

ARCHIVAL

# OUTLOOK

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**January/February 2012**

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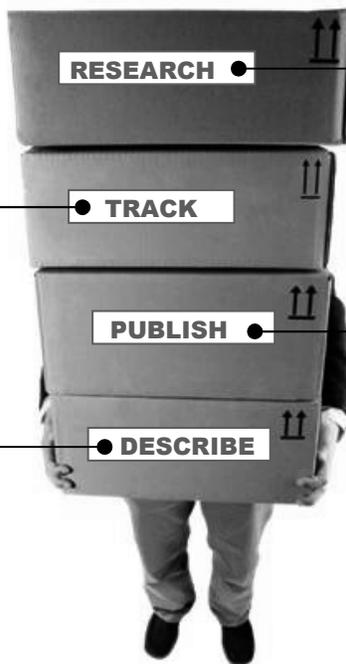
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Courtesy of Samantha Gibson.

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**COVER PHOTO: Is There An App For That?** The earliest video game—*Spacewar!*—was written by Steve Russell in 1961. Significant improvements to the game were made in 1962 by Martin Graetz and, as pictured on the cover, Dan Edwards and Peter Samson, who are playing *Spacewar!* on the PDP-1 (Programmed Data Processor-1). The game was rapidly copied and became a staple demonstration program for showing the sophisticated graphical capabilities of the PDP-1 system. Courtesy of Computer History Museum.



## PRESIDENT'S MESSAGE

**Gregor Trinkaus-Randall**

Massachusetts Board of Library Commissioners  
gregor.trinkaus-randall@state.ma.us

# Opportunities for Cooperation and Collaboration

When archives and archivists cooperate and collaborate with other institutions and individuals to advance the profession, all parties benefit. Opportunities for involvement might include one-on-one assistance to a smaller institution and its staff; two institutions combining on a digitization project or exchanging expertise; or regions collaborating on educational programs.

Two crucial areas for cooperation and collaboration are risk assessment/mitigation planning and emergency/disaster preparedness. Throughout 2011 there were large-scale events that affected many institutions in the United States. In my home state of Massachusetts there was a major snowstorm in January, a tornado in June, an earthquake and a hurricane/tropical storm (Irene) in August, and an October snowstorm. These events affected cultural institutions and other states, in some cases to a much greater extent than in Massachusetts. How institutions fared often depended on whether they had done a risk assessment and taken mitigation steps

or were able to react quickly enough to move their collections out of harm's way.

When emergency managers do mitigation planning, they look at the big picture—for example, one area is in a flood plain, one area is in danger of mudslides, one area can be affected by coastal flooding, or one area could be in danger of a chemical spill. The problem is that this level of planning and resulting mitigation steps does not take into consideration the individual historic structures, cultural institutions, archives, etc., and the collections they house. Individual institutions must do their own risk assessment to determine what imperils the institution and the collections. It is only by doing this that one can identify and undertake the steps necessary to protect collections from possible disaster. Moreover, doing so is often easier in collaboration with other institutions and also can serve as a precursor to developing a disaster preparedness plan.

Putting together an institutional disaster plan entails a significant amount of work to compile the information needed, even using dPlan. Often this is common information

to any institution in the area that is or is thinking about developing a plan. Working together to gather this information reduces each institution's workload and pulls together institutions with a common goal. Collaborating in training benefits all institutions involved, as it creates a pool of responders from which to draw. It also can serve as a public relations tool as entities that need to be contacted for information, services, or supplies will only need to be called once instead of multiple times.

Archives and archivists can benefit greatly from collaborating in undertaking a risk assessment, planning a mitigation strategy, and developing a disaster plan. This is also a wonderful opportunity to branch out to collaborate with other neighboring organizations to promote disaster preparedness and training on a broader scale. Unfortunately, disaster preparedness often is not high on the list of things to be accomplished. By collaborating with other archives and other cultural organizations, however, there is a greater opportunity to accomplish this goal and to protect our institutions and our holdings. ■

# ARCHIVAL OUTLOOK



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# HAILING THE CAB

## New York City Taxi Driver Oral History Project

Margaret Fraser, Brooklyn Historical Society

New York City's classic yellow taxis are as iconic in Gotham as Times Square, the Empire State Building, and Broadway.

And yet there has been very little scholarly study about the history of the taxi industry. Although images, stories, memoirs, and media coverage—even a popular film by Martin Scorsese—are easy to come by, cab drivers are not apparent in the historical record. Perhaps it is the ephemeral nature of an industry strewn with failed unions, and a common outlook among its drivers who view the job as temporary, that has contributed to an inadequate historical record.

Cab drivers, therefore, are ideal candidates for oral history interviews.

### Taxi!

The New York City Taxi Driver Oral History Project began in Fall 2010. Fellow student Samantha Gibson and I undertook the project as part of our master's degree program in Archives and Public History at New York University. Our goal was to explore the history behind current issues in the industry. The oral histories conducted would constitute a diverse set of voices in an effort to make the history of New York City, labor, immigration, and taxi driving more dynamic and well-rounded.

Taxis are ubiquitous in the city and drivers regularly face scrutiny by the media. Our oral history interviews provided an outlet for drivers to discuss myriad issues, including discrimination, health, crime, fare hikes, fare gouging, green initiatives, and the economic recession.

One of the most pressing issues for cab drivers is the astronomical cost of medallions, the metal plates that make it legal to drive a cab in the city. Every yellow cab must have one of a fixed number of medallions in order to pick up passengers on the streets of New York City.



An oral history project with New York City taxi drivers explored the history behind current issues in the industry. *Photo courtesy USA Today.*

When we initiated our project in Fall 2010, the medallion price had reached \$600,000 and 59 drivers had been arrested for fare gouging. More recently, in October 2011 two taxi medallions sold for \$1 million each, making them out of reach for the majority of the nearly 50,000 registered cab drivers.

### Conducting Interviews

This project was of particular interest because I wanted to better understand oral history resources by being involved in the creation of one. My knowledge of oral history stems from the archives, where I was tasked as an intern with cataloging and listening to dozens of interviews. Archivists who work with oral histories often are experiencing them much later—the “afterlife” of the project—which is separated from the initial purpose as a scholar's research question or to fill out an exhibition or documentary film. This awareness of the afterlife informed all of my work on this project.

During the interviews, I formed questions and conversations around topics that I thought would interest future researchers, taking care to note specific turning points within each interview that I knew I would want to highlight in the description. I thought about historically significant moments, such as mayoral transitions, the move from the percentage commission system to the leasing system, and the tenure of various taxi unions. But often a specific narrative would not fit in the context of these moments. A few drivers had never heard of the current union, while others saw little difference between and among mayoral administrations. My initial historical framework was constantly being updated and questioned by individual experiences.

### Avoiding Cul-de-sacs

My biggest challenge as an archivist for this project was deciding how to narrow

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## Challenges of a Collaborative Environment

At the same time, we also need to be cognizant of the issues inherent in the increasingly collaborative environment that is made possible with these new technologies. Collaboration in particular presents challenges with regard to the multiple definitions of faculty affiliations and roles, as work frequently takes place across disciplines and institutions as well as internationally. Ownership of and responsibility for materials resulting from a collaboration are not always clear. Materials in newer digital formats are not being collected with the same regularity as analog materials, leading to a potential loss of rich historic data.

For example, a professor could be a tenured faculty member of Harvard, an instructor at MIT, a member of the Harvard-MIT Division of Health Sciences and Technology (HST), an academic dean, and a practicing medical doctor. How should collecting this professor's correspondence be approached?

In this case one individual has played a role in at least two institutions' programs. This individual also has worked for a collaborative unit which may or may not

have recordkeeping policies. As a dean, the professor would be generating institutional records, while as a professor and a medical doctor, her papers would likely contain information protected by both FERPA and HIPAA.

### There is a growing array of formats we need to learn how to collect, preserve, and provide access to.

Prior to adoption of email as the primary means to send correspondence, the output from each of these roles would have been separated physically. Yet now most people use one email account for all correspondence, frequently storing everything in one large inbox. Should the account be treated as a whole or separated by series? At what point in time should we seek to acquire the collection? How do we curate, apply metadata, and enforce restrictions? And, most importantly, how do we educate our constituents that even though their email is not *paper*, it is still part of their *faculty papers* collection?

Maybe it would be better to refer to these collections as a faculty member's *personal archive*.

## Developing New Solutions

Technology has revolutionized our ability to communicate and altered the ways in which we record our thoughts and interactions with others. We are no longer writing memos, keeping research notebooks, or sending letters. We now write emails, maintain blogs, co-author papers on GoogleDocs, and broadcast lectures live—and none of these can be filed neatly away in a filing cabinet or stored in folders in an archival box. New solutions to these evolving situations must be developed instead of trying to adapt old practices.

To this end, the next phase of the faculty papers project is already underway and is intended to shed further light on these issues. On May 2, 2011, the Library Lab Board at Harvard's Office for Scholarly Research funded a project to create a prototype rescue repository at Harvard and, in collaboration with MIT, to conduct an in-depth study of faculty papers, expected to be deposited in a rescue repository, and to hold a series of related policy discussions. For more information on the project go to: <http://osc.hul.harvard.edu/liblab/proj/zone-1>. ■



Personal digital collections on the Web continue to grow exponentially. This rapid growth is supported by increased use of various types of social media (blogs, YouTube, Facebook, etc.), which offer individuals new methods for publishing the content that they create. These types of digital content, or user-generated content (UGC), are made publicly available on the Internet and reflect a creative effort outside of professional routines.

## Defining UGC

UGC often contains personal memories, activities, thoughts, and even personal profiles. From an archival perspective, UGC warrants a great deal of attention due to its societal value and the need for a “bottom-up” approach to collection development in archives. Just as archives have long served as repositories of collective memory, UGC (particularly the content of blogs used as diaries) collects individual memories, which are part of social memory. Thus, as a way of preserving the human traces of this era, our culture and social memory for future generations, a “new archival calling” (as author Richard Cox referred to it in 2009) is emerging.

If it is necessary for archivists to pay more attention to preserving personal materials on the Web for future research, the next

question that arises is which aspects of this content should be preserved. Although appraisal of archival materials traditionally is considered a core role of archivists, it is beneficial to integrate content creators’ perspectives into the UGC preservation process, mainly because UGC contains stories that significantly draw upon private life and thoughts (although they are already in the public realm through the creators’ somewhat self-censored process). In addition, understanding the original meaning and context of content is important in terms of provenance and collection management.

