

The Society of American Archivists

SAA Newsletter

September 1980

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1981 Annual Meeting Moved to Berkeley

SAA's 1981 Annual Meeting, originally scheduled for September 19-September 22 in San Francisco, has been changed to August 31-September 4 on the campus of the University of California at Berkeley. The change was made after a recent membership advisory poll in which 70% of the respondents recommended Berkeley over San Francisco based on the following criteria:

--A San Francisco meeting would be held at the Sheraton Palace Hotel, conveniently located on Market Street, about half-way between Union Square and the Embarcadero. The hotel is extremely attractive and historic. Rates available to SAA members are \$67 for a single and \$77.75 for a double.

--Participants in a meeting held on the University of California campus would share double rooms in residence halls with centralized bath facilities (shower stalls have private dressing areas). They would forego the luxury of televisions and telephones in their rooms, but approximately \$26 per day would pay for their room, breakfast, lunch, and a basket of fruit upon arrival. Many program sessions would be held right in the residence halls; some, however, would be held on the campus proper requiring a 5-8 minute walk from the dorm. For the less budget-conscious, the Hotel Durant, a modest property next to the dorms with a good bar and restaurant, will have a limited number of rooms available. Current rates are \$30-\$40. Some social functions would be held in San Francisco, easily accessible by BART or city bus.

Also on the advisory poll, 35% of the respondents indicated they will probably attend the 1981 meeting in California no matter if it is held at the Sheraton Palace or the University of California; 11% will attend the meeting only if it is held at the Sheraton Palace; 28% will attend only if it is held at the University of California; and 26% will probably not attend, chiefly because of high transportation costs.

Persons concerned about the cost of air transportation to the California meeting should be aware of bargain basement air fares from New York and Chicago to the Golden State. Several major carriers (Eastern and TWA, for example) now offer greatly reduced fares; tickets are sold as far in ad-

vance as their computers are programmed (about one year). The only condition is that once reservations are made, departure times cannot be changed.

SAA Vice President Ruth W. Helmuth has appointed Helene Whitson, San Francisco State University, to chair the 1981 Local Arrangements Committee.

1980 Election Results

Edward Weldon, State Archivist of New York, was elected Vice President of SAA in the 1980 election. He will succeed to the presidency at the 1981 annual meeting in California. Mary Lynn McCree, University of Illinois at Chicago Circle, was re-elected Treasurer of the Society.

One of two Council seats was decided. Virginia C. Purdy, National Archives and Records Service, was elected to a four-year Council term. The other Council seat will be decided in a run-off election between Robert Gordon, Public Archives of Canada, and David Horn, DePauw University. Run-off ballots were mailed to SAA individual members late in July and must be postmarked no later than September 10 to be valid. Purdy and the other new Council member will replace retiring Council members Frank Burke and David B. Gracy II.

Elected to the 1981 Nominating Committee were Patricia Bartkowski, Wayne State University; Kenneth W. Duckett, University of Oregon; and Eva Moseley, Schlesinger Library, Radcliffe College. The Nominating Committee will hold an open forum on Thursday of the annual meeting, from 11:30-12:30. SAA members are encouraged to attend the open forum and to offer their suggestions for possible candidates for the 1981 election.

Salary Survey in American Archivist

A major analysis of the Society's 1979 salary survey, written by Ben DeWhitt and Mabel Deutrich, will appear in the fall issue of the *American Archivist*. Additional analyses of survey findings will appear in upcoming *SAA Newsletters*. Highlights of the results appeared in the November 1979 *Newsletter*.

NEH, CRL Grant Funds to SAA

The Society of American Archivists has recently been awarded two grants for projects initiated by task forces of the Society.

The Council on Library Resources has announced a grant of \$18,670 to SAA to support a pilot project in the field of institutional evaluation. A task force headed by William Joyce, American Antiquarian Society, worked for over two years to design the plan which will be implemented under the CLR grant. The group's most recent report, appearing in the January 1980 *SAA Newsletter*, reviewed the reasons for the program and proposed methods for implementation.

The work plan includes six projected site evaluations by 2-person teams. Institutions interested in being considered for participation in the project should contact Joyce at the American Antiquarian Society, 185 Salisbury St., Worcester, MA 01609. Actual on-site evaluation will be preceded by an extensive self-assessment based on the statement of principles and questionnaire for institutional evaluation which also appeared in the January *Newsletter*.

Working with Joyce in the next phase of the institutional evaluation project will be Douglas Bakken, Ford Archives; Lucile Kane, Minnesota Historical Society; Paul McCarthy, University of Alaska; Mary Jo Pugh, University of Michigan; and Charles Schultz, Texas A & M University. Joyce's original task force included Pugh and Schultz, as well as William N. Davis, California State Archives, and Judith Austin, Idaho State Historical Society.

Joseph D. Duffey, Chairman of the National Endowment for the Humanities, recently announced a grant of \$10,339 to the Society of American Archivists to support the early phases of a major effort to define criteria for evaluating automated access systems for archives and manuscript collections. The Society's work in this field is directed by Richard H. Lytle, Smithsonian Institution, who chairs the Task Force on National Information Systems. Other members include Maynard J. Brichford, University of Illinois at Urbana; John Daly, Illinois State Archives; Charles Dollar, National Archives and Records Service; Lawrence Dowler, Yale University; Max Evans, State Historical Society of Wisconsin; Steven Henson, Library of Congress; H. Thomas Hickerson, Cornell University; Charles Palm, Hoover Institution; and Nancy Sahli, National Historical Publications and Records Commission.

