

The Society of American Archivists

SAA Newsletter

January 1981

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Archives and the Election

An official with a major archival agency reacted to the results of the November national election by saying, "We have lost virtually everyone who ever paid any attention to us." His comment was echoed throughout the archival community.

Three members of the House of Representatives with long involvement in archival concerns were not reelected. John Brademas (D-IN) and Frank Thompson (D-NJ), both instrumental in the creation of the National Endowment for the Humanities, lost bids for reelection. Brademas was a valued ally of the archival community in efforts to create the National Study Commission on the Records and Documents of Federal Officials in 1974 and in subsequent efforts to pass presidential papers legislation. Richardson Preyer (D-NC) also failed in his reelection effort. He and Brademas had served on the National Historical Publications and Records Commission. Preyer had also played an important role in the passage of presidential papers legislation and chaired the Government Information and Individual Rights Subcommittee which held hearings in 1979-80 focusing on problems of the National Archives and Records Service.

On the Senate side, the shift in majority from the Democrats to the Republicans means wholesale changes in committee leadership. Additionally, Senator Robert Morgan (D-NC), sponsor of legislation in the 96th Congress which provided for the independence of the National Archives from GSA, was defeated as was Gaylord Nelson (D-WI), a member of the National Study Commission on the Records and Documents of Federal Officials. Nelson played a pivotal role in the 1978 passage of presidential papers legislation.

GSA Administrator Rowland G. Freeman is resigning effective January 15. He was not expected to be retained in office by the Reagan Administration. Freeman's relations with the archival and historical communities had been stormy since he assumed his office in summer 1979. Though archivists had expressed reservations about the subjugation of the National Archives to GSA for over a decade, Freeman's attempts to dictate professional archival decisions created a storm of protest in early 1980 and led to the creation of an Emergency Committee to Save the National Archives. Since the summer 1980 appointment of Robert M. Warner as Archivist of the United States, Freeman had maintained a lower profile.

China: 1982 Archives Study Tour

SAA will sponsor an archives study tour to China tentatively scheduled for April 16-May 8, 1982. The International Archival Affairs Committee began to plan the tour after China invited foreigners, particularly professional groups, to tour the country and assist in its present modernization efforts. In 1980, SAA President Maynard Brichford wrote to the Director General of the State Archives Bureau, Zhang Zhong, expressing SAA's interest in a study tour. Zhang responded with an invitation, which was reiterated by a delegation from the State Archives Bureau which visited the National Archives in August.

In response to the Chinese interest, tour coordinators Mike Kurtz and Mike McReynolds contacted a number of travel agencies specializing in tours to China. Special Tours for Special People, Inc. of New York, which directs many trips to China for professional organizations, was chosen to handle the SAA tour. Norval Welch, the president of Special Tours, met with State Archives Bureau officials in Peking during a trip to China in October. The proposed SAA itinerary was discussed and Welch is convinced that the Chinese are anxious to receive the SAA group.



The itinerary as now planned includes 16 days in China, entering and leaving through Hong Kong and Guangzhou (Canton). Shanghai will be the first Chinese city visited; four days will be spent there. Shanghai is China's largest city and has a significant municipal archives. The second stop will be Qu-fu, the site of the home of Confucius and an archives of the Kong family that provides a continuous record of that family for over 500 years. Two days are scheduled in Nanjing (Nanking), where the Second Historical Archives is located, holding records from the Republican period. The group will then go on (p. 2)

In the Works at SAA

*CONSERVATION WORKSHOPS--The following workshops, part of the NEH-funded Basic Archival Conservation Program, have been scheduled:

March 26-27, South Carolina Department of Archives and History, Columbia, SC

May 7-8, University of Pittsburgh, Pittsburgh, PA, in conjunction with the Mid-Atlantic Regional Archives Conference

August 29-30, Berkeley, CA, SAA annual meeting

Four highly-qualified instructors have been selected to teach the workshops: Edward Gilbert, former Chief Conservator at Greenfield Village and Henry Ford Museum, now in private practice and technical advisor to the Program; Judith Fortson-Jones, Conservation Specialist at the Nebraska Historical Society; Margery Long, Preservation Officer and Audiovisual Curator at the Archives of Labor and Urban Affairs, Wayne State University; and Howard Lowell, library/archives consultant, now Director of the Colorado Conservation Study. Each of the twelve workshops will be taught by Mary Lynn Ritzenthaler, Program Director, together with one of the above instructors.

Additional workshops will be announced in upcoming issues of the *Newsletter*. For further information, contact Mary Lynn Ritzenthaler at SAA headquarters.

*AUDIO-VISUAL PROGRAMS FOR ARCHIVES--SAA is in the process of compiling a list of audio-visual materials dealing with the functions and operations of an archival repository. This list will be a valuable resource for archivists seeking instructional materials for use in in-house training programs, archival education programs, and community outreach activities. Persons who know of audio-visual materials which explain the operations of an archives in general or which focus on certain archival functions in particular are encouraged to send information on those programs to Deborah Risteen at SAA headquarters.

*STARTING AN ARCHIVES WORKSHOP--A workshop titled "Starting an Archives" will be presented in Washington, DC May 21-23. Instructors for the workshop will be David B. Gracy II, Texas State Archives, and Linda Henry, The National Council of Negro Women. The workshop is supported in part by the scholarship fund of the Colonial Dames of America, Chapter III.

The workshop will include presentations of the nature of archival programs, resources necessary to have an archival program, an overview of the functions of an archives, and planning for the establishment of an archives.

SAA plans to repeat the workshop at the annual meeting in Berkeley. Contact Joyce Gianatasio, SAA headquarters office, for details about the workshops.

China, cont.

to Beijing (Peking), where the State Archives Bureau and the Palace Museum Archives, now known as the First Historical Archives, are located. The tour will not be limited to archives visits, and in Beijing tour members will be able to see the Great Wall, the Ming Tombs, and other sites of the national capital. Xi'an to the west in Shensi province will be the last stop and is the center of ancient Chinese culture. Spectacular archeological digs and an excellent museum will make Xi'an an exciting place to visit. Post-China tours can be arranged if enough people want to participate.

Airline costs make up the major portion of the price of the tour. They are rising, subject to change, and very complicated. Special Tours will use Singapore Airlines to get the lowest trans-Pacific fare. The prices for 1981 tours range from \$3000 to \$3400. This fee includes the flight from the west coast of the U.S. and back, travel in China, transfers, lodging, and all meals in China. SAA will do everything possible to hold down the costs, but an estimate for the 1982 tour is set at about \$3400.

Despite the cost of travel to China, there has been considerable interest among SAA members in a tour to that country. The group will be limited to 30, with group members selected on a first-come, first-served basis. Letters expressing intent to participate should be accompanied by a \$50 deposit and sent to SAA headquarters, 330 S. Wells, Suite 810, Chicago, IL 60606. Checks should be made out to the Society of American Archivists. The \$50 deposit is refundable only if the trip is cancelled. A partial payment and refund schedule for the remaining costs will be established for 1981 and early 1982.

People seeking more information on the tour should write Mike McReynolds, National Archives-NNFJ/11E, Washington, DC 20408 for a fact sheet and Special Tours brochure. If the demand for participation in the China study tour is great enough, the International Archival Affairs Committee will plan another tour for late 1982 or 1983.

SAA Staff

Ann Morgan Campbell	Executive Director
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Deborah Risteen	Newsletter Editor and Program Officer
Mary Lynn Ritzenthaler	Program Officer
Linda Ziemer	Program Assistant

Editor Sought for American Archivist

SAA has received some overtures from repositories and individuals who would like to be considered as possible new homes and editors for *The American Archivist* when the present editor's term comes to an end. SAA President Ruth Helmuth would welcome suggestions or offers from any interested institution or prospective editor. The institution that hosts the journal's editorial offices should have an archives and, ideally, an archival education program. It would be helpful if it were located in an area where there are several archival repositories. Interested persons or institutional officials should contact Ruth W. Helmuth, University Archives, Case Western Reserve University, Cleveland, OH 44106 (216) 368-4289 by January 23 if possible and February 15 at the latest.