## Surveying Creators

To understand creators’ perspectives on the value of their content and the aspects they wish to preserve, I conducted a survey of bloggers, among the most numerous of UGC creators, in March 2011. I targeted personal bloggers who had written about travels, as travel blogs contain a number of cultural heritage items (such as photographs and information about historical places, neighborhoods, etc., that might be personally meaningful to creators) and descriptions of emotions and activities during visits to various locales.

Among the 135 bloggers who participated in the survey, I analyzed 114 responses after

removing incomplete responses. Of these, eight volunteers were interviewed in order to gain more in-depth knowledge regarding bloggers’ perspectives on content and preservation issues.

## Valuing Blogs

Regarding the value of blogs, bloggers first find more personal value (mean=4.28, 1=Strongly disagree, 5=Strongly agree) than informational (mean=4.19) or cultural/historical value (mean=3.44). Because all blogs in the survey were personal and contained stories about everyday life, thoughts, travels, and family, personal value is fundamental. Personal values can be categorized into three subsets: those that represent a way “to express self,” a way “to keep personal memories and thoughts,” and the function “to keep a record for family.”

Although personal value is the most important value reported, bloggers often consider their blog posts to be useful. This includes not only blog posts about objective information, but also those about their emotions or evaluations. Some bloggers acknowledge the importance of personal history to society, as a “bigger” cultural and historical value. They argue that keeping unique individual histories in order to maintain cultural diversity, or preserving different ideas as a representative record of a particular time, is significant.

## Integrating the views of creators and archivists alike is an important step forward on the road toward preservation of personal blogs.

How bloggers value blogs is closely related to purposes of preservation as well as to decisions about making their blogs useful for the future. A total of 74.8% of respondents expressed interest in making their blogs available for future use. Although bloggers who emphasize personal value want their blogs to be accessible to family and friends, those who see a “bigger” value want their blogs to be usable for broader audiences. Interestingly, a majority expressed interest in donating their blogs to archives or cultural institutions for future

use as a means of guaranteeing permanent access or preservation.

## What to Preserve

As content creators and owners, bloggers have specific appraisal criteria when it comes to preserving their blogs. For most, content uniqueness (mean=4.19) and cultural significance (mean=3.83) are the most important criteria, and many would like to go over their content to delete aspects that are “not relevant in the long term,” “not as important or useful as other posts,” or “not original.” These responses imply that bloggers have a general concept of appraisal for preservation.

Which of the elements that make up blogs do bloggers wish to preserve? They focus far more on content, particularly self-created content, than on any of the other elements. There are differences among content types within the category of self-created content (photo, text, video, and audio) regarding importance for preservation, but the difference seems to stem from the number of content types that bloggers have in their blogs, as photo and text are most common.

Interestingly, blog comments from others appear to be only slightly important (mean=3.72). Although some appreciate

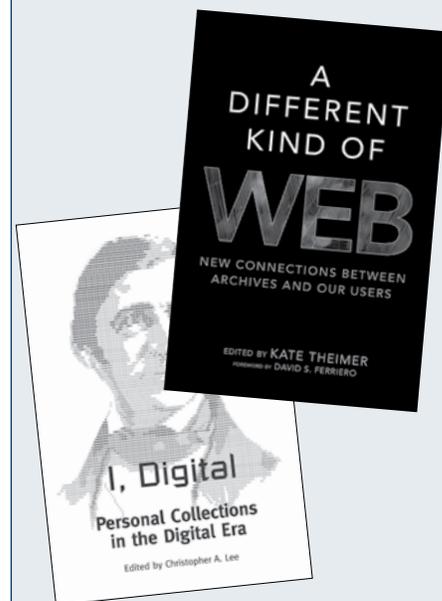
having comments (because the comments indicate that others care about their blog), bloggers usually do not want to preserve comments as “they are not that important.” Visual appearance (color, font, and other decorative features) also is perceived as having neutral importance (mean=3.11). Although all interviewees mentioned the value of the visual appearance of blogs, when it comes to preservation, they said “content is what’s important.”

## Archival Implications

Although these findings might not be entirely in line with archivists’ views, they do have various implications. Bloggers’ self-evaluated values might not conform to archivists’ purposes for preserving personal blogs. The audiences defined by bloggers might differ from the intended users or designated communities served by archives.

Depending on the intended uses, certain elements of blogs that bloggers tend to disregard, such as comments, might be worthwhile for archival preservation. Integrating the views of creators and archivists alike is an important step forward on the road toward preservation of personal blogs. ■

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# Is that Box **OVER- STUFFED?**

## Implementing a Cross-Repository Condition Survey

Jennifer Waxman, New York University, Barbara Goldsmith Preservation and Conservation Department

They used to be called *preservation needs assessments*. Today they are more commonly known as *condition surveys*. No matter what they're called, every institution should perform them on a regular basis.

The New York University's Archives Preservation Program in the Barbara Goldsmith Preservation and Conservation Department supports the long-term preservation of archival collections held by the three collecting repositories in the main library. A major step toward developing a strategic preservation plan for the program involves performing a condition survey for all of the collections managed by each repository. Data gathering about collections can provide a better overall understanding of the condition of the housing and the materials housed within. Such data will inform archivists, curators, and preservation staff about *macro* preservation needs (such as cross-repository storage issues) and *micro* preservation actions (such as deterioration, reformatting, and conservation needs).

### The Condition Survey

The condition survey targets all collections and formats, in all phases of custody, but for the initial year of the survey we maintain a strict focus on completely processed collections. This decision serves the Preservation Department's immediate needs and primary goal—to provide concrete data for strategic preservation planning. Overall the data will inform management

decisions and influence decisions about short- and long-term preservation initiatives that build a stronger partnership between the Preservation Department and special collections units.

One of the most significant features of the survey is the survey tool and the foundations on which it was built. The survey tool we use is a modified version of an MS Access database created for the Columbia survey tool as part of a Mellon-funded grant in 2003, which itself is based on the Philadelphia Area Consortium of Special Collection Libraries (PACSCL) survey methodology. Our modified tool accommodates collection level, box/folder level, and item level condition information aggregated by collection. Being able to work with a database designed by archivists for archivists was a major boon for us; I was able to cut down the time it took to develop local practices and needs based on the work that both PACSCL and Columbia had already done.

To date, 971 collections have been surveyed, which totals more than 5,000 containers. Survey assistants identified preservation concerns at the box and folder level for each collection, indicating how and where protective enclosures have become ineffective or have been improperly used. Survey assistants also quantified the types of materials found in each box and indicated any deterioration or damage for each format.

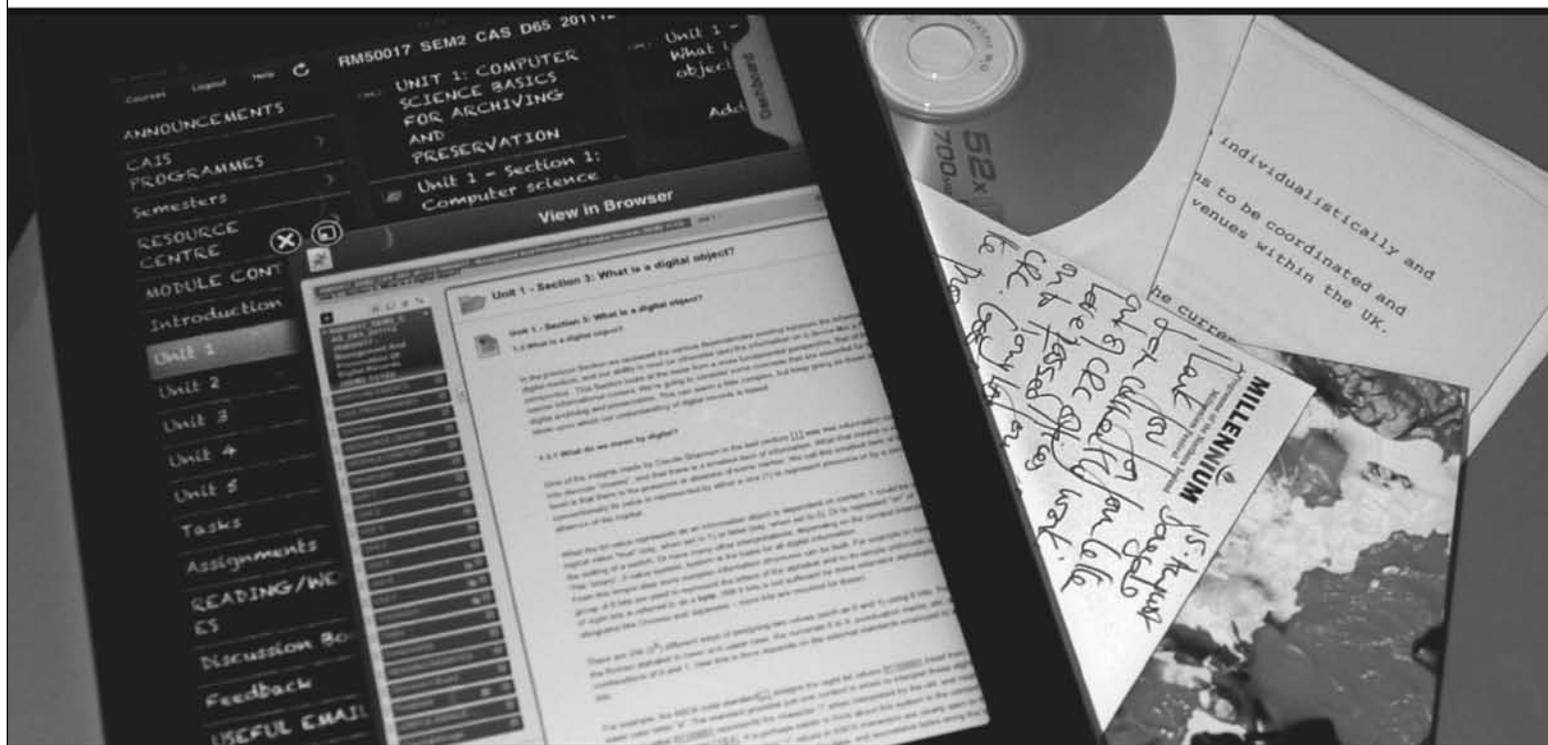
Our overall housing condition rating helps identify where the major problems can be found with regard to housing and enclosures. For instance, 42% (or 410 collections) received favorable housing ratings, indicating that these collections are housed in nationally accepted standard material, which does not pose any immediate or imminent threat to the safety of the materials. Fifty-eight percent (or 561 collections) received poor housing ratings, indicating that the enclosures and containers no longer support the items *and/or* threaten the safety of the items *and/or* are not made of nationally accepted standard materials. With these statistics, archivists and Preservation Staff can implement large-scale intervention to mitigate immediate or imminent threats caused by poor housing.