While preliminary efforts are underway in the national information systems project, a major SAA funding proposal is now under consideration by the Endowment. It would permit a thorough analysis of the issues. A report on the work of the Lytle task force appears in the summer *American Archivist*.

Seminar on Archival Management

SAA will sponsor a pilot seminar entitled Management for Archivists in cooperation with the Midwest Archives Conference, November 5-6, in Milwaukee, Wisconsin.

The seminar will address the needs of practicing archival administrators. These managers will be offered the opportunity to refine their understanding of basic management principles and their skills for systematic analysis and solution of complex interrelated problems related to their programs. The curriculum design was influenced by a recent SAA poll of archival managers; it is specially constructed to acquaint participants with current management concepts and practices and their practical application in an archival setting.

In addition to the traditional lecture format, discussion of case studies will provide a means of exploring the complexity of archival management and will enable participants to put past experience in a new perspective.

Major theme areas to be addressed include planning, budgeting and financial management, and strategy and tactics for archival administrators. The seminar will be presented in three sessions, two in the afternoon and evening of November 5, and one in the morning on November 6.

The seminar will be led by Ann Morgan Campbell, Society of American Archivists, and Mary Lynn McCree, University of Illinois at Chicago Circle. Prior to becoming SAA's executive director in 1974, Campbell was chief of the National Archives' San Francisco branch. She is an MBA candidate at Florida Atlantic University. McCree has served as SAA's treasurer since 1977. She holds a Master's degree in business administration from the University of Chicago.

Enrollment for the seminar will be limited to 25; the registration fee is \$20. To receive an application form, write to Management Seminar, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

SAA Staff

Ann Morgan Campbell	Executive Director
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Linda Ziemer	Program Assistant

SAA's Annual Meeting Set to Begin

It won't be Democrats and Republicans but archivists and manuscripts curators who converge on Cincinnati September 30-October 3. And it's likely that SAA's 44th annual meeting will generate more excitement than either of the political conventions did. There won't be any funny hats or colorful banners, but the wide range of sessions, seminars, workshops, and open houses, plus "extra-curricular" activities like the opening reception, Queen City Cuisine, the regional softball games, and post-meeting tours, will keep meeting participants interested and entertained.

The keynote addresses of this convention will be presented Wednesday, October 1, from 9:00-10:30 during the plenary session. That session, entitled "The Seventies: An Archival Watershed," will set the stage for three days of sessions and seminars focusing on the theme of the annual meeting, "Agenda for the Eighties." SAA Vice President Ruth W. Helmuth will chair the plenary session, which will feature addresses by two leaders of the profession. Philip P. Mason, Wayne State University, will take a look at the decade just concluded in his address, "Archives in the Seventies: Promise and Fulfillment." F. Gerald Ham, State Historical Society of Wisconsin, sets his sights on the future in his presentation entitled "Archival Strategies for the Eighties: Decentralization and Integration."

Following the plenary session, there will be special sessions of each of SAA's institutional Professional Affinity Groups--Business Archives, College and University Archives, Government Records, Manuscript Repositories, and Religious Archives. These sessions offer archivists from similar types of repositories the chance to discuss the themes put forth in the plenary session as they relate to their own institutions.

There will be other chances at this meeting for open discussion of the issues confronting archivists today and in the years ahead. Many SAA committees and task forces will hold open houses during the week; those scheduled so far were listed in the July *SAA Newsletter*. The SPINDEX Users Network and NHPRC will both have open houses to which all meeting participants are invited. New SAA members will be welcomed by the SAA staff, officers, and Council at a briefing on Tuesday from 5:00-6:00. Both ACT and the Women's Caucus will meet on Tuesday as well, with each meeting open to all interested persons. SAA officers and Council will hold an open forum on Wednesday from 12:15-1:45 and the 1981 Nominating Committee Open Forum is scheduled for Thursday from 11:30-12:30. Finally, the annual business meeting will address various issues of importance to the Society and the profession on Wednesday from 4:15-6:00.

All SAA members should have received their program packets with registration forms by this time. Any

member who has not should contact SAA headquarters immediately and a packet will be sent. The deadline for preregistration at the reduced rate is September 12. In addition, all limited enrollment seminars and workshops are filled on a first come, first served basis, so early registration is advantageous. Hotel reservation cards must be received by the Netherland Hilton by September 9 to assure reduced rates.

In this year of conventions, don't miss this chance to participate in your own. Make plans to attend SAA '80, September 30-October 3, in Cincinnati.

Cincinnati Snippets

*The Cincinnati Reds play at home during the week of SAA's annual meeting. On September 30 and October 1 at 8:05 p.m. they play the San Diego Padres, and on October 3 at 8:05 p.m. and October 4 at 2:15 p.m. they take on the Atlanta Braves. Riverfront Stadium is a pleasant walk from the Netherland Hilton, SAA's headquarters hotel. For further information on ticket prices and availability, call the Reds at (513) 421-4510.

*Cincinnati's beautiful art deco Union Terminal has recently been converted into a shopping and restaurant complex. It contains the world's largest collection of secular mosaic murals under the world's largest domed rotunda.

*One of the major air carriers into Cincinnati--U.S. Air--now offers a special Liberty Fare which permits travel over the entire system (Boston to Orlando to Chicago to Washington to New York, etc.) for 15 days at a cost of \$279. Arrangements must be made 7 days in advance. Delta Airlines offers a super-saver fare to Cincinnati at a savings of approximately 30% over coach rates. Seating is limited, restrictions apply.