Scholarship Winner Selected

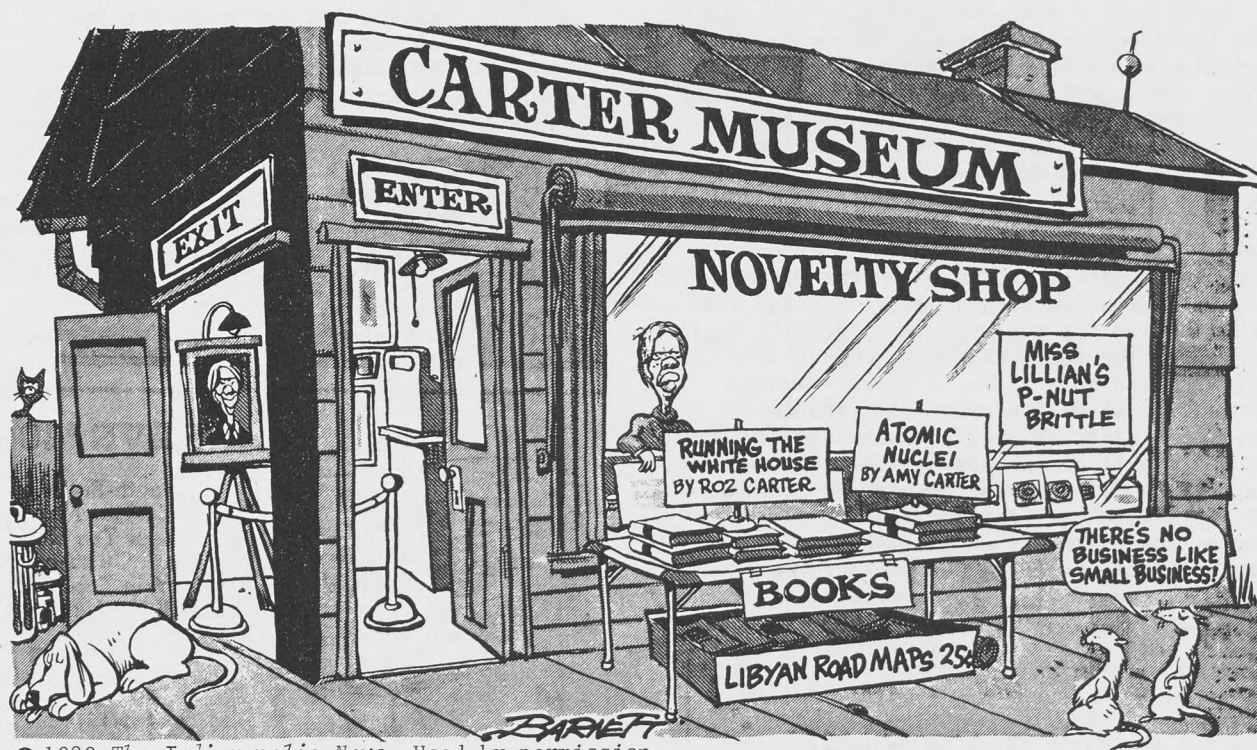
Joseph Falca, Archives Technician, Bureau of Archives and History, New Jersey State Library, has been awarded the Colonial Dames Scholarship to the January Modern Archives Institute at the National Archives. The scholarship is funded by the Colonial Dames of America, Chapter III, and awarded by the Society of American Archivists.

A scholarship to attend the June session of the Institute 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 by an institution or agency with a fair percentage of its holdings in the period predating 1825. Resumes, accompanied by two letters of recommendation from persons who have a definite knowledge of the applicant's qualifications, should be submitted to Judith A. Koucky, National Archives (NLN), Washington, DC 20408, by March 31, 1981.

Carter's Records Shipped to Georgia

An estimated 15-20 trailer truck loads of materials destined for a Carter Library will be removed from the White House by January 20 and transported to a temporary federal facility in downtown Atlanta. The records and presidential memorabilia will be administered there by an initial cadre of 6-8 National Archives & Records Service employees working in a building which was previously occupied by the Postal Service.

The 1978 legislation which declared presidential records to be public property takes effect with the Reagan Administration. However, Carter is expected to execute a deed of gift to the National Archives which follows the spirit of the legislation before he leaves office. Provisions of the law were also used in establishing guidelines for outgoing White House staff members as to the appropriate disposition of their materials.



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SAA is Berkeley Bound

Plans are rapidly taking shape for SAA's 45th annual meeting to be held September 1-4, 1981, at the University of California, Berkeley. The Program Committee for the meeting is chaired by John Fleckner, State Historical Society of Wisconsin, and William Joyce, American Antiquarian Society. Helene Whitson, San Francisco State University, is chair of the Local Arrangements Committee. Joyce Gianatasio of the SAA staff is annual meeting director.

The 1981 Program Committee met in November to discuss session topics centered around the theme of the meeting, "The One World of Archives: Common Goals and Purposes." Meeting sessions will focus on this theme, which suggests that archivists must work more cooperatively in sharing their understanding of that portion of the universe that they are called upon to manage. Program sessions will reflect the diverse approaches archivists have adopted in order to understand the information contained in documents, but they will also emphasize the common mission which all archivists share.

Session topics for the Berkeley meeting include film as documentary evidence; archivists as educators; access to business archives; urban ethnic archives; the role of academic archives; planning for archivists; documenting new religious movements; research use of machine-readable records; archives in the ancient world; records management at the systems level; and many more. Workshops are scheduled on grants planning; duplication of historical photographs; indexing; preparing for fiscal and performance audits; archival records in court; appraisal; editing and designing newsletters; creating in-house A-V materials; computers; and declassifying documents. Pre-conference workshops are planned on basic archival conservation and starting an archives (August 29-30) and on architectural records (August 31).

The week of the meeting begins with task force and standing committee meetings on Monday, August 31. A tour of conservation facilities in the Bay area is also scheduled for Monday. Sessions will begin on Tuesday morning and continue through Friday morning. Professional Affinity Group meetings will be held Tuesday afternoon and Wednesday morning, concurrent with regular sessions. Tuesday evening there will be an opening reception in San Francisco. Wednesday afternoon and evening will be busy, with the business meeting first, followed by an open house at the Bancroft Library, California Cuisine, and the SAA Amateur Hour (see below). The Presidential Reception and Banquet will be held Thursday night.

The *SAA Newsletter* is a bimonthly publication of the Society of American Archivists. Copy deadline for the March issue is February 15.



Accommodations

Most meeting participants will be housed in University of California residence halls, with a splendid view of San Francisco Bay. Most rooms are doubles, although a limited number of single rooms is also available. The cost of the housing package, which includes a double room for Monday-Thursday nights, breakfast and lunch Tuesday-Thursday, breakfast Friday, and a basket of fruit upon arrival, will be under \$120. Persons who wish to arrive before Monday or stay past Friday can arrange for University accommodations as well. Many meeting sessions will be held in the lounge areas of the residence halls. University dining facilities are nearby, as are a wide variety of restaurants. Persons who are not staying in the dorms may purchase a "commuter package" which will include the same meals contained in the housing package mentioned above.