### Overstuffed or Underused?

An example of a large-scale intervention project leads us to the answer of the question posed in the title of the professional poster I presented at SAA's 2011 Annual Meeting in Chicago about this survey. The titled of the poster is "Is That Box Overstuffed? Implementing a Condition Survey Across Repositories." My response is, "No, but the box is probably understuffed." To date, the survey identified 1,793 under-stuffed boxes; of the 1,793 boxes, 1,049 were also marked as having slumping. That means one-fifth of the containers and

**Continued on page 26 >>**

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# Keep Cool with Wireless Environmental Monitoring

**Evan Lubofsky, Onset, and Terence S. Badger, Washington State Archives**

The Washington State Archives is taking advantage of wireless environmental monitoring to ensure optimal storage conditions for both paper and electronic archives at its facility on the campus of Eastern Washington University in Cheney, WA. The stored paper archives date back to the establishment of Washington Territory in 1853 and the digital archives facility—the first to be created in the United States—includes more than 35 million searchable documents, photos, and other records online.

## **Monitoring for Hot Spots**

For the last seven years, the Eastern Branch and Digital Archives have been housed in a state-of-the-art facility designed specifically for use by an archive. The facility already had systems provided by equipment manufacturers that allowed university staff to monitor and manage indoor air settings and power fluctuations, but a decision was made to install a completely separate monitoring system which would allow the archives to assign tighter temperature and humidity tolerances, and allow the Archives to verify the manufacturer's information.

This installation introduced wireless data nodes for the monitoring of energy fluctuations, the movement of air, as well as temperature and humidity to help ensure the optimal performance of those systems.

“Temperature and relative humidity monitoring is critical to the preservation of our records,” explains Harold Stoehr, network administrator for Washington State Archives. “For example, we use freezers for storing photograph negatives. Due to the importance of the negatives, it is imperative that the temperature is monitored 24/7. If the temperature rises outside of limits which we set, a text message is sent to several staff members to ensure the equipment is repaired.” “In general, we had blending of hot and cold with hot spots in some of the aisles,” Stoehr says. “We wanted to track temperature and humidity fluctuations there to gain a better sense of how the HVAC systems were performing.”

Stoehr notes that temperature monitoring also is important for the electronic archives, because the loss of cooling could cause the data systems to crash or—worse—create a fire. Early detection and notification help provide timely critical information that staff

use to take corrective action well before a potential fire would set off regular fire alarms.

## **Wireless Monitoring Facilitates Data Collection**

Washington State Archives initially looked at expanding its traditional stand-alone data loggers used in its other Archives facilities, but further investigation pointed to a wireless solution. State Archivist Jerry Handfield says that “we have been using similar devices for many years, but the wireless feature is a great improvement for ensuring the safety of our records.”

“Traditional data loggers would have provided the data we needed, but we didn't want to spend a lot of time manually retrieving the data throughout the building, and then downloading and importing the data into a software program” Stoehr recalls. “We figured wireless would give us reliable and real-time data and I was really impressed that we could go with the wireless technology for just a little more money.”

The Washington State Archives facility has nine data nodes on the first floor where the paper records are kept. Eight nodes are used for recording the temperature and relative humidity, while a ninth has an external temperature sensor for the freezer. Upstairs, where the digital archives is housed, there are six data nodes for recording the temperature and relative humidity, three external voltage sensors and four air velocity sensors.

Information from the data nodes is sent automatically to a receiver, which then stores it on a desktop computer. Real-time graphs for each measurement point, as well as alarm notifications, can be generated from accompanying software.

“The Web service built into the software is really helpful in accessing information,” notes Justin Bouscal, network support specialist for the Archives. “We set up an auto log-in account so that the computer can automatically apply regular critical OS system patches and users can always access the Web server. This lets others in the building look at the data, which is especially useful when someone receives an e-mail ‘alert’ and clicks on the provided URL link.”

## Alarm Notifications Help Mitigate Risk

Stoehr and his team review the trend logs to see if they need to make any building system adjustments in terms of temperature settings, humidity, and ventilation. They also take advantage of alerts to be notified of potential problems.

For instance, Stoehr says, “We are monitoring both the commercial and uninterruptible power supplies so that we can be alerted instantly via cell phone if there are issues. We’re also using airflow sensors connected to the data nodes on the cooling fans, which send us an alert to let us know when they run and log that they came on.”

Stoehr says that a blueprint of the building was scanned and imported into the accompanying software so that they can see where the nodes are located.

## Wireless Data Nodes Reveal New Insights

Since setting up the data nodes, Stoehr and his team have gained important insights into the cooling systems aimed at protecting

both the paper and digital records.

After analyzing some of the data we determined “that we can turn up the set point on the cool aisle in the digital archives by five degrees, which let us reduce our energy use. This is wonderful information; we’re really excited about it” Stoehr says.

Other information provided by the data nodes has revealed several fluctuations in temperature and relative humidity throughout the facility. Using the trending and reporting information, the team knows when to call HVAC professionals to work on the equipment so that the archives gets the best protection possible.

This tool has enabled the Archives to improve the control it has over its physical facility. In the few short months that the system has been used, Washington State Archives has saved money through reduced energy usage, corrected several hot spots in the storage environment to ensure the long-term preservation of the documents, and can rest somewhat easier knowing that it will be immediately alerted should anything go wrong.

In other words, it’s keeping cool. ■



# HOLLINGER METAL EDGE

## Archival Storage Materials

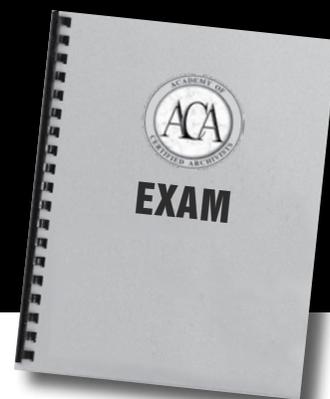
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# Where Did Those Questions Come From?



## The Archival Certification Examination

Mary Elizabeth Ruwell, PhD, CA, Academy of Certified Archivists Regent for Examination Development

Are you wondering who's responsible for the questions on the certification exam?

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  - Matt Szybalski, Thunder Bay (Canada) City Archives;
  - Tomaro Taylor, University of South Florida;
  - Emily Hughes Dominick, Provident Archives, Seattle;
  - Mary Elizabeth Ruwell, Air Force Academy, Colorado Springs; and
  - ACA Vice-President Laura McLemore, Louisiana State University, Shreveport.
- New to the committee this year are Leanna Lee Whitman, just retired from the U.S. Court of Appeals, Third Circuit, in Philadelphia, and William Caughlin, corporate archivist at AT&T in San Antonio.

John Fleckner of the National Museum of American History and Jane Kenamore of Kenamore and Klinkow (Chicago)

cycled off the committee in August after contributing much knowledge and experience.

EDC represents a cross-section of ACA. The committee membership changes every year with two new committee members and a new vice president who is a working member. As the ACA Handbook says, members are committed to the professionalization of archives and the mastery of a constantly increasing body of technical and legal knowledge and information standards.

### Reflecting the Profession

Creating an examination that reflects the profession is not an easy task, but the test—which now has been offered for more than 20 years—is based on accepted educational testing principles and is evaluated and revised regularly. The Interim Board for Certification, formed by the Society of American Archivists in 1988, collaborated with a major educational testing service to determine the range of duties and body of knowledge about which certification candidates would be tested. The Role Delineation Document is still

used; the latest revision was done in 2009. It defines the major functions or “domains” of archival theory and practice. Each domain is further subdivided into a series of appropriate activity or “task statements” and related “knowledge statements.”

This role delineation effort was then further validated by a larger group of archivists who reviewed the seven domains and evaluated the relative importance of each within the overall range of archival activities. These elements still determine the framework for the information covered in the examination: Selection of Documents; Arrangement and Description of Documents; Reference Services and Access to Documents; Preservation and Protection of Documents; Outreach, Advocacy, and Promotion of Documentary Collections and Archival Repositories; Managing Archival Programs; and Professional, Ethical, and Legal Responsibilities.

### Multiple Choice

The examination is composed of 100 multiple-choice questions (or items). Each item is formulated as a problem set that can be resolved by selecting a single appropriate

response from among several choices. The seven domains of archival practice outlined in the Role Delineation Statement have equivalent weight on the exam. Each is represented by 14-15 of the 100 test questions. The questions are drawn from an item bank that has been developed over the years by the EDC.

The item bank is continually reviewed, revised, and refined by the EDC and our testing service's professional psychometrician, Dr. Holly Traver, who conducts statistical analyses on each question used in examinations. This includes tracking candidate performance, measuring level of difficulty, and analyzing outlying possibilities, such as a greater likelihood of a correct answer by a poor performer versus otherwise superior test takers. The committee reviews the item bank annually, adding new questions and revising or retiring questions that are dated or have performed poorly according to testing standards.

The challenge is to reflect common knowledge for a wide variety of archivists, as well as to incorporate current trends and new practices. When the item bank

was first developed in 1989, the use of computers in archives was in its infancy and social media did not exist. One of the ways in which ACA develops new questions for the item bank is to have workshops, usually held at the annual SAA meeting, in which ACA members create new items. The 2010 workshop produced new questions addressing electronic outreach; the 2011 workshop dealt with emergency preparedness planning and procedures.

### The challenge is to reflect common knowledge for a wide variety of archivists, as well as to incorporate current trends and new practices.

Although there are guidelines for formulating the questions, one of the more difficult tasks is to find distractors (the alternative answers) for the correct question. Every year test-takers complain that the distractors are too close to the correct answer. The EDC works really hard

to make sure that every member agrees on the correct answer and, for any question previously used on an examination, Traver ensures that the question has tested acceptably in the past. We certainly know the exam is not perfect.

### The Score

No one has ever gotten a perfect score. Not even John Fleckner, who has been an archives educator and who has taken the exam several times for certification renewal—although not surprisingly he did well. Unfortunately, because he has been on the EDC, he is not eligible to improve his score! Highest score and congratulations go to John Thiesen, archivist at the Mennonite Church USA Archives, who has taken the exam four times for recertification.