*Members of Catholic orders, male and female, seeking alternate, inexpensive housing during the SAA meeting, may stay at the Reparatrix Retreat House, 3350 Ruther Avenue in Cincinnati. The cost for the period of the meeting, September 30-October 3, is \$55 which includes private room, central facilities, and continental breakfast. Those interested in taking advantage of this opportunity should send a check directly to Rev. Norbert C. Brockman, PO Box 41317, Memphis, TN 38104. Other persons interested in low-cost accommodations in Cincinnati should contact Alice Vestal, University of Cincinnati, 610 Main Library, Cincinnati, OH 45221 (513) 475-6459.



Comments on Constitutional Revision Proposals

The July 1980 SAA Newsletter contained statements by four SAA members regarding proposed changes in the SAA Constitution, currently being reviewed by a task force chaired by J. Frank Cook, University of Wisconsin. Following are two opinions received by the Newsletter staff in response to some of those statements.

As one who values Trudy Peterson's judgment, I must differ with her on the proposal of a single candidate for the SAA vice presidency. The advantages she suggests for it, particularly the avoidance on the part of the losers of a feeling of public rejection, do not offset, in my opinion, the advantage of having the membership rather than the nominating committee make the ultimate choice. If nothing else, two or more candidates permits us at least to vote, if we so desire, against the "acclamation" candidate (who may turn out to be not as universally acclaimed as thought).

...Simply put, a single candidacy means that in the next ten years ten people will be sure winners; dual candidacy means twenty people will have a shot at the presidency, with a 50-50 chance of public rejection. Those aren't bad odds in love (better to have loved, etc.) or life.

We are, as Trudy says, a small organization which can ill afford to lose the losers of the vice presidential elections. But with two candidates we can't lose more than one person a year, a small price to pay for having a choice. In one recent election for the vice presidency a change of eight votes would have reversed winner and loser. Like many of us who in this life are accustomed to find ourselves more often losers than winners, this loser bruised easy but healed quick. Within a year or two he again stood for and was elected to another SAA office, in which he now serves. Defeat did not diminish his interest in SAA. A comparison of the post-election SAA careers of the vice presidential candidates might show the contributions of the losers compare favorably with those of the winners (who automatically become elder statespersons).

Participatory democracy is messy but preferable to the alternative. Some of its unfortunate effects might perhaps be alleviated if the nominating committee would accompany its inquiries of availability of candidacy for SAA offices with a warning about kitchens and their possible effects on heat-sensitive souls.

Leonard Rapport
National Archives

The SAA Newsletter is a bimonthly publication of the Society of American Archivists. Copy deadline for the November issue is October 15.

As I read the letters in the July Newsletter concerning proposed changes in the SAA Constitution a danger seemed to be evident. Trudy Peterson says that we changed the electoral process in the early 70's and it did not work. It is sad that we have lost any of our bright and able potential leaders. (I would only hope that they are not lost to us.) On the next page Nancy Sahli suggests that we institute procedures to "...democratize the Society and make its decisionmaking process more responsible to the wishes of its members." Both ideas seem logical and worthy of support, but in view of Ms. Peterson's letter, we must, it seems, look with care at Ms. Sahli's proposal.

My suggestion for this and any change in procedure is that the change be temporary or conditional pending a review at the end of a certain length of time. In other words, let's try it and see if it works. If it does, fine; if not, we are not bound by it. The length of time could be established at the time the change is initiated or there might be a standard length of time for any change to be reviewed. This may sound like extra work, but would we not be better off to work with more of our good people than to lose any of them in disgust because of a bad policy?

Patricia Spencer
St. Joseph's Hospital
Chicago, Illinois

Task Force on Standard Reporting Practice Formed

At its May meeting, SAA Council authorized a task force to address the problems of Standard Reporting Practice. SAA President Maynard Brichford appointed Katherine Emerson, University of Massachusetts-Amherst, to chair the task force. She will be assisted by a small working group representing various archival interests.

In making the request for formation of the group, Emerson stated the following goal: to have the archival profession in a position to recommend to its members a very few items that would be most valuable to our work to keep statistical records on, and to enable us to report on our work in terms that are comparable from one institution to another, and further to enable those repositories that are part of a library to avoid having a reporting pattern imposed from outside the archival profession.

Persons with comments or questions concerning the task force should contact Katherine Emerson, University Library, University of Massachusetts, Amherst, MA 01003.

Members Respond to Proposed Dues Increases

Mary Lynn McCree and Paul McCarthy have received a number of reactions to Council's proposal to realign SAA's dues structure which was published in the July Newsletter.

David Horn, DePaul University, wrote, I favor the dues increase recommended by the SAA Council. I prefer Plan I, the sliding scale. The statement of the Society's needs and present income in the July 1980 Newsletter is a convincing argument for the proposed increase. Currently members receive their money's worth and more; with the proposed increase, the membership in SAA will still be a rare bargain, with publications, meetings, and membership services. The Society has done very well in its effort to obtain grants, and "soft money" will probably continue to be needed for some of our services. Nevertheless, the members should assume more of the responsibility for SAA services. . . . I am no more eager than anyone else to pay more, but the inflation of the past several years has eroded the value of the dues we pay, and the present and growing need of our profession for unity, cohesion, leadership, and adequate service mandate an increase at this time.