For those not wishing to stay in the residence halls, the Hotel Durant, a modest property adjacent to the dorms, will have a limited number of rooms available. Current rates are \$30-\$40. The Local Arrangements Committee has compiled a list of other alternate housing in Berkeley and in San Francisco. Included on the list in the Berkeley area (though not within walking distance of the campus) are:

Gramma's Bed and Breakfast Inn
2740 Telegraph Ave.
(415) 549-2145
1980 Rates: \$55 single/\$75 double
(includes breakfast)

Claremont Resort Hotel
41 Tunnel Rd.
Oakland, CA
(415) 843-3000
1980 Rates: \$68 single/\$78 double

Marriott Hotel
200 Marina Blvd.
(415) 548-7920
1980 Rates: \$55-64 single/\$65-74 double

There are many hotels in San Francisco close to BART, the rapid transit line that travels under the Bay and includes a stop near the University of California campus. Meeting participants choosing to stay in a San Francisco hotel should allow themselves approximately 30 minutes to travel by BART from San Francisco to the campus. Among the San Francisco hotels suggested by the Local Arrangements Committee are:

Beresford
735 Sutter
(800) 227-4249 (out of state)
(800) 622-0899 (California)
1980 Rates: \$32-\$34 single/\$36-\$38 twin
or double

Chancellor
433 Powell
(415)362-2004
1980 Rates: \$30-\$34 single/\$32-\$36 double/
\$34-\$38 twin

St. Francis
Union Square
(800) 228-3000
1980 Rates: \$50-\$100 single/\$65-\$125 twin
or double

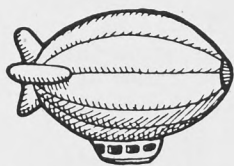
Sheraton Palace
639 Market
(800) 325-3535
1980 Rates: \$55-\$75 single/\$65-\$85 twin
or double

Rates quoted are subject to change. Persons wishing to receive a complete list of alternate accommodations should contact Deborah Risteen at SAA headquarters.

Table Topics



During the lunch hour, the dining hall will be the site of "Table Topics," an annual meeting feature which will allow archivists the opportunity to eat lunch and discuss topics of mutual interest with their colleagues. Each table will bear an identification sign indicating the topic to be discussed. Suggestions for "Table Topics" should be sent to Tom Pardo at SAA headquarters.



Air Travel

The cost of air transportation has gone up dramatically in the last two months, and airfares are projected to rise substantially in 1981. Some bargains are still available, though, as a random check of several air carriers by the *Newsletter* staff indicated. For example, World Airways currently has flights from Baltimore to Oakland, California, at a cost of \$143 each way. TWA's supercoach fare from Chicago to San Francisco is \$169 each way for

travel Monday-Thursday and \$199 each way for weekend travel. TWA also offers a supersaver fare of \$318 round trip from Washington, DC to San Francisco, provided the traveller stays at least 7 days and reservations are made 14 days in advance. United and American Airlines have night supersaver rates under \$400 for a round trip from Chicago to San Francisco, provided reservations are made 30 days in advance, travel is done Monday-Thursday, and the traveller stays at least 7 days.

Persons planning on attending the annual meeting are encouraged to make their reservations as soon as possible to obtain the lowest rates. Most airlines will allow travellers to purchase tickets at the current rates for travel in late August provided that the departure date is not subsequently changed.

SAA Amateur Hour

On Wednesday evening of the annual meeting, archivists will have the opportunity to show off their non-archival skills in "The SAA Amateur Hour." This talent show will showcase singing, dancing, baton-twirling, and similarly-talented archivists in a competition for fabulous prizes! Both individual and group entries are encouraged. Those interested in participating should contact Deborah Risteen at SAA headquarters.



Last Call for Membership Directory Listing

In early 1981, SAA will publish a new Directory of Individual Members, copies of which will be sent to each individual member of the Society. Membership survey forms were sent to all members in August and again in December to those who did not respond to the August mailing. All individual members of the Society will be included in the Directory, but only those who have submitted the form will have complete listings. Persons who have not yet returned their forms to SAA headquarters should do so immediately. Anyone who did not receive a form should contact Linda Ziemer at SAA headquarters and one will be sent.

PEOPLE PAPERS

Sacramento, California Joe Samora, archivist at the California State Archives, collects straight pins and papers clips removed from historical documents in the Archives. Samora currently has nearly 1,000 items in his collection, the oldest being a straight pin dating from 1849. He also may have the only collection of antique rubber bands--dried, thin strips of black rubber that stand upright in a glass jar. A sampling of Samora's collection hangs in the research room at the State Archives.

Washington, DC Donald F. Wisdom, Acting Chief of the Preservation Office at the Library of Congress, has contacted the *SAA Newsletter* regarding an item on the use of diethyl-zinc gas to deacidify books that appeared in the November 1980 *Newsletter* (p. 9). That item was based on a *Wall Street Journal* story which, Wisdom says, contained several major errors. In particular, Wisdom stated that the General Electric Space Center in Valley Forge, PA, did not develop the diethyl-zinc gas process. The process was researched and patented by the Library of Congress. Large-scale experiments with diethyl zinc have been carried out at the General Electric Space Center under contract to the Library of Congress. More information on mass deacidification with diethyl zinc is contained in an article by George B. Kelly, Jr. in the September 1980 issue of *Library Scene*.

Memphis, Tennessee A box of letters and business papers, hidden in a bank vault almost a century, is helping fill in the gaps in the story of Jefferson Davis, President of the Confederate States of America. The letters, most written by Davis to his son-in-law, Joel Addison Hayes, Jr., depict the Confederate leader as a man who cared deeply about his family and worried about the Southern soldiers and civilians who suffered because of the war. The First Tennessee State Bank has had custody of the collection since 1882 because at that time Hayes was cashier of the State National Bank, one of First Tennessee's predecessors. The papers were kept in a box in the bank vault until two years ago when they were turned over to the Brister Library at Memphis State University. Two months ago the Davis Family Association, a group of Davis descendants, finally granted title to the university for use by historical researchers. The Library obtained an NEH grant to fund the cataloguing and microfilming of the collection.

Albany, New York The world's largest collection of motion picture scripts is in the New York State Archives in Albany, New York. The scripts were collected during the 44 years when the state of New York was censoring films. Included in the collection are scripts for "Gone with the Wind," "Grapes of Wrath," "Little Caesar," and many more. With the help of an NEH grant, the scripts are being put on microfilm.

Senate Records Access Improved

As a direct result of the recommendations of the National Study Commission on the Records and Documents of Federal Officials, the United States Senate has adopted a resolution to simplify and make more equitable access to its noncurrent records at the National Archives. Senate Resolution 474, sponsored by Democratic leader Robert C. Byrd (D-WV) provides for the opening of most Senate records at the National Archives after they have become 20 years old. Sensitive records, such as investigative files relating to individuals and containing personal data, personnel records, and executive nominations will be available within 50 years of their creation.

This resolution, said Senator Byrd, will reduce or eliminate the "chronic confusion that has existed regarding which Senate records are subject to public access." In the past, access determinations have been left up to individual committee chairmen, or committee staff acting on their behalf. Some committees, fearing that their records might cause members or others undue embarrassment, routinely have denied all requests for access, regardless of the documents' ages. In several instances, this has resulted in the closure of records more than 150 years old.

The provisions of Senate Resolution 474 will take effect on March 1, 1981. For copies of the resolution and the accompanying report (96-1042) of the Senate Rules Committee, write to the Senate Historical Office, Washington, DC 20510.

Masterson Letters Recovered

FBI officials have recovered hundreds of stolen historic Wild West documents, including several that were signed by Wyatt Earp and Bat Masterson. The documents were stolen from several locations in Kansas and from the Connecticut State Library and sold to collectors. Many of the documents are still missing.

The Connecticut thefts were reported in the November 1980 *SAA Newsletter* (p. 7), and two letters taken from the Kansas State Historical Society were listed in SAA's 1980 *National Register of Lost or Stolen Archival Materials*. According to Patricia Michaelis, Curator of Manuscripts at Kansas State Historical Society, the two stolen letters are among the items recovered, but they are still in FBI custody.