Sample questions, the Role Delineation Statement, and much other information are available in the online exam handbook. ACA welcomes all suggestions and comments. Please feel free to contact me at mary.ruwell@usafa.edu (or any ACA regent or EDC member) with your thoughts. ■



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# FELLOWS NOMINATIONS AND AWARDS COMPETITION

The Society of American Archivists annually names Fellows and recognizes outstanding achievement in the archives profession through an awards competition. SAA offers a variety of opportunities for professional recognition and financial assistance, with concentrations in the following areas:

## Contributions to the Archives Profession

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- Fellows
- Distinguished Service Award
- Sister M. Claude Lane, OP, Memorial Award
- Spotlight Award
- Diversity Award **NEW**
- Archival Innovators Award **NEW**
- Emerging Leader Award **NEW**

## Advocacy/Public Awareness

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- J. Franklin Jameson Archival Advocacy Award
- Philip M. Hamer and Elizabeth Hamer Kegan Award

## Writing/Publishing

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- C.F.W. Coker Award
- Fellows' Ernst Posner Award
- Preservation Publication Award
- Theodore Calvin Pease Award
- Waldo Gifford Leland Award

## Scholarships

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- F. Gerald Ham Scholarship
- Mosaic Scholarship
- Josephine Forman Scholarship

## Travel Assistance

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- Harold T. Pinkett Minority Student Award
- Oliver Wendell Holmes Travel Award
- Donald Peterson Student Award



For more informatio, go to: [www.archivists.org/recognition](http://www.archivists.org/recognition)  
Deadline for nominations: Feb. 28, 2012, with exceptions noted.

# Traveling *Beyond Borders*

## Gear up for SAA's Annual Meeting in San Diego August 6–11

**2012 Program Committee Co-chairs Petrina Jackson (University of Virginia) and Robert Spindler (Arizona State University)**

It was not “a dark and stormy night” in September 2010 when then-President-Elect Gregor Trinkaus-Randall contacted us and asked if we would serve as the 2012 Program Committee co-chairs, but all the elements of a cliffhanger were there: We had never met, neither of us really liked conference themes, the list of Program Committee volunteers was long and filled with unfamiliar names, and SAA was coming off a stellar 75th Anniversary conference in Chicago,

brilliantly crafted by Nancy McGovern, Richard Marciano, and their ten Program Committee colleagues.

### “Beyond Borders”

But when we looked more closely at the list of committee volunteers and their qualifications, we saw that we had an opportunity to do something special. We selected a very exciting and diverse group of colleagues to

join us on the committee, and we looked forward to meeting them in Chicago. We exchanged some emails, uncommitted about choosing a program theme, and then Gregor wrote and asked us to make a theme around cooperation and collaboration. Petrina suggested the theme “Collaborating Across Borders,” Rob suggested “Crossing Borders,” and then Program Committee member Kathy Hertel-Baker wrote “Beyond Borders.” It was the perfect moniker for the San Diego location and the emphasis that the 2011-2012 SAA President desired!

During our “office hours” in the Exhibit Hall at the 2011 Annual Meeting, we shared our dreams for a diverse program and some creative format changes, including more lightning talks and more 60-minute sessions. At section and roundtable meetings and in the hallways, we talked to individuals with exciting program ideas, and we talked about endorsements and the importance of complete, competitive proposals. The SAA membership delivered!

On a warm Veteran’s Day weekend in Chicago, SAA staff members Nancy Beaumont, René Mueller, Brian Doyle, and Solveig De Sutter welcomed and encouraged the full committee. Our enormous task was to discuss and select from a whopping 150 program proposals and 22 poster session proposals! SAA members took the program theme to heart and delivered an astounding array of proposals that featured an exciting variety of geographic, professional, and ethnic topics and formats, including eleven lightning talks. The Macs and PCs were evenly divided among the Committee members, and Brian fired up a lengthy and

**Continued on page 27 >>**



**2012 Program Committee.** *First row:* Co-chairs Petrina Jackson (University of Virginia) and Rob Spindler (Arizona State University). *Second row:* Tiffany Schureman (Fort Worth Museum of Science and History), Laura Tatum (Canadian Centre for Architecture, 2013 co-chair), Brittany Turner (New York State Archives), Kira Homo (University of Oregon), Nadia Nasr (Towson University). *Third row:* Sarah Buchanan (The Neon Museum), Mark Shelstad (The University of Texas at San Antonio), Tomaro Taylor (Louis de la Parte Florida Mental Health Institute Research Library), Riccardo Ferrante (Smithsonian Institution Archives). *Not pictured:* Kathy Hertel-Baker (Sisters of Charity of Nazareth), Robin Chandler (University of California, Santa Cruz, 2013 co-chair).



## FROM THE ARCHIVIST OF THE UNITED STATES

**David S. Ferriero**

National Archives and Records Administration  
david.ferriero@nara.gov

# A Presidential Charge to Improve Federal Records Management

President Barack Obama has designated the National Archives and Records Administration (NARA) as one of the lead agencies in his Open Government Initiative to bring more participation, collaboration, and transparency into government.

The President has charged NARA with overseeing a major overhaul in the way government agencies keep and manage the records they create. We accept this responsibility with enthusiasm.

We will create a 21st-century framework for records management involving special attention to electronic records of all kinds and the transition of paper-based records to electronic records management.

Records management isn't the kind of government activity that makes it into textbooks about history and government. Even when it is done well, it isn't mentioned on the evening news and doesn't grab many headlines. But government records and access to them are vital in a democracy.

These records allow citizens to document their rights, hold government officials accountable, and have an unbiased history of our nation—our triumphs and tragedies, our moments of pride and moments of shame.

That's why it's important not only to preserve the important records of government, but to manage them well, so they can be accessed and used in a timely fashion the way they're meant to be.

This is not happening now. In 2010, we asked 245 federal agencies and their components to do a self-assessment of the status of their records management program. The results were disturbing. Of the vast majority of agencies that responded, 95 percent were at a high to moderate risk of compromising the integrity, authenticity, and reliability of their records.

Put another way, many, many government records are at risk of being lost forever.

The President, in his memorandum to the heads of executive departments and agencies in late November, recognized this risk. He is requiring every agency to designate a senior agency official responsible for overseeing records management—thereby increasing the visibility and authority of this vital function within agencies.

This approach has worked when dealing with classified records. Previously, the designation of a senior official for classification issues was successfully implemented in agencies working with NARA's Information Security Oversight Office (ISOO). Benefits have included improved declassification procedures and the release to researchers and the public of additional formerly-classified records.

The President also directed departments and agencies to report to NARA on the status of records management in their organizations and to provide suggestions for the records management directive by July 2012.

NARA will work with the Office of Management and Budget and the Associate Attorney General to create this new approach for records management. The directive is to focus on:

- Creating a government-wide records management framework that is more efficient and cost-effective;
- Promoting records management policies and practices that make it easier for agencies to fulfill their record-keeping mission;
- Maintaining accountability by documenting agency actions;
- Increasing public access to government records;
- Helping agencies preserve records with information relevant to litigation; and
- Transitioning from paper-based recordkeeping to electronic recordkeeping where feasible.

The President's action on records management comes at a crucial time for us at the National Archives.

We have moved into the operations and maintenance stage of our Electronic Records Archives, which will be the repository for all the permanently valuable electronic records created by federal departments and agencies.

And we are making steady progress in our digitizing programs, in some cases in partnerships with private, non-government entities. We will not allow the 12 billion pieces of paper that document much of our past be left behind in the digital future.

Effectively managing these records is crucial to the Open Government Initiative.

In launching his Open Government Initiative the day after he took office in 2009, the President said:

"My administration is committed to creating an unprecedented level of openness in government. We will work together to ensure the public trust and establish a system of transparency, public participation, and collaboration. Openness will strengthen our democracy and promote efficiency and effectiveness in government."

In September 2011, the President announced his National Action Plan for Open Government. In it, the White House made the modernization of the management of government records second only to public participation in government.

The significance of the President's action on Federal records management should not be taken lightly. It marks the first time since the Truman years that a President has taken explicit action that involves the National Archives in a major role.

Now, we have the President's personal charge to help our government to better preserve and protect—and manage well—the records that are the backbone of our democracy. After all, it's what we always do. ■

The following articles are excerpted from the National Coalition for History's Washington Update, prepared by NCH Executive Director Leland White. SAA is a member of NCH. To subscribe to the free weekly online newsletter, subscribe to the RSS feed, or read the full articles, see <http://historycoalition.org/>.

## NHPRC Funding Pegged at \$5 Million

The House Appropriations Committee on December 15 released its version of an omnibus spending bill for FY 2012 that would fund the federal government until September 30, 2012. The bill encompasses 9 of the 12 annual appropriations bills and includes all of the programs of interest to the archives, library, and history communities. Three other FY 2012 appropriations bills already have been enacted. The National Historical Publications and Records Commission (NHPRC), which has funded approximately 3,000 archives and records projects nationwide during its 77-year history, would receive \$5 million under the House omnibus appropriations bill. This is the same amount approved by the Senate Appropriations Committee in its Fiscal Year 2012 Financial Services and General Government (FS&GG) funding bill. The House Appropriations Committee's version of the FS&GG bill provided just \$1 million for NHPRC. The \$5 million funding level is \$1.986 million less than the NHPRC received in FY 2011 but is the same amount requested by the White House for FY 2012. The House Republican leadership's bill is believed to include nearly all of the funding compromises worked out with the Senate Democratic leadership, however no conference report was issued with the bill. SAA and the National Coalition for History supported the Senate funding level of \$5 million for NHPRC.