John M. Kinney, Archivist of the State of Alaska, wrote to McCarthy, I prefer Council Plan II, (a flat individual fee for all members) because 1) it is as equitable as a sliding scale plan (e.g., an archivist making \$20,000 in Texas is better off than one with \$30,000 in Alaska or New York City; or why should an archivist making \$30,500 pay higher dues than one making \$29,500?); 2) according to the Chicago office, the sliding scale's "honor plan" doesn't work (i.e., many archivists pay the dues rate in a lower category than they should); 3) why should there be a sliding scale?--all members receive equal benefits so all should pay equal dues. . . . With inflation, a membership dues increase is probably justified. But first, I hope Council takes a good look at real needs. We all criticize government for simply raising taxes to meet program costs instead of making distinctions between what is essential, what is desirable, and what is wasteful. I trust SAA is not simply raising membership dues to meet rising costs without fully reviewing the necessity of those costs. To even suggest such a thing is to pay a disservice to a bunch of really hard-working council people (& staff persons)--but then

many of us don't always act responsibly in our own shops with the taxpayer's money, so maybe we need to be reminded of this when it comes to the membership's money.

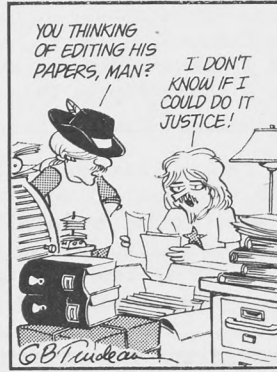
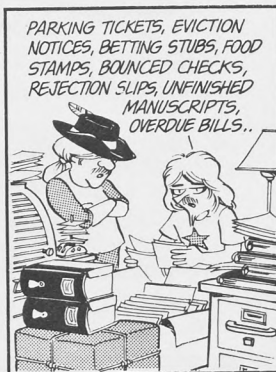
Sister M. Helena Sanfilippo wrote, As a Sister of Mercy I have no income nor "spending money" of my own. I wonder if you would consider revising the proposed scale downward or making a separate classification for religious people who make no salary, rather than including them with the \$14,999-a-year people.

In a letter to Mary Lynn McCree, Richard Harms, Michigan State University, asked, Should the dues increase proposal fail, what reductions in services does Council project?

Numerous measures to conserve funds have already been adopted by Council. These include publishing the Newsletter in smaller type and limiting the number of pages, limiting the size of the American Archivist, forgoing SAA representation at the International Congress on Archives in 1980, and eliminating a second Council meeting in 1980-81 at which travel is paid. Many funding requests from task forces and committees were not approved. In the event that a dues increase is not approved at the business meeting, severe economies will be necessary. Additional measures which are under consideration are: merge the American Archivist and the Newsletter into one quarterly publication or cut the publication schedule of the Newsletter to four times yearly; reduce the size of the Newsletter by eliminating the "Professional Opportunities" and "Archivists' Calendar" sections; further cut the travel of officers and staff to regional archival meetings and other professional meetings; cancel plans for the 1981 membership directory; severely curtail publications development; eliminate all staff support for Task Forces and PAGs; reduce the size on the annual meeting program booklet.

Additionally, other income sources which could be developed include: charge \$25 yearly for the "Employment Bulletin;" charge candidates for listings in the "Candidate Register;" charge employers for listings in the "Employment Bulletin;" raise the cost of publications available from the SAA publications service; raise the cost of annual meeting registration.

DOONESBURY



by Garry Trudeau

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Free to SAA Members...

an SAA manual from the list below when you sponsor a colleague's membership in SAA. Your colleague receives a complimentary SAA binder.

To be filled in by new member

Name _____

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Dues Category (check one and enclose check made payable to Society of American Archivists)

Amount of Dues	Gross Annual Salary
<input type="checkbox"/> \$20	\$ 0-\$9,999
<input type="checkbox"/> \$30	\$10,000-\$14,999
<input type="checkbox"/> \$40	\$15,000-\$19,999
<input type="checkbox"/> \$50	\$20,000-\$29,999
<input type="checkbox"/> \$60	\$30,000 and up

In addition to a complimentary SAA binder, you will receive the quarterly journal, *The American Archivist*, the bimonthly *SAA Newsletter*, an annual meeting program, and discounts on other SAA publications.

To be filled in by present member

Name _____

Address _____

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Circle the title of the SAA manual that you wish to receive free:

Archives & Manuscripts: Appraisal & Accessioning
 Archives & Manuscripts: Arrangement & Description
 Archives & Manuscripts: Exhibits
 Archives & Manuscripts: Reference & Access
 Archives & Manuscripts: Security
 Archives & Manuscripts: Surveys

Clip and return this form to SAA, 330 S. Wells, Suite 810, Chicago, IL 60606. This offer applies only to new regular memberships of persons who have not belonged to SAA in the past year. It does not apply to new student or associate memberships. Offer expires 10/15/80.

Public Listens to Watergate Tapes

Members of the public have a chance to listen to 31 of the Watergate tapes that were instrumental in Richard Nixon's resignation as President.

The tapes, just 12½ hours of the 6,000 hours of conversations secretly recorded by President Nixon, are being made available to the public at the National Archives and Records Service in Washington, DC.

The tapes now available have all been heard before in the courts and transcripts from the tapes have been published. Ultimately, NARS intends to make available to the public all the Nixon Watergate tapes it has received. The former President is seeking to bar public access to the other tapes through the courts. NARS officials estimate that it will be at least three years before the rest of the tapes are made public.

The entire 12½ hours of recorded conversation can be heard in a series of several 45-minute to 1½-hour sessions scheduled over a three day period. The sequence of tapes follows the schedule used by the court during *U.S. v. Connally* and *U.S. v. Mitchell, et al.*

Tickets have been in great demand since the tapes were opened to the public May 28, and several hundred visitors are turned away each day. Free tickets are given away daily on a first come, first served basis.



"Going down to Washington to listen to the Nixon tapes is not my idea of a vacation!"

(Drawing by Joseph Farris; © 1980 The New Yorker Magazine, Inc.)

Transitions...