Two men, Steven Englert and James I. McLaughlin, a former director of an Oklahoma City museum, have been charged in the Connecticut thefts. No charges have been filed in the Kansas thefts. The documents were purchased by a California dealer, Craig Fouts, who has been cooperating with authorities in their efforts to recover the documents.

Archival Education Opportunities

Students interested in pursuing a career in the field of archives are advised to consider the courses of study offered by colleges and universities and other select institutions throughout North America. Most entry level positions now require a graduate degree. Some schools offer a single course while others offer a sequence or series of courses. In general, coursework in archives is set within the context of graduate study in history and library and information science. Students contemplating studying administration of archives should examine course offerings based on the following typology:

Graduate Study

Multi-course Programs. These programs generally offer students an introduction to the theory and practice of archives as well as additional practical work in a reputable archives or manuscript collection. In addition, courses may be offered pertaining to oral history, pre-

servation and conservation of manuscripts, reprography, audio and visual records, and records in machine-readable form. These programs are usually set within the context of a master's degree program in history or library science. Some schools offer a joint M.A.-M.L.S. degree in history or library science. Some programs also offer archives as a field of study for the Ph.D. in either history or library science.

Single Course Offerings. These courses provide a student in a history M.A. program or a library science M.L.S. program with an introduction to the theory and practices of archives. These single course offerings are generally more in the line of an overview and not sufficient in themselves as preparation for a career in the administration of archives.

Post-appointment Training

Certain very large archival institutions, most notably the National Archives of

both the United States and Canada, offer a program designed to train newly hired personnel in the application of archival theory and practice to all phases of large and complex government archives.

Workshops and Institutes

Basic Workshops or Institutes. These are intended to acquaint newcomers to archival positions with the principles of archival theory and practice. They provide an introduction to archives for the part-time archivists or employees of institutions that cannot afford a professional archivist. They usually last from two days to two weeks and thus do not provide the depth of coverage found in the formal graduate offerings.

Continuing Education for Practicing Archivists. These opportunities are intended to deal with complex applications of accepted archival principles, with new developments in the field, or with special problems related to allied professions.

The Society of American Archivists recently conducted an extensive survey of archival education programs for the purpose of producing an updated Education Directory. The following listing includes programs in the United States and Canada divided into multi-course, single course, and workshop/institute categories. Entries within these categories include contacts for further information. SAA also offers many workshops and seminars on various topics throughout the year, as do regional archival organizations. For information on SAA-sponsored education programs, contact SAA, 330 S. Wells St., Suite 810, Chicago, IL 60606. Extra copies of this listing are also available at that address.

ALABAMA

Multi-course - Auburn University, Allen W. Jones, Department of Archives, Auburn University, Auburn, AL 36830.

University of Alabama in Birmingham, Virginia V. Hamilton, Chair, Department of History, University of Alabama in Birmingham, University Station, AL 35294.

CALIFORNIA

Multi-course - University of California-Los Angeles, Office of the Dean, Graduate School of Library and Information Science, Powell Library, University of California, Los Angeles, CA 90024.

University of Southern California, Dennis Thomison, School of Library and Information Management, University of Southern California, Los Angeles, CA 90007.

Single course - California State University-Northridge, Leonard Pitt, Urban Archives, California State University-Northridge, South Library, Room 205, 18111 Nordhoff, Northridge, CA 91330.

Workshop/Institute - American Film Institute, Film/TV Documentation Workshop, American Film Institute, 501 Doheny Road, Beverly Hills, CA 90210.

COLORADO

Multi-course - Colorado State University, James E. Hansen, Department of History, Colorado State University, Ft. Collins, CO 80523.

University of Colorado, Graduate Coordinator Department of History, Box 234, University of Colorado, Boulder, CO 80309.

University of Denver, Dolores C. Renze, Director, Institute for Archival Studies, Department of History, University of Denver, Denver, CO 80208.

Workshop/Institute - University of Denver, Dolores C. Renze at the address above.

CONNECTICUT

Multi-course - University of Connecticut, Chairperson, Graduate Admissions Committee, Department of History, U-103, or Randall Jimerson, Archivist, Library, U-50, The University of Connecticut, Storrs, CT 06268.

DISTRICT OF COLUMBIA

Multi-course - American University, Meyer Fishbein, Director, Military Archives Division, National Archives and Records Service, Washington, DC 20408.

Catholic University of America, Herman Viola, National Anthropological Archives, National Museum of Natural History, Smithsonian Institution, Washington, DC 20560.

Workshop/Institute - National Archives & Records Service, Director, Modern Archives Institute (ND), National Archives Building, Washington, DC 20408. *Note: Several Washington-area universities offer graduate credit to persons attending the National Archives Institute.*

Smithsonian Institution, Office of Museum Programs, Smithsonian Institution, Washington, DC 20560.

FLORIDA

Multi-course - Florida State University, M.M. Vance, Department of History, Florida State University, Tallahassee, FL 32306.

GEORGIA

Workshop/Institute - Georgia Department of Archives and History/Emory University, Lorraine Lee, Institute Coordinator, Georgia Department of Archives and History, 330 Capitol Ave., S.E., Atlanta, GA 30322.

ILLINOIS

Multi-course - Northern Illinois University, Carroll Moody, Department of History, Northern Illinois University, DeKalb, IL 60115.

University of Illinois, Maynard Brichford, University Archivist, 19 Library, University of Illinois, Urbana, IL 61801.

Single course - Augustana College, Thomas A. Brown, Chairman, Department of History, Augustana College, Rock Island, IL 61201.

Eastern Illinois University, Donald F. Tingley, Department of History, Eastern Illinois University, Charleston, IL 61920.

Illinois State University, Joann Rayfield, Department of History, Illinois State University, Normal, IL 61761.

Rosary College, Dean, Graduate School of Library Science, Rosary College, 7900 W. Division St., River Forest, IL 60305.

University of Chicago, Robert Rosenthal, Curator, Special Collections, Regenstein Library, University of Chicago, 1100 E. 57th St., Chicago, IL 60637.

INDIANA

Multi-course - Indiana University, Director of Admissions, Graduate Library School, Library 011, Indiana University, Bloomington, IN 47405.

KANSAS

Multi-course - Emporia State University, Loren E. Pennington, Director of Archival and Museum Programs, Division of Social Sciences, Emporia State University, Emporia, KS 66801.

KENTUCKY

Multi-course - University of Louisville, William J. Morison, Director and University Archivist, University Archives and Records Center, University of Louisville, Louisville, KY 40292.

Single course - Eastern Kentucky University, Charles Hay, University Archivist, Eastern Kentucky University, Cammack Building, Room 26, Richmond, KY 40475.

MARYLAND

Multi-course - University of Maryland, Department of History or the College of Library and Information Services, University of Maryland, College Park, MD 20742.

MASSACHUSETTS

Multi-course - Northeastern University, Raymond H. Robinson, Chairman, Department of History, College of Liberal Arts, Northeastern University, 360 Huntington Ave., Boston, MA 02115.

University of Massachusetts, Boston, Nicholas Olsberg, Department of History, University of Massachusetts, Harbor Campus, Boston, MA 02125.

Single course - Boston College, Alan Rogers, Chairman, Department of History, Boston College, Chestnut Hill, MA 02167.

Simmons College, Nancy E. Peace, Assistant Professor, School of Library Science, Simmons College, 300 The Fenway, Boston, MA 02115.

MICHIGAN

Multi-course - Michigan State University, Frederick L. Honhart, Director, University Archives and Historical Collections, or Donald Lammers, Chairman, Department of History, Michigan State University, East Lansing, MI 48824.

University of Michigan, Francis X. Blouin, School of Library Science or Department of History, University of Michigan, Ann Arbor, MI 48109.

Wayne State University, Philip P. Mason, Director, Archives of Labor and Urban Affairs, Walter P. Reuther Library, Wayne State University, 5401 Cass Ave., Detroit, MI 48202.