## NEH Awards \$21 Million in New Grants

Institutions and scholars in 43 states and the District of Columbia will receive National Endowment for the Humanities funding totaling \$21 million, the NEH announced on December 1. The 215 humanities projects funded include research fellowships and awards for scholars; preservation of humanities collections at smaller institutions; traveling exhibitions; and humanities initiatives at historically black colleges, institutions with high Hispanic enrollment, and tribal colleges and universities. Grants also will support training for archives and museum staff members to preserve and enhance access to collections. Read more: <http://www.neh.gov/pdf/December2011StateByStateFinal.pdf>

## FOIA Ombudsman Launches Online Case Management System

The National Archives Office of Government Information Services (OGIS)—the federal Freedom of Information Act Ombudsman—launched a new online case management system on November 28 that will streamline the agency's work and increase transparency of its operation. "OGIS was created to resolve disputes between FOIA requestors and federal agencies," said OGIS Director Miriam Nisbet. "As we began our work, we realized that we needed an increased web presence to both manage our cases and educate requestors about the FOIA process. Our new access system will help us achieve these goals." Read more: <http://historycoalition.org/2011/12/01/foia-ombudsman-launches-on-line-case-management-system/#more-4492>

## Humanities Advocacy Day 2012

With increasing budgetary pressures on federal spending, your help is needed now more than ever before to defend critically important humanities programs. Registration is now open for the 2012 National Humanities Alliance's Humanities Advocacy Day, for which events will take place on Monday, March 19, and Tuesday, March 20, in Washington, D.C. Humanities Advocacy Day started in 2000 to provide an opportunity for the entire humanities community to convene, meet with their elected officials, and convey the importance of federal support for the humanities. Read more: <http://www.nhalliance.org/events/>

## House Oversight Committee Passes Presidential and Federal Records Reform Bill

On November 17 the House Oversight and Government Reform Committee approved by voice vote H.R. 3071, the "Presidential Records Act Amendments of 2011." The version as adopted included a manager's amendment, offered by Committee Chairman Darrell Issa (R-CA) that adds federal records management provisions to the original bill. Read more: <http://historycoalition.org/2011/12/01/house-oversight-committee-passes-presidential-and-federal-records-reform-bill/#more-4497>



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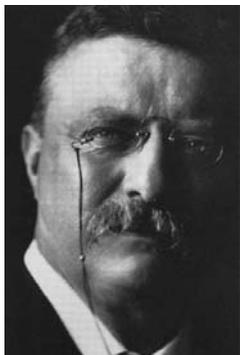
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## Theodore Roosevelt Digital Presidential Library



Dickinson State University has collaborated to bring together Theodore Roosevelt documents.

The Theodore Roosevelt Center at Dickinson State University launched the Theodore Roosevelt Digital Presidential Library in November. This collaboration by Dickinson with the Library of Congress, Harvard College Library, and the National Park Service brings together all of Theodore Roosevelt's documents into one place. The library opened with more than 5,000 items from 10 different collections, including letters to and from Roosevelt, photographs, cartoons, newspaper articles and diary entries, and plans to add new documents weekly. Check it out at [www.theodorerooseveltcenter.org/](http://www.theodorerooseveltcenter.org/).

## Library of Congress Launches Viewshare.org

The National Digital Information Infrastructure and Preservation Program at the Library of Congress recently launched Viewshare.org, a free open-source platform that empowers archivists, librarians, and curators to create maps, timelines, tag clouds, and other web interfaces for their digital collections. Supporting multiple metadata upload options, featuring data augmentation tools such as geocoding and ISO 8601 date conversion, and capable of being embedded in any website, it's an intuitive tool for building and sharing customized, interactive views of cultural heritage digital collections. Visit <http://viewshare.org>.

## Roosevelt University Archives Expands Access

In a relatively short period of time, archivists at Roosevelt University in Chicago have processed about 20 percent of the university's collections and made the materials available for online searching. University Archivist Laura Mills said organizing the archival materials did not begin in earnest until 2007 and focused primarily on cataloging the photograph collection. The software, STAR Knowledge Center for Archives from Cuadra Associates, can be used from any browser, supports rapid and efficient cataloging of archival materials, and provides for easy online search of the materials. Mills is now concentrating on a series of document collections that are part of the backlog. Visit <http://www.roosevelt.edu/Library/Locations/UniversityArchives.aspx>.

## Sports Archives Highlighted in *Comma* 2009-2

Hey sports fans. A recently published issue of *Comma*, the International Journal on Archives, focuses on sports archives and includes more than a dozen articles in multiple languages addressing sports archives internationally, risks related to electronic archiving, the archives of the Hellenic Olympic Committee and International Olympic Academy, the 1992 Olympics in Barcelona, the Beijing Olympic Games, the 2002 Manchester Commonwealth Games, and sports archives in Malaysia, France, Italy, and sub-Saharan Africa. Plus Greg Kinney examines the development of a partnership between the University of Michigan Athletic Department and the University Archives Program at the Bentley Historical Library to benefit both in his article "College Athletics and the Archives: The University of Michigan Experience." Visit [www.ica.org](http://www.ica.org).

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# PRESERVING FOR POSTERITY

## Artifact Collection Care

Kendra A. Hay, University of Wisconsin-Madison

We've all seen them—ardent museum patrons steadfastly squinting at dimly lit display cases. I, too, have enthusiastically explored the worlds of ancient times, all in blissful ignorance of how these somewhat taxing surroundings are actually aiding in the preservation of the very objects that I am so eager to see.

**Of particular value is insight into the environments in which our collections reside.**

Without any thought about the conditions in which these objects are housed, I signed up to volunteer at a local museum with the zeal that only a future archivist carries. I soon began to wonder why black-and-white negatives silver, and what can be done to prevent it. Searching for the answers to this and other questions led me to the University of Chicago's certificate program in Artifact Collection Care.

### Know the Facts

The University of Chicago Graham School of Continuing Liberal and Professional Studies launched its certificate program in Artifact Collection Care in the fall of 2010. Participants can learn the basics of collections care, even when strapped for cash—an aspect of the program likely to appeal to smaller institutions. The certificate program comprises four required and two elective classes. The required courses address the museum environment, collection management policies, and the display, storage, and use of museum objects. Electives cover everything from preservation of specific material types to digitization and exhibition design. These courses, taught by professionals from some of Chicago's leading cultural institutions, vary in length from six to 12 weeks and sport a very reasonable price tag.

Of particular value is insight into the environments in which our collections reside. Participants learn about the effects of light, temperature, and relative humidity; what the standards are; and how to regulate the building envelope. Instructors discuss which pollutants contribute to the deterioration of the collections and explore options to reduce exposure. If you're interested in learning to care for particular collection types, such as photographs, a "basics of materials" class teaches you about the history of photography, how to distinguish various types of films and prints, and how to store each material type properly. These courses offer a comprehensive overview of various agents of deterioration.

Although most of these classes are designed for the beginner, some courses delve into the realm of physics. Participants who are serious about using this knowledge in their institutions should be prepared to do a little extra reading outside of the classroom. Although not required, the additional effort pays off in the end.

### Get Active

Any opinion piece on this program would be remiss if it did not emphasize how incredibly fun these hands-on classes are. Learning-by-doing is the theme here. Activities include measuring light, temperature, and relative humidity levels; building micro-environments; writing policies; filling out condition reports; and labeling objects. Some courses include site visits to local institutions and, if you opt to take a "basics of materials" class, you may even witness book-washing and paper-mending demonstrations. Many of the materials required for these activities are provided free of charge. Participants learn to create a stable environment for their collections, all while considering the resource limitations that today's cultural institutions face.

Despite the novelty of this program, I highly recommend it to employees, volunteers, or board members of smaller institutions who are interested in learning to preserve their collections for posterity.

For more information about the Artifact Collection Care program at the University of Chicago Graham School of Continuing Liberal and Professional Studies, visit <https://grahamschool.uchicago.edu/php/artifactcollectioncare/>. ■



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## Your Vote Counts!

Sixteen candidates are vying for four different offices in SAA's 2012 election. Danna Bell-Russel (educational outreach specialist at the Library of Congress) and Leon Miller (head of the Louisiana Research Collection at Tulane University) are squaring off for the top spot of vice president/president-elect. The candidate elected vice president will serve a one-year term beginning in August 2012 and then will become SAA's 69th president in 2013–2014. In addition, SAA members will elect a new treasurer who will serve a three-year term beginning in August and running through the SAA Annual Meeting in August 2015. There are three available seats on the Council. Those elected will serve three-year terms beginning in August and running through the 2015 SAA Annual Meeting. The three candidates elected to the 2013 Nominating Committee will serve one-year terms beginning immediately.

All candidates were asked to respond to a question regarding their potential position. Candidates' responses, along with their biographical information, are posted online at [www.archivists.org/governance/election/2012](http://www.archivists.org/governance/election/2012). Your vote counts! Casting your vote online is easier than ever. Visit SAA's home page **between March 12 and April 12** to select the candidates of your choice vying for SAA office.

## Last Year in Review

Take a look back to see what your professional association accomplished in FY 2011. From publication products to education services, from advocating for archives funding to providing access to critical information, SAA worked to meet your needs, represent your interests, and strengthen the collective voice of the American archives profession. Visit [www.archivists.org](http://www.archivists.org).



## Get Recognized!

Do you know of an individual or organization that has made an outstanding contribution to the archives profession? Or promoted greater public awareness of archives? Have you published a groundbreaking book, written an outstanding article, or developed an innovative finding aid? Do you need financial assistance to attend graduate school or a professional conference? SAA offers a variety of opportunities for professional recognition and financial assistance through the naming of Fellows, an awards competition, and scholarships. **Deadline: February 28.** To learn more about these recognitions, visit [www2.archivists.org/recognition](http://www2.archivists.org/recognition). Nominate a deserving colleague—or yourself—today!

# I FOUND IT IN THE ARCHIVES

## Ask Your Archives Users to Share Stories of Discovery...

SAA's public awareness campaign, *I Found It In The Archives!*, reaches out to individuals who have found their records, families, heritage, and treasures through your collections. Invite your users, friends, and people you've never met to tell their account of finding something of value in your archives. Set up a contest, select the best entries, and allow others in the online world to vote for their favorites.

*I Found It In The Archives!* is running from October 2011 to August 2012. Get creative. Your winner will join others in what will be a national competition that includes a prize—a trip to the SAA Annual Meeting in San Diego in August 2012. As local media carry stories of your contest—and post information online—you add to the awareness effect. Build a greater understanding of who archivists are and what archivists do. The *I Found It In The Archives!* Kit provides a step-by-step guide for participating in the initiative. Visit [www2.archivists.org/initiatives/i-found-it-in-the-archives](http://www2.archivists.org/initiatives/i-found-it-in-the-archives). Entry deadline for national competition: **March 2, 2012.**

## Get More of American Archivist!

A special supplement to the *American Archivist* commemorates SAA's 75th anniversary. Guest edited by Bill Landis (University of North Carolina of Chapel Hill), features include select content from sessions at the ARCHIVES 360° conference in Chicago in August 2011. Eight articles address the past, present, and future of SAA:

- "Roundtables as Incubators for Leadership: The Legacy of the Congressional Papers Roundtable"
- "Exploring the Evolution of Access: Classified, Privacy, and Proprietary Restriction"
- "The View From Here: Perspectives on Educating About Archives"
- "Founding Brothers: Leland, Buck, and Cappon and the Formation of the Archival Profession"
- "Reference, Access, and Outreach: An Evolved Landscape, 1936–2011"
- "75 Years of International Women's Collecting: Legacies, Successes, Obstacles, and New Directions"
- "E Pluribus Unum? SAA and the Regionals"
- "Thirty Years On: SAA and Descriptive Standards"

Articles available exclusively online in the new *American Archivist Online Supplement* at <http://archivists.metapress.com/>.