WAVERLY B. LOWELL has been named Curator of Manuscripts at the California Historical Society . . . ALBERT H. WHITAKER, JR. has been appointed Archivist of the Commonwealth and Director of the Massachusetts Archives. . . BARBARA B. KOHN, corporate historian for Manufacturers Hanover Trust, has been elected a trustee of the Business History Conference. . . GARY K. ROBERTS was recently appointed Director of the Nevada Historical Society. . . DANIEL J. REED, Assistant Archivist for Presidential Libraries, retired from NARS in July. . . EDWARD HEITE, Chief of the Delaware Bureau of Archives and Records, resigned in July. . . REV. NORBERT BROCKMAN has been named a presidential appointee to the National Historical Publications and Records Commission.

Colonial Dames Scholarship Available

A scholarship to attend the January session of the Modern Archives Institute at the National Archives, January 5-16, 1981, is now available. To be eligible, an 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 in 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 Sister Bridget M. Engelmeyer, College of Notre Dame, 4701 N. Charles St., Baltimore, MD 21210, by September 30, 1980.

Archivists' Calendar

The Society of Arkansas Archivists and Records Managers will hold its annual meeting on Saturday, November 8 at the University of Arkansas at Little Rock Library. Contact R.P. Baker, Arkansas History Commission, 300 W. Markham St., Little Rock, AR 72201.

The American Society for Legal History will feature a workshop on scholarly access to lawyers' papers in Philadelphia, October 24, 1980. Contact: Susan Grigg, Manuscripts and Archives, Yale University Library, Box 1603A Yale Station, New Haven, CT 06520.

The Midwest Archives Conference will hold its fall meeting in Milwaukee, Wisconsin, November 6-8, 1980. Contact: Dallas Lindgren Chrislock, Minnesota Historical Society, 1500 Mississippi St., St. Paul, MN 55101.

"Photographic Access," a seminar concerned with the cataloging and use of still photographs, will be held in Cincinnati, Ohio, September 29-30. It is co-sponsored by the Society of Indiana Archivists and the Society of Ohio Archivists. Contact: Laura Chace, Cincinnati Historical Society, Eden Park, Cincinnati, OH 45202.

The Atlanta Historical Society will sponsor a one-day seminar entitled "Discovering the Primary Source: Local Archives and Libraries" on September 18, 1980. Contact: Patrice Williamson, Treasurer, "Discovering the Primary Source," Atlanta Historical Society, P.O. Box 12423, Atlanta, GA 30355. (404) 261-1837.

(continued on p. 8)

Advisory Poll Results

Included on SAA's 1980 ballot was an advisory poll which Council ordered to determine the membership's views on the Society's involvement in social concerns. The results follow:

	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
1. The SAA should involve itself with social concerns.	125	228	30	206	201
2. Ratification of ERA should be a social issue of concern to SAA.	173	159	38	171	249
3. Ratification of ERA should be a professional issue of concern to SAA.	196	163	50	148	237
4. SAA should participate in secondary economic boycotts in support of issues endorsed by the Society.	138	167	64	153	266
5. Since SAA annual meetings are already scheduled through 1982, and since the present ERA question will be settled in 1982, Council should select sites for future annual meetings without regard for a state's ERA status.	299	228	30	81	152
6. Which is the mechanism by which SAA should determine which social issues it is to be concerned with?					
71 Council Decision	88	Business Meeting Decision			
514 Full Membership Survey	80	Other			

Archivists' Calendar

"Going to the Source: An Introduction to Research in Archives," the National Archives' four-day course in the use of primary sources, will be given November 18-21, 1980, in the National Archives building in Washington, DC. For further information, contact John Vernon or Elsie Freivogel, Education Division, NARS, Washington, DC 20408.

"A New Archivist for a New Decade" is the theme of the eighth annual workshop of the Society of Georgia Archivists to be held November 20-21 on the campus of Emory University in Atlanta. For further information, contact the Society of Georgia Archivists, PO Box 261, Georgia State University, Atlanta, GA 30303.

The Mid-Atlantic Regional Archives Conference will hold its fall meeting October 31-November 1 in Lancaster, Pennsylvania. For further information contact Robert E. Coley, Special Collections, Ganser Library, Millersville State College, Millersville, PA 17551.

The Continuing Education Committee of the Illinois Association of Research Libraries is sponsoring a workshop entitled "Conservation of Library Materials" on October 3 at Northeastern Illinois University in Chicago. For further information contact Lois Pausch, Library, University of Illinois, Urbana, IL 61801.

The Classifieds

All ads in the "Classified" section must involve archives-related items or services. SAA reserves the right to refuse inappropriate ads. The minimum charge for a classified ad is \$5.00 for 25 words or less. Beyond 25 words, the charge is 20¢ per word. In calculating the number of words, dates, numbers such as zip codes and street addresses, abbreviations and titles should be counted as separate words. Ads must be submitted in writing and paid for in advance. Ads cannot be accepted over the telephone. Only SAA individual and institutional members may submit ads.

The copy deadline for ads appearing in the November SAA Newsletter is October 15. Ad copy and payment should be sent to Debbie Risteen, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

Publications

Archival Management: Forms for the Eighties. Still available, and each pre-paid order will also receive our LITTLE WONDER MIRACLE PROVENANCE TESTER. Send \$3.00 to Pyramyridion Press, Box 2863-C, Pullman, WA 99163.

Miscellaneous

PRESERVATION IS HERE TO STAY T-shirts available from the Iowa Historical Materials Preservation Society at the Regional Archival Organization booth in Cincinnati on Thursday, October 2, 11:00-1:00, or from Toby Fishbein, University Archivist, 162 Library, Iowa State University, Ames, IA 50011.