MINNESOTA

Multi-course - University of Minnesota, Director of Graduate Studies, Department of History, University of Minnesota, Minneapolis, MN 55455.

MISSISSIPPI

Multi-course - University of Southern Mississippi, Onva K. Boshears, Jr., School of Library Service, University of Southern Mississippi, Box 5146, Southern Station, Hattiesburg, MS 39401.

MISSOURI

Multi-course - University of Missouri-Columbia, Edward P. Miller, Dean, School of Library and Information Science, University of Missouri-Columbia, Columbia, MO 65211.

University of Missouri-Kansas City, Lawrence H. Larsen, Department of History, University of Missouri, Kansas City, MO 64110.

Single course - Washington University, Andrew J. Eaton, Olin Library, Washington University, St. Louis, MO 63130

NEW JERSEY

Single course - Rutgers University, Ruth J. Simmons, 337 Graduate School of Library and Information Service, Rutgers University, New Brunswick, NJ 08903.

Seton Hall University, Larry Greene, Chairman, Department of History, Seton Hall University, South Orange, NJ 07079.

NEW YORK

Multi-course - New York University, Michael A. Lutzker, Director, Program in Archival Management and Historical Editing, Department of History, New York University, 19 University Place, New York, NY 10003.

Queens College, Richard J. Hyman, Dean, Graduate School of Library and Information Studies, 64-15 Kissena Boulevard, Flushing, NY 11367.

State University of New York-Albany, Dr. Lucille Whalen, School of Library and Information Science, 135 Western Ave., State University of New York, Albany, NY 12222.

Syracuse University, Antje B. Lemke, School of Information Studies, Syracuse University, 113 Euclid Ave., Syracuse, NY 13210.

Single course - Columbia University, Carol Learmont, School of Library Service, Butler Library, Columbia University, New York, NY 10027.

C.W. Post Center of Long Island University, Edward Moffat, Palmer Graduate Library School, C.W. Post Center, Northern Blvd., Greenvale, NY 11548.

NORTH CAROLINA

Multi-course - North Carolina State University, Mary E. Wheeler, Head, Department of History, North Carolina State University, P.O. Box 5941, Raleigh, NC 27650, or Thornton W. Mitchell, State Archivist, North Carolina Dept. of Archives and History, 109 E. Jones St., Raleigh, NC 27611.

Single course - East Carolina University, Donald R. Lennon, History Dept., East Carolina University, Greenville, NC 27834.

University of North Carolina-Chapel Hill, School of Library Science 026-A, or Carolyn A. Wallace, Wilson Library 024-A, University of North Carolina at Chapel Hill, Chapel Hill, NC 27514.

Workshop/Institute - North Carolina Division of Archives and History/Friends of the Archives, Archives and Records Section, Division of Archives and History, 109 E. Jones St., Raleigh, NC 27611.

NORTH DAKOTA

Multi-course - North Dakota State University, John E. Bye, North Dakota Institute for Regional Studies, North Dakota State University, Fargo, ND 58105.

OHIO

Multi-course - Bowling Green State University, Paul Yon, Assistant Director, Center for Archival Collections, Library, or Bernard Sternsher, Department of History, Bowling Green State University, Bowling Green, OH 43403.

Case Western Reserve University, Ruth W. Helmuth, University Archivist, Room 2, Adelbert Hall, Case Western Reserve University, Cleveland, OH 44106.

Wright State University, Patrick B. Nolan, Head of Archives, Wright State University, Dayton, OH 45435.

Single course - Kent State University, A. Robert Rogers, Dean, School of Library Science, Kent State University, Kent, OH 44242.

OREGON

Multi-course - Portland State University, David Johnson, Public History Program, Department of History, Portland State University, P.O. Box 751, Portland, OR 97207.

University of Oregon, K. Keith Richard, University Archivist, University of Oregon, Eugene, OR 97403.

PENNSYLVANIA

Multi-course - Duquesne University, Carolyn Schumacher, Department of History, Duquesne University, College Hall, Pittsburgh, PA 15219.

Temple University, Frederic Miller, Curator, Urban Archives Center, Samuel Paley Library, Temple University, Philadelphia, PA 19122.

Single course - University of Pittsburgh, Frank A. Zabrosky, Coordinator, Archives Service Center, University Libraries, 363 Hillman Library, University of Pittsburgh, Pittsburgh, PA 15260.

Workshop/Institute - The Moravian Archives, (German Script Seminar), The Moravian Archives, 41 W. Locust St., Bethlehem, PA, 18018.

RHODE ISLAND

Multi-course - University of Rhode Island, David C. Maslyn, University Archivist, University Library, or Graduate Library School, Rodman Hall, University of Rhode Island, Kingston, RI 02881.

SOUTH CAROLINA

Single course - University of South Carolina, Applied History Program, Department of History, University of South Carolina, Columbia, SC 29208.

TENNESSEE

Multi-course - East Tennessee State University, Richard M. Kesner, Director, Archives of Appalachia, The Sherrod Library, East Tennessee State University, Johnson City, TN 37614.

Single course - University of Tennessee, J. Michael Pemberton, Graduate School of Library and Information Science, 804 Volunteer Blvd., University of Tennessee, Knoxville, TN 37916.

TEXAS

Multi-course - Southern Methodist University, Department of History or Clifton H. Jones, Director, DeGolyer Library, Southern Methodist University, Dallas, TX 75275.

University of Texas-Arlington, George Wolfskill, Department of History, University of Texas-Arlington, Arlington, TX 76019.

Single course - University of Texas-Austin, Graduate School of Library Science, University of Texas, Austin, TX 78712.

UTAH

Multi-course - Brigham Young University, Dennis Rowley, 5030 Harold B. Lee Library, Brigham Young University, Provo, UT 84601.

Single course - University of Utah, Everett L. Cooley, Assistant Director for Special Collections, Marriott Library, University of Utah, Salt Lake City, UT 84112.

Workshop/Institute - Brigham Young University, Dennis Rowley, 5030 Harold B. Lee Library, Brigham Young University, Provo, UT 84601.

VERMONT

Single course - University of Vermont, Connell Gallagher, University Archivist and Curator of Manuscripts, Bailey/Howe Library, University of Vermont, Burlington, VT 05405.

VIRGINIA

Single course - Old Dominion University, James R. Sweeney, Associate Professor, Department of History, Old Dominion University, Norfolk, VA 23508.

Virginia Commonwealth University, Paul I. Chestnut, Assistant State Archivist for Archives, Virginia State Library, 11th & Capitol Sts., Richmond, VA 23219.

WASHINGTON

Multi-course - Western Washington University, Graduate Advisor, Department of History, Western Washington University, Bellingham, WA 98225.

Single course - University of Washington, School of Librarianship, FM-30, University of Washington, Seattle, WA 98195.

Workshop/Institute - University of Washington, School of Librarianship, FM-30, University of Washington, Seattle, WA 98195.

WISCONSIN

Multi-course - University of Wisconsin-Madison, F. Gerald Ham, State Archivist, State Historical Society of Wisconsin, 816 State St., Madison, WI 53706.

University of Wisconsin-Milwaukee, Wilbur Stolt, University Archivist, Golda Meir Library, University of Wisconsin-Milwaukee, Milwaukee, WI 53201.

CANADA

ALBERTA

Multi-course - University of Alberta, W. J. Kurmey, Dean, Faculty of Library Science, University of Alberta, Edmonton, Alberta, Canada T6G 2J4.

BRITISH COLUMBIA

Multi-course - University of British Columbia, Head, Department of History, or Director, School of Librarianship, University of British Columbia, 2075 Westbrook Mall, Vancouver, British Columbia, Canada V6T 1W5.

NOVA SCOTIA

Multi-course - Dalhousie University, Charles Armour, School of Library Service, Killam Library, Dalhousie University, Halifax, Nova Scotia, Canada B3H 4H8.