## The Next Archival Fundamentals Series

SAA is embarking on an exciting publishing venture: the *next* iteration of the best-selling Archival Fundamentals Series. The Fundamental Change Working Group, which met in Chicago in November, has proposed piloting a “modular” approach to delivering information. Discrete modules, like chapters in a book, will communicate foundational archival knowledge. But unlike chapters, they will be conceived and written as stand-alone pieces. So, for example, instead of a single book addressing arrangement and description, there will be a number of stand-alone modules on different aspects of this topic, which in turn will be part of a larger, evolving series.

The finished modules would be available for purchase and distributed in several forms: as discrete downloads; bundled and downloaded with other modules relating to a particular topical area; as a book; and as readings for SAA’s continuing education offerings. This new and modular approach to distribution of content would provide the association with a sustainable publishing model in a rapidly changing market.

There are many details to work out regarding content and process related to production of these new modules. One of the Working Group’s goals is to debut a couple modules in time for SAA’s 2012 Annual Meeting in August. The Fundamental Change Working Group is comprised of a mix of members from the Publications Board and *American Archivist* Editorial Board and includes Helen Tibbo (chair), Paul Conway, Tom Frusciano, Gregory Hunter, Nicole Milano, Donna McCrea, Christopher Prom, Michael Shallcross, Peter Wosh, Nancy Beaumont, and Teresa Brinati.

## Take the Member Needs and Satisfaction Survey!

One of the most important activities you can undertake to ensure that SAA’s work on your behalf meets your needs and expectations is the Member Needs and Satisfaction Survey. This comprehensive online survey will be fielded by SAA from January 17 to February 6, 2012. The survey will provide you with an opportunity to share critical feedback on *all* Society programs and help shape the future of SAA.

**Bonus:** Respondents who complete the survey, estimated to take 30 minutes, will be entered into drawings for a range of prizes:

- Grand Prize: Apple iPad 2
- 5 Second-Place Prizes: \$50 voucher redeemable for SAA products and services
- 100 Runner-Up Prizes: SAA Anniversary Tin



You will receive a personalized email from SAA with a link to the survey.

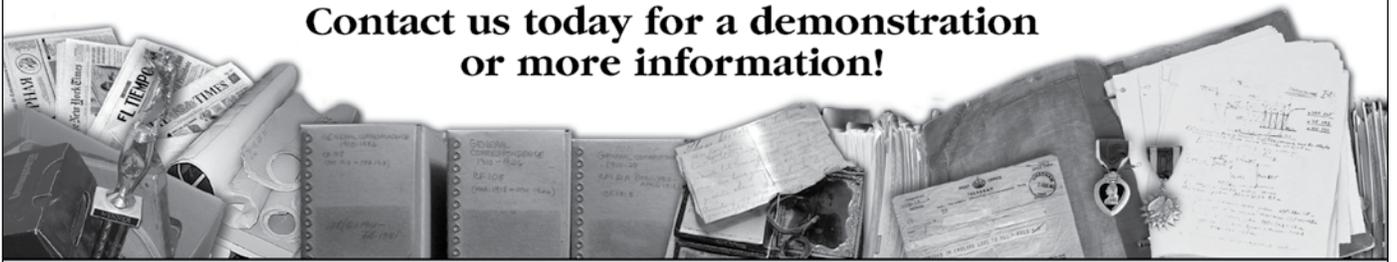
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# EAC-CPF Scholarship Program for Workshops and Building a National Archival Authority Infrastructure

**Katherine M. Wisser, Simmons College, Co-chair of SAA's Technical Subcommittee on Encoded Archival Context**

Starting in March 2012 SAA will offer the first of seven regional workshops to be scheduled through June 2013 to facilitate the dissemination of the new standard, Encoded Archival Context—Corporate Bodies, Persons, and Families (EAC-CPF). To alleviate the pressures of decreasing professional development budgets, the Institute of Museum and Library Services is funding twenty scholarships for each of the seven workshops. The workshops will be hosted across the country and the first workshop is scheduled for March 23, 2012, in Austin, Texas.

## Workshops

The EAC-CPF workshops are one-day long and introduce participants to the general structure of the standard, with an extensive hands-on component. Participants learn how to create EAC-CPF records with hands-on application of elements to existing data. In addition, participants discuss balancing existing data with additional data components as part of an implementation strategy. Exposure to existing projects will inform participants' considerations of how EAC-CPF may be implemented locally, regionally, or nationally.

Upon completion of the workshop, participants will be able to explain the structure and content of the EAC-CPF standard and the companion content standard, ISAAR(CPF) International Standard for Archival Authority Records for Corporate Bodies, Persons, and Families; describe the schema design, including elements and attributes defined to reflect that design; explore XML techniques to

incorporate data from allied standards; and create EAC-CPF record content from existing data structures such as the Library of Congress Authority File, biographical resources, and other related sources.

## Scholarship Application

To apply for a scholarship, candidates will be asked to complete a simple application form, which includes a brief statement on the candidate's role within her/his archival institution and how they think EAC-CPF might be implemented within their repository. Supervisors or managers are required to sign off on the application to confirm institutional commitment to the exploration of EAC-CPF implementation.

Scholarship applications will be reviewed by a Scholarship Selection Committee, which includes Kathy Wisser (Simmons College), Solveig De Sutter (Society of American Archivists), Jerry Simmons (NARA), and Julie Graham (University of California, Los Angeles). Successful applicants will be notified and asked to confirm their attendance before they can be registered for the workshop. Logistical information (including hotel, classroom facility, etc.) will be posted to the SAA website and specific workshop information will be provided by the SAA Education Department.

Applications will be available three months prior to the workshop on the SAA website (see the workshop page in the SAA Education Calendar). Scholarship recipients will be notified no later than one month prior to the workshop to facilitate travel arrangements.

This scholarship program is a unique opportunity to infuse the profession with a large number of professionals learning a new standard in the early stages of implementation. At the end of the series of workshops, scholarship recipients will be asked to complete an online survey covering the effectiveness of the scholarship program in facilitating professional development. The results of this survey will be reported to IMLS so that it can assess if this strategy is one to pursue. We hope that this project may become a model for other projects that seek to disseminate widely standards and best practices widely.

## National Archival Authority Infrastructure

Finally, this program is just one aspect of the larger "Building a National Archival Authority Infrastructure" project, which includes community-based exploration of the essential requirements for establishing a sustainable National Archival Authorities Cooperative (NAAC). This effort will be organized by the Institute for Advanced Technology in the Humanities (IATH) at the University of Virginia and the meetings will be hosted by the National Archives and Records Administration (NARA) in Washington, D.C. in 2012.

The outcome of this work will be a blueprint for a national cooperative authorities program, published as a white paper. The ultimate goal of the "Building a National Archival Authorities Infrastructure" is to promulgate the use of EAC-CPF by increasing awareness of its benefits and developing the professional skills necessary to employ it. ■

# Compare and Contrast

## New Education Directory Includes Program Matrix

Amber Cushing, University of North Carolina at Chapel Hill

Prospective students can compare archival education programs in North America using SAA's online *Directory of Archival Education*. An innovative special feature allows users to compare up to three archival education programs side-by-side according to several characteristics of each program.

The Education Committee along with a subcommittee to revise the directory, which consisted of education committee members, archival educators and an archives student, gathered input from members, students, and educators over the past few years to update the web directory. Each group voiced

different concerns, and the subcommittee tried to address everyone's needs in the redesign. While archival educators advocated that every program be listed at a free basic level with the option to have an extended listing for a fee, students desired the ability to compare programs based on issues such as number of faculty, the nature of programs available, and availability of internships. In addition, the Education Committee and subcommittee wanted to redesign the directory so that prospective students would have access to necessary information that would help them make an informed decision about where to pursue their education.

The new and improved directory addressed all of these concerns and more: education programs that have opted to place an extended listing can include information such as program philosophy, facilities, and research opportunities, as well as provide course information that maps back to the 2011 SAA Guidelines for a Graduate Program in Archival Studies (GPAS). Programs have the ability to update their directory information on a regular basis.

Check out the redesign for yourself at [www2.archivists.org/dae](http://www2.archivists.org/dae) and recommend it to a future archivist today! ■



**The Joy of Winter in Wisconsin.** An ice cave in Kenosha Harbor, 1898, clearly trumps sledding, skating, and skiing! Photo GPN086 courtesy of University of Wisconsin-Parkside Archives and Area Research Center. Submitted by Archives Assistant Melissa Olson.



Putting a name to a face is often helpful, and now SAA members can do just that. This department spotlights one member at a time with the goal of helping all members get to know each other.

# Mahnaz Ghaznavi . . .

. . . is the records manager in the Institutional Records and Archives Department for the J. Paul Getty Trust. She also is an adjunct faculty member in the Information Studies Department at the University of California, Los Angeles, where she teaches courses on information, records, and archives management. She holds a MLIS from UCLA and a MA in Italian from Columbia University. Most recently she was an instructor for SAA's new Digital Archives Specialist (DAS) program.

## SAA: How did you end up in the archives profession?

**MG:** My first job, at the age of 14, was with a branch of a county public library system in Maryland. Over a decade later, when I entered the MLIS Program at UCLA, my intent was to pursue librarianship. During the first year of the program, I enrolled in

the Introduction to American Archives and Manuscripts course taught by Professor Anne Gilliland and, well, that was that. The course complemented well my prior studies in the fields of history and literature and inspired me to want to work with archives.

## SAA: If you were to share one thing about SAA's new DAS program, what would it be?

**MG:** User feedback is indispensable to the DAS program as we progress through the initial implementation. [Have you investigated DAS yet? Check it out at [www2.archivists.org/prof-education/das](http://www2.archivists.org/prof-education/das).]