WANTED TO BUY: old stock and bond certificates, any quantity. Gain space and money. Archivists and records managers weed out your collections now. Howard L. Applegate, 1410 Stallion Lane, West Chester, PA 19380.

Consultants

Creative problem-solving in archival management. Specialties: establishment of new programs, long-range planning, staff and volunteer training, exhibits, outreach programs, grant proposals. Twelve years of experience. References. Virginia Stewart, 168 Geneva, Elmhurst, IL 60126. (312) 833-6295.

FULL-TIME CONSULTANT, exclusively in archival administration and records management. Julian L. Mims, Box 11212, Columbia, SC 29211.

CONSULTANT: All phases of archival administration plus records inventory, schedules, disposition and micrographic applications. Educational institutions and state/local governments a specialty. Life member and Fellow of SAA, past president of ARMA, Records Manager of the Year in 1971, and CRM. Fee plus expenses. Bruce C. Harding, NE 1105 Myrtle, Pullman, WA 99163. (509) 332-7749.

ARCHIVAL CONSULTANT. Former Archivist of the United States offers consulting services on archival policy, organization, and practice, records appraisal and disposition, and records centers. Specializing in development of corporate archives, but interested also in archival development of other organizations. Rhoads Associates International, 6502 Cipriano Road, Lanham, MD 20801. (301) 552-3322.

BONFIELD ARCHIVAL CONSULTANTS: Full-time national firm founded in 1978. Archives, manuscripts, visual collections, oral history, exhibits, and grant writing help for businesses, historical societies, libraries, museums, and public records repositories. Workshops on the Administration of Archival and Visual Collections will be held in three California locations in November, 1980. Contact Lynn A. Bonfield (Donovan), 4171 23rd Street, San Francisco, CA 94114. (415) 826-2109.

PROFESSIONAL OPPORTUNITIES

ARCHIVIST-PROCESSOR, Horace Mann Bond Papers, University of Massachusetts-Amherst Library. One year, NHPRC-funded position with fringe benefits. Under the direction of the Archivist, responsible for arrangement and description and preparation of finding aids for the Horace Mann Bond papers. Requires advanced degree in American history, history of education, or other academic discipline relevant to Bond's life and work and at least two years of experience in an archival or manuscripts repository. Send resume and salary history by September 15, 1980 to Richard F. MacDonald, Business and Personnel Manager, University of Massachusetts Library, Amherst, MA 01003.

CURATOR OF ARCHIVES/SPECIAL COLLECTIONS, University of Southwestern Louisiana. Responsible for the development and administration of a large archival collection, a historical photograph collection and a rapidly developing folklore/oral history archive. Qualifications: ALA-accredited MLS plus additional graduate degree in appropriate academic discipline; earned PhD preferred; sound working knowledge of French; appropriate experience and/or specialized training. Demonstrated interest in history and cultural development of southwest Louisiana highly desirable. 12-month appointment with faculty rank, status and benefits. Salary: \$16,500--negotiable depending on qualifications. Send letter of application, resume and names of three references by October 1, 1980 to Donald Saporito, Director, Dupre Library, University of Southwestern Louisiana, Box 40199, Lafayette, LA 70504.

DIRECTOR, Michigan Historical Collections, University of Michigan. The University of Michigan is seeking applications and nominations for the Director of the Michigan Historical Collections (housed in the Bentley Library). Applicants and nominees should have a Ph.D. in American history, archival experience, and demonstrated administrative ability. Send applications or nominations to The University of Michigan, Professor Sidney Fine, Department of History, 3629 Haven, Ann Arbor, MI 48109. No closing date provided.

PHOTO ARCHIVIST, West Virginia and Regional History Collection, West Virginia University Library. One-year NHPRC-funded position to duplicate, print, and arrange approximately 3,000 glass and nitrate negatives depicting West Virginia and Appalachian subjects. Requires preparing negatives for printing, making archival quality prints and copy negatives, and arranging copy prints and negatives. Qualifications: MFA in photographic technology, MLS, or equivalent work experience. Experience in darkroom and black and white copy camera work necessary; knowledge of photographic preservation desirable; understanding of American or Appalachian history preferred. Salary: \$12,000. Send resume by October 1, 1980 to Peter Gottlieb, 212 Colson Hall, West

Virginia Collection, West Virginia University, Morgantown, WV 26506.

3 positions, Urban Archives Center, Temple University:

ASSISTANT CURATOR, responsible for arrangement, description and preservation of archival collections, pamphlets, photographs and maps, and for general reference assistance. Qualifications: MLS from ALA-accredited library school; experience with processing and use of archives or historical manuscripts, or MA in American history required. Salary: \$14,000 minimum.

FIELD WORKER, two-year NEH-funded position. Responsible for locating, surveying and negotiating for deposit of records and personal papers relating to labor and business in 20th century Philadelphia. Qualifications: BA and some graduate work in U.S. history or urban studies; experience in working with business, labor, community groups on archival/educational projects. Salary: \$15,200.

NEWSPAPER PHOTOGRAPHS SURVEY/RESEARCHER, one-year, NHPRC-funded position. Responsible for on-site survey of major collection of newspaper photographs, and for related research; also some work on Philadelphia Inquirer Photograph Collection. Qualifications: experience working with photographs as historical resources and with archival surveys; graduate work in history, journalism, or American studies. Salary: \$16,000.

Send resumes to Jane Titus, Personnel Librarian, Paley Library, Temple University, Philadelphia, PA 19122. No closing date provided.