Workshop/Institute - Dalhousie University, Charles Armour, School of Library Service, Killam Library, Dalhousie University, Halifax, Nova Scotia, Canada B3H 4H8.

ONTARIO

Multi-course - University of Toronto, Dean Katherine H. Packer, Faculty of Library Science, University of Toronto, 140 St. George St., Toronto, Ontario, Canada M5S 1A1

University of Western Ontario, William J. Cameron, Dean, School of Library and Information Science, University of Western Ontario, London, Ontario, Canada N6A 5B9.

Workshop/Institute - Public Archives of Canada, Director-General, Archives Branch, Public Archives of Canada, 395 Wellington St., Ottawa, Ontario, Canada K1A 0N3.

University of Toronto, Katherine H. Packer, Faculty of Library Science, University of Toronto, 140 St. George St., Toronto, Ontario, Canada, M5S 1A1.

QUEBEC

Multi-course - McGill University, Vivian Sessions, Director, Graduate School of Library Science, McGill University, 3459 McTavish St., Montreal, Quebec, Canada H3A 1Y1.

Université de Montréal, M. Carol Couture, Directeur, Service des Archives, Université de Montréal, C.P. 6128 Succursale "A," Montréal, Quebec, Canada H3C 3J7.

South Carolina Archives Group Organized

The Archives and Special Collections Roundtable of the South Carolina Library Association was organized in October, 1980. Its purpose is to foster high standards in the preservation of archives, manuscripts, and special collections materials; to develop professional cooperation among those involved with archives and special collections in South Carolina; and to encourage the use of archives and special collections in South Carolina. Ron Chepesiuk, Winthrop College, is the chair of the group. The Roundtable is open to all archivists and librarians, provided they are members of the South Carolina Library Association. For further information, contact Ron Chepesiuk, Archives, Dacus Library, Winthrop College, Rock Hill, SC 29733.

What's ACT?

The ACT caucus began nearly a decade ago as an informal group to meet and discuss problems facing the Society of American Archivists and the profession in general. ACT members communicate through a newsletter and meet in conjunction with the SAA annual meeting. Persons wishing to receive the ACT Newsletter should send \$1.00 to Thomas Wilsted, Salvation Army Archives, 145 W. 15th St., New York, NY 10011.

PAG Chair Changes

The November 1980 *SAA Newsletter* incorrectly reported that Eva Moseley is the chair of the Manuscript Repositories Professional Affinity Group. The new chair of that group is Clifton H. Jones, Director, Fikes Hall of Special Collections and DeGolyer Library, Southern Methodist University, Dallas, TX 75275.

Sister Felicitas Powers, chair of the Religious Archives Professional Affinity Group, will be out of the country during much of 1981. During that time, the responsibilities of chair will be assumed by the vice-chair, Rev. August R. Suelflow, Concordia Historical Institute, 801 DeMun Ave., St. Louis, MO 63105. (314) 721-5934.

Council to Meet

SAA's Council will meet January 24-26 at Airlie House in Airlie, Virginia. An agenda of the Council meeting will be available from SAA headquarters after January 15.



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NHPRC, NEH Award Archival Grants

At the October meeting of the National Historical Publications and Records Commission, 28 historical records grants totaling \$758,733 were awarded to records programs in 17 states and the District of Columbia.

The National Endowment for the Humanities recently awarded 22 grants for projects relating to libraries. Four of the NEH grants are for manuscripts projects and are listed below.

NHPRC

National Business League, Washington, DC: up to \$3,000 for consultation in the development of an archives for the League. As the oldest national minority multi-trade business and professional organization, the National (Negro) Business League served in an advocacy role to protect the interests of the minority business community.

Flower of the Dragon, Santa Rosa, CA: \$2,000 to locate an appropriate repository for the records of Vietnam War veterans and, if such a repository is found, \$35,223 for a survey of Vietnam veterans and veterans' organizations to identify archival materials which document the war experience from the veteran's perspective.

Northwest Archivists, Inc., Portland, OR: \$1,578 for a planning study for cooperative programs to address regional archival needs.

History of Science Society, Inc., for Joint Committee on the Archives of Science and Technology (JCAST): \$29,060 to continue the Committee's work on problems in the documentation of science and technology identified in the first phase of the Committee's work which was completed recently.

Alabama Space and Rocket Center, Huntsville, AL: an offer of up to \$2,500 for consultation in planning an archival program. The Center's holdings include papers of Wernher von Braun and others who were instrumental in the development of rocketry in the United States and abroad from the beginning of space flight to the late 1970s.

Arizona Historical Society, Tucson, AZ: \$40,055 to preserve selected photographs of historical value in the Society's collection of nitrate and glass plate negatives and original prints.

University of Connecticut, Storrs, CT: a conditional grant offer of \$41,803 to develop a comprehensive archival program for the statewide university system.

Corcoran Gallery of Art, Washington, DC: \$20,740 for the second year of an institutional archives development project. The Gallery's collections chronicle its 111 year history and include material on American artists, American cultural history, and local Washington history.

Black Archives Research Center, Florida A&M University, Tallahassee, FL: up to \$3,000 to assist in the initial phase of a project to collect, preserve, and make available the records of Florida's former all-black school system.

Centre College of Kentucky, Danville, KY: a partial matching grant of \$22,535 to implement an archival program for the college.

Kentucky Historical Society and the Kentucky Division of Archives and Records, Frankfort, KY: \$33,196 for the second year of their joint project to arrange, describe, and make available the papers of Kentucky Governors, 1797-1927.

Kentucky State Historical Records Advisory Board, Frankfort, KY: \$237,642 for the second phase of the Kentucky statewide survey of archival and manuscript repositories.

Baltimore City Archives, Baltimore, MD: a conditional grant offer of \$22,000 to survey, appraise, and continue the arrangement and description of the historical records of the City.

Ashfield Historical Society, Ashfield, MA: a supplementary grant of \$5,400 to complete arrangement, preservation, and description of the Howes Brothers photograph collection depicting life in New England during the late 19th and early 20th centuries.

McLean Hospital, Belmont, MA: a conditional offer of \$20,730 to develop the hospital's archives. Established in 1818, McLean Hospital is one of the oldest and most influential institutions for the care of the mentally ill in the United States.

University of Massachusetts, Boston Harbor Campus: \$5,772 for a feasibility study leading to the survey of records of Boston area charity and community organizations.

Massachusetts General Hospital, Boston, MA: \$3,059 to microfilm early records of the Massachusetts School of Nursing which have been deposited in the Francis Countway Library of Medicine.

University of Nevada, Reno, NV: a conditional grant offer of \$34,974 to arrange and describe its manuscript collections relating to the Lake Tahoe Region, Nevada-California, 1865-1979. Included are materials on mining, lumbering, recreation, preservation, water resources, and environmental control.

New Hampshire Historical Society, Concord, NH: \$29,185 to arrange and describe a portion of its manuscript collections. The collections to be processed contain material on New Hampshire's social, political, and economic history.

William Paterson College, Wayne, NJ: \$1,500 to arrange, describe, and microfilm the papers of William Paterson, New Jersey's first Attorney

General and a member of the United States Supreme Court.

DeWitt Historical Society of Tompkins County, Ithaca, NY: \$4,215 to continue preservation of selected nitrate negatives from the Verne Morton photograph collection which documents life in rural upstate New York from the 1890s to the 1940s.

Staten Island Institute of Arts and Sciences, Staten Island, NY: \$9,000 to complete the arrangement and description of the Institute's archives.

Young Men's and Young Women's Hebrew Association, New York, NY: an offer of \$22,800 for the continued development of the Archives of the 92nd Street YM-YWHA. Documenting the Y's social, cultural, and philanthropic activities, the collection also reflects the Y's role as an early home for several major figures in American dance (Alvin Ailey, Martha Graham, Agnes de Mille, and Jose Limon).