## SAA: What do you do in your spare time? Do you have a hobby?

**MG:** One of the best features of life in southern California is access to beautiful



coastal areas, especially the state and national parks. The Santa Monica Mountains offer some amazing trails and stunning views of the Pacific Ocean, so, whenever I am able to, I put on my hiking shoes and head out for some sun. I hope everyone has a chance to experience the lovely coast when the SAA convenes its Annual Meeting in San Diego this summer. ■

## 45th Annual Georgia Archives Institute June 11–22, 2012 Atlanta, Georgia



### Sponsored by:

The Georgia Archives • Friends of Georgia Archives and History • Society of Georgia Archivists • Auburn Avenue Research Library

Designed for beginning archivists, manuscript curators, and librarians, the Institute provides general instruction in basic concepts and practices of archival administration and management of traditional and modern documentary materials. The two-week program is held at the Georgia Archives and includes one week of classroom instruction in basic concepts, one day of preservation instruction, a one-day Digital Records Boot Camp, plus a three-day internship in an area repository.

Tuition is \$500 and enrollment is limited. **Deadline is March 1, 2012** for receipt of application and \$75 application fee (refunded if not admitted to Institute).

Tuition scholarships are available from: The Society of Georgia Archivists ([www.soga.org](http://www.soga.org)) and The Friends of Georgia Archives and History ([www.fogah.org](http://www.fogah.org))

For an application to the Institute or additional information, please visit [www.georgiaarchivesinstitute.org](http://www.georgiaarchivesinstitute.org) or contact:

Georgia Archives Institute, P. O. Box 279, Morrow, GA 30260-0279  
[GeorgiaArchivesInstitute@yahoo.com](mailto:GeorgiaArchivesInstitute@yahoo.com)

## KUDOS



**Trudy Huskamp Peterson**, former acting archivist of the United States, founding executive director of the Open Society Archives, and director of archives and records management for the United Nations High Commissioner for Refugees, was the 2011 recipient of the University of Iowa's International Impact Award for her unflagging commitment, even in the face of opposition and intimidation, to the protection and safe-keeping of at-risk documents in order that history may be preserved. Peterson, who holds MA and PhD degrees in history from the University of Iowa, received the award in November.



**Alan Virta**, head of special collections at Boise State University since 1988, has retired after a 37-year career in archives and manuscripts. A graduate of the University of Maryland with degrees in history and library science, he began his archival career at the Library of Congress in 1974 as a cataloger on the staff of the National Union Catalog of Manuscript Collections. He was an NHPRC-Mellon Fellow at the University of Southern Mississippi in 1986–1987 and became head of special collections at Boise State University a year later. He served a term as president of the Conference of Inter-Mountain Archivists and has been a member of SAA since 1975, serving on the Awards Committee and as Idaho key contact.

## Hailing the Cab continued from page 3

an intricately crafted narrative into descriptive language. Our role as archivists necessitates translating words, documents, and context into brief descriptions and standardized vocabularies. But there was something about turning a voice and its emotions into Dublin Core metadata that felt reductive.

- How do you describe an interview in which a driver spent almost 40 minutes building up to a story about his unfair and violent arrest, or that of another driver who told about a particularly hurtful interaction with a passenger over his religious attire?
- What kind of subject heading can really cover the frustration of being unable to provide for your family or the injustice of a job with no access to a bathroom?

Ultimately I had to trust that researchers would listen carefully to the interviews to understand the complexity of each person and his or her words.

Many oral histories have accompanying transcripts, but due to limited resources, we were unable to create transcripts for this project. However, the lack of written word gave us the opportunity to highlight the audio, the actual primary source. Perhaps future funding will allow for each interview to be translated into text, or perhaps the collection will always be primarily represented by individual voices, giving researchers the chance to notice powerful

silences, audible volume changes, and significant verbal stumbles.

### Arriving at Our Destination

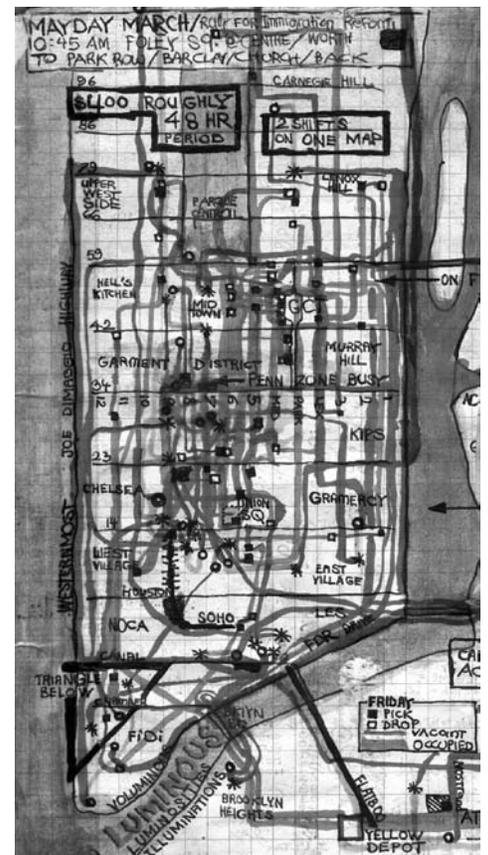
The eight interviews that we recorded, along with descriptive information for each interview—including a biography, interview abstract, time summary at intervals of ten minutes, and subject tags—are available at <http://nyctaxisoralhistory.com/project/>.

In addition, “Not Just a Job: Taxi Driver Insight and Inspiration” is a digital exhibition that we created using WordPress to highlight clips from our interviews along with artwork by Gil Avineri, the first driver we interviewed for this project and author of the blog “Taxicab Almanac of NYC.” Interview formats varied based on the driver’s age and connection to union organizing; interviews last anywhere from thirty minutes to more than two hours. <http://nyctaxisoralhistory.wordpress.com/2011/04/29/hello-world/>.

The interviews will exist in the digital space of the online archive and exhibit and are described along with other archival materials at NYU’s Tamiment Library and Robert F. Wagner Labor Archives.

### Next Step . . .

Moving forward, I hope to continue this project with a new focus and understanding. After only a few interviews, it became clear to me that the need for awareness and understanding of this industry is immediate. Although building an archives



Collages by New York taxi driver Gil Avineri, author of the blog “Taxicab Almanac of NYC.”

always will be important and will very much inform my interview process, I think there are other ways that would help bring to light the harsh working conditions and discrimination prevalent in this industry.

I hope to use the power of these individual voices and to engage in public listening events, small exhibitions, or the distribution of this medium to open the project to new and broader audiences. ■



Collages courtesy of Gil Avineri.

## Is that Box Overstuffed? continued from page 8

enclosures surveyed thus far do not provide adequate support for the materials housed within them.

Any number of reasons can explain why boxes remain under-stuffed: processing methods and standards change over time; proper supports can be hard to come by and vary according to vendor; frequent access means materials shift over time, creating internal voids. Not every box can be comfortably filled to capacity, and often the weight of materials themselves will cause slumping over time. Combine this situation with a box that has an extra quarter inch or more of room and you'll find that, over time, the materials in the box begin to slump and curl.

For traditional paper-based archival records, the combination of an under-stuffed box and weighty material will inevitably cause further damage (warping, curvature, creases) to the materials over the long term, the severity depending on the weight of the material. Because of the condition survey, we know the extent of this issue within our collections *and* the exact box location where

it occurs. Armed with data, we have begun to plan a large-scale intervention project. Beginning this semester, the Preservation Department will assist archivists and graduate student assistants in adding more internal supports—both custom-cut stiff board supports and effective (previously tested) spacers—to improve the protection of materials inside a box.

### Moldy Oldies

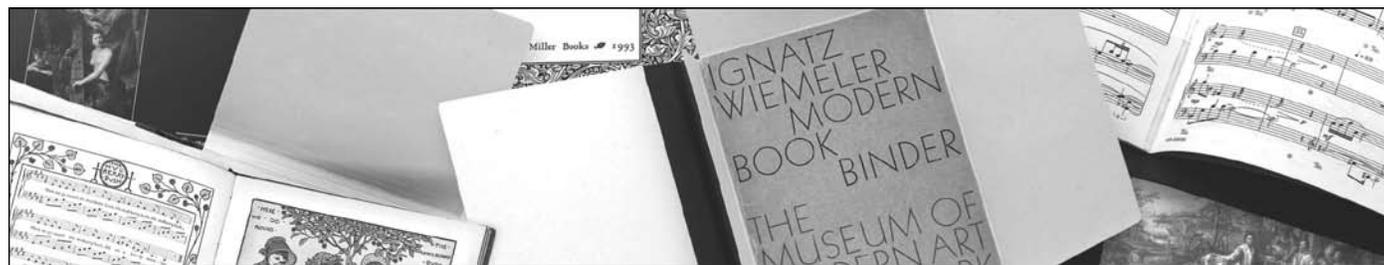
Another positive outcome of the survey involves cross-training in mold remediation and awareness-building of protocols and procedures for handling moldy material. Mold, whether active or inactive, must be isolated immediately to prevent further spreading of the spores. During the survey, a significant amount of collection material had to be isolated due to mold, and the Preservation Department worked with archivists to train all staff on mold identification and isolation protocols. Archivists received mold cleaning training and will oversee the cleaning of these items.

### “Other” Collections

Off-site and unprocessed collections have not been surveyed at this point, and given

the space restrictions of a downtown campus in New York City, an upcoming challenge will be coordinating a location for surveying off-site collections. The quick movement of collections in regular repository operations has raised my awareness of the need to provide archivists with survey data on a more regular and automated basis. We are working to find the most efficient use of the Archivists' Toolkit to share information, as well as creating a preservation-conscious processing manual for collections destined for off-site and for collections processed under the “More Product, Less Process” (MPLP) rubric.

In Fall 2011 we also targeted collections with known or suspected electronic media, which are often discovered “hidden” in and among the boxes and folders of traditional paper-based collections. The data we collect about obsolete and not-yet-obsolete electronic media will guide the repositories and library administration in developing a strategic plan to preserve electronic records. “Overstuffing” will not be an issue in this case! ■



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## Traveling Beyond Borders continued from page 15

complicated Excel workbook of proposals, topical data, and preliminary rankings previously submitted by Committee members. Together we experienced the joy of accepting 69 session proposals and the sadness of rejecting so many that SAA members worked hard to submit on time. Thirty-eight of the record 52 proposals that received section and roundtable endorsements were accepted.

