation; description. *Qualifications:* Acquaintance with and interest in social history of Appalachia and rural South, 1930-1970. *Salary:* Negotiable up to \$10,000; 1 year position. Contact John Gaventa, (615) 933-3444 or send resume to John Gaventa at the Highlander Center, Route 3, Box 370, New Market, TN 37820.

ARCHIVIST, The Mary McLeod Bethune Historical Development Project. One year position, possibility of continued employment. *Qualifications:* advanced degree in history with specialization in Afro-American history or women's history; archival training and experience preferred.

Send application to: Bettye C. Thomas, Director, Mary McLeod Bethune Historical Development Project, 1318 Vermont Avenue N.W., Washington, DC, 20005.

ARCHIVIST/EXECUTIVE DIRECTOR, Adams County Historical Society. Responsible for operation of County Historical Society and direction of NHPRC cataloguing grant. *Qualifications:* PhD or PhD candidacy, archival experience, administrative ability, ability in public relations and community fund raising. *Salary:* \$14,000-15,000 for one year; possibility of renewal. Send resume to Search Committee, Adams County Historical Society, Box 102, Hastings, NB 68901.

ASSISTANT CURATOR OF MANUSCRIPTS for reader services, Duke University. Will supervise circulation, reference, bibliographic instruction, security and photographic services. *Qualifications:* Advanced training in American history or American studies and an accredited MLS. Experience in a manuscript or archival repository preferred. Send resume with three references to Dave Dowell, Perkins Library, Duke University, Durham, NC 27706 by June 15. *Salary:* \$10,500-14,000.

ARCHIVIST, Ohio State University. Responsible for collecting, processing and servicing paper and photographic archives; conducting on-site surveys and advising offices about storage retention. Will report to the Director of Libraries, and supervise 4 employees. *Qualifications:* Familiarity with archival work, records management and state records maintenance guidelines. Graduate degree in history or library science preferred. Training and experience will be considered. *Salary:* \$15,480. Apply to or telephone Neosha Mackey, Personnel Librarian, Ohio State University Libraries, 1858 Neil Avenue Mann, Columbus Ohio 43210 (614) 422-4738 by May 15.

SENIOR ARCHIVIST I, Illinois State Archives. Responsible for federally funded land records project and related duties assigned by repository director. *Qualifications:* Advanced degree (PhD preferred); knowledge of quantitative methods and their computer applications; archival experience. Apply immediately to John Daly, Director, Illinois State Archives, Springfield, IL 62756.

*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. Employers may obtain a complete roster of candidates from SAA's Chicago office.

# SAA Newsletter

Ann Morgan Campbell, Executive Director (312) 996-3370  
Society of American Archivists, The Library, Post Office Box 8198  
University of Illinois at Chicago Circle, Chicago, Illinois 60680

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## Archives Study Tour

**AUSTRALIA**

**NEW ZEALAND**

**FIJI**

The Society of American Archivists is planning its sixth Archives Study Tour: Archives in the South Pacific, for February 1979. The program will feature visits to public and private archival agencies, manuscript repositories, and libraries. In each city visited there will also be historical orientation tours and opportunities for individual visits to museums and related cultural institutions. The study tour is available to members of the Society of American Archivists, their families, and other persons interested in archives, manuscripts, libraries and records management activities. All SAA individual and institutional members will receive a special mailing containing details of the study tour. Anyone else desiring information may write to Archives Study Tour, Society of American Archivists, P O Box 8198, Chicago, IL 60680.

## Basic Workshops

**Berkeley, California**

**Nashville, Tennessee**

The Society of American Archivists announces basic workshops on the care of historical records supported in part by a grant from the National Endowment for the Humanities. One workshop will be conducted on the campus of the University of California, Berkeley, July 16-21. A second workshop will be held in conjunction with the SAA annual meeting in Nashville, October 1-6. The deadline to apply to the Berkeley workshop is June 1; the deadline for Nashville is August 15.

The workshops will focus on the rudiments of archival theory and practice: the nature, acquisition, arrangement, description, conservation and uses of archives and manuscripts. The curriculum has been designed for those who have had little or no previous training but who currently bear responsibility for archives and manuscripts.

Charges for the workshops are being kept to a minimum. Attendance will be limited. For further information and application forms, write to SAA Workshops, P O Box 8198, Chicago, IL 60680.