MANUSCRIPTS PROCESSOR, Nevada Historical Society. a two-year, Fleischmann Foundation-funded project. Duties include the arrangement, description, and preparation of published registers to the Society's major archival and manuscript collections. Qualifications: MLS and/or MA in American history or American studies with archival and manuscript training, and two years experience in the field. Background in history of the American West preferred. Salary: \$16,737--1980-81; \$17,524--1981-82, plus benefits. Send resume by October 1 to Gary K. Roberts, Director, Nevada Historical Society, 1650 N. Virginia St., Reno, NV 89503.

ARCHIVAL INTERNSHIPS, Illinois Regional Archives Depository System, Illinois State Archives. 14 internships at six state universities, each internship runs for 10 months on a half-time (20 hours per week) basis. Interns staff regional depositories for county and local records, provide reference services, arrange and describe accessions, and assist in physical transfer of records to the depositories. Prerequisites: Interns should be seriously considering a career in archives and must be enrolled as graduate students in the department of history or political

PROFESSIONAL OPPORTUNITIES

science at the participating universities. Salary: \$400 per month and up to a total of \$1000 in tuition and fees. Address inquiries to John Daly, Director, Illinois State Archives, Illinois State Archives Building, Springfield, IL 62756. No closing date provided.

Two positions, University of Minnesota Libraries:

CURATOR, The Immigration History Research Center, University of Minnesota. Responsible for managing the collection and its operations and holds a 12-month faculty appointment on a tenure track in the University of Minnesota Twin Cities Libraries. Qualifications: Advanced degree in history, American studies, or language or area studies; a minimum of three years experience in archival work, at least one of which must be in the arrangement and description of records; administrative experience or experience in organizing projects and in supervision; demonstrated interest in instruction and/or research; and the ability to work with the Archives' constituencies. Competence in one or more of the languages whose culture the archives documents and academic training in American history is preferred. Salary: \$18,192 minimum. Application deadline for this position is January 15, 1981.

CURATOR, Social Welfare History Archives, University of Minnesota. Responsible for managing the Archives and its operations and holds a 12-month faculty appointment on a tenure track in the University of Minnesota Twin Cities Libraries. Qualifications: Advanced degree in American history, American studies or in a related field with academic training in American history; a minimum of three years in archival work, at least one of which must be in the arrangement and description of records; administrative experience or experience in organizing projects and in supervision; demonstrated interest in instruction and/or research; and the ability to work with the Archives' constituencies. Salary: \$18,192 minimum. Application deadline for this position is December 15, 1980.

Inquiries about application procedures and complete job descriptions should be directed to Charlene K. Mason, Director of Administrative Services, University Libraries, 499 Wilson Library, 309 19th Avenue South, Minneapolis, MN 55455.

ASSISTANT ARCHIVIST, University of Notre Dame Archives. New opening for permanent position, flexible responsibilities to cover manuscript processing, reference duties, and, preferably, the continuing development of existing oral history program. Qualifications: strong academic background in history and American Christianity preferred, coupled with essential archival skills. Master's degree entry level. Salary: minimum

\$12,000, plus benefits. Available October 15, 1980. Interviewing at SAA meeting in Cincinnati. Send letter of application and resume to Wendy Clauson Schlereth, University Archivist, 607 Memorial Library, Notre Dame, IN 46556. No closing date provided.

ASSISTANT ARCHIVIST, The Ohio State University. Permanent position, available immediately. Processes and supervises staff processing of University records. Assists in reference and records management activities. Qualifications: MA in history or appropriate field, formal training in archival administration, and one year of experience in an archives or historical society required. Knowledge of records management and/or photographic conservation highly desirable. Salary: \$13,320-\$14,000 plus benefits. Send resume with names and addresses of at least three references to Sharon A. Sullivan, Personnel Librarian, The Ohio State University Libraries, 1858 Neil Avenue, Columbus, OH 43210. Apply by October 10, 1980.

MANUSCRIPT PROCESSORS (3 positions) Illinois State Historical Society. Two-year, NEH-funded positions. Processors will be responsible for arranging and describing a wide variety of personal papers and organizational records in the Illinois State Historical Library manuscript collections. Qualifications: BA in history or related field and at least one year experience in arranging and describing manuscript or archival collections; or MA in history (or related field) and archival experience. Additional experience preferred. Knowledge of archival theory, basic conservation practices, and Illinois history desirable. Demonstrated writing ability required. Salary: \$12,744. Tentative starting date: November 1. Send letter of application and two copies of resume to William K. Alderfer, Executive Director, Illinois State Historical Society, Old State Capitol, Springfield, IL 62706.

ASSISTANT ARCHIVIST, Michigan Historical Collections, The University of Michigan. Professional full-time (40 hours/week) permanent position. Responsible for the library's printed works collection, consisting of books, serials, broadsides, and maps. Specific duties include selection, classification, and cataloguing of items for the collection, maintaining the library's vertical file, and advising as to conservation priorities. In addition, supervising one half-time clerical employee and occasional assistance at the library's reference desk. Qualifications: MLS. Annual salary: \$13,000-\$14,000 plus benefits. Position available November 1, 1980. Closing date for applications: October 15, 1980. Send resumes to Richard M. Doolen, Acting Director, Michigan Historical Collections, Bentley Historical Library, 1150 Beal Avenue, Ann Arbor, MI 48109.

PROFESSIONAL OPPORTUNITIES

ARCHIVIST-LIBRARIAN IIA, Lane Public Library, Hamilton, Ohio. Selects, catalogs, and classifies books and other materials, provides reference services and research information, compiles bibliographies; and prepares reports on the work of the William E. and Ophia Smith Historical Collection of the Miami Valley. Other duties include liaison with members of the Ohio Network of American History Research Centers, government officials in Ohio, and donors. Establishes priorities for processing, conserving, and microfilming manuscripts and other materials. Qualifications: Master's degree in American history, library science, or a related discipline, plus one year of archives/manuscripts experience; or a bachelor's degree in American history, library science, or related discipline plus two years of direct archives/manuscripts experience. Archives/manuscripts course work, internship, or institute certificate may be substituted for one year's experience. Knowledge of Ohio and American history, of archives/manuscript functions, procedures, and basic records management theory and procedures. Salary: determined by qualifications and experience. Apply to Edward R. Dax, Director, Lane Public Library, North Third and Buckeye, Hamilton, OH 45011. Appointment effective January 1, 1981. No closing date provided.

ASSISTANT ARCHIVIST, The University of Akron. Position available January 1, 1981. Assists with identification and acquisition of materials from an 8-county region in northeastern Ohio, the records management functions of the archives, microfilming and preservation operations, reference, preparation of finding aids, and training and supervision of graduate assistants. Qualifications: Master's degree, preferably in history, or MLS with archival training; at least 2 years of archival experience is highly desirable. Ability to communicate well with potential donors and researchers is essential. 12-month contract with 22 days vacation, liberal fringe benefits, faculty rank, and eligibility for tenure. Salary: \$14,000-\$18,000. Preliminary interviews will be conducted at the SAA meeting in Cincinnati. Send resume and three letters of reference by October 15 to John V. Miller, Director of Archival Services, Bierce Library, The University of Akron, Akron, OH 44325.

Professional opportunities are listed in every SAA Newsletter and in the "Employment Bulletin," a bi-monthly job listing available to SAA members at a cost of \$10 per year. The "Employment Bulletin" is issued in the months when the Newsletter isn't published. Any SAA member may place his or her resume on file at SAA headquarters and be added to the "Candidate Register" free of charge. For information regarding the placement service, contact Linda Ziemer at SAA headquarters. Persons interested in being added to the "Candidate Register" should request a Qualification Summary Sheet.

PROJECT ARCHIVIST, California Nurses' Association. NHPRC-funded for 18 months beginning January 6, 1981. To organize and process archival and manuscript materials collected through 75 years of association history. Includes appraisal, preservation, description, preparation of finding aids, and development of policies and procedures for future maintenance and growth of the project. To publicize holdings and services available; to assist in the development of oral history program. Qualifications: 2 years experience in administering an archival program handling institutional records, completion of a recognized course in archival administration, and a master's degree in social sciences; health sciences and/or history are desirable as is knowledge of California history. Salary: \$18,808 plus fringe benefits. Send resume, letter of application, and addresses and telephone numbers of three professional references to Archives Project Director, c/o Business Services Manager, California Nurses' Association, 790 Market St., San Francisco, CA 94102. Application deadline: October 10, 1980.

MANUSCRIPTS LIBRARIAN, Indiana Historical Society Library. Duties include processing manuscript collections, preparing inventories and collection guides, and providing reference services. Qualifications: MLS with background in American history or history MA with library or archival experience; history MA and MLS preferred. Candidate should have the ability to speak and write clearly and to deal effectively with the library's patrons and donors. Salary: \$13,000-\$17,000 depending on qualifications. Send applications by October 15 to Eric Pumroy, Manuscripts Curator, Indiana Historical Library, 315 W. Ohio St., Indianapolis, IN 46202.

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

Council to Meet in Cincinnati

The Council of the Society has scheduled several meetings during the SAA annual meeting in Cincinnati. The Council will begin its deliberations at 7:00 PM, Sunday, September 28. The meeting will reconvene at 8:00 AM, Monday, September 29. If necessary, the Council will meet again at 9:00 AM, Tuesday, September 30. A final meeting of Council will begin at 1:00 PM on Friday, October 3. If necessary, this meeting will be continued on Saturday. At Newsletter presstime, the Council's agenda was not complete. The complete agenda will be posted in Cincinnati.

SAA Newsletter

The Society of American Archivists, 330 S. Wells St.
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Ann Morgan Campbell, Executive Director (312) 922-0140

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@#%&*%\$@! . . . MEMBERS PLEASE NOTE:

SAA's membership list is being transferred to a new data processing system. Please be patient with us AND with the new machine. We would appreciate hearing about any problems you note on your address label. Thank you.

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. . . AND MORE!!!



National Archives Assembly

Almost 300 employees of the National Archives and Records Service have joined a new organization called the National Archives Assembly.

The impetus for the organization grew out of concern about such matters as the proposal of the Administrator of General Services to transfer a large volume of records to the regional archives branches while moving those branches further from the control of the Archivist, and the qualifications of the Archivist of the United States.

Earlier attempts to organize proved abortive, partly because they were discouraged by management on the grounds that any staff organization would be in conflict with the American Federal Government Employees Local 2758.

But 103 members of the National Archives staff gathered in the theater of the National Archives

Building on Saturday, March 22, 1980, and voted to establish the National Archives Assembly "to influence through. . . an informed and united voice the decisions and policies" affecting the National Archives, seeking the "perpetuation of a National Archives worthy of the United States, worthy of its staff, and worthy of the people who use its resources."

The organization was "prompted by the clear realization that the staff still had no vehicle through which it could express opinion on matters vital to its interests," according to a recent statement. Understanding that the Assembly expected to work with archival problems and matters of professional development, the AFGE Local has offered its cooperation.

The first quarterly meeting of the new group was held on June 30, under the leadership of President Virginia C. Purdy.