### Diverse Session Topics

Although the “Beyond Borders” program that we crafted includes the technical program sessions that one would expect on digital preservation, electronic records, Web access, digitization, and descriptive standards, Committee members are gratified by the number of accepted sessions that will feature archives of diverse cultures and faiths, issues of social memory, and such other skills and important areas as advocacy, fundraising, appraisal, reference, archival



The Gaslamp Quarter Historic District—which is within easy walking distance of the 2012 conference hotel—includes 94 buildings, most of which were constructed during the Victorian Era. *Courtesy San Diego Convention and Visitors Bureau.*

management, records management, collaboration, ethics, and professionalism. The Program Committee worked with several session proposers and chairs to reduce some 90-minute proposals to 60 minutes, and we will be working hard with the session chairs to effectively present a number of lightning talks that deliver very brief and current reports on important archival topics and work in progress. SAA members answered

the call and they’ve delivered a delightful and informative slate of engaging conference sessions.

Plan now to join us at the lovely San Diego Hilton Bayfront August 6–11. Sun, sand, and surf will not keep you from the intellectual delights our colleagues are preparing for us as we travel “Beyond Borders” in 2012! ■

The beautiful San Diego skyline from Point Loma. *Courtesy San Diego Convention and Visitors Bureau.*





## FROM THE EXECUTIVE DIRECTOR

Nancy P. Beaumont

nbeaumont@archivists.org

# Do You Know Martin Scorsese?

Not just of him. Do you actually *know* him? Or know someone who knows him?

I just saw *Hugo*, Scorsese's film based on Brian Selznick's 2007 novel *The Invention of Hugo Cabret*, which in turn is based in part on the real-life story of early-20th-century filmmaker Georges Méliès. *Hugo* is a magical tale about a boy who lives alone in a Paris railway station and the enigmatic owner of a toy shop there. The movie features archival footage of silent films, including Méliès' *Le voyage dans la lune* (1902). Scorsese's love for the history of filmmaking is apparent in every frame. (Does 3D use frames?) So that got me to thinking. . . .

Members frequently have asked me how "we" arrive at keynote speakers for the Annual Meeting. The process is not particularly scientific or artistic. The SAA President and I collect ideas—from each other, from the Host Committee, from the Program Committee, and from anyone else who cares to share one or several. We research who might know the individuals on the list, or which speaker agencies represent them, or both. The President ranks the list. We distribute the work of contacting "people who know people" and researching to determine the prospects' interest, availability, and fees (if any). And then the

President ranks the list again. This iterative process continues until we make a contact that sticks.

So as I left *Hugo*, I started "thinking big." And when Gregor and I spoke that week I pitched the idea to him: What if, in San Diego, we had a Plenary panel that included, let's say, Martin Scorsese, a film archivist (the person who curates Méliès' films?), and a commentator on the state of film preservation? Gregor thinks it's an idea worth pursuing. So: Do you know Martin Scorsese? Please contact me (nbeaumont@archivists.org) if you do—or if you know someone who knows someone who may. . . .

And by all means: If you have an (other) idea for a keynote speaker, please share it with Gregor (Gregor.trinkaus-randall@state.ma.us) or me. We'll add it to the list.

\* \* \*

One of the benefits of having a keynote speaker at our Annual Meeting is that that individual often leaves the meeting with a greater understanding of or affinity for the archives profession, which he or she may share with others. In that [subtle] way, the selection of the speaker can help our public awareness efforts.

Public awareness has long been a challenge for this profession because, among other reasons, SAA hasn't had the resources to pay for advertising or public relations counsel and we haven't lucked into a positive TV series about an archivist or an archives. (My early struggles on the American College of Emergency Physicians staff to make "emergency physician" a household term were largely resolved when "ER" became a hit. I'd rather be lucky than good!)

SAA doesn't have the money to pay for public relations—yet. But the organization does have members who are committed to their repositories and their profession and who are in the very best position to promote public awareness of archives and archivists. The *I Found It In The Archives!* campaign—which relies on your efforts as an individual—is the focus of our public awareness efforts for at least the next few years. **I hope that you'll read more about it (at <http://www2.archivists.org/initiatives/i-found-it-in-the-archives>) and consider participating by the deadline of March 2, 2012.**

You and your user may find yourselves being lauded at the 2012 Annual Meeting in San Diego! If you have any questions, call me at 866-722-7858. ■

## Member Needs and Satisfaction Survey

From January 17 to February 6, 2012, SAA will field a comprehensive online Member Needs and Satisfaction Survey. The survey is long; we're estimating that it will take 30 minutes to complete. (You can save your work and go back to the online instrument if you can't complete it in one sitting.) And it is also one of the most important activities you can undertake to ensure that SAA's work on your behalf meets your needs and expectations. We *will* take the survey results to heart. Please complete it.

Respondents who complete the survey will be entered into drawings for a range of prizes:

- Grand Prize: Apple iPad 2
- 5 Second-Place Prizes: \$50 voucher redeemable for SAA products and services
- 100 Runner-Up Prizes: SAA Anniversary Tin



# CALL FOR PARTICIPANTS / CALL FOR PRESENTATIONS

## SOCIETY OF AMERICAN ARCHIVISTS 2012 RESEARCH FORUM “FOUNDATIONS AND INNOVATIONS” ..... TUESDAY, AUGUST 7, 9 A.M.–5 P.M. SAN DIEGO HILTON BAYFRONT SAN DIEGO, CALIFORNIA

Participants' enthusiastic response to the past five Research Forums confirms that the full spectrum of research activities—from “pure” research to applied research to innovative practice—is of interest and value to the archives community. The 2012 Research Forum will build on previous success by continuing with a full day of presentations.

### If you're:

- Engaged in research . . .
- Seeking to identify research-based solutions for your institution . . .
- Willing to participate in the research cycle by serving as a beta site for research trials
- Simply interested in what's happening in research and innovation . . .

### Then join us for the 6th Annual SAA Research Forum: “Foundations and Innovations”!

Researchers, practitioners, educators, students, and the curious across all sectors of archives and records management are invited to participate. Use the Forum to discuss, debate, plan, organize, evaluate, or motivate research projects and initiatives. The event seeks to facilitate collaboration and help inform researchers about what questions and problems need to be tackled.

As archivists from around the country and the world convene at *Beyond Borders: The 2012 Annual Meeting of the Society of American Archivists*, the Research Forum will provide a platform to acknowledge current—and encourage future—research and innovation from across the broad archives community and for the benefit of the archives profession.

### Research Forum Events at *Beyond Borders*

The following events are planned for 2012:

- **Research Presentations and Posters** (Tuesday, August 7, 9:00 am–5:00 pm): Here's your chance to present, discuss, listen to, or view research reports and results on a variety of topics. The final 30 minutes of this session will seek input for SAA's 2013 Research Forum.
- **“Office Hours” in the Exhibit Hall** (Thursday, August 9, and Friday, August 10): Research Forum organizers will be on hand to hear your ideas about the Forum and for *ad hoc* discussions about specific research projects.
- **Poster Sessions:** Be sure to make time to visit the poster sessions, which will include practice innovation and research topics.

### Call for Platform and Poster Presentations

.....

SAA invites submission of abstracts (of 250 words or fewer) for either 10-minute platform presentations or poster presentations. Topics may address research on, or innovations in, any aspect of archives practice or records management in government, corporate, academic, scientific, or other setting. Presentations on research results that may have emerged since the 2012 Annual Meeting Call for Proposals deadline in October 2011 are welcome, as are reports on research completed within the past three years that you think is relevant and valuable for discussion. Please indicate whether you intend a platform or poster presentation.

Abstracts will be evaluated by a review committee co-chaired by Nancy McGovern (Inter-University Consortium for Political and Social Research, University of Michigan) and Helen Tibbo (University of North Carolina, Chapel Hill).

**Deadline for submission of abstracts: May 1, 2012.** You will be notified of the review committee's decision by July 1.

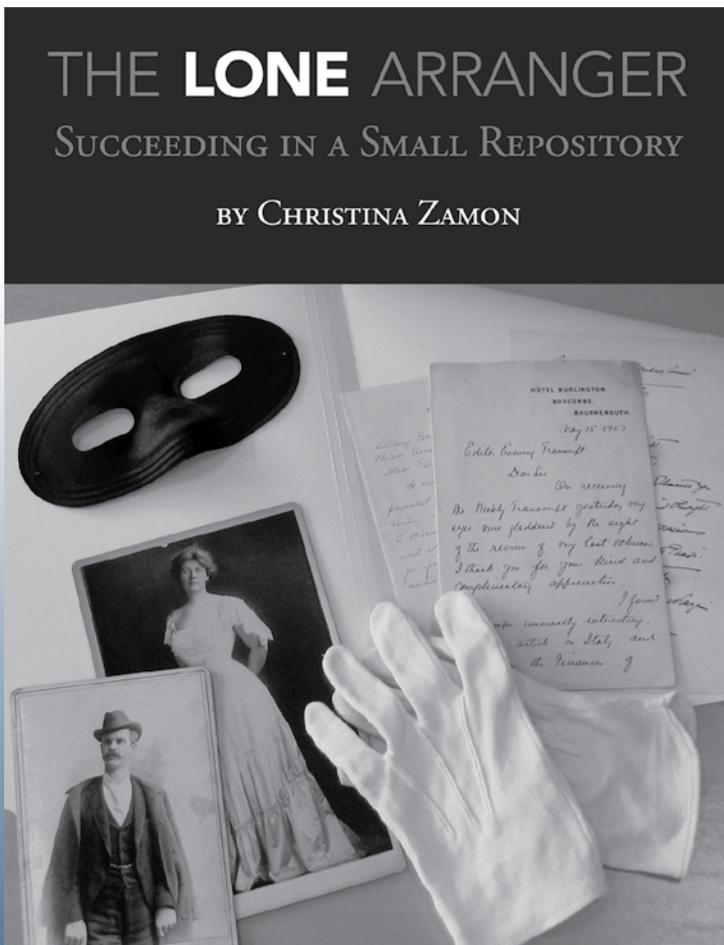
Submit your 250-word abstract no later than May 1 via email to [researchforum@archivists.org](mailto:researchforum@archivists.org).



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In *The Lone Arranger: Succeeding in a Small Repository*, author and “lone arranger” Christina Zamon uses a deft touch to address a comprehensive range of topics: administration and budget, fundraising and donor relations, information technology, collections management, records management, preservation, reference and outreach, facility management, disaster preparedness, and internship and volunteer programs. Includes a dozen case studies. Seasoned archivists and newcomers to the profession will benefit from the sound advice and best practice.



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