State Historical Society of North Dakota, Bismarck, ND: \$45,000 to arrange and describe its manuscript collections.

Public Library of Nashville and Davidson County, TN: an offer of up to \$6,000 for a planning study for the Metropolitan Nashville and Davidson County Archives.

Newport News Public Library System, VA: \$8,300 to assist in processing the records of the Old Dominion Land Company. Owned by railroad magnate and financier Collis P. Huntington, the Old Dominion Land Company was his instrument for purchasing land for the Atlantic terminus of a continental railway system and for developing the City of Newport News and surrounding country.

City of Milwaukee, WI: \$28,460 to establish retention and preservation criteria for tape recordings of city government activities.

University of Wisconsin System, Madison, WI: \$40,006 for a cooperative project within the university system to survey and inventory records in three major areas (financial, personnel, and student aids) and to produce a manual on the appraisal and disposition of these records.

NEH

Graduate Theological Union, Berkeley, CA: \$23,120 to support continued processing of various papers relating to new religious groups in America.

American Harp Society, Los Angeles, CA: \$22,636 to support formation of a special collection of harp-related musical scores, documents, and manuscripts.

Massachusetts Historical Society, Boston, MA: \$71,684 to support a project to select, organize, and catalogue important manuscripts most of which have been on loan to the collection of the Massachusetts Historical Society and have recently become the property of the institution.

Newberry Library, Chicago, IL: \$35,985 to support cataloging of Newberry College's pre-1500 A.D. North American manuscript collection to complement the teaching program of the Newberry Renaissance Center.

NHPRC Photograph Guidelines Available

The National Historical Publications and Records Commission has issued new guidelines for historical photograph grant applications. For projects to preserve and make available discrete photograph collections, the guidelines describe funding eligibility, recommended techniques, and the information to be included in applications. The guidelines also invite applications for projects of a broader scope, such as the preparation of manuals, survey and accessioning projects and projects to appraise the condition and use of photographs in particular geographic areas or institutional settings. One goal of these broad projects is to assist in determining priorities and assessing overall needs for historical photographs.

Issuance of the 15-page guidelines reflects the Commission's experience with historical photograph projects over the past five years, during which support has totaled nearly \$700,000 for such projects from all regions of the United States. Copies of the guidelines are available from the National Historical Publications and Records Commission, National Archives and Records Service, Washington, DC 20408.

Archival Opportunities with the Federal Government

Even though the federal government is not expected to be recruiting significant numbers of new employees in the near future, the following information is provided in response to inquiries to SAA regarding how individuals can become eligible for employment by the National Archives.

Professional positions at NARS are classified as Archivist and most new appointments are at the GS-7 and GS-9 grade levels. Basic requirements for appointment are:

(A) A full 4-year course in an accredited college or university which has included or been supplemented by 18 semester hours in the history of the United States or in American political science or government, or a combination of these, and 12 semester hours in any one or any combination of the following: history, American civilization, economics, political science, public administration, or (p.10)

Transitions...

ANN PEDERSON is leaving her post as director, Archives Division, Georgia Department of Archives and History, to accept an appointment as lecturer in archives and records management, School of Librarianship, University of New South Wales, Sydney, Australia. . . JERRY FOX, a former official at GSA and NASA, has been named Associate Archivist for Management, National Archives and Records Service. . . SHAWN WELDON has assumed the position of archivist with the Balch Institute in Philadelphia. . . MICHAEL T. RYAN has been appointed University Archivist for the University of Chicago. . . HENRY J. BROWNE, formerly archivist at Catholic University, a Fellow of SAA and its secretary in 1956, died on November 29 at the age of 61. . . WILLIAM N. DAVIS, a Fellow of the Society, has retired as State Archivist of California. . . JAMES GEAR has retired as Director of Preservation Services at the National Archives. Gear is an SAA Fellow.

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 March 1981 SAA Newsletter is February 15. Ad copy and payment should be sent to Deborah Risteen, SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

Consultants

CONSULTANT: Professional archivist with experience in federal, state and local records, manuscripts, and business records. Harold Kemble, 188 Oak Hill Ave. Pawtucket, RI 02860.

Publications

The Bermuda Archives announces the publication of *A Guide to the Records of Bermuda*. Cost BD\$10.00 plus \$2.00 parceling and postage. Order from: The Bermuda Archives, Government Administration Building, Hamilton, Bermuda.

Training

A basic archives training workshop will be offered in Memphis, Tennessee, March 2-6. Main instructor: Eleanor McKay (Mississippi Valley Collection). Complete announcement available from Dr. Norbert Brockman, S.M., Marianist Training Network, P.O. Box 41317, Memphis, TN 38104.

Archivists' Calendar

The University of Texas at Austin will sponsor a 2-day seminar entitled "Advanced Studies in Visual Resources: Production and Preservation of Color Slides and Transparencies," March 27-28. Cost: \$135. For further information, contact Nancy Schuller, Curator of Visual Arts, Slide and Photo Collections, University of Texas at Austin, Austin, TX 78712.

A program entitled "Preservation and Restoration of Photographic Images" will be held March 2-4, 1981 at Rochester Institute of Technology. Cost: \$210. Contact Val Johnson, Seminar Coordinator, College of Graphic Arts & Photography, Rochester Institute of Technology, One Lomb Memorial Drive, Rochester, NY 14623.

COMING FROM SAA. . .

March 26-27 Basic Archival Conservation Workshops
May 7-8
August 29-30

May 21-23 Starting an Archives
August 29-30 Workshops

August 31 Architectural Records Workshop

September 1-4 SAA '81: 45th Annual Meeting, Berkeley, California

More information on all these activities is available from SAA, 330 S. Wells, Suite 810, Chicago, IL 60606.

The tenth annual Institute for Historical Editing will take place July 19-31 in Madison, Wisconsin. For more information, write to NHPRC, National Archives, Washington, DC 20408. Deadline: March 1.

The American Institute of Architects will sponsor a two-day conference, "Toward Standards for Architectural Archives," February 12-13. Cost: \$35. For more information, contact Susan R. Stein, Conference Chairperson, AIA Foundation, 1799 New York Ave., NW, Washington, DC 20006.

Northwestern University's Division of Continuing Education will sponsor a course entitled "Introduction to the Administration of Archives and Manuscripts," February 9-May 18. For further information, contact the Division of Continuing Education, 339 E. Chicago Ave., Chicago, IL 60611.

The Utah Library Association, Conference of Intermountain Archivists, and the Utah Museum Association will sponsor a disaster preparedness planning workshop, March 25, in Salt Lake City. For information, contact Patricia Scott, Salt Lake City Public Library, 209 E. Fifth South, Salt Lake City, UT 84111.

Opportunities with the Federal Government, cont.

government; or (B) Courses in an accredited college or university as described in (A) above, plus additional appropriate education or experience, which when combined, have provided the candidate with the substantial equivalent of (A) above.

Candidates for grades GS-7 and above must have had either professional experience or graduate education in addition to meeting the basic requirements. Specific requirements are:

ARCHIVIST, GS-7 (\$15,193 per annum)--Basic requirements plus either one year of professional experience in archival science or a directly related field that demonstrates the applicant's ability to apply substantive professional knowledge to the solution of professional archival problems, or one year of graduate education in an appropriate subject matter field. To be appointed, an applicant must be referred to NARS by the Office of Personnel Management (OPM) from the Professional and Administrative Career Examination (PACE) Register. Information on this examination is available from the nearest Office of Personnel Management Job Information Center.

ARCHIVIST, GS-9 (18,585 per annum)--Basic requirements plus either two years of appropriate professional experience, or completion of all requirements for a master's or equivalent degree or two full academic years of graduate education in an appropriate subject matter field. To be appointed to a position at the GS-9 level an applicant must be referred to NARS by the OPM from the Administrative Careers in Washington (Mid-Level) Announcement. Information on this announcement may be obtained from the Office of Personnel Management, 1900 E Street, NW, Room 1416, Washington, DC 20415.

For more information, call or write NARS Personnel Branch, BPON, Room G-7, 7th and Pennsylvania Ave., NW, Washington, DC 20408 (202) 523-5264.

Professional Opportunities

MUSEUM ARCHIVIST, The Western Company of North America Museum and Archives. Responsible for company-wide appraisal and accessioning, arrangement and description, reference and access. Duties also include some tour interpretations of Museum design (petroleum industry). Qualifications: academic background in history, coupled with essential archival skills. Special interest in business and economic history with experience in company archives preferred. Must have the interest to amass information dealing with energy, hydrocarbons, and the petroleum industry. Salary dependent upon qualifications and experience. Send letter of application, resume, and 3 letters of recommendation, including present employer, academic degree advisor, and instructors, to: The Western Company of North America, Box 186 FM, Fort Worth, TX 76101. No closing date provided.

STATE ARCHIVIST, New York State Archives. Responsible for continued development and administration of New York State Archives. Prepares annual budgets and long-range plans; develops proposals for and monitors federal/private grants; supervises 26 permanent staff; prepares and presents periodic reports on the State Archives. Qualifications: M.A. in history, government, economics, public administration, library science, archives administration or a closely related field. 6 years experience in archival records or information programs, 3 years of which must have been in an administrative position. Beginning salary: \$30,466. Contact: Director of Personnel, Room 364, Education Building Annex, Albany, NY 12234. Application deadline January 31, 1981.

ASSISTANT PROFESSOR, School of Librarianship, University of British Columbia. For Master of Archival Studies Program commencing in September 1981. Persons with an advanced degree in history and archival education preferred. Experience in positions of increasing responsibility in archival work and knowledge of the present state of archives in Canada and elsewhere are essential. Experience and success as a teacher is also important. Will be responsible for the program working in conjunction with a joint committee of the Department of History and the School of Librarianship. Applications should be addressed to: Chairman of the Search Committee, D. Breen, Department of History, University of British Columbia, 2075 Westbrook Mall, Vancouver, B.C., V6T 1W5. No closing date provided.

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

PAPER CONSERVATOR, National Archives and Records Service. To establish a group of conservators to work on paintings, drawings, prints, maps, rare manuscripts, and books, and participate in the training of the present staff of 20 technicians. Start at grade GS-11 (\$22,486) with potential for immediate progress to a higher grade. Address applications on Standard Form 171, and enquiries to C.J. Shahani, Chief, Document Preservation Branch, NARS, Washington, DC 20408. (202) 523-3300. No closing date provided.

PROJECT ARCHIVIST for the University of Wisconsin System Archives Council's Cooperative Records Inventory, Analysis, and Appraisal Project (NHPRC-funded). Assists the archivists of 7 universities in the UWS in inventorying and appraising certain financial, personnel and student aid records. Will use data gathered from all aspects of the project to prepare publications and conduct meetings for groups interested in the project as a model for a sound records management program. Qualifications: education, training, and several years experience in records management and archival administration; degree in humanities or social sciences; writing skills, and the ability to work both cooperatively and independently; knowledge of the University of Wisconsin system would be helpful. Starting salary: \$17,000 with adjustments after 6 months. Apply to: J. Frank Cook, Director of Archives, B 134 Memorial Library, University of Wisconsin, Madison, WI 53706. (608) 262-8899. No closing date provided.

MANUSCRIPTS ASSISTANT, New Hampshire Historical Society. Full-time, 3-year NHPRC-funded position with likelihood of permanent employment. Arrange and describe the Society's manuscript holdings in preparation for a repository guide. Qualifications: M.A. in U.S. history; experience, training, and interest in archival and/or manuscript work preferred. Salary begins at \$13,000. Position available March 1, 1981; apply by February 1, 1981. Send resume and references to R. Stuart Wallace, Assistant Director, New Hampshire Historical Society, 30 Park St., Concord, NH 03301.

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 is not 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, City of Milwaukee Sound Recordings Archival Project. A 12-month project to develop a comprehensive program for handling sound recordings including an inventory of existing audio tapes, development of criteria for appraising administrative, legal and research value and establishment of a system for accessioning, storing and preserving sound recordings. Qualifications: M.A. in history, library science, or related discipline; formal introductory training or comparable experience in archival administration; ability to analyze complex questions and prepare oral and written reports. Graduate training in an academic discipline with an emphasis on urban research and familiarity with the technical aspects of sound recordings, are desirable. Salary up to \$20,000 depending upon qualifications. Please send resume, with 3 names for reference, to Bert Hartinger, Project Director, B-1 Municipal Building, Milwaukee, WI 53202. (414) 278-3393. Deadline: January 31, 1981.

UNIVERSITY ARCHIVIST/DEPARTMENT HEAD, University of Florida. To direct all operations within the University Archives, including acquisitions, transfer of departmental records, staff training and supervision, retention and disposition schedules, reference, exhibitions, and instructional support services. Qualifications: M.A. in humanities/social sciences, or an ALA-accredited M.L.S. with a specialization in archival administration. Must have 5 years supervisory experience, preferably in a university archives and must give evidence of scholarly potential as indicated by publication and participation in professional organizations. Salary range is \$13,000 to \$20,500 depending upon qualifications. Position carries faculty status and is on a tenure track. Send complete resume with names of 5 references to R. Max Willocks, Associate Director for Public Services, 210 Library West, University of Florida, Gainesville, FL 32611. Application deadline: January 30, 1981.

CATALOGER, Suquamish Indian Tribe, Suquamish, Washington. 12-month, NHPRC-funded position. To catalog photographs and information gathered during the NEH-funded Suquamish Tribal Photographic Archives Project. Responsibilities include development of card catalog and collection index. Some research with regard to photograph identification may be necessary. Starting date: February 1, 1981. Salary: \$10,200. Send resume to: Carey Caldwell, Director, Office of Cultural Photographs, P.O. Box 498, Suquamish, WA 98392. No closing date provided.

HEAD LIBRARIAN, Maryland Historical Society. Responsible for managing operations and collection development for the 4 divisions of the library: rare books and reference; manuscripts; prints and photographs, and oral history. Qualifications: ALA-accredited M.L.S., library management experience, interest in, or work experience in the field of history. Send resumes to Romaine S. Somerville, Director, Maryland Historical Society, 201 W. Monument St., Baltimore, MD 21201. No closing date provided.

Newsletter

The Society of American Archivists, 330 S. Wells St.
Suite 810, Chicago, Illinois 60606
Ann Morgan Campbell, Executive Director (312) 922-0140

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AND MORE!!

SAA Awards Competition Announced

The Society of American Archivists announces competition for five Society awards to be presented at the 1981 annual meeting in Berkeley, California. The awards will recognize accomplishments for calendar year 1980. Winners of each awards will be selected by subcommittees of the Awards Committee, chaired by Nelle Bellamy. Individual and institutional members of SAA are invited to nominate themselves or others for awards. The Society's awards policy is described in the *American Archivist* 39: 415-420. All nominations for SAA awards should be sent to V. Nelle Bellamy, Archives of the Episcopal Church, PO Box 2247, Austin, TX 78768 by May 1, 1981.

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

The Sister M. Claude Lane Award was established in 1974 by the Society of Southwest Archivists in memory of Sister M. Claude Lane. The cash award is funded by SSA and is presented to an individual

who has made significant contributions in the field of religious archives.

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

The Oliver Wendell Holmes Award, established to facilitate the supplementary travel of foreign archivists while in the United States or Canada for training, was first given in 1979. Information on eligibility and application rules are available from the Awards Committee chairperson